



API DataDashboard allows you to view your sites' proficiency testing performance over the six most recent test events, including:

- Trending data by analyte
- Percentage of acceptable results compared to all API participants
- Failure count by test event
- Analytes with unsatisfactory, unsuccessful, and repeat unsuccessful performance

Accessing API DataDashboard

1. Click **Log In**
2. Click **Paperless Proficiency Testing**
3. Enter your Management / Consultant **User ID and password**
4. Click **Log in to Paperless Proficiency Testing**
5. Click **API DataDashboard**

The screenshot shows the American Proficiency Institute website. The left sidebar contains a navigation menu with 'Log In' highlighted (1) and 'API DataDashboard' highlighted (5). The main content area features a 'LOGIN' section with a 'Paperless Proficiency Testing' button highlighted (2). Below this are 'User ID' and 'Password' input fields highlighted (3), and a 'Log in to Paperless Proficiency Testing' button highlighted (4). A 'Lost your password?' link is also visible.

6. Open the **Discipline** drop-down menu to select the discipline you wish to view (e.g., **Chemistry**).
 - a. The **Chemistry** discipline includes **Chemistry-Core** and **Chemistry-Miscellaneous** categories.
 - b. The **Microbiology** discipline includes the **Microbiology** and **Mycobacteriology** categories.

The screenshot shows the API DataDashboard interface. The user ID is 'XXXXX - Test Manager/Consultant'. The navigation bar includes 'HOME', 'CATALOG', 'KNOWLEDGE BASE', and 'CONTACT'. There are links for 'Instructions' and 'Print'. The 'Discipline' drop-down menu is highlighted (6).



Navigating API DataDashboard – Basics

• **Graphs**

	Reset: Click to reset the graph to its original view.
	Help: Click to view a brief explanation of the displayed data and how to access additional information on the graph.
	Collapse: Click to collapse the graph so that only the heading is visible.
	Expand Graph Panel: Click to view the full graph (if it has been collapsed).
	Zoom In + Zoom Out: Use the scroll wheel on your mouse or trackpad to zoom in or out on the graph.

• **Analyte Performance Panels**



	Help: Click to view the definition for each performance category and how to access additional information on the listed analytes.
	Collapse: Click to collapse the selected panel so that only the heading is visible.
	Expand Performance Panel: Click to view the performance panel (if it has been collapsed).
	Expand Group: Click to expand the CMS Specialty/Sub-Specialty to view individual analyte information for the selected Discipline .

• **SDI Performance and Trending Analysis**

	Load Graphs: Click to view the <u>Proficiency Testing</u> SDI Performance and Trending Analysis graphs for each analyte. <i>It may take a few moments for the proficiency information to load.</i>
	Show Verification: Click to view the <u>Verification Testing</u> SDI Performance and Trending Analysis graphs for each analyte. <i>It may take a few moments for the verification information to load.</i>
	Reset: Click to reset the panel to its original view.
	Help: Click to view a brief explanation of the displayed data and how to access additional information on the graph.
	Collapse: Click to collapse the panel so that only the heading is visible.



