VistA

Update

Clinical Reminders

VA-TH VVC REMINDERS

Install Guide

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Product Development
Office of Information Technology
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Introduction

VA Video Connect (VVC) is VA's secure and encrypted videoconferencing tool. To optimize use of this modality among interested Veterans and their VA care teams, the Office of Connected Care/Telehealth has developed a display clinical reminder to indicate which Veterans are capable of using VVC based on evidence of a prior encounter, a VVC capable device, and availability of cellular or internet connectivity. Their VVC capable status will then be displayed on the cover page of CPRS.

One dialog is included in the update. The VA-TH BL VVC CAPABILITY ASSESSMENT dialog is a brief assessment of a patient's capability of using VA Video Connect. **Sites can decide who should use the dialog and where it should be deployed. Deployment should be coordinated with Telehealth staff.** The dialog is linked to the VA-TH VVC CAPABLE INFORMATION definition; however, the replacement group will be the only section of the dialog available to a user if the definition is DUE for a patient. The replacement group only offers the ability to document the patient is not capable of VA Video Connect, which will remove the reminder from the cover sheet.

Three reminder definitions are included in the update.

1. **The VA-TH VVC CAPABLE INFORMATION definition's purpose is to communicate to users that the patient can use VA Video Connect.** It is not a typical definition used to remind staff to perform an intervention with the patient. If the definition status is DUE for a patient, then "Info Only: VA Video Connect Capable" will display on the cover sheet in the Clinical Reminder section indicating the patient is capable of participating in VA Video Connect visits. **Users should be educated of the reminder's purpose and that no interaction with the reminder is required.**

2. The second definition is VA-TH BL VVC CAPABLE. It is used as branching logic within the VA-TH VVC CAPABILITY ASSESSMENT dialog.

3. The third definition is VA-TH VVC TEST PENDING REPORT. This reminder is to be used as a reminder due report to list patients who have indicated he/she has the ability and equipment to use VA Video Connect but has not completed a test call. The report will generate a list of patients who need to complete a test call with telehealth staff.

The exchange file contains the following components:

HEALTH FACTORS
       VA-REMINDER UPDATES
       VA-UPDATE_2_0_80
       VA-TH VVC
       VA-TH VVC NOT CAPABLE
       VA-TH VVC CONFIRMED
       VA-TH VVC TEST PENDING

VA-TH VVC NO DEVICE AND/OR BROADBAND

REMINDER SPONSOR
Office of Connected Care

REMINDER LOCATION LIST
VA-TH 179 ENCOUNTERS

REMINDER TERM
VA-REMINDER UPDATE_2_0_80
VA-TH VVC NOT CAPABLE
VA-TH VVC ENCOUNTERS
VA-TH VVC CONFIRMED
VA-TH VVC TEST PENDING
VA-TH VVC CAPABLE

REMINDER DEFINITION
VA-TH BL VVC CAPABLE
VA-TH VVC TEST PENDING
VA-TH VVC CAPABLE INFORMATION

REMINDER DIALOG
VA-TH VVC CAPABILITY ASSESSMENT

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_80.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 20 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            RP    Repack
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_80.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_80.PRD

You should see a message at the top of your screen that the file successfully loaded.
```
http://vista.med.va.gov/reminders/UPDATE_2_0_80.PRD successfully loaded.
```

