CQRS Available Reports

The following tables describe reports available in CQRS.

CQRS REPORTS

Report Name	Description	Instructions	Available to
Achievement Reports			
Achievement Summary	The purpose of this report is to show full details of an achievement date. This is useful for QOF achievement as the report has the option to drill down into each domain / indicator to view individual achieved points and prevalence figures.	• Click the Reports tab, which will default to the Achievement sub-tab underneath. • Click the "Achievement Summary" link. • Set the relevant Financial Year from the drop-down box. • Ignore the DES, LES, LQI, QOF boxes. • Select Quality & Outcome Framework (QOF) from the drop- down menu. • Select practice required. Option to search via Parent Org name. • Select the relevant Achievement Date from the drop-down box. • Ignore the formatting option. • Click “Run Report". • Each row can be drilled down into by clicking on its title.	NHS England, Commissioning Organisations, Sub-ICB Location, PCN and GP Practices
Annual Activity Summary	The purpose of this report is to show all submitted data and payments for the selected GP practice for a single year.	• Click Reports tab then Achievement sub-tab (default sub-tab). • Click on Annual Activity Summary Link. • Select relevant Financial Year (defaults to current). • Choose Payment Type(s) required.	NHS (Service Desk), NHS England, Commissioning Organisations, Sub-ICB Location, PCN and GP Practices

		• To display Management Information in the report, tick the MI option. • Select the relevant GP Practice. By searching through the parameters on the Org ID drop-down box or selecting an organisation. • Select the format you would like the report generated in. • Click “Run Report”.	
Bulk Achievement Export	The purpose of this report is to show all the submitted data for the selected quality service for all the organisations that are descendants of the current organisation running the report.	• Click Reports tab then Achievement sub-tab (default sub tab). • Click Bulk achievement export link • Select the Financial Year from the drop-down box. • Select the payment type • Enter the Start Date or select a date from the Calendar Icon. • Enter the End Date or select a date from the Calendar Icon. • Click “Run report”. • Once the report has run you will need to click the underlined report title in the previously run section (the report will then say saved) • The file will pop up at the bottom of the screen, click the file to open the data	NHS (Service Desk), NHS England, Commissioning Organisations, Sub-ICB Location, PCN and GP Practices
Detailed Provider Achievement	The purpose of this report is to show input data from Multiple practices and provides information on how many checks were completed cumulatively.	• Click Reports tab then Achievement sub-tab (default sub tab). • Click Detailed Provider Achievement link. • Set the relevant Financial Year from the drop-down box.	NHS England, Commissioning Organisations, Sub-ICB Location and PCN

		• Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the Quality Service from the drop-down box (e.g. Learning Disabilities). • Select the practice you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select 'Select All' from the table showing practice details or tick the check box for the particular practice you wish to run the report for. • Select relevant Achievement Date from the drop-down box. • Tick the box for the Start Point you wish to run the report for, whether for the whole service or for Payment or MI. • Select the format you would like the report generated in. • Click "Run Report".	
PCN Achievement	The purpose of this report is to show the achievement information for a PCN. The report is run for the NCD service and allows you to drill down into the link for the service name and further into the indicators.	• Click Reports tab then Achievement sub-tab (default sub tab). • Click the PCN Achievement Link • Select the relevant Financial Year from the drop-down box. • Select the quality service from the drop-down box • Select the PCN you want to run report for by either searching the PCN by the different parameters on the Search by	GP practices

		drop-down box or select the PCN from the table showing PCN details. • Select the achievement date from the drop-down box. • Select the format you would like the report generated in. • Click “Run Report”.	
Personalised Care Adjustment/Exception/Exclusion	The purpose of this report is to present Personalised care Adjustment/Exception/Exclusion information with option to click into the domains and the Individual indicators.	• Click Reports tab then Achievement sub-tab (default sub tab). • Click the Personalised Care Adjustment/Exception/Exclusion link. • Select the relevant Financial Year from the drop-down box. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the Quality service from the drop-down box. • Select the practice you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select the practice from the table showing practice details. • Select the relevant achievement date. • Select the format you would like the report generated in. • Click “Run Report”. • Each row can be drilled down into by clicking on its title to show further details.	NHS England, Commissioning Organisations, Sub-ICB Location, PCN and GP Practices
Provider Achievement	The purpose of this report is to Show data entry for practices	• Click the Reports tab and then the Achievement sub-tab.	NHS England, Commissioning

