



Update _2_0_61

Clinical Reminders

VA-Community Care Hospital Notification Note

Install Guide

October 2018

Product Development
Office of Information Technology
Department of Veterans Affairs

Table of Contents

INTRODUCTION	1
INSTALL DETAILS	3
INSTALL EXAMPLE	3
POST INSTALLATION	7

Introduction

Description:

The new enhanced Community Care Hospital Notification Note improves communication with the Community Provider when a Veteran self presents to the community facility emergency department or has been admitted due to an emergency. This progress note also allows timely determination for Veterans Emergency episode of care.

“VA Health Care Eligibility with Determination” section has been added to this enhanced Hospital Notification note. This section allows for the Administrative and Clinical staff to determine the approval or disapproval of the Title 38 U.S.C 1703 payment authority.

UPDATE_2_0_61 contains 1 Reminder Exchange entry:

UPDATE_2_0_61 VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE

The exchange file contains the following components:

TIU TEMPLATE FIELD

GEN WORD PROCESSING
NVCC/CC FOJ DESCRIPTION
GEN WORD PROC NARROW
NVCC/CC COJ DESCRIPTON
VA FACILITIES2
TEXT (1-20 CHAR)
DATE NOW DEFAULT
TEXT PLEASE SELECT ONE
VA TEXT CLIN SUPP DOC
RB YES NO DIFFERENT LINES
WORD PROCESSING - 2 LINES
NVCC DISCHARGE DISPOSITION 2
GEN DATE
GEN TEXT 5 SPACES
GEN TEXT BOX 2 SP
GEN TEXT BOX 25
GEN DATE/REQ TIME
GEN TEXT BOX 50
NVCC VA/NON VA
GEN YES NO SINGLE LINE
GEN TEXT BOX LONG2
00 EDIT BOX 70X5
GEN YES NO
GEN YES/NO
NVCC YES/NO/UNKNOWN NOT REQUIRED
GEN YES/NO/NA
WP 2/74
CC LIFE-SUSTAINING TX ORDERS-HN

WORD PROCESSING (REQUIRED)3
NON VA CARE DAY/MONTH
NUMBER BOX
NON VA CARE LEVEL OF CARE
NON VA CARE WRKSHEET METHOD/CONTACT
GEN TEXT BOX 30
GEN NOT APPLICABLE
GEN DATE REQUIRED
NVCC ADMISSION ROUTE
GEN TEXT BOX 50 REQUIRED
TEXT 30 CHAR (REQ)
TEXT 50 REQUIRED
WP 2/74REQ
DATE
GEN WORD PROCESSING REQ
GEN PLEASE EXPLAIN
NVCC YES/NO/NO-DISCHARGED/UNKNOWN NOT REQUIRED
GEN TEXT BOX 20 SPACES
GEN BED TYPE
NVCC POC DEPT
GEN TEXT BOX 25 REQUIRED

HEALTH FACTORS

VA-REMINDER UPDATES
VA-UPDATE_2_0_61
COM CARE HOSPITAL NOTE
NOT APPROVED FOR 38 U.S.C. 1703
APPROVED FOR 38 U.S.C. 1703
NOT ELIGIBLE FOR 38 U.S.C. 1703
ELIGIBLE FOR 38 U.S.C. 1703
HN PATIENT ADMISSION UNKNOWN
HN PATIENT NOT ADMITTED
HN PATIENT ADMITTED

REMINDER SPONSOR

VHA Office of Community Care

REMINDER TERM

VA-REMINDER UPDATE_2_0_61

REMINDER DIALOG

VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)

HEALTH SUMMARY TYPE

Service Connected Disabilities

HEALTH SUMMARY OBJECTS

SERVICE DISABILITIES (TIU)

TIU DOCUMENT DEFINITION SERVICE DISABILITIES

Install Details

This update is being distributed as a web host file. The address for the host file is:
http://vista.med.va.gov/reminders/UPDATE_2_0_61.PRD

The file will be installed using Reminder Exchange, programmer access is not required.

Installation:

=====

This update can be loaded with users on the system. Installation will take less than 10 minutes.

Install Example

To Load the Web Host File. Navigate to Reminder exchange in Vista

```
+      + Next Screen  - Prev Screen  ?? More Actions  >>>
CFE  Create Exchange File Entry      LHF  Load Host File
CHF  Create Host File                 LMM  Load MailMan Message
CMM  Create MailMan Message           LR   List Reminder Definitions
DFE  Delete Exchange File Entry       LWH  Load Web Host File
IFE  Install Exchange File Entry      RI   Reminder Definition Inquiry
IH   Installation History
Select Action: Next Screen// LWH  Load Web Host File
Input the URL for the .prd file: http://vista.med.va.gov/reminders/UPDATE_2_0_61.PRD
```

At the **Select Action:** prompt, enter **LWH** for Load Web Host File

At the **Input the url for the .prd file:** prompt, type the following web address:

http://vista.med.va.gov/reminders/UPDATE_2_0_61.PRD

```
http://vista.med.va.gov/reminders/UPDATE_2_0_61.PRD successfully loaded.
```

You should see a message at the top of your screen that the file successfully loaded.