Search and locate an entry titled **UPDATE_2_0_80 VA-TH VVC REMINDERS** in reminder exchange

```
+Item   Entry                          Source                 Date Packed
  178   UPDATE_2_0_80 VA-TH VVC        GRIFFITH@SALT LAKE CI  05/15/2019@05:36
        REMINDERS
  179   UPDATE_2_0_82 VA-ADVANCE CARE  PLOTT@SALT LAKE CI     04/26/2019@09:33
        PLANNING
  180   UPDATE_2_0_84 VA-IRAQ POST     GRIFFITH@SALT LAKE CI  05/02/2019@09:50
        DEPLOYMENT UPDATE
  181   UPDATE_2_0_85 VA-CSP CLIN      GRIFFITH@SALT LAKE CI  06/05/2019@12:42
        ELIG FOR PRIM FAMILY CG UPDATE
  182   UPDATE_2_0_86 VA-PC3 VETERAN   GRIFFITH@SALT LAKE CI  05/31/2019@11:36
        CARE AGREEMENT
+          + 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            RP    Repack
Select Action: Next Screen// IFE   Install Exchange File Entry
Enter a list or range of numbers (1-281): 178
```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry
Enter the number that corresponds with your entry titled **UPDATE_2_0_80 VA-TH VVC REMINDERS** *(in this example it is entry 178, it will vary by site)*

```
       Component                                              Category      Exists
Source:       GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 05/15/2019@05:36:08
Package Version: 2.0P35

Description:
The following Clinical Reminder items were selected for packing:
REMINDER TERM
  VA-REMINDER UPDATE_2_0_80

REMINDER DEFINITION
  VA-TH VVC CAPABLE INFORMATION
  VA-TH VVC TEST PENDING

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

During the installation, you will see several prompts: *Note that you will Install all new
components*

If you see this prompt, hit enter:

Reminder Dialog VA-TH VVC CAPABILITY ASSESSMENT is not linked to a reminder.
Select Reminder to Link: VA-TH VVC CAPABLE INFORMATION//   NATIONAL

You will be promped to install the dialog component:

```
Packed reminder dialog: VA-TH VVC CAPABILITY ASSESSMENT

 Item  Seq. Dialog Findings                                    Type      Exists
   1      VA-TH VVC CAPABILITY ASSESSMENT                       dialog

   2    5 VA-TH VVC SUCCESS*                                    group
          Finding: *NONE*
   3    5.5 VA-TH VVC SUCCESS YES                               group
          Finding: VA-TH VVC CONFIRMED (HEALTH FACTOR)                    X
   4    5.10 VA-TH VVC SUCCESS NO                               group
          Finding: *NONE*
   5    5.10.5 VA-TH VVC CAP ASSMNT HEADER                      group
          Finding: *NONE*
   6    5.10.5.5 VA-TH VVC CAPABILITY ASSESSMENT INFO           group
          Finding: *NONE*
   7    5.10.5.10 VA-TH VVC VIDEO VISITS                        group
          Finding: *NONE*
   8    5.10.5.15 VA-TH VVC CAMERA                              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 –
Select Action: Next Screen// IA   Install All
Install reminder dialog and all components with no further changes: Y// ES

```
Packed reminder dialog: VA-TH VVC CAPABILITY ASSESSMENT
VA-TH VVC CAPABILITY ASSESSMENT (reminder dialog) installed from exchange file.
 Item  Seq. Dialog Findings                                   Type      Exists
   1     VA-TH VVC CAPABILITY ASSESSMENT                       dialog      X

   2   5 VA-TH VVC SUCCESS*                                    group       X
          Finding: *NONE*
   3   5.5 VA-TH VVC SUCCESS YES                               group       X
          Finding: VA-TH VVC CONFIRMED (HEALTH FACTOR)                     X
   4   5.10 VA-TH VVC SUCCESS NO                               group       X
          Finding: *NONE*
   5   5.10.5 VA-TH VVC CAP ASSMNT HEADER                      group       X
          Finding: *NONE*
   6   5.10.5.5 VA-TH VVC CAPABILITY ASSESSMENT INFO           group       X
          Finding: *NONE*
   7   5.10.5.10 VA-TH VVC VIDEO VISITS                        group       X
          Finding: *NONE*
   8   5.10.5.15 VA-TH VVC CAMERA                              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.**

```
           Component                              Category     Exists
Source:      GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 05/15/2019@05:36:08
Package Version: 2.0P35

Description:
The following Clinical Reminder items were selected for packing:
REMINDER TERM
  VA-REMINDER UPDATE_2_0_80

REMINDER DEFINITION
  VA-TH VVC CAPABLE INFORMATION
  VA-TH VVC TEST PENDING

Keywords:

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

You will be returned to this screen. Type Q to quit.

