

# **TIU\*1\*211 TIU Data Standardization VUID Patch Instructions for Mapping and Reporting**

## **TIU Clinical Document and Data Standardization Background**

Data Standardization is the foundation for data sharing. Standardization ensures that data can be shared across systems and that it will retain the same meaning in each system. Standardization will enable the exchange of clinically-relevant health data between the VA and its health partners, and other federal entities such as the Department of Defense (DoD), Health & Human Services (HHS), and the Indian Health Service (IHS). Standardization will also support development of an integrated, longitudinal patient record that will give providers access to the veteran's complete health record. The result will be a safer, higher-quality and more cost-effective provision of care for veterans across all federal facilities. Standardization of data will also assist with DoD interoperability efforts by supporting a seamless transition of care for individuals moving from active-duty to veteran status.

As a result of a Congressional Mandate requiring a consolidated database of *all* veteran patient results, the VHA Office of Information and DoD were tasked with implementing a method to communicate entire patient records between the respective agencies. To accomplish this, VHA and DoD will use the standard recommended by Consolidated Health Informatics (CHI) for Clinical Document names—Logical Observation Identifier Names and Codes (LOINC®).

CHI is a collaborative effort to adopt health information interoperability standards, particularly health vocabulary and messaging standards, for implementation in Federal Government Systems. About 20 departments and agencies, including the DoD, HHS, and VHA, are active in the CHI governance process. The CHI initiative is one of the Office of Management and Budget's (OMB) eGov initiatives.

# Instructions for Mapping and Reporting

**After installation of TIU\*1\*211 follow the steps below to complete the clinical document title mapping process.**

1. Active Title Cleanup and Direct Mapping. Follow instructions on page 3 in Method A.
2. Local Synonym Entry. Next you have the option of setting up local synonyms terms from your local titles. Follow instructions on page 10 in Method B for Local Synonym entry. Note: This is optional and not required.
3. Automated Title Mapping. Follow instructions on page 12 in Method C for Automated Title mapping.
4. Status Report of Unmapped Titles. Submit a status report of your unmapped titles to your HDR Implementation Manager. Follow instructions on page 16 in Method D. You can locate a list of HDR Implementation managers [http://vaww.teamshare.va.gov/HDR\\_Implementation/](http://vaww.teamshare.va.gov/HDR_Implementation/).
5. Mapping Support. For assistance with titles that you cannot map to a standard title send an exchange message to VHA OI HDI STS TIU TITLES.
6. New Term Rapid Turn Around. To submit a request for a new Standard Title and/or Term follow instructions on page 18 in Method E for New Term Rapid Turnaround.

# Instructions for Mapping and Reporting

## Method A: Active Title Clean up

### Site Checklist

- ✓ Patch TIU\*1\*209 and TIU\*1\*218 TIU Active Title Cleanup Report should be installed at the site. The report and cleanup utility will analyze the TIU Document Definition File (8925.1) and provide an automated process to inactivate the appropriate TIU titles.
- ✓ From the TIU Active Title Cleanup Report print list of all local active titles from VistA Menu TIU Irm Maintenance Menu

It is important to inactivate unused titles before performing the link to Standardized Titles. Additionally, reviewing titles to determine which should be inactivated will assist you in understanding the titles at your site.

**To run the Active Title Cleanup (from TIU\*1\*218, TIU\*1\*209 is similar but less complete):**

```
TIU Maintenance Menu
1  TIU Parameters Menu ...
2  Document Definitions (Manager) ...
3  User Class Management ...
4  TIU Template Mgmt Functions ...
5  TIU Alert Tools
6  Active Title Cleanup Report
7  TIUHL7 Message Manager
   Title Mapping Utilities ...

Select TIU Maintenance Menu Option: Title Active Title Cleanup Report

Inactivate the unused Document Titles at this time? NO// ?

Entering 'YES' will inactivate all titles unused in the past year;
their STATUS will be changed to INACTIVE.

Entering 'NO' will create the report without making any changes.

Inactivate the unused Document Titles at this time? NO// YES

All active titles that have not been used in the previous 365 days
will be set to INACTIVE.

You may select individual DOCUMENT TITLES that will NOT be set
to INACTIVE by this cleanup.

Are you sure you want to change their status to INACTIVE? NO// ?

Entering 'YES' will inactivate all titles unused in the past year;
their STATUS will be changed to INACTIVE.

Entering 'NO' will create the report without making any changes.

Are you sure you want to change their status to INACTIVE? NO// <Enter>

DEVICE: HOME// <Enter> TCP
```

# Instructions for Mapping and Reporting

Only appears if the count is greater than zero. Details are given at the end of the report.

```

Elapsed Time:      0 minute(s) 31 second(s)

      # of Used Titles      :      27
      # of Unused Titles    :     1319
      # of Invalid Titles   :      1 (See End of Report)
      -----
      # of Total Titles    :     1347

      # of Docs            :      293
# of Docs Incorrect .01 Field :      10 (See End of Report)
# of Docs Zero/Null .01 Field :       2 (See End of Report)
      -----
      # of Total Docs Searched :      305

      Current User:      TIUSER,SEVEN
      Current Date:      Jun 01, 2006@11:41:41
      Date range searched: Jun 01, 2005 - Jun 01, 2006
    
```