Search and locate an entry titled **UPDATE_2_0_61 VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE** in reminder exchange.

+Item	Entry	Source	Date Packed
102	UPDATE_2_0_61 VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE	← GRIFFITH@SALT LAKE CI	10/04/2018@10:21
103	UPDATE_2_0_7	MONTGOMERY@SALT LAKE CI	10/06/2015@11:24
104	UPDATE_2_0_8 ALC FOLLOW-UP ONLY	MONTGOMERY@SALT LAKE CI	02/03/2017@09:26
105	UPDATE_2_0_8 MH UPDATES	MONTGOMERY@SALT LAKE CI	01/20/2017@12:26
106	UPDATE_2_0_9 VA-COLORECTAL CANCER SCREENING	GRIFFITH@SALT LAKE CI	07/21/2017@05:39
107	UPDATE_2_0_9 VA-COLORECTAL	GRIFFITH@SALT LAKE CI	07/21/2017@05:42

+ + Next Screen - Prev Screen ?? More Actions >>>

CFE Create Exchange File Entry LHF Load Host File
 CHF Create Host File LMM Load MailMan Message
 CMM Create MailMan Message LR List Reminder Definitions
 DFE Delete Exchange File Entry LWH Load Web Host File
 IFE Install Exchange File Entry RI Reminder Definition Inquiry
 IH Installation History

Select Action: Next Screen// IFE Install Exchange File Entry
 Enter a list or range of numbers (1-175): 102

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry
 Enter the number that corresponds with your entry titled **UPDATE_2_0_61 VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE** (in this example it is entry 100 it will vary by site)

Component	Category	Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY		
Date Packed: 10/04/2018@10:21:39		
Package Version: 2.0P35		
Description:		
The following Clinical Reminder items were selected for packing:		
REMINDER DIALOG		
VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)		
REMINDER TERM		
VA-REMINDER UPDATE_2_0_61		
Keywords:		
Components:		
+ Enter ?? for more actions >>>		
IA	Install all Components	IS Install Selected Component
Select Action: Next Screen// IA		

At the **Select Action** prompt, type **IA** for Install all Components and hit enter.
 Select Action: Next Screen// **IA Install all Components**
 You will see several prompts, for all new entries you will choose **I to Install**

For components that already exists but the packed component is different, you will choose **O to Overwrite.**

You will be prompted to install the reminder dialog component:

```
Packed reminder dialog: VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D) [NATION
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)	dialog	
2	10	VA-GP NVCC NON VA FACILITY INTAKE (G) Finding: *NONE*	group	
3	10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY (G) Finding: *NONE*	group	
4	10.10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY INFO1 (G) Finding: *NONE*	group	
5	10.10.15	VAL-CC REFERRAL HOSPITALS Finding: *NONE*	group	
6	10.10.15.5	VAL-CC REFERRAL HOSPITAL (E) Finding: *NONE*	element	
7	10.10.18	VA-GP NVCC NON VA FACILITY INTAKE FACILITY INFO2	group	

```
+      + Next Screen  - Prev Screen  ?? More Actions
DD  Dialog Details      DT  Dialog Text      IS  Install Selected
DF  Dialog Findings    DU  Dialog Usage    QU  Quit
DS  Dialog Summary     IA  Install All
Select Action: Next Screen// IA
```

At the **Select Action** prompt, type **IA** to install the dialog – **VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)**

Select Action: Next Screen// **IA Install All**

All dialog components for **VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)** are new.

Install reminder dialog and all components with no further changes: Y// **Yes**

```
Packed reminder dialog: VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D) [NATION
VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D) (reminder dialog) installed fro
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)	dialog	X
2	10	VA-GP NVCC NON VA FACILITY INTAKE (G) Finding: *NONE*	group	X
3	10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY (G) Finding: *NONE*	group	X
4	10.10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY INFO1 (G) Finding: *NONE*	group	X
5	10.10.15	VAL-CC REFERRAL HOSPITALS Finding: *NONE*	group	X
6	10.10.15.5	VAL-CC REFERRAL HOSPITAL (E) Finding: *NONE*	element	X
7	10.10.18	VA-GP NVCC NON VA FACILITY INTAKE FACILITY INFO2	group	X

```
+      + Next Screen  - Prev Screen  ?? More Actions
DD  Dialog Details      DT  Dialog Text      IS  Install Selected
DF  Dialog Findings    DU  Dialog Usage    QU  Quit
DS  Dialog Summary     IA  Install All
Select Action: Next Screen// Q
```

When the dialog has completed installation, you will then be returned to this screen. At the **Select Action** prompt, type **Q**.