	relating to achievement dates. This report allows a user to drill down to view the achieved pounds and the individual indicator information.	• Click the Provider Achievement link. • Select the relevant Financial Year • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the relevant quality service from the drop-down box. • Select the practice you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select 'Select All' from the table showing practice details or tick the check box for the particular practice you wish to run the report for. • Select a valid Achievement Date from the drop-down box • Select the Measurement from the drop-down box. • Select the format you would like the report generated in. • Click "Run Report". • To view further information on a Practice, click on the practice code shown on the report. • Each column can be drilled down into by clicking on its title to show further details.	Organisations and Sub-ICB Location
Provider Achievement Trend	The purpose of this report is to show the achieved points/pounds per month/quarter per practice.	• Click Reports tab then Achievement sub-tab (default sub-tab). • Click the Provider Achievement Trend link. • Select the relevant Financial Year from the drop-down box.	NHS England, Commissioning Organisations, Sub-ICB Location and PCN

		• Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the Quality Service from the drop-down box. • Select the practice you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select 'Select All' from the table showing practice details or tick the check box for the practice you wish to run the report for. • Select the Frequency (monthly or quarterly) • Select from the Measurement drop-down box (points, pounds, or max points). • Click "Run Report". At the bottom of the report is a list of the groups making up the report totals. These can be drilled down into by clicking on their name.	
Provider Personalised Care Adjustment/Exception/Exclusion	The purpose of this report is to present personalised care adjustment/exception/exclusion information for all practices Selected. There is an option to click into the organisation ID to view further info; can then click into the domains and the Individual indicators.	• Click the Reports tab then the Achievement sub-tab. • Click the Provider Personalised Care Adjustment/ Exception/Exclusion link. • Select the relevant Financial Year from the drop-down box. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types.	NHS England, Commissioning Organisations, Sub-ICB Location and PCN

		• Select the and the quality service (usually QOF) from the drop-down box. • Select the practice you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select 'Select All' from the table showing practice details or tick the check box for the practice you wish to run the report for. • Select the achievement date you would like to view data for from the drop-down box. • Select the format you would like the report generated in. • Click "Run Report". • Each column can be drilled down into by clicking on its title to show further details.	
Service Provider Population	The purpose of this report is to show the Contracted Registered Population (CRP) data held on CQRS for a GP practice for the selected quarter, including gender and age breakdown.	• Click Reports tab and then Achievement sub-tab. • Click Service Provider Population Report link. • Select the relevant Financial Year from the drop down. • Select the quarter you require data for. • Select the organisation you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select 'Select All' from the table showing practice details or tick the check box for the practice you wish to run the report for.	NHS (Service Desk), NHS England, Commissioning Organisations, Sub-ICB Location, PCN and GP Practices

		• Select the format you would like the report generated in. • Click “Run Report”.	

Report Name	Description	Instructions	Available to
Participation Management Reports			
Provider Participation	The purpose of this report is to show the status of service offers to GP practices.	• Click the Reports tab, • Click the Participation Management sub-tab. • Click the Provider Participation link. • Select the relevant Financial Year from the drop-down box. • Enter the Start Date in the box or click the start date from the calendar icon. • Enter the End Date in the box or click the end date from the calendar icon. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the organisation you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select ‘Select All’ from the table showing practice details or tick the check box for the practice you wish to run the report for. • Select the format you would like the report generated in. • Click “Run Report”.	NHS England, NHS (Service Desk), Commissioning Organisations and Sub-ICB Locations.

