

Radiation, Systemic and Cancer System Activity Reports: User Guide

This document provides step-by-step instructions for creating queries in the Radiation, Systemic and Cancer System Activity reports. **The screenshots included in this report use the Cancer System Activity report for demonstration purposes, however these instructions apply to all three reports.**

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Report Overview

Three activity reports (cancer system, radiation, and systemic treatment) were created to replace the corresponding iPort reports: DCA999 (Radiation and Systemic Activity), DRA001 (Radiation Planning and Treatment Activities) and DRC010 (Radiation Courses). The purpose of these reports is to provide users with a self-service tool to access radiation and systemic treatment data to support performance management, quality improvement, and cancer system capacity and planning.

These reports allow users to specify the required indicators and stratifications and produce a tabular view. Data is available for all sites that administer radiation and/or systemic treatment and report this data to Ontario Health (OH) in Activity Level Reporting (ALR). Facility and institution assignment is based on where treatment or activity occurred, rather than submitting facility.

- The **Cancer System Activities Report** provides users access to metrics with a combined view of outpatient cancer system activities reported by Regional Cancer Centres (RCCs) and their partner sites in the ALR, including clinic visits, radiation treatment visits, systemic therapy treatments, radiation planning activities, etc.
- The **Radiation Planning and Treatment Activities Report** provides users with metrics that summarize radiation planning and treatment activities submitted to the ALR by treatment centres across Ontario. These metrics are available by visit counts, case counts, and workload minute.
- The **Systemic Activities Report** provides users with metrics summarizing outpatient clinic and treatment activities submitted to the ALR by hospitals providing systemic therapy. Metrics are available at the case and visit level.

All historic data submitted since FY1997/98 are available in these reports. Report results are updated with the latest month of data available by mid-month, following the ALR data refresh.

For questions related to the activity reports, contact OH-CCO_Informatics@OntarioHealth.ca.

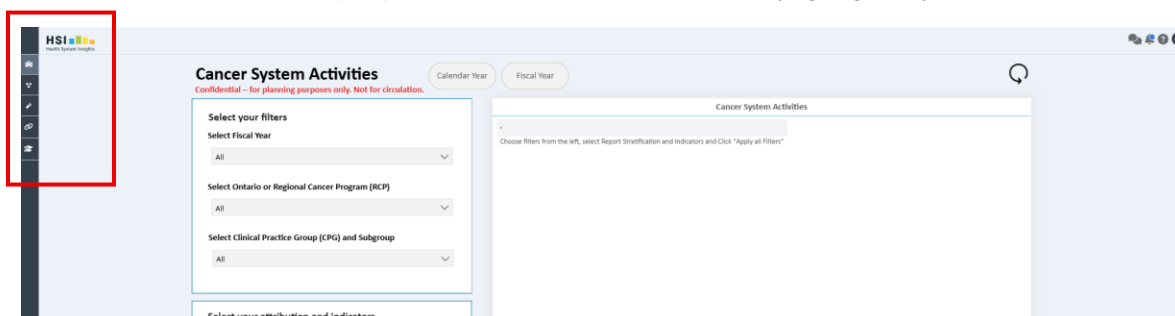
Allowed Uses for the Report

For performance purposes, the report output is limited to 1 million rows. Queries exceeding this size should be split into smaller sub-queries. For example, if ten years of data are required, it is recommended the user run this query with two separate sub-queries broken up into five-year segments. The number of report stratifications selected will considerably increase the number of rows in the output, as each combination of values within each selected stratification variable are included.

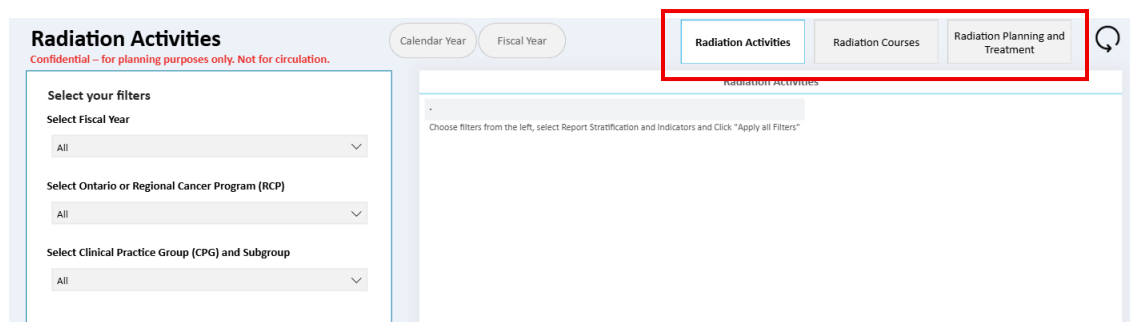
Note: This data has been assembled for situational awareness and system planning and should be disseminated only to those individuals who require it. Please do not use this information, either alone or with other information to identify an individual. This includes attempting to decrypt information that is encrypted, attempting to identify an individual based on encrypted information, and attempting to identify an individual based on prior knowledge.

