

COURSE OUTLINE  
for the  
QUALITY ASSURANCE  
AUDIT DATA ENTRY COURSE  
to be held  
July, 1983  
Denver, Colorado

Module

Module sub-division

Slide, Lab, or Demo

---

Tuesday Morning

I. INTRODUCTION

- A. Introduction of Students and Instructors
  - 1. Introduction of Course & Instructors
  - 2. Introduction of Students
- B. Objectives, Outline, and Media
  - 1. Course Objectives
  - 2. Course Outline ( 6 pages )
  - 3. The Presentation Media
- C. System Overview
  - 1. Quality Assurance Information Systems
  - 2. Audit Data Entry & Retrieval System
  - 3. Purpose of the System
  - 4. System Development & Maintenance
  - 5. Major Problem Areas

II. AUDIT DATA RETRIEVAL SYSTEM

- A. History of the Retrieval System
  - 1. History of the Retrieval System
- B. Logon and Available Commands
  - 1. CORNET and Commercial Dial-Up
  - 2. Logon to Userids HO1870A - HO1870R
  - 3. Reconnect Option
  - 4. Help Command
  - 5. Retrieval System Logon Lab

III. MASTER REFERENCE LIST

- A. MRL Introduction
  - 1. What is the MRL?
  - 2. Publication Schedule and Distribution
- B. MRL Definitions
  - 1. The Appendicies

2. Example (MRL 8206, Appx 01, page 13 & 14)
3. MRL Class and Chart Definitions
4. MRL Quality Standard Definitions
5. Sampling Parameters in the MRL
6. p-value matrix (3 pages)
7. p-value Matrix Definitions
8. MRL Documentation Draft
9. MRL Exercise
- C. MRL Change Sheet Procedure
  1. MRL Change Sheet Procedure
  2. MRL Change Sheet Cover
  3. MRL Change Sheet Marked-up Copy
  4. Rules for Initialization of History
- D. On-Line Master Reference List
  1. MRL Command w/options (3 pages)
  2. MRL Lab

---

Tuesday Afternoon

#### IV. DATA ENTRY SYSTEM

- A. Background Information
  1. Volume & Methods of Data Entry
  2. Volume of Data Entry
  3. Data Entry Support Services
- B. Data Entry Userid Information
  1. Logon Example
  2. Possible Logon Problems
  3. Password Rules
  4. Password Change Examples
  5. Profile Example
  6. HELP Command
  7. SEND Command
- C. Data Entry with TSO Editor
  1. Preliminary Report Forms ( 3 pages, QAK, QAE, QAA )
  2. Data Entry Example ( 2 pages )
  3. TOP, DOWN, FIND, LIST, UP, DELETE, SAVE & INSERT
  4. CHANGE Subcommand
  5. INSERT, REPLACE and DELETE Function
  6. Data Loss Prevention
- D. Cycle of Data Entry Process
  1. Cycle of Data Entry Process
  3. EDITDATA
  4. PROCESS
  5. Listing of Error Codes and Meanings ( 3 pages )
  6. 2nd Tier Errors
  7. ERRLIST Command
  8. TOTALS
  9. SAMPLIST
  10. QMPRATES w/prompts
- E. Data Entry Lab
  1. Lab
- F. Deadline
  1. Data Entry Deadline

2. Optimizing Your Support of the Data Entry Process
3. QAECG Data Entry Support

#### V. TIME FRAMES & HISTORICAL DATABASE CORRECTIONS

- A. Time Frames for QA667 Report Generation
  1. QA Rating Period Calendar
  2. Data Collecting and Reporting
- B. Historical Data Base Correction Procedure
  1. HDBCN Letter
  2. HDBCN Form
  3. Time Limitation Letter (from P. A. Lane 5-83)

---

Wednesday Morning

#### VI. QMP MATH and QMPRATES, MODHIST & LOWLIMIT COMMANDS

- A. Quality Measurement Plan (QMP)
  1. Phases of the Quality Audit
  2. Measures of Quality
  3. Review (3 pages)
  4. Equivalent Defects and Equivalent Expectancy
  5. Transformed Defects & Expectancy (3 pages)
  6. Quality Audit Rating
  7. QMP Box Plot
  8. Curve
  9. QMP Method (3 pages)
  10. Example Chart
  11. BN - Sudden Problem
  12. BN - Chronic Problem
- B. QMPRATES Command
  1. QMPRATES printout, single class
  2. Cautionary Note
  3. QMPRATES with graphics option
  4. QMPRATES with history option
  5. QMPRATES - level 2
  6. QMPRATES printout for a previous period
- C. SEARCH Command
  1. QMPRATES with single class option
  2. SAMPLIST Command for same class
  3. ERRLIST Command with various results
  4. SEARCH Command for results class
  5. QMPRATES, SAMPLIST, SEARCH, and ERRLIST Lab
- D. MODHIST Command
  1. MODHIST Purpose
  2. MODHIST 4th Purpose ( 4 pages )
  3. MODHIST Demo ( 4 pages )
- E. LOWLIMIT Command
  1. LOWLIMIT Purpose
  2. LOWLIMIT Command
  3. LOWLIMIT (Major rate tabulation)
  4. LOWLIMIT Demo ( 1 page )

