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## **NAVIGATING THE *QUALITYCOUNTS*<sup>™</sup> INPATIENT HOSPITAL REPORT**

The *QualityCounts*<sup>™</sup> Inpatient Hospital Report, available at <http://the-alliance.org/qualitycounts.aspx> and through the Find a Doctor function at [http://the-alliance.org/find\\_doctor.aspx](http://the-alliance.org/find_doctor.aspx), displays as an electronic book (or e-book).

This format allows you to page through the publication virtually. Similar to the portable document format (PDF) we have come to expect, the e-book lets you view a digital version of a publication, but offers a number of advanced tools to get the most out of the report.

The buttons at the top of the screen will help you move through the report. Here are a few tips for using the e-book format:

**Publication:** This button takes you to the front page of the report and a description of how to page through the report and use the buttons at the top.

**Overview:** Use to see a picture of each page.

**Index:** Clicking this will take you to a table of contents. Click on the links to go to the report you want to view.

**Search:** Click on this and type in specific words or phrases to find them in the report.

You can also:

**Print:** Click on the print button and select the page you want to print. It will print your current view and the page you selected. To print the complete report you will need to download the entire report first. To do that, click on the download PDF file button.

**Move through the report:** Click the arrows at the top of the screen. One arrow front or backward will take you forward or backward one page. Alternatively, you can click on the corners of each page to "flip" them forward or backward.

**Zoom in or out:** Once you're on a specific page you can click on the page to zoom in or out. If you have a scroll button on your mouse, you can use that to zoom in and out, as well.

You will also see a square in your upper right corner. You can use this to zoom in and out by pressing the + button (zoom in) or – (zoom out). You can move the red square around the page to view different areas without zooming out first.

If you experience any blurriness while viewing the e-book, clicking on your Escape (ESC) key should resolve the issue.

Just like it took some time to get used to using PDFs, it may take some time to get used to moving around the report in the e-book format. But before long, using the e-books will be old hat.

Choosing where you receive care is an important decision, but all care is not the same. Cost and quality can vary and *QualityCounts*<sup>™</sup> can help you find information on the quality, safety and cost for providers that participate with The Alliance. Visit <http://www.the-alliance.org/qualitycounts.aspx> today.