# Hospital Industry Data Institute Workplace Violence User Guide

### Introduction

This guide contains information to assist users in entering Workplace Violence measure data into HIDI's Quality Collection site. For additional assistance, please contact Linda Bell at <a href="mailto:lbell@mhanet.com">lbell@mhanet.com</a>.

### Access

Log into HIDI Analytic Advantage®. Click the "Quality Collections" tab to gain access to the collection site.



#### **Home Screen**



## **Data Entry Screen**

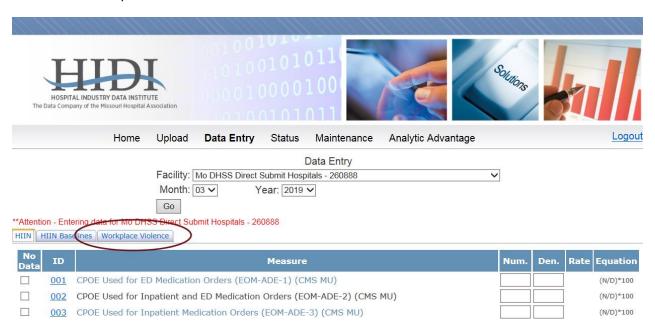
Click on "Data Entry". Choose the month and the year to enter measure data. Click "Go".





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Click on the "Workplace Violence" tab.



Enter the totals for all measures and click "Save" at the bottom of the screen. Click the "No Data" box next to measures that do not apply. Repeat steps for additional months.