• **Export Evaluation Data**

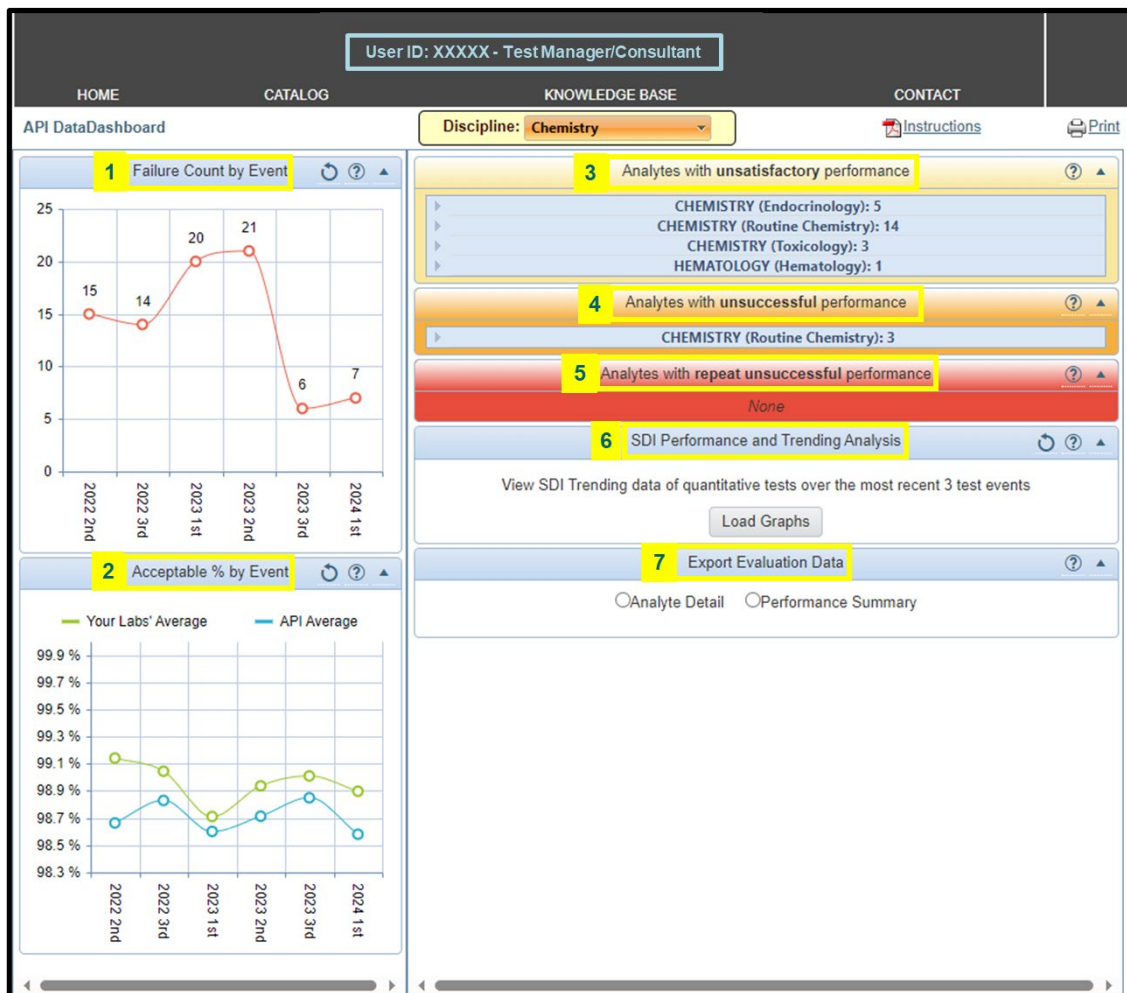
	Help: Click to view a brief explanation of the feature and what information is included with each export option.
	Collapse: Click to collapse the panel so that only the heading is visible.

• **Customize Page View/Print Screen**

- API DataDashboard allows you to customize the page setup:
 - Click-and-drag the graph or panel heading to move it to your desired location.
 - Graphs will automatically resize if moved to the right-hand side of the screen.
- At any time, you may click **Print** in the top right-hand corner of the page to print the information shown on the screen.

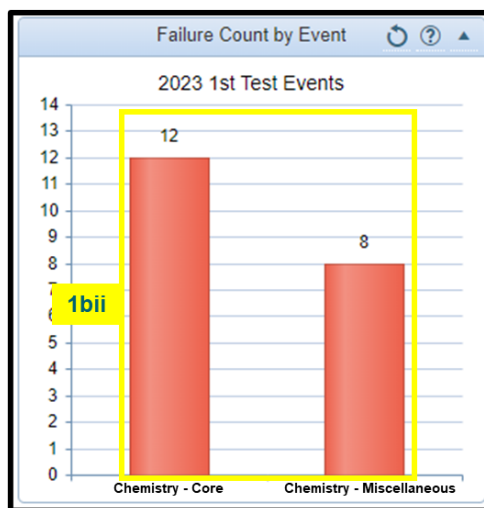
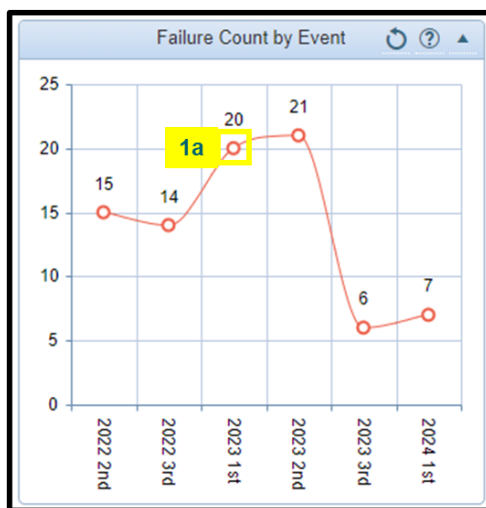
Navigating API DataDashboard – Sections

