

# Using eDEN for English Dental Providers



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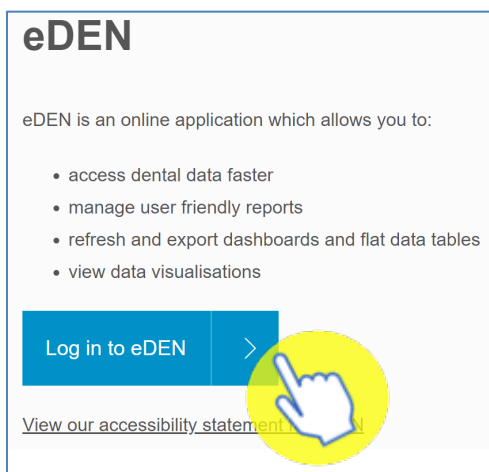
# Accessing and Navigating eDEN

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## Accessing eDEN

To log in use eDEN you need to:

1. Go to the eDEN webpage [www.nhsbsa.nhs.uk/eden](http://www.nhsbsa.nhs.uk/eden)
2. Click 'Log in to eDEN'



3. Enter the email address that you used to register for eDEN in the 'User Name' box.

Note: Don't use your COMPASS login details as they will not work in eDEN. You will need to use the username and password provided to you on sign up. You can contact the [nhsbsa.dentalinsight@nhs.net](mailto:nhsbsa.dentalinsight@nhs.net) team if you have any queries.

4. Enter your password

**NHS**  
Business Services Authority  
NHS Business Services Authority  
Business Intelligence Account Sign-in

User Name  
MyEmailAddress@NHS.NET|

Password  
.....

**Sign In**

Need help signing in? [Click here](#)

5. Click Sign In

**NHS**  
Business Services Authority  
NHS Business Services Authority  
Business Intelligence Account Sign-in

User Name  
MyEmailAddress@NHS.NET|

Password  
.....

**Sign In**




Need help signing in? [Click here](#)

Once logged in you will be taken to the eDEN landing page

## Navigating the Landing Page

When you sign into eDEN you will come to the landing page, it is split into four sections

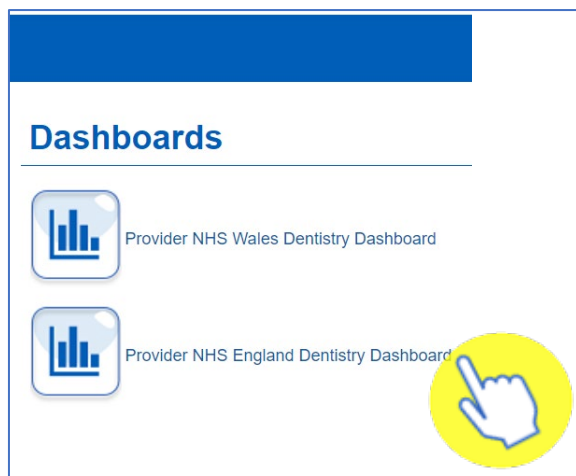
Welcome to eDEN! -- Current Reporting Period: October 2020 -- Select a dashboard from the buttons below to get started!

Useful Links	News	Dashboards	Feedback
<p>eDen Website NHS BSA</p> <p><b>1</b></p>	<p><b>Welcome to the new NHSBSA eDEN reporting system!</b></p> <p>Dear Colleague,</p> <p>We hope you find this new way of presenting information to you will enable faster and easier access to the data you need.</p> <p>This initial launch contains the new Dentistry Dashboard which combines the best elements of the Year End and Vital Signs reports. To access the dashboard, please click the links opposite this news story.</p> <p>The eDEN tool is designed to evolve over time with feedback from its users. Please do make use of the link at the right-hand side of this page to leave us your feedback on how the system is performing, any technical or suspected data issues or any extra data you would like to see in the future.</p> <p>Our roadmap contains more information on the remainder of the work to be delivered this year and so far.</p> <p>For more information on eDEN and supporting materials, please see our website <a href="#">here</a>.</p> <p>The Dental Insight Team</p> <p><b>2</b></p>	<p><b>Dashboards</b></p> <p> Provider NHS Wales Dentistry Dashboard</p> <p> Provider NHS England Dentistry Dashboard</p> <p><b>3</b></p>	<p></p> <p>Please use the above button to report and feedback on any:</p> <ol style="list-style-type: none"> <li>1. suggestions for improvement</li> <li>2. technical issues</li> <li>3. data anomalies</li> </ol> <p>eDEN is a new system that will evolve over time, your feedback is working for you is!</p> <p><b>4</b></p>

