### Wisconsin Office of Rural Health



# Using an Access Database for Tracking Grants

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### Access Database

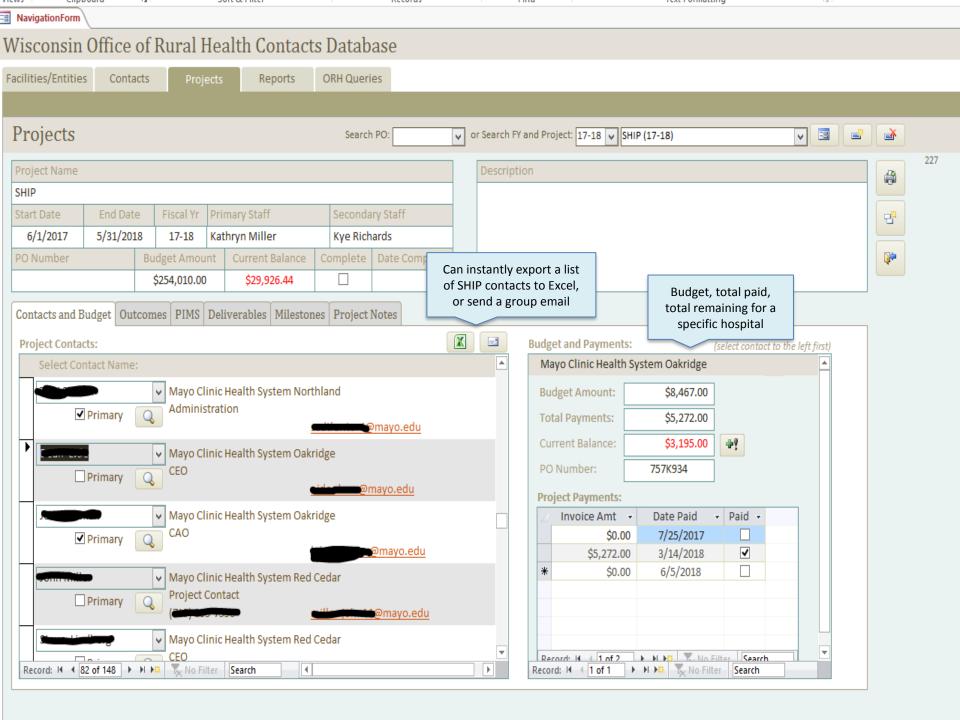
- Housed on a server, which allows for multiple users
- Used to track Flex and SHIP grants
- Keeps a historical record of previous Grant years
- Key features of the Access Database:
  - A listing of all CAHs, SHIP Hospitals, RHCs
  - Contact information for key hospital positions
  - Links hospitals with the projects they participate in
  - Maintains a "to-do" list with due dates
  - Keeps outcomes, outputs and PIMS data all in one place
  - Tracks the budget of each activity/project, including what has been paid to each contractor; remaining balance
  - Printable reports, such as to-do list, outstanding invoices

