



Update 2_0_22

Clinical Reminders

VA-Gateway to Healthy Living Reminder Dialogs

Install Guide

May 2017

Product Development
Office of Information Technology
Department of Veterans Affairs

Table of Contents

INTRODUCTION	1
INSTALL DETAILS	7
INSTALL EXAMPLE	7
POST INSTALLATION	13

Introduction

The Gateway to Healthy Living Program was designed by the VHA National Center for Health Promotion and Disease Prevention to serve as an entry point for Veterans who might benefit from self-care and healthy living programming. The program aims to facilitate Veteran engagement in health behavior change, increase confidence for changing, and link Veterans with effective healthy living interventions.

The Gateway is a 90-minute, face-to-face group session, followed by two follow-up phone calls which occur 1-2 and 4-6 weeks after the group session. The goal of the program is to help participants increase motivation for change, set health behavior change goals, if interested, and connect them to resources available in and outside of VA.

Three reminder dialogs are being distributed with this update

UPDATE_2_0_22 contains 1 Reminder Exchange entry:

UPDATE_2_0_22 VA-GATEWAY TO HEALTHY LIVING

The exchange file contains the following components:

REMINDER DIALOG

VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE
VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE
VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE

REMINDER TERM

VA-REMINDER UPDATE_2_0_22

TIU TEMPLATE FIELD

GEN WORD PROC REQ LARGE
GEN TEXT BOX 50 REQUIRED
GHL DETAILS COMMENT
GEN TEXT BOX 50
VA-GHL INFO SELF MANAGEMENT
VA-GHL INFO COMMUNITY PROGRAMS
VA-GHL INFO VA PROGRAMS
GEN WORD PROCESSING
DATE & TIME (REQ)
GEN TEXT 20 REQ
DATE (*)
CHECK ALL THAT APPLIES
GEN WORD PROCESSING REQ

HEALTH FACTORS

VA-REMINDER UPDATES
VA-UPDATE_2_0_22
VA-GW HEALTHY LIVING F/U
VA-GW F/U PT PREFER NO CONTACT

VA-GW F/U PT WILL CALL IN
VA-GW F/U SECURE MESSAGE
VA-GW F/U CALL PATIENT
VA-GW SMART GOAL DETAILS
VA-GW PT NOT READY TO SET GOAL
VA-GW SMART GOAL CONFIDENCE SCORE
VA-GW SMART GOAL 2 CONFIDENCE:UNKNOWN
VA-GW SMART GOAL 2 CONFIDENCE:0
VA-GW SMART GOAL 2 CONFIDENCE:10
VA-GW SMART GOAL 2 CONFIDENCE:9
VA-GW SMART GOAL 2 CONFIDENCE:8
VA-GW SMART GOAL 2 CONFIDENCE:7
VA-GW SMART GOAL 2 CONFIDENCE:6
VA-GW SMART GOAL 2 CONFIDENCE:5
VA-GW SMART GOAL 2 CONFIDENCE:4
VA-GW SMART GOAL 2 CONFIDENCE:3
VA-GW SMART GOAL 2 CONFIDENCE:2
VA-GW SMART GOAL 2 CONFIDENCE:1
VA-GW SMART GOAL 2
VA-GW SMART GOAL 1
VA-GW PROG ADDL SUPPORT CHOICE
VA-GW PROGRAM-SELF MGT PLAN
VA-GW PROGRAM-PERSONAL ACTIVITY PLAN
VA-GW PROGRAM-PERSONAL TOBACCO PLAN
VA-GW PROGRAM-PERSONAL WT MGT PROGRAM
VA-GW PROGRAM-MOBILE APP
VA-GW PROGRAM-OTH COMMUNITY RESOURCE
VA-GW PROGRAM-QUITLINE
VA-GW PROGRAM-PRIVATE GYM
VA-GW PROGRAM-TOPS
VA-GW PROGRAM-WEIGHT WATCHERS
VA-GW PROGRAM-YMCA
VA-GW PROGRAM-SILVER SNEAKERS
VA-GW PROGRAM-OTH VA GROUP
VA-GW PROGRAM-WELLNESS PROGRAM
VA-GW PROGRAM-STRESS MGT
VA-GW PROGRAM-DIABETES EDUC
VA-GW PROGRAM-TOBACCO CESSATION
VA-GW PROGRAM-MOVE!
VA-GW HEALTHY LIVING TARGET
VA-GW PT RECEIVED RESOURCES
VA-GW SMART GOAL 1 CONFIDENCE:UNKNOWN
VA-GW SMART GOAL 1 CONFIDENCE:0
VA-GW SMART GOAL 1 CONFIDENCE:10
VA-GW SMART GOAL 1 CONFIDENCE:9
VA-GW SMART GOAL 1 CONFIDENCE:8

