

Subject Database: At Your Service

The subject database greatly simplifies Data Bank querying and reporting, by providing a central repository for storing and maintaining identifying information about the practitioners and organizations you query and report on. Users can import their practitioner data into the subject database directly from their own in-house personnel file system, and add new subjects to the database when submitting a report or query. Subsequent queries and reports will pre-populate with stored information in the subject database, expediting the submission of online forms that you would otherwise complete manually. In this article we reacquaint you with the subject database and what it can do for you.



Benefits for a Broad Spectrum of Users

The subject database can store organization as well as practitioner information. For Continuous Query users, enrollment in Continuous Query can be initiated from the subject database with the click of a button. Authorized Agents may create and maintain their own subject database in connection with each health care organization they represent. For all users, the subject database simplifies credentialing and recordkeeping with the following functionalities:

- **Easy importing and updating** from your organization's own database, in either [ASCII fixed-width](#) or [XML format](#).
- **Automatic checking** for duplicate entries upon import.
- **Validation of subject data** to ensure no required information is missing for reporting or querying.
- **Effortless enrollment of practitioners** into Continuous Query.
- **A Department field** you can use to categorize your practitioners and organizational subjects by any category that best meets your needs.
- **Sorting and filtering features** to help you focus on a subset of practitioners.

Easy to Use and Maintain

Once your subject database is created, every report and query can be submitted in a fraction of the time it would normally take to submit, and with only a fraction of the keystroke—just select a practitioner name from the list of subjects in your subject database. You never have to manually re-enter a subject's identifying information.

Existing subjects in your subject database are easily updated using the Maintain Subject Database button on the *Options* page or from the input form when you submit a report or query. If you store incomplete subject information or duplicate subjects in your subject database, you can use the Maintain Subject Database feature to resolve the information later.

Making the Most of Your Data

Take advantage of the time savings and ease of use that the subject database offers. It is a simple matter to get started, either by importing your practitioner or organization data or by clicking the checkbox at the bottom of a report or query input form just before submitting. Find out more about [creating and using the subject database](#).

Continuous Query

Carole, who serves as the Chief Human Resources officer for a Midwest community health center, talks to the Data Bank about her thoughts and experiences using Continuous Query.



Let me begin by saying that I think it is critical for organizations to show that they have an ongoing credentialing and re-credentialing process in place that protects both patients and the health center. I feel strongly about this, and it is one of the reasons that my organization has been using the Data Bank Continuous Query service since its inception in May 2007. We were part of the initial pilot program, and I am honored to continue using this remarkably useful technology.

Continuous Query assures that my providers are reviewed on a regular basis and that I will be immediately notified once a malpractice suit has been reported. This allows me to notify my President/CEO, Chief Medical Officer, and or Chief Dental Officer. Continuous Query helps them make better decisions when hiring new providers. It also protects the organization and shows a level of consistency and excellence when it comes to protecting patients and the health center from malpractice exposure.

Continuous Query Benefits

By using the Continuous Query service, our querying process has been simplified and streamlined. Once the provider data is in the system, it remains there. It saves us time and money because it allows me to receive the initial query response within 2-4 hours. Also, the efficiency of being able to update enrolled subjects as a group or as individuals is wonderful. I am extremely cost-conscious, and I think it is the best \$3.25 that I spend when you consider the information that you are able to get for that very reasonable cost. I am able to print reports immediately, and I am notified within one business day when the Data Bank learns of a malpractice suit affecting one of our practitioners. I think it is so important for the protection of our health center and the patients we serve that we are made aware of providers' past malpractice history.

"I recommend Continuous Query to all of my professional colleagues. It is such a great tool, and it is within every budget."

I really love the fact that the Data Bank truly listens to user suggestions for improvements to Continuous Query, including the suggestion to immediately alert users when a credit card is rejected. I like that you have the ability to renew enrolled subjects in groups—which really is a profound help—

"Continuous Query has added an additional layer of protection to our organization and shows a level of consistency and excellence when it comes to protecting patients and the health center from malpractice exposure."

instead of having to retype the same provider data into the system over and over again. I am also thrilled to receive an email reminder every month that notifies me if I have subjects to renew.

I feel Continuous Query has improved our credentialing process because we are notified in near-real time once a new malpractice suit has been reported. It allows us to keep up with what is going on with our health practitioners.

On the Horizon: July Compliance Web Posting

The Data Bank will add the status of Behavioral Health professions to the [Reporting Compliance Status](#) page on July 1. The July posting also will update the compliance status of previously audited professions. On the website, you can view the current results for the Adverse Licensure Action Comparison Project and Never Reported Professions Compliance Effort.