Report Name	Description	Instructions	Available to
Data Entry Reports			
Data Entry Quality Service Data Complete	The purpose of this report is to show which GP practices have completed their manual indicators. While different quality services can be selected, it is specifically written for QOF.	• Click the Reports tab. • Click the Data Entry sub-tab. • Click the Data Entry Quality Service Data Complete link. • Select the Quality Service from the drop-down box. • Select the format you would like the report generated in. • Click "Run Report".	NHS England, Commissioning Organisations and Sub-ICB Locations
Data Entry Quality Service Data Missing	The purpose of this report is to show which GP practices have not completed their manual indicators. While different quality services can be selected it is specifically written for QOF.	• Click the Reports tab • Click the Data Entry sub-tab. • Click the Data Entry Quality Service Data Missing link. • Select the Quality Service from the drop-down box. • Select the format you would like the report generated in. • Click "Run Report".	NHS England, Commissioning Organisations and Sub-ICB Locations
Data Submission	The purpose of this report is to show the latest automatic and manual submission dates and the relevant achievement dates. If you want details for a single achievement date, set both the start and end dates to that date.	• Click the Reports tab. • Click the Data Entry sub-tab. • Select the Data Submission link • Select the relevant Financial Year. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select a Quality Service from the drop-down box. • Select the organisation you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select 'Select All' from the table showing practice	NHS England, NHS (Service Desk), Commissioning Organisations, Sub-ICB Locations and PCNs.

		details or tick the check box for the practice you wish to run the report for. • Enter the Start date or select date from the Calendar icon. • Enter the End date or select date from the Calendar icon. • Select the format you would like the report generated in. • Click “Run Report”.	
GP Practice PCN Performance	This report shows data only and downloads as an Excel document.	• Click the Reports tab. • Click the Data entry sub-tab. • Click the GP Practice PCN performance link. • Select the relevant Financial Year from the drop-down box. • Select the Quality Service from the drop-down box. • Select the organisation you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select ‘Select All’ from the table showing practice details or tick the check box for the practice you wish to run the report for. • Select the Achievement Date from the drop-down box. • Click “Run Report”.	GP practices
All GP Practices Performance	This report shows all the GP practices performance within a given PCN.	• Click the Reports tab. • Click the Data Entry Sub-tab. • Click the All GP Practices Performance with a PCN Link. • Select the Financial Year from the drop-down box. • Select the Quality Service from the drop-down box. • Select the organisation you want to run report for by either searching the practice by the different	PCN

		parameters on the Search by drop-down box or select 'Select All' from the table showing practice details or tick the check box for the practice you wish to run the report for. • Select the Achievement date from the drop-down box. • Select the format you would like the report generated in. • Click "Run Report".	

Report Name	Description	Instructions	Available to
Declaration Reports			
Aspiration Payment Declaration	The purpose of this report is to show information regarding the Quality Outcomes Framework (QOF) aspiration payments per individual practice.	• Click the Reports tab. • Click the Declarations sub-tab. • Click the Aspiration Payment Declaration link. • Select the relevant Financial Year from the drop-down box. • Enter the Start date or select date from the Calendar icon. • Enter the End date or select date from the Calendar icon. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the organisation you want to run report for by either searching for the practice by the different parameters on the Search by drop-down box or tick the check box for the practice you wish to run the report for.	NHS England, NHS (Service Desk), Commissioning Organisations, Sub-ICB Locations, PCNs and GP Practices

		• Select the Declaration Status from the Drop-down box. • Select the format you would like the report generated in. • Click “Run Report”.	
Declaration Export	The purpose of this report is to show all achievements and their current state for any of the descendants from which report has been run under. This report can only be run by NHS, NHS England and Commissioners.	• Click Reports tab. • Click the Declaration sub-tab. • Click the Declaration Export Link. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Enter the Achievement Start date or select a date from the Calendar Icon. • Enter the Achievement End Date or select a date from the Calendar Icon. • Enter the Financial Approval Start Date or select a date from the Calendar Icon. • Enter the Financial Approval End Date or select a date from the Calendar Icon. • Click “Run Report”.	NHS England, NHS (Service Desk), Commissioning Organisations, Sub-ICB Locations, PCNs and GP Practices
Payment Declaration	The purpose of this report is to show the status of the payments. This report will also show if the practice has submitted data or not, on a month-to-month basis for the whole Financial Year.	• Click the reports tab. • Click the Declarations sub-tab. • Click on the Payment Declarations link. • Select the relevant Financial Year from the drop-down box. • Enter the Start date or select a date from the Calendar Icon. • Enter the End Date or select a date from the Calendar Icon. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types.	NHS England, NHS (Service Desk), Commissioning Organisations, Sub-ICB Locations, PCNs and GP Practices