VA-GW SMART GOAL 1 CONFIDENCE:7
VA-GW SMART GOAL 1 CONFIDENCE:6
VA-GW SMART GOAL 1 CONFIDENCE:5
VA-GW SMART GOAL 1 CONFIDENCE:4
VA-GW SMART GOAL 1 CONFIDENCE:3
VA-GW SMART GOAL 1 CONFIDENCE:2
VA-GW SMART GOAL 1 CONFIDENCE:1
VA-GW TARGET-OTHER
VA-GW TARGET-BE SAFE
VA-GW TARGET-MANAGE STRESS
VA-GW TARGET-SCREENING/IMMUNIZATIONS
VA-GW TARGET-LIMIT ALCOHOL
VA-GW TARGET-STRIVE FOR HLTHY WEIGHT
VA-GW TARGET-BE PHYSICALLY ACTIVE
VA-GW TARGET-EAT WISELY
VA-GW TARGET-BE TOBACCO FREE
VA-GW TARGET-BE INVOLVED IN HEALTHCARE
VA-GW F/U 2 PROG ADDL SUPPORT CHOICE
VA-GW F/U 2 PROGRAM-OTH SELF MGT PLAN
VA-GW F/U 2 PROGRAM-PERSONAL ACTIV PLAN
VA-GW F/U 2 PROGRAM-PERSONAL WT MGT PROG
VA-GW F/U 2 PROGRAM-PERSONAL TOB PLAN
VA-GW F/U 2 PROGRAM-MOBILE APP
VA-GW F/U 2 PROGRAM-OTH COMMUN RESOURCE
VA-GW F/U 2 PROGRAM-QUITLINE
VA-GW F/U 2 PROGRAM-PRIVATE GYM
VA-GW F/U 2 PROGRAM-TOPS
VA-GW F/U 2 PROGRAM-WEIGHT WATCHERS
VA-GW F/U 2 PROGRAM-YMCA
VA-GW F/U 2 PROGRAM-SILVER SNEAKERS
VA-GW F/U 2 PROGRAM-OTH VA GROUP
VA-GW F/U 2 PROGRAM-WELLNESS PROGRAM
VA-GW F/U 2 PROGRAM-STRESS MGT
VA-GW F/U 2 PROGRAM-DIABETES EDUC
VA-GW F/U 2 PROGRAM-TOBACCO CESSATION
VA-GW F/U 2 PROGRAM-MOVE!
VA-GW F/U 2 PT RECEIVED RESOURCES
VA-GW F/U 1 PROG ADDL SUPPORT CHOICE
VA-GW F/U 1 PROGRAM-OTH SELF MGT PLAN
VA-GW F/U 1 PROGRAM-PERSONAL ACTIV PLAN
VA-GW F/U 1 PROGRAM-PERSONAL TOB PLAN
VA-GW F/U 1 PROGRAM-PERSONAL WT MGT PROG
VA-GW F/U 1 PROGRAM-MOBILE APP
VA-GW F/U 1 PROGRAM-OTH COMMUN RESOURCE
VA-GW F/U 1 PROGRAM-QUITLINE
VA-GW F/U 1 PROGRAM-PRIVATE GYM