Document Title	# of Docs	Last DT Used	Author/Dictator
410 S PROGRESS NOTE	15	Nov 04, 2005	TIUSER,ONE
ADDENDUM	37	Mar 29, 2006	TIUSER,ONE
ADVANCE DIRECTIVE RESCINDED	1	May 23, 2006	TIUSER,TWO
ADVERSE REACTION/ALLERGY	55	May 25, 2006	TIUSER,THREE
ANDREWS TEST NOTE	5	May 16, 2006	TIUSER,ONE
AUDIOLOGY CONSULT RESULT	1	Feb 23, 2006	TIUSER,ONE
C&P EXAM NOTE	5	Oct 12, 2005	TIUSER,FOUR
CARDIAC POST-PROCEDURE NOTE	1	Jan 10, 2006	TIUSER,FIVE
CARE COORDINATION HOME TELEHEALTH EVALUATION TREATMENT PLAN	5	May 17, 2006	TIUSER,ONE
CARE COORDINATION HOME TELEHEALTH SCREENING CONSULT	11	Apr 24, 2006	TIUSER,SIX
CARE COORDINATION HOME TELEHEALTH SUBSEQUENT EVAL CNSLT 2 [Inactive]	2	Mar 01, 2006	TIUSER,SEVEN
CARE COORDINATION HOME TELEHEALTH SUBSEQUENT EVAL CONSULT	3	Mar 03, 2006	TIUSER,SEVEN
CARE COORDINATION HOME TELEHEALTH SUMMARY OF EPISODE CONSULT	21	Mar 03, 2006	TIUSER,SEVEN
CARE COORDINATION HOME TELEHEALTH TELEPHONE ENCOUNTER NOTE	1	Nov 09, 2005	TIUSER,EIGHT
DERMATOLOGY CONSULT RESULT [Inactive]	3	Mar 28, 2006	TIUSER,ONE
DIABETIC INPATIENT FOLLOW UP	1	Dec 09, 2005	TIUSER,ONE
DISCHARGE SUMMARY	25	Mar 16, 2006	TIUSER,ONE
GENERIC NOTE	2	Mar 06, 2006	TIUSER,EIGHT
IMMUNIZATION PROGRESS NOTE	10	Oct 27, 2005	TIUSER,NINE
NURSE INTRAOPERATIVE REPORT	17	Feb 15, 2006	TIUSER,ONE
OPERATION REPORT	19	Feb 08, 2006	TIUSER,TEN
PM&R CONSULT RESULTS	14	Jan 31, 2006	TIUSER,ONE
PODIATRY CONSULT RESULT	8	May 31, 2006	TIUSER,ONE
PRIME CARE CLINIC	1	Oct 11, 2005	TIUSER,ELEVEN
PROGRESS NOTE [Inactive]	27	May 16, 2006	TIUSER,ONE
RESCINDED ADVANCE DIRECTIVE	1	May 23, 2006	TIUSER,THREE
SURGICAL SERVICE PROVIDER NOTE	4	Dec 01, 2005	TIUSER,ONE
UROLOGY CONSULT	8	Jan 03, 2006	TIUSER,ONE

# Instructions for Mapping and Reporting

These entries are to assist IRM in correcting errors in the file.

```
The following IENs from File #8925.1 have an invalid #.01 Field.
1199

The following IENs from File #8925.1 have an incorrect #.04 Field.
569  GENERIC NOTE [CLASS]
557  UROLOGY CONSULT [DOCUMENT CLASS]

The following DOCUMENT IENs have an incorrect (null or zero) #.01 Field.
4957690
4957697
```

Note that at the end of the report the specific IENs are given for records that the utility could not handle. Someone at your site must correct these records before running the actual inactivations.

This report should be run at least twice. Once to get an idea of which titles may be inactivated, then again to actually do the inactivations.



**Note:** Numbers in this report may be different between runs—even if you run within a few minutes.

If there are titles you do not want inactivated even though they are unused, you may exclude some titles. This is an example:

```
Select TIU Maintenance Menu Option: 6 Active Title Cleanup Report

Inactivate the unused Document Titles at this time? NO// YES

All active titles that have not been used in previous 365 days will be
set to INACTIVE.

You may select individual DOCUMENT TITLES that will NOT be set
to INACTIVE by this cleanup.

Are you sure you want to change their status to INACTIVE? NO//YES

Enter the DOCUMENT TITLE(S) that will NOT be INACTIVATED
during the cleanup process.

Enter RETURN or '^' to finish selections.

Enter DOCUMENT TITLE: ADV
  1 ADVANCE DIRECTIVE      TITLE
  2 ADVANCE DIRECTIVE - EDUCATION  TITLE
  3 ADVANCE DIRECTIVE CONSULT REPORT  TITLE
  4 ADVERSE REACTION/ALLERGY  TITLE
CHOOSE 1-4: 2 ADVANCE DIRECTIVE - EDUCATION  TITLE
And

The following DOCUMENT TITLE will NOT be INACTIVATED:

  ADVANCE DIRECTIVE - EDUCATION

Is this correct? YES// <Enter>
```

# Instructions for Mapping and Reporting

```

DEVICE: HOME// <Enter> TELNET TERMINAL
Elapsed Time: 0 minute(s) 9 second(s)

# of Used Titles : 52
# of Unused Titles : 690
-----
# of Total Titles : 742

# of Docs : 293

Current User: IRMUser,One
Current Date: Mar 30, 2006@13:55
Date range searched: Mar 30, 2005 - Mar 30, 2006

Document Title                                     # of Docs Last DT Used Author/Dictator
-----
10-10M MEDICAL PROGRESS NOTE                       0 Sep 27, 2004
CPRSProvider,Six
10-10M OP DISCHARGE INSTRUCTIONS                   0 Sep 25, 2004
CPRSProvider,One
21 DAY CERTIFICATION                               0 May 21, 2002
CPRSProvider,Six ABBREVIATED MEDICAL RECORD        0 Jun 30,
2004 CPRSProvider,Two
ABSENT SICK IN HOSPITAL/OTHER FACILITIES           0 Apr 30, 2003
CPRSProvider,Ten
ADMISSION PAIN TOOL                                0 Aug 29, 2000
CPRSProvider,Three ADVANCE DIRECTIVE - EDUCATION    0 Sep
24, 2004 CPRSProvider,Nine
. . .

```

## Site Checklist

- ✓ Print list of standard titles from TIU Communications Website link below.
  - <http://vista.med.va.gov/tiu/docs/TIUTermAndTitleStandards-1.xls>.
  - Select the Standards Title Tab at the bottom of the spreadsheet.
  - Print hard copy.
  
- ✓ Review list of your local active titles against the standard titles and determine which standard title your local title can be mapped to. You will probably only determine a portion of your titles which is fine. This will narrow down the list of your titles that have to be mapped by the mapping tool search engine.

