DEPARTMENT OF HEALTH
STROKE PROGRAM

Minnesota Stroke Portal Navigation Guide

VERSION 2

11/25/2025

For help navigating the Minnesota Stroke Portal, please contact:

Minnesota Department of Health
Stroke Program
625 Robert St. N.
P.O. Box 64975
St. Paul, MN 55164-0975
651-201-5000
health.stroke@state.mn.us
www.health.state.mn.us

To obtain this information in a different format, call: 651-201-5000.

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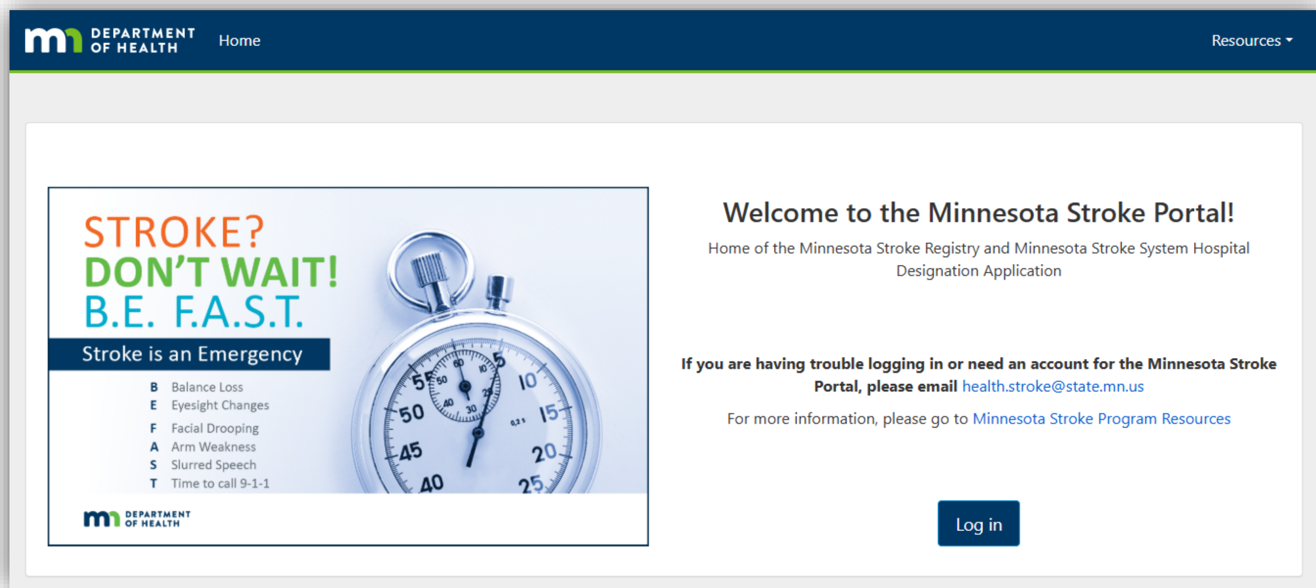
Introduction

The Minnesota Department of Health (MDH) manages the Minnesota Stroke Portal. The Portal is a free and robust system available to all hospitals in the state to submit, store, and review their facility's stroke patient quality of care data as well as apply for designation. MDH manages who has access to the Portal. Anytime a new user needs access or someone needs to be removed, you will need to contact MDH at health.stroke@state.mn.us.

The Minnesota Stroke Portal is comprised of six different components:

- Administration
- Minnesota Stroke Registry
- Reports
- Dashboard
- Designations (*not covered in this document; please refer to the current MDH Stroke Designation Guide*)
- Resources



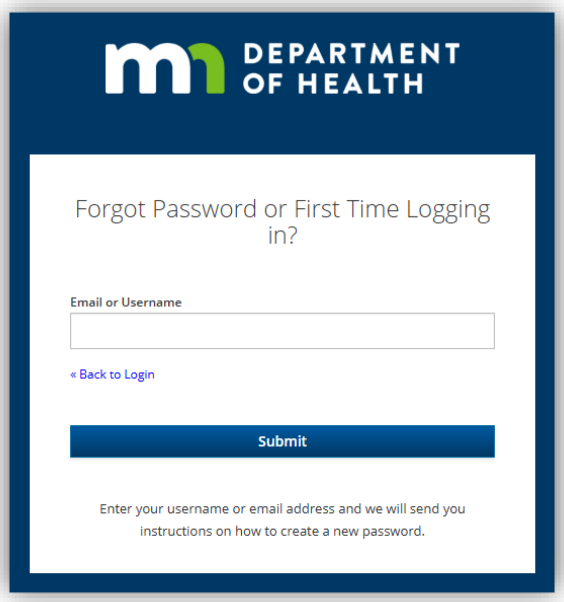
Getting started

If this is your first time logging into the new Minnesota Stroke Portal, you will need to set a password.

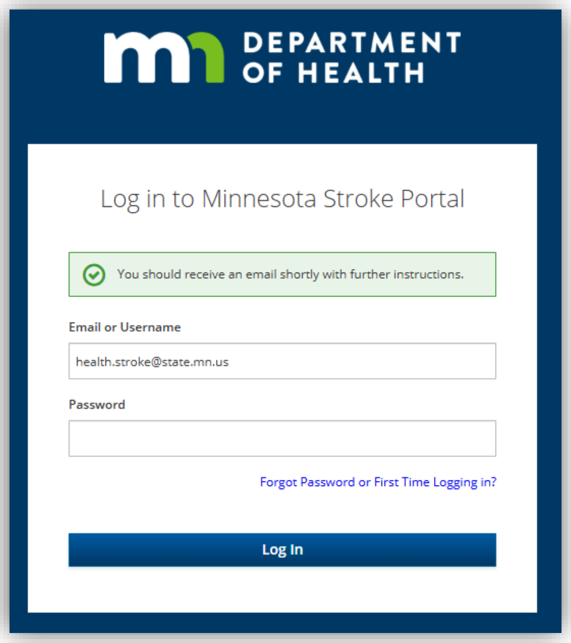
Resetting Your Password or First Time Logging In

1. Go to the Minnesota Stroke Portal (https://stroke.web.health.state.mn.us/)
2. From the landing page, click **Log in**.
3. Click on **Forgot Password or First Time Logging in?**

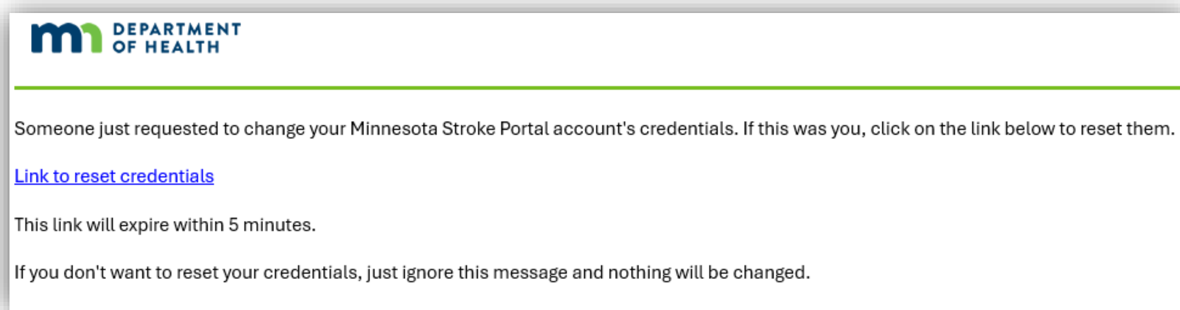
4. Enter your **Email address or Username.** (We recommend using your email address.)



5. Click **Submit.** A message will appear stating you should be receiving an email shortly with further instructions.

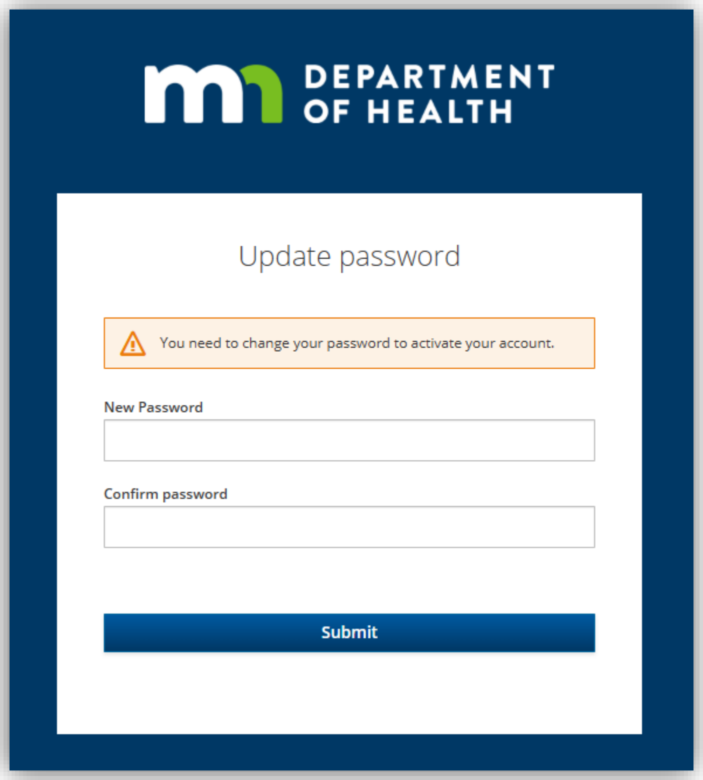


6. An automated email from 'donotreply@state.mn.us' will be sent to you within a few minutes of submitting your email address; the subject line will be 'Reset Password.' In the body of the email, click on **Link to reset credentials.**

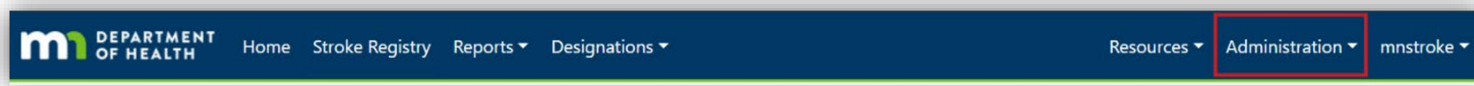


If you do not receive a link to reset your password or you need access to the Portal, please email **health.stroke@state.mn.us** for assistance. Creating a user in the Portal is something only MDH staff can do.

7. A new internet browser tab will open to create a new password. Using the instructions below Update password, enter in a **New Password** and type the same password in **Confirm Password** box.



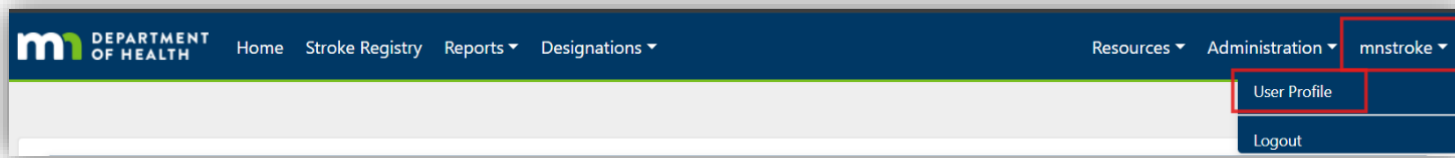
8. Click **Submit.**
9. Once your password is set, the web page will redirect you to the Minnesota Stroke Portal homepage. You will already be logged into your account.



Administration

The **Administration** component of the Minnesota Stroke Portal is where you can view your facility information, including manage your facility and EMS agency favorites, and update your account.