Install Completed

Post Installation

1. **Map appropriate local findings to the following terms. Coordination with telehealth staff may be necessary to identify local findings.**

   a. **Term: VA-TH VVC CONFIRMED**

Description:
  This term contains findings that represent the patient has successfully
  tested and/or used VA Video Connect. It is deployed with the following
  health factor. Map local equivalent findings.
  > National Health Factor: VA-TH VVC CONFIRMED

   b. **Term: VA-TH VVC NOT CAPABLE**

Description:
  This term contains findings that represent the patient is not capable of
  using VA Video Connect. The true term will remove the Info Only: VA Video
  Connect Capable reminder from the cover sheet. It is deployed with the
  following health factor. Map local equivalent findings.
  > National Health Factor: VA-TH VVC NOT CAPABLE

   c. **Term: VA-TH VVC TEST PENDING**

Description:
  This term contains findings that represent the patient has indicated he/she has the ability and
equipment to participate in VA Video Connect, but still needs to conduct a test call. It is
deployed with the following health factor. Map local equivalent findings.
  > National Health Factor: VA-TH VVC TEST PENDING

   d. **Term: VA-TH VVC ENCOUNTERS**

Description:
  This term contains findings that represent completed VVC encounters with the 179 stop code.
  The true term will display the "Info Only: VA Video Connect Capable" reminder on the cover
  sheet. It is deployed with the following location list. Map local equivalent findings according
  to instructions below.
  > National Location List: VA-TH 179 ENCOUNTERS

2. **Identify clinic locations which have a 179 credit stop code and map the location to the VA-TH 179 ENCOUNTERS location list.**
   a. **Coordinate with telehealth staff** to identify locations coded with the 179 stop code. A FileMan Print report is included in Appendix A to identify the hospital locations. A review of the list with telehealth staff may be necessary to identify all appropriate active locations.
   b. Add the hospital locations to the VA-TH 179 ENCOUNTERS location list. Begin in the Reminder Managers Menu and follow the highlighted fields below.
   <u>Important Note:</u> All clinics created in the future with the 179 stop code need to be

added to this location list. Remind staff charged with creating new clinics to alert the CAC/HIS staff of new VVC locations.

```
    CF      Reminder Computed Finding Management ...
    RM      Reminder Definition Management ...
    SM      Reminder Sponsor Management ...
    TXM     Reminder Taxonomy Management
    TRM     Reminder Term Management ...
    LM      Reminder Location List Management ...
    RX      Reminder Exchange
    RT      Reminder Test
    OS      Other Supporting Menus ...
    INFO    Reminder Information Only Menu ...
    DM      Reminder Dialog Management ...
    CP      CPRS Reminder Configuration ...
    RP      Reminder Reports ...
    MST     Reminders MST Synchronization Management ...
    PL      Reminder Patient List Menu ...
    PAR     Reminder Parameters ...
    VS      NLM Value Set Menu
    ROC     Reminder Order Check Menu ...
    CQM     NLM Clinical Quality Measures Menu
    XM      Reminder Extract Menu ...
    GEC     GEC Referral Report
```

Select Reminder Managers Menu <TEST ACCOUNT> Option: **LM** **Reminder Location List Management**

```
    LL      List Location Lists
    LI      Location List Inquiry
    LE      Add/Edit Reminder Location List
    LC      Copy Location List
```

Select Reminder Location List Management <TEST ACCOUNT> Option: **LE** **Add/Edit Reminder Location List**
Select Location List: **VA-TH 179 ENCOUNTERS**   LOCAL
NAME: VA-TH 179 ENCOUNTERS Replace
CLASS: LOCAL//
SPONSOR: Office of Connected Care
REVIEW DATE:
DESCRIPTION:
  Edit? NO//
Select CLINIC STOP: RT CLIN VID CARE HOME//
  CLINIC STOP: RT CLIN VID CARE HOME//
  Select CREDIT STOP TO EXCLUDE:
  CREDIT STOPS TO EXCLUDE (LIST):
  EXCL LOCS WITH NO CREDIT STOP:
Select CLINIC STOP:
Select HOSPITAL LOCATION: **Add clinic name here**
  Are you adding 'YOUR CLINIC NAME' as
    a new HOSPITAL LOCATION LIST (the 1ST for this REMINDER LOCATION LIST)?
No// **Y (Yes)**
Select HOSPITAL LOCATION: **Continue adding clinic names here**