# Instructions for Mapping and Reporting

## Direct Mapping Note Titles

The following is an example of the Mapping Workbench using the Direct Mapping action:

```

1      Map ACTIVE LOCAL Titles
2      Selected Active Title Map
3      Mapping Workbench
4      Add/Edit Synonyms ...

Select Title Mapping Utilities Option: 3 Mapping Workbench

Select Mapping Status: unmapped (ACTIVE)// <Enter>

Searching for the events.....
    
```

Title Mapping Workbench		Jul 20, 2006@10:17:48	Page: 1 of 16
UNMAPPED (ACTIVE) Titles			
	LOCAL Title		
	VHA Enterprise Title	Attempted	User Name
1	ALL BAD PUL CONSULTS SE	07/07/06 18:53	TUIPROVIDER,
2	ANDREWS TEST NOTE	N/A	UNKNOWN
3	ANOTHER NOTE	N/A	UNKNOWN
4	ANTHONY TEST OBJECT	N/A	UNKNOWN
5	AUDIT TEST NOTE SE	07/07/06 18:58	TUIPROVIDER,
6	CARDIOLOGY-OUTPATIENT-CONSULTS	N/A	UNKNOWN
7	CHRONIC LOWER BACK PAIN	N/A	UNKNOWN
+    + Next Screen   - Prev Screen   ?? More Actions			>>>
	Find	Direct Mapping	Quit
	Map Title(s)	Change view	
Select Action: Next Screen// ???			

Valid selections are:

**FIND**  
Allows users to search list of Documents for a text string (word, phrase, or partial word) from current position to the end of the list. Upon reaching the end of the last page of the list, the user will be asked whether to continue the search from the beginning of the list through the origin of the search.

**MAP TITLE(S)**  
Allows mapping of Local TIU Titles to VHA Enterprise Standard Titles using the full features of the Mapper utility to assist in the choice.

**DIRECT MAPPING**  
Allows users who know which VHA Enterprise Standard Title should be associated with a given local title to map the Local Title directly, without the assistance of the Mapper.

**CHANGE VIEW**  
Allows modification of the current list of mapped or unmapped titles to

# Instructions for Mapping and Reporting

```

include either UNMAPPED, MAPPED, FAILED attempts, or ALL Active Titles
for
a specified user and time range (where applicable).
QUIT
Allows user to quit the current menu level.

The following actions are also available:

Press RETURN to continue or '^' to exit:

+   Next screen          DN   Down a Line          PL   Print List
-   Previous Screen     <   Shift View to Left  ADPL Auto
Display(On/Off)
FS   First Screen       >   Shift View to Right CWAD CWAD Display
LS   Last Screen        GO   Go to Page
UP   Up a Line          RD   Re Display Screen

Enter RETURN to continue or '^' to exit: <Enter>

```

<u>Title Mapping Workbench</u>		Jul 20, 2006@10:17:48	Page: 1 of 16
UNMAPPED (ACTIVE) Titles			
	LOCAL Title		
	VHA Enterprise Title	Attempted	User Name
1	ALL BAD PUL CONSULTS	07/07/06 18:53	RUSSELL, JOEL
2	ANDREWS TEST NOTE	N/A	UNKNOWN
3	ANOTHER NOTE	N/A	UNKNOWN
4	ANTHONY TEST OBJECT	N/A	UNKNOWN
5	AUDIT TEST NOTE	07/07/06 18:58	TUIPROVIDER,
SE			
6	CARDIOLOGY-OUTPATIENT-CONSULTS	N/A	UNKNOWN
7	CHRONIC LOWER BACK PAIN	N/A	UNKNOWN
+    + Next Screen   - Prev Screen   ?? More Actions    >>>			
	Find	Direct Mapping	Quit
	Map Title(s)	Change view	
Select Action: Next Screen// 6			



# Instructions for Mapping and Reporting

Title Mapping Workbench		Jul 20, 2006@10:17:48	Page: 1 of 16
UNMAPPED (ACTIVE) Titles			
	LOCAL Title VHA Enterprise Title	Attempted	User Name
1	ALL BAD PUL CONSULTS SE	07/07/06 18:53	TUIPROVIDER,
2	ANDREWS TEST NOTE	N/A	UNKNOWN
3	ANOTHER NOTE	N/A	UNKNOWN
4	ANTHONY TEST OBJECT	N/A	UNKNOWN
5	AUDIT TEST NOTE SE	07/07/06 18:58	TUIPROVIDER,
6	CARDIOLOGY-OUTPATIENT-CONSULTS	N/A	UNKNOWN
7	CHRONIC LOWER BACK PAIN	N/A	UNKNOWN
+      + Next Screen   - Prev Screen   ?? More Actions      >>>			
Find		Direct Mapping	Quit
Map Title(s)		Change view	
Select Action: Next Screen// <b>DIR</b> Direct Mapping			

```

Mapping Title #6

Direct Mapping to Enterprise Standard Title...
Your LOCAL Title is: CARDIOLOGY-OUTPATIENT-CONSULTS

NOTE: Only ACTIVE Titles may be selected...

Select VHA ENTERPRISE STANDARD TITLE: CARDIOLOGY OUT
1  CARDIOLOGY OUTPATIENT CONSULT
2  CARDIOLOGY OUTPATIENT NOTE
3  CARDIOLOGY OUTPATIENT PROGRESS NOTE
CHOOSE 1-3: 1  CARDIOLOGY OUTPATIENT CONSULT
I found a match of: CARDIOLOGY OUTPATIENT CONSULT
... OK? Yes// <Enter>  YES

Ready to map LOCAL Title: CARDIOLOGY-OUTPATIENT-CONSULTS to
VHA Enterprise Standard Title: CARDIOLOGY OUTPATIENT CONSULT.
... OK? Yes// <Enter>  YES
Done.

Refreshing the list.
    
```

# Instructions for Mapping and Reporting

Title Mapping Workbench		Jul 20, 2006@10:17:48	Page: 1 of 16
UNMAPPED (ACTIVE) Titles			
	LOCAL Title		
	VHA Enterprise Title	Attempted	User Name
1	ALL BAD PUL CONSULTS	07/07/06 18:53	TUIPROVIDER, SE
2	ANDREWS TEST NOTE	N/A	UNKNOWN
3	ANOTHER NOTE	N/A	UNKNOWN
4	ANTHONY TEST OBJECT	N/A	UNKNOWN
5	AUDIT TEST NOTE	07/07/06 18:58	TUIPROVIDER, SE
6	<b>CARDIOLOGY-OUTPATIENT-CONSULTS</b> <b>CARDIOLOGY OUTPATIENT CONSULT</b>	<b>07/20/06 10:18</b>	TUIPROVIDER, SE
7	CHRONIC LOWER BACK PAIN	N/A	UNKNOWN
+    + Next Screen   - Prev Screen   ?? More Actions    >>>			
	Find	Direct Mapping	Quit
	Map Title(s)	Change view	
	Select Action: Quit// <Enter>	Quit	

## Method B: Add/Edit Local Synonyms

The matching program uses a file of synonyms to aid it in determining potential matches of local titles to national titles. In many cases a site will have terms in their titles that describe situations that occur only at that site. To accommodate this a file of local synonyms can be created. An example of this is when colors were assigned to general clinics. These colors are different at every site, so they cannot be included in the file of national synonyms, but if you put them into the local synonym file the mapping utility will run faster and smoother. Another example is NSG for nursing. Many sites use this abbreviation for Nursing, but it is not found in the national synonym file.