- F. MODHIST & LOWLIMIT Lab
- 1. Lab

---

Wednesday Afternoon

VII. QMPAA, UIRATES, EQEXP and REPEAT Commands

- A. Multi-period Aggregate Analysis (QMPAA)
  - 1. QMPAA Procedure
  - 2. QMPAA Purpose
  - 3. Quality Evaluations
  - 4. QMPAA Chart
- B. QMPAA Command
  - 1. QMPAA Command ( no results )
  - 2. QMPAA Command for DN/8303
  - 3. QMPAA Demo ( 1 page )
- C. UIRATES Command
  - 1. UI Concept
  - 2. UI Examples
- D. EQEXP Command
  - 1. EQEXP Purpose
  - 2. EQEXP Examples
- E. QMPAA, UIRATES, EQEXP, REPEAT Lab
  - 1. Lab

VIII. USP, SAMPREL and SAMPCALC Commands

- A. Universal Sampling Plan
  - 1. Sampling and Sample Selection
  - 2. USP
  - 3. Sampling Economics
  - 4. Allocation of Expectancy (4 pages)
- B. SAMPREL Command
  - 1. The Purpose of the SAMPREL Command
  - 2. SAMPREL Command
  - 3. SAMPREL Command with Boundary Option
  - 4. SAMPREL Command for all svc. ctrs. (prev. period)
- C. SAMPCALC Command
  - 1. Purpose of the SAMPCALC Command
  - 2. SAMPCALC Command
- D. SAMPREL and SAMPCALC Lab
  - 1. Lab

---

Thursday Morning,  
Afternoon

IX. DIF RETRIEVALS, DIFQMP & DIFAUDIT

- A. DIF Retrievals
  - 1. What is DIF?
  - 2. Three types of DIF retrievals
- B. DIFQMP
  - 1. DIFQMP & QMP
  - 2. Expanded &QMP request
  - 3. File Structure
  - 4. Dictionary ( 2 pages )
  - 5. DIFQMP Field Names ( 3 pages )
  - 6. &VER - Restriction by Ratecode
  - 7. Open ended request for a Range of Classes
  - 8. Open ended request with an example of Average
  - 9. DIFQMP Demo ( 3 pages )
  - 10. Level 2 Dictionary ( 2 pages )
  - 11. Level 1 & 2 Comparisons ( 4 pages )
  - 12. DIFQMP Lab
- C. DIFAUDIT
  - 1. DIFAUDIT Command Invocation
  - 2. Expanded Predefined Search Requests (2 pages)
  - 3. File Dictionary (3 pages)
  - 4. &REP (2 pages)
  - 5. &FTI (2 pages)
  - 6. &QAT
  - 7. &QAG
  - 8. &QAZ
  - 9. &QAX
  - 10. SUBTREE Command
  - 11. Partial Path Options
  - 12. Open-Ended Request with Weight Restriction
  - 13. Open-Ended Request with Tally
  - 14. Lab

---

Thursday Afternoon,  
Friday Morning

X. SPECIALTY RETRIEVALS and DEVELOPMENT ITEMS

- A. POINTONE Command
  - 1. POINTONE Command
  - 2. POINTONE Demo - Single Period (2 pages)
  - 3. POINTONE Demo - Range of Periods (6 pages)
- B. Development Items
  - 1. Development Items List
  - 2. Proposed Help Command
  - 3. Other Proposed Commands
- C. Terminal Recommendations
  - 1. Recommendations

## XI. CMS ADMINISTRATIVE PROGRAMS

## A. CMS General Information

1. Commercial and Cornet Phone Numbers
2. Logon Procedures
3. System Special Characters
4. Profile Exec
5. Changing Character Delete Value
6. Changing Profile Exec (2 pages)
7. Available Disk Space

## B. Qaletter

1. Invoking QALETTER
2. EDIT Option
3. CMS Editor
4. Editor Subcommands (2 pages)
5. Ending the Edit Session
6. Basic SCRIPT Commands
7. QALETTER Lab

## C. QAINFO

1. QAINFO Demo
2. QAINFO Lab