You will then be prompted to install the health summary components, for all new entries you will choose **I to Install**

For components that already exists but the packed component is different, you will choose **O to Overwrite**.

```
Component Category Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 10/04/2018@10:21:39
Package Version: 2.0P35

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)

REMINDER TERM
  VA-REMINDER UPDATE_2_0_61

Keywords:

Components:

+ Enter ?? for more actions >>>
IA Install all Components IS Install Selected Component
Select Action: Next Screen// Q
```

You will then be returned to this screen. At the **Select Action** prompt, type **Q**.

Install complete.

Post Installation

1. Make the Dialog able to be attached to a Personal/Shared template or to a progress note title.

From the Reminders Manager Menu:

Select Reminder Managers Menu Option: **CP CPRS Reminder Configuration**

- CA Add/Edit Reminder Categories
- CL CPRS Lookup Categories
- CS CPRS Cover Sheet Reminder List
- MH Mental Health Dialogs Active
- PN Progress Note Headers
- RA Reminder GUI Resolution Active
- TIU TIU Template Reminder Dialog Parameter**
- DL Default Outside Location
- PT Position Reminder Text at Cursor

Select CPRS Reminder Configuration Option: **TIU TIU Template Reminder Dialog Parameter**

Reminder Dialogs allowed as Templates may be set for the following:

- 1 User USR [choose from NEW PERSON]
- 3 Service SRV [choose from SERVICE/SECTION]
- 4 Division DIV [choose from INSTITUTION]
- 5 System SYS [NATREM.FO-SLC.MED.VA.GOV]

Enter selection: **5** *Choose the appropriate number for your site. Your site may do this by System or other levels. The example below uses SYSTEM level*

Setting Reminder Dialogs allowed as Templates for System:

Select Display Sequence: **?**

- 148 VA-VETERANS CHOICE NOTE
- 149 VA-TBI SCREENING

*When you type a question mark above, you will see the list of #'s (with dialogs) that are already taken. Choose a number **NOT** on this list. For this example, looking above I see the number 150 is not present, so I will use 150.*

Select Display Sequence: **150**

Are you adding 150 as a new Display Sequence? Yes// **Y YES**

Display Sequence: 150// **<Enter>** 150

Clinical Reminder Dialog: **type in the name of the dialog**

VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D) then **<enter>**

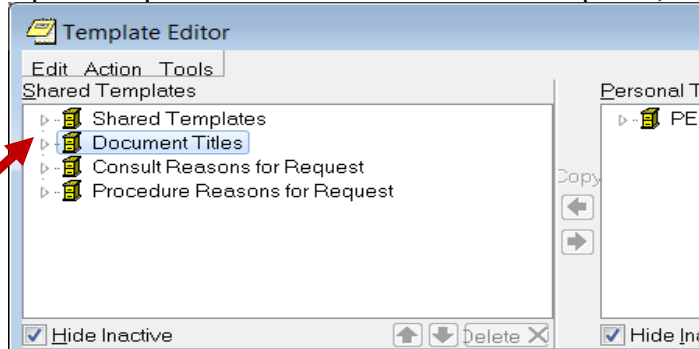
reminder dialog NATIONAL

OK? Yes// **<Enter>** (Yes)