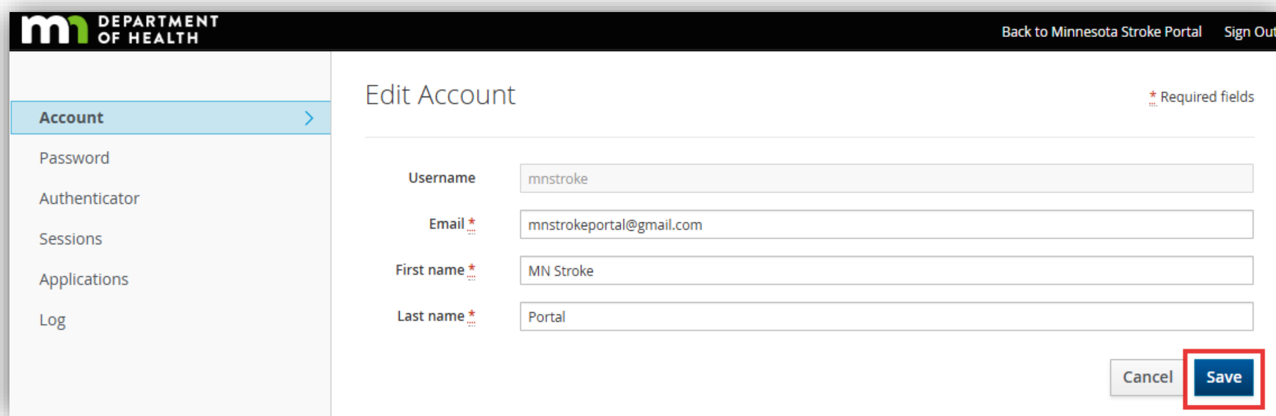
Manage user account



Update email or username

You can update your email address or modify your username at any time.

1. From the top right corner of the homepage, click on your **Username** and select **User Profile.**



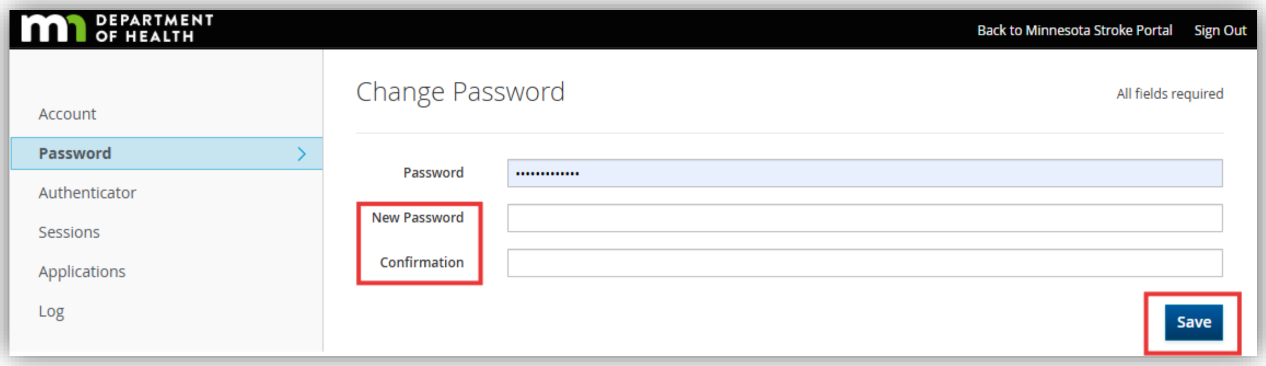
2. Make the changes to the Username and/or Email.
3. Click **Save.** A success message will appear when the account has been updated.

4. From the top right corner of your screen, click **Back to Minnesota Stroke Portal** to return to the homepage.

Change password

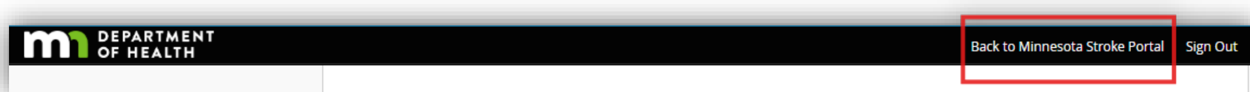
You can update your password at any time.

1. From the homepage, click on your **Username** in the top right corner and select **User Profile.**
2. Select **Password** from the column on the left.

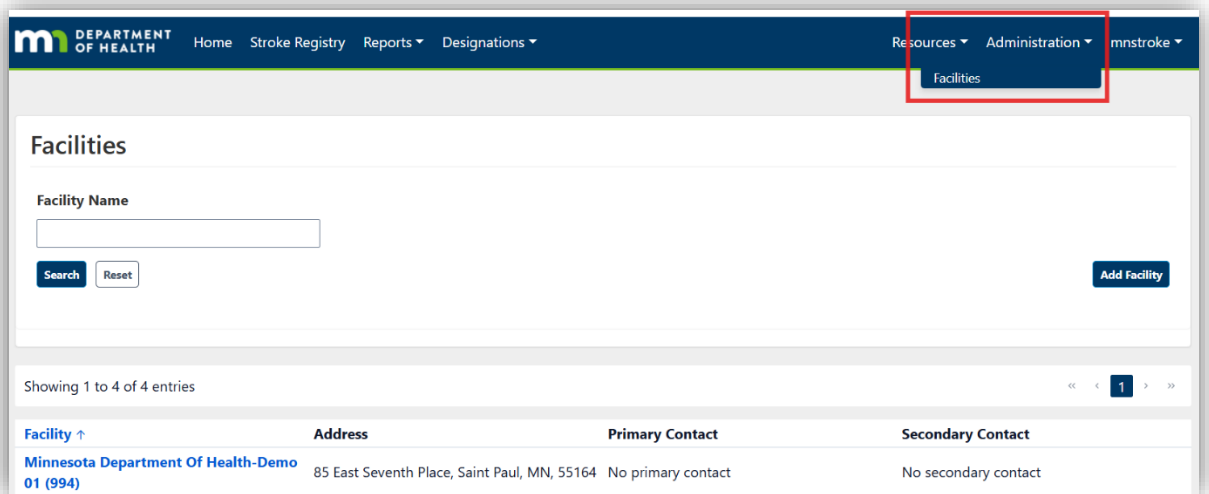


3. Enter in the current **Password**.
4. Enter in the **New Password**.
5. Enter in the new password again in **Confirmation** box.
6. Click **Save.** A success message will appear when the password has been updated.

7. From the top right corner of your screen, click **Back to Minnesota Stroke Portal** to return to the homepage.



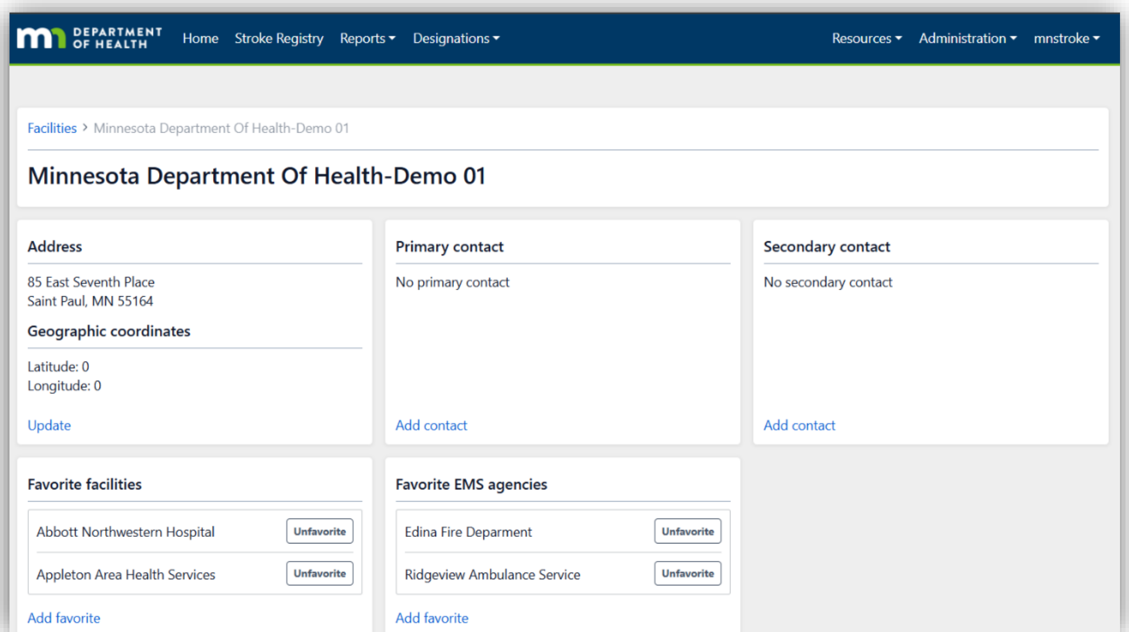
Manage facility



Facility information

Users can view their associated facility's information to check if it is up to date.

1. From the homepage, click on **Administration** in top right corner of the menu banner.
2. Click on **Facilities.**
3. All of the facilities the user is associated with will appear. Click on the name of the **Facility** to view the address, Primary contact, Secondary contact, Favorite facilities and Favorite EMS agencies.



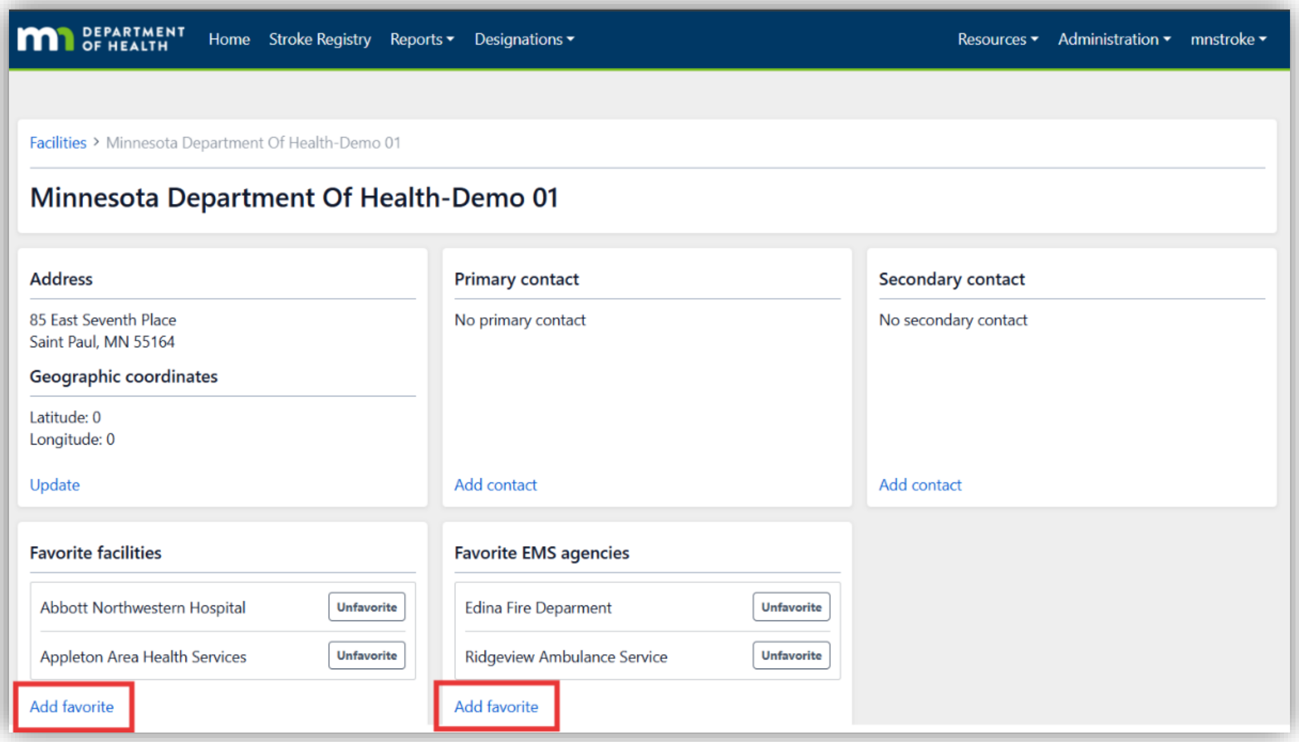
4. Please **email** health.stroke@state.mn.us to update to the facility address information.

