

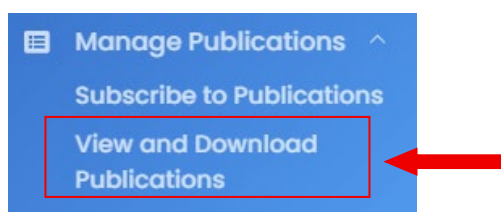
The LTC Data Cooperative is a provider-led effort funded by the National Institute on Aging (grant number U54AG063546 to Brown University) and governed by the American Health Care Association.

The LTC Data Cooperative assembles electronic health record (EHR) data from skilled nursing centers and assisted living communities nationwide, and produces reports quarterly with EHR-based measures and comparison data not available from elsewhere.

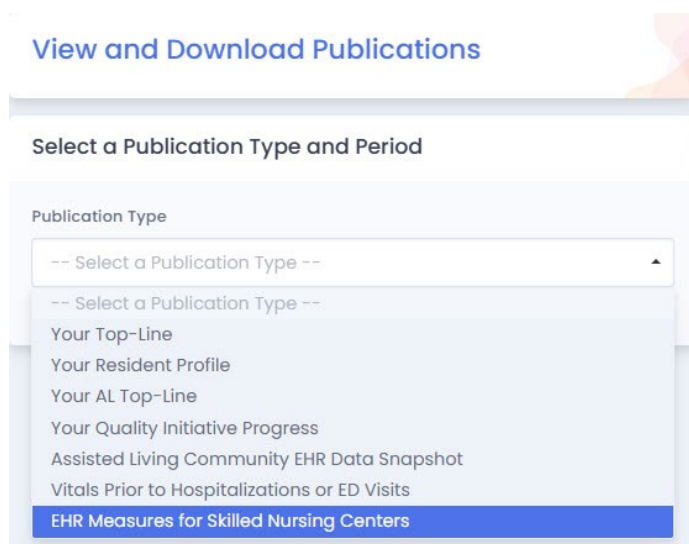
To access your EHR data reports, with comparisons and trends over time:

Step 1: Login to LTC Trend Tracker at www.ltctrendtracker.com.

Step 2: Click on “**Manage Publications**,” then “**View and Download Publications**” from the drop-down menu



Step 3: Choose the publication you wish to view from the “**Publication Type**” drop down menu. The options vary on what publications have been loaded into the system.

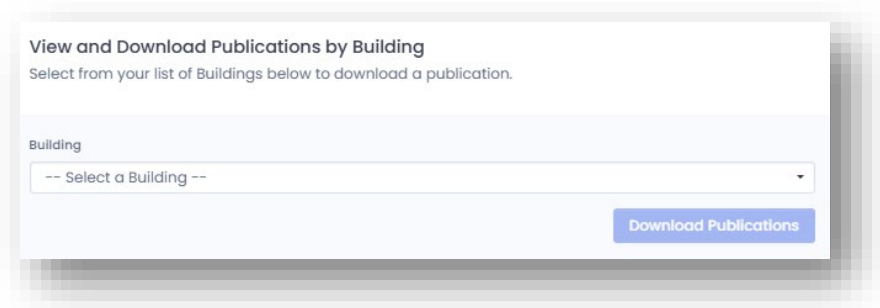


Step 4: In the “Download by Organization/Division” section, if applicable, choose the division set up by your Account Administrator that you choose to see. If applicable, choose an option from the “Period” drop down to filter your publications.

- i. **Note for Account Admins Only:** Choose one of the three options “All buildings in division,” or “Members Only.” Do not select “Non-Members.”

NOTE: If a period is not chosen, all available periods will be downloaded for your selection.

Step 5: You also have the option to select the building you are looking for under the “*Select a Building*” pull-tab.

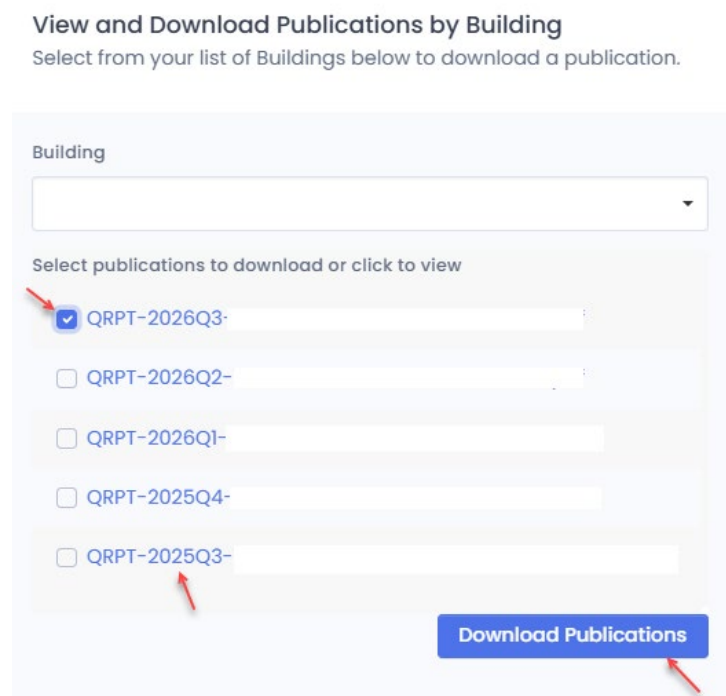


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Step 6: Check off which publications you would like to download then click the “**Download Publications**” button. Your Winzip program should open with the files listed. Click each document to open the PDF. You can also view the publication directly in the system by clicking on the blue hyperlinked publication.



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Download Publications

Step 7: Share downloaded reports with colleagues in your organization who might benefit from seeing these EHR-based measures.