



An Overview of Your Health Care Reform to Thrive Worksheets

Introduction

The journey that you will be taking to prepare your office for health care reform as it unfolds in your community is an individual path that is unique to you and your office. The worksheets that are available to you through OD Excellence's Health Care Reform to Thrive program provide organization to the process as well as a necessary resource for documenting the important information that you gather.

How They Work

The worksheets are only visible to you and the staff of OD Excellence. They are designed to guide you through the research process and help you understand what information is important to research to help you establish an appropriate strategy for your practice.

The worksheets serve as a convenient mechanism to share this information with the staff of OD Excellence. The information you enter will be used to better collaborate and to allow us to guide you through the most efficient process to get fully prepared in the time frame that works for you.

You can complete part of any worksheet and go back and continue to work later. The information you have entered will automatically be saved and pick up where you left off next time you log in.

Do not feel as if you need to enter all information into any given worksheet before you move on to another worksheet. Many of the fields are included as optional to help you think about the information that might be helpful to gather. Some fields may be irrelevant to you or will be relevant in the future.

To provide an environment where you can organize and store information specific to your practice and community, you will need an account for your practice. Please send an email to Jennifer Low at jlow@odexcellence.com for any help logging in or to request that an account be created for you if you have not already received this information.



Get Started

- Login using the User Name and Password assigned by OD Excellence.

Log In

Use a local account to log in.

User Name

Password

Remember me?

[Log in](#)

Once logged in, you will have access to “Available Worksheets” and “My Activate Worksheets”. Click on the blue buttons at the top of the page to toggle between available and active worksheets.

Available Health Care Reform Worksheets

[Available Worksheets »](#) [My Active Worksheets »](#)

Report Name	Category	Report Type	Date Modified	
Basic Information on Your Practice	Demographics	General	2015-02-09	Create
How to Use the Worksheets	Instruction	General	2015-02-18	Create
Goals and Vision Statement	Basic Information	General	2015-02-09	Create
Compliance Status	Basic information	General	2015-02-09	Create
Research the Status of Health Care Reform in Your State	Community Research	General	2015-02-09	Create
Research the status of health care reform in your local community	Community Research	General	2015-02-10	Create

Available Worksheets

Available Health Care Reform Worksheets

[Available Worksheets »](#) [My Active Worksheets »](#)

Report Name	Category	Report Type	Date Modified	
Basic Information on Your Practice	Demographics	General	2015-02-09	Create
How to Use the Worksheets	Instruction	General	2015-02-18	Create
Goals and Vision Statement	Basic Information	General	2015-02-09	Create
Compliance Status	Basic information	General	2015-02-09	Create
Research the Status of Health Care Reform in Your State	Community Research	General	2015-02-09	Create
Research the status of health care reform in your local community	Community Research	General	2015-02-10	Create



“Available Worksheets” provides a list of all the worksheets you have access to through your membership with OD Excellence and Getting Connected.

Simply click “Create” next to the worksheet you’d like to begin creating.

After you click “Create”, you’ll be prompted to add a “Remark”. This field can be edited at any point and is available as an additional reminder regarding the purpose of that worksheet. For instance, if I am filling out the worksheet titled, “Basic Information on Your Practice”, I might add my practice name to the remarks field.

If this field is unnecessary, simply enter “N/A”.

Name	<input type="text" value="Basic Information on Your Practice"/>
Remarks	<input type="text" value="Vision Optometry"/>
	<input type="button" value="Create"/>

Once you have created your worksheet, you can click “Edit” next to any of the fields you would like to populate. This information will automatically be saved. When you log in again in the future, you will see all the information you previously entered.

Worksheet for Basic Information on Your Practice		
Heading or Prompt	Selection	Additional Information
Information about your practice		You will use this worksheet to record some basic information about your practice. This information will be used when you have strategy sessions with the GC staff. Edit
Office name:		Edit
Address (of administrative location):		Edit
Primary provider:		Edit
Primary contact:		Edit
Contact email:		Edit
Contact office phone:		Edit

When you are finished with a worksheet, scroll to the bottom of the page and click “Back to List of Worksheets” to go to another worksheet.

Status of this worksheet:	Completed	Edit
<input type="button" value="Back to List of Worksheets"/>		



My Active Worksheets

Click on “My Active Worksheets” to access any worksheets you have previously created and started to populate. Any information you previously entered will be visible to you and you can continue to edit or add any additional information.

To continue to add/edit information in a worksheet, select “Edit Worksheet”.

To edit the “Remark” you previously added, select “Edit Worksheet Header”. In the example below, if I wanted to edit the name of my practice, “Vision Optometry”, I would choose “Edit Worksheet Header”.

You can delete a worksheet at any time by clicking “Delete” next to that worksheet.

Name	Remarks	Date Modified	Category	TypeName	
Basic Information on Your Practice	Vision Optometry	11/28/2016 8:57:14 PM	Demographics	General	Edit Worksheet Edit Worksheet Header Delete