Favorites

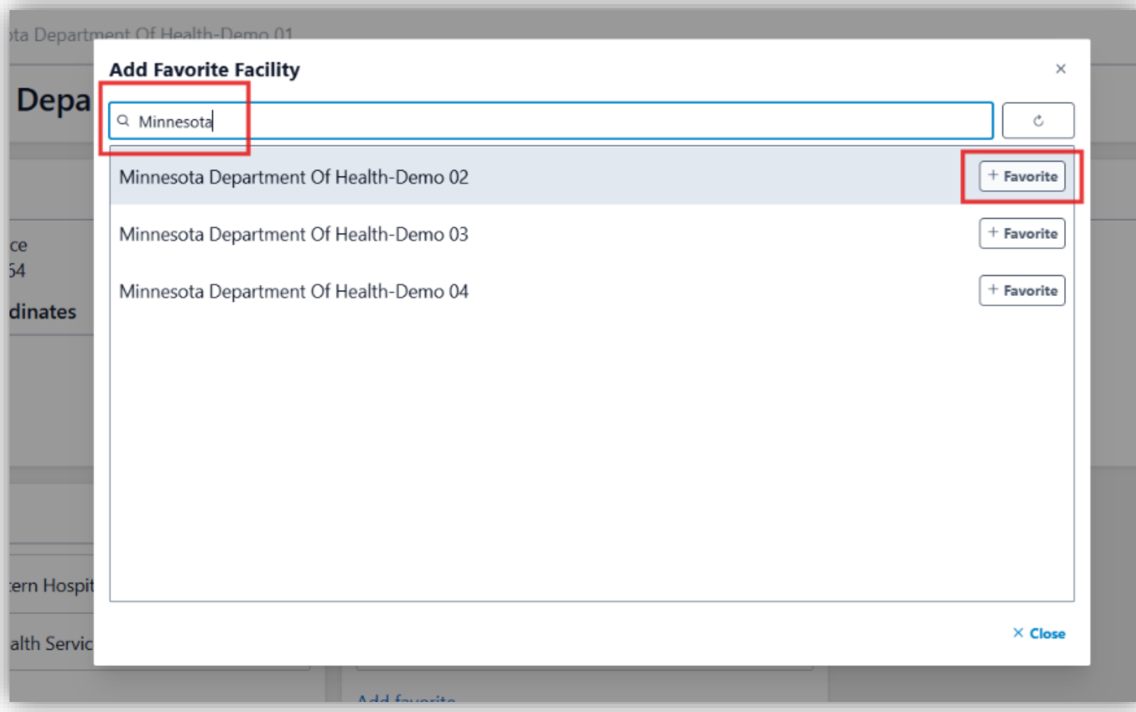
Hospitals can develop a "Favorites" quick-pick list to place frequently used facilities and EMS agencies at the very top of the list (drop-down menu) when entering a case into the Minnesota Stroke Registry's Case Report Form. Favorite lists can expedite case entry by eliminating the need to scroll.

To add your hospital's favorite facilities or EMS agencies:

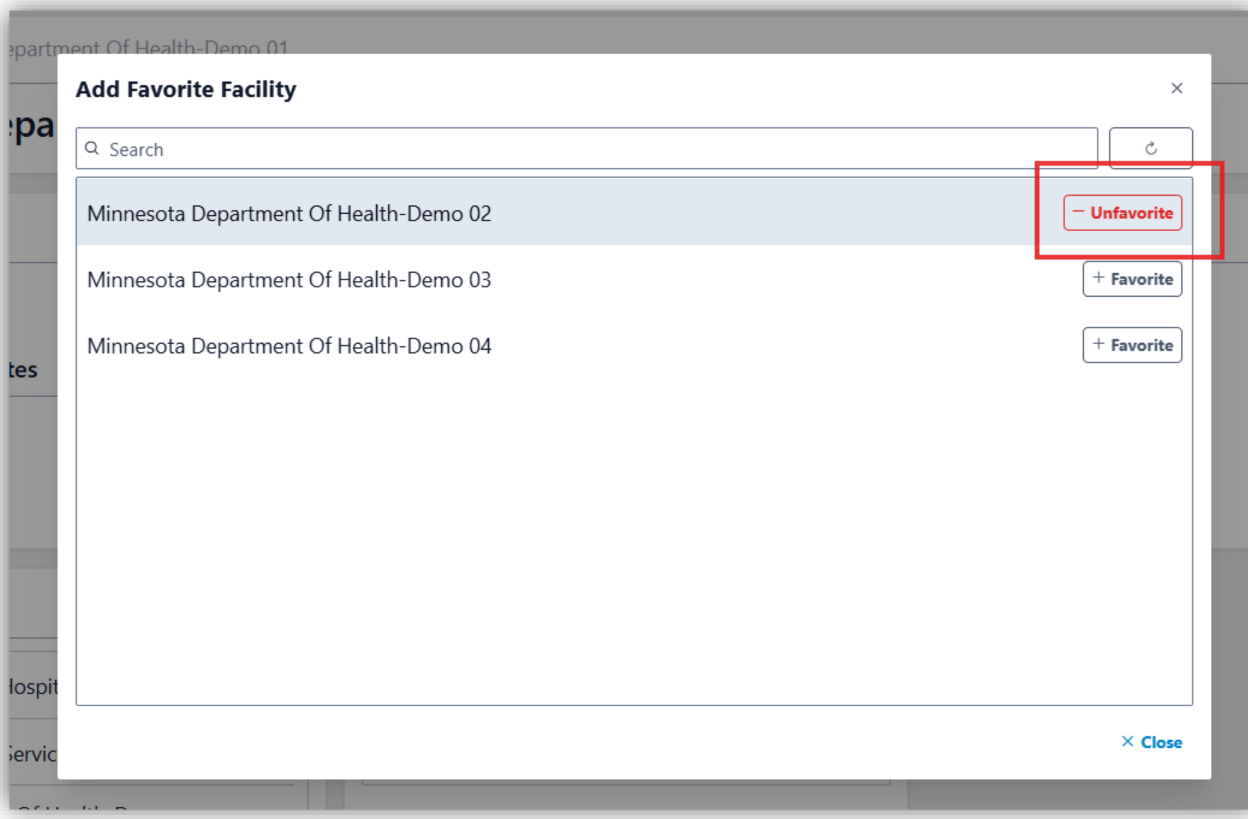
1. From the homepage, click on **Administration** in top right corner of the menu banner.
2. Click on **Facilities**.
3. Select the name of the facility.
4. Click **Add favorite** under Favorite facilities or Favorite EMS agencies.



5. Facilities and EMS agencies are in alphabetical order. Either scroll to find facility/EMS agency or type facility/EMS agency name in the search box. Once the favorite facility or EMS agency is located, click **+Favorite** next to their name. You many select more than one at a time.

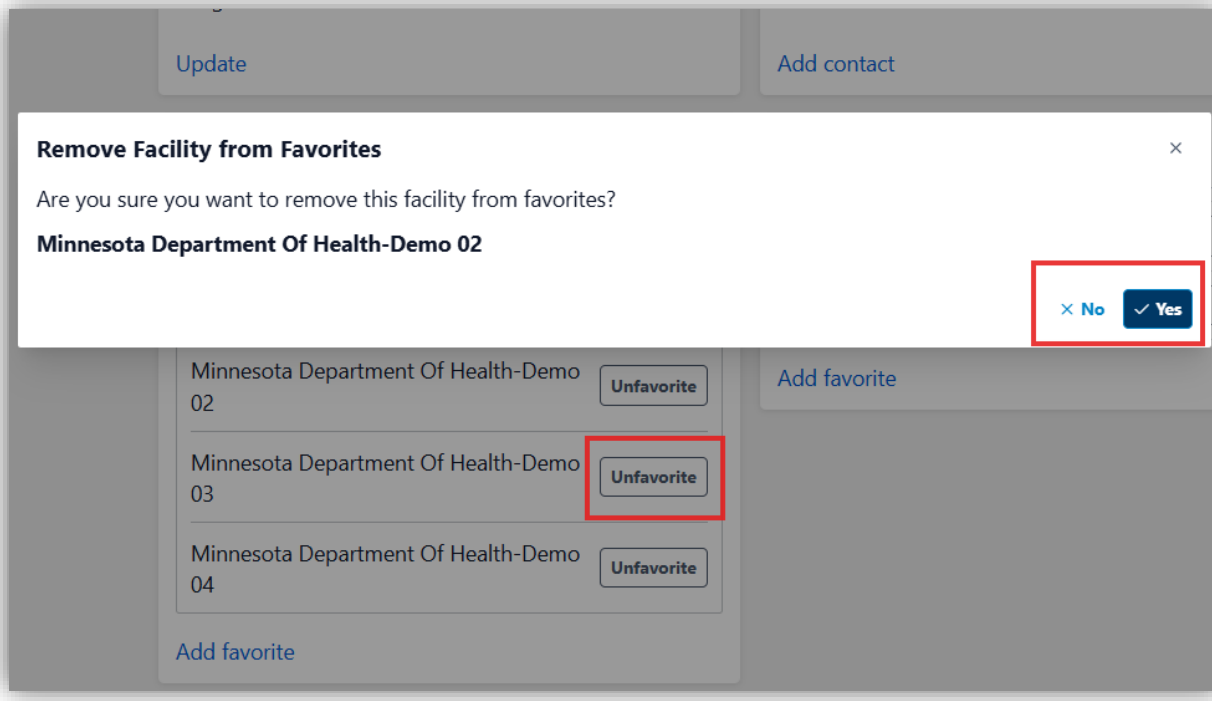


6. The **+Favorite** box will turn red once you have successfully favorited the facility or EMS agency and appear as **-Unfavorite**.