3. **The element VAL-TH VVC TEST CALL has a LOCAL class distinction.** Using the menu Reminder Dialog Management, Reminder Dialogs, change your view to Elements. Search for and edit the element VAL-TH VCC TEST CALL. The element provides instructions to the user on how the patient should conduct a test call for VVC. In the reminder dialog text, the first sentence, "Please *facility parameter depending on whether they have a test call service* to complete a test call." is a place holder for sites to add site-specific instructions for the patient to conduct a test call. **Coordinate with Telehealth staff** to add appropriate instructions to this element or remove the placeholder sentence by editing the dialog text. The second sentence is instructions for contacting the National Telehealth Technical Help Desk and should not be edited.

4. **Coordinate the VVC Capability Assessment dialog deployment with Telehealth staff.** The dialog is deployed linked to the reminder definition; however, should also be used as a stand-alone note title or linked to a shared template.

5. **Educate staff of the purpose of the reminder definition as an information-only reminder.** The purpose of the definition is to notify staff that a patient is capable of VA Video Connect calls. It is not intended to be resolved and is not reminding staff of a necessary intervention for the patient. The only action a user can take when the reminder is DUE is to document the patient is no longer capable of VA Video Connect.

6. **Test the reminder and add reminder definition to CPRS cover sheet.**

7. **Some sites may want the information only reminder to display at the top of the reminder list on the cover sheet.** Follow the instructions below to have this reminder display at the top of the Due list on the cover sheet.

   a. Select the reminder icon (clock) in the upper right corner of CPRS.

   b. Select "Action"
   c. Select "Edit Cover Sheet Reminder List"
   d. Select the System level

e. Click and highlight the "Info Only: VA Video Connect Capable" reminder in the System list (right list) and enter the lowest sequence number to move it to the top of the list. In the example the sequence number is 1.

f. Select Apply
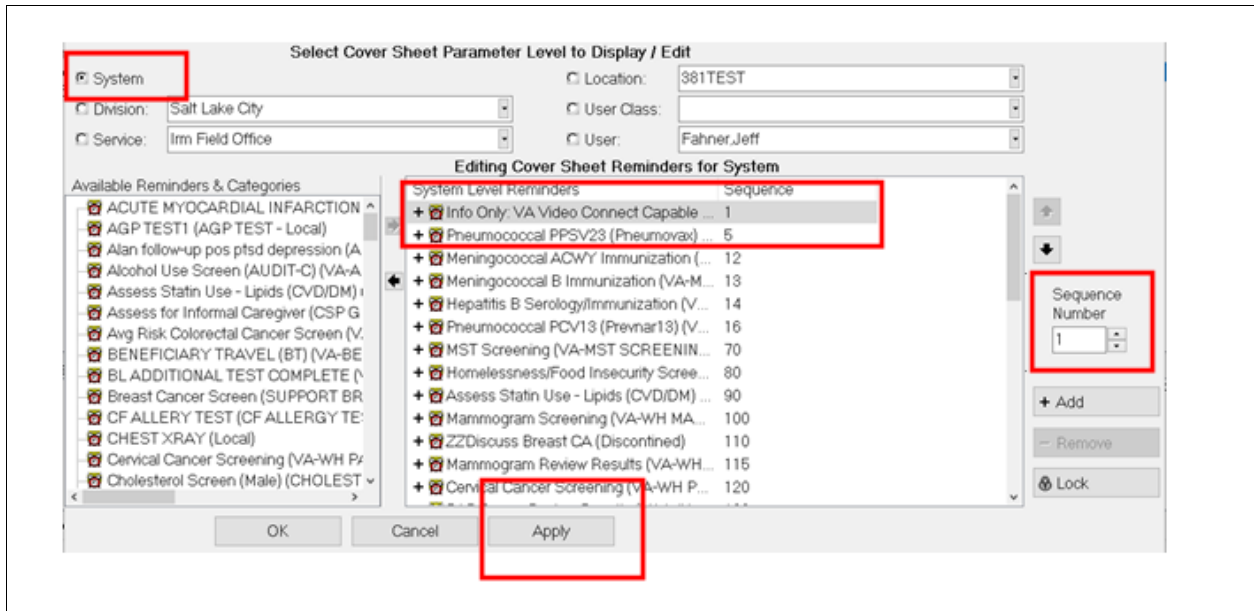
8. **Make the Dialog template available to be attached to a Personal or Shared template or to be able to attach the dialog to a progress note title.**