Once a Discipline is selected, seven sections will appear with your sites' performance data.

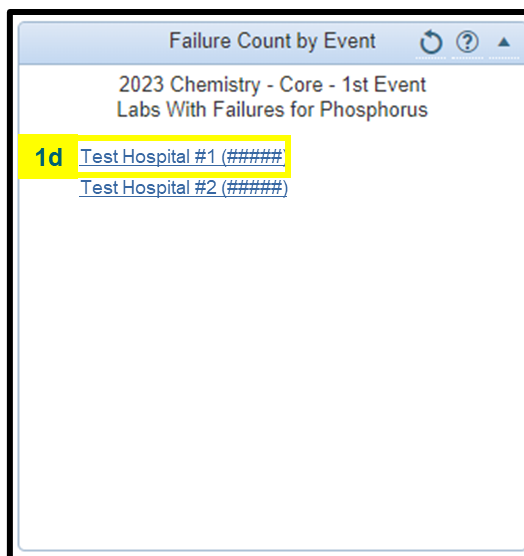




1. **Failure Count by Event** – This graph shows the number of failures for the selected **Discipline**, for all of your sites, for each of the past six events.
 - a. Click a data point to view additional information.
 - b. If you have selected the **Chemistry** or **Microbiology Discipline**:
 - i. If the failures in that discipline were from *one category only* (see 6a and 6b on page 1 for list of categories), the **Failures by Analyte** chart will open. **Skip to 1c.**
 - ii. If the failures in that discipline were from *two categories* (see 6a and 6b on page 1 for list of categories), a bar chart will open showing the breakdown for *each category*. **Click the bar for the desired category** to open the **Failures by Analyte** chart.

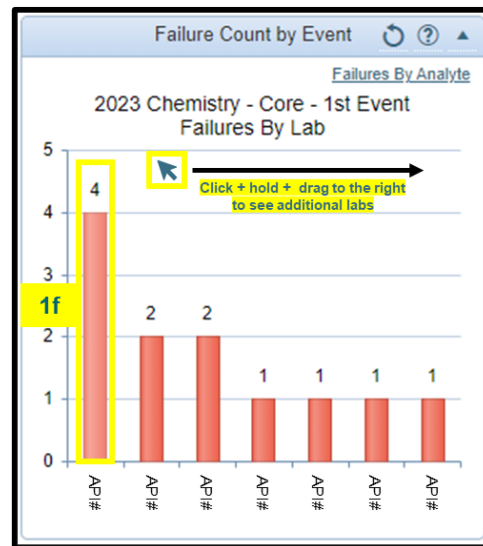


- c. The **Failures by Analyte** chart shows the total number of failures (across all of your sites) for each analyte. Click on the bar for an analyte to see a list of sites who failed the analyte.
- d. Click the Institution Name for the desired site to open the **Failures Summary** for the selected event and discipline (see 1g for details).





- e. If desired, click **Failures by Lab** to view a chart showing the number of failures *by laboratory (site)* instead of *by analyte*.
- f. Click the bar for the desired site to open the **Failures Summary** (see 1g for details) for the selected event and discipline.



- g. Follow the on-screen prompts to print the screen or view the full Performance Summary. You may also click on a percentage to see the Comparative Evaluation information for the selected analyte.