VA-GW F/U 1 PROGRAM-TOPS
VA-GW F/U 1 PROGRAM-WEIGHT WATCHERS
VA-GW F/U 1 PROGRAM-YMCA
VA-GW F/U 1 PROGRAM-SIVLER SNEAKERS
VA-GW F/U 1 PROGRAM-OTH VA GROUP
VA-GW F/U 1 PROGRAM-WELLNESS PROGRAM
VA-GW F/U 1 PROGRAM-STRESS MGT
VA-GW F/U 1 PROGRAM-DIABETES EDUC
VA-GW F/U 1 PROGRAM-TOBACCO CESSATION
VA-GW F/U 1 PROGRAM-MOVE!
VA-GW F/U 1 PT RECEIVED RESOURCES
VA-GW F/U 1 HEALTHY LIVING F/U
VA-GW F/U 1 PT PREFERS NO CONTACT
VA-GW F/U 1 PT WILL CALL IN
VA-GW F/U 1 SECURE MESSAGE
VA-CW F/U 1 CALL PATIENT
VA-GW F/U 1 CALL PT
VA-GW F/U 2 SMART GOAL CONFIDENCE SCORE
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:UNK
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:10
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:9
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:8
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:7
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:6
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:5
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:4
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:3
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:2
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:1
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:0
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:UNK
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:10
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:9
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:8
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:7
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:6
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:5
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:4
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:3
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:2
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:1
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:0
VA-GW F/U 1 SMART GOAL CONFIDENCE SCORE
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:UNK
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:10
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:9

VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:8
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:7
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:6
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:5
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:4
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:3
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:2
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:1
 VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:0
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:UNK
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:10
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:9
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:8
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:7
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:6
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:5
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:4
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:3
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:2
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:1
 VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:0
 VA-GW F/U 2 SMART GOAL DETAILS
 VA-GW F/U 2 SMART GOAL 2
 VA-GW F/U 2 SMART GOAL 1
 VA-GW F/U 1 SMART GOAL DETAILS
 VA-GW F/U 1 SMART GOAL 2
 VA-GW F/U 1 SMART GOAL 1
 VA-GW F/U 2 HEALTHY LIVING TARGET
 VA-GW F/U 2 REVIEWED PROGRESS
 VA-GW F/U 2 NO GOALS SET,NO F/U
 VA-GW F/U 2 PT NOT READY TO SET GOAL
 VA-GW F/U 2 TARGET-STRIVE FOR HLTHY WT
 VA-GW F/U 2 TARGET-SCRN/IMMUNIZATIONS
 VA-GW F/U 2 TARGET-OTHER
 VA-GW F/U 2 TARGET-MANAGE STRESS
 VA-GW F/U 2 TARGET-LIMIT ALCOHOL
 VA-GW F/U 2 TARGET-EAT WISELY
 VA-GW F/U 2 TARGET-BE TOBACCO FREE
 VA-GW F/U 2 TARGET-BE SAFE
 VA-GW F/U 2 TARGET-BE PHYSICALLY ACTIVE
 VA-GW F/U 2 TARGET-BE INV IN HLTHCARE
 VA-GW F/U 2 SUCCESSFUL LINKAGE W/ PROG
 VA-GW F/U 2 BARRIER/CHALLENGE DISCUSSED
 VA-GW F/U 1 HEALTHY LIVING TARGET
 VA-GW F/U 1 TARGET-BE SAFE
 VA-GW F/U 1 TARGET-OTHER

