

## Guide to Reviewing Core Indicators and Core Indicator Resources

Thank you for participating in the review of the Association of Public Health Epidemiologists in Ontario (APHEO) Core Indicators and resources. The Core Indicators for Public Health in Ontario were drafted by public health epidemiologists in Ontario and many partners to collate extensive information for over 120 public health indicators. The Core Indicators Work Group aims to develop indicators and resources based on sound evidence, provide users with information supporting the indicator's relevance and limitations as well as clear instructions that will enable users to successfully implement/apply the indicator.

**Core Indicators** are organized according to a standard format. Please see [Appendix A](#) for a description of the components of a Core Indicator.

**Core Indicator resources** provide information to enhance understanding of the Core Indicators. Most Core Indicator resources include details about data sources, while some document changes in processes over time or provide rationale for decisions made during the Core Indicator revision process (e.g., [“Timeline of changes in live birth registration in Ontario”](#) and [“Reproductive Health Core Indicators Documentation Report”](#) respectively).

As you review the documents (including the links and references provided if possible), you may choose to consider the following:

- Clarity
- Accuracy
- Reliability
- Validity
- Completeness
- Usefulness
- Feasibility

**Some Questions you may find useful to ask yourself while reviewing the indicator/resource:**

- Are the indicator descriptions accurate?
- Are all potential corresponding indicators listed?
- Is the analysis check-list complete and understandable? Does anything need to be added?
- By following the analysis checklist am I able to use the indicator to generate estimates?
- Are the methods of calculation complete and accurate?
- Are the indicator comments complete and understandable? Does anything need to be added?
- Do all the links work in the indicator?
- Are all appropriate definitions in the definition section?
- Are any important references missing?
- In general, could the indicator or resource be improved by adding, removing or changing any of the content?

Limitations of an indicator may become apparent when attempts are made to apply the definitions. Your feedback on the practical use of the indicator would be appreciated.

**You can provide your feedback to the organizer of the Core Indicator review (please see email for contact information) in one of three ways:**

- by jotting down some comments and responding by email
- by printing the indicators and providing written comments directly on the pages and forwarding by mail
- by tracking changes/adding comments to the word document and forwarding the attachment by email.

You can create “Word Documents” as follows:

- on the Core Indicators index page, <http://www.apheo.ca/index.php?pid=55> or Core Indicators Resources index page <http://www.apheo.ca/index.php?pid=261>, right click on the link to the indicator/resource
- choose "save target as"; it will default to the name index.htm; you can change the name of the file to a new name
- open the file with MS Word and insert comments or edits directly within the document (you can use track changes or simply add comments in another colour)

Thank you for your contribution to the work of the APHEO Core Indicators Work Group. Your expertise will ensure we develop useful products that will support standardized public health reporting in Ontario.

Sincerely,

The Core Indicators Work Group

## Appendix A – Components of a Core Indicator

- **Description** – the general indicator concept.
- **Specific Indicator(s)** – particular measures of the concept.
- **Ontario Public Health Standards** – the name of the chapter in the OPHS or the name of the protocol to which the indicator pertains.
- **Corresponding Health Indicator(s) from Statistics Canada and CIHI** – the name(s) of indicator(s) developed by Statistics Canada or CIHI and any differences in definition(s) or method(s) of calculation. If there are no corresponding indicators, “none” will be documented.
- **Corresponding Indicator(s) from Other Source(s)** – reference(s) to other source(s), including international organizations (e.g., WHO, CDC); national organizations other than Statistics Canada or CIHI or provincial organizations. This section will be omitted if there are no corresponding indicators from other sources.
- **Data Source(s)** – the data source(s) used to populate the numerator and denominator of the Core Indicator and link(s) to the corresponding APHEO data source resource document(s).
- **Survey Question(s)** – included when data source is survey-based, (e.g., CCHS and RRFSS). This section will be omitted if not applicable.
- **Alternative Data Source(s)** – may be listed and used by health units in cases where the primary data source is not sufficient for some reason (Note: In the case of reproductive data where births can be counted many different ways by many sources, each source is a primary source and the health unit can choose which is most appropriate for their purposes). This section will be omitted if there are no alternative data sources.
- **ICD-10 Codes** – ICD-9 and ICD-10 Codes are listed where appropriate. This section will be omitted if not applicable.
- **Analysis Check List** – analysis details and coding idiosyncrasies.
- **Method of Calculation** – the specific indicator equation with numerator, denominator and multiplier.
- **Basic Categories** – main groupings that would be used for this indicator, including pertinent age groups, and geography.
- **Indicator Comments** – information that assists with the interpretation of the data, including background literature, key trends or findings.
- **Definitions** –description of key concepts that will enhance understanding of the indicator.
- **Cross-References to Other Sections** – links to related indicators.
- **Cited References** – references that are numbered and cited in the text of the indicator.
- **Other References** – provide background information for creation of the indicator and may be of interest to the user, but are not cited in the text of the indicator.
- **Changes Made** – specify amendments to the indicator over time, and by whom.
- **Acknowledgements** –lists all individuals, with their permission, that have contributed to the indicator as authors or reviewers.