



Infectious Diseases (ID) Query



Reference Guide

3rd revision: March 2022

Public Health Ontario

Public Health Ontario is an agency of the Government of Ontario dedicated to protecting and promoting the health of all Ontarians and reducing inequities in health. Public Health Ontario links public health practitioners, frontline health workers and researchers to the best scientific intelligence and knowledge from around the world.

Public Health Ontario provides expert scientific and technical support to government, local public health units and health care providers relating to the following:

- communicable and infectious diseases
- infection prevention and control
- environmental and occupational health
- emergency preparedness
- health promotion, chronic disease and injury prevention
- public health laboratory services

Public Health Ontario's work also includes surveillance, epidemiology, research, professional development and knowledge services. For more information, visit <u>publichealthontario.ca</u>.

Contact

For further questions or comments related to ID Query, please email data@oahpp.ca.

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Revision History

The following table shows the revision history of this document.

Date	Version	Section	Summary of changes
December 2016	Version 1.1	Query Tool	Text and image for Step 2 updated to reflect the addition of HAI Query to the Query webpage.
December 2016	Version 1.1	Query Tool	Image for Step 3 updated to reflect the addition of a new ID Query report.
December 2016	Version 1.1	Query Tool	Text and Image for Step 6 updated to reflect location of data caveats.
December 2016	Version 1.1	Report features	Added a section on Expanding and Collapsing.
March 2019	Version 1.2	Website	Text and image for the Website login and the Query Tool sections were updated to reflect the changes to the Query webpage.
July 2021	Version 1.3	Query Tool	Image for Step 4 to show the disease selection table. Alt+text was added to all images.
February 2022	Version 1.4	Report features	Text and image for the Website login and the Query Tool sections were updated to reflect the changes to the Query webpage.

Publication History

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Introduction

ID Query is a web-based analytics tool developed by Public Health Ontario (PHO) as part of the ongoing commitment to provide online services. ID Query provides users with the ability to manipulate reportable disease data using pre-defined reports and variables and instantly produce results. This analytics tool provides public health professionals with the opportunity for interactive data exploration and drill-down analysis. By using this analytics tool, users can expect the following:

- Timely, accessible, and relevant information
- Dynamic data exploration
- · Proactive analytics and intelligence
- Increased user access and user-defined tools

At this time, PHO restricts access to the tool to authorized public health professionals.

The purpose of this document is to introduce users to ID Query, outline how to access the tool, and describe report features available to explore the data.

Getting Started

A user must have the following in order to access ID Query:

- Valid login credentials (authorized permission granted by PHO)
- Windows based PC (unsupported using Mac)
- Microsoft Internet Explorer 8 or higher (Silver Light plug-in required)

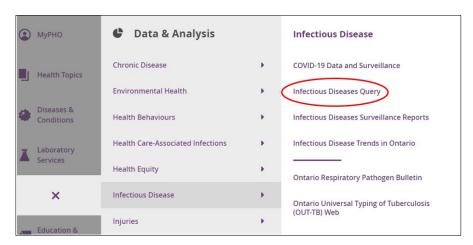
Note: Browsers such as Chrome, Firefox, or Safari may be compatible with ID Query but are not supported.

How to Access ID Query Reports

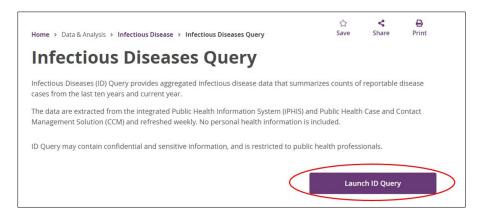
Access to ID Query is only available within the password protected section of the PHO website.

Website Login

- 1. Navigate to the PHO main webpage: http://www.publichealthontario.ca/
- 2. From the left navigation menu, select: Data & Analysis > Infectious Disease > Infectious Disease Query.



On the Infectious Disease Query page, select 'Launch ID Query'.



The 'LOGIN' screen will open in a new browser tab. Enter your user name and password and click 'Log In'. You will be taken to the secure Infectious Disease (ID) Query landing page.



Query Tool

 The Infectious Disease (ID) Query landing page lists the available infectious disease reports and supporting documents. The reports are organized into three groups: 1) Counts and Crude Rates,
 Counts, and 3) Historical Comparisons.

Infectious Disease (ID) Query

Infectious Disease Query is a dynamic data exploration tool that allows users to drill down and explore data. Content focuses on aggregated reportable infectious disease data extracted from the integrated Public Health Information System (iPHIS) and Public Health Case and Contact Management Solution (CCM). Access to Query is limited to authorized public health professionals.

The data are refreshed weekly and they include summarize counts of reportable disease cases from the last 10 years and current year. No personal health information is included.