The spreadsheet of national terms is posted on the TIU web site at [http://vista.med.va.gov/tiu/html/DataStandardization\\_Documents.html](http://vista.med.va.gov/tiu/html/DataStandardization_Documents.html). If you compare the terms in the Synonym List with terms you commonly use at your site and update the local synonym list accordingly, title matching will go much faster.

### The following is an example of Add/Edit Synonyms:

1	Map ALL LOCAL Titles
2	Selected Title Map
3	Mapping Workbench
4	Add/Edit Synonyms ...
Select Title Mapping Utilities Option: <b>ADD/Edit Synonyms</b>	
1	Subject Matter Domain Synonyms
2	Role Synonyms
3	Setting Synonyms
4	Service Synonyms
5	Document Type Synonyms

# Instructions for Mapping and Reporting

```
Select Add/Edit Synonyms Option: 1 Subject Matter Domain Synonyms

Please Enter SMD Synonym: EKG CLINICAL CARDIAC ELECTROPHYSIOLOGY
SYNONYM: EKG//
SUBJECT MATTER DOMAIN: CLINICAL CARDIAC ELECTROPHYSIOLOGY
//

Please Enter SMD Synonym: EEG

Are you adding 'EEG' as a new TIU LOINC SMD SYNONYMS (the 898TH)? No// Y
(Yes)
TIU LOINC SMD SYNONYMS SUBJECT MATTER DOMAIN: NEURO
1 NEUROLOGICAL SURGERY
2 NEUROLOGY
3 NEUROLOGY NEURODEVELOPMENTAL DISABILITIES
4 NEUROLOGY WITH SPECIAL QUALIFICATIONS IN CHILD NEUROLOGY
5 NEUROTOLOGY
Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-5: 2 NEUROLOGY
SYNONYM: EEG// <Enter>
SUBJECT MATTER DOMAIN: NEUROLOGY// <Enter>

Please Enter SMD Synonym: <Enter>

1 Subject Matter Domain Synonyms
2 Role Synonyms
3 Setting Synonyms
4 Service Synonyms
5 Document Type Synonyms

Select Add/Edit Synonyms Option: <Enter>

1 Map ALL LOCAL Titles
2 Selected Title Map
3 Mapping Workbench
4 Add/Edit Synonyms ...

Select Title Mapping Utilities Option: <Enter>

1 TIU Parameters Menu ...
2 Document Definitions (Manager) ...
3 User Class Management ...
4 TIU Template Mgmt Functions ...
5 TIU Alert Tools
6 Active Title Cleanup Report
7 TIUHL7 Message Manager
Title Mapping Utilities ...

Select TIU Maintenance Menu Option:
```

# Instructions for Mapping and Reporting

## Method C: Automated Mapping of Titles

To assist sites with *automated* mapping of TIU Clinical Document Titles, Standards and Terminology Services (STS) is providing a set of instructions to assist you. This document outlines the *automated* mapping process of mapping one local clinical document title to a standard title. This document is intended to assist Clinical Applications Coordinators (CACs), Health Information Managers (HIMS) and Implementation Managers.

### The following is an example of Map All Local Titles:

```
Select OPTION NAME: TIU IRM MAINTENANCE MENU      TIU Maintenance Menu

1      TIU Parameters Menu ...
2      Document Definitions (Manager) ...
3      User Class Management ...
4      TIU Template Mgmt Functions ...
5      TIU Alert Tools
6      Active Title Cleanup Report
7      TIUHL7 Message Manager
      Title Mapping Utilities ...

Select TIU Maintenance Menu Option: Title Mapping Utilities

1      Map ALL LOCAL Titles
2      Selected Title Map
3      Mapping Workbench
4      Add/Edit Synonyms ...

Select Title Mapping Utilities Option: 1  Map ALL LOCAL Titles

*****
*                      Good EVENING CHARLIE!                      *
*      And WELCOME BACK for ANOTHER ride on the MTA!!!            *
*
*      So far, 44 of 63 Active Titles have been mapped!            *
*      You're at Brigham Circle Station...                          *
*
*      In preparation for migration to the HDR, ALL LOCAL titles   *
*      MUST be mapped to Standard Titles BEFORE transmittal of TIU *
*      Documents to the HDR can begin.                              *
*
*      You may quit mapping titles at any time, and continue your  *
*      work from the last successfully mapped title. The only     *
*      catch is that any ACTIVE LOCAL Titles that are not mapped  *
*      when transmission to the HDR is initiated will be         *
*      INACTIVATED, so please finish this process expeditiously... *
*****

... Are you READY to map? NO// YES

For the LOCAL Title: NUTRITION ECU QUARTERLY

Attempting to map NUTRITION ECU QUARTERLY
to a VHA Enterprise Standard Title...
```