1. Useful Links - From here users can select a hyperlink to useful content external from the eDEN system.
2. News - Important information regarding the system such as any planned downtime or updates will be displayed here.
3. Dashboards – here you will see the available provider dashboards, as an England Provider you will select the 'Provider NHS England Dentistry Dashboard to view your report
4. Feedback – here you can click on the feedback button to give your feedback on the system and its reports.

## Access your reports

1. From the dashboard section of the landing page click on 'Provider NHS England Dentistry Dashboard'



2. The dashboard will open and display the 'Monthly Reporting', 'Contract Profile page', other reports can be selected by clicking the blue title page link.

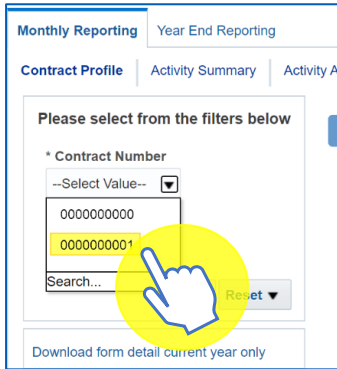
## Select your contract and reporting year

When you open your dashboard, you will need to select the Contact Number and Reporting Year you would like to see data for.

The time period will default to the latest available.

1. To select the contract you want to view, click on the dropdown arrow of the Contract Number prompt

2. Select the contract you want to see the reports for



Monthly Reporting | Year End Reporting

Contract Profile | Activity Summary | Activity A

Please select from the filters below

\* Contract Number

--Select Value--

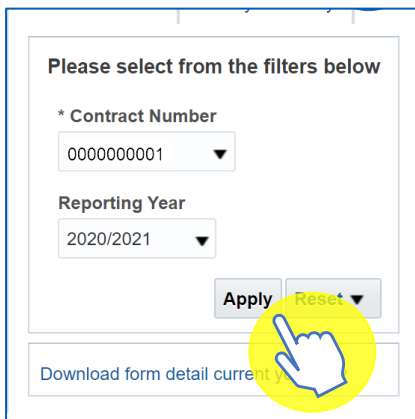
0000000000

0000000001

Search... Reset

Download form detail current year only

3. Click on 'Apply'



Please select from the filters below

\* Contract Number

0000000001

Reporting Year

2020/2021

Apply Reset

Download form detail current year only

eDEN will then display the dashboard reports for your contract.

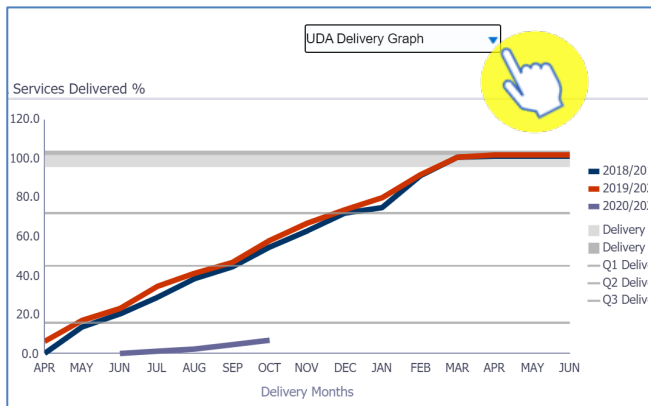
## Interactive views

Some of the charts on your reports will be interactive, meaning you can change the way the data is displayed.

