

Instructions for Accessing Physician Productivity and Service Analysis

To access the physician productivity and service analysis access database you will want to connect to the shared folder. This access will need to be done from a University, Children's or UCH network (not guest networks). The CU VPN will also work for access.

The link for this resource is: \\jupiter.upicolo.pvt\shared\SHARED AFFILIATE\Finance\AX

Departmental Productivity Reports and departmental Service Analysis databases prefixed with 'BI_' are posted in the 90-Management folder.

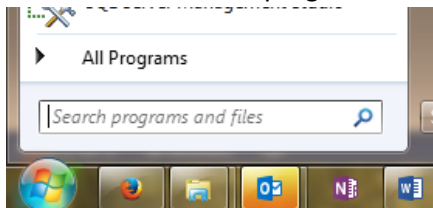
Division-level Service Analysis databases pre-fixed with 'BI_' are posted in their corresponding division level subfolders.

Questions should be directed to Ariel Alfonso or Mike Scardaville.

PC Access:

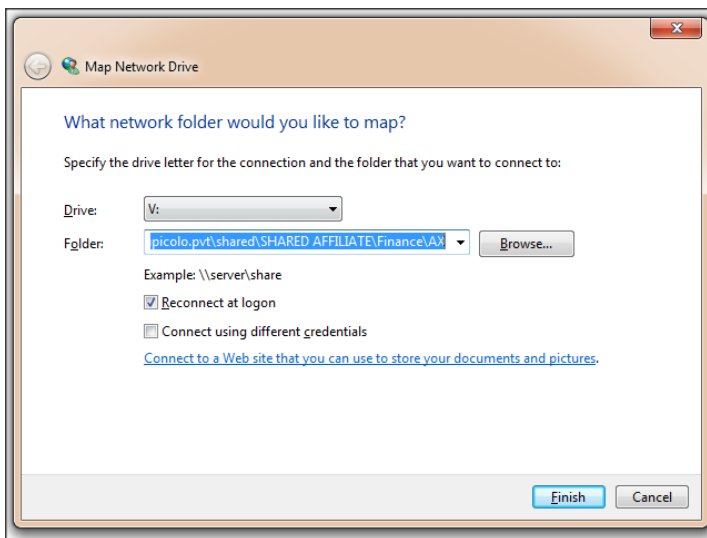
Option 1: For on demand access

- Start button – search programs and files, enter the full link and press enter.

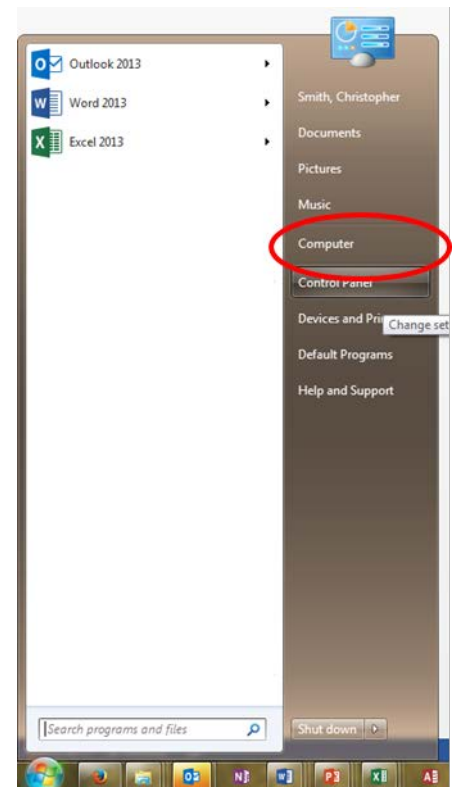


Option 2: To always have the drive accessible

- Map the shared folder
 - Right click on the computer menu item on the right side of your start menu
 - Select **Map Network Drive...**
 - Paste the link above in the folder box

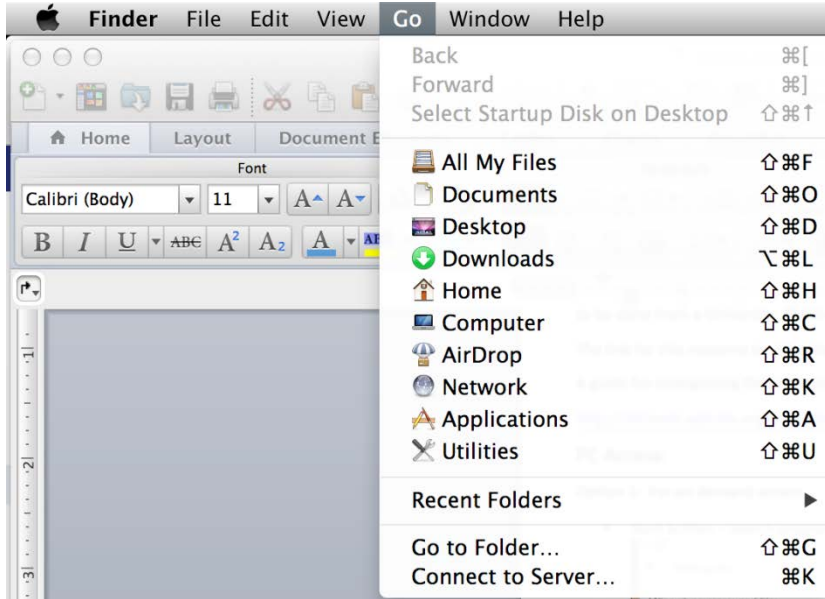


- Make sure Reconnect at login is checked
- Click Finish

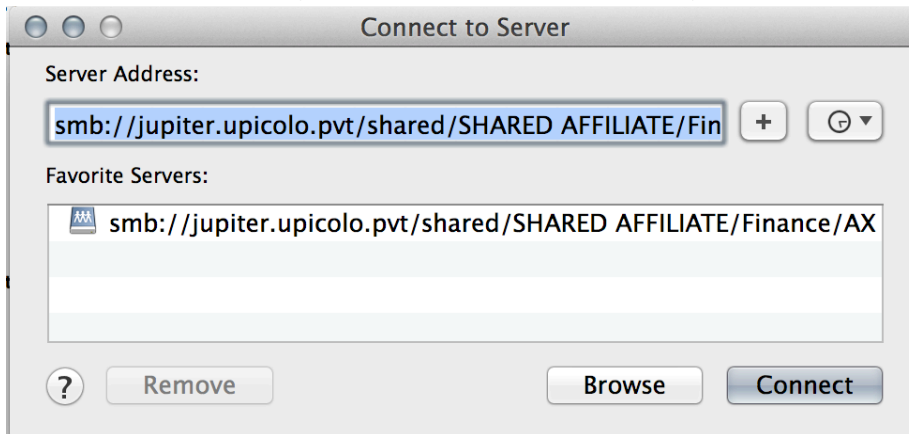


Mac Access:

- In the Finder menu, click Go and select Connect to Server.



- In the server address box enter the server name smb://jupiter.upicolo.pvt/shared/SHARED AFFILIATE/Finance/AX/ (not the direction of the // marks) and click connect.



- Enter your appropriate credentials and click connect.

