

Practitioner Profile Data Download Guide

September 2018

The following guide can be used to download practitioner profile data from the Florida Department of Health's website: <u>http://www.flhealthsource.gov/</u>. The practitioner profile summarizes data submitted by the practitioner and has not been verified by the Department unless otherwise indicated. The physicians filed the data with the Division of Medical Quality Assurance as required by law. The 5 professions required to provide this data are Medical Doctors, Chiropractors, Osteopathic Physicians, Podiatric Physicians, and Advanced Practice Registered Nurses. Responsibility for providing the data lies with the practitioner.

The Practitioner Profile Data is structured in a relational database format. Database programs such as Microsoft Access are very useful in analyzing and making use the data. There are many online tutorials about relational databases and on how to use MS Access. If you are unfamiliar with databases or Access, it is strongly recommended you seek basic instruction in order to fully utilize the data.

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I. Practitioner Profile Data Download Instructions

To locate the Practitioner Profile Data Download Files, first navigate to our website located at <u>http://www.flhealthsource.gov/</u>

Click on Consumer Services on the top menu bar then Public Data Portal from the dropdown list:



Select the Practitioner Data Portal

Florida HEALTH	Provider Services Consumer Services Continuing Education Renewal Require	ements
DOWNLOAD INF	ORMATION	
Practitioner Data Portal The General Information page exp for	General Information	se click below
<u>General Information</u>		
The following guides provide basic instructions on how to import into E	: instructions on how to access downloadable files on the MQA Health Care Practitioner Data Portal and provide step by Excel or Access.	step
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Click here for Frequently Asked Qu	uestions regarding the Health Care Practitioner Data Portal.	
	Privacy Statement Disclaimer Feedback Email Advisory	
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Then, open the Download Data list by clicking on the arrow to the right to see the available downloads, and click on the Profile Data Download.

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There are numerous tables of information available for download. The most important table you need to download first is the <u>Licensee Profile Master Table (All Professions</u>). This table will allow you to join to the other available data tables such as Certifications, Closed Liability Claims, Disciplinary Actions, or Faculty Appointments. A full list and description of each Practitioner Profiling Table is provided in Appendix A of this document.

1. Click on the <u>Licensee Profile Master Table (All Professions)</u> file to download it. You must always download this file because it contains the basic information available in the Profile Data Download, such as practitioner name, license number, and address.

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Download Data	~	The Practitioner	Profile Data Download prov appoints, disciplinary activ	vides detailed informatio	n about practitioners, includir nformation, Only the followin	ng certifications, staff or professions are require
View MQA Reports and Publications		to report profile Practitioners, & C	data to DOH: Medical Doct hiropractors.	ors, Osteopathic Physicia	ns, Podiatric Physicians, Adva	nced Registered Nurse
View Other DOH Data	*		Click	here for the Profile Data	Download Guide	
Frequently Asked Questions	;		Index of	of Practitioner P	rofiling Tables	

download button.

2. When you click on the Licensee Profile Master Table (All Professions) link, a text delimited filed will be displayed in a new browser window. On the menu bar, click on File -> Save As and save the file to your hard drive. Save the file to a location you can easily find later when you are ready to import the data into your Microsoft Access or other database application.

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3. Use the same instructions above to download any additional Practitioner Profile tables you need. Again, Appendix A provides a brief description of the practitioner profile data contained in each file.

II. Importing Your Saved Data Files into MS Access

Note: These instructions are for Microsoft Access 2010. You will likely need to review the help section for instructions on working with another version of Microsoft Access or database program.

1. After opening Access, select the External Data ribbon and select Text File. A popup screen will appear where you can use the Browse button to search for and select the text file you want to upload into Access. Choose radio button "Import the source data into a new table in the current database." option and press the OK button.

