



# BLIND REHABILITATION USER MANUAL



Version 5.0.29  
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Department of Veterans Affairs  
VistA Health System Design & Development



## Revision History

<i>Date</i>	<i>Description</i>	<i>Author</i>
04/08/2004	Create draft	Loren Behuniak/Bud Gunn, PM
04/19/2004	Revised/added content	Loren Behuniak/Bud Gunn, PM
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09/2005	Updated document V5.0 to remove TIU document definitions.	Connie Bernier/Bud Gunn, PM
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11/15/2006	Updated document to V5.0.27.6	Connie Bernier/Barb Lang
03/07/2007	<p>The following changes have occurred since the 5.0.26.8 version of this document:</p> <p><b>Page 8:</b></p> <ul style="list-style-type: none"> <li>On the Home or Welcome page, under User Notifications, New referrals and Deceased Patients can now be viewed by clicking on the link.</li> </ul> <p><b>Page 25:</b></p> <ul style="list-style-type: none"> <li>New <u>Administrator Menu feature</u>, BR Institutions, displays a list of the names of existing Blind Rehabilitation Institutions, the Service Area, and if the Institution's Active status is set to 'Yes' or 'No.'</li> </ul> <p><b>Page 28:</b></p> <ul style="list-style-type: none"> <li>New <u>Administrator Menu feature</u>, Logged In</li> </ul>	Connie Bernier/Joe Niksich, PM

	<p>Users is used to display a list and count of all users logged into the system</p> <p><b>Page 29:</b></p> <ul style="list-style-type: none"> <li>• New <u>Administrator Menu feature</u>, Patient ICN Lookup is used to find a patient by Identification Control Number (ICN)</li> </ul> <p><b>Page 37:</b></p> <ul style="list-style-type: none"> <li>• New <u>Administrator Menu report</u>, Menu-Item List, provides a list of Menu Items</li> </ul> <p><b>Page 38:</b></p> <ul style="list-style-type: none"> <li>• New <u>Administrator Menu report</u>, Role-Menu Assignment, provides a list of the available menu items that have been assigned to each role</li> </ul> <p><b>Page 45:</b></p> <ul style="list-style-type: none"> <li>• At the Enter/Edit BR Patient: Basic Information screen, added the Tracked By field, which is used to select the person who is tracking this patient</li> </ul> <p><b>Page 218:</b></p> <ul style="list-style-type: none"> <li>• New Print Reports Menu report, added the BRC Pre-Admission by Priority Level report that provides a list of the requested Report Fields including an edit link to access Modify Referral and Note information.</li> </ul> <p><b>Page 262:</b></p> <ul style="list-style-type: none"> <li>• At the Waitlist Menu, added a BRC Current Waiting List report that provides a list of Referrals Waiting by Program Type and Status.</li> </ul> <p><b>Page 264:</b></p> <ul style="list-style-type: none"> <li>• New Waitlist Menu report, added the BRC Historical Waitlist report that provides a list of Waiting Referrals and the number of Waiting Referrals with or without details.</li> </ul> <p><b>Page 266:</b></p> <ul style="list-style-type: none"> <li>• New Waitlist Menu report, added the BRC Historical Waitlist By VISN report that provides a list of Waiting Referrals (by VISN) and the number of Waiting Referrals.</li> </ul>	
08/23/2010	<p>The following changes have occurred since the 5.0.27.6 version of this document:</p> <p><b>Page 7:</b></p> <ul style="list-style-type: none"> <li>• On the <u>Login page</u> the REFRESH button has been removed. The new login page screen shot is updated.</li> </ul> <p><b>Page 24:</b></p> <ul style="list-style-type: none"> <li>• <u>Administrator Menu feature</u>, BR Institutions New feature is added to Edit BR Institution page for display and validating against the active users attached to that institution.</li> </ul> <p><b>Page 44:</b></p> <ul style="list-style-type: none"> <li>• At the <u>Enter/Edit BR Patient: Basic Information screen</u>, the Tracked By field</li> </ul>	Venkata Thippisetty/ Kerry Zallar

	<p>dropdown list modified to display the users with the roles VIST Coordinator, BROS and Low Vision.</p> <p><b>Page 10 &amp; 40:</b></p> <ul style="list-style-type: none"><li>• <u>VIST Visits</u> Menu item is added under the Enter/Edit Menu options.</li></ul> <p><b>Page 291:</b></p> <ul style="list-style-type: none"><li>• Page numbers are updated for <u>Index</u>.</li></ul>	
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# Introduction

The Blind Rehab application provides enhanced tracking, and reporting, of the blind rehabilitation services provided to veterans by:

- Visual Impairment Service Teams (VIST) Coordinators
- Blind Rehabilitation Centers (BRCs)
- Blind Rehabilitation Outpatient Specialists (BROS)
- Visual Impairment Services Outpatient Rehabilitation (VISOR) Programs
- Visual Impairment Center to Optimize Remaining Sight (VICTORS)

Currently, there is no VistA software that meets the needs of the Blind Rehabilitation Centers or BROS and the VIST 4.0 package only monitors, tracks, and reports on a limited amount of data for the VIST.

The site-based VIST 4.0 package is being replaced with the re-hosted Blind Rehabilitation (BR) Version 5.0 application supporting the HealthVet-VistA enterprise architecture. In addition to providing the base functionality of the BR 4.0 system, BR 5.0 provides a web-enabled GUI through which users can access enhanced capabilities intended for VIST Coordinators, new functionality for BROS, BRC personnel and waiting times and waiting list.

The Blind Rehabilitation 5.0 application provides entirely new functionality that encompasses and integrates all five segments of the Blind Rehabilitation Services including waiting times and waiting list.

**NOTE:** This user manual contains all options for the Blind Rehabilitation web application. Each individual user will see only the options for which he/she has permissions.

## Benefits

- Complies with Health\_eVet-VistA Architecture
- Complies with 508 regulations, using W3C standards
- Accessible web based application, via a web browser
- Supports the OI Single Sign-on initiative
- User authentication via role based permissions
- User friendly
- Seamless continuum of care
- Minimum user disruption
- Simplified data entry
- Better identification and treatment of veterans
- Consolidates data
- Enables system driven waiting times and waiting list tracking and reporting capabilities
- Enables users to receive comprehensive views of a patient's BR Services across institutions
- Facilitates data tracking and auditing capabilities
- Improves accountability
- Enhanced reporting features
- Provides Data Standardization which improves and provides consolidated data reporting
- Improved blind services tracking
- Enables Research and Provides Outcomes tracking and reporting capabilities
- Improves VHA organizational communication
- Transmits to the Health Data Repository

## Enhanced Technology

- A single consolidated database and application will replace the current site-specific VIST 4.0 package
- Fulfills the congressional mandate on waiting times and waiting list calculations
- Electronic referral process to track patient applications for service
- Notifications feature to alert users of pending referrals
- Encounters/Progress Notes will be automatically created for assessments and field visits (PCE interface) in a future version.
- Nationwide centralization of Blind Rehabilitation services data to allow nationwide reporting
- Ad-hoc reporting capabilities
- Secure Web Access (128 Bit SSL) from any authorized VA workstation
- Improved technology using web browser access and improved data security, via the VHA intranet
- Uses modern system architecture which allows for faster system enhancements
- Enhancements will be rolled out to all users at the same time ensuring consistent data
- Allows ability to track BR patient care access across institutions
- Patients can be referred or transferred to other institutions if they move without having to recreate patient data
- Patient lookup using the Health\_eVet Person Lookup Service (PSL) and Person Service Demographics (PSC)
- Standardized lookup tables using the Health\_eVet Standard Data Service (SDS)
- Improved data integrity
- Minimize the maintenance and support required by IT support staff

## VistA Software Requirements

Before the installation of Blind Rehabilitation 5, the following packages must be installed and fully patched.

<i>Software</i>	<i>Version</i>	<i>Required Patches</i>
Kernel	V. 8	XU*8*238 XU*8*265 XU*8*284 XU*8*309 XU*8*337 XU*8*361 XU*8*325 XU*8*343 XU*8*329 (Kernel Authentication & Authorization for J2EE Weblogic)
Kernel Toolkit	V. 7.3	XT*7.3*89 XT*7.3*67
VA FileMan	V. 22	
VistALink	V. 1.5.2.004	
RPC Broker	V. 1.1	
TIU	V. 1.0	
OERR	V. 3.0	
Registration	V. 5.3	DG*5.3*538 (Person Service Lookup) DG*5.3*615 (Person Service Lookup) DG*5.3*620 (Person Service Lookup) DG*5.3*557 (Patient Services)

# Orientation

## Recommended Users

The intended audience for Blind Rehabilitation 5.0 includes:

- Information Resource Management Systems (IRMS)
- Local Coordinators
- Visual Impairment Service Team (VIST) Coordinators
- Blind Rehabilitation Outpatient Specialist (BROS)
- Blind Rehabilitation Center Staff (BRC)

## Related Manuals

- Blind Rehabilitation V. 5.0 Installation/Implementation Guide
- Blind Rehabilitation V. 5.0 Technical Manual and Security Guide
- Blind Rehabilitation V. 5.0 Release Notes
- Online Help is available from within the application

## Documentation Retrieval

Retrieve the Blind Rehabilitation documentation from the [ANONYMOUS.SOFTWARE] directory at the sites listed below. The preferred method is to "FTP" the files from the "download.vista.med.va.gov" location. This location will automatically connect and allow the download process to execute from the first available FTP server to the appropriate directory on your system

<i>OI Field Office</i>	<i>FTP Address</i>
Albany	ftp.fo-albany.med.va.gov
Hines	ftp.fo-hines.med.va.gov
Salt Lake City	ftp.fo-slc.med.va.gov
VistA Download Site	download.vista.med.va.gov

You can also find documentation files for Blind Rehabilitation on the same OI Field Office [ANONYMOUS.SOFTWARE] directories.

