

Data Categories

Contents

Data Categories.....3

 View Data Categories.....3

 Add a Data Category.....4

 Edit a Data Category Name.....5

 Delete a Data Category.....6

Data Categories

High-level data categories help you classify the data that will be stored in PHEMI Central.

Each data category can include multiple collections, data systems (such as different databases), or data collections. For example, an organization might have a category BILLING, which could include data from several different billing systems in the organization. Another might have a category ECG, which might contain electrocardiograms from different data sources.

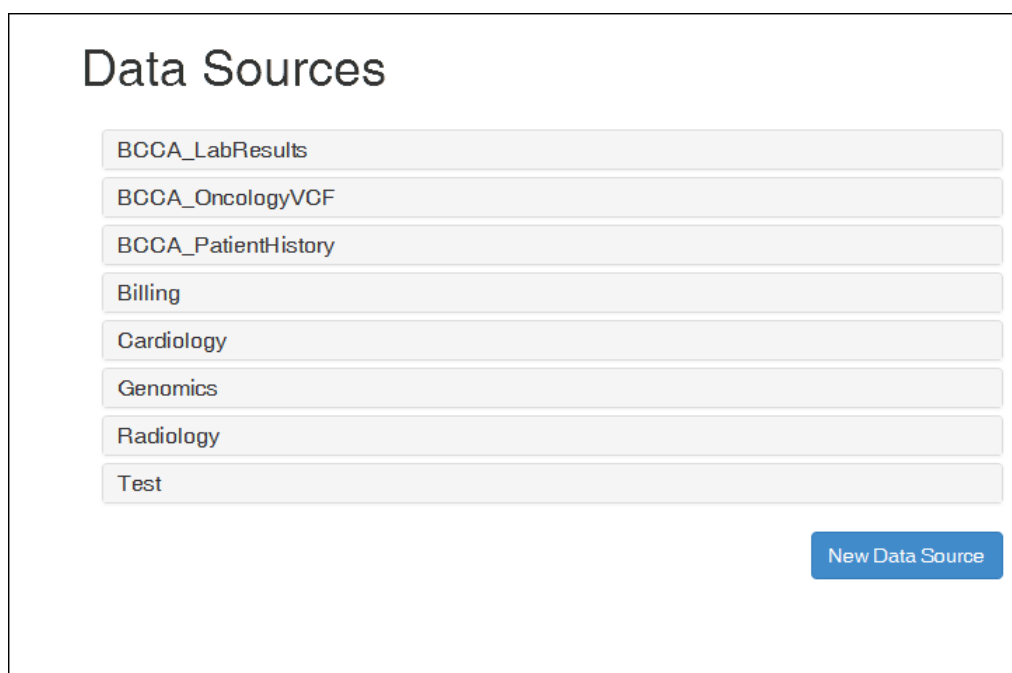
View Data Categories

View the names of defined data categories on the **Data Collections** page.

To view data category names:

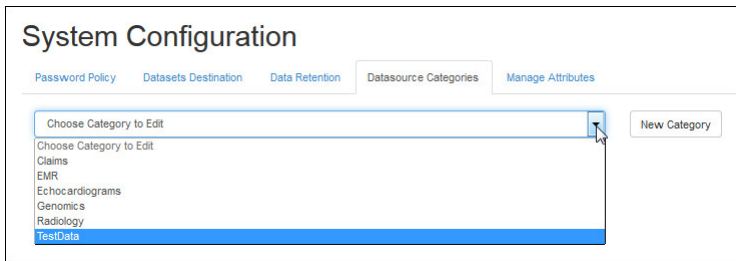
Open the **Data Collections** screen, by clicking the **Data Collections** icon in the left navigation bar. 

The **Data Collections** page opens showing the defined data categories.



If you are a PHEMI Administrator, you can also view data category names from the **System Configuration > Data Categories** screen.


Open the **System Configuration** screen, by clicking the **System Configuration** icon. Then click the **Data Categories** tab to open the **Data Categories** screen. At the right side of the **Choose Category to Edit** field, click the drop-down list to see the list of defined data categories.



Add a Data Category

Use the **Data Categories** screen of the **System Configuration** page to add a data category.

Datasource categories are configured by the PHEMI Administrator. To add a data category:

1. Open the **System Configuration** page, by clicking the **System Configuration** icon in the left navigation bar.  The **System Configuration** page opens on the **Password Policy** screen.

2. Click the **Data Categories** tab.
The **Data Categories** screen opens.

3. Click the **New Category** button.

The **Data Categories** screen expands to show the **Category Details** area.

System Configuration

[Password Policy](#)
[Datasets Destination](#)
[Data Retention](#)
[Datasource Categories](#)
[Manage Attributes](#)

Choose Category to Edit ▼ New Category

Category Details

Name

Category Name


Cancel Save Category

4. Enter a name for the category.
5. Save the data category by clicking the **Save Category** button.

Edit a Data Category Name

Use the **Data Categories** screen of the **System Configuration** page to modify a data category name.

To edit a data category name:

1. Open the **System Configuration** page, by clicking the **System Configuration** icon in the left navigation bar.  The **System Configuration** page opens on the **Password Policy** screen.