From the Reminders Manager Menu:

Select Reminder Managers Menu Option: <mark>CP CPRS Reminder Configuration</mark>

    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
    <mark>TIU   TIU Template Reminder Dialog Parameter</mark>
    DL   Default Outside Location
    PT   Position Reminder Text at Cursor

Select CPRS Reminder Configuration Option: <mark>TIU TIU Template Reminder Dialog Parameter</mark>

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*: <mark>5</mark> 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
151	VACO TRANSPLANT REFERRAL (D)

*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>**
Clinical Reminder Dialog**: VA-TH VVC CAPABILITY ASSESSMENT**<Enter>
OK? Yes// **<Enter>** (Yes)

9. **Setup of Note title (if applicable)**
   A note title may need to be created to use with this reminder dialog template.
   Coordinate deployment with Telehealth staff.

   Comprehensive information on Creating Document Definitions can be found beginning on page 47 of the TIU/ASU Implementation Guide

10. **Associate the reminder dialog with the note title in CPRS (if applicable).**
    To do this, go to Template Editor, then Document Titles, select the appropriate folder (if applicable), and choose New Template (top right-hand corner).
    In the Name field type the name of the local note title.
    In the example below the local title is VA VIDEO CONNECT CAPABILITY ASSESSMENT
    Template Type: Reminder Dialog
    Reminder Dialog: **VA-TH VVC CAPABILITY ASSESSMENT**
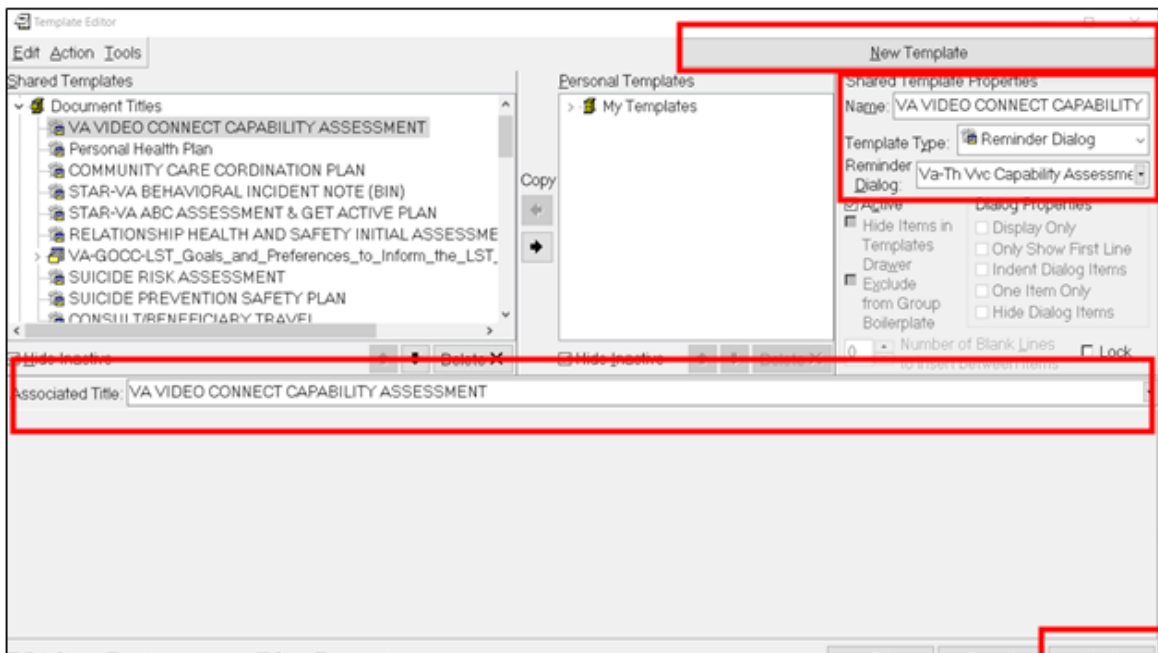
Next, type in the Associated Title, which in this case is **VA VIDEO CONNECT CAPABILITY ASSESSMENT** and click Apply.