<i>File Name</i>	<i>Description</i>	<i>Retrieval Format</i>
ANRV5_0CIG.PDF	* Blind Rehabilitation Centralized Server Installation/Implementation Guide	Binary
ANRV5_0VIG.PDF	** Blind Rehabilitation VistA Installation/Implementation Guide	Binary
ANRV5_0RN.PDF	Blind Rehabilitation Release Notes	Binary
ANRV5_0TM.PDF	Blind Rehabilitation Technical Manual/Security Guide	Binary

\* This Installation Guide is only for Centralized Servers, not to be used at the field VistA site.

\*\* This Installation/Implementation Guide is for field VistA sites.

## VistA Intranet

Documentation for this product is available on the intranet at the following address:

<http://www.va.gov/vdl/>.

This address takes you to the VistA Documentation Library (VDL), which has a listing of all the clinical software manuals. Click on the Visit Impairment Service Team (VIST) link and it will take you to the Blind Rehab documentation.

The link below allows access to the Blind Rehabilitation home page:

<http://vista.med.va.gov/clinicalspecialties/vist/index.htm>

## Standards

Keyboard key names appear in bold type exactly as they appear on a standard keyboard and are enclosed in brackets. For example, the enter key appears as <Enter>.





# Launching the Software Application

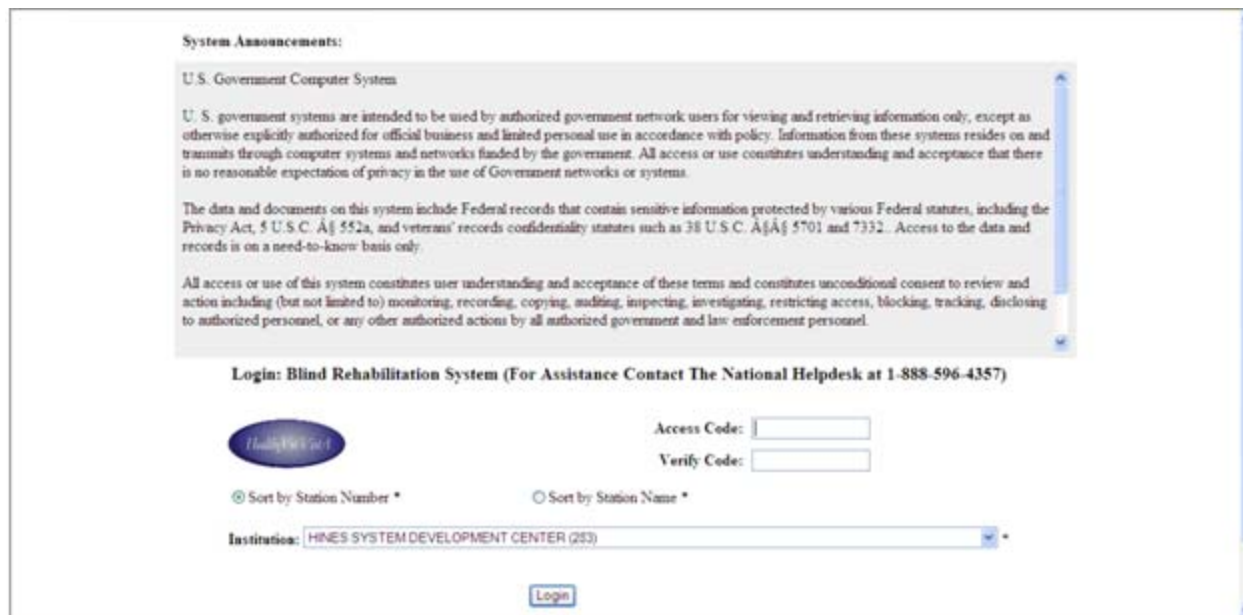
To launch Blind Rehabilitation 5.0 web application, click the following URL: or browse to <https://vaww.blindrehab.med.va.gov>.

**NOTE:** You can also add the BR Application web site (url) to your Favorites list in your Internet Web Browser or create a shortcut on your desktop. To create a shortcut:

- Right click on your desktop, select New, Shortcut, and then follow the instructions that display in the Create Shortcut dialog box

## <sup>1</sup>Logging In

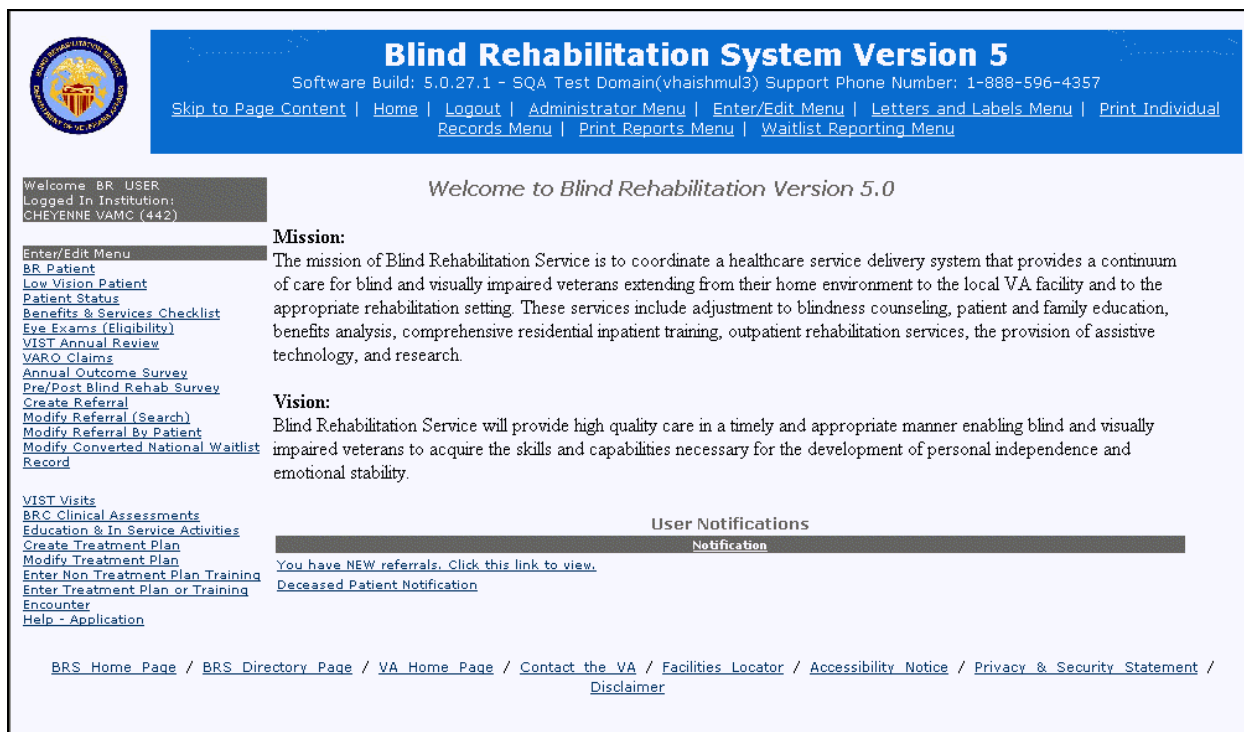
When you launch Blind Rehabilitation 5.0, the Login screen displays:



1. Enter the Access and Verify Codes.
2. Click the down arrow (to display the available list of Institutions), and then select the Institution.
3. Click **Login** to display the Welcome Page.

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<sup>1</sup> BR 5.0.29 - REFRESH button has been removed on the LOGIN Page



The screenshot shows the user interface for the Blind Rehabilitation System Version 5. At the top, a blue header contains the title and software build information. Below this is a navigation menu with links like 'Skip to Page Content', 'Home', 'Logout', etc. On the left, a vertical task menu lists various actions such as 'Enter/Edit Menu', 'BR Patient', and 'Patient Status'. The main content area features a 'Mission' and 'Vision' section. At the bottom, there is a 'User Notifications' section with a notification about new referrals and a deceased patient. A footer at the very bottom contains additional navigation links.