Report Navigation

The default page directs users to the Cancer System Activities report. To access the Systemic Activity and Radiation Activity reports, use the menu on the left (highlighted).

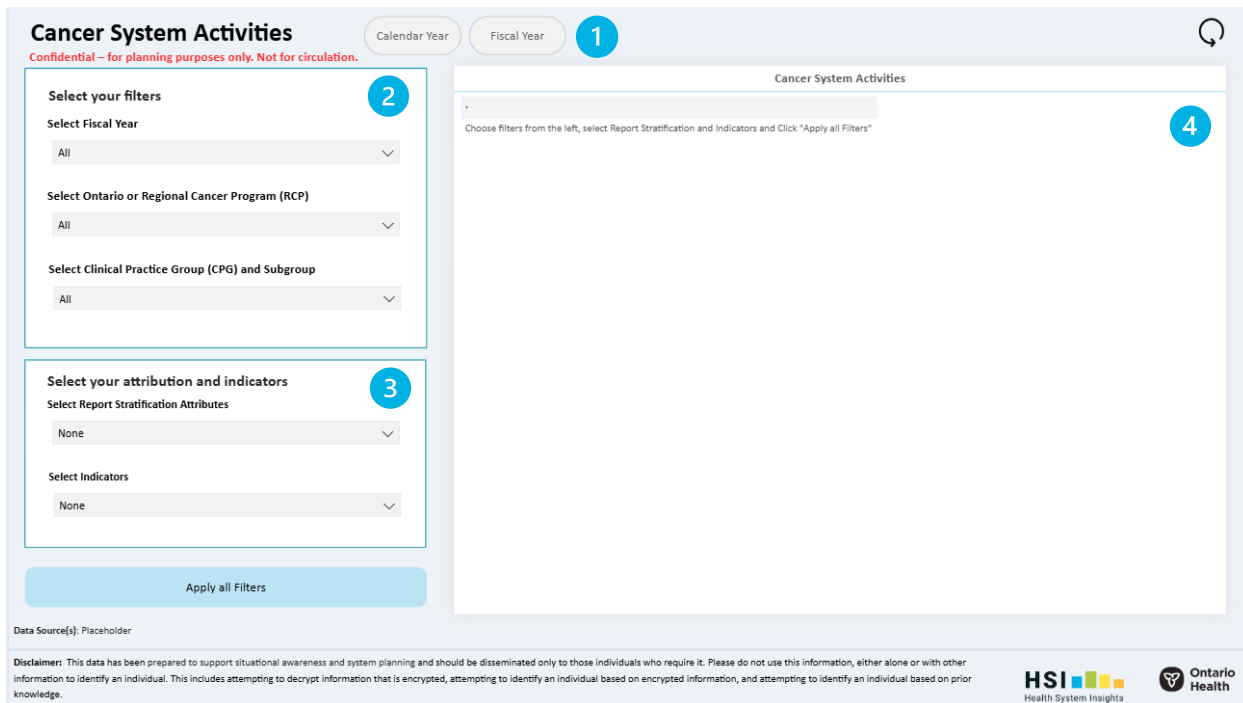


The Radiation Activity report has three sections (Radiation Activities, Radiation Courses, and Radiation Planning and Treatment), which can be navigated between using the buttons in the top right.



Introduction to the Report Interface

The Radiation Activity, Systemic Activity, and Cancer System Activity Report have identical interfaces. An overview of the key elements on the report interface is provided below, using the Cancer System Activity report as an example.