11. **Develop and assign the reminder due report (if applicable). Coordinate with Telehealth staff before completing this step.**
    Important Note: **Do not run a reminder due report until locations have been added to the national location list.**

From the reminder managers menu:

```
    CF      Reminder Computed Finding Management ...
    RM      Reminder Definition Management ...
    SM      Reminder Sponsor Management ...
    TXM     Reminder Taxonomy Management
    TRM     Reminder Term Management ...
    LM      Reminder Location List Management ...
    RX      Reminder Exchange
    RT      Reminder Test
    OS      Other Supporting Menus ...
    INFO    Reminder Information Only Menu ...
    DM      Reminder Dialog Management ...
    CP      CPRS Reminder Configuration ...
    RP      Reminder Reports ...
    MST     Reminders MST Synchronization Management ...
    PL      Reminder Patient List Menu ...
    PAR     Reminder Parameters ...
    VS      NLM Value Set Menu
    ROC     Reminder Order Check Menu ...
    CQM     NLM Clinical Quality Measures Menu
    XM      Reminder Extract Menu ...
    GEC     GEC Referral Report


Select Reminder Managers Menu <TEST ACCOUNT> Option: Reminder
Reports


    D       Reminders Due Report
    DRU     Reminders Due Report (User)
    DRT     User Report Templates
    EPT     Extract EPI Totals
    EPF     Extract EPI List by Finding and SSN
    EQT     Extract QUERI Totals
    GEC     GEC Referral Report
    REV     Review Date Report
    FUR     Finding Usage Report


Select Reminder Reports <TEST ACCOUNT> Option: Reminders Due
Report
```

```
Select an existing REPORT TEMPLATE or return to continue:

        Select one of the following:

                I         Individual Patient
                R         Reminder Patient List
                L         Location
                O         OE/RR Team
                P         PCMM Provider
                T         PCMM Team

PATIENT SAMPLE: Location

Select FACILITY: SALT LAKE CITY// Enter appropriate facility
name(s)
Select another FACILITY:

        Select one of the following:

                HA        All Outpatient Locations
                HAI       All Inpatient Locations
                HS        Selected Hospital Locations
                CA        All Clinic Stops(with encounters)
                CS        Selected Clinic Stops
                GS        Selected Clinic Groups

Determine encounter counts for: HS// Enter appropriate option

        Select one of the following:

                P         Previous Encounters
                F         Future Appointments

PREVIOUS ENCOUNTERS OR FUTURE APPOINTMENTS: P// Enter appropriate
option

Enter ENCOUNTER BEGINNING DATE:  Enter appropriate date
Enter ENCOUNTER ENDING DATE: Enter appropriate date
Enter EFFECTIVE DUE DATE: Apr 01, 2019// Enter

Select SERVICE CATEGORIES: A,I,T Enter appropriate service
categories.

        Select one of the following:

                D         Detailed
                S         Summary

TYPE OF REPORT: S// Detailed

Combined report for all Locations : YES

Display All Future Appointments: NO
```

```
       Sort by Next Appointment date: NO

       Print full SSN: NO

       Print locations with no patients? YES// NO

       Print percentages with the report output? NO

       Select individual REMINDER: VA-TH VVC TEST PENDING

       Create a new report template: N// YES

       STORE REPORT LOGIC IN TEMPLATE NAME: VVC TEST PENDING REPORT
         Are you adding 'VVC TEST PENDING REPORT' as
           a new REMINDER REPORT TEMPLATE (the 4TH)? No// Yes
          REMINDER REPORT TEMPLATE REPORT TITLE: VVC TEST PENDING REPORT
       Changes to template 'VVC TEST PENDING REPORT' have been saved

       Print delimited output only: NO

       Include deceased patients on the list? NO

       Include test patients on the list? NO

       Save due patients to a patient list: NO

       DEVICE: HOME// At this point you can run the report or type ^ to
       get out of the option.
```