VA-GW F/U 1 TARGET-STRIVE FOR HLTHY WT
VA-GW F/U 1 TARGET-MANAGE STRESS
VA-GW F/U 1 TARGET-LIMIT ALCOHOL
VA-GW F/U 1 TARGET-SCRN/IMMUNIZATIONS
VA-GW F/U 1 TARGET-EAT WISELY
VA-GW F/U 1 TARGET-BE TOBACCO FREE
VA-GW F/U 1 TARGET-BE PHYSICALLY ACTIVE
VA-GW F/U 1 TARGET-BE INV IN HLTHCARE
VA-GW F/U 1 SUCCESSFUL LINKAGE W/ PROG
VA-GW F/U 1 NO GOALS SET,NO F/U
VA-GW F/U 1 PT NOT READY TO SET GOAL
VA-GW F/U 1 REVIEWED PROGRESS
VA-GW PT NOT READY TO SET GOAL,NO F/U
VA-GW F/U 1 BARRIER/CHALLENGE DISCUSSED
VA-GW F/U 2 REVISED SMART GOAL
VA-GW F/U 1 REVISED SMART GOAL

REMINDER SPONSOR

National Center for Health Promotion and Disease Prevention (NCP)

HEALTH SUMMARY TYPE

VA-GHL LINKED PROGRAMS
VA-GHL FOLLOW-UP
VA-GHL CONFIDENCE LEVEL
VA-GHL SMART GOAL
VA-GHL GOAL CATEGORY

HEALTH SUMMARY OBJECTS

GHL LINKED PROGRAMS (TIU)
GHL FOLLOW-UP (TIU)
GHL CONFIDENCE LEVEL (TIU)
GHL SMART GOAL (TIU)
GHL GOAL CATEGORY (TIU)

TIU DOCUMENT DEFINITION

GHL LINKED PROGRAMS
GHL FOLLOW-UP
GHL CONFIDENCE LEVEL
GHL SMART GOAL
GHL GOAL CATEGORY

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_22.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 30 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_22.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_22.PRD

```
.....
http://vista.med.va.gov/reminders/UPDATE_2_0_22.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_22 VA-GATEWAY TO HEALTHY LIVING in reminder exchange

+Item	Entry	Source	Date Packed
64	UPDATE_2_0_22 VA-GATEWAY TO HEALTHY LIVING	GRIFFITH@SALT LAKE CI	05/12/2017@09:36
65	UPDATE_2_0_24 MISC UPDATE 3	GRIFFITH@SALT LAKE CI	05/08/2017@04:44
66	UPDATE_2_0_28 VA-MENINGOCOCCAL IMMUNIZATIONS	GRIFFITH@SALT LAKE CI	05/05/2017@05:39
67	UPDATE_2_0_30 VA-IRAQ & AFGHAN POST-DEPLOY	GRIFFITH@SALT LAKE CI	05/11/2017@05:37
68	UPDATE_2_0_3_2 TBI SCREENING	MONTGOMERY@SALT LAKE CI	10/28/2015@07:12
69	UPDATE_2_0_4 VA-VETERANS CHOICE/MAMMOGRAM/TBI UPDATE	GRIFFITH@SALT LAKE CI	12/07/2015@06:03
+ + 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 (1-201): 64			

Enter the number that corresponds with your entry titled UPDATE_2_0_22 VA-GATEWAY TO HEALTHY LIVING (in this example it is entry 64, it will vary by site)

Component	Category	Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY		
Date Packed: 05/12/2017@09:36:43		
Package Version: 2.0P35		
Description:		
The following Clinical Reminder items were selected for packing:		
REMINDER DIALOG		
VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE		
VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE		
VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE		
REMINDER TERM		
VA-REMINDER UPDATE_2_0_22		
Keywords:		
+ 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 installation, you will see multiple prompts, **YOU WILL INSTALL ALL NEW COMPONENTS**

After the individual components install, you will be prompted to install the dialog components – **There are three different dialogs and you will need to install each of them:**

Packed reminder dialog: VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE [NATIONAL DIAL

Item	Seq.	Dialog Findings	Type	Exists
1		VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE	dialog	
2	5	VA-GHL TXT LEGEND-INFO ONLY Finding: *NONE*	element	X
3	10	VA-GHL INTRODUCTION Finding: *NONE*	group	
4	10.5	VA-GHL HF PT NOT READY FOR GOAL Finding: VA-GHL PT NOT READY TO SET GOAL (HEALTH FACTOR)	element	X
5	10.10	VA-GHL PATIENT GOALS Finding: *NONE*	group	
6	10.10.5	VA-GHL PATIENT GOAL CHOICES Finding: *NONE*	group	
7	10.10.5.5	VA-GHL HF GOAL-BE INVOLVED IN HEALTH CARE Finding: VA-GHL TARGET:BE INVOLVED IN HEALTHCARE (HEALTH	element	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-GATEWAY TO HEALTHY LIVING INITIAL NOTE

Select Action: Next Screen// IA Install All

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

VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE (reminder dialog) installed from excha

Item	Seq.	Dialog Findings	Type	Exists
1		VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE	dialog	X
2	5	VA-GHL TXT LEGEND-INFO ONLY Finding: *NONE*	element	X
3	10	VA-GHL INTRODUCTION Finding: *NONE*	group	X
4	10.5	VA-GHL HF PT NOT READY FOR GOAL Finding: VA-GHL PT NOT READY TO SET GOAL (HEALTH FACTOR)	element	X
5	10.10	VA-GHL PATIENT GOALS Finding: *NONE*	group	X
6	10.10.5	VA-GHL PATIENT GOAL CHOICES Finding: *NONE*	group	X
7	10.10.5.5	VA-GHL HF GOAL-BE INVOLVED IN HEALTH CARE Finding: VA-GHL TARGET:BE INVOLVED IN HEALTHCARE (HEALTH	element	X

+ + Next Screen - Prev Screen ?? More Actions

DD Dialog Details DT Dialog Text IS Install Selected
 DF Dialog Findings DU Dialog Usage QU Quit

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

You will be prompted to install the next dialog:

