



**Update 2\_0\_89**

**Clinical Reminders**

**VA-Community Care Emergency Treatment**

**Install Guide**

**July 2019**

Product Development  
Office of Information Technology  
Department of Veterans Affairs

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# Introduction

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## **Description:**

*The new enhanced Community Care Emergency Treatment progress 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 Emergency Treatment note. This section allows for the Administrative and Clinical staff to determine the approval or disapproval of the Title 38 U.S.C 1703, CFR 1703 CFR17.4005-17.4030 payment authority.*

*The Community Care Emergency Treatment progress note has the capability to automatically generate a Community Care-Emergency Treatment Approval consult when the emergency treatment services are approved for U.S.C. 1703 based on the mission act eligibility criteria.*

UPDATE\_2\_0\_89 contains 1 Reminder Exchange entry:

**UPDATE\_2\_0\_89 VA-COMMUNITY CARE EMERGENCY CARE REFERRED**

**The exchange file contains the following components:**

### **TIU TEMPLATE FIELD**

TEXT 30 CHAR (REQ)  
VA FACILITIES2 REQ  
DATE & TIME (REQ)  
RB YES/NO LC REQ  
DATE (\*)  
WP 1 LINE REQ  
DATE NOW DEFAULT  
WORD PROCESSING - 2 LINES  
NVCC DISCHARGE DISPOSITION 2  
GEN DATE  
GEN WORD PROC NARROW  
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  
WP 2/74REQ  
GEN TEXT BOX 50 REQUIRED  
NVCC ADMISSION ROUTE  
YES/NO/UNKNOWN (REQ)  
TEXT (1-20 CHAR)  
TEXT (1-30 CHAR)  
TEXT 50 REQUIRED  
DATE  
GEN WORD PROCESSING REQ  
GEN PLEASE EXPLAIN  
RB YES/NO/UNKNOWN SL  
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\_89  
COMMUNITY CARE  
HOSPITAL NOTIFICATION OTHER COJ  
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\_89

## REMINDER DIALOG

VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D)

## HEALTH SUMMARY TYPE

Service Connected Disabilities

## HEALTH SUMMARY OBJECTS

SERVICE DISABILITIES (TIU)

## TIU DOCUMENT DEFINITION

SERVICE DISABILITIES

## Install Details

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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\\_89.PRD](http://vista.med.va.gov/reminders/UPDATE_2_0_89.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              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_89.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\\_89.PRD](http://vista.med.va.gov/reminders/UPDATE_2_0_89.PRD)**

```
http://vista.med.va.gov/reminders/UPDATE_2_0_89.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\_89 VA-COMMUNITY CARE EMERGENCY CARE REFERRED** in reminder exchange.

+Item	Entry	Source	Date Packed
187	UPDATE_2_0_89 VA-COMMUNITY CARE EMERGENCY CARE REFERRED	GRIFFITH@SALT LAKE CI	07/19/2019@07:29
188	UPDATE_2_0_9 VA-COLORECTAL CANCER SCREENING	GRIFFITH@SALT LAKE CI	03/20/2018@08:45
189	UPDATE_2_0_90 VA-COMMUNITY CARE RFS RESPONSE LETTER	PLOTT@SALT LAKE CI	07/15/2019@12:58
190	UPDATE_2_0_91 VA-VCC BLOOD PRESSURE	GRIFFITH@SALT LAKE CI	07/11/2019@05:30
191	V7-HIV SCREENING (2012)	MURPHY@ATLANTA VAMC	01/09/2019@14:51
192	V7-HIV SCREENING (2012)	GRIFFITH@ZZ ALBANY	01/10/2019@06:25

```

+      + 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 (1-287): 187

```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry  
Enter the number that corresponds with your entry **UPDATE\_2\_0\_89 VA-COMMUNITY CARE EMERGENCY CARE REFERRED** (in this example it is entry 187 it will vary by site)

Component	Category	Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY		
Date Packed: 07/19/2019@07:29:28		
Package Version: 2.0P35		
Description:		
The following Clinical Reminder items were selected for packing:		
REMINDER DIALOG		
VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D)		
REMINDER TERM		
VA-REMINDER UPDATE_2_0_89		
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 EMERGENCY CARE REFERRED TIMELY (D) [NA
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D)	dialog	
2	5	VA-CC HOSPITAL NOTIFICATION NOTE VERSION Finding: *NONE*	element	
3	10	VA-GP NVCC NON VA FACILITY INTAKE (G) Finding: *NONE*	group	X
4	10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY (G) Finding: *NONE*	group	X
5	10.10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY INFO1 (G) Finding: *NONE*	group	X
6	10.10.15	VAL-CC REFERRAL HOSPITALS Finding: *NONE*	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// IA
```

At the **Select Action** prompt, type **IA** to install the dialog – **VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D)**

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

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

```
Packed reminder dialog: VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D) [NA
VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D) (reminder dialog) installed
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D)	dialog	X
2	5	VA-CC HOSPITAL NOTIFICATION NOTE VERSION Finding: *NONE*	element	X
3	10	VA-GP NVCC NON VA FACILITY INTAKE (G) Finding: *NONE*	group	X
4	10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY (G) Finding: *NONE*	group	X
5	10.10.10	VA-GP NVCC NON VA FACILITY INTAKE FACILITY INFO1 (G) Finding: *NONE*	group	X
6	10.10.15	VAL-CC REFERRAL HOSPITALS Finding: *NONE*	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 **S to Skip**.