Once the reminder due report has been created, it can be assigned to a user for them to be able to run the report. The user must have the **PXRM REMINDERS DUE (USER)** menu before accessing the report.

From the Reminder Report Menu

```
    D      Reminders Due Report
    DRU    Reminders Due Report (User)
    DRT    User Report Templates
    EPT    Extract EPI Totals
    EPF    Extract EPI List by Finding and SSN
    EQT    Extract QUERI Totals
    GEC    GEC Referral Report
    REV    Review Date Report
    FUR    Finding Usage Report


Select Reminder Reports <TEST ACCOUNT> Option: DRT
Select NEW PERSON NAME: Enter the name of the user
```

```
        ----- Setting Reminder Report Templates  for User:
        GRIFFITH,ELIZABETH A -----
        Select Sequence: 5
        Are you adding 5 as a new Sequence? Yes//    YES

        Sequence: 5//
        Reminder Report Template: VVC TEST PENDING
```

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
Enterprise Application: VistA - Clinical Reminders
Assignment Group: NTL SUP Clin 2

Appendix A

FileMan report to identify clinics with the 179 credit stop code (USING PRINT)

```
Select Systems Manager Menu Option: FM  VA FileMan

        VA FileMan Version 22.2


        Enter or Edit File Entries
        Print File Entries
        Search File Entries
        Modify File Attributes
        Inquire to File Entries
        Utility Functions ...
        Data Dictionary Utilities ...
        Transfer Entries
        Other Options ...


Select VA FileMan Option: Print File Entries

Output from what File: HOSPITAL LOCATION
Sort by: NAME// CREDIT STOP CODE
Start with CREDIT STOP CODE: FIRST// RT CLIN VID CARE HOME
Go to CREDIT STOP CODE: LAST// RT CLIN VID CARE HOME
  Within CREDIT STOP CODE, Sort by: Enter
First Print FIELD: NAME
Then Print FIELD: CREDIT STOP CODE
Then Print FIELD:
Heading (S/C): HOSPITAL LOCATION List  Replace Enter
START at PAGE: 1// Enter
DEVICE:  HOME(CRT)    Right Margin: 80// Enter
```

FileMan report to identify clinics with the 179 credit stop code (USING SEARCH)

```
        Enter or Edit File Entries
        Print File Entries
        Search File Entries
        Modify File Attributes
        Inquire to File Entries
        Utility Functions ...
        Data Dictionary Utilities ...
        Transfer Entries
        Other Options ...



Select VA FileMan Option: search File Entries

Output from what File: HOSPITAL LOCATION
```

```
   -A- SEARCH FOR HOSPITAL LOCATION FIELD: CREDIT STOP CODE
   -A- CONDITION: EQUALS
   -A- EQUALS CLINIC STOP: RT CLIN VID CARE HOME        179

   -B- SEARCH FOR HOSPITAL LOCATION FIELD: Enter

IF: A// Enter    CREDIT STOP CODE EQUALS 384 (RT CLIN VID CARE HOME)

STORE RESULTS OF SEARCH IN TEMPLATE: Enter

Sort by: NAME// Enter
Start with NAME: FIRST// Enter
First Print FIELD: NAME
Then Print FIELD: CREDIT STOP CODE
Then Print FIELD: Enter
Heading (S/C): HOSPITAL LOCATION Search  Replace Enter
DEVICE:   HOME(CRT)     Right Margin: 80// Enter
```

Appendix B

Education for running the reminder due report and interpreting results

A user will be able to run the VVC TEST PENDING REPORT once provided the menu and reminder report as described in the post-installation steps. The following describes how to run and interpret the reminder due report.