## Page Layout

The BR pages that display are divided into four major sections. The horizontal area at the top of the page displays links to other pages and menus. This area is the Header Menu. The vertical list of links located on the left side of the page is the Task Menu. The area that comprises the center of the page is the Content Area. Lastly, the Footer that displays on all of the pages provides additional links to other related Web sites. On the Home or Welcome page, under User Notifications, New referrals and Deceased Patients can be viewed by clicking on the link.

### User Notification Page

Use this page to view and manage notifications sent to you. After viewing the notification, click the **Done** button to return to the home page or click the **Delete** button to remove this notification from your list. Notifications will remain in your list until you delete them.

### Header Menu

The Header Menu assists you in navigating the BR application by displaying a different set of Task Menu options based on the selected Header Menu option. The options that display on your page will depend on the administrative permissions that have been assigned to you.

### Skip to Page Content Menu Option

The Skip to Page Content menu option automatically places the cursor into the Content Area to allow screen readers to avoid reading all Header and Task Menu option links. This enables the screen reader to begin reading the first line of content on the page.

### ***Home Menu Option***

The Home menu option returns you to the BR Welcome page.

### ***Administrator Menu Option***

**NOTE:** System Administration is performed at the Centralized level. The Menu options in the Administrator Menu are not performed at the local facility. Only Central Administrators will have access to the Administrator Menu Options.

The Administrator Menu option displays the Task Menu options that are available to users assigned the Administrator permissions. The options that display in the Task Menu include:

- BR Staff
- Role Menu Access
- TIU Document Definitions
- BR Institutions
- Logging Level
- PSD Updater
- MPI Patient Registration
- Staff List By last Name
- Staff List By Institution
- Staff List By Role
- Role List By Description
- Institution List By Name
- Institution List By Service Area
- Visual Acuity discrepancy
- Patients not Registered with MPI

### ***Enter/Edit Menu Option***

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The Enter/Edit Options Menu is the default Task Menu. It displays the Task Menu options that are associated with entering and editing patient information. The options that display in the Task Menu include:

- Entering/Editing a BR Patient
- Entering/Editing a Low Vision Patient
- Entering/Editing a Patient's Status
- Entering/Editing the Benefits & Services Checklist
- Entering/Editing Eye Exams (Eligibility)
- Entering/Editing the VIST Annual Review
- Entering/Editing the VARO Claims
- Entering/Editing the Annual Outcome Survey
- Entering/Editing the Pre/Post Blind Rehab Survey
- Creating a Referral
- Modifying a Referral

- Modifying a Referral By Patient
- Modifying a Converted National Waitlist Record
- VIST Visits
- Entering/Editing the BRC Clinical Assessment
- Entering/Editing Education & In Services Activities
- Creating a Treatment Plan
- Modifying a Treatment Plan
- Entering Non Treatment Plan Training
- Enter Treatment Plan or Training Encounter

### ***Letter and Label Menu Option***

The options that display in the Task Menu include:

- Entering/Editing Letters
- Print Letters
- Print Patient Mailing Labels

### ***Print Individual Records Menu Option***

The Print Individual Records Menu option displays the following Task Menu options:

- Patient Record
- Eye Exam (Eligibility) History
- VARO Claim History
- VIST Annual Review History
- Benefits & Services Checklist
- Referral History
- Treatment Plan
- Training History
- Annual Outcome Survey
- Pre/Post Blind Rehab Survey
- PCE Problem List

### ***Print Reports Menu Option***

The Print Reports Menu option displays the following Task Menu options:

- Additions to VIST Roster
- Deceased Patients List
- Inactive VIST Patient Roster
- Low Vision Patient Report
- Referral Roster by From Institution
- Referral Roster by To Institution
- Referral Schedule Report
- VARO Claims List
- VIST Roster List
- Education In Services Report
- VIST Roster Summary
- VIST Roster Summary By VISN
- BRC Workload Monthly Summary

- BRC Workload Monthly Summary By VISN
- BRC Workload Semi-Annual Summary
- BRC Workload Semi-Annual Summary By VISN
- BROS Workload Summary
- BROS Workload Summary By VISN
- VIST Roster Summary
- Print VIST Roster Sorts Menu
- Help – Application

### ***Waitlist Reporting Menu Option***

The Waitlist Reporting Menu option displays the following Task Menu options:

- Individual Waitlist Report
- BRC Waitlist Summary Report
- BRC Waitlist Summary By VISN Report
- BROS Waitlist Summary Report
- BROS Waitlist Summary By VISN Report
- VIST Waitlist Summary Report
- VIST Waitlist Summary By VISN Report
- Help - Application

### ***Logout Menu Option***

The Logout Menu option logs you off of the BR system.

### **Task Menu**

The Task Menu displays vertically along the left margin of the page. Task Menu options display as links to a specific task (or screen). The specific Task Menu options that display, and from which you can make a selection, is controlled by the selected Header Menu.

When you click an option in the Task Menu, with the exception of the Help option, the Content Area will display the page that you will use to perform the selected task.

**NOTE:** The Help Task Menu option does not affect the Content Area, because the Online Help launches in a secondary browser.

### **Content Area**

The Content Area displays to the right of the Task Menu and under the Header Menu. This area is the primary interface through which you can enter and view data related to the task that you select from the Task Menu.

**NOTE:** The Help Task Menu option does not affect the Content Area, because the Online Help launches in a secondary browser.

### **Footer**

The Footer displays horizontally at the bottom of every page and provides a standard set of links to related Web sites.

### **Online Help**

Access Online Help from the Task Menu or from the Help link displayed in the Content Area on some pages.

When you access Online Help from the Task Menu, it will open to the Introduction Help topic from which you can find the topic you want using the Contents, Index, or Search features.

When you access Online Help from the link in the Content Area of a page, it automatically opens to the Help topic associated with the current page.

# Administrator Menu

**NOTE:** System Administration is performed at the Centralized level. The Menu options in the Administrator Menu are not performed at the local facility. Only Central Administrators will have access to the Administrator Menu Options.

The Administrator Menu option displays the Task Menu options that are available to users with Administrator permissions. The options that display in the Task Menu include:

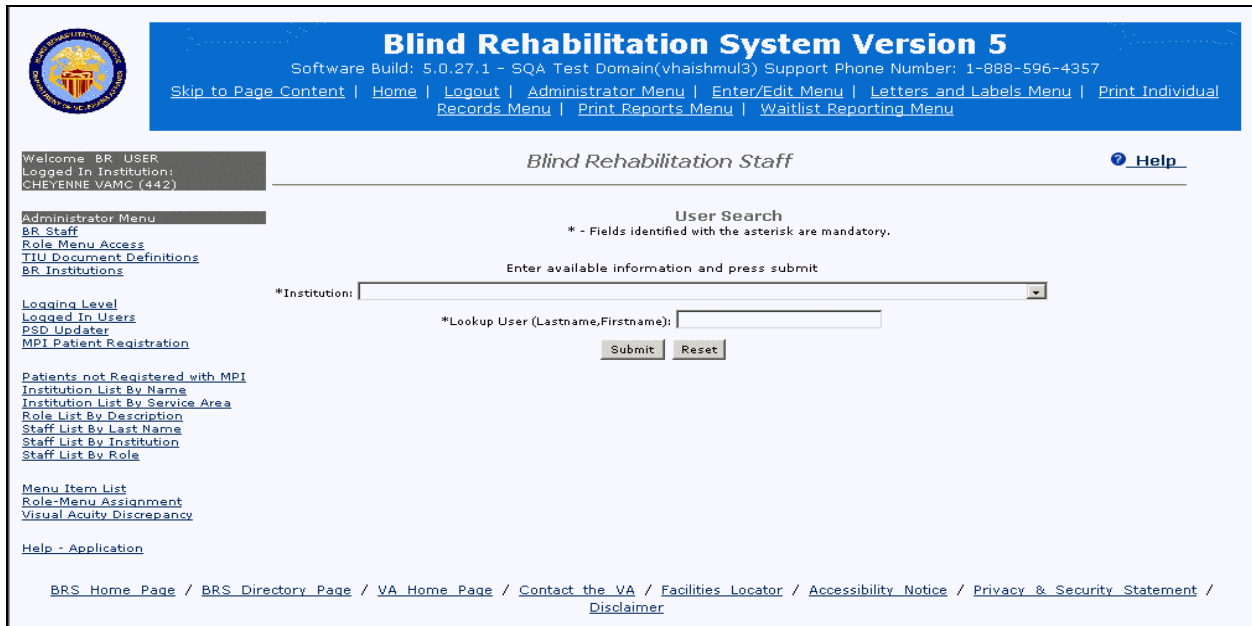
- BR Staff
- Role Menu Access
- TIU Document Definitions
- BR Institutions
- Logging Level
- Logged In Users
- PSD Updater
- MPI Registration
- Patient ICN Lookup
- Patients not Registered with MPI
- Institution List By Name
- Institution List By Service Area
- Role List By Description
- Staff List By last Name
- Staff List By Institution
- Staff List By Role
- Menu Item List
- Role-Menu Assignment

## Entering/Editing BR Staff Member Information

The BR system allows users with the applicable permissions such as VIST supervisors and/or IRMs to enter and edit BR Staff member information. This information is used to track usage and control access to the BR application.