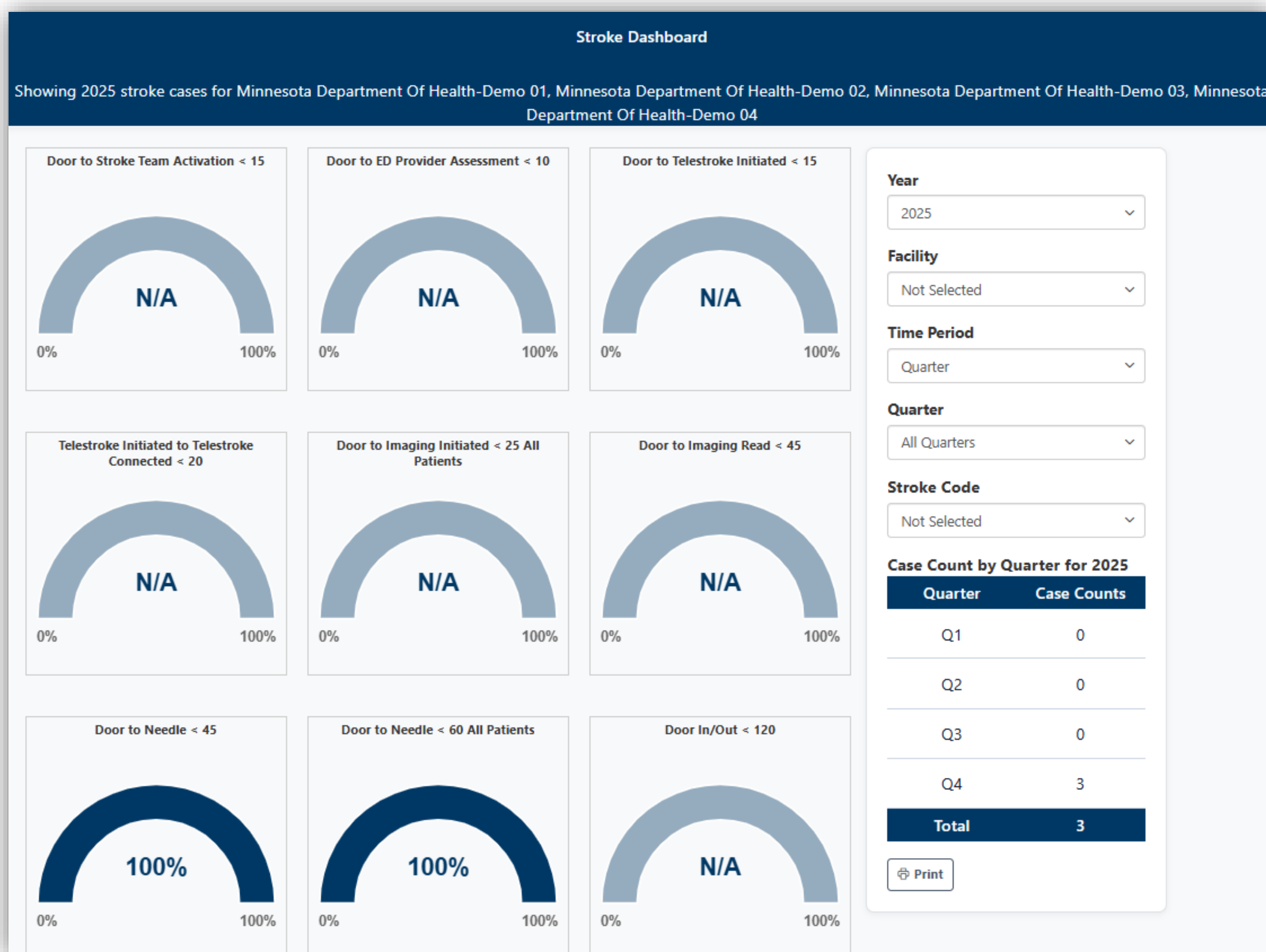
To remove a favorite facility or EMG agency from your hospital's favorites list:

1. From the homepage, click on **Administration** in top right corner of the menu banner.
2. Click on **Facilities**.
3. Select the name of the appropriate facility.
4. Under **Favorite facilities** or **Favorite EMS agencies**, click **Unfavorite** next to the facility or EMS agency you would like to remove.
5. A dialog box will appear to confirm removal. Click **Yes** to remove.



Dashboard

The Stroke Dashboard appears after successful login. It is a tool that provides a quick snapshot of your hospital's performance across many stroke time metrics you track.



Customizations

- **Year**: The default view will be of the current calendar year; click the dropdown if you would like to see data for a previous year.
- **Facility**: Dashboard will default to show all data combine for facility or facilities you have access to in the Portal. If you would like to just view performance for one, select facility in the drop-down list.
- **Time Period**: Option to view by quarter or month of the selected year. Ability to drill down to a single quarter or one month instead of all quarters and months. In addition, ability to view data over a custom year range.
- **Stroke Code**: Isolate all case view to only include those with or without a stroke code.

- **Case Count**: Based on year and time-period selected, case count table will populate with totals for that period. No exclusions applied, including whether final clinical diagnosis was stroke or not.
- **Print:** Print to physical printer to share Dashboard on paper or print to save as a PDF to share electronically.

Stroke Registry

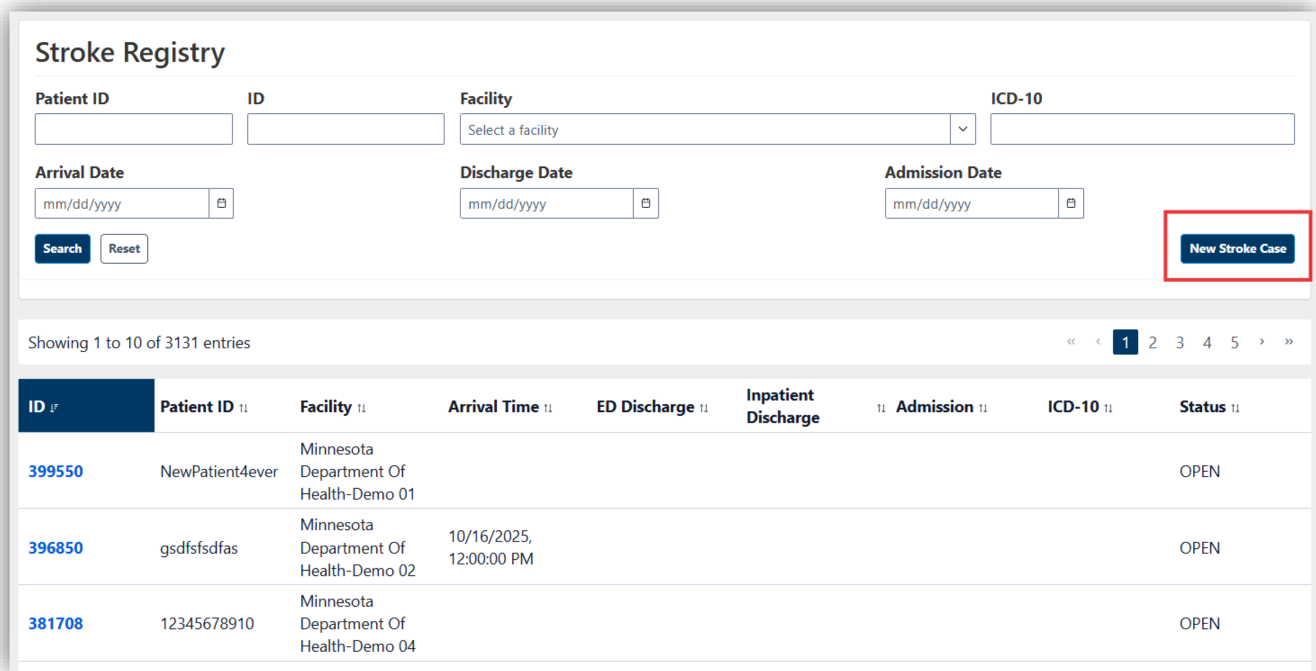
The **Minnesota Stroke Registry** component of the Minnesota Stroke Portal is the statewide registry for acute stroke patient quality of care data. Hospitals abstract stroke-specific information from the patient's medical record into the registry to meet reporting requirements for the Minnesota Statewide Quality Reporting and Measurement System (SQRMS).

The Minnesota Stroke Registry's Case Report Form uses conditional branching to streamline entry. Only questions that apply to the case will appear. Based on the answer to a question, additional questions may be required. Required questions will have a red asterisk.

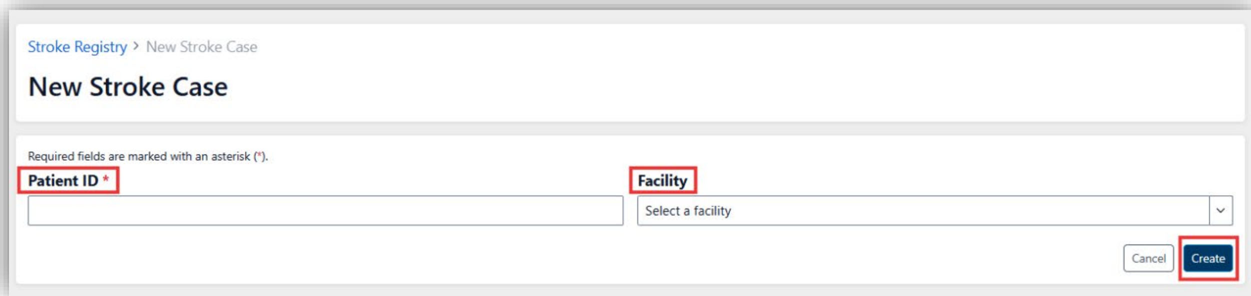
Case entry

Entering and closing a case

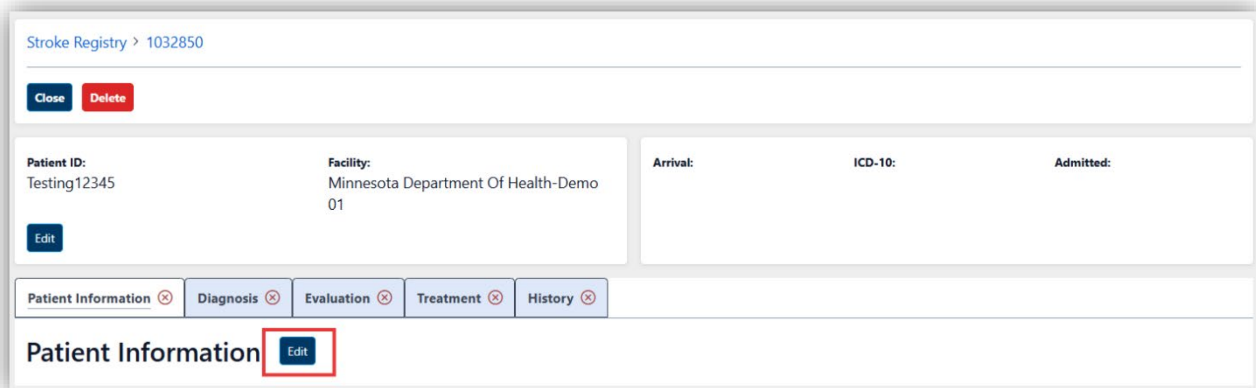
1. From the homepage, click on **Stroke Registry** on the top menu banner.
2. Click **New Stroke Case.**



3. Enter the unique case ID in **Patient ID** and select the appropriate **Facility.**



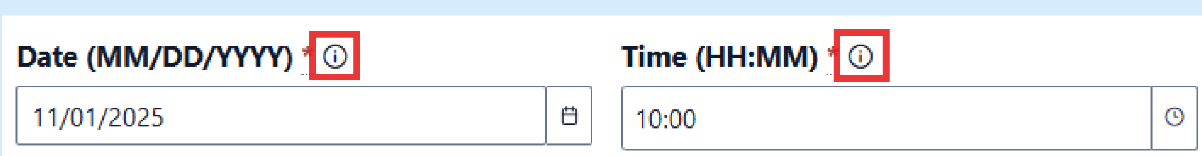
4. Click **Create**. The new stroke case created will open automatically on your screen.