```
Packed reminder dialog: VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE [NATIONAL D
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE	dialog	
2	5	VA-GHL TXT LEGEND-INFO ONLY Finding: *NONE*	element	
3	10	VA-GHL PREVIOUS GOAL INFORMATION Finding: *NONE*	group	
4	10.5	VA-GHL OBJ PREVIOUS GOAL INFORMATION DETAILS Finding: *NONE*	element	
5	15	BLANK LINE DIALOG & NOTE Finding: *NONE*	element	
6	20	VA-GHL F/U 2 HEADER Finding: *NONE*	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-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE

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

All dialog components for VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE are new.

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

```
Packed reminder dialog: VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE [NATIONAL D
VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE (reminder dialog) installed from ex
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE	dialog	X
2	5	VA-GHL TXT LEGEND-INFO ONLY Finding: *NONE*	element	X
3	10	VA-GHL PREVIOUS GOAL INFORMATION Finding: *NONE*	group	X
4	10.5	VA-GHL OBJ PREVIOUS GOAL INFORMATION DETAILS Finding: *NONE*	element	X
5	15	BLANK LINE DIALOG & NOTE Finding: *NONE*	element	X
6	20	VA-GHL F/U 2 HEADER 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 be prompted to install the final dialog

```
Packed reminder dialog: VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE [NATIONAL D
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE	dialog	
2	5	VA-GHL TXT LEGEND-INFO ONLY Finding: *NONE*	element	X
3	10	VA-GHL PREVIOUS GOAL INFORMATION Finding: *NONE*	group	X
4	10.5	VA-GHL OBJ PREVIOUS GOAL INFORMATION DETAILS Finding: *NONE*	element	X
5	15	BLANK LINE DIALOG & NOTE Finding: *NONE*	element	X
6	20	VA-GHL F/U 1 HEADER Finding: *NONE*	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-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE

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

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

```
Packed reminder dialog: VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE [NATIONAL D
VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE (reminder dialog) installed from ex
```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE	dialog	X
2	5	VA-GHL TXT LEGEND-INFO ONLY Finding: *NONE*	element	X
3	10	VA-GHL PREVIOUS GOAL INFORMATION Finding: *NONE*	group	X
4	10.5	VA-GHL OBJ PREVIOUS GOAL INFORMATION DETAILS Finding: *NONE*	element	X
5	15	BLANK LINE DIALOG & NOTE Finding: *NONE*	element	X
6	20	VA-GHL F/U 1 HEADER 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 REMIANING COMPONENTS:
YOU WILL INSTALL ALL NEW COMPONENTS

```
Component Category Exists
Source: GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 05/12/2017@09:36:43
Package Version: 2.0P35

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE
  VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE
  VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_22

Keywords:

+      + Next Screen  - Prev Screen  ?? More Actions  >>>
IA  Install all Components          IS  Install Selected Component
Select Action: Next Screen// O
```

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

Install Completed

Post Installation

1. Make the Dialog templates available to be attached to a Personal or Shared template or to be able to attach the dialog to a progress note title.

There are 3 reminder dialog templates included in this update:

- VA-Gateway to Healthy Living Initial Note
- VA-Gateway to Healthy Living Follow-Up 1 Call Note
- VA-Gateway to Healthy Living Follow-Up 2 Call Note

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
- 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-GATEWAY TO HEALTHY LIVING INITIAL NOTE <Enter>**

OK? Yes// <Enter> (Yes)

Select Display Sequence: Enter the next available sequence number

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

Display Sequence: XXX// <Enter>

Clinical Reminder Dialog: VA-GATEWAY TO HEALTHY LIVING FOLLOW-UP 1 CALL NOTE <Enter>

OK? Yes// <Enter> (Yes)

Select Display Sequence: Enter the next available sequence number

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

Display Sequence: XXX// <Enter>

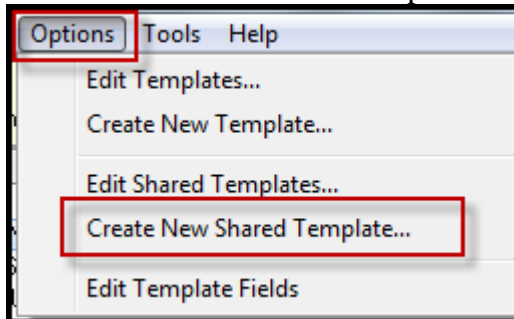
Clinical Reminder Dialog: VA-GATEWAY TO HEALTHY LIVING FOLLOW-UP 2 CALL NOTE <Enter>

OK? Yes// <Enter> (Yes)

2. Add the reminder dialog templates to Shared Templates folder in CPRS.

To do this, click on “Options” in the toolbar on the Notes tab

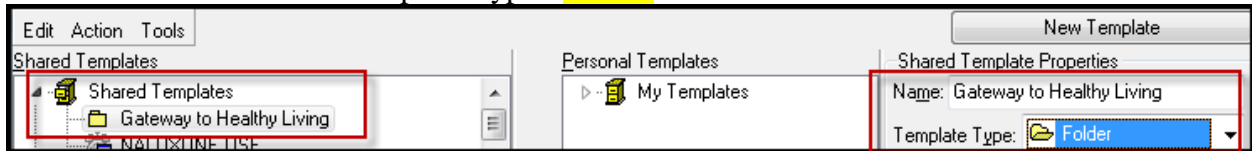
Select Create New Shared Template



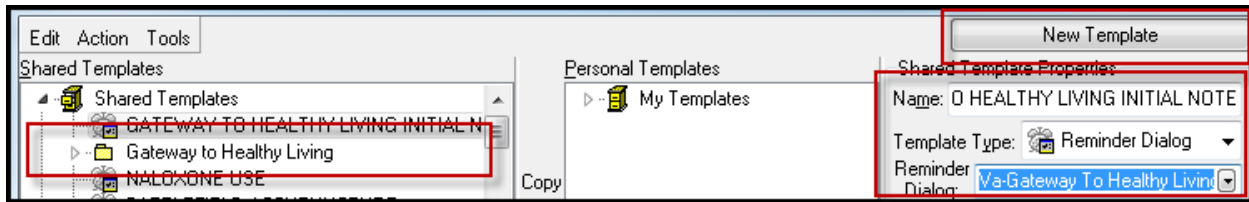
Determine if the 3 reminder dialog templates will be in a folder in shared templates or if they will be listed separately in the Shared Template folder.