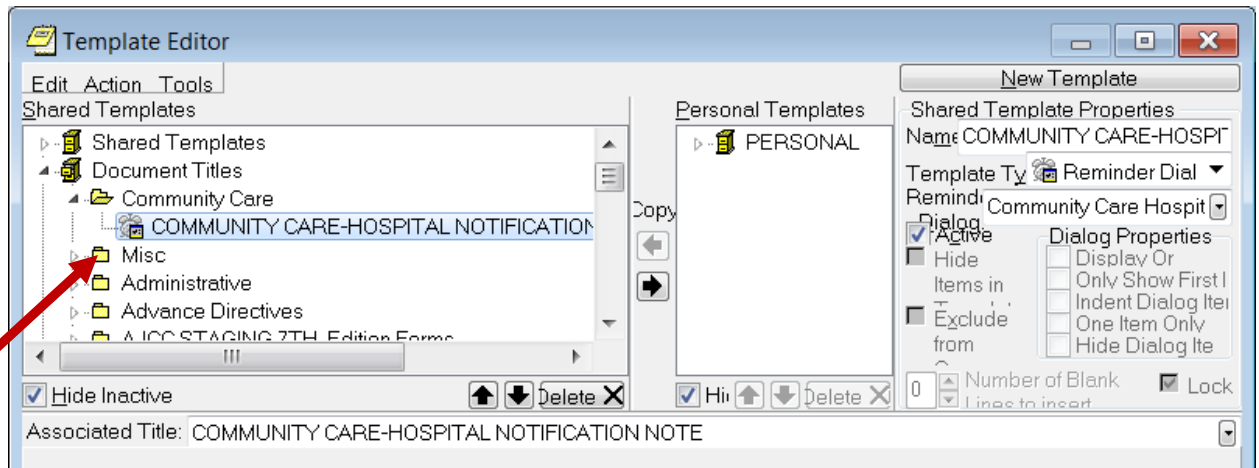
2. Setup of Note title/ Associate the reminder dialog with the note title or shared template in CPRS

You should already have a note title set up for use with this template. You will need to update it so that your current document definition is pointing to the reminder dialog **VA-COMMUNITY CARE HOSPITAL NOTIFICATION NOTE (D)**

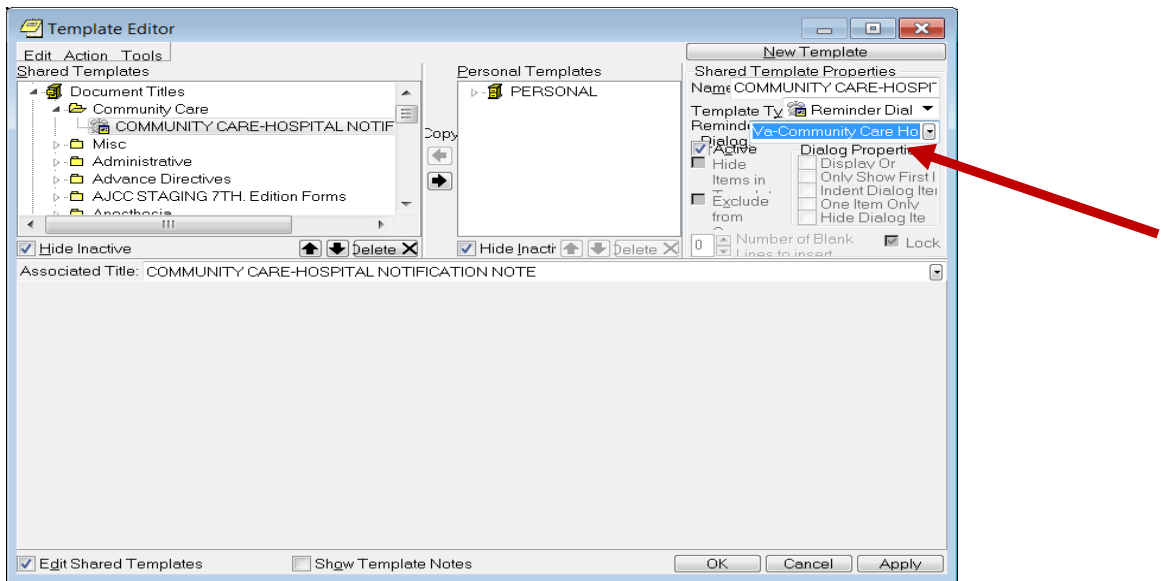
Open Template Editor and from Shared Templates, select File “Document Titles”



Click ‘triangle’ to left of Document Titles to expand. Select the folder where the title *Community Care Hospital Notification Note* is located and select the title by clicking on it. Screen below will be presented



Now go to Shared Template Properties located at right side of screen above. In the Reminder Dialog box begin typing VA-COM. The reminder dialog name will display and highlight in blue. Click Apply at bottom right to save association.



Test the progress note title in CPRS to see new template is attached.

3. If you receive a message that the TIU OBJECT |SERVICE DISABILITIES| could not be found, you may edit the Reminder Dialog Group: VAL-GP CCCI CARE COORDINATION WORKSHEET INFO (G) and replace the object with your local TIU Object. Do not edit the other items in the Group as this will impact national data reporting.

NOTE: If you require further technical assistance, if there are any questions or problems during the installation, please notify your local IT support to log a national help desk ticket or contact the VA Service Desk and have them submit a national ticket to:

Category: Enterprise Applications

Subcategory: Applications

Enterprise Application: VistA - Clinical Reminders

Assignment Group: NTL SUP Clin 2