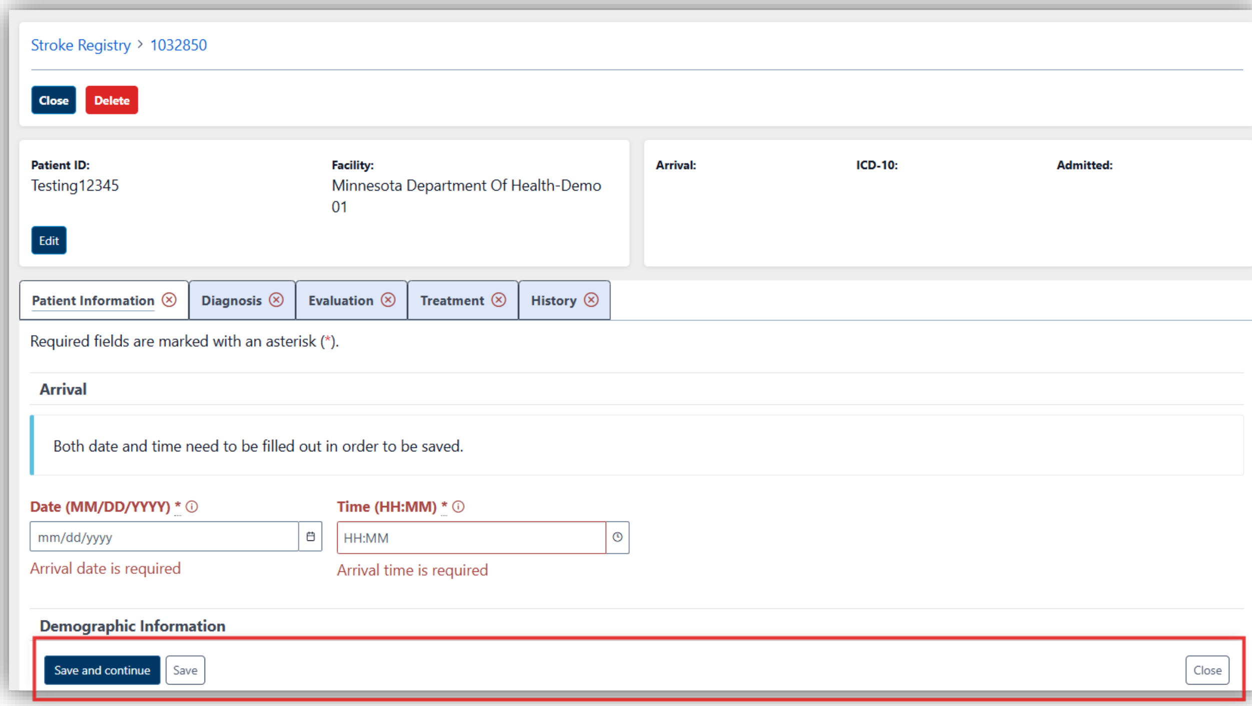


Note: At the top of each tab within the stroke case, a red circle with a will display to indicate there are required fields needing to be entered in that section. Once all the required information on a tab has been entered and saved, the circle next to the title of each section will change to green and have a check mark.

5. Click **Edit** next to any of the section titles to start entering information.
6. There is a sticky footer that will appear at the bottom of your browser window; with options to click **Save** to save entered work and to stay on the same tab or click **Save and continue** to save progress and move to the next tab or click **Close** when all required fields have been entered.

Need abstraction help? If you want quick guidance on how to enter information for a specific data element in the Registry, click on the information **'i'** icon next to question to see the data dictionary instruction for that specific question.





7. Once everything is entered, click **Save** and **Close**.
8. A box will appear to confirm you want to close the stroke case. Select **Close**.

9. Once closed, you will be redirected to the main page of the Stroke Registry.

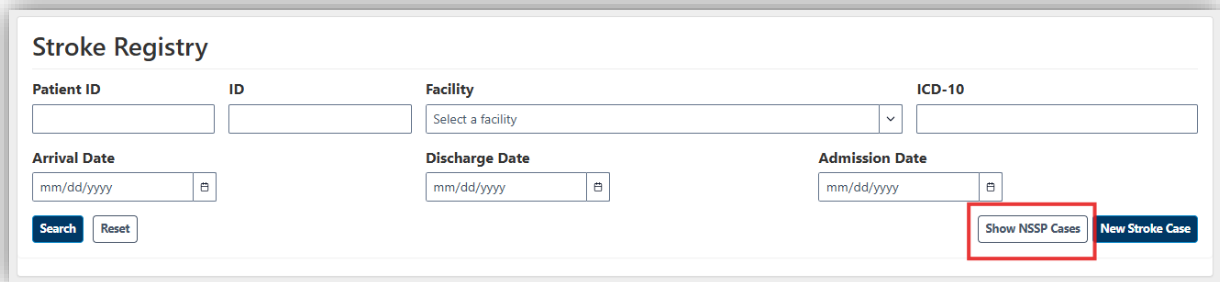
National Syndromic Surveillance Program (NSSP) feed

The NSSP feed is an existing data agreement between a hospital and MDH to send data from the hospital's EHR to MDH. To ease manual abstraction burden, the Minnesota Stroke Portal was provided a feed from this data that will prepopulate cases based on stroke ICD-10 codes. This is not meant to replace all case ascertainment for the hospital, but to support existing case identification efforts by the hospital and shorten time to enter a case.

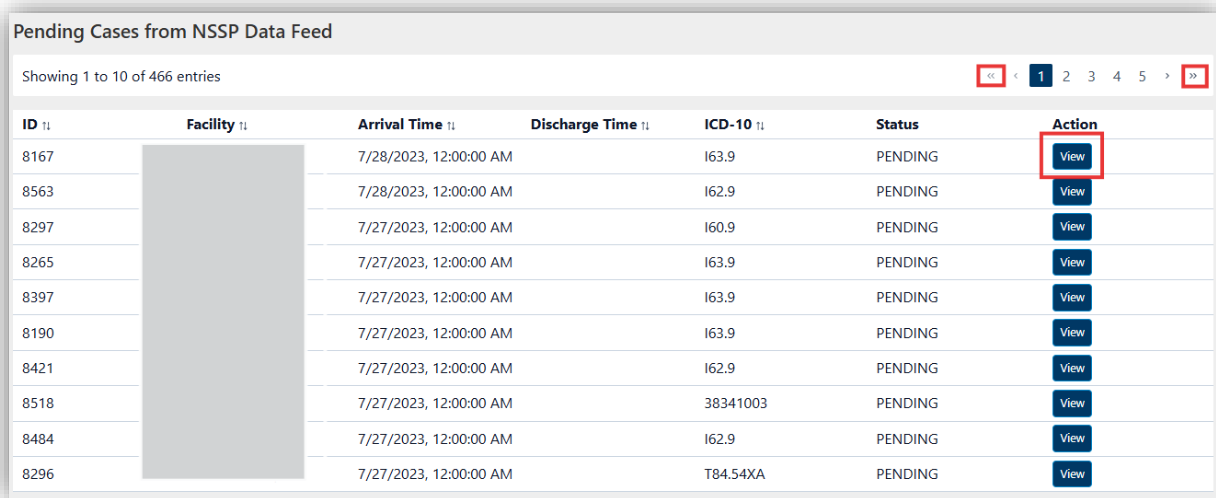
Note: Expect cases to take 1-2 weeks after patient arrival to show up in the Minnesota Stroke Registry. The NSSP feed is refreshed in the system once a week.

To start a case using the NSSP feed:

1. From the homepage, click on **Stroke Registry** on the top menu banner.

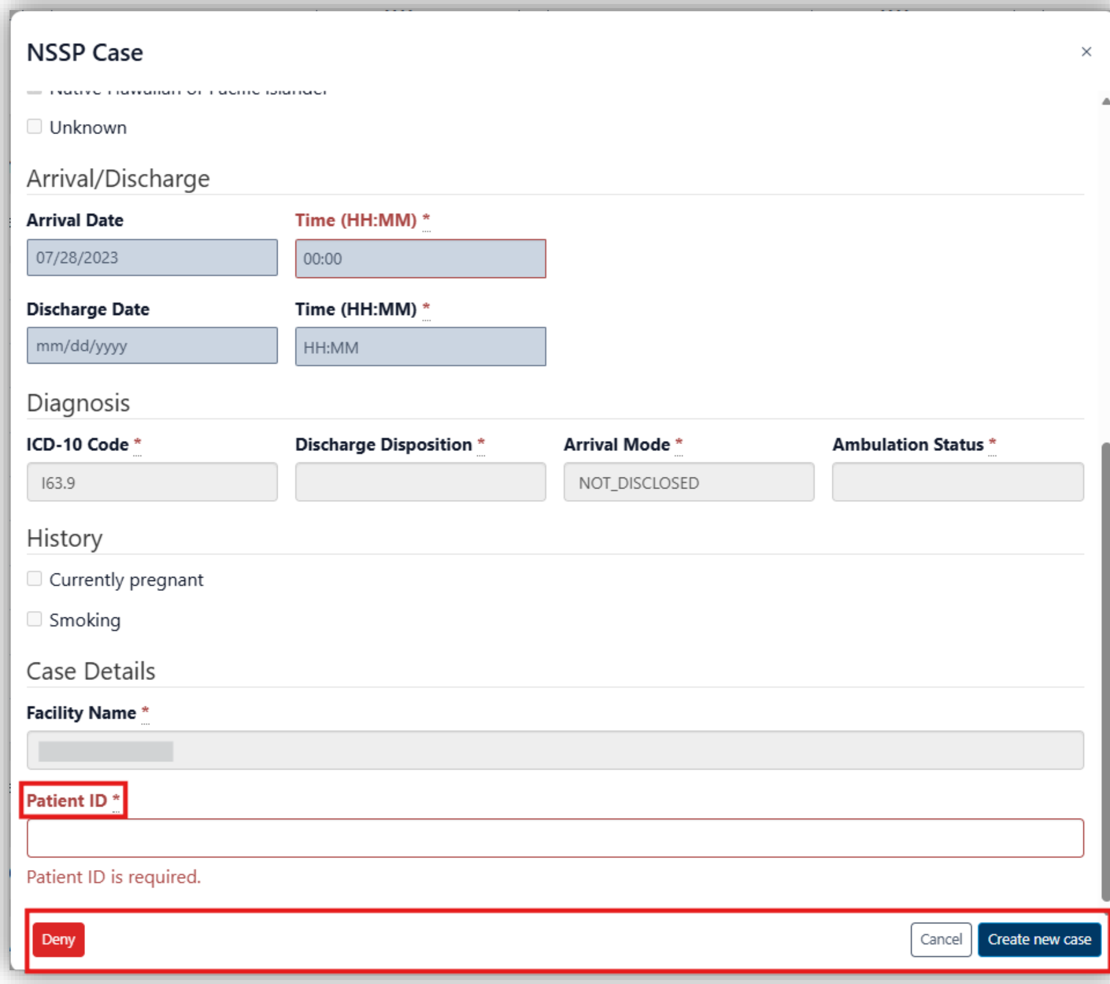


2. Click on **Show NSSP Cases**.

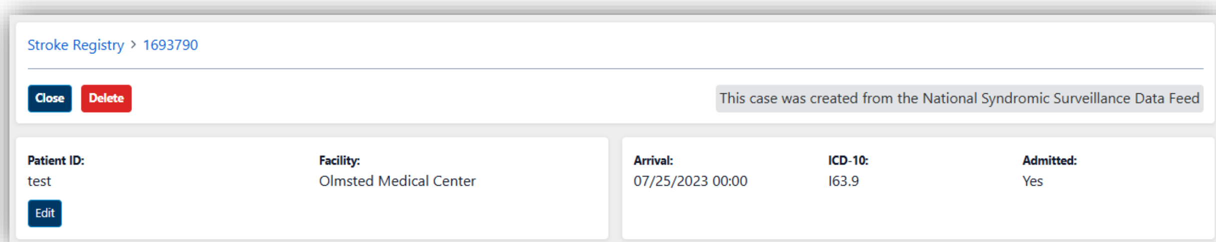


ID	Facility	Arrival Time	Discharge Time	ICD-10	Status	Action
8167		7/28/2023, 12:00:00 AM		I63.9	PENDING	View
8563		7/28/2023, 12:00:00 AM		I62.9	PENDING	View
8297		7/27/2023, 12:00:00 AM		I60.9	PENDING	View
8265		7/27/2023, 12:00:00 AM		I63.9	PENDING	View
8397		7/27/2023, 12:00:00 AM		I63.9	PENDING	View
8190		7/27/2023, 12:00:00 AM		I63.9	PENDING	View
8421		7/27/2023, 12:00:00 AM		I62.9	PENDING	View
8518		7/27/2023, 12:00:00 AM		38341003	PENDING	View
8484		7/27/2023, 12:00:00 AM		I62.9	PENDING	View
8296		7/27/2023, 12:00:00 AM		T84.54XA	PENDING	View

3. The registry will then open up a section with pending cases from the NSSP for the facility or facilities you have permissions for. Click on the arrows at the top or bottom to move through the pending cases. When you find the case you are looking for, click the **View** button.