- **Creating a folder in shared templates**

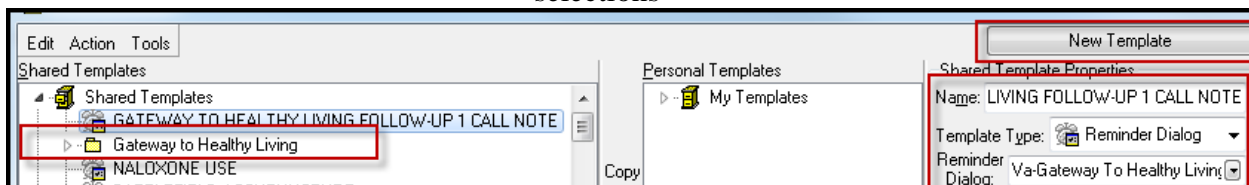
- New Template Name: Gateway to Healthy Living
- Template Type: Folder



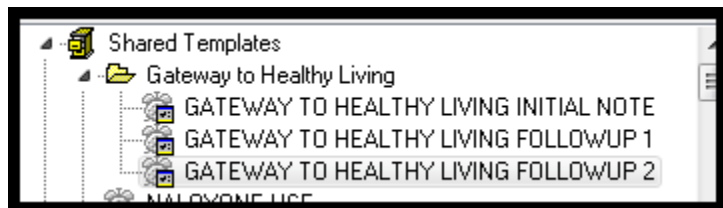
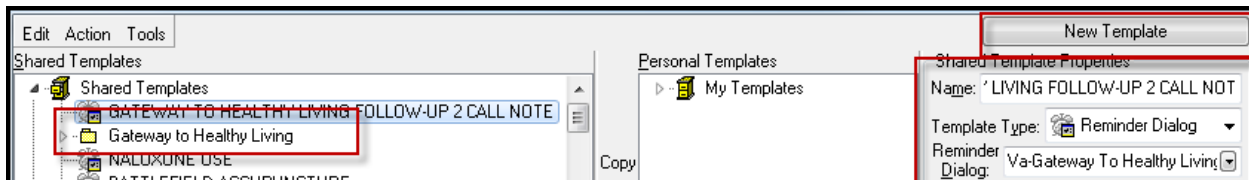
- Highlight Gateway to Healthy Living Shared Template folder
 - Choose New Template (top right-hand corner)
 - New Template Name: Gateway to Healthy Living Initial Note
 - Template Type: Reminder Dialog
 - Select the VA-Gateway to Healthy Living Initial Note template in the Reminder Dialog drop-down selections



- Highlight Gateway to Healthy Living Shared Template folder
 - Choose New Template (top right-hand corner)
 - New Template Name: Gateway to Healthy Living Follow-Up 1Call Note
 - Template Type: Reminder Dialog
 - Select the VA-Gateway to Healthy Living F/U 1 Call Note template in the Reminder Dialog drop-down selections