1g Failures Summary for Test Hospital #1 (#####)

2023 Chemistry - Core - 1st Event

This is an interactive version of the Failures Summary which allows you to quickly analyze problems. Click on one of the scores to see more detail.

Report Part 2 of 4

[PRINT THIS SCREEN](#)
[VIEW FULL PERFORMANCE SUMMARY](#)

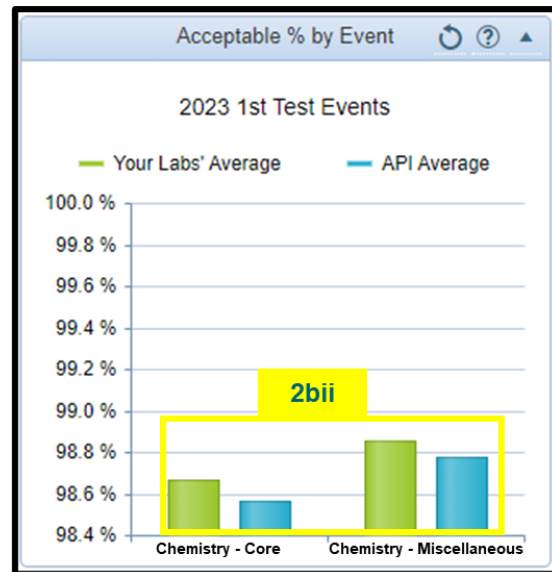
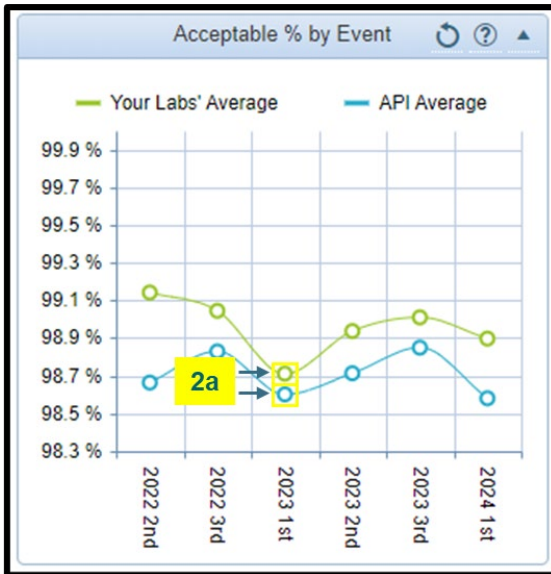
	2022 2nd	2022 3rd	2023 1st	2023 1st Notes
CHEMISTRY (Endocrinology)				
Free T3	80%	100%	✓ 80%	
CHEMISTRY (Toxicology)				
Phenobarbital**	100%	100%	✓ 80%	
Salicylates	100%	100%	✓ 80%	
Valproic Acid**	100%	100%	✓ 80%	

- 2. **Acceptable % by Event** – This graph shows your sites’ percentage of acceptable results compared to the average of all API participants, for the selected **Discipline**, for each of the past six events.
 - a. Click a data point to view additional information.
 - b. If you have selected the **Chemistry** or **Microbiology Discipline**:
 - i. If *all* of your sites order programs from *one category only* (see 6a and 6b on page 1 for list of categories), a bar chart will open showing each site’s acceptable percentage for