4. Review the case details against your electronic health records to see if it meets the case inclusion criteria. If it does, type in a **Patient ID** and click **Create new case**. If it does not meet the inclusion criteria or is an error, click **Deny.**



5. If a new case is created, the normal view for case entry will appear to follow regular entry workflow and closure of case. Be sure to verify the information prepopulated from the NSSP. If you notice a pattern if inaccurate information, please reach out to health.stroke@state.mn.us for them to investigate. NSSP cases will have a special note in a grey box at the top of the screen; this is to track cases utilizing this feature and troubleshooting.

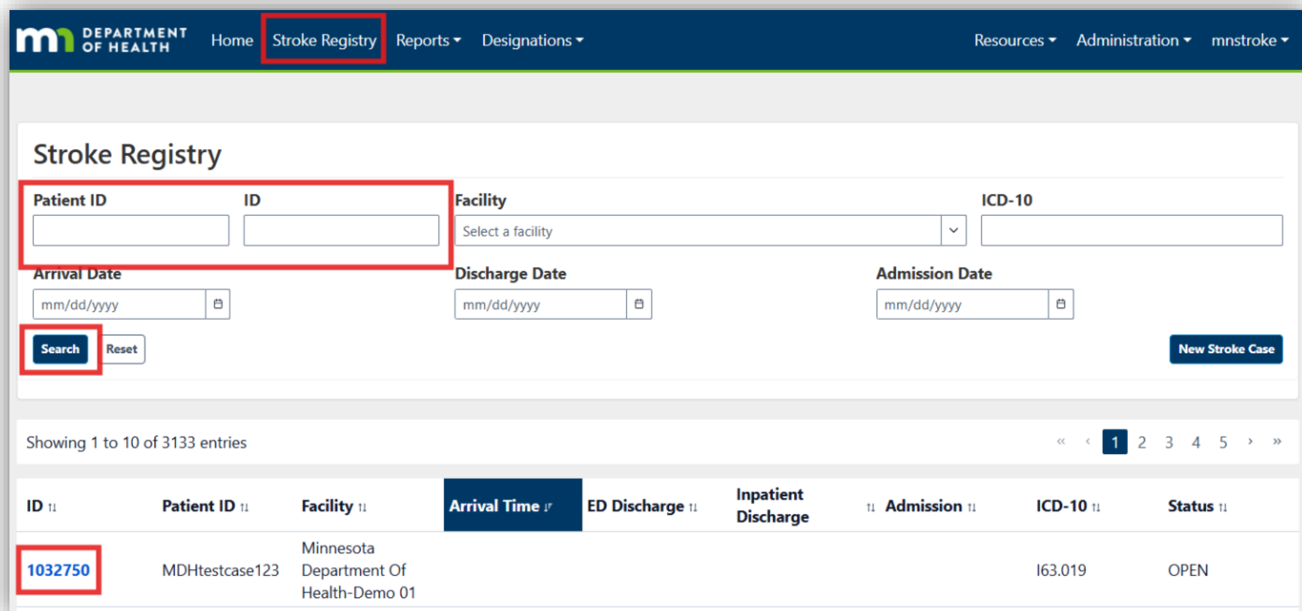
Case management

View a closed case

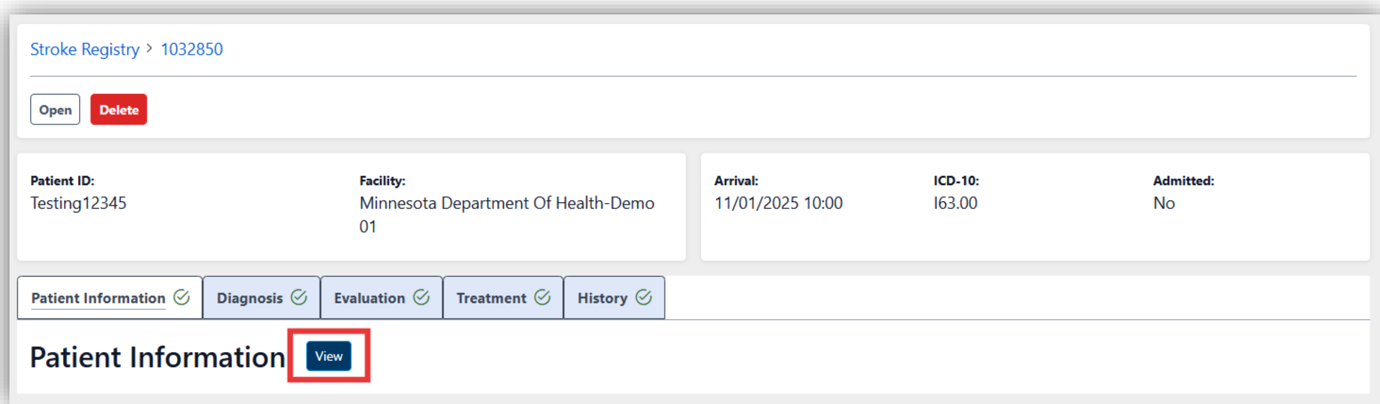
You can review what was entered for a case without opening it. Use the search boxes or column sorting feature to locate the case.

To view a closed case:

1. From the homepage, click on **Stroke Registry**.
2. Type in the **Patient ID** for the case to view or update.



3. Click **Search**.
4. Click on the **ID** of the case.
5. Click **View** next to any of the section titles.



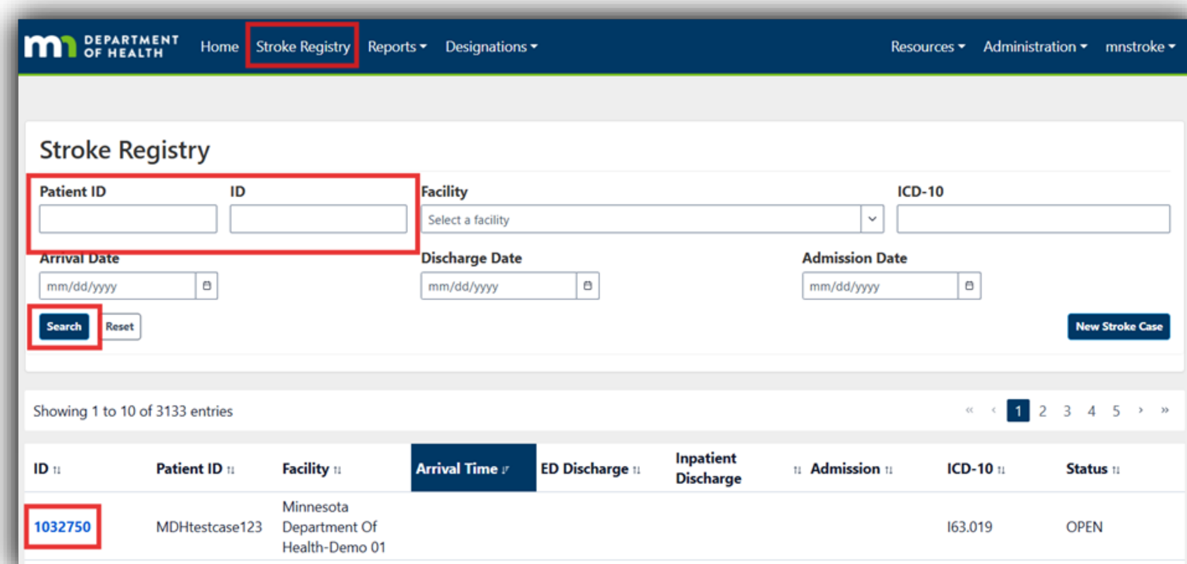
Note: When you are in view only mode and have not reopened the case, it will appear as though you can edit what has been entered. There is no ability to save what is entered when you are in view only mode. You will need to reopen the case if you need to make any changes.

Reopen a closed case

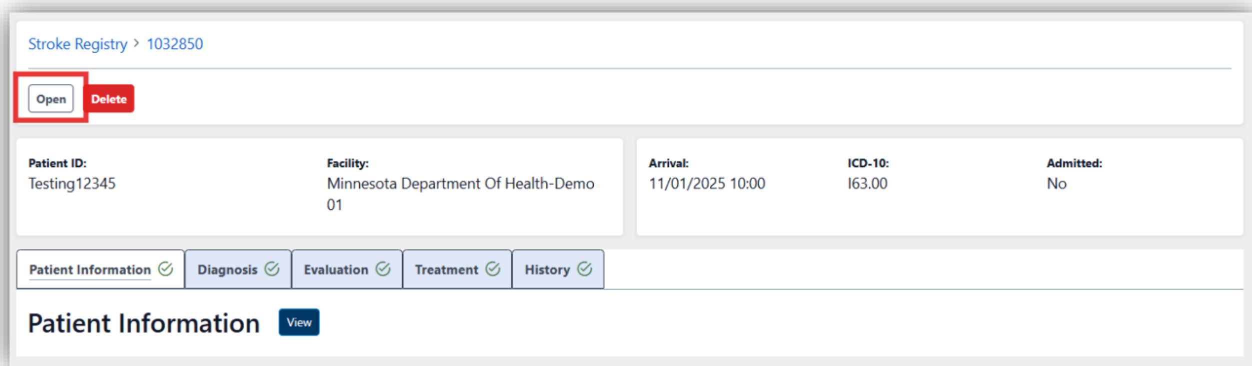
If you need to change information, *including Patient ID or Facility*, on a closed case, reopen it and make corrections. Use the search boxes or column sorting feature to locate the case.