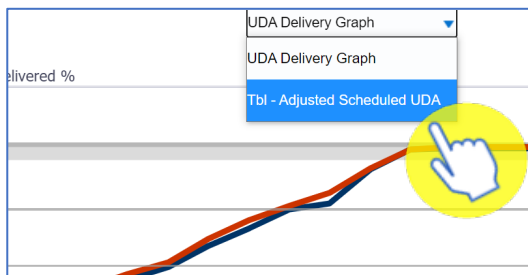
This could mean changing a graph to a table view or even filtering the view to just show specific information.

To change the view:

1. Click the drop-down arrow



2. Click on the view you want to see



3. The view will update

Tbl - Adjusted Scheduled UDA		Adjusted Scheduled Activity (UDA)		
Contract Number	Description	2018/2019	2019/2020	2020/2021
	APR	2,622	1,167	
	MAY	3,871	3,210	
	JUN	5,471	4,452	68
	JUL	7,317	6,610	197
	AUG	8,539	7,903	459
	SEP	10,510	8,993	927
	OCT	12,069	11,089	1,348
	NOV	13,759	12,789	
	DEC	14,370	14,129	
	JAN	17,499	15,363	
	FEB	19,305	17,582	

To return to the original view simply repeat the process and select the view from the drop-down list.

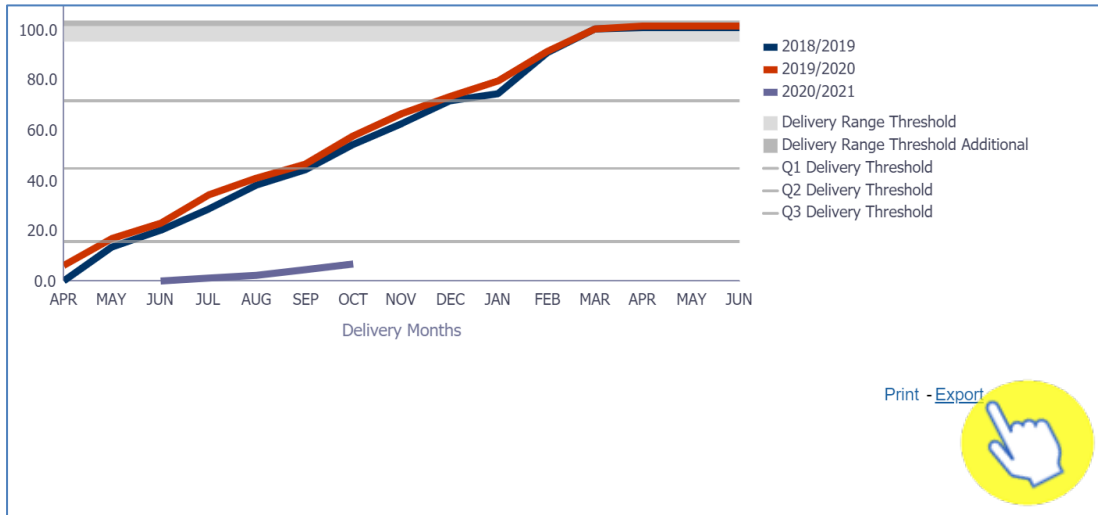


## Exporting Data

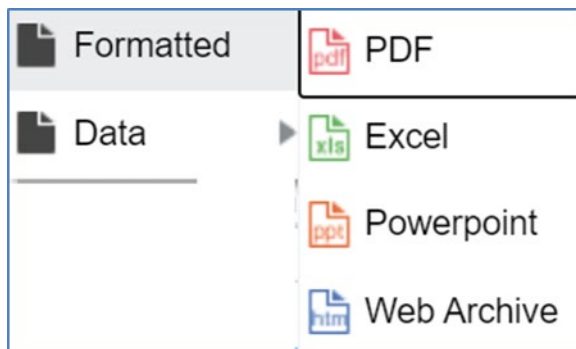
You can either export charts and tables from eDEN or you can export a full page.