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	Ele name: C:\temp\kensee_profile.txt Browse
	Specify how and where you want to store the data in the current database.
	Import the source data into a new table in the current database.
	If the specified table does not exist, Access will create it. If the specified table already exists, Access might overwrite its contents with the imported data. Changes made to the source data will not be reflected in the database.
	Append a copy of the records to the table: Table1
	If the specified table exists, Access will add the records to the table. If the table does not exist, Access will create it. Changes made
	to the source data will not be reflected in the database.
	Link to the data source by creating a linked table.
	Access will create a table that will maintain a link to the source data. You cannot change or delete data that is linked to a text file.
	however, you can add new records.
	OK Cancel

2. The Import Text Wizard box will appear. Select Delimited and press the Next button.

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 <u>○</u> Delimited - Characters such as comma or tab separate each field Fixed <u>Wi</u>dth - Fields are aligned in columns with spaces between each field
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3. Select the Other radio button and insert the "|" (pipe character) by holding down the Shift key and then press the "\" (back-stash) key just above the Enter key. Check the box "First Row Contains Field Names" and press the Finish button. The text file is now a working table in your Access database.

Using the same instructions above, import the other Practitioner Profile data tables you downloaded into your database. Once completed, you will able to create queries in Access and manipulate data to meet your needs.

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III. Creating a Simple Query using MS Access

Note: These instructions are for Microsoft Access 2010. You will likely need to review the help section for instructions on working with another version of Microsoft Access or database program.

In this example, we will create a query to view practitioner's certifications. I downloaded the Licensee Profile Master Table (All Professions) file and the Certifications Supplemental File then uploaded them into my Access 2010 database.

 Navigate to the Create ribbon and select Query Design which will display the Show Table popup box. On the Tables tab, highlight the data tables you want to query and press the add button. For this query example, I am adding the Licensee_profile table and the Tp_certifications table. Note that the data tables I uploaded into my database are in the column on the left side of the Access window.



 After selecting the tables, you must create a relationship between them, or join them together. You can join these tables using the pro_cde field and the lic_id fields. I simply drag the field from one table and drop it on the matching field in the other table. A graphical join between the fields will be displayed in Access.

Note: The Profiling Database Relationship Chart displays the relationships between the different data tables available for download. The chart can be found on the Practitioner Profile Data File Download webpage: <u>https://appsmga.doh.state.fl.us/downloadnet/Profile.aspx</u> or in the FAQ: <u>https://appsmga.doh.state.fl.us/downloadnet/faq.aspx</u>. Also, a data dictionary is available in the FAQ which lists the fields in each data table, a description of each field, and the primary/foreign key fields which are used to join the data tables together when querying.



3. I now need to add data fields from each table to my query. These will be the fields that are displayed in the results when I run the query. I do that by dragging the field from the table to the field boxes at the bottom of the Access window. In the example query, lic_nbr, f_name, m_name, l_name, specialty_brd, and specialty_cert fields were selected (license #, first name, middle name, last name, specialty board, specialty certification).



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4. Press the Run button Run in the upper left corner of the Access window to view the results of the query.

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		1418 ROBERT	Α	GROVENSTEIN		CHIROPRACTIC INTE

Α.	Descriptions	of	Practitioner	Profile	Data	Tables
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Data File	Description				
General Information:					
Licensee Profile Master Table (All Professions)	Contains the basic information about the practitioner, such as name, mailing address, license type, and license status.				
Profiling Database Relationships Chart	A database diagram that displays the table relationships between the Licensee Profile Master Table and other Profile tables.				
Profiling Professions Code Supplemental File	Contains profiling professional codes and descriptions.				
Profiling License Indicators Supplemental File	Contains profiling license indicators and email addresses.				
Florida Counties Code & Descriptions Supplemental File	Contains Florida County codes and names.				
Staff Privileges Supplemental File	Contains practitioner's hospital/institution staff privileges.				
Other State Licensure Supplemental File	Contains practitioner's licensures in other states.				
Education and Training:					
Education History Supplemental File	Contains practitioner's education history including university/institution, degree, and attendance dates.				
Other Health Related Degrees Supplemental File	Contains practitioner's additional health care related degrees including institution, location, and attendance dates.				
Professional & Postgraduate Training Supplemental File	Contains practitioner's professional and postgraduate training including institute, location, program type, dates, and specialty.				
Academic Appointments:					
Faculty Appointments Supplemental File	Contains practitioner's faculty appointments including institution, location, and faculty title.				
Specialty Certification:					
Certifications Supplemental File	Contains practitioner's specialty certifications and the board received from.				
Financial Responsibility:					
Financial Responsibility Supplemental File	Contains practitioner's fiscal responsibilities including liability and insured.				
Proceedings and Actions:					
Criminal Offenses Supplemental File	Contains practitioner's criminal offenses including offense description, date, and jurisdiction.				
Disciplinary Actions Supplemental File	Contains practitioner's disciplinary actions including date of and violation description.				
Special Disciplinary Actions Supplemental File	Contains practitioner's special disciplinary actions including date.				
Final Disciplinary Actions Supplemental File	Contains practitioner's final disciplinary actions including date, disciplinary action taken, and if under appeal.				
Closed Liability Claims Supplemental File	Contains practitioner's closed liability claims including case number (if any), settlement date, and amount.				
Optional Information:					
Committees/Memberships Supplemental File	Contains practitioner's committees and membership associations.				
Professional or Community Services Awards Supplemental File	Contains practitioner's professional & community service awards.				
Publications Supplemental File	Contains the practitioner's publications including journal/publication, title, and publication date.				
Languages Other Than English Supplemental File	Contains the practitioner's languages other than English, if fluent in any.				
Other Affiliations Supplemental File	Contains the practitioner's other affiliations.				