# Instructions for Mapping and Reporting

```
Is "NUTRITION" a Subject Matter Domain? DIETETICS
  I found a match of: NUTRITION DIETETICS
    ... OK? Yes// <Enter> YES

Is "ECU" a LOINC Role? No.
Is "ECU" a SYNONYM for a LOINC Role? No.

Is "QUARTERLY" a LOINC Role? No.
Is "QUARTERLY" a SYNONYM for a LOINC Role? No.

Is "ECU" a Setting? No.
Is "ECU" a SYNONYM for a Setting? No.

Is "QUARTERLY" a Setting? No.
Is "QUARTERLY" a SYNONYM for a Setting? No.

Is "ECU" a Service? No.
Is "ECU" a SYNONYM for a Service? No.

Enter RETURN to continue or '^' to exit:

Remember, your LOCAL title is: NUTRITION ECU QUARTERLY
Is "QUARTERLY" a Service? No.
Is "QUARTERLY" a SYNONYM for a Service? No.

Is "ECU" a Document Type? No.
Is "ECU" a SYNONYM for a Document Type? No.

Is "QUARTERLY" a Document Type? No.
Is "QUARTERLY" a SYNONYM for a Document Type? No.

Now, we'll query the VHA Enterprise Standard Titles for an entry with:

      LOCAL Title: NUTRITION ECU QUARTERLY
      Subject Matter Domain: NUTRITION DIETETICS

First, we'll try an EXCLUSIVE match (i.e., ALL conditions met):
  1  NUTRITION DIETETICS ADMINISTRATIVE NOTE
  2  NUTRITION DIETETICS CONSULT
  3  NUTRITION DIETETICS DIAGNOSTIC INTERVENTION PROCEDURE REPORT
  4  NUTRITION DIETETICS DISCHARGE NOTE
  5  NUTRITION DIETETICS E & M CONSULT
Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-5:
  6  NUTRITION DIETETICS E & M NOTE
  7  NUTRITION DIETETICS EDUCATION CONSULT
  8  NUTRITION DIETETICS EDUCATION NOTE
  9  NUTRITION DIETETICS EDUCATION REPORT
 10  NUTRITION DIETETICS GROUP COUNSELING NOTE
Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-10: 6  NUTRITION DIETETICS E & M NOTE
  I found a match of: NUTRITION DIETETICS E & M NOTE
    ... OK? Yes// <Enter> YES

      Ready to map LOCAL Title: NUTRITION ECU QUARTERLY to
VHA Enterprise Standard Title: NUTRITION DIETETICS E & M NOTE.
    ... OK? Yes// <Enter> YES
      Done.

For the LOCAL Title: NUTRITION FOLLOWUP NOTE
```

# Instructions for Mapping and Reporting

The following is an example of Selected Title Map:

```
Enter RETURN to continue or '^' to exit: ^
1      Map ALL LOCAL Titles
2      Selected Title Map
3      Mapping Workbench
4      Add/Edit Synonyms ...

Select Title Mapping Utilities Option: 2 Selected Title Map

Select TITLE: MEDICAL SERV
1      MEDICAL SERVICE CONSULT          TITLE
2      MEDICAL SERVICE DERMATOLOGY PROGRESS NOTE          TITLE
3      MEDICAL SERVICE ECU - AIMS          TITLE
4      MEDICAL SERVICE ENDOSCOPY          TITLE
5      MEDICAL SERVICE INPATIENT PROGRESS NOTE          TITLE
Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-5: 4 MEDICAL SERVICE ENDOSCOPY          TITLE

For the LOCAL Title: MEDICAL SERVICE ENDOSCOPY

Attempting to map MEDICAL SERVICE ENDOSCOPY
to a VHA Enterprise Standard Title...

Is "MEDICAL" a Subject Matter Domain?
1      MEDICAL GENETICS
2      MEDICAL TOXICOLOGY
3      MEDICAL PH.D. MEDICAL GENETICS
CHOOSE 1-3: <Enter> No.
Is "MEDICAL" a SYNONYM for a Subject Matter Domain? SERVICE          INTERNAL
MEDI
CINE
I found a match of: MEDICAL SERVICE
Subject Matter Domain: INTERNAL MEDICINE
... OK? Yes// <Enter> YES

Enter RETURN to continue or '^' to exit: <Enter>

Remember, your LOCAL title is: MEDICAL SERVICE ENDOSCOPY
Is "SERVICE" a LOINC Role? No.
Is "SERVICE" a SYNONYM for a LOINC Role? No.

Is "ENDOSCOPY" a LOINC Role? No.
Is "ENDOSCOPY" a SYNONYM for a LOINC Role? No.

Is "SERVICE" a Setting? No.
Is "SERVICE" a SYNONYM for a Setting? No.

Is "ENDOSCOPY" a Setting? No.
Is "ENDOSCOPY" a SYNONYM for a Setting? No.

Is "SERVICE" a Service? No.
Is "SERVICE" a SYNONYM for a Service? No.

Is "ENDOSCOPY" a Service? No.
Is "ENDOSCOPY" a SYNONYM for a Service? DIAGNOSTIC INTERVENTIONAL
PROCEDURE
I found a match of: ENDOSCOPY
Service: DIAGNOSTIC INTERVENTIONAL PROCEDURE
... OK? Yes// <Enter> YES
```

# Instructions for Mapping and Reporting

```
Enter RETURN to continue or '^' to exit: <Enter>

Remember, your LOCAL title is: MEDICAL SERVICE ENDOSCOPY
Is "SERVICE" a Document Type? No.
Is "SERVICE" a SYNONYM for a Document Type? No.

Now, we'll query the VHA Enterprise Standard Titles for an entry with:

        LOCAL Title: MEDICAL SERVICE ENDOSCOPY
        Subject Matter Domain: INTERNAL MEDICINE
        Service: DIAGNOSTIC INTERVENTIONAL PROCEDURE

First, we'll try an EXCLUSIVE match (i.e., ALL conditions met): DIAGNOSTIC
INTER
VENTION PROCEDURE NOTE
        I found a match of: INTERNAL MEDICINE DIAGNOSTIC INTERVENTION PROCEDURE
NOTE
        ... OK? Yes// <Enter>  YES

        Ready to map LOCAL Title: MEDICAL SERVICE ENDOSCOPY to
VHA Enterprise Standard Title: INTERNAL MEDICINE DIAGNOSTIC INTERVENTION
PROCEDU
RE NOTE.
        ... OK? Yes// <Enter>  YES
        Done.
```

# Instructions for Mapping and Reporting

## Method D: Status Report of your Unmapped Titles.

In this example we create a report of all unmapped active titles at our medical center. Then we send the report to ourselves via email. To print the report we use the hidden action PL (for Print List). When we are prompted for a device, we send it to the mail server:

The following is an example of getting a report of Unmapped Titles:

```
Select Title Mapping Utilities Option: <Enter>

1      TIU Parameters Menu ...
2      Document Definitions (Manager) ...
3      User Class Management ...
4      TIU Template Mgmt Functions ...
5      TIU Alert Tools
6      Active Title Cleanup Report
7      TIUHL7 Message Manager
       Title Mapping Utilities ...

Select TIU Maintenance Menu Option: Title Title Mapping Utilities

1      Map ACTIVE LOCAL Titles
2      Selected Active Title Map
3      Mapping Workbench
4      Add/Edit Synonyms ...

Enter ?? for more options, ??? for brief descriptions, ?OPTION for help
text.

Select Title Mapping Utilities Menu Option: 3
Select Mapping Status: unmapped (ACTIVE)// <Enter>

...

Title Mapping Workbench      Sep 22, 2006@13:26:46      Page: 1 of 9
UNMAPPED (ACTIVE) Titles
LOCAL Title
VHA Enterprise Title      Attempted      User Name
1  10-10M NURSING AMBULATORY CARE      N/A      UNKNOWN
2  10-10M OP DISCHARGE INSTRUCTIONS      N/A      UNKNOWN
3  21 DAY CERTIFICATION      N/A      UNKNOWN
4  ADDENDUM      N/A      UNKNOWN
5  ADVANCE DIRECTIVE      N/A      UNKNOWN
6  AMBULATORY CARE EMPLOYEE HEALTH NOTE      N/A      UNKNOWN
7  AMBULATORY CARE PATIENT TRANSFER      N/A      UNKNOWN
+  + Next Screen - Prev Screen ?? More Actions      >>>
Find      Direct Mapping      Quit
Map Title(s)      Change view
Select Action: Next Screen// PL PL
```



# Instructions for Mapping and Reporting

DEVICE: HOME// P-M P-MESSAGE-HFS HFS FILE => MESSAGE

Subject: CHEYENNE UNMAPPED TITLES

Select one of the following:

M	Me
P	Postmaster

From whom: Me//

Send mail to: ENTER YOUR HDR IMPLEMENTATION MANAGER EMAIL ADDRESS HERE

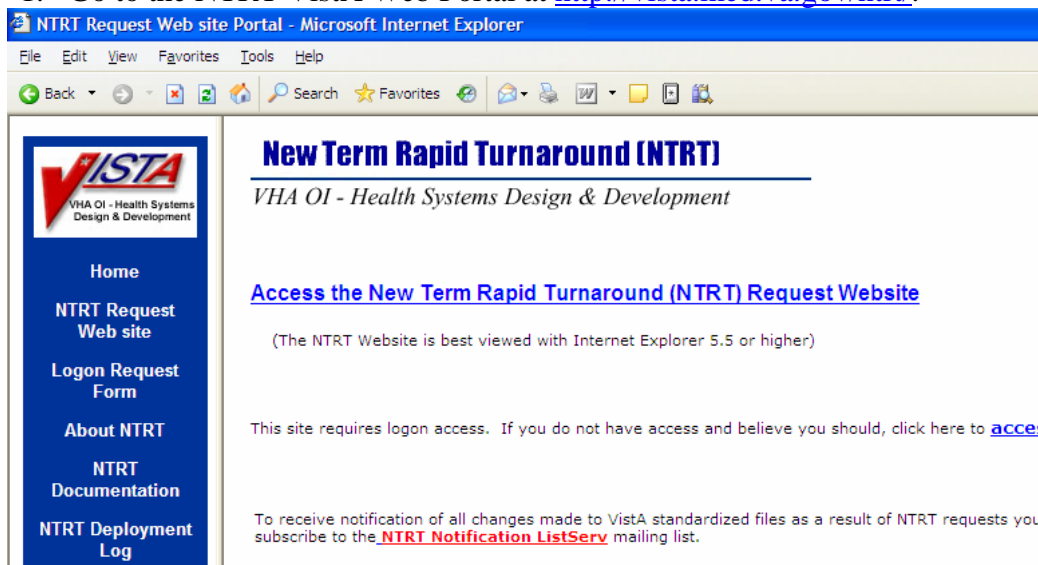
# Instructions for Mapping and Reporting

## Method E: New Term Rapid Turnaround Process

Using the NTRT Website for Clinical Documents

When you find that you need a new Enterprise Standard Title or Title Term in order to effectively map your local titles, you can request what you need from the NTRT website. Requesting new titles and title terms is a simple process, and there is plenty of help and support should you run into any difficulty along the way. The following steps will guide you through the process of submitting a new request, and will help to familiarize you with the website at the same time. Screen shots have been added for additional visual reference.

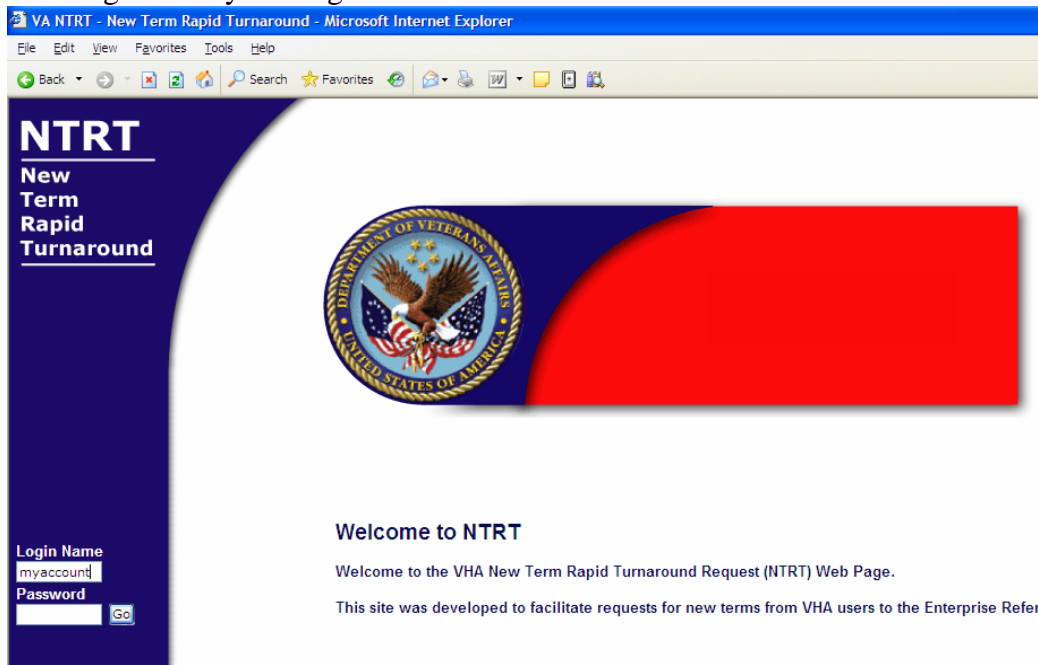
1. Go to the NTRT VistA Web Portal at <http://vista.med.va.gov/ntrt/>.