### Exporting views

1. Click the 'Export' option beneath the view/s you want to export.

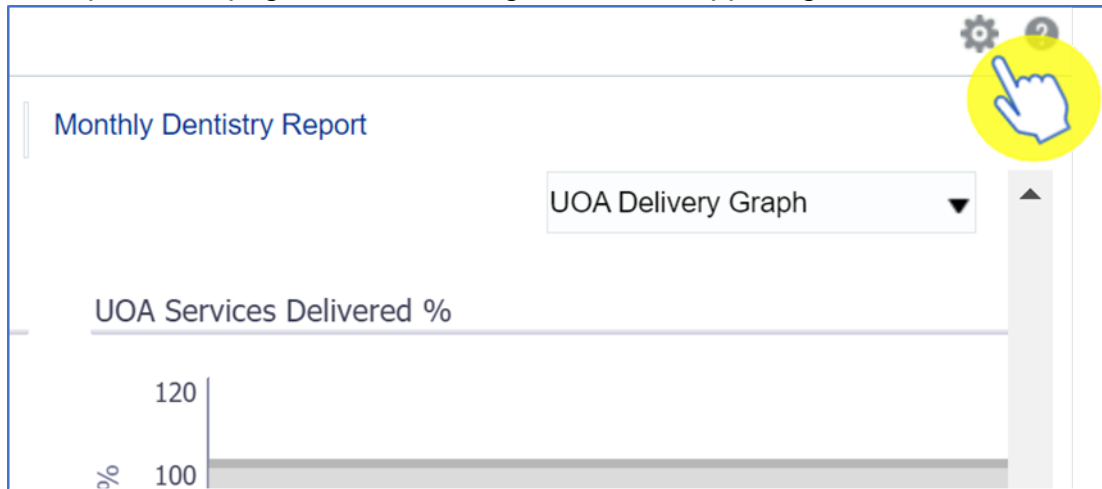


2. From the drop-down list displayed select the format you want to export the data in.

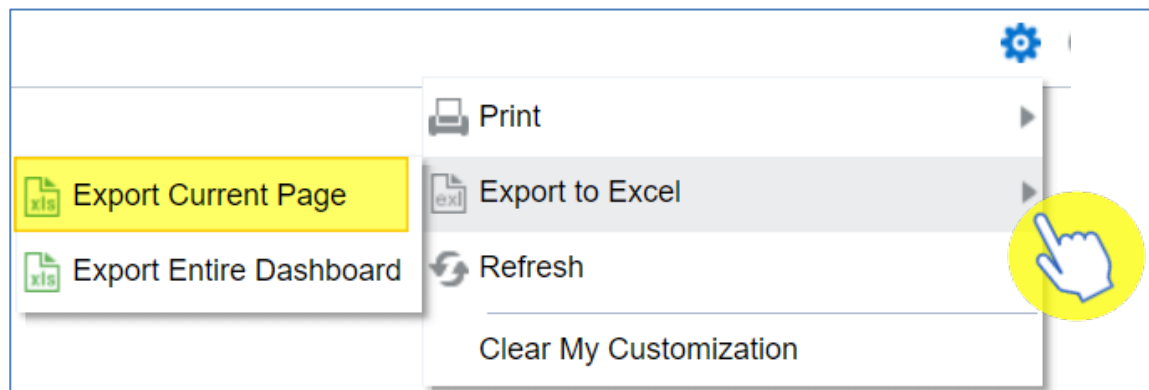


## Exporting a full page

1. To export a full page, select the 'cog' icon in the upper right-hand corner.



2. Hover over 'Export to Excel' and then select 'Export Current Page'



## Downloading Data

Some pages within the dashboards may also allow the downloading of the data used to create that page.

1. If that option is available, select the link for 'Download the data for this page' link under the data selector prompts.

The screenshot shows the 'Monthly Reporting' dashboard. On the left, there are filters for '\* Contract Number' and 'Reporting Year' (set to 2020/2021). Below the filters is a link that says 'Download form detail current year only'. A yellow circle with a hand cursor icon is pointing to this link. To the right, there is a 'Contract Information' section with a 'Provider Name' field, and a 'Services Delivered 2020/2021 Year' section showing '12.5 % Annual UDA Services Delivered'.

