

# ASPR TRACIE Healthcare Coalition Resource and Gap Analysis Aggregator

This tool was developed by the HHS Assistant Secretary for Preparedness and Response's Technical Resources, Assistance Center, and Information Exchange (ASPR TRACIE) as a companion to the Healthcare Coalition Resource and Gap Analysis Tool. This Aggregator Tool is intended to summarize the results from multiple HCC Resource and Gap Analysis Tool workbook files to present an overall picture of a larger geographic area, including an entire state. And, thus may be a valuable tool for Healthcare Coalitions, Health Systems, and States, among others. To access the HCC Resource and Gap Analysis Tool and other select HCC resources, visit https://asprtracie.hhs.gov/hcc-resources.

#### Introduction

The editable, fillable Excel version of this tool is available at: https://asprtracie.s3.amazonaws.com/documents/aspr-tracie-healthcare-coalition-resource-and-gap-analysis-aggregator.xlsm
The 508 compliant, PDF version of this tool is available at: https://asprtracie.s3.amazonaws.com/documents/aspr-tracie-healthcare-coalition-resource-and-gap-analysis-aggregator.pdf

ASPR TRACIE welcomes feedback on how to improve this first version of the tool. The intent of releasing this initial version of the tool is to allow jurisdictions to use and test it and provide us with recommendations for enhancements that would provide you with the most helpful results. For questions, comments, or assistance with this tool, contact ASPR TRACIE at askasprtracie.hhs.gov or 1-844-5-TRACIE (587-2243).

Note: The tool currently works only in Windows versions of Excel 2003 and later. It will not work on a Mac.

- 1. Place the Resource and Gap Analysis Tool workbook files that you wish to aggregate in a single empty folder (not a zip file).
- 2. Make sure the file names correspond to the appropriate coalition or organization in some way, or you will not be able to relate the data displayed to the coalition or organization it came from!
- 3. Note that you may need to click an "Enable Content" button at the top of the excel window of this Aggregator tool to allow it to work.
- 4. Click the "Aggregate" button on the tool.

#### Instructions

- 5. Select the folder where the workbooks are located. When you open the folder, it may show as empty but simply hit "Ok" and the program will run.
- 6. A pop up box will appear to notify you that the program is running. Hit "Ok" to proceed.
- 7. Wait for the program to run. You will see a prompt when it is complete. Hit "Ok" to proceed.
- 8. View the aggregated results in the "Data" tabs.
- a. 'Data by file name' this tab shows results sorted alphabetically by the filename (which, as noted above should correspond to the coalition or organization name) to allow viewing of priorities by coalition
- b. 'Data by item' this lists results sorted alphabetically by the type/category to allow the user to look at how different coalitions prioritized each topic area / item
- c. 'Data by priority list' this lists items according to whether the coalition made it a priority 1-5 (1 highest, 5 lowest)
- d. 'Data by priority score' this lists items in rank order according to priority score

## **Key Points**

### Interpreting Results

- The data is presented in several ways to allow awardees and other users can view the results by coalition, by the item / category (to see how different coalitions prioritized the same item), by priority list (based on actual score) and by priority score (coalition-assigned priority).
- You can see the name of the coalition / origin of the data in the 'filename' section.
- The awardee or other user can look at the top rankings from multiple coalitions for trends and common issues.

### Tips for Success • Ensure all Resource and Gap Analysis Tool workbooks are complete. Any incomplete data may not allow the aggregator to display results properly.

- Use this tool on a PC / Windows environment. We are working to allow the tool to be used on Apple iOS as well.
- Clearly name your files how you would like them to display/read on the data tabs. The entire file name will show up so you may consider creating shorter file names.

Aggregate

File Name Item Notes Priority List Priority Score Additional Details/Plan of Action

File Name	Item	Notes	Priority List	Priority Score	Additional Details/Plan of Action

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