2. Click on the *Access the New Term Rapid Turnaround (NTRT) Request Website* link to access the NTRT Login page.

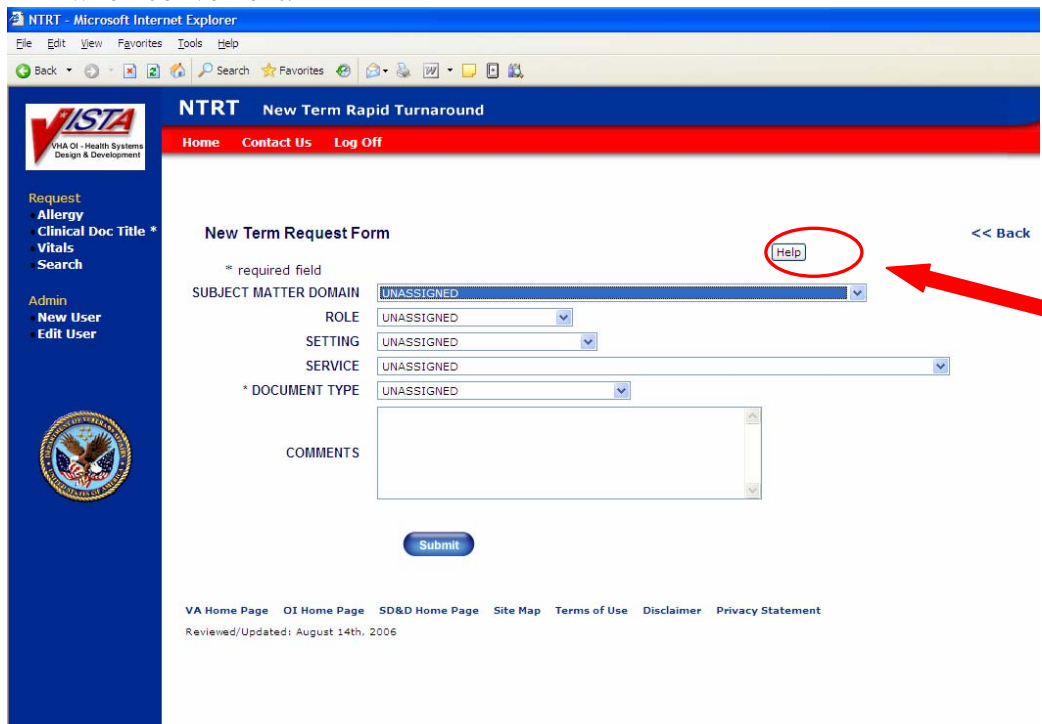
# Instructions for Mapping and Reporting

3. Log in with your Login Name and Password.



4. Click on the *Clinical Doc Title* link in the left-side navigation bar to Request a new Clinical Document Title.

5. Before entering the information for a new Clinical Document Title, click on the HELP button to see explanations about the Clinical Document information model and additional information about using the web site. Close the window when convenient.



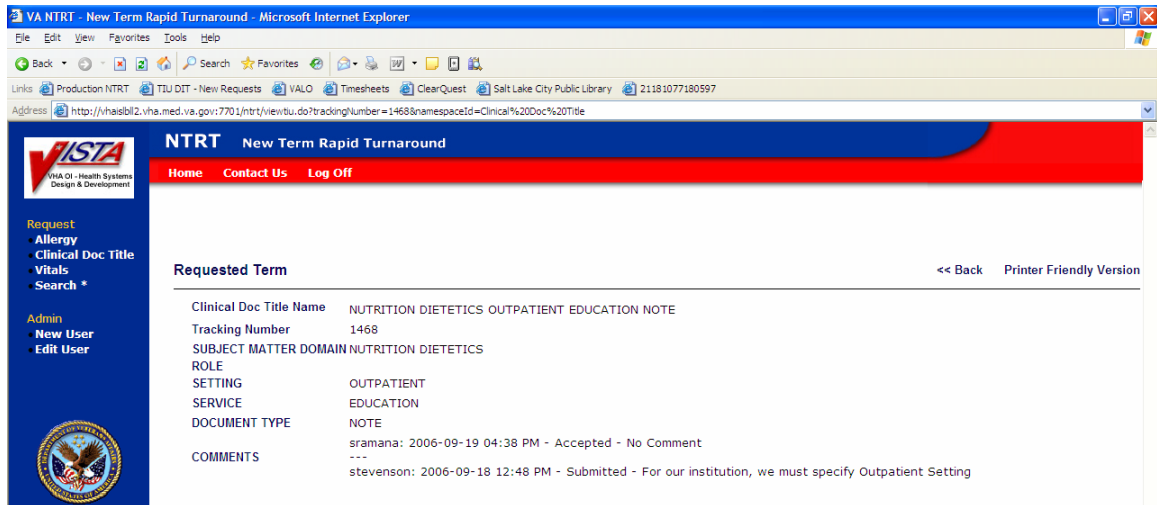
# Instructions for Mapping and Reporting

- Now you can see how you would go about entering a request for a new title. Each Document Axis is represented here by a select control that contains every currently approved term for that axis. The default value for each is UNASSIGNED, which is the appropriate value for a title that does not contain a term from that axis. At the very bottom of each list is additionally an entry that starts with, "Add new," that causes a new text box to appear in which you can enter a request for a new axis term. Shown here is an example of the Service select control.