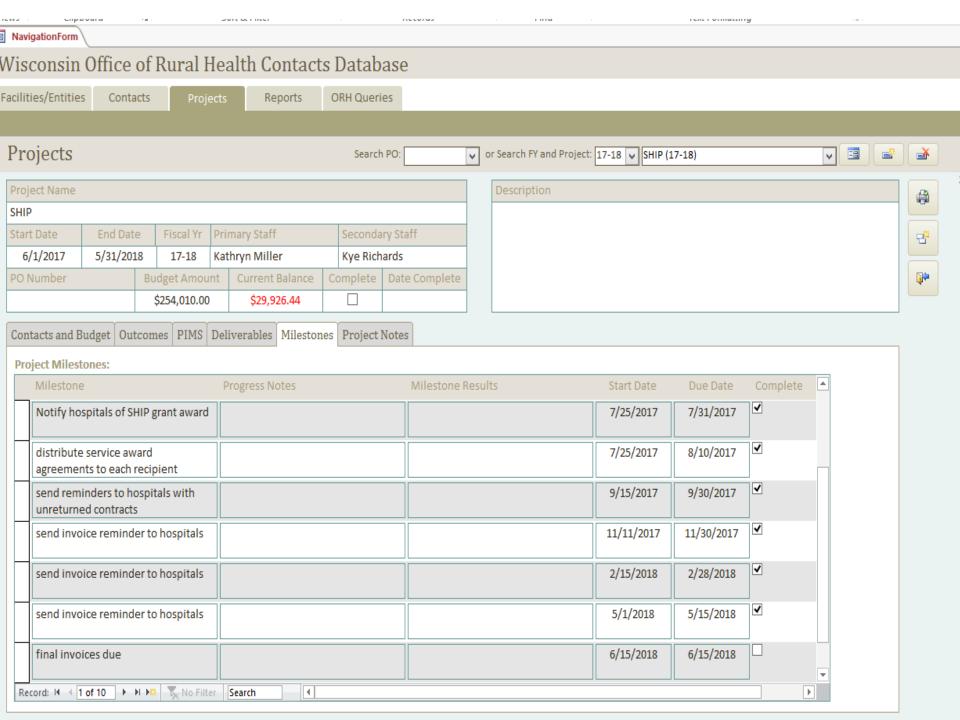


# Access Database: SHIP Uses

- Provides a record of who the SHIP contacts are in each hospital
- Keeps a historical record of previous SHIP years
- Tracks important milestones ("to-do" lists), along with important due dates
- Tracks the budget of each hospital's SHIP grant, including how much has been paid to each hospital; remaining balance