The screenshot shows the "Cancer System Activities" report interface. At the top, there are two buttons: "Calendar Year" and "Fiscal Year", with a blue circle containing the number "1" next to "Fiscal Year". Below these buttons is a red warning text: "Confidential – for planning purposes only. Not for circulation." On the left side, there is a "Select your filters" panel with a blue circle containing the number "2". This panel contains three dropdown menus: "Select Fiscal Year" (set to "All"), "Select Ontario or Regional Cancer Program (RCP)" (set to "All"), and "Select Clinical Practice Group (CPG) and Subgroup" (set to "All"). Below these is a "Select your attribution and indicators" panel with a blue circle containing the number "3". This panel contains two dropdown menus: "Select Report Stratification Attributes" (set to "None") and "Select Indicators" (set to "None"). At the bottom of the filter panels is a blue button labeled "Apply all Filters". On the right side, there is a large table area with a blue circle containing the number "4". The table header is "Cancer System Activities" and the body contains the text: "Choose filters from the left, select Report Stratification and Indicators and Click 'Apply all Filters'". At the bottom of the interface, there is a "Data Source(s): Placeholder" label and a disclaimer: "Disclaimer: This data has been prepared to support situational awareness and system planning and should be disseminated only to those individuals who require it. Please do not use this information, either alone or with other information to identify an individual. This includes attempting to decrypt information that is encrypted, attempting to identify an individual based on encrypted information, and attempting to identify an individual based on prior knowledge." The bottom right corner features the "HSI Health System Insights" logo and the "Ontario Health" logo.

1. **“Calendar Year” and “Fiscal Year” Buttons:** Clicking on these buttons (at the top of the interface) will change the first filter and allow users to select a subset of records by calendar year (January to December) or fiscal year (April to March). It also updates the **Attribution Dropdown** (see #3 below) to include calendar year or fiscal year to stratify counts in the data table.
2. **Report Filters** are found in the first panel (“**Filter Panel**”) of dropdowns on the report page.
 - The **Calendar/Fiscal Year** filter extracts only records for the selected years.
 - The **Ontario/Regional Cancer Program (RCP)** filter allows users to select for records at the (1) province, (2) RCP, (3) facility, and (4) institution levels. Facilities and institutions are grouped under their corresponding RCP.
 - The **Clinical Practice Group (CPG) and Subgroup** filter allows selection of records submitted for a specific disease site or disease subgroup. Ontario Health uses the ICD-10-CA diagnosis codes or ICD-O-3 topography and morphology codes submitted to the ALR to map cancer cases to the CPG and subgroup categories used in this filter.

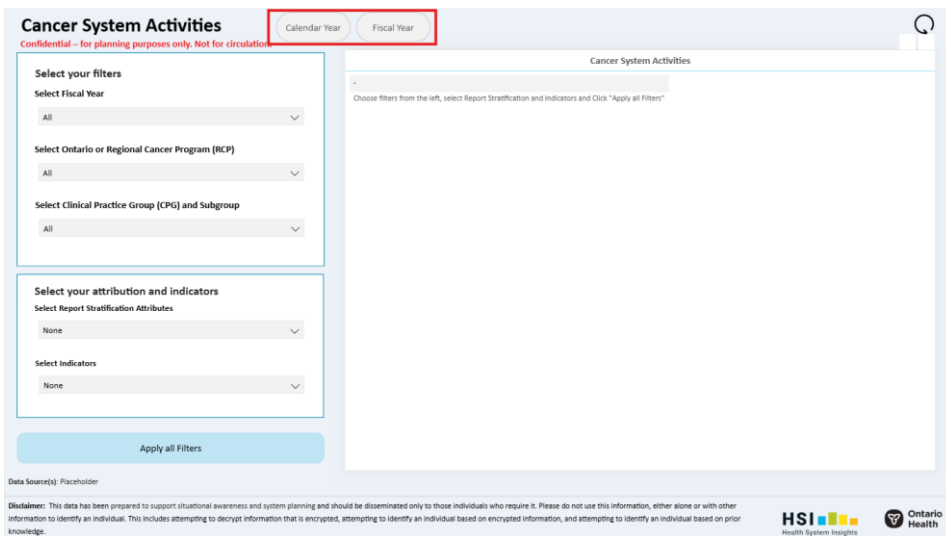
3. The **Attributions/Indicators Selection Panel** is used to customize the data elements included in the columns of the data table.
 - The **Attributions Dropdown** allows report users to select the stratifying variables or columns of the data table.
 - The **Indicators Dropdown** allows users to select the measures (e.g. T01 total visits) to be displayed in the data table.
4. The **Visualizations Panel** will remain empty until you click “Apply all Filters.” Choose your options in the filter panel and the attributions/indicators panels, then select **Apply all Filters**. Once the filters are applied, the data table will appear.

A step-by-step outline of how to set up a data query is available in the next section.

How to Run a Data Query

A step-by-step overview of how to complete a query from the Radiation Activity, Systemic Activity, and Cancer System Activity reports is provided below.

