## Chapter 1: Downloading and Accessing the MPOG Application Suite

- 1. Obtain administrative rights from site's IT department. You will need this level of access to download the MPOG application to your workstation. It is recommended that you install the application on both your desktop and your laptop for travel purposes.
- 2. Copy and paste this link into your browser: <u>https://www.aspirecqi.org/mpog-suite</u>
- 3. Click on: "Download the MPOG Application Suite."



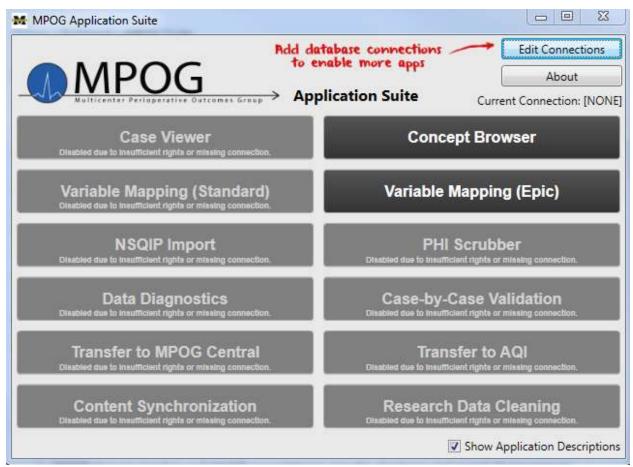
4. This pop-up should come up, Click "Run."



5. This security warning may or may not present, if it does, click "Install."

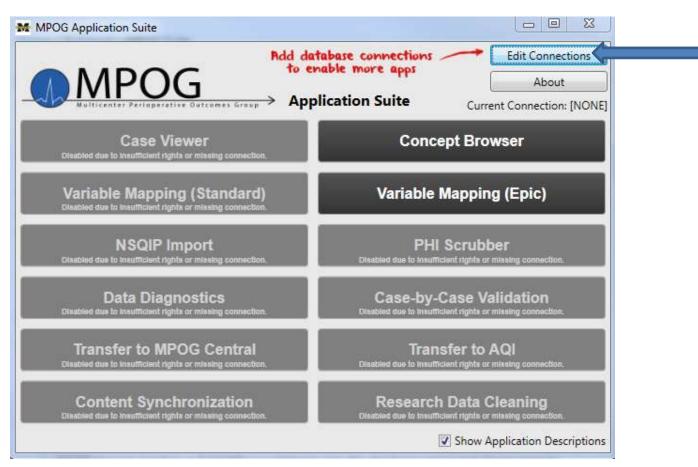
Application Install - Security Warning		23
Publisher cannot be verified. Are you sure you want to install this application?		(*)
Name: MPOG Application Suite From (Hover over the string below to see the full domain): www.mpogresearch.org		
Publisher: Unknown Publisher	Install	Don't Install

6. The MPOG Application Suite should automatically open & look like this:



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## 7. Click on "Edit Connections."



8. The 'Connection Profile Manager' form should open. Click "Add New."

You can use this w databases.	indow to adjust how	the MPOG applica.	suite connects to the vari	ous MPOG
Selected Profile:				
Actions:	Edit Selected	Delete Selected	Add New	Add Existing
			Apply and Restart	Cancel

9. The 'Edit Connection Profile' form should open. Follow steps A-C below to complete.

M Edit Connection Profile			A. Create a Profile name:
Profile Name	Local		Example: Hospital Name- Local
- Main Connection	What's This?		Hospital Name Local
Basic Advanced			
Server		K	
Database	MPOG_MAS		$\sim$
Trusted Authentication	(Uses your Windows credientials)		<b>B.</b> In each server row type in the
© Username			domain name server or IP
Password			address that your IT support
			person for the MPOG project has
- Config Connection	n (optional) <u>What's This?</u>		provided you.
Basic Advanced			**If you are an Epic site, you will
Server		K	not need to populate the Config
Database	MPOG_MAS_Config		Connection server row.
Trusted Authentication	(Uses your Windows credientials)		
© Username			
Password			<b>C.</b> Click "OK" at the bottom.
	Don't Use This Connection		
+ Research Connect	ion (optional) <u>What's This?</u>		
		OK Cancel	

10. The 'Connection results alert' window will display to show you which connections were successful. **Epic sites**: The window should populate as follows. Click "Proceed Anyway."

ConnectionResultsAl	ertWindow	- <b>X</b>
here were some issues	with the connection settings you provided. Please see bel	for details.
Main Connection:	Succesfully connected to the database.	
Config Connection:	This connection has not been set. Applications that rely disabled.	this connection will be
Research Connection:	This connection has not been set. Applications that rely disabled.	this connection will be
	Proceed Any	way Return to editor

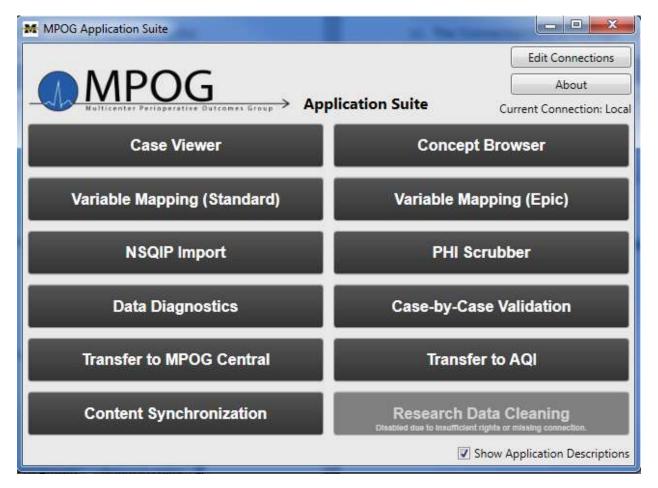
Non- Epic sites: The window will populate as follows. Click "Proceed Anyway."

ConnectionResultsAle	ertWindow	
here were some issues	with the connection settings you provided. Please see be	low for details.
Main Connection:	Succesfully connected to the database.	
Config Connection:	Succesfully connected to the database.	
Research Connection:	This connection has not been set. Applications that rely disabled.	/ o this connection will b
	Proceed An	nyway Return to edito

11. The 'Connection Profile Manager' form will repopulate as follows. Click "Apply and Restart."

You can use this databases,	window to adjust how	the MPOG applicatio	suite connects to the varie	ous MPOG
Selected Profile:	Local			
Actions:	Edit Selected	Delete Selected	Idd New	Add Existing
			Apply and Restart	Cancel

12. The MPOG Application should run again and open as follows.



13. An ASPIRE QI Coordinator or MPOG technical support team member will be available either on site or via web conference if the Application Suite does not download or open as indicated.

## For questions or comments, please contact:

Chris Ladd, BSN, RN Quality Improvement Coordinator Multicenter Perioperative Outcomes Group Iaddchri@med.umich.edu 734-764-9852 Katie Buehler, MS, RN Clinical Program Manager Multicenter Perioperative Outcomes Group <u>kjbucrek@med.umich.edu</u> 734-936-7525

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