To open a closed case:

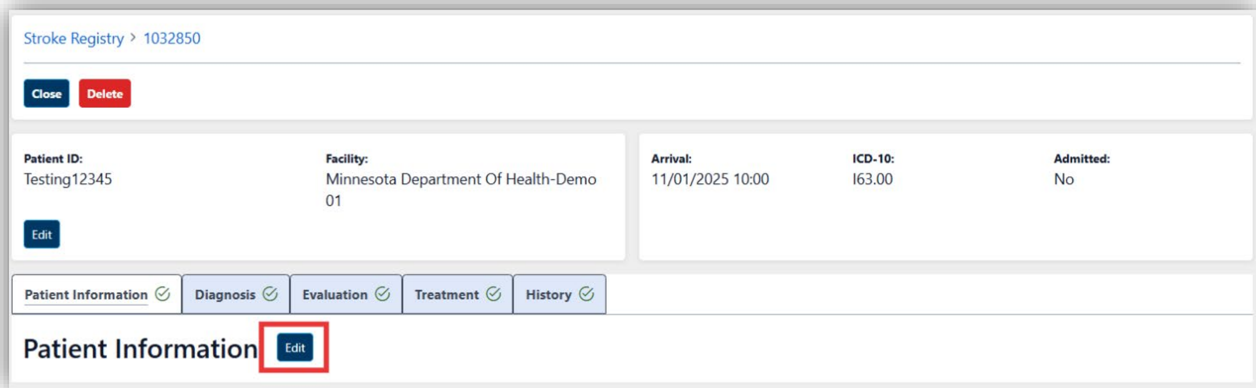
1. From the homepage, click on **Stroke Registry.**
2. Type in the **ID** or **Patient ID** for the case to view or update.



3. Click **Search.**
4. Click on the **ID** of the case.



5. Click **Open.**

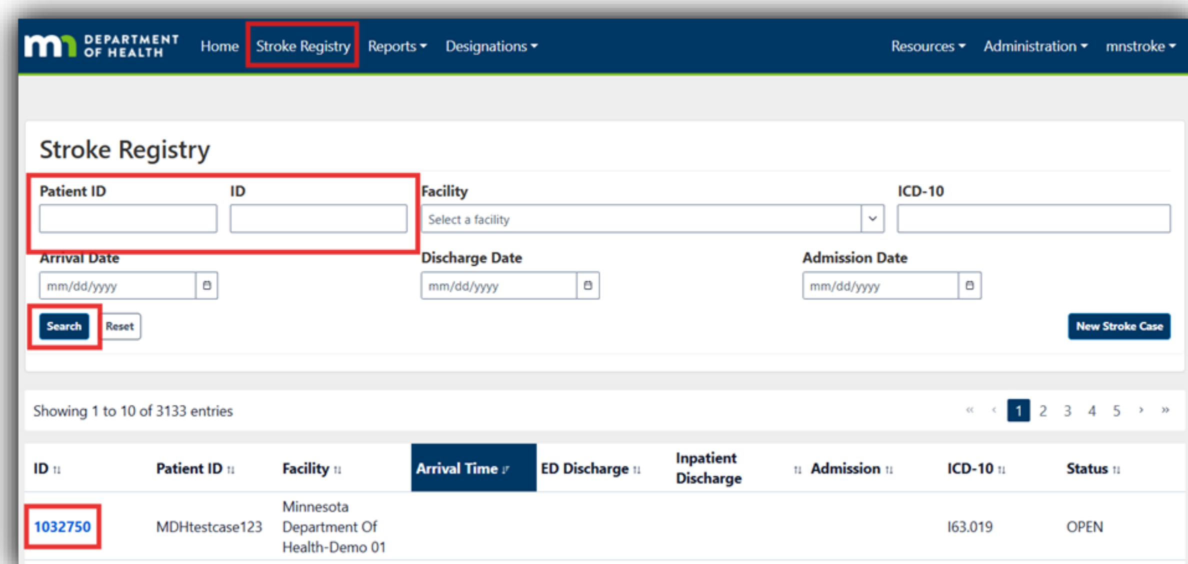


6. Click **Edit** next to any of the section titles to start entering information.
7. Make the changes on the case and click **Save** at the bottom of the section.
8. Click **Save** and then **Close** when finished and all sections have green circles with check marks.

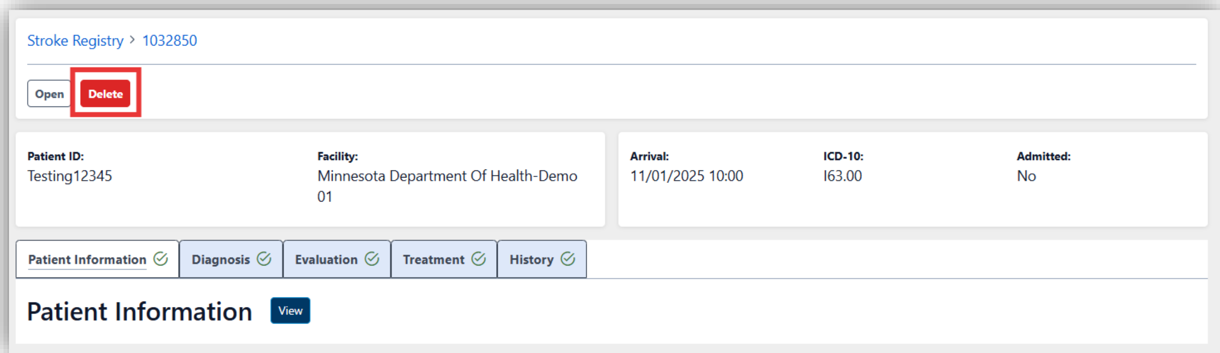
Delete a case

If a case needs to be deleted due to it being a duplicate or coding was changed/it no longer met the entry criteria:

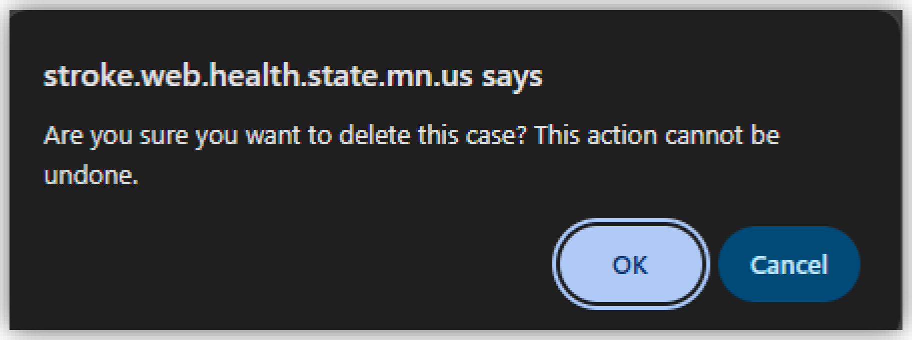
1. From the homepage, click on **Stroke Registry.**
2. Type in the **ID** or **Patient ID** for the case to view or update.

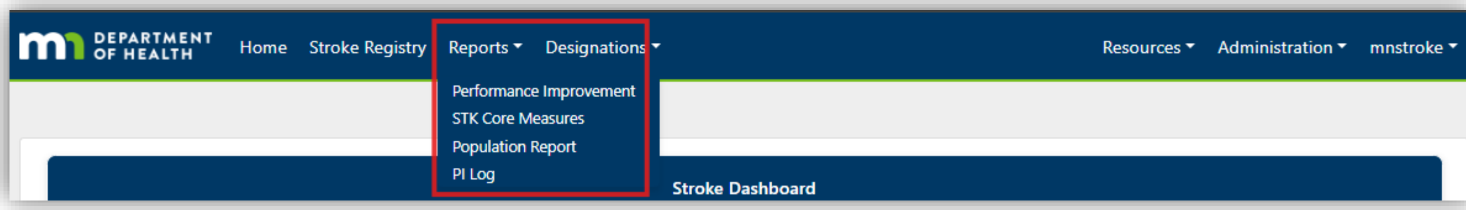


3. Click **Search.**
4. Click on the **ID** of the case.



5. Click **Delete**.
6. System generated dialog box will appear to confirm you want to delete this case. Once deleted, there is not way to retrieve the information again. Click **OK** to confirm deletion the case or **Cancel** to not delete the case.





Reports

The **Reports** component of the Minnesota Stroke Portal is where hospital users can run various reports on the data they have submitted, such as compliance for stroke core measures, door-to-action indicators, and case-level detail on all cases during a specified timeframe.

There are four different report sets available:

- Performance Improvement
- STK Core Measures
- Population Reports
- Performance Improvement (PI) Log

Report sets

Performance Improvement reports

- Door to Imaging Initiated < 25 minutes - all patients, no exclusions
- Door to Imaging Initiated < 25 minutes (SQRMS)
- Door to Needle < 45 minutes – all patients
- Door to Needle < 60 minutes - all patients
- Door to Imaging Read < 45 minutes - all patients
- Door to Needle < 60 minutes (SQRMS)
- Door-In to Door-Out < 120 minutes
- Door to ED Provider Assessment < 10 minutes
- Door to Stroke Team Activation < 15 minutes
- Door to Telestroke Initiated < 15 minutes
- Telestroke Initiated to Telestroke Connected < 20 minutes
- Last Known Well to Arrival

STK Core Measure Reports

- STK-01 - Venous Thromboembolism (VTE) Prophylaxis
- STK-02 - Discharged on Antithrombotic Therapy
- STK-03 - Anticoagulation Therapy for Atrial Fibrillation/Flutter
- STK-04 - Thrombolytic Therapy
- STK-05 - Antithrombotic Therapy By End of Hospital Day Two
- STK-06 - Discharged on Statin Medication
- STK-07 - Dysphagia Screening

- STK-08 - Stroke Education
- STK-09 - Smoking Cessation Counseling
- STK-10 - Assessed for Rehabilitation

Population Reports

- Number of cases by stroke type
- Number of cases by arrival mode
- Number of cases by transferred vs. admitted
- Number of cases by discharge disposition

Performance Improvement (PI) Log

Case-level spreadsheet export of the following data elements and calculations:

- Hospital
- Patient ID
- Age
- Gender
- Race
- Insurance
- Stroke Diagnosis
- Arrival Mode
- Ems Agency
- Pre-Notify
- Stroke Team Activation
- Stroke Team Activation Date
- Stroke Team Activation Time
- Door To Stroke Team Activation (Minutes) - Calculated
- ED Provider Assessment Date
- ED Provider Assessment Time
- Door To ED Provider Assessment (Minutes) - Calculated
- Telestroke Type
- Telestroke Initiated Date
- Telestroke Initiated Time
- Door To Telestroke Initiated (Minutes) - Calculated
- Telestroke Connected Date
- Telestroke Connected Time
- Telestroke Initiated To Connected (Minutes) - Calculated
- LKW Date
- LKW Time
- Arrival Date
- Arrival Time
- LKW To Arrival (Minutes) - Calculated
- Imaging Date
- Imaging Time
- Door To Imaging (Minutes) - Calculated

