**NCDB Hospital Comparison Benchmark Reports**

**Introduction:** The *NCDB Hospital Comparison Benchmark Reports* are provided to CoC-accredited cancer programs to compare and contrast patient demographics, patterns of disease presentation by AJCC stage and other histo-pathologic characteristics, and patterns of patient management across all cancer sites. This reporting tool enables users to generate figures and tables filtered by geography, cancer program category or corporate affiliation.

This document provides an overview of how reports may be customized by users of this reporting application.

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**Setting-Up Your Query:** In order to generate a report, users must identify the type of report desired; specify a series of filters or case selection criteria; and finally select analytic variables to be included in the report.
**Report Type:** Users may select three types of reports – summary of cases reported from their own cancer program’s registry, an aggregated report including cases from a number of CoC accredited cancer programs, and a comparison report.

**Hospital Cohort:** If users only wish to see reports including cases reported from their cancer registry then no selection is supported. If users request an aggregate or comparison report then a hospital cohort can be identified. This cohort may include hospitals grouped by the CoC accreditation category award, or geographically by region or state.

**Case Selection:** Desired reports can include all available diagnosis years (2004-2014) or a subset. Reports must include one organ site. Reports can include all cases reported from cancer 00), b) diagnosed and treated (class of case 10-14), c) treated but not diagnosed at the reporting program (class of case 20-22) or a combination of these.

**Analysis Variables:** Any analysis variable can be selected to include in the desired report. If the user has select comparison reports then only one analysis variable can be displayed at a time.

Once a user has made the appropriate selections, simply click on the “Submit” button appearing in the bottom right-hand corner of the screen.

**Navigating the Reports:** Executed queries automatically generate both a chart and a table. Users may chose to suppress the display of either the chart or the table by simply clicking the check-box in the green or grey areas at the top of the screen to turn off/on the display of the chart and table, respectively.

By default charts display a proportional distribution of the data included in the user’s query. If absolute counts are desired, simply click the “N” radio button and the chart will re-build accordingly.

Charts may be customized, additional details are provided below.

Finally, users can select from three separate formats to download displayed results: Adobe Acrobat (pdf); Microsoft Excel (xls), and PowerPoint (ppt).
Customizing Charts: Users have the option to make extensive changes to the display and presentation of charts generated by the NCDB Hospital Comparison Benchmark Reports. To customize the appearance of any chart, users simply click on the “Customize Chart” check-box.

Chart Type: The default display format is vertical bars. Data can be displayed in three alternate formats: horizontal bars, line, or area.

Chart Font: Verdana is the default font displayed in generated charts. Users may change the font to any of the five alternate choices appearing on the right hand side of the screen. To control the font size of text displayed in the chart and enter the “Point Sz” desired, bold or italic display can also be selected.

Chart Title: A customized title can be provided for the generated chart by “Show” check-box and then providing the desired text in the “My Title” text box.

Chart Colors: The color of the displayed data, the background of the displayed chart and the data labels can all be customized by simply clicking on the corresponding “Series” option and selecting the color of choice.

Other Chart Options: Display of horizontal or vertical grid lines can be turned on/off by the user. In addition the legend can be suppressed, if desired. Finally, data can be displayed in 2D by clicking on the “3D Flag” check-box.

When desired changes are complete, simply “Submit” the changes to return to the main reports screen.