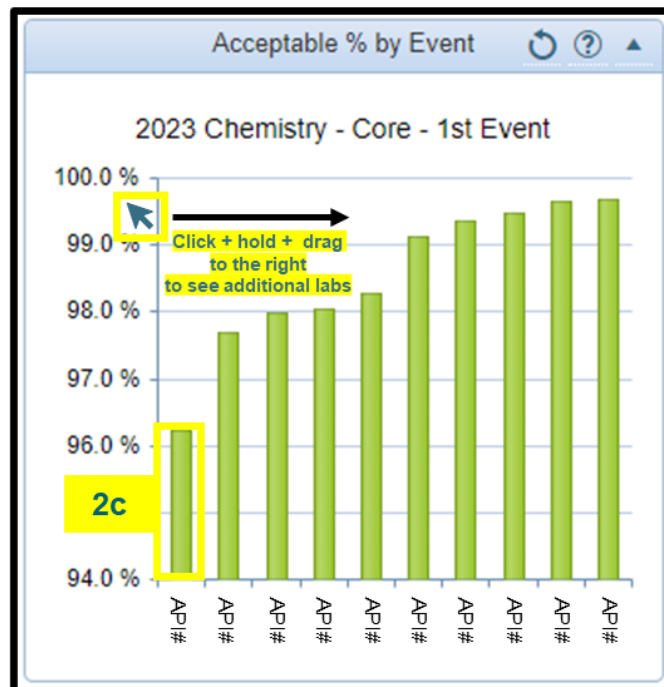


the selected event. **Skip to 2c for details.**

- ii. If any of your sites order programs from *two categories* (see 6a and 6b on page 1 for list of categories), a bar chart will open showing the percentages for *each category*. **Click the bar for the desired category** to open the bar chart showing each site's acceptable percentage for the event and category.



- c. The bar chart will show each site's overall percentage of **Acceptable Results** for the selected event. Click on the bar for the desired site to open the **Comparative Evaluation** (see 2d for details).





- d. The **Comparative Evaluation** for the selected site and event will open. Follow the on-screen prompts to print the screen, print the evaluation (as a PDF), or view the grading criteria. You may also click on View under the Statistics column to view additional information about the site's result and peer group.

2d Comparative Evaluation for Test Hospital (#####)

2023 Chemistry - Core - 1st Event (Kit #1)

This is an interactive version of the Comparative Evaluation which allows you to quickly analyze your graded test results, look at grading criteria, and view statistics. If you are unfamiliar with this report, please see [How to Interpret this Report](#).

Report Part 3 of 4

[PRINT THIS SCREEN](#) [PRINT EVALUATION \(PDF\)](#) [VIEW GRADING CRITERIA](#)

CHEMISTRY (ENDOCRINOLOGY)

Free T3 (pg/mL)
Beckman UniCel Dxl / Beckman Access reagent

Sample	Reported Result	Expected Result	Mean	SD	SDI	Grade	Statistics
CH-01	2.3	2.1 - 3.4	2.75	0.28	-1.6	Acceptable	View
CH-02	2.2	2.0 - 3.1	2.58	0.25	-1.5	Acceptable	View
CH-03	4.1	4.4 - 6.0	5.22	0.38	-2.9	Unacceptable	View
CH-04	2.9	3.2 - 4.3	3.75	0.27	-3.1	Unacceptable	View
CH-05	4.6	4.1 - 5.4	4.71	0.3	-0.4	Acceptable	View

- 3. **Analytes with Unsatisfactory Performance** – Analytes in this section have only had **one** test event with a score below 80% (100% for ABO Group, D (Rh) Typing, Unexpected Antibody Detection, and Compatibility). If another failure occurs in **one of the next two consecutive events**, the analyte will transition to the *Unsuccessful Performance* category.
 - a. Click **Expand** for each CMS Specialty/Sub-Specialty to view details, including API#, analyte name, selected peer group, and *most recent event* where a failure took place.
 - b. Click on any field in the row to open the **Failures Summary** for the listed site and event. See 1g for details on navigating the Failures Summary.

Analytes with unsatisfactory performance

3a

CHEMISTRY (Endocrinology): 5			
API#	Parathyroid Hormone (STAT)	Beckman Access 2 / Beckman Access PTH IO	2024 Chemistry - Core - 1st Event
API#	Progesterone	Beckman Access 2 / Beckman Access reagent	2023 Chemistry - Core - 3rd Event
3b	API#	Thyroxine **	Beckman UniCel Dxl 600, 800 / Beckman Access reagent
	API#	Thyroxine **	Beckman Access 2 / Beckman Access reagent
	API#	Thyroxine **	Beckman UniCel Dxl 600, 800 / Beckman Access reagent
CHEMISTRY (Routine Chemistry): 14			
CHEMISTRY (Toxicology): 3			
HEMATOLOGY (Hematology): 1			