Step 1: Select whether data should be summarized by calendar year (January to December) or fiscal year (April to March). The default selection is fiscal year.



Cancer System Activities
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Calendar Year Fiscal Year

Select your filters

Select Fiscal Year
All

Select Ontario or Regional Cancer Program (RCP)
All

Select Clinical Practice Group (CPG) and Subgroup
All

Select your attribution and indicators

Select Report Stratification Attributes
None

Select Indicators
None

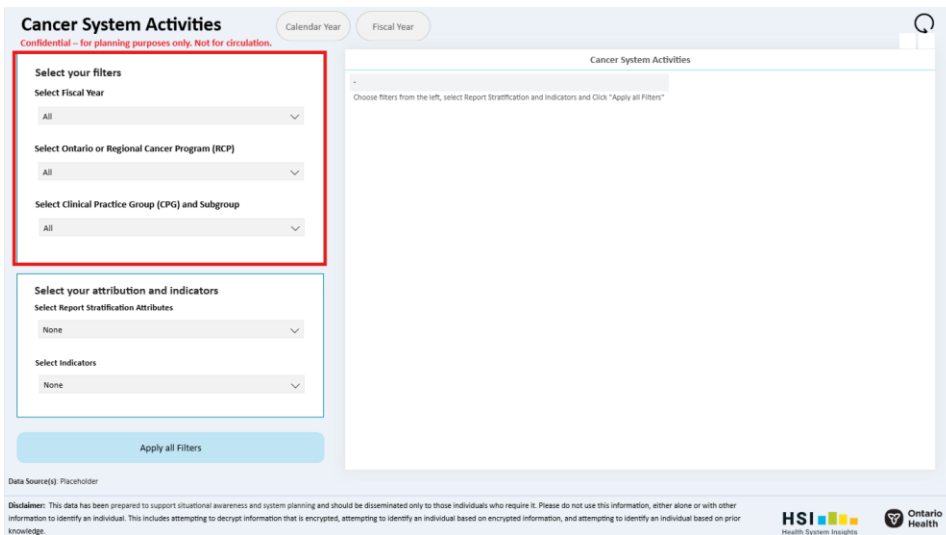
Apply all Filters

Data Source(s): Placeholder

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Step 2: Select the year(s), facilities and/or institutions, and clinical practice groups (including sub-groups) to be included. To select multiple values within the same filter, hold CTRL while making your selections.



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Calendar Year Fiscal Year

Select your filters

Select Fiscal Year
All

Select Ontario or Regional Cancer Program (RCP)
All

Select Clinical Practice Group (CPG) and Subgroup
All

Select your attribution and indicators

Select Report Stratification Attributes
None

Select Indicators
None

Apply all Filters

Data Source(s): Placeholder

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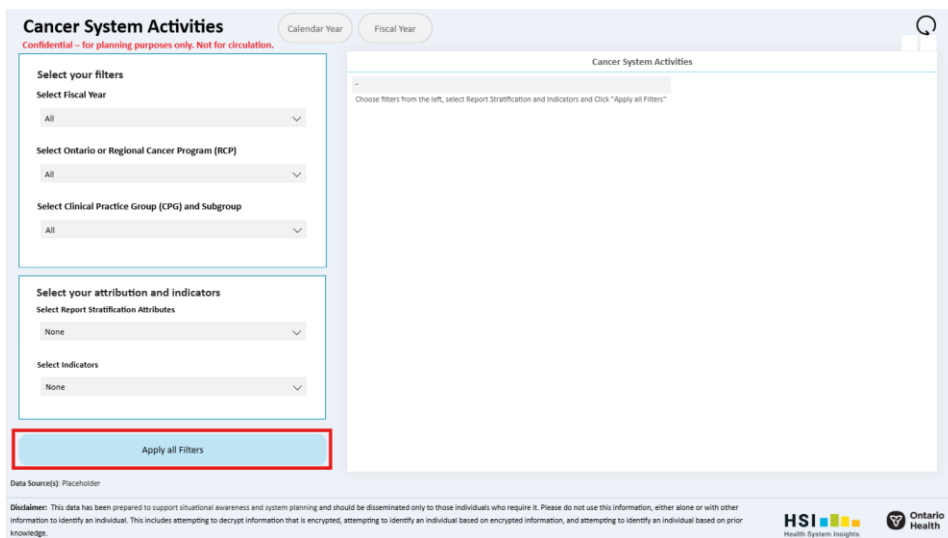
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Step 3: Select the report stratifications to be included in the report output. If multiple report stratifications are required, hold CTRL before selecting the additional stratifications.