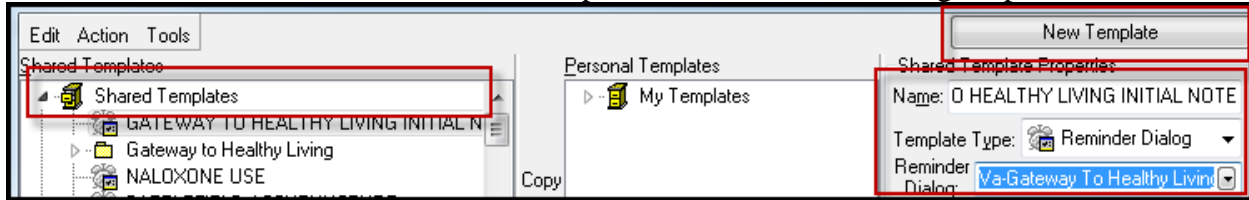


- Highlight Gateway to Healthy Living Shared Template folder
 - Choose New Template (top right-hand corner)
 - New Template Name: Gateway to Healthy Living Follow-Up 2 Call Note
 - Template Type: Reminder Dialog
 - Select the VA-Gateway to Healthy Living F/U 2 Call Note template in the Reminder Dialog drop-down selections

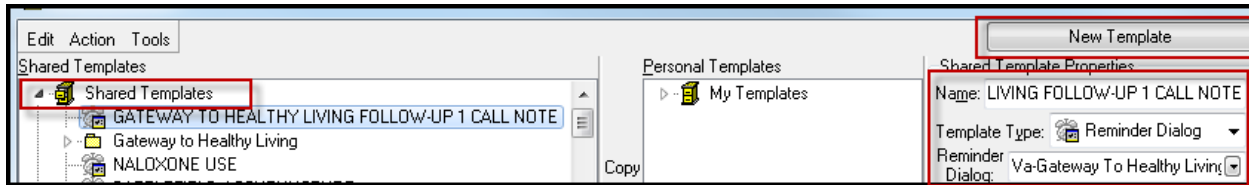


- **Creating New Shared Templates**
 - Highlight Shared Template folder
 - Choose New Template (top right-hand corner)
 - New Template Name: Gateway to Healthy Living Initial Note
 - Template Type: Reminder Dialog

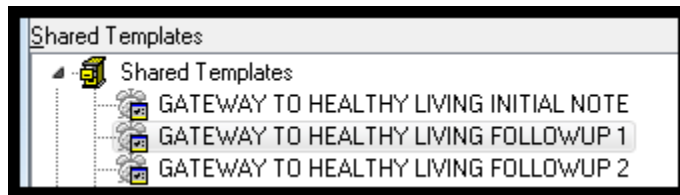
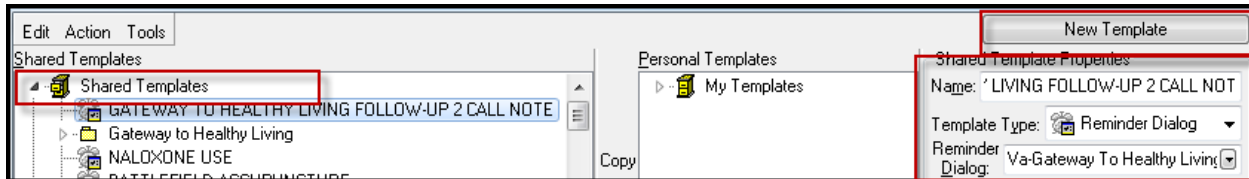
- Select the VA-Gateway to Healthy Living Initial Note template in the Reminder Dialog drop-down selections



- Choose New Template (top right-hand corner)
 - New Template Name: Gateway to Healthy Living FOLLOW-UP 1 Call Note
 - Template Type: Reminder Dialog
 - Select the VA-Gateway to Healthy Living F/U 1 Call Note template in the Reminder Dialog drop-down selections



- Choose New Template (top right-hand corner)
 - New Template Name: Gateway to Healthy Living Follow-Up 2 Call Note
 - Template Type: Reminder Dialog
 - Select the VA-Gateway to Healthy Living F/U 2 Call Note template in the Reminder Dialog drop-down selections



NOTE: If you require further technical assistance, please notify your local IT support to log a national CA Service Desk Manager (SDM) ticket (previously a Remedy™ ticket) or contact the VA Service Desk at 1-888-596-4357 and have them submit a national CA ticket to the Incident Area: NTL.APP.VISTA.CLINICAL REMINDERS 2_0 and we will contact you