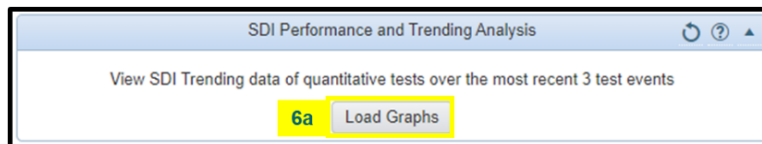
4. **Analytes with Unsuccessful Performance** – Analytes in this section have had **two or more test events** (*out of the last three events*) with scores below 80% (100% for ABO Group, D (Rh) Typing, Unexpected Antibody Detection, and Compatibility).
 - a. Click **Expand** for each CMS Specialty/Sub-Specialty to view details, including API#, analyte name, selected peer group, and *most recent event* where a failure took place.
 - b. Click on any field in the row to open the **Failures Summary** for the listed site and event. See 1g for details on navigating the Failures Summary.

Analytes with unsuccessful performance			
CHEMISTRY (Routine Chemistry): 3			
4a	API#	Body Fluid pH (quantitative)	Accumet pH Meter
			2023 Chemistry - Miscellaneous - 2nd Event
	API#	Ferritin	Beckman UniCel Dxl / Beckman Access reagent
			2023 Chemistry - Core - 3rd Event
4b	API#	Urine Creatinine	Beckman UniCel DxC 600, 800 / Biosystem reagent
			2023 Chemistry - Miscellaneous - 1st Event

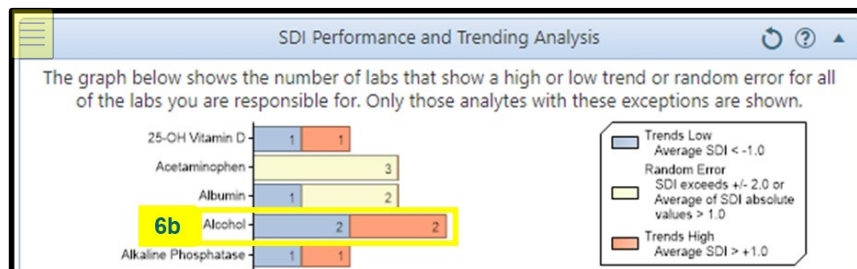
5. **Analytes with Repeat Unsuccessful Performance** – Analytes in this section have had scores below 80% for **two test events, twice in the last six test events** (100% for ABO Group, D (Rh) Typing, Unexpected Antibody Detection, and Compatibility).
 - a. Click **Expand** for each CMS Specialty/Sub-Specialty to view details, including API#, analyte name, selected peer group, and *most recent event* where a failure took place.
 - b. Click on any field in the row to open the **Failures Summary** for the listed site and event. See 1g for details on navigating the Failures Summary.

Analytes with repeat unsuccessful performance			
5a	API#	Lipase	Beckman UniCel DxC 600, 800 / Beckman Synchron Liquid LIP
			2023 Chemistry – Core – 3rd Event

6. **SDI Performance and Trending Analysis** – These graphs show analytes where one or more of your sites display a possible low trend, high trend, or random error. Only those analytes with these exceptions are shown.
 - a. Click **Load Graphs**. *It may take a few moments for the graphs to load.*

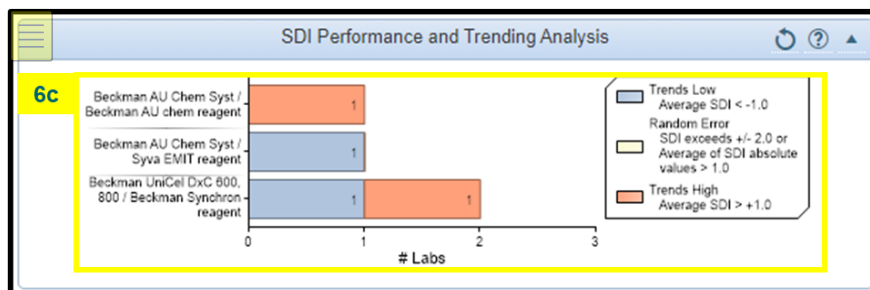


- b. Click the bar for the desired analyte to see additional information.