Depending on your type of contract you may be presented with the following options

The screenshot shows a dropdown menu with two options: 'Download General FP17 Form detail' and 'Download Orthodontic FP17 Form ...'. The second option is highlighted.

Select the data you would like to download.

2. The data will be displayed in a separate internet browser tab

General Forms for Reporting Year 2020/2021

Electronic Reference No.	Form Type Description	Treatment Year	Schedule Year Month	Date of Acceptance	Date of Completion or Last Visit	Total Form Count	Treatment Charge Band	UDA Delivered	Forms With Scale & Polish	Forms With Fluoride Varnish	Forms With Fissure Sealants	Forms With Radiographs	Forms With Endodontic Treatment	Forms With Permanent Fillings & Sealant Restorations
100-001	Band 1	2020/2021	01/2021	01/2021	01/2021	1	Band 1	1	0	1	0	0	0	0
100-002	Band 1	2020/2021	02/2021	02/2021	02/2021	1	Band 1	1	0	0	0	0	0	0
100-003	Urgent Treatment	2020/2021	03/2021	03/2021	03/2021	1	Urgent Treatment	1	0	0	0	0	0	0
100-004	Band 1	2020/2021	04/2021	04/2021	04/2021	1	Band 1	1	1	0	0	0	0	0
100-005	Urgent Treatment	2020/2021	05/2021	05/2021	05/2021	1	Urgent Treatment	1	0	0	0	0	0	0
100-006	Band 1	2020/2021	06/2021	06/2021	06/2021	1	Band 1	1	1	0	0	0	0	0
100-007	Band 1	2020/2021	07/2021	07/2021	07/2021	1	Band 1	1	0	0	0	0	0	0
100-008	Band 1	2020/2021	08/2021	08/2021	08/2021	1	Band 1	1	0	1	0	0	0	0
100-009	Band 1	2020/2021	09/2021	09/2021	09/2021	1	Band 1	1	0	0	0	0	0	0
100-010	Band 1	2020/2021	10/2021	10/2021	10/2021	1	Band 1	1	0	1	0	0	0	0
100-011	Band 1	2020/2021	11/2021	11/2021	11/2021	1	Band 1	1	0	0	0	0	0	0
100-012	Urgent Treatment	2020/2021	12/2021	12/2021	12/2021	1	Urgent Treatment	1	0	0	0	0	0	0
100-013	Band 1	2020/2021	01/2022	01/2022	01/2022	1	Band 1	1	0	0	0	1	0	0
100-014	Band 1	2020/2021	02/2022	02/2022	02/2022	1	Band 1	1	0	0	0	0	0	0
100-015	Band 1	2020/2021	03/2022	03/2022	03/2022	1	Band 1	1	0	0	0	0	0	0
100-016	Band 1	2020/2021	04/2022	04/2022	04/2022	1	Band 1	1	0	0	0	0	0	0
100-017	Band 1	2020/2021	05/2022	05/2022	05/2022	1	Band 1	1	0	1	0	0	0	0
100-018	Band 1	2020/2021	06/2022	06/2022	06/2022	1	Band 1	1	0	0	0	0	0	0
100-019	Band 1	2020/2021	07/2022	07/2022	07/2022	1	Band 1	1	0	1	0	0	0	0
100-020	Band 1	2020/2021	08/2022	08/2022	08/2022	1	Band 1	1	0	0	0	0	0	0



## Detailed Dashboard Guidance

Go to the following webpage: <https://www.nhsbsa.nhs.uk/eden/eden-training-hub>

From here you can view the English Provider dashboard guidance document which will give you a detailed description of each page of the report.

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## Getting more help

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### **Additional training material and user guides**

The Information Systems training team have developed several how to guides to help you with eDEN. These can be found on our [eDEN Training Hub](#) webpage

Further information on the eDEN dashboards can be found on the [eDEN dashboard information](#) webpage.

### **Contact**

You can direct your queries to our email address: [nhsbsa.dentalinsight@nhs.net](mailto:nhsbsa.dentalinsight@nhs.net)