To create a Query in ESSENCE:
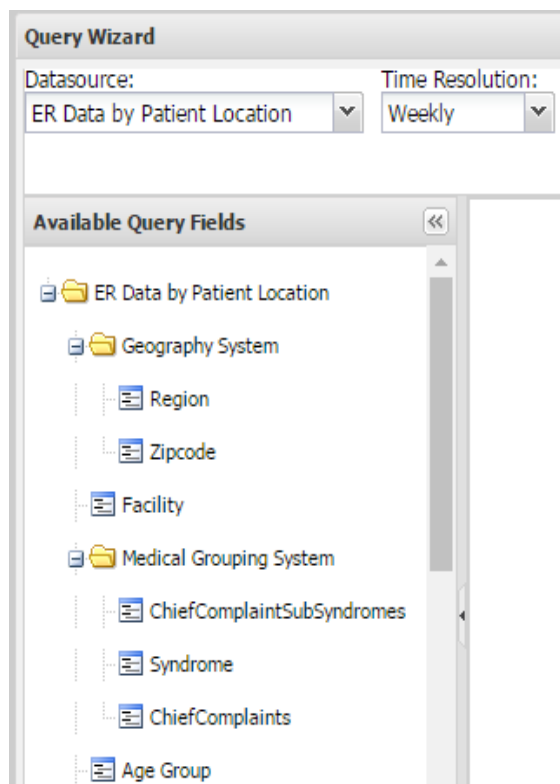
1. Click on the **Query Portal** on the homepage.

2. Change **datasource** to the one you would like.

   a. ER/ED data will be <u>ER Data by Patient location</u> or <u>ER Data by Hospital Location</u>
   b. I-NEDSS closed case investigation will be <u>Reportable Diseases Data</u>

3. Change the time by adjusting the **start date** and **end date.**

4. On the left side, chose filters by selecting **Geography System** (Region/county or Zip Code) and/or Medical Group System.

   a. ChiefComplaintSubSyndromes: groups of associated symptoms, like GI Bleeding
   b. Syndrome: Group of associated symptoms, like Fever, that are made up of subsyndromes
   c. ChiefComplaints: Free text search in the chief complaint parsed column
   d. CCDD: Search in both the Chief complaint parsed column and discharge diagnosis column for key words (located further down in the **available query fields**)

5. Highlight the field(s) wanted and then click **select**. You will know the field(s) were selected if they show up in the right hand column.

    a. To select multiple values, hold down the ctrl button while clicking with your mouse.

Before selecting filters

After selecting filters

6. To run the Query, select **time series** or **data details**.

    a. Time series will show a graph with dots that can be clicked on to open a line list of investigations.

    b. Data details will show the line list of visits that meet the selected query.

Indiana State
Department of Health