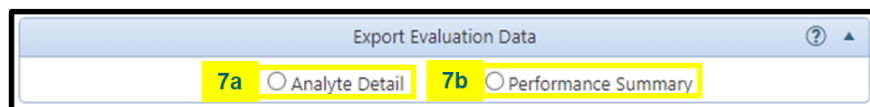




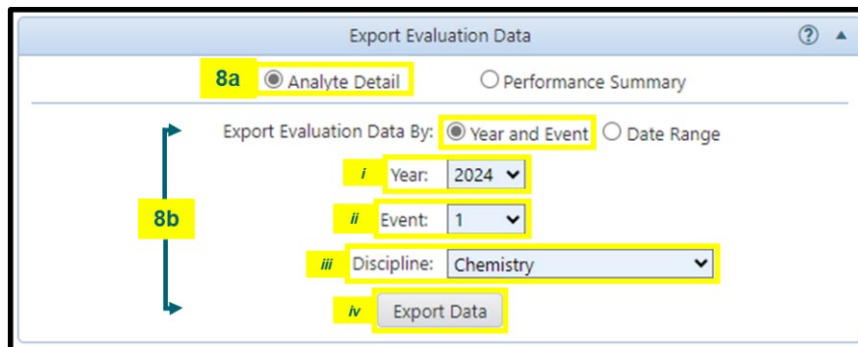
- c. Once an analyte is selected, you will see the number of sites with results that trend low, trend high, or are likely to have a random error, categorized by peer group.



- 7. **Export Evaluation Data** – This section allows you to filter and export your sites’ evaluation data to a CSV file. There are two types of reports available for selection.
 - a. *Analyte Detail* – This report exports comparative evaluation data (e.g., reported result, expected result, mean, SDI) for each reported analyte and sample.
 - b. *Performance Summary* – This report exports performance summary data (e.g., number of acceptable results, number of total results, performance/grade).



- 8. **Analyte Detail** – To download this report:
 - a. Click **Analyte Detail**
 - b. Click **Year and Event** to export data based on a selected year, event, and discipline (e.g., 2024, 1st Event, Chemistry).
 - i. Select **Year**
 - ii. Select **Event**
 - iii. Select **Discipline**
 - iv. Click **Export Data**



- c. Click **Date Range** to export data occurring between a selected start date and end date (e.g., all data between 1/1/23 and 12/31/23).
 - i. Select **Start Date**
 - ii. Select **End Date**



- iii. Select **Discipline**
- iv. Click **Export Data**

Export Evaluation Data

Analyte Detail Performance Summary

Export Evaluation Data By: Year and Event Date Range

i Start Date: 1/1/2023

ii End Date: 12/31/2023

iii Discipline: Chemistry

iv Export Data

9. **Performance Summary** – To download this report:

- a. Click **Performance Summary**
- b. Click **Year and Event** to export data based on a selected year, event, and discipline (e.g., 2024, 1st Event, Chemistry).
 - i. Select **Year**
 - ii. Select **Event**
 - iii. Select **Discipline**
 - iv. Select **Scored for CMS**
 - v. Select **Performance**
 - vi. Click **Export Data**

Export Evaluation Data

Analyte Detail Performance Summary

Export Evaluation Data By: Year and Event Date Range

i Year: 2024

ii Event: 1

iii Discipline: Chemistry

iv Scored for CMS: Both Scored and Not Scored

v Performance: ALL

vi Export Data

- c. Click **Date Range** to export data occurring between a selected start date and end date (e.g., all data between 1/1/23 and 12/31/23).
 - i. Select **Start Date**
 - ii. Select **End Date**
 - iii. Select **Discipline**
 - iv. Select **Scored for CMS**
 - v. Select **Performance**



vi. Click **Export Data**

Export Evaluation Data

Analyte Detail **9a** Performance Summary

Export Evaluation Data By: Year and Event Date Range

i Start Date: 1/1/2023

ii End Date: 12/31/2023

iii Discipline: Chemistry

iv Scored for CMS: Both Scored and Not Scored

v Performance: ALL

vi Export Data

9c

- **Note:** On the Performance Summary report, the Cumulative Performance column is based on scores over six test events. If scores for six events are not available, the performance will be listed as **N/A**.