**NOTE:** An entry for must be present in the New Person file (#200) and/or the USR Class Membership file (#8930.3) before the staff members' information can be entered in the BR system.

1. From the **Header Menu**, click the **Administrator Menu** option.
2. From the **Task Menu**, click the **BR Staff** link to display the Blind Rehabilitation Staff (User) Search screen in the Content Area.



**Blind Rehabilitation System Version 5**  
 Software Build: 5.0.27.1 - SQA Test Domain(vhaishmul3) Support Phone Number: 1-888-596-4357  
[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR\_USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

**Blind Rehabilitation Staff** [Help](#)

**Administrator Menu**  
[BR Staff](#)  
[Role Menu Access](#)  
[TIU Document Definitions](#)  
[BR Institutions](#)

**User Search**  
 \* - Fields identified with the asterisk are mandatory.  
 Enter available information and press submit

\*Institution:

\*Lookup User (Lastname,Firstname):

**Logging Level**  
[Logged In Users](#)  
[PSD Updater](#)  
[MPI Patient Registration](#)

**Patients not Registered with MPI**  
[Institution List By Name](#)  
[Institution List By Service Area](#)  
[Role List By Description](#)  
[Staff List By Last Name](#)  
[Staff List By Institution](#)  
[Staff List By Role](#)

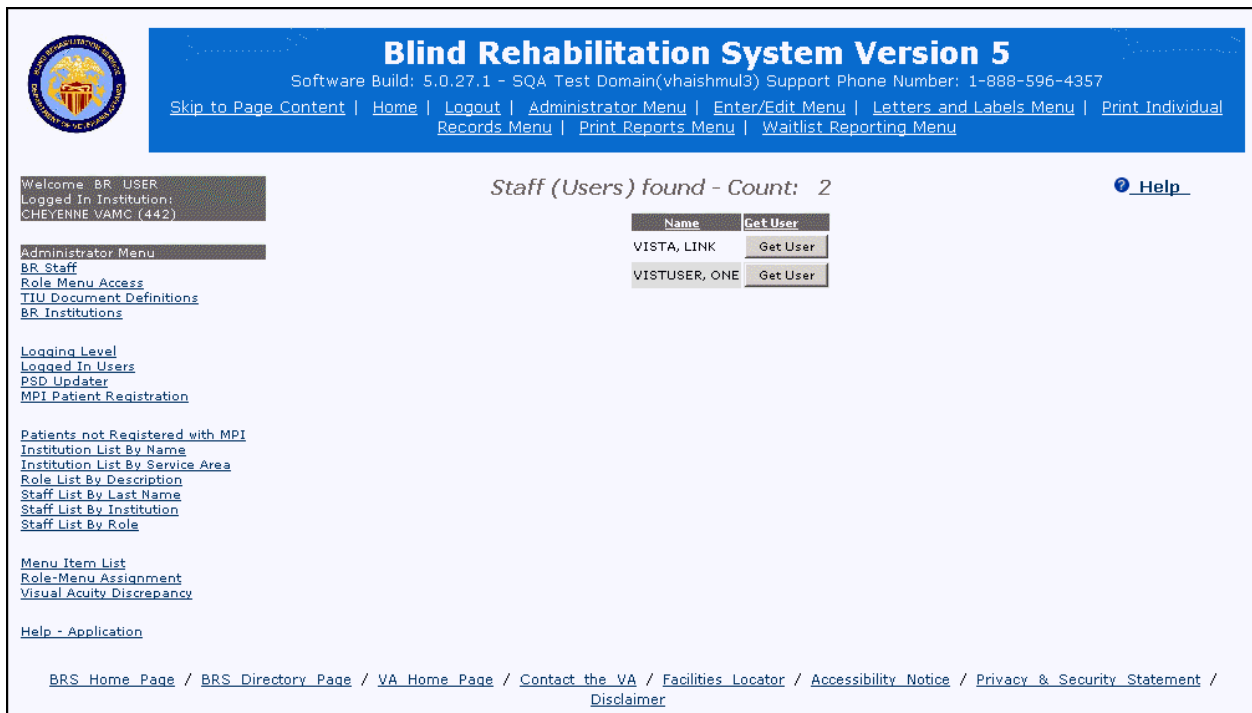
**Menu Item List**  
[Role-Menu Assignment](#)  
[Visual Acuity Discrepancy](#)

[Help - Application](#)

[BRS Home Page](#) / [BRS Directory Page](#) / [VA Home Page](#) / [Contact the VA](#) / [Facilities Locator](#) / [Accessibility Notice](#) / [Privacy & Security Statement](#) / [Disclaimer](#)

3. Select the correct Institution from the drop-down list of **Institutions**, type at least the first three letters of the staff member's last name, or to narrow the search, type the last name and all or part of the first name in the field, and then click the **Submit** button. Partial entries must include at least the first three letters of the user's last name and will return all staff members whose names match the information entered. A message will display if no record is found. Click the **Reset** button to clear the fields.

The results of the search display alphabetically by last name.



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[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR\_USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

**Staff (Users) found - Count: 2** [Help](#)

Name	Get User
VISTA, LINK	<input type="button" value="Get User"/>
VISTUSER, ONE	<input type="button" value="Get User"/>

**Administrator Menu**  
[BR Staff](#)  
[Role Menu Access](#)  
[TIU Document Definitions](#)  
[BR Institutions](#)

**Logging Level**  
[Logged In Users](#)  
[PSD Updater](#)  
[MPI Patient Registration](#)

**Patients not Registered with MPI**  
[Institution List By Name](#)  
[Institution List By Service Area](#)  
[Role List By Description](#)  
[Staff List By Last Name](#)  
[Staff List By Institution](#)  
[Staff List By Role](#)

**Menu Item List**  
[Role-Menu Assignment](#)  
[Visual Acuity Discrepancy](#)

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4. Click the **Get User** button to select the user to enter/edit.



The Staff Details – Edit Blind Rehabilitation Staff (User) screen displays.

The selected user's last name and first name are pre-populated in the fields provided along with any other previously entered information. If the selected user is already entered in the BR system, you can display any roles and institutions currently assigned to the user by clicking the **Roles** and **Institutions** buttons respectively.

5. Select the user's title from the **Title** drop-down list. The following options are available:

- ADMINISTRATIVE
- BLIND REHAB (BROS)
- BLIND REHAB INSTRUCTORS
- BLIND REHAB SPEC. (INTERN)
- BLIND REHAB SPEC. (VIST COORDINATOR)
- BLIND REHAB SPECIALIST (CHIEF/ASST.CHIEF)
- CONSULTANT
- IRM SUPPORT USER
- LPN
- MEDICAL SUPPORT ASST.
- NURSING ASSISTANTS
- OCCUPATIONAL THERAPIST
- OPTOMETRIST
- PHYSICIAN
- PHYSICIAN ASST.
- PROGRAM SUPPORT ASST.
- PSYCHOLOGIST
  
- RECREATION THERAPIST
- REGISTERED NURSES
- RESEARCH
- SECRETARY
- SOCIAL WORKER
- SYSTEM ADMINISTRATOR
- THERAPY ASST.
- TRAINING SPECIALIST