Using ID Query

Data Caveats (pdf)

Metadata (pdf)

How to Use ID Query



Infectious Disease Reports

Counts and Crude Rates

Age and sex | Report description

Public health unit and year | Report description

Year | Report description

Counts

Age and sex | Report description

Disease and year | Report description

Disease year age and sex | Report description

Public health unit and year | Report description

Historical Comparisons

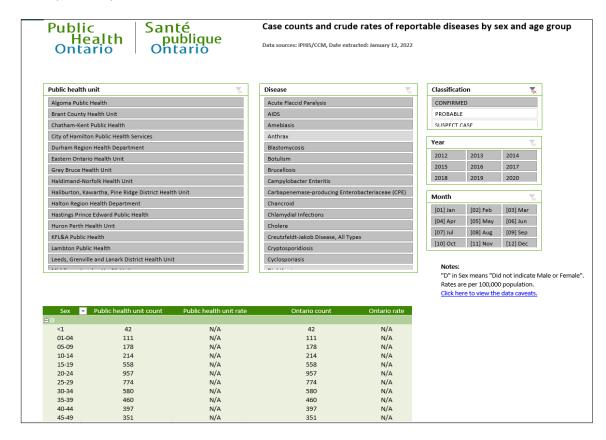
Age and sex | Report description

Month and year | Report description

Year | Report description

- 2. Select 'Report Description' beside the report. A PDF will open in a new tab that provides detailed information about that report (e.g., report name, description, refresh cycle, slicers).
- 3. Select the name of the report, and it will open in a new tab. The image below shows the 'Age and Sex' report as an example.

Refer to the <u>Report Features</u> section of this document for more information on how to manipulate reports.

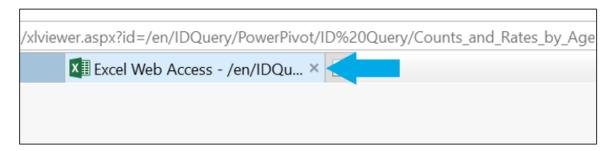


NOTE: The disease selection table may include greyed-out disease names (e.g., Anthrax in the image above). The greyed-out items are active diseases that do not have positive cases.

To see the data caveats, select the 'Click here to view the data caveats' hyperlink (the blue, underlined text in the image in the step above), or select the 'Caveats and Usage' tab at the bottom of the report. We recommend that you always review the data caveats before using the report.



To exit from the report, select the 'X' located on the right side of the report tab. This will return you to the open tab for the ID Query main page.



4. To end the session, select the 'Logout' button located in the top right-hand corner of the window.



Report Features

The ID Query report features allow users to dynamically manipulate and explore data presented in the reports. The report features are described in the sections below, including brief instructions on how to use slicers and filters.

Slicers

Slicers are interactive filters that can narrow results and control the data that appear in a table and/or graph. Each report in ID Query may include one or more slicers such as disease, public health unit, year and classification. When a user first accesses a report, all slicer options are selected (i.e., all data appear in the table and/or graph).

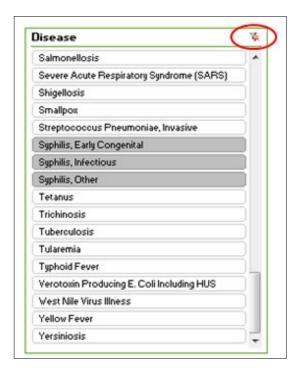
To specify slicer values:

In each slicer menu, select the value of interest. The background appears grey for selected values; it appears white for values not selected.



6. Hold down the **Ctrl** key to select or deselect additional values within the same slicer menu. Releasing the **Ctrl** key will generate the updated data table and/or graph.

7. To remove the slicer selections (i.e., reset the menu), select the clear filter icon located in the upper right corner of the menu. This will clear all of the selections previously made by the user.

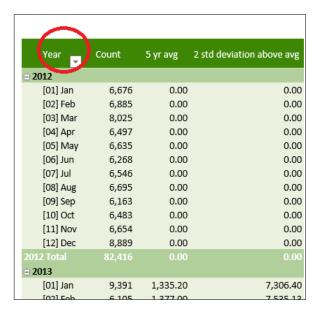


Filters

The filters feature of the reports is another way for users to manipulate what data appears in a table. If there is a graph in the report, the graph will also update by filtering the data table.

For quick filtering:

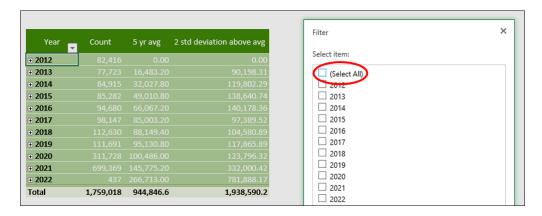
1. Select the down arrow in the table header of the column.