System Configuration

[Password Policy](#)
[Datasets Destination](#)
[Data Retention](#)
[Datasource Categories](#)
[Data Attributes](#)
[User Authorizations](#)

Minimum Length

Maximum Length

Can't reuse *n* passwords

Non-Alphabet character ☐ Required ☒ Optional

First/Last non-numeric characters ☐ Required ☒ Optional

UserID in Password ☐ Disallowed ☒ Allowed

Save

2. Click the **Data Categories** tab. The **Data Categories** screen opens.

System Configuration

[Password Policy](#)
[Datasets Destination](#)
[Data Retention](#)
[Datasource Categories](#)
[Manage Attributes](#)

Choose Category to Edit ▼ New Category

3. At the right side of the **Choose Category to Edit** field, click the drop-down list and select the category you want to edit.

System Configuration

[Password Policy](#)
[Datasets Destination](#)
[Data Retention](#)
[Datasource Categories](#)
[Manage Attributes](#)

Choose Category to Edit

Choose Category to Edit

Claims

EMR

Echocardiograms

Genomics

Radiology

TestData

New Category

The **Category Details** screen opens.

System Configuration

[Password Policy](#)
[Datasets Destination](#)
[Data Retention](#)
[Datasource Categories](#)
[Data Attributes](#)
[User Authorizations](#)

Test

New Category

Category Details

Name

Test

Cancel

Delete Category


Save Category

4. Make your edits to the category name.
5. Save the changes by clicking the **Save Category** button.

Delete a Data Category

Use the **Data Categories** screen of the **System Configuration** page to delete a data category.

To delete a data category:

1. Open the **System Configuration** page, by clicking the **System Configuration** icon in the left navigation bar. 
- The **System Configuration** page opens on the **Password Policy** screen.

System Configuration

[Password Policy](#)
[Datasets Destination](#)
[Data Retention](#)
[Datasource Categories](#)
[Data Attributes](#)
[User Authorizations](#)

Minimum Length 6

Maximum Length 32

Can't reuse *n* passwords 0

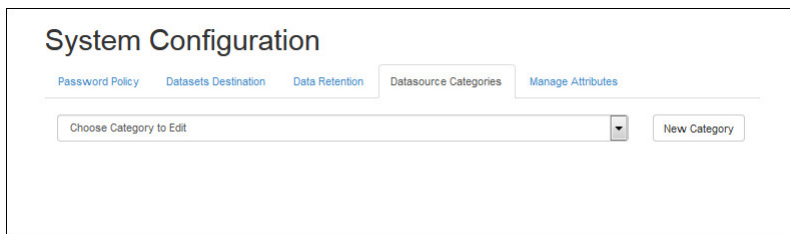
Non-Alpha character ☐ Required ☒ Optional

First/Last non-numeric characters ☐ Required ☒ Optional

UserID in Password ☐ Disallowed ☒ Allowed

Save

2. Click the **Data Categories** tab.
- The **Data Categories** screen opens.



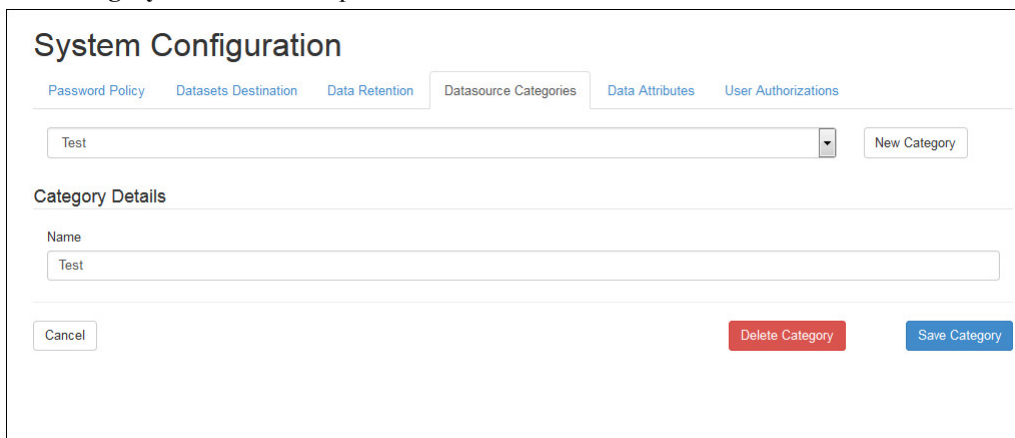
The screenshot shows the 'System Configuration' page with the 'Datasource Categories' tab selected. At the top, there are navigation links: 'Password Policy', 'Datasets Destination', 'Data Retention', 'Datasource Categories', and 'Manage Attributes'. Below these, there is a dropdown menu labeled 'Choose Category to Edit' and a 'New Category' button.

3. At the right side of the **Choose Category to Edit** field, click the drop-down list and select the category you want to delete.



This screenshot shows the 'Choose Category to Edit' dropdown menu open. The list of categories includes: 'Choose Category to Edit', 'Claims', 'EMR', 'Echocardiograms', 'Genomics', 'Radiology', and 'TestData'. The 'TestData' option is highlighted in blue. A mouse cursor is pointing at the dropdown arrow.

The **Category Details** screen opens.



The screenshot shows the 'Category Details' screen. At the top, the 'Test' category is selected in the dropdown. Below this, there is a 'Name' field containing the text 'Test'. At the bottom, there are three buttons: 'Cancel', 'Delete Category' (in red), and 'Save Category' (in blue).

4. Click the **Delete Category** button.
5. The system asks you to confirm permanent deletion of the category. Click **Delete**.