6. Use the drop-down list provided to indicate whether the user is **Active** or **Inactive**.

7. Select the user's **FTE percentage** from the drop-down list provided. The following options are available:

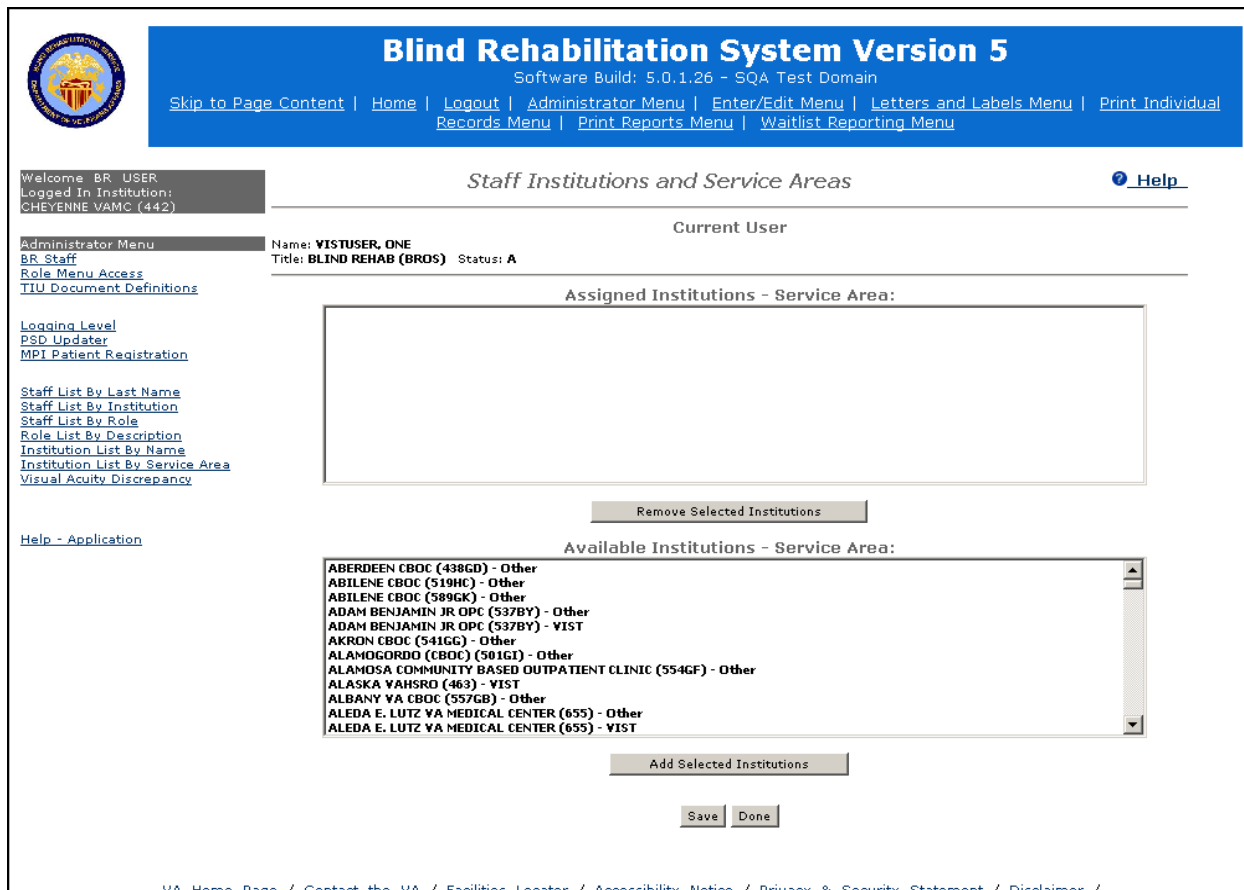
- 100%
- 88%
- 75%
- 50%
- 33%
- 25%
- 0%

8. Type, or select from the pop-up calendar, the user's Activation Date, if applicable.
9. Type the user's Address, City, State, Zip Code, and Phone Number in the fields provided.
10. Type, or select from the pop-up calendar, the user's Deactivation Date, if applicable.
11. Click the **Save** button.
12. To assign a **Role** to the user, click the **Roles** button to display the Staff Roles screen:

The screenshot displays the 'Staff Roles' interface. At the top, there is a blue header with the system name and version. Below this, a navigation menu includes links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The user's login information is shown on the left, and the current user's details are in the center. The main area is divided into 'Assigned Roles' and 'Available Roles'. The 'Available Roles' list is currently empty, and the 'Add Selected Roles' button is visible below it. The 'Save' and 'Done' buttons are at the bottom of the interface.

Select the role you want to assign to this user. Select multiple roles by holding the <Ctrl> key when you make the selections. When selection is complete, click the **Add Selected Roles** button below the Available Roles section. The assigned roles list in the Assigned Roles section. To remove an assigned role, first select, and then click the **Remove Selected Roles** button below the Assigned Roles section.

13. To assign an **Institution** to the user, click the **Institution** button to display the Staff Institutions and Service Areas screen:



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, a blue banner displays the title and software build information (5.0.1.26 - SQA Test Domain). Below the banner, a navigation menu includes links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area is titled 'Staff Institutions and Service Areas' and includes a 'Help' link. A sidebar on the left contains a 'Welcome' message for 'BR\_USER' and a list of navigation links such as 'Administrator Menu', 'BR Staff', 'Role Menu Access', 'TIU Document Definitions', 'Logging Level', 'PSD Updater', 'MPI Patient Registration', and 'Staff List By Last Name'. The central area shows the 'Current User' as 'VISTUSER, ONE' with title 'BLIND REHAB (BROS)' and status 'A'. Below this, there are two sections: 'Assigned Institutions - Service Area:' (currently empty) and 'Available Institutions - Service Area:'. The available institutions list includes: ABERDEEN CBDC (438GD) - Other, ABILENE CBDC (519HC) - Other, ABILENE CBDC (589CK) - Other, ADAM BENJAMIN JR OPC (537BY) - Other, ADAM BENJAMIN JR OPC (537BY) - VIST, AKRON CBDC (541GG) - Other, ALAMOGORDO (CBDC) (501GI) - Other, ALAMOSA COMMUNITY BASED OUTPATIENT CLINIC (554GF) - Other, ALASKA VAHSRD (463) - VIST, ALBANY VA CBDC (557GB) - Other, ALEDA E. LUTZ VA MEDICAL CENTER (655) - Other, and ALEDA E. LUTZ VA MEDICAL CENTER (655) - VIST. Buttons for 'Remove Selected Institutions', 'Add Selected Institutions', 'Save', and 'Done' are visible.

Select the institution you want to assign to this user. Select multiple institutions by holding the <Ctrl> key when you make the selections. When selection is complete, click the **Add Selected Institutions** button below the Available Institutions – Service Area section. The assigned institutions list in the Assigned Institutions – Service Area section. To remove an assigned institution, first select, and then click the **Remove Selected Institutions** button below the Assigned Institutions – Service Area section.

14. Click the **Save** button to save your changes.



The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, a blue header contains the system title and version information (Software Build: 5.0.1.26 - SQA Test Domain). Below the header is a navigation menu with links such as 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area is titled 'Staff Details - Edit Blind Rehabilitation Staff (User)'. It features a left-hand navigation pane with links like 'Administrator Menu', 'BR Staff', 'Role Menu Access', and 'TIU Document Definitions'. The central form contains fields for user details: Last Name (YISTUSER), First Name (ONE), Middle Name, VA Title, \*Title (BLIND REHAB (BROS)), Status (ACTIVE), \*FTE Percentage (100%), \*Activation Date (09/23/2005), and Deactivation Date. Address fields (Address 1, Address 2), City, State, Zip Code, Primary Phone, and Deactivation Date are also present. At the bottom of the form are buttons for 'Save', 'Roles', 'Institutions', and 'Done'. A 'Staff Create and Modification Data' section at the bottom right shows 'Record created by: USER, BR' and 'Record create date: 2005-09-23', along with 'Record last modified by: USER, BR' and 'Record last modified date: 2005-11-18'. A footer at the very bottom contains a series of utility links: 'VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'.

Information regarding the date when and by whom the user’s record was created and/or modified displays in the Staff Create and Modification Data section at the bottom of the screen.

15. Click **Done** to return to the Welcome Page.

# Enter/Edit Role Menu Access

Use the **Role Menu Access** to assign BR menu items to the different Roles.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Roles** [Help](#)

Existing Roles	
Role Name	
ADMINISTRATIVE	<input type="button" value="Edit Role"/>
BLIND REHAB (BROS)	<input type="button" value="Edit Role"/>
BLIND REHAB INSTRUCTORS	<input type="button" value="Edit Role"/>
BLIND REHAB SPEC. (INTERN)	<input type="button" value="Edit Role"/>
BLIND REHAB SPEC. (VIST COORDINATOR)	<input type="button" value="Edit Role"/>
BLIND REHAB SPECIALIST (CHIEFS/ASST.CHIEF)	<input type="button" value="Edit Role"/>
CONSULTANT	<input type="button" value="Edit Role"/>
IRM SUPPORT USER	<input type="button" value="Edit Role"/>
LPN	<input type="button" value="Edit Role"/>
MEDICAL SUPPORT ASST.	<input type="button" value="Edit Role"/>
NURSING ASSISTANTS	<input type="button" value="Edit Role"/>
OCCUPATIONAL THERAPIST	<input type="button" value="Edit Role"/>
OPTOMETRIST	<input type="button" value="Edit Role"/>
PHYSICIAN	<input type="button" value="Edit Role"/>
PHYSICIAN ASST.	<input type="button" value="Edit Role"/>
PROGRAM SUPPORT ASST	<input type="button" value="Edit Role"/>
PSYCHOLOGIST	<input type="button" value="Edit Role"/>
RECREATION THERAPIST	<input type="button" value="Edit Role"/>
REGISTERED NURSES	<input type="button" value="Edit Role"/>
RESEARCH	<input type="button" value="Edit Role"/>
SECRETARY	<input type="button" value="Edit Role"/>
SOCIAL WORKER	<input type="button" value="Edit Role"/>
SYSTEM ADMINISTRATOR	<input type="button" value="Edit Role"/>
THERAPY ASST.	<input type="button" value="Edit Role"/>
TRAINING SPECIALIST	<input type="button" value="Edit Role"/>
rolerolerolerolerolerolerolerolerolerolerolerolerolerole	<input type="button" value="Edit Role"/>
rolerolerolerolerolerolerolerolerolerolerolerolerolerole	<input type="button" value="Edit Role"/>

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1. To assign or modify the menu items assigned to a specific role, click the **Edit Role** button next to the role. This displays the Edit Role – Menu Access screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Edit Role Menu Access** [Help](#)

\*Role Name(64 characters maximum):  
LPN

\*Note: The menu items in the available and assigned list boxes below only contain menu selections which can be enabled or disabled. Menu selections which are not listed here are accessible by any user and cannot be disabled.