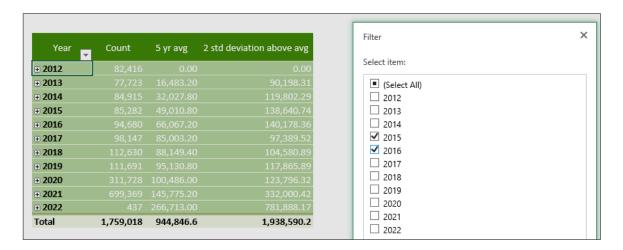
2. Select the data element for filtering (e.g., Year), and the Filter and sort submenu will appear. Select the '**Filter**' option in the submenu.



3. A filter list appears for the data element (e.g., Year). Uncheck the '(Select All)' checkbox at the top of the list. This will deselect all of the checkboxes.



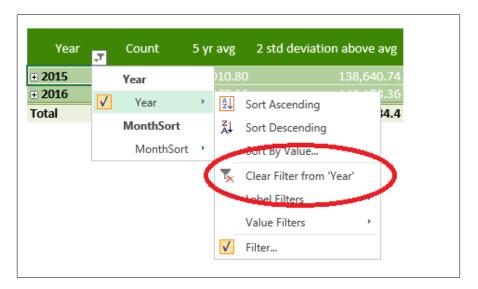
4. Select the items in the filter to include in the table.



5. Select the '**OK'** button at the bottom of the filter list. This will apply the filters to the table (and graph if applicable).

Removing a filter:

- 6. Navigate to the Filter and sort submenu for data element (as described in steps 1 and 2 above).
- 7. Select the 'Clear Filter from...' option to clear the filter, or select 'Filter' and then the '(Select All)' checkbox on the filter list.



Note: Users can also specify filters using the options under 'Label Filters' and 'Value Filters' on the filter menu (e.g., filter by age groups less than 5 years of age).

Sorting

Users can also change the order in which the items appear in the table by using the sort functions located at the top of the Filter and sort submenu, including 'Sort Ascending', 'Sort Descending' and other sort options.

Tables and Graphs

Each report contains a data table that users can manipulate using the predefined slicers and/or filters. Some reports contain a graph which will also update based on the slicer and/or filter selections. At this time, users cannot download tables or graphs directly from ID Query; however, they can copy and paste data from within the tables to an Excel file. This will allow users to generate and manipulate graphs locally. Alternatively, users can use the print screen function to copy an image of the graph to include in reports.

Expanding and Collapsing

Users can expand and collapse columns or rows in tables from select reports by using the '+/-' button, where available.

Expanding a Column/Row

- 1. To view the additional data, select the expand toggle (indicated by a '+') to expand the column or row.
- 2. The table will automatically resize to show the additional data. The expand toggle ('+') will change to a collapse toggle ('-').

- almonellosis	1,457
05-09	234
10-14	167
15-19	171
20-24	273
25-29	247
30-34	198
35-39	167

Note: If a report includes a slicer that applies to the data that can be expanded/collapsed in a table, the selected slicer values will limit the data that appear in the table even when a column or row is expanded. For example, if the report includes a slicer for age group and the '05-09' age group is selected, only the '05-09' age group will appear in the table even if the row or column is expanded.

Collapsing a Column/Row

- 1. Select the collapse toggle ('-') to collapse the column or row.
- 2. The table will automatically resize to hide the data. The collapse toggle ('-') will change to an expand toggle ('+').

almonellosis	1,457
+ Shigellosis	182
Streptococcus Pneumoniae, Invasive	143
# Tuberculosis	319

Data Notes

At this time, content for ID Query is limited to aggregated infectious disease data extracted from the integrated Public Health Information System (iPHIS) and the Public Health Case and Contact Management Solution (CCM). For additional information about the data included in these reports, please refer to the Metadata document and the data considerations and caveats that display when you open the ID Query reports.

ID Query was developed by Public Health Ontario (PHO). PHO provides scientific and technical advice to Ontario's government, public health organizations and health care providers. PHO's work is guided by the current best available evidence.

Your access to and use of ID Query is governed by the terms and conditions set out below and the <u>Terms of Use</u> governing the "publichealthontario.ca" website. PHO may immediately and at any time, with or without notice, suspend or terminate your use of ID Query if, in PHO's sole discretion, you breach any of these terms and conditions or the Terms of Use.

As a user of ID Query, you understand and respect the confidential and sensitive nature of the information provided in this tool.

ID Query is intended as a data exploration tool. The data in ID Query is refreshed on a weekly basis and accurate to the date it was extracted. PHO may revise, remove or otherwise alter data as required for quality assurance and other purposes. As a result, data represent a snapshot at the time of extraction in Cognos ReportNet and CCM, and may differ from previous or subsequent reports. PHO makes no representation or warranties of any kind whatsoever respecting the accuracy or timeliness of the information generated by ID Query, or the content, use or application of ID Query, and disclaims any responsibility for its application or use in any way.

For questions and/or feedback, please email us at data@oahpp.ca.

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