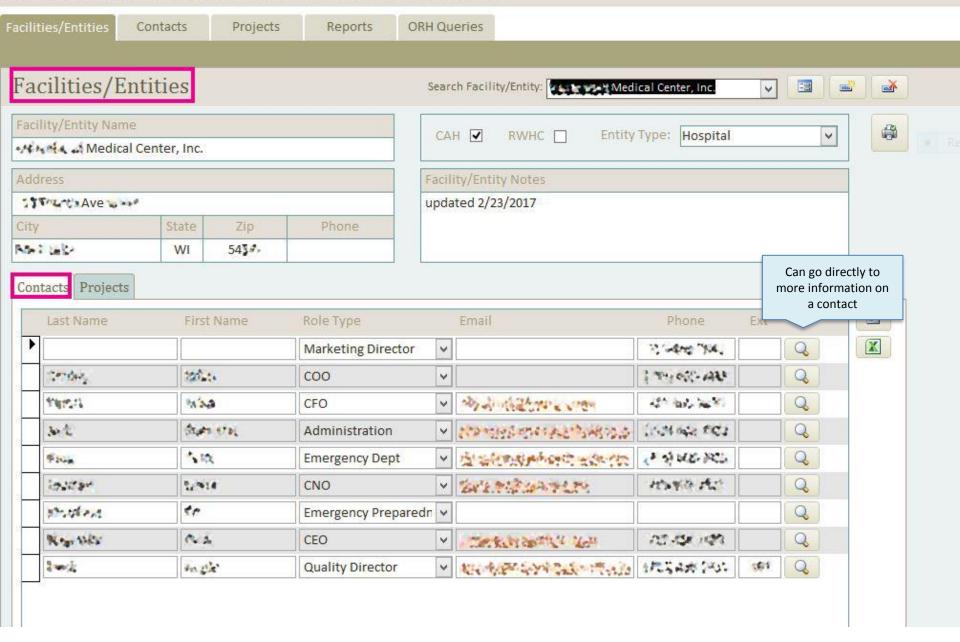


## Access Database: Flex Uses

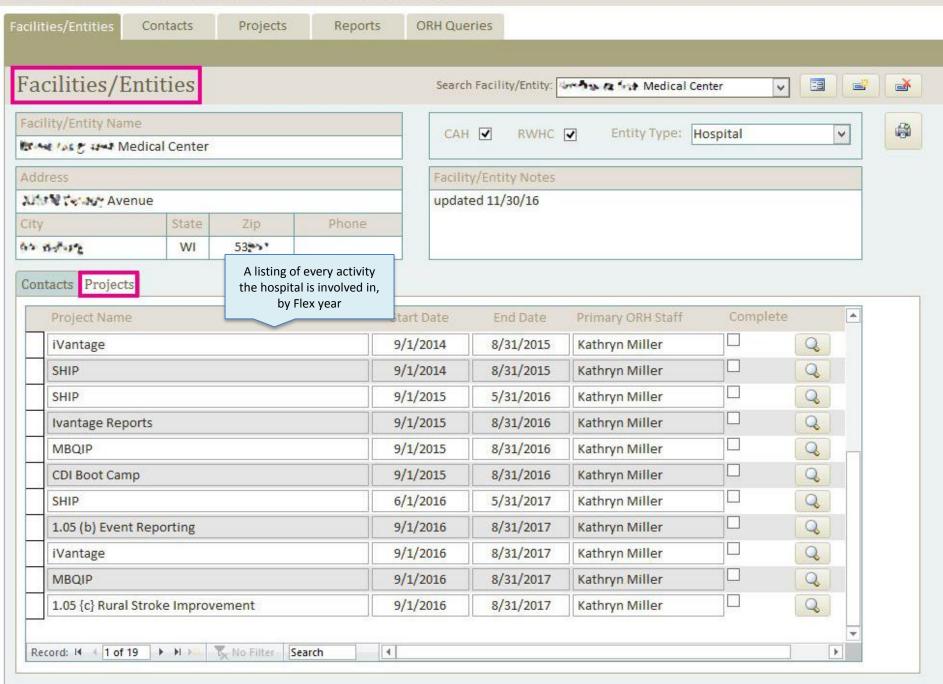
- Serves as a contacts database containing all hospitals we work with and names of staff members in key positions (CEO, CFO, QI etc...)
- Tracks all Flex Activities/Projects
  - Links hospitals with the projects they participate in
- Keeps a historical record of previous Flex years