Assigned Menu Items:

Remove Selected Menu Items

Available Menu Items:

- BENEFITS CHECKLIST
- BRC CLINICAL ASSESSMENT
- BRC WAITLIST REPORT
- BRC WAITLIST REPORT BY VISN
- BRC WORKLOAD MONTHLY SUMMARY
- BRC WORKLOAD MONTHLY SUMMARY BY VISN
- BRC WORKLOAD SEMI-ANNUAL
- BRC WORKLOAD SEMI-ANNUAL BY VISN
- BROS CLINICAL ASSESSMENT
- BROS WAITLIST REPORT
- BROS WAITLIST REPORT BY VISN
- BROS WORKLOAD SUMMARY

Add Selected Menu Items

Save Done

Administrator Menu  
BR Staff  
Role Menu Access  
TIU Document Definitions

Logging Level  
PSD Updater  
MPI Patient Registration

Staff List By Last Name  
Staff List By Institution  
Staff List By Role  
Role List By Description  
Institution List By Name  
Institution List By Service Area  
Visual Acuity Discrepancy

Help - Application

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Select the menu items you want to assign to this role. Select multiple menu items by pressing and holding down the <Ctrl> key when you make the selections. When selection is complete, click the **Add Selected Menu Items** button below the Available Menu Items section. The assigned menu items list in the Assigned Menu Items section. To remove an assigned menu item, first select, and then click the **Remove Selected Menu Items** button below the Assigned Menu Items section.

2. Click the **Save** button to save your changes.
3. Click **Done** to return to the Welcome Page.

# TIU Document Definitions

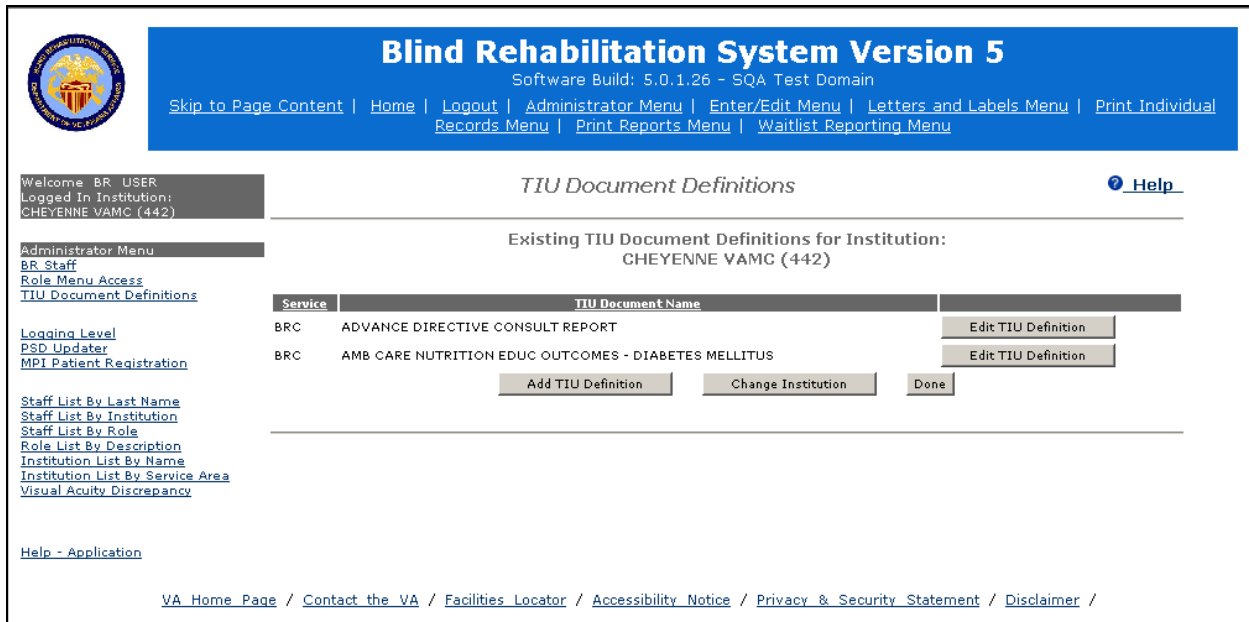
**NOTE:** This functionality is disabled and not available for current use; it will be accessible in a future release.

This menu option allows the Administrator to associate with or attach to a specific institution a Text Integration Utilities (TIU) document.

1. From the **Header Menu**, click the **Administrator Menu** option.
2. From the **Task Menu**, click the **TIU Document Definitions** link to display the TIU Document Definitions Search screen in the Content Area.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with navigation links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the page title is 'TIU Document Definitions' with a 'Help' link. The main content area is titled 'TIU Document Definition Search' and includes a note: '\* - Fields identified with the asterisk are mandatory.' There is a search form with a dropdown menu for '\*Institution:' and two buttons: 'Get TIU Definitions' and 'Done'. On the left side, there is a sidebar with a 'Welcome' message for 'BR\_USER' logged in at 'CHEYENNE VAMC (442)', and a list of navigation links including 'Administrator Menu', 'BR Staff', 'Role Menu Access', 'TIU Document Definitions', 'Logging Level', 'PSD Updater', 'MPI Patient Registration', and various staff and institution lists. At the bottom, there is a footer with links for 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

3. Select the correct Institution from the drop-down list of **Institutions**, and then click the **Get TIU Definitions** button.
4. A list of the TIU Definitions attached to the selected Institution display:



**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**TIU Document Definitions** [Help](#)

Existing TIU Document Definitions for Institution:  
CHEYENNE VAMC (442)

Service	TIU Document Name	
BRC	ADVANCE DIRECTIVE CONSULT REPORT	<input type="button" value="Edit TIU Definition"/>
BRC	AMB CARE NUTRITION EDUC OUTCOMES - DIABETES MELLITUS	<input type="button" value="Edit TIU Definition"/>

[Administrator Menu](#)  
[BR Staff](#)  
[Role Menu Access](#)  
[TIU Document Definitions](#)

[Logging Level](#)  
[PSD Updater](#)  
[MPI Patient Registration](#)

[Staff List By Last Name](#)  
[Staff List By Institution](#)  
[Staff List By Role](#)  
[Role List By Description](#)  
[Institution List By Name](#)  
[Institution List By Service Area](#)  
[Visual Acuity Discrepancy](#)

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This screen allows you to edit existing TIU documents and/or to add a new TIU Document.

### Edit Existing TIU Definition

Click the **Edit TIU Definition** button next to the TIU Definition that you want to edit.



**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Edit TIU Document Definition** [Help](#)

TIU Document Definition  
\* - Fields identified with the asterisk are mandatory.

Institution: CHEYENNE VAMC (442)

\*Service Area:

\*TIU Document Definition Name:

[Administrator Menu](#)  
[BR Staff](#)  
[Role Menu Access](#)  
[TIU Document Definitions](#)

[Logging Level](#)  
[PSD Updater](#)  
[MPI Patient Registration](#)

[Staff List By Last Name](#)  
[Staff List By Institution](#)  
[Staff List By Role](#)  
[Role List By Description](#)  
[Institution List By Name](#)  
[Institution List By Service Area](#)  
[Visual Acuity Discrepancy](#)

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The Institution to which this TIU Document Definition is attached displays above the Service Area field.

1. Use the drop-down lists provided to indicate the **Service Area** field. The options are:

- VIST
- BRC
- BROS



VISOR  
OTHER  
VICTORS

2. Use the drop-down lists provided to select the **TIU document Definition Name** from the list provided. The contents of this list vary with the Service and Institution selected.
3. When complete, click the **Save TIU Definition** button.

### Add TIU Definition

Click the **Add TIU Definition** button below the document names to display the Enter TIU Document Definition screen.

The screenshot shows the 'Enter TIU Document Definition' screen in the Blind Rehabilitation System Version 5. The page has a blue header with the system title and version, and a navigation menu. The main content area contains a form for defining a TIU document. The form includes a dropdown for 'Institution' (set to CHEYENNE VAMC (442)), a dropdown for '\*Service Area', and a text field for '\*TIU Document Definition Name'. There are 'Save TIU Definition' and 'Cancel' buttons at the bottom of the form. The sidebar on the left contains user information and menu options.

The Institution to which this TIU Document Definition is attached displays above the Service Area field.

1. Use the drop-down lists provided to indicate the **Service Area** field. The options are:  
VIST  
BRC  
BROS  
VISOR  
OTHER  
VICTORS
2. Use the drop-down lists provided to select the **TIU document Definition Name** from the list provided. The contents of this list vary with the Service and Institution selected.
3. When complete, click the **Save TIU Definition** button.

## 2<sup>BR</sup> Institutions

This feature displays a list of the names of existing Blind Rehabilitation Institutions, the Service Area, and if the Institution's Active status is set to 'Yes' or 'No.'

1. To change the Active Status for an existing institution, click the **Edit Institution** button for the desired institution. This displays the Institution Name, Service Area Name, the Active Status field and the total number of Active users with this Institution.