		• Select the organisation you want to run report for by either searching for the practice by the different parameters on the Search by drop-down box or select the practice you wish to run the report for. • Select the Declaration Status from the Drop-down box. • Select the format you would like the report generated in. • Click “Run Report”.	
Provider Aspiration Payment Declaration	The purpose of this report is to show information regarding the QOF aspiration with the option to view multiple practices’ data.	• Click the Reports tab. • Click the Declarations sub-tab. • Click the Provider Aspiration Payment Declaration link. • Select the relevant Financial Year from the drop-down box. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the Quality Service from the drop-down box. • Select ‘All’ or the relevant payment period from the drop-down box. • Select the organisation you want to run report for by either searching the practice by the different parameters on the Search by drop-down box • Select the Declaration Status from the Drop-down box. • Select the format you would like the report generated in. • Click “Run Report”.	NHS England, NHS (Service Desk), Commissioning Organisations, Sub-ICB Locations and PCNs
Provider Payment Declaration	The purpose of this report is to show declaration statuses	• Click the Reports tab. • Click the Declarations sub-tab. • Click the Provider Payment Declaration link.	NHS England, NHS (Service Desk), Commissioning

	of multiple practices for a particular service.	• Select the relevant Financial Year from the drop-down box. • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the Quality service from the drop-down box. • Select 'All' or the relevant payment period from the drop-down box. • Select the organisation you want to run report for by either searching the practice by the different parameters on the Search by drop-down box or select 'Select All' from the table showing practice details or tick the check box for the practice you wish to run the report for. • Select the Declaration Status from the Drop-down box. • Select 'No', 'Yes' or 'Yes with History' from the Underlying Data drop-down box. • Select the format you would like the report generated in. • Click "Run Report".	Organisations, Sub-ICB Locations and PCNs

Report Name	Description	Instructions	Available to
Administrative Reports			
Multi Organisation User	The purpose of this report is to show a list of users with their names, IDs, status and last log in date.	• Click the Reports tab, • Click the Administrative sub-tab. • Click the Multi Organisation User link. • Select the Organisation required from the drop-down box.	NHS England, NHS (Service Desk), Commissioning

		• You have an option to tick the check box to include child organisations too. • Enter the Start date or select a date from the Calendar Icon. • Enter the End Date or select a date from the Calendar Icon. • Tick the checkbox for the role or roles you wish to run the report for. • Select 'All' or the relevant status from the User Status drop-down box. • Select the format you would like the report generated in. • Click "Run Report".	Organisations, Sub-ICB Location, PCNs and GP Practices
Organisation - User	The purpose of this report is to show User Access per organisation	• Click the Reports tab. • Click the Administrative sub-tab. • Click the Organisation – User link. • Enter the date or select a date from the Calendar Icon. • Select the organisation you want to run report for by either searching for the practice by the different parameters on the Search by drop-down box or select the practice you wish to run the report for. • Select 'All' or the relevant status from the User Status drop-down box. • Select the format you would like the report generated in. • Click "Run Report".	NHS England, NHS (Service Desk), Commissioning Organisations, Sub-ICB Location, PCNs and GP Practices
Patient Set Exclusion	This report is only used for the QOF service and can only be run by NHS England, the report provides data on patient set information and	• Click the Reports tab. • Click the Administrative sub-tab. • Click the Patient Set Exclusion link. • Select the relevant Financial Year from the drop-down box.	NHS England, NHS (Service Desk), Commissioning