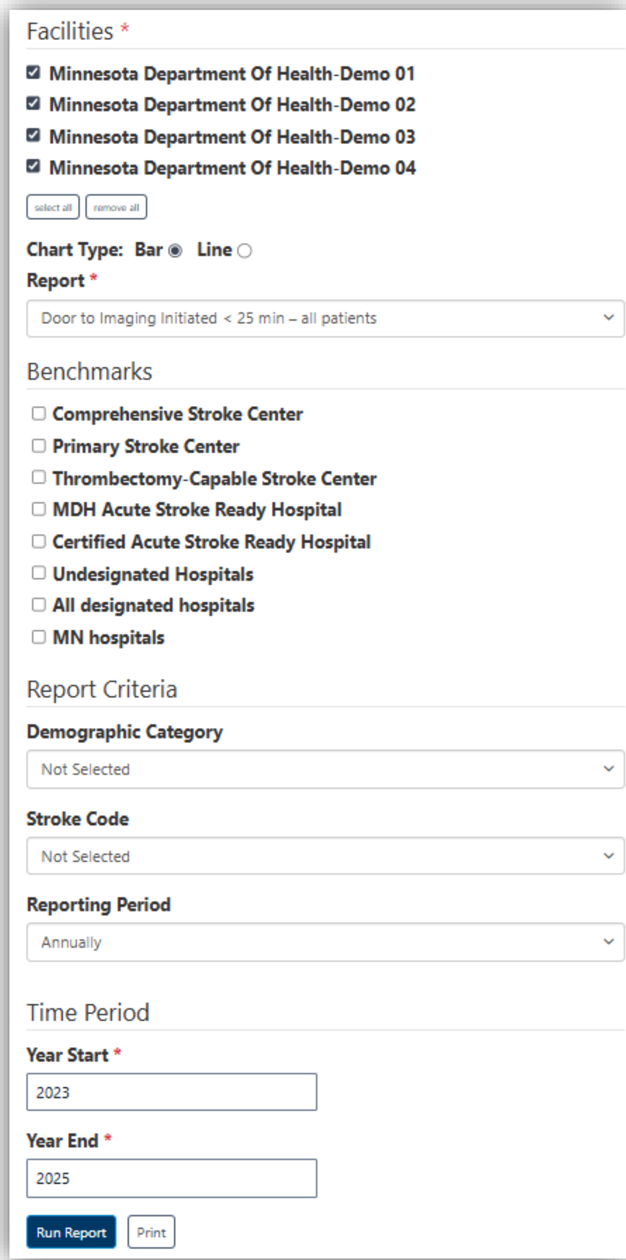
- Image Read Date
- Image Read Time
- Door To Image Read (Minutes) - Calculated
- IV Thrombolytic Given
- Thrombolytic Used
- IV Thrombolytic Date
- IV Thrombolytic Time
- Door To Needle (Minutes) - Calculated
- Discharge Disposition
- ED Discharge Date
- ED Discharge Time
- Door To Transfer (Minutes) - Calculated
- Inpatient Stroke
- NIHSS
- CMO
- Dysphagia Screen
- NPO
- Admitted
- Hospital Discharge Date
- Transferred To
- Transferred From

Performance Improvement, STK Core Measures, and Population Reports

Each report shows the aggregate data based on the criteria entered, including benchmarks, filters, and data visualization tools.

Generating the report

1. From the homepage, click on **Reports** on the top menu banner.
2. Select the appropriate report set from the drop-down menu.
3. Select **Facility** or **Facilities**.



4. Select **Bar** or **Line** for **Chart Type.**

5. Select **Report** or measure name to run.
6. Optional, select any **Benchmarks** to apply.
7. Optional, under **Report Criteria**, you can select filters by **Demographic Category** and/or **Stroke Code.**
8. Under **Reporting Period**, specify desired time grouping and time-period to pull data from.
9. Enter **Start** and **End** date criteria. For example, if Annually (year start - year end), Quarterly (quarter and year start – quarter and year end), Monthly (month and year start – month and year end), or Date Range (date start - date end).
10. Click **Run report.**
11. For all three report sets, along with a chart, a case count table with percentages will also be generated and broken down by the specified reporting period.
12. To print, click the **Print** button (next to the Run report button). Table with case counts and percentages will also be included in printed version along with any report specifications applied to report.
13. To save as a PDF, click **Print** and change the printer/destination to the option to **save as PDF**.

Note: If any changes are made to a report's facilities, benchmarks, and/or report criteria including time-period, you must hit **Run Report** again to update the report. The system does not automatically refresh, it must be manually done by hitting the **Run Report**.

Data Visualization Tools and Options

For the STK Core Measures and the Performance Improvement report sets, there are different options at the top of the chart visualization window to change how you view the data for the report. Apply these options after selecting desired optional report criteria and/or benchmarks and running the report. STK Core Measures only have Pass/Fail and Non-Compliant Cases options to select from.

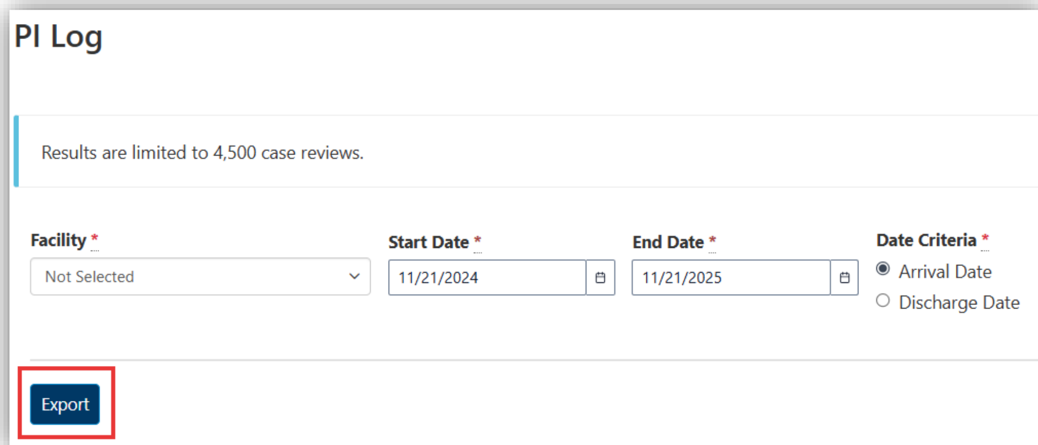
- **Pass/Fail**: This is the default view and will display the percentage of eligible cases that met the goal time or passed the care measure.
- **Non-Compliant Cases**: This view is set up like the Stroke Registry cases view, except it will only display cases that either did not meet the goal time or pass the care measure. You can click on the **ID** for the non-compliant case, and it will open the case in another window. To navigate back to the original report, select Pass/Fail.
- **Average Time**: Using the average time, this view will allow you to see how close or how far your facility or facilities are to meeting the goal time. Goal time will appear as a red line across the chart, and it will also be in the chart key at the top of the chart.
- **Median Time**: Using the median time, this view will allow you to see how close or how far your facility or facilities are to meeting the goal time. This view can be helpful if you have outliers skewing your data. Goal time will appear as a red line across the chart, and it will also be in the chart key at the top of the chart.

Performance Improvement (PI) Log Spreadsheet

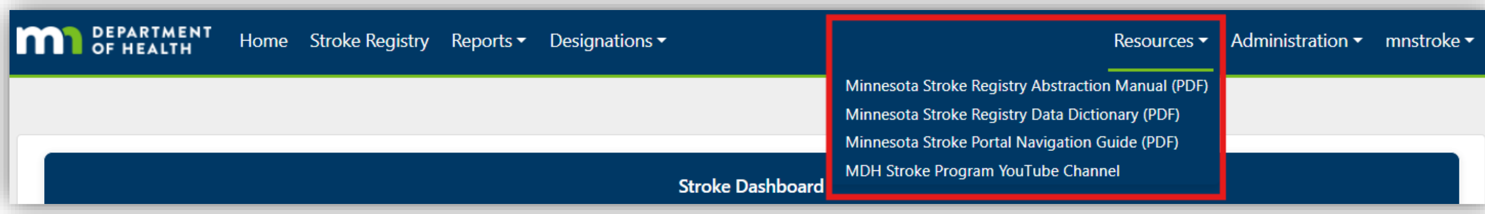
The Performance Improvement (PI) Log is a detailed case-level spreadsheet export of all cases that were entered into the Minnesota Stroke Registry during the specified time-period. Hospitals can utilize this report to assess their overall performance and identify areas of improvement**.**

Generating the report

1. From the homepage, click on **Reports** on the top menu banner.
2. Select **PI Log**.
3. Select the **Facility** or **Not Selected** to see all associated facilities in the file**.**
4. Enter a **Start date** and **End date.** Note file is limited to exporting 4,500 cases.
5. Select the **Date Criteria** (to use patient's arrival date or discharge date).



6. Click **Export.** Depending on the internet browser, the message you receive to download the file will be different. You should open this file in Excel.
7. Ability within spreadsheet to filter and sort columns based on case level detail and calculations provided.
8. To print in Excel, click **Print**. Once the print dialog box appears, adjust the print settings in to optimize the display of data.
9. To save as a PDF from Excel, click **Print** and change the printer/destination to the option to **save as PDF**. Adjust the settings as needed.



Resources

The **Resources** component of the Minnesota Stroke Portal is where users can quickly access guidance materials within in the Portal. To keep the Portal open and look at the selected resource at the same time, right click on the resource and select to open the link in a new tab.

Resource Descriptions

Minnesota Stroke Registry Abstraction Manual

Programmatic overview of the purpose and function of the Minnesota Stroke Registry including stroke case definition, data elements, reporting methods, data submission deadlines, and report specifications.

Minnesota Stroke Registry Data Dictionary

Abstraction companion resource with detailed instructions on how each data element entered in the Registry should be answered.

Minnesota Stroke Portal Navigation Guide

Step-by-step guide to help users new to the Minnesota Stroke Portal move about the website and optimize tools available.

MDH Stroke Program YouTube Channel

Recordings of previous Minnesota Stroke Program online events, including guest speakers, learning opportunities, and past webinars.

Glossary

Users can find definitions of terms mentioned throughout the guide to describe different parts of the Minnesota Stroke Portal.

case history

The case history is a log in the Minnesota Stroke Registry of all the entered cases for the facility the user is associated with. The case history displays when the Stroke Registry is selected.

Case Report Form (CRF)

This form used to enter and submit case level information into the Minnesota Stroke Registry. This form uses conditional branching to streamline case entry, so only questions that apply to the case are visible. Based on the answer to a question, additional questions may be required.

components

The Minnesota Stroke Registry, Dashboard, Administration, Reports, Designations, and Resources components make up the Minnesota Stroke Portal.

home page

The home page is the page users are directed to after they log in. It features the Dashboard and acts as the main page where users can navigate to the different components of the Portal. To return to the home page, click Home located on the top banner.

ID

This is a unique system ID generated by the Portal given a case when it is created in the Minnesota Stroke Registry. Users cannot edit this ID.

landing page

The landing page is the first webpage you see when you go to [Minnesota Stroke Portal (https://stroke.web.health.state.mn.us/)](https://stroke.web.health.state.mn.us/).

login page

The login page is where you enter your Email or Username and password to log into the Minnesota Stroke Portal.

National Syndromic Surveillance Program (NSSP) feed

Collaboration between Minnesota Department of Health (MDH) and hospital partners that integrates electronic health record (EHR) data with public health data. Data is electronically sent to MDH's data lake and then fed into the Minnesota Stroke Portal once a week.

patient ID

The patient identifier is a unique identifier assigned to the patient by the hospital for the Minnesota Stroke Registry. Users can edit the Patient ID.

section

The Minnesota Stroke Registry and the Designation Application are organized into different sections or tabs to enter information. Each section title will display a number in either red or green to indicate how many required fields need to be entered.

sticky footer

This is a feature in the Stroke Registry when entering in a stroke case. The footer with the options to close, save, save and continue a case will always be present at the bottom of the browser screen, even when not scrolled down at the bottom. This is to provide a convenient way to save and/or close a case no matter where you are in a section of the Registry.

tooltips

This is a feature in the Stroke Registry when entering a stroke case. Tooltips appear as an information icon or a circle with an ‘i’ in the middle. If you click on the icon, abstraction guidance specific to that element will be pulled from the data dictionary.