- **Important:** Ensure the default value, 'None', is **not** selected as a report stratification option before pressing the 'apply all filters' button, as this will cause formatting issues with the table.
- When multiple options are selected, the output will default to the most granular view. For example, selecting both 'Province Name' and 'Visit Institution Name' will result in all output being summarized by Visit Institution Name.
- The order in which report stratifications are selected control the order they appear in the output. For example, the stratification selected first will be the leftmost column displayed in the output.

Step 4: Select the indicator(s) to be reported. To select multiple indicators, hold CTRL while making your selections.

Step 5: Once you've specified your query using the dropdowns on the left side of the report interface, press the 'Apply all Filters' button to generate your data table.



Cancer System Activities Calendar Year Fiscal Year

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Select your filters

Select Fiscal Year
All

Select Ontario or Regional Cancer Program (RCP)
All

Select Clinical Practice Group (CPG) and Subgroup
All

Select your attribution and indicators

Select Report Stratification Attributes
None

Select Indicators
None

Apply all Filters

Cancer System Activities

Choose filters from the left, select Report Stratification and Indicators and Click "Apply all Filters"

Data Source(s): Placeholder

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Step 6: The query output with the specified options will appear on the right. Note that larger queries may take several minutes to load. Data can be exported to Excel by selecting the 3 dots in the top right of table and selecting 'export data'. Data exports from Power BI are limited to 150,000 rows.

Cancer System Activities

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Calendar Year

Fiscal Year

Select your filters

Select Fiscal Year

FY 2024/25

Select Ontario or Regional Cancer Program (RCP)

Multiple selections

Select Clinical Practice Group (CPG) and Subgroup

All

Select your attribution and indicators

Select Report Stratification Attributes

Geography (Attribute Group) + RCP Name (Select Report Parameter)

Select Indicators

All

Apply all Filters

Cancer System Activities

RCP Name	(T01) Total Visits	(T02) Total Cases	(T03) Treated Cases	(T04) Non-Treated Cases	(T05) New Cases
Erie St. Clair	102,889	12,289	5,580	6,709	9,817
South West	243,660	28,277	12,788	15,489	8,245
Waterloo Wellington	129,472	14,362	6,724	7,638	4,600
Hamilton Niagara Haldimand Brant	371,153	44,359	17,267	27,092	12,769
Central West & Mississauga Halton	269,068	38,426	15,985	22,441	11,201
Toronto Central South	403,473	76,308	19,514	56,794	22,168
Toronto Central North	420,149	69,421	17,546	51,875	22,558
Central	156,930	19,826	8,815	11,011	6,638
Central East	179,173	24,583	8,827	15,756	7,508
South East	123,211	18,361	6,126	12,035	6,266
Champlain	279,717	34,792	12,795	21,997	9,287
North Simcoe Muskoka	116,602	15,495	5,962	9,533	4,538
North East	134,059	16,317	6,915	9,402	4,800
North West	63,046	8,869	2,938	5,931	2,198
Total	3,052,602	421,068	147,632	273,436	126,383

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Explore this data (preview)

Export data

Show as a table

Spotlight

Get insights

Sort descending

Sort ascending

Sort by

Which data do you want to export?

Export your data in the format that suits your needs. If you have a lot of data, the number of rows you export might be limited depending on the file type you select. [Learn more about exporting data](#)

Data with current layout

Export this data in the same layout you see now, but without any icons, colors, or other formatting you added.

Summarized data

Export the summarized data used to create your visual (for example, sums, averages, and medians).

Underlying data

The report author turned off this option

File format:

.xlsx (Excel 150,000-row max)

Export Cancel

Step 7: To generate a new query, press the reset button on the top right. This will cause all selections and output to revert to the default values as they appear in Step 1.

Cancer System Activities

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Calendar Year

Fiscal Year

Select your filters

Select Fiscal Year

FY 2024/25

Select Ontario or Regional Cancer Program (RCP)

Multiple selections

Select Clinical Practice Group (CPG) and Subgroup

All

Select your attribution and indicators

Select Report Stratification Attributes

Geography (Attribute Group) + RCP Name (Select Report Parameter)

Select Indicators

All

Apply all Filters

Cancer System Activities

RCP Name	(T01) Total Visits	(T02) Total Cases	(T03) Treated Cases	(T04) Non-Treated Cases	(T05) New Cases
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