

AHRQ Hospital Survey on Patient Safety Culture Comparative Database, Supporting Statement B

Attachment G: Example Screen Shots of Hospital Survey on Patient Safety Culture Data Submission Web Site Information Collection

Figure 1: Submit Questionnaire and Link Questionnaire to Hospital(s)

The screenshot displays the AHRQ website interface for submitting questionnaires. At the top, there are banners for the U.S. Department of Health & Human Services and the Agency for Healthcare Research and Quality. The main navigation bar includes 'SURVEYS ON PATIENT SAFETY CULTURE COMPARATIVE DATABASES' and utility links like 'E-mail Updates', 'Contact Us', 'Site Map', and 'Print Page'. A search box is also present.

The left sidebar contains a 'Databases' menu with options: 'Welcome, Willow', 'Submitting Data' (with sub-items: '1. Enter Hospital Site Information', '2. Submit Hospital Questionnaire', '3. Submit Data Use Agreement', '4. Submit Respondent Level Data File(s)'), 'Check Your Submission Status', 'Your Account' (with sub-items: 'Change Password', 'Edit Contact Information'), and 'Logout'. A 'Stay Connected' button is located at the bottom of the sidebar.

The main content area is titled 'Questionnaires' and includes the following instructions:

- To upload a questionnaire, click on **"Upload a questionnaire"**.
- If you already have an approved questionnaire and you have added or replaced hospitals using the same questionnaire, link your hospitals to the questionnaire by clicking on the file name of the accepted questionnaire below.

Below the instructions is an 'Upload a questionnaire' button. A table below that shows the current status of questionnaires:

<< Previous | Next >> Records: 0

Status	Date Received	File Name	Language	Number of Sites using this Questionnaire

<< Previous | Next >>

Search: Status [v] Contains [v] [] Find

At the bottom of the page, contact information is provided: 'Databases On Safety Culture @westat.com' and the phone number '888-324-9790'.

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Figure 1: Submit Questionnaire and Link Questionnaire to Hospital(s), continued

U.S. Department of Health & Human Services www.hhs.gov

AHRQ Agency for Healthcare Research and Quality
Advancing Excellence in Health Care www.ahrq.gov

SURVEYS ON PATIENT SAFETY CULTURE
COMPARATIVE DATABASES

[E-mail Updates](#) | [Contact Us](#) | [Site Map](#) | [Print Page](#)

Search

Databases

Welcome, Willow

- Submitting Data
 1. Enter Hospital Site Information
 2. **Submit Hospital Questionnaire**
 3. Submit Data Use Agreement
 4. Submit Respondent Level Data File(s)
- Check Your Submission Status
- Your Account
 - Change Password
 - Edit Contact Information
- Logout

Stay Connected

Databases On Safety Culture
@westat.com

888-324-9790

Surveys on Patient Safety Culture
OMB Control Number: 0935-0162, Expiration Date: 9/30/2016

You are here: [Databases](#) > [Submitting Data](#) > Upload Questionnaire [Logout](#)

A field with an asterisk (*) before it is a required field.

Submit Questionnaire: Select file

Note: Acceptable file formats are .doc, .docx, .wpd, .pdf, or .rtf.

* Language

English
 Spanish
 Other

* Select the sites that used this questionnaire [Check All](#) [Uncheck All](#)

Select	Site Name	Medicare Provider ID	AHA ID	Address 1	Address 2	City	State	Zip Code
<input type="checkbox"/>	Hospital Name Example	123456	1234567	Address123		Rockville	MD	20850

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Agency for Healthcare Research and Quality • 540 Gaither Road Rockville, MD 20850 • Telephone: (301) 427-1364

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Figure 2: Upload Data for Each Participating Hospital

The screenshot displays the AHRQ website interface for submitting data. At the top, there is a header for the U.S. Department of Health & Human Services and the AHRQ logo. Below this, a navigation bar contains the text 'SURVEYS ON PATIENT SAFETY CULTURE COMPARATIVE DATABASES' and a search box. The main content area is titled 'Submit Respondent Level Data File(s)' and includes instructions for users. A table below the instructions shows a single record with the following details:

Submit	Status	Medicare Provider ID	AHAID	Site Name	Address	City	State	Denominator	End Month/Year
1. Submit data file	Pending	123456	1234567	Hospital Name Example	Address	123 Rockville	MD	100	2/2015

At the bottom of the page, there is a 'Stay Connected' button and contact information for the Databases On Safety Culture team, including an email address and a phone number.

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Figure 2: Upload Data for Each Participating Hospital, continued

The screenshot displays the AHRQ website interface for uploading data. At the top, the U.S. Department of Health & Human Services logo and the AHRQ logo are visible, along with the website addresses www.hhs.gov and www.ahrq.gov. The main navigation bar includes links for 'E-mail Updates', 'Contact Us', 'Site Map', and 'Print Page', along with a search box. The page title is 'SURVEYS ON PATIENT SAFETY CULTURE COMPARATIVE DATABASES'. The breadcrumb trail indicates the user is in the 'Submitting Data' section, specifically at the 'File Upload/Quality Report' step.

Databases

Welcome, Willow

- **Submitting Data**
 1. Enter Hospital Site Information
 2. Submit Hospital Questionnaire
 3. Submit Data Use Agreement
 4. **Submit Respondent Level Data File(s)**
- Check Your Submission Status
- Your Account
 - Change Password
 - Edit Contact Information
- Logout

Stay Connected

Databases On Safety Culture
@westat.com
888-324-9790

You are here: [Databases](#) > [Submitting Data](#) > File Upload/Quality Report

Instructions:
Verify that the data you are submitting matches the following site information:

- Hospital Name, and
- Hospital Address.

Select 'Browse' to locate the data file.
Select 'Next'.

Submit Data: Select file (Step 1 of 2)

Data file must match Site Name, Address, City, State, and Zip code.

Hospital Name Example
Address123
Rockville MD, 20850

Note: Only Excel files are acceptable (valid file extensions are .xls and .xlsx).