



TIP OF THE MONTH

December 2017

Practice Specific Reports

Tip: Submit enough data to receive bi-annual practice-specific reports, access the reports, and share the results with all-staff.

Background

As a RO-ILS benefit, participating practices receive bi-annual practice-specific reports that include personalized graphs and a report card that compares the practice to aggregate historical sums. A sample report card was included in the [2017 Year in Review](#) on page 13. In order to receive this report, the practice must have submitted to the PSO *a minimum of ten events in total, one of which must have been submitted during the previous two quarters*. Submitting safety events to the national RO-ILS database will strengthen the data and enable more rigorous data analysis.

For security reasons, the practice-specific reports are only sent to the practice's designated "PSO Liaison". Nevertheless, RO-ILS encourages dissemination of the report to all staff.

Do you know who is your practice's designated PSO Liaison for RO-ILS? If not, please contact Clarity PSO (radoncsupport@claritygrp.com) for assistance.

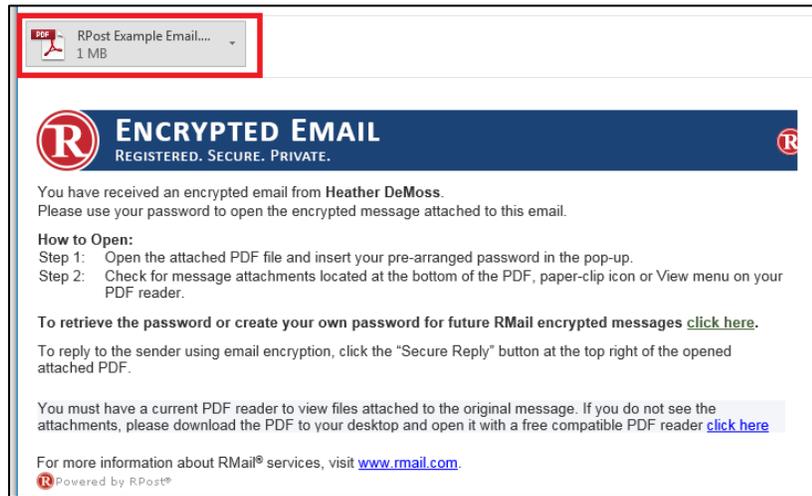
Accessing Practice-specific Reports

The practice's PSO Liaison receives the practice-specific reports via RPost®. RPost® is a service application that encrypts and sends emails securely when sensitive information must be exchanged through email. Please note, PSO Liaisons will need Adobe Reader version 7.0 or higher to open the message and attachments.

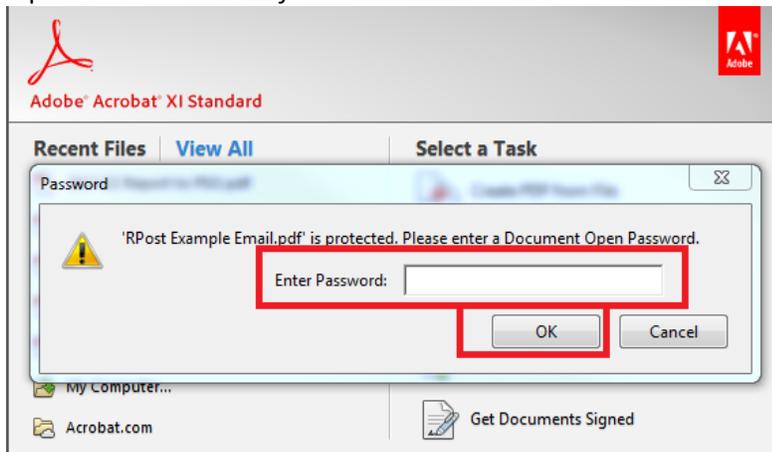
To access the report:

1. Open the first of two emails sent from Clarity PSO (radoncsupport@claritygrp.com). The subject will be: "RO-ILS Practice-Specific Report: report title (e.g., Q2 2017) Access Information".
 - a. This email will contain a password and a message that says, "An encrypted message has been sent to you and will arrive in your inbox in the next few minutes".
 - b. Copy this unique password.

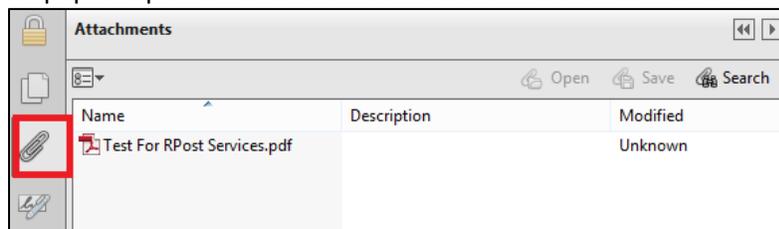
- Open the second email sent from Clarity PSO (radonsupport@claritygrp.com). The subject will be: "RO-ILS Practice-Specific Report: report title (e.g., Q2 2017) Attachment".
- Double click on the attachment, included in the second email.



- Paste the password sent in the *first* email and click "Ok".



- Click on the paper clip icon on the left side of Adobe and double click on the report.



If at any point you have difficulties opening your practice-specific report or experience challenges with RPost®, please contact radonsupport@claritygrp.com or at 708-667-7730. You may also go to the [RPost website](#) for further assistance.

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