1. Sign into VistA and follow the highlighted prompts below. Navigating to the reminder due report menu may differ at each site, so coordination with the CAC/HIS may be necessary.

```
Select Surgeon Menu <TEST ACCOUNT> Option: reminders Due Report (User)

Select REPORT TEMPLATE:VVC TEST PENDING REPORT


        Report Title:           VVC TEST PENDING REPORT
        Report Type:            Detailed Report
        Patient Sample:         Location
        Facility:               YOUR VAMC
        Location:               All Outpatient Locations (Prior Encounters)
        Print Locations without Patients:NO
        Print percentages with the output:NO
        Reminder:               1  VA-TH VVC TEST PENDING
        Template Name:          VVC TEST PENDING REPORT
        Date last run:          MAY 15, 2019@09:07:28
        Owner:                  Wilson, Marshawn Largent
        Service categories:     A,I
            A - AMBULATORY
            I - IN HOSPITAL

Enter ENCOUNTER BEGINNING DATE: MAY 12, 2019 (Enter the first date of the
timeframe for clinic visits) It is best to limit the timeframe to search for
patients to a week or less.

Enter ENCOUNTER ENDING DATE: MAY 15, 2019 (Enter the last date of the
timeframe for clinic visits) It is best to limit the timeframe to search for
patients to a week or less.

Enter EFFECTIVE DUE DATE: Enter to accept the default date

Combined report for all Locations : YES

Display All Future Appointments: NO

Sort by Next Appointment date: NO

Print full SSN: NO

Print delimited output only: NO
```

Include deceased patients on the list? <mark>NO</mark>

Include test patients on the list? <mark>NO</mark>

DEVICE: HOME// <mark>Enter (to print to screen) OR enter printer name</mark>

Building hospital locations list -
Elapsed time for building hospital locations list: 0 secs

Building patient list |
Elapsed time for building patient list: 0 secs

Calling the scheduling package to gather appointment data |
Elapsed time for call to the Scheduling Package: 7 secs

Sorting scheduling output |
Elapsed time for sorting scheduling output: 0 secs
Elapsed time for removing invalid encounter(s): 0 secs
Elapsed time for reminder evaluation: 0 secs

<mark>The report output is below. You may need to select enter once to see the patient list.</mark>

```
          Clinical Reminders Due Report (User) - Detailed Report
          Report Title:       VVC TEST PENDING REPORT
          Patient Sample:     Location
          Location:           All Outpatient Locations (Prior Encounters)
          Reminder:           VA-TH VVC TEST PENDING
          Appointments:       Next Appointment only
          Date Range:         5/12/2019 to 5/15/2019
          Effective Due Date: 5/15/2019
          Date run:           5/15/2019 9:32:25 am
          Template Name:      VVC TEST PENDING REPORT
          Requested by:       Wilson, Marshawn Largent
          Combined report:    Combined Locations
          Service categories: A,I
            A - AMBULATORY
            I - IN HOSPITAL
```
_____
```
          Clinical Reminders Due Report - Detailed Report
Facility: YOUR VAMC
Reminders due 5/15/2019 - COMBINED LOCATIONS for 5/12/2019 to 5/15/2019
VVC TEST PENDING REPORT:  4 patients have the reminder due

                                        Date Due    Last Done   Next Appt
                                        --------    ---------   ---------
    1 TEST,CHRIS STEVE (0000)           DUE NOW     N/A         None
    2 TESTER,DALE KARL (0000)           DUE NOW     N/A         5/23/2019
    3 TEST,JAMES H (0000)               DUE NOW     N/A         6/28/2019
    4 TESTMAN,SCOTT ALLEN (0000)        DUE NOW     N/A         7/8/2019
```

<mark>The patients listed in the report are waiting for test calls.</mark>