The screenshot shows the 'Edit Blind Rehabilitation Institution' page in the Blind Rehabilitation System Version 5. The page header includes the system name and version, along with navigation links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area displays the following information:

- WELCOME: VERGATA, TWIPPISSETTY
- logged in Institution: Chitteshwar SAHC (443)
- Administrator Menu: SA Staff, SA Menu Access, SA Document Definition, SA Institutions
- Logout Menu: Logout in 10min, SA Logout, SA Patient Registration, Patient (SA) Logout
- Patients not Registered with staff: Institution list By Name, Institution list By Service Area, Role list By Description, Staff list By Last Name, Staff list By Institution, Staff list By Role
- Staff Item list: Role Menu Assignment, Special Author Configuration
- Help - Application

The main form fields are:

- Institution Name: ARILENE CBDC (599CK)
- Service Area Name: OTHER
- \*Active Status: YES (with a dropdown arrow)
- Total Number Of Active Users: 0

Buttons at the bottom of the form are: Save Institution, Institution List, and Done.

2. Select the drop-down arrow in the Active Status field to change the status. When complete, click the **Save Institution** button.
3. To display the list of Institutions, click the **Institution List** button. When finished, click the **Done** button to return to the Welcome Page.

---

<sup>2</sup> BR 5.0.29 - On Edit BR Institution, a new feature is added to display the number of active users attached to the Institution and the Institution cannot be inactivated when there is staff attached. This feature is going to help users to make decisions on inactivation/deactivation of the Institution when there are users attached to that institution. Before inactivating an institution, all the staff and patients associated with this institution need to be removed.

## Logging Level

The BR application generates logging events while it runs. These can indicate error conditions, informational messages, or to debug helper output.

A logging event can be one of the following levels:

- ERROR
- WARN
- INFO - (Normal Mode)
- DEBUG

Although events of all types are being generated as the application runs, the logging level admin screen determines which level of events is actually saved into the log file.

1. From the **Header Menu**, click the **Administrator Menu** option.
2. From the **Task Menu**, click the **Logging Level** link to display the Logging Level screen in the Content Area.

The screenshot shows the 'Logging Level' administration screen within the 'Blind Rehabilitation System Version 5'. The page header includes the system name and version, a software build number (5.0.1.26 - SQA Test Domain), and a navigation menu with links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. A user welcome message is displayed: 'Welcome BR\_USER, Logged In Institution: CHEYENNE VAMC (442)'. The main content area is titled 'Logging Level' and features a 'Help' link. Below the title, it states 'Available logging levels - current level is selected:'. A vertical list of logging levels is shown: ALL, DEBUG, INFO (highlighted), WARN, ERROR, FATAL, and OFF. At the bottom of this list are two buttons: 'Set Logging Level' and 'Done'. The left sidebar contains a menu with 'Administrator Menu' selected, and sub-items: 'BR Staff', 'Role Menu Access', 'TIU Document Definitions', 'Logging Level', 'PSD Updater', and 'MPI Patient Registration'. Other sidebar links include 'Staff List By Last Name', 'Staff List By Institution', 'Staff List By Role', 'Role List By Description', 'Institution List By Name', 'Institution List By Service Area', and 'Visual Acuity Discrepancy'. At the bottom of the page, there is a footer with links: 'VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'.

If set to **ERROR**, only error events are saved.

If set to **WARN**, warn and error events are saved.

If set to **INFO**, info, warn and error events are saved.

If set to **DEBUG**, debug, info, warn and error events are saved.

The **ALL** setting is the same as debug for the current time.

The **OFF** setting turns off all log events.

**DEBUG** is a very verbose mode and should only be used to troubleshoot support issues, as it slows down the application. The normal mode in which to run should be **INFO**.

To change the Logging Level, select the new level, and then click the **Set Logging Level** button.

Click the **Done** button to return to the Welcome Page.

## Logged In Users

Use this function to display a list and count of all users logged into the system.

This functionality also allows the System Administrator to forcibly log a user out.

1. From the **Header Menu**, click the **Administrator Menu** option.

**NOTE:** The **Administrator Menu** option will display only if the Administrator Security key is assigned to you.

2. From the **Task Menu**, click **Logged In Users** to display the list of and the number of Logged In Users in the Content Area.
3. Select the **Logout** button next to a user to log the user out of the system.
4. Click **Done** to return to the Welcome Page.

## PSD Updater

The PSD Updater manually runs the Person Service Demographics (PSD) update for all Blind Rehabilitation patients; it is used for troubleshooting the overnight PSD update process.

1. From the **Header Menu**, click the **Administrator Menu** option.
2. From the **Task Menu**, click the **PSD Updater** link to display the PSD Updater screen in the Content Area.

## MPI Registration

Use MPI Registration to register Blind Rehabilitation patients with the Master Patient Index (MPI) after conversion from the VIST 4.0 system. May be used to re-register patients with MPI if necessary.

## Patient ICN Lookup

This is an Administrative function used to find a patient by Identification Control Number (ICN).

1. From the **Header Menu**, click the **Administrator Menu** option.  
  
**NOTE:** The Administrator Menu option will display only if the Administrator Security key is assigned to you.
2. From the **Task Menu**, click Patient ICN Lookup to display the Patient ICN Lookup screen in the Content Area.
3. Enter the Patient ICN and click the **Search** button. The system displays the name of the patient who is assigned the entered ICN.
4. If a patient does not exist for the ICN, the following message displays:

'Unable to find a patient with the specified ICN'

# Administrator Reports

## Patients not Registered with MPI

Use **Patients not Registered with MPI** to generate a list of Blind Rehabilitation patients that are not registered with the Master Patient Index (MPI).

1. From the **Header Menu**, click the **Administrator Menu** option.
2. From the **Task Menu**, click the **Patients not Registered with MPI** link to display the Patients not Registered with MPI – Report Criteria screen in the Content Area.

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CHEYENNE VAMC (442)

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**Patients not Registered with MPI - Report Criteria**

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (540)

Accessible?

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3. Select one or more or all of the **Institutions** from which you want to report. The available Institutions list alphabetically in ascending order.
4. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.
6. The Patients not Registered with MPI report displays (for each institution selected) the Last Name, First Name, SSN, and ICN of the each patient not registered with MPI. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Institution List By Name

The **Institution List By Name** report provides a list of Staff members in alphabetical order by Role.

1. From the **Header Menu**, click the Administrator Menu option.

**NOTE:**The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the **Task Menu**, click the **Institution List By Name** link to display the Institution List By Name - Report Criteria screen in the Content Area.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. The header is blue and contains the system title, version, and software build information (5.0.1.26 - SQA Test Domain). Below the header is a navigation menu with links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area is titled 'Institution List By Name - Report Criteria' and includes a 'Help' icon. Below the title is a form with a text input field and a 'Submit' button. A checkbox labeled 'Accessible?' is checked. Below the form is a 'Reset' button. The left sidebar contains a 'Welcome' message, 'Administrator Menu' options, 'Logging Level' options, and a list of menu items including 'Institution List By Name'. The footer contains a breadcrumb trail and a 'Disclaimer' link.

3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant
4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.
5. The Institution List By Name report displays the Institution Name, Station Number, City, State, and VISN Name for each institution. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.



## Institution List By Service Area

The **Institution List By Service Area** report provides a list of Staff members in alphabetical order by Role.

1. From the **Header Menu**, click the Administrator Menu option.

**NOTE:**The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the **Task Menu**, click the **Institution List By Service Area** link to display the Institution List By Service Area - Report Criteria screen in the Content Area.

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**Institution List by Service Area - Report Criteria** [Help](#)

Enter the report criteria and press submit

Accessible?

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[Staff List By Role](#)  
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3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant
4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.
5. The Institution List By Service Area report displays the Institution Name, Station Number, City, State, and VISN Name for each institution by Service Area. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Role List By Description

The **Role List By Description** report provides a list of Staff members in alphabetical order by Role.

1. From the **Header Menu**, click the Administrator Menu option.

**NOTE:**The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the **Task Menu**, click the **Role List By Description** link to display the Role List By Description - Report Criteria screen in the Content Area.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. The header includes the system name, version, and software build information (5.0.1.26 - SQA Test Domain). A navigation menu is provided with links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area is titled 'Role List By Description - Report Criteria' and contains a form with a checkbox labeled 'Accessible?' and two buttons: 'Submit' and 'Reset'. A sidebar on the left lists various menu options: 'Welcome BR USER', 'Logged In Institution: CHEYENNE VAMC (442)', 'Administrator Menu', 'BR Staff', 'Role Menu Access', 'TIU Document Definitions', 'Logging Level', 'PSD Updater', 'MPI Patient Registration', 'Staff List By Last Name', 'Staff List By Institution', 'Staff List By Role', 'Role List By Description', 'Institution List By Name', 'Institution List By Service Area', 'Visual Acuity Discrepancy', 'Patients not Registered with MPI', and 'Help - Application'. At the bottom, there is a footer with links for 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant
4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.
5. The Role List By Description report displays the Role Description, Role Code, and Status for each role. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Staff List By Last Name

The **Staff List By Last Name** report provides a list of Staff members in alphabetical order by last name.