	the QOF service is the only service that contains this data. This report must be run after year end in order for the data to be provided correctly. The report is designed to outline any practice that falls under 2 conditions which are ·The CRP for the practice is under 1000 ·The patient set data submitted for the practice exceeds the current CRP data submitted	• Select the Quality Service from the drop-down box. • Select the Achievement Date from the drop-down box. • Select the format you would like the report generated in. • Click "Run Report".	Organisations, Sub-ICB Location, PCNs and GP Practices
Network Organisation Relationship	The purpose of this report is to show the relationship between GP practices and Primary Care Networks (PCNs) along with the date ranges of those relationships.	• Click Reports tab. • Click the Administrative sub-tab. • Click the Network organisation Link. • Enter the start and end date. • Click "Run Report".	NHS England, Commissioning Organisations, NHS (Service Desk), PCNs and GP Practices
Nominated Payee	The purpose of this report is to show who the nominated payee is for a PCN, for the date ranges selected. A nominated payee is the organisation that receives PCN payments.	• Click the Reports Tab • Click the Administrative Sub-tab • Enter the Start date or select a date from the Calendar Icon. • Enter the End Date or select a date from the Calendar Icon. • Click "Run Report".	NHS England, Commissioning Organisations, PCN and NHS (Service Desk).
Service Provider Clusters	The purpose of this report is to show existing clusters. This report allows the user to sort and filter PCN's and	• Click the Reports tab. • Click the Administrative sub-tab. • Click the Service Provider Clusters link.	NHS England, NHS (Service Desk), Commissioning

	practices. The report will only include organisations the user is allowed to view	• Click "Run Report". • The report downloads as an Excel File. • The Excel File will show the name of the Nominated Payee, the Org. ID for the Nominated Payee, the name of the PCN that it belongs to, the PCN Org. ID and the Start and End date for the PCN relationship.	Organisations and Sub-ICB Location

Report Name	Description	Instructions	Available to
NHS Reports			
National Data Entry Data Complete	This report can only be run with NHS or NHS England access. The report will contain all the information for open organisations for the selected service. It will show all the practices that have submitted all the data for the service.	• Go to the Reports tab • Go to NHS sub-tab • Click the National Data Entry Complete Link • Select the quality service from the drop-down box • Select the format you wish to generate the report in. • Click "Run Report"	NHS England and Service Desk (NHS)
Organisation Detail	This report lists all organisations involved in a Quality Service and the Contractor Registered Populations (CRP). This report is available to top level administrators and is generated in CSV format only.	• Go to the Reports tab • Go to NHS sub-tab • Click the Organisation Detail Link • Enter the Start Date or select the date from the Calendar Icon. • Enter the End Date or select the date from the Calendar Icon. • Click "Run Report"	NHS England and Service Desk (NHS)
Quality Service Group Achievement	This report shows the calculated result for each selected Quality Service and payment period.	• Go to Reports tab • Go to NHS sub-tab	NHS England and Service Desk(NHS)

	This report can only be generated after Service Providers and Commissioning Organisations approve achievement data for the Quality Service and payment period.	• Click the Quality Service Group Achievement Link • Select Quality Service from the drop-down box • Select the achievement date from the drop-down box • Click “Run Report”	
Quality Service Participation	This report shows which organisation are participating in a Quality Service.	• Go to Reports tab • Go to NHS sub-tab • Click the Quality Service Participation Link • Enter the Start Date or select the date from the Calendar Icon. • Enter the End Date or select the date from the Calendar Icon. • Click “Run Report”.	NHS England and Service Desk (NHS)
Quality Service Participation Status	This report provides the status of participation by each organisation offered the Quality Service.	• Go to Reports tab • Go to NHS sub-tab • Click the Quality Service Participation Status Link • Select the relevant Financial Year from the drop-down box • Tick the checkbox for the payment type you wish to run report for or leave the checkboxes unselected to include all payment types. • Select the Quality Service from the drop-down box. • Select the format you wish to generate the report in. • Click “Run Report”.	NHS England and Service Desk (NHS)

Quality Service Indicator Achievement	This report shows the calculated result for each selected Quality Service and payment period.	• Go to Reports tab • Go to NHS sub-tab • Click the Quality Service Indicator Achievement Link • Select the Quality Service from the drop-down box • Select the Achievement Date from the drop-down box. • Click “Run Report	NHS England and Service Desk (NHS)
Quality Service Indicator Achievement Input	This report shows the raw data used to calculate indicators, including exception and exclusion counts for each selected Quality Service and payment period	• Go to Reports tab • Go to NHS sub-tab • Click the Quality Service Indicator Achievement Input Link • Select the Quality Service from the drop-down box. • Select the Achievement Date from the drop-down box. • Click “Run Report.	NHS England and Service Desk (NHS)