- Tracks important milestones ("to-do" lists) for each activity/project, along with important due dates
- Keeps outcomes, outputs and PIMS data all in one place
- Tracks the budget of each activity/project, including what has been paid to each contractor; remaining balance

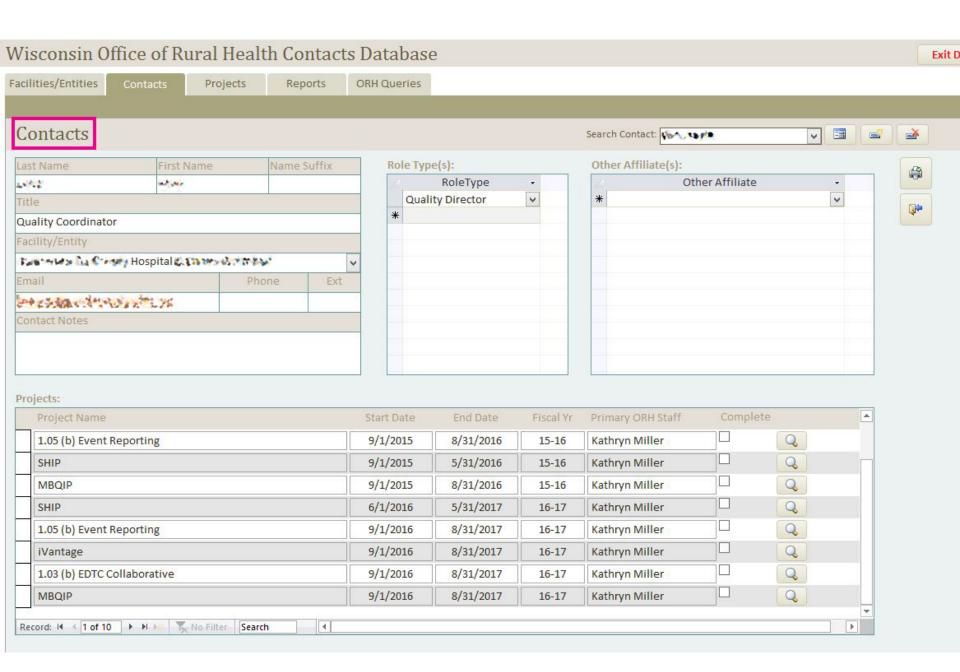
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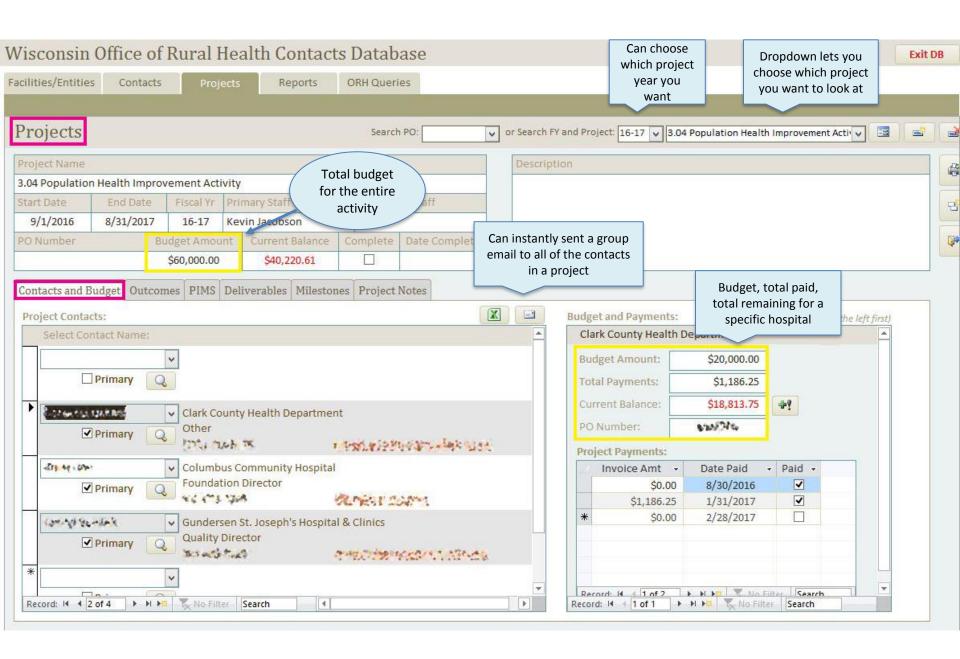
#### Wisconsin Office of Rural Health Contacts Database

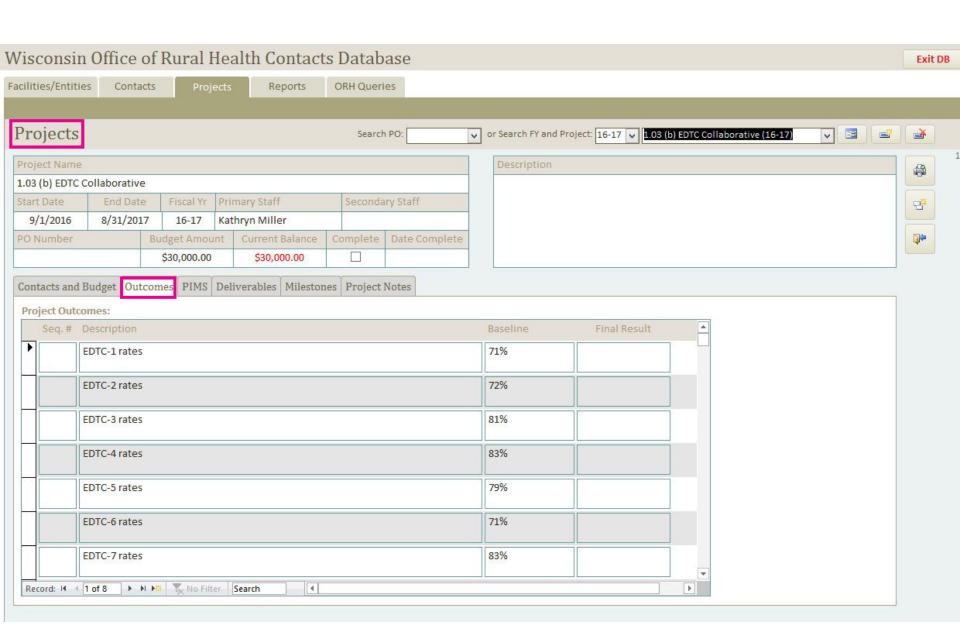


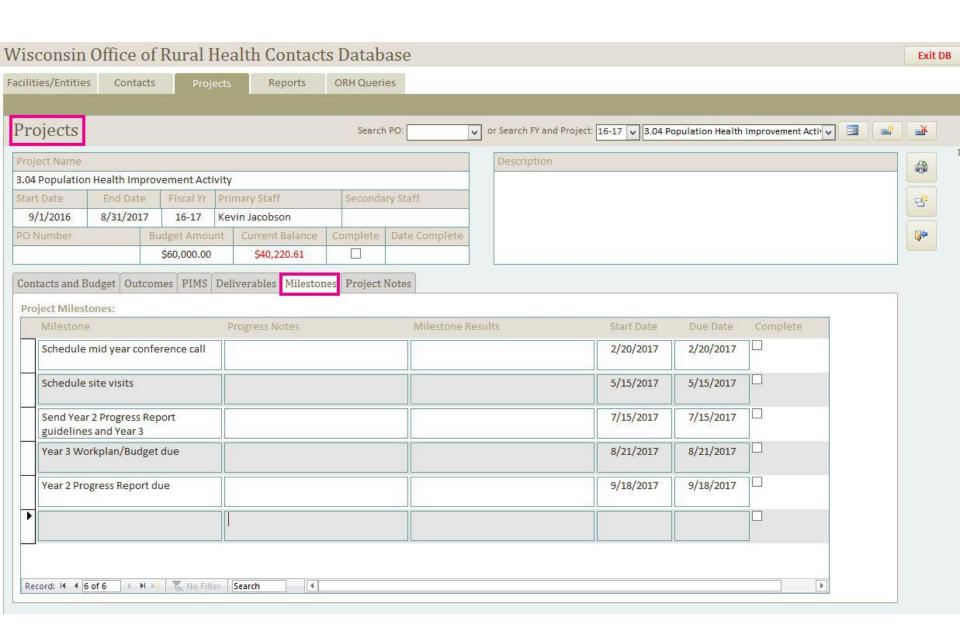
#### Wisconsin Office of Rural Health Contacts Database

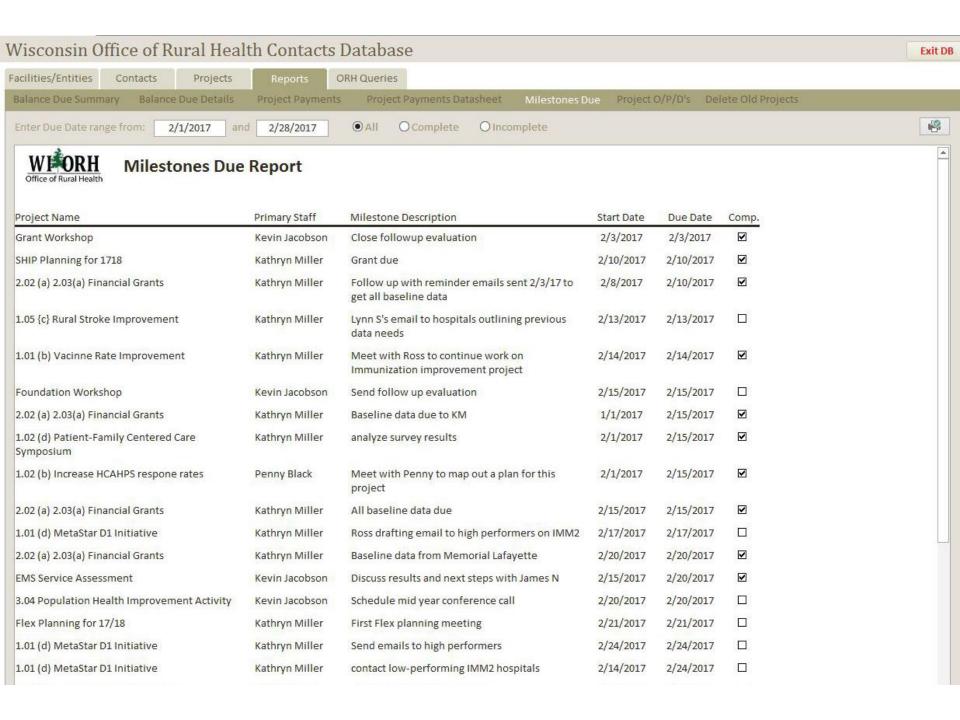












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