The screenshot displays the NTRT (New Term Rapid Turnaround) web application interface. The browser window shows the URL <http://vhasibll2.vha.med.va.gov:7701/ntrt/newtuterm.do>. The page features a blue header with the VISTA logo and the NTRT logo. A navigation bar includes links for Home, Contact Us, and Log Off. On the left, there is a sidebar with 'Request' (Allergy, Clinical Doc Title \*, Vitals, Search) and 'Admin' (New User, Edit User) sections. The main content area is titled 'New Term Request Form' and contains several dropdown menus: 'SUBJECT MATTER DOMAIN' (UNASSIGNED), 'ROLE' (UNASSIGNED), 'SETTING' (UNASSIGNED), 'SERVICE' (UNASSIGNED, ACUTE CARE HOSPITAL, CRITICAL CARE UNIT, DOMICILIARY, EMERGENCY DEPARTMENT, HOME HEALTH, INFANT, LONG TERM CARE, NON VETERANS ADMINISTRATION, OBSERVATION WARD, OUTPATIENT, REHABILITATION HOSPITAL, TELEHEALTH, TELEMEDICINE, TELEPHONE ENCOUNTER, URGENT CARE, [Add new Setting]), and '\* DOCUMENT TYPE'. A 'COMMENTS' field is also present. At the bottom, there are links for 'VA Home Page', 'OI Home Page', 'SD&D Home Page', 'Site Map', 'Terms of Use', 'Disclaimer', and 'Privacy Statement', along with a 'Reviewed/Updated: August 14th, 2006' note.

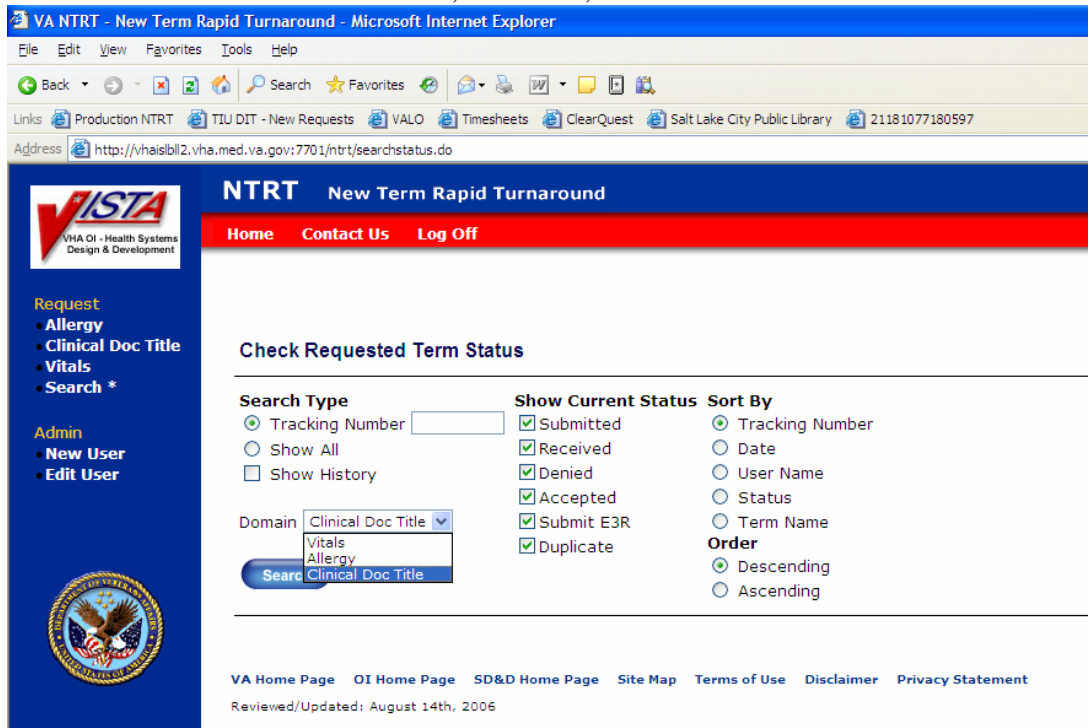
- When you have selected the axis terms that comprise your title, you can click the Submit button and see a summary for the title you just entered. Note that each of the axes is optional with the exception of the Document Type, which is required for every request. Also note that while Comments are not required, they do help the reviewers of your requests to better understand your intentions in making the request. Not every request will be approved, and some may be modified so as to better fit into the Enterprise Standard. But you will be kept informed of each step along the way.

# Instructions for Mapping and Reporting



8. Click on the *Printer Friendly Version* link to see the report formatted for printing. Close the window when convenient.
9. Now click on the *Search* link in the left-side navigation bar to Search for requested titles.

10. In the Select control labeled, "Domain," choose Clinical Doc Title.



11. Click "Search." Note the error message that appears because the radio button, "Tracking Number," was selected but no Tracking Number was entered. Search can be accomplished by either selecting a specific Tracking Number or by selecting the radio button, "Show All." Be aware additionally that if you

# Instructions for Mapping and Reporting

enter a Tracking Number, it must belong to the specific domain in which you are searching, or you will get no results.

- Select the “Show All” radio button and click “Search.” Observe the results returned by the search and take a moment to note the additional search parameters. You can display any request status that you like, and can sort the results as you like.

Tracking Number	User Name	Term Name	Status	Date
1506	sramana	Z AGAINST MEDICAL ADVICE NOTE	Denied	2006-10-23 05:13 PT
1505	sramana	A AGREEMENT	Denied	2006-10-23 05:13 PT
1503	sramana	Q ADMINISTRATIVE NOTE	Denied	2006-10-23 05:14 PT
1500	sramana	X ADVERSE EVENT REPORT	Denied	2006-10-20 12:48 PT
1499	sramana	A ADMINISTRATIVE DOCUMENT	Denied	2006-10-20 12:56 PT

- Note the Tracking Numbers for the two titles you entered. Click on one to review its summary report.

- Click the <<Back link to return to the search page.

- Now copy one of the Tracking Numbers into the Tracking Number text box and select its radio button. Search again.

- You can observe any changes by of a request’s Status by checking the “Show History” checkbox when searching.

## Instructions for Mapping and Reporting

The information about the changes being made by NTRT can be viewed on the NTRT Web site, under "NTRT Deployment Log." Those interested can also join the NTRT listserv which provides the same information as the NTRT Deployment log that is automatically sent to the recipients. Join by going to <http://vista.med.va.gov/ntrt/> and clicking the link in the middle of the screen called "NTRT Notification Listserv." This listserv is specific to NTRT deployments and only generates one message per week.

An Automated Notification Report (ANR) is sent out through the National Help Desk by e-mail messages that alert sites/recipients about the changes that are being made and the times the weekly NTRT deployment is deployed to sites. If you are not currently receiving ANR messages and would like to in the future, please submit a Remedy ticket to be added to VHA OI Software Announcement and you can be added to the distribution list for future information. The ANR list is not specific to NTRT deployments and you will also receive e-mails for many other purposes (sometimes as many as 20 per day).