B. Information Pertaining to the Practitioner Profile Data Download

General Information Practitioner Profiling

This site contains self-reported information from licensed Medical Physicians, Osteopathic Physicians, Podiatric Physicians, Chiropractic Physicians, and Advanced Practice Registered Nurses as specified under <u>Section 456.041</u>, <u>Section 456.039</u>, and <u>Section 456.0391</u> of Florida Statues (Laws).

The practitioner profile summarizes data submitted by the practitioner that has not been verified by the Department unless otherwise indicated. The physicians filed the data with the Division of Medical Quality Assurance as required by law. Responsibility for providing the data lies with the practitioner. Medical Malpractice information is not maintained by the Division of Medical Quality Assurance as a part of the profiling documents. Civil medical malpractice payment information may be obtained from the county in which the practitioner is working. Please be advised that the practitioner may have disciplinary action and liability claims that occurred more than 10 years ago that may not be published on the practitioner profile. Additionally, federal criminal history information is not available to the public and thus, is not listed here.

Certain information is required to be available on all profiled practitioners. Such information includes:

- about the practitioner's education and training, including other health related degrees, professional and post graduate training specialty
- about the practitioner's current practice and mailing addresses
- about the practitioner's staff privileges and faculty appointments
- about the practitioner's reported financial responsibility
- about legal actions taken against the practitioner
- about board final disciplinary action taken against the practitioner
- on any liability claims filed against Podiatric Physicians which exceed \$5,000
- on any liability claims filed against allopathic and osteopathic physicians which exceed \$100,000

Neither the Department of Health nor the State of Florida accepts any legal liability or responsibility for the accuracy, timeliness, completeness, or usefulness of this information.

About Profiling Data File Downloads

- Data scheduled weekly at 5:00 p.m. EST on **Sunday** for update. *Please note:* Although data is scheduled to be refreshed on a weekly basis, system maintenance may periodically delay this process.
- All phone numbers listed in the profession data files are not required to be given by the health care professional. The Florida Department of Health does not maintain phone numbers in daily business practice.
- If you use Microsoft Excel to open your file, it is limited to 65,536 rows per spreadsheet.
- The Department does not offer technical support during or after the download process. The purpose of the download site is to provide an individual with data that can be used in spreadsheet, word processing, or database programs. The Department assumes that users have the necessary knowledge for downloading a file into a spreadsheet and/or other software.

Profession Code	Profession Name
501	Chiropractic Physician
1501	Medical Doctor
1502	Medical Doctor Public Psychiatry Certificate
1503	Medical Doctor Public Health Certificate
1504	Medical Doctor Limited to Mayo Clinic
1505	Medical Doctor Limited to Cleveland Clinic
1506	Limited License Medical Doctor
1507	Medical Doctor Area Critical Need
1508	Medical Faculty Certificate
1513	Medical Doctor Restricted
1711	Advanced Practice Registered Nurse
1901	Osteopathic Physician
1903	Osteopathic Limited License
2101	Podiatric Physician

C. Regulated Profiling Professions Codes