1. From the **Header Menu**, click the Administrator Menu option.

**NOTE:**The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the **Task Menu**, click the **Staff List By Last Name** link to display the Staff List By Last Name - Report Criteria screen in the Content Area.

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**Staff List By Last Name - Report Criteria** [Help](#)

Enter the report criteria and press submit

Accessible?

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3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.
5. The Staff List By Last Name report displays the Last Name, First Name, Title, Status, Activation Date, Deactivation Date, City, and State for staff members. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Staff List By Institution

The **Staff List By Institution** report provides a list of staff members for each institution.

1. From the **Header Menu**, click the Administrator Menu option.

**NOTE:**The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the **Task Menu**, click the **Staff List By Institution** link to display the Staff List By Institution - Report Criteria screen in the Content Area.

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**Staff List By Institution - Report Criteria** [Help](#)

Enter the report criteria and press submit

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3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.
5. The Staff List By Institution report displays the Last Name, First Name, Title, Status, Activation Date, Deactivation Date, City, and State for staff members by Institution. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Staff List By Role

The **Staff List By Role** report provides a list of Staff members in alphabetical order by Role.

1. From the **Header Menu**, click the Administrator Menu option.

**NOTE:** The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the **Task Menu**, click the **Staff List By Role** link to display the Staff List By Role - Report Criteria screen in the Content Area.

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**Staff List By Role - Report Criteria** [Help](#)

Enter the report criteria and press submit

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3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant
4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.
5. The Staff List By Role report displays the Description, Code, and Status for each staff member by role. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Menu Item List

The Menu Item List report provides a list of Menu Items.

1. From the Header Menu, click the Administrator Menu option.

**NOTE:** The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the Task Menu, click the Menu Item List link to display the Menu Item List - Report Criteria screen in the Content Area.

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**Menu Item List - Report Criteria** [Help](#)

Enter the report criteria and press submit.

Accessible?

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[TIU Document Definitions](#)  
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**Logging Level**  
[Logged In Users](#)  
[PSD Updater](#)  
[MPI Patient Registration](#)  
[Patient ICN Lookup](#)

**Patients not Registered with MPI**  
[Institution List By Name](#)  
[Institution List By Service Area](#)  
[Role List By Description](#)  
[Staff List By Last Name](#)  
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3. If applicable, place a check in the Accessible? checkbox field to indicate that you want the report 508 compliant.
4. Click the Submit button to generate the report, or click the Reset button to clear the selected criteria and start over.
5. The Menu Item List report displays the Menu Description. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Role-Menu Assignment

The Role-Menu Assignment report provides a list of the available menu items that have been assigned to each role. It is used to show what permissions are granted to a user if a role is assigned to them.

1. From the Header Menu, click the Administrator Menu option.

**NOTE:** The Administrator Menu option will display only if the Administrator Security key is assigned to you.

2. From the Task Menu, click the Role-Menu Assignment link to display the Role-Menu Assignment - Report Criteria screen in the Content Area.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, followed by software build information and support phone number. Below the header is a navigation menu with links for Home, Logout, Administrator Menu, Enter/Edit Menu, Letters and Labels Menu, Print Individual Records Menu, Print Reports Menu, and Waitlist Reporting Menu. The main content area is titled 'Role-Menu Assignment - Report Criteria' and contains a form with a 'Accessible?' checkbox (checked) and 'Submit' and 'Reset' buttons. On the left side, there is a sidebar menu with various options like 'Administrator Menu', 'BR Staff', 'Role Menu Access', etc. At the bottom, there is a footer with navigation links for BRS Home Page, BRS Directory Page, VA Home Page, Contact the VA, Facilities Locator, Accessibility Notice, Privacy & Security Statement, and Disclaimer.

3. If applicable, place a check in the Accessible? checkbox field to indicate that you want the report 508 compliant.
4. Click the Submit button to generate the report, or click the Reset button to clear the selected criteria and start over.
5. The Role-Menu Assignment report displays the Role Description, Menu Description and the name of the Menu item. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.

## Visual Acuity Discrepancy

Use Visual Acuity Discrepancy to identify patients with old acuity values that need to be updated with new values.

1. From the Header Menu, click the Administrator Menu option.  
**NOTE:** The Administrator Menu option will display only if the Administrator Security key is assigned to you.
2. From the Task Menu, click the Visual Acuity Discrepancy link to display the Visual Acuity & Visual Field Discrepancy – Report Criteria screen in the Content Area.
3. Select one or more or all of the Institutions from which you want to report. The available Institutions list alphabetically in ascending order.
4. Click the Submit button to generate the report, or click the Reset button to clear the selected criteria and start over.
5. The Visual Acuity & Visual Field Discrepancy report displays (for each institution selected). The report contains: Institution, Patient Name, SSN, Eye Exam Date, Date of Death, Visual Acuity: Legally Blind By Field Restriction – Left Eye, Legally Blind By Field Restriction – Right Eye, Visual Acuity Total , Visual Field:>20 Degrees – Left Eye, Visual Field Total, Visual Field: >20 Degrees – Right Eye, Visual Field Total. To generate the report in Adobe Acrobat format for printing, click the Printer icon and follow the directions on the screen.



# Entering/Editing Patient Information

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

## Searching for and Selecting a Patient

You must select a patient prior to performing patient-related tasks. There are two types of patient searches in Blind Rehabilitation 5.0, the HealthVet-VistA Patient Search and the BR Patient Search. The HealthVet-VistA Patient Search looks in the VistA system (Patient File #2) using the Logged In institution.

The HealthVet-VistA Patient Search is used to select a patient that is in the VistA system but has not been added to the Blind Rehabilitation application. This search is utilized when selecting the **BR Patient** or **Low Vision Patient** links under the **Enter/Edit Menu**.

**NOTE:** If a user logs into the system and selects a task other than the **BR Patient** or **Low Vision Patient** Links under the **Enter/Edit Menu**, they will get the **BR Patient Search**, not the **HealthVet-VistA Patient Search** and if they are searching for a patient that has not been added to the **Blind Rehabilitation application**, the patient will not display.

### HealthVet-VistA Patient Search

Select **BR Patient** under the **Enter/Edit Task Menu**. The **HealthVet-VistA Patient Search** feature displays in the Content Area when a patient is not already selected and you select one of the following Enter/Edit Task Menu options:

- [Entering/Editing a BR Patient](#)
- [Entering/Editing a Low Vision Patient](#)



The screenshot shows a web interface titled "Patient Lookup" with a "Help" link in the top right corner. Below the title bar, there are four blue buttons labeled "Inpt. Provider", "Ward", "Clinic", and "Specialty" under the heading "Limit Patient Selection By:". To the right of these buttons is a "Clear Search" button. Below this section is a "Select Patient:" label followed by a text input field and a "Search" button.

1. Type at least the first three letters of the patient's last name in the **Select Patient** field and click the **Search** button. A list of patients displays (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.

At this point, the system is accessing existing VA patients that have not been added into the BR application. Users also have the ability to Search by Inpt Provider, Ward, Clinic, or Specialty.

Patient Lookup
Help

Limit Patient Selection By: Inpt. Provider Ward Clinic Specialty Clear Search

---

>> Select Patient:  Search

Name	SSN	DOB	Gender	Patient Type	Eligibility
VISTPATIENT,FOUR	000006666	05/05/1945 (60)	M	NSC VETERAN	NON-SERVICE CONNECTED
VISTPATIENT,ONE	000009999	05/14/1975 (30)	M	SHARING AGREEMENT	SHARING AGREEMENT
VISTPATIENT,THREE	000007777	03/23/1922 (83)	M	SHARING AGREEMENT	SHARING AGREEMENT
VISTPATIENT,TWO	000008888	09/09/1949 (55)	M	RESEARCH OTHER	OTHER FEDERAL AGENCY

2. Select the patient whose record you want to access by clicking on the patient's name.

After selecting your patient, the Patient Lookup Status Notification screen displays. If a patient has any CWAD's (Crisis Notes, Warning Notes, Allergies, and Directives), these warning messages will appear. There could be multiple notifications screens for you to navigate through, for example, Means Test, Deceased, and Sensitive patient, if applicable.

The selected patient is maintained as the "Current Patient" throughout the subsequent tasks until you select another patient or log off. As you select subsequent tasks from the **Task Menu**, you are asked if you want to continue with the current patient, or select another patient.

The **BR Patient Search** feature displays in the **Content Area** when you select one of the Enter/Edit Task Menu options below. If a patient is already selected, that patient's information displays and you will be asked if you want to continue with the current patient or select a new patient.

**NOTE:** The patient you are searching for must exist in the Blind Rehabilitation system.

- Entering/Editing a Patient's Status
- Entering/Editing the Benefits & Services Checklist
- Entering/Editing Eye Exams (Eligibility)
- Entering/Editing the VIST Annual Review
- Entering/Editing the VARO Claims
- Entering/Editing the Annual Outcome Survey
- Entering/