```
Component Category Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 07/19/2019@07:29:28
Package Version: 2.0P35

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D)

REMINDER TERM
  VA-REMINDER UPDATE_2_0_89

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

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### 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 EMERGENCY CARE REFERRED TIMELY (D)**

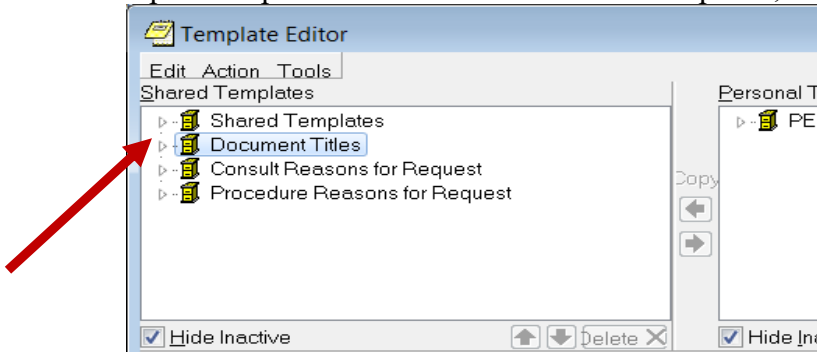
then **<enter>** reminder dialog NATIONAL

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

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

Create a new progress note title **COMMUNITY CARE EMERGENCY TREATMENT**  
Associate the new title to the standard title NONVA NOTE.

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



Click ‘triangle’ to left of Document Titles to expand.

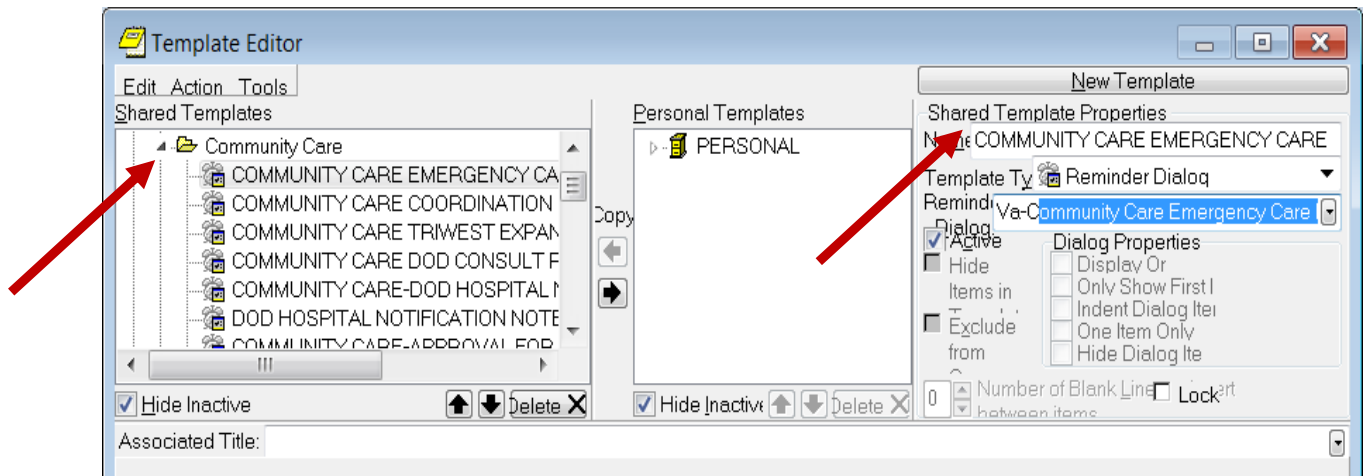
Select the folder where the title **Community Care Emergency Treatment** will be located—in this example “Community Care”

Now click “**New Template**” on the top right side of the Template Editor

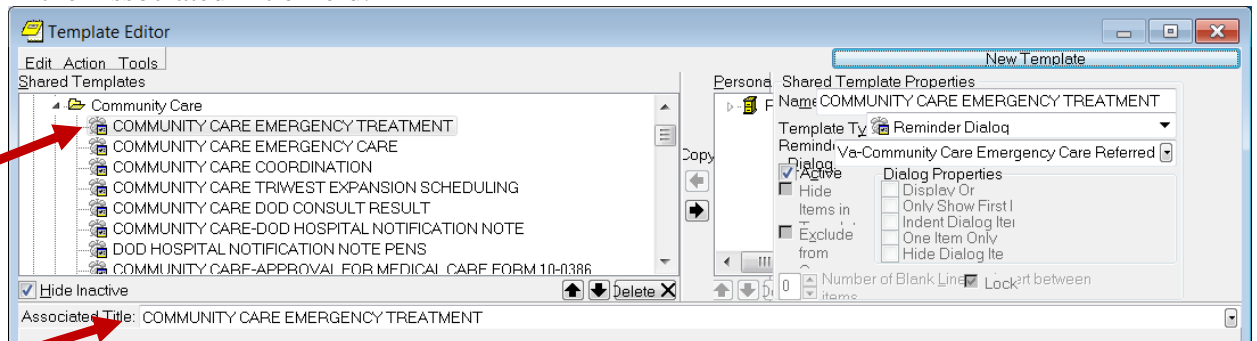
In the “**Name**” field enter “Community Care Emergency Care.

Change **Template type** to Reminder Dialog.

In reminder Dialog field enter “VA-COMMUNITY CARE EMERGENCY CARE REFERRED TIMELY (D)” and the reminder dialog should be found as below.



Now go to Shared Templates located at left side of screen below. You should see the reminder dialog name displayed. Click on the Reminder Dialog to select it and enter the Progress Note title **COMMUNITY CARE EMERGENCY TREATMENT** in the Associated Title field.



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.
4. This template has the ability to place an order for a consult. The technical guide for creating that consult and the location of the txml template to associate the template with can be found here: [Community Care-Emergency Treatment Consult Technical Guide](#). This technical guide will also include instructions for linking the consult to the template.

*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*