

Overview of 2014 DSHS/AHA/THA Annual Survey of Hospitals
www.dshs.state.tx.us/chs/hosp or www.ahasurvey.org

Welcome to the online DSHS/AHA/THA Annual Survey of Hospitals and the Annual Statement of Community Benefits Standard form for 2014. We are pleased to introduce you to AHA's interactive web-based application that will guide you completely through the survey process. **If at any time you need help, please contact Dwayne Collins at (512) 776-7261 (E-mail: Dwayne.Collins@dshs.state.tx.us) or AHA Annual Survey staff at 1-800-530-9092 (E-mail: surveysupport@healthforum.com)**

In addition to making it easier and more efficient for you to respond to the DSHS/AHA/THA Annual Survey of Hospitals and the Annual Statement of Community Benefits Standard form, the online collection tool will be less time consuming and more accurate. The online tools provided will give you a comprehensive method to collect all the relevant information from the various points within your hospital.

We have built a variety of worksheets and guides to help you complete the survey online. As you enter each section please review all of its features and reports and take advantage of the tools available. At any time you can print a portion or the entire survey in its current form from the Print Menu accessible on your navigation bar. Once you have completed your survey, you will also have access to the Reports Menu that will provide you with summary and trend information for your facility.

You will find that the online survey has been designed to replicate the structure of the paper survey. There are seven sections:

- (A) Reporting Period
- (B) Organizational Structure
- (C) Facilities and Services
- (D) Total Facility Beds, Utilization, Finances and Staffing
- (E) Supplement Information
- (SA) State Addendum (DSHS Survey Supplemental (including sections F through R and the Annual Statement of Community Benefits Standard form)

Texas hospitals are required to complete all of the above sections. Your hospital's survey will not be considered final until all sections are complete.

Each section has a series of edit checks that will be triggered as you submit the page. Any value that is questionable will generate a message that will require a response. We believe that this method of interaction will result in a more thorough and timely survey process and produce a much more accurate profile of your facility.

Thank you in advance for your participation in the DSHS/AHA/THA Annual Survey and Annual Statement of Community Benefits Standard form Online. Please feel free to contact Hospital Survey Unit at DSHS or AHA Annual Survey of Hospitals staff at 1-800-530-9092 (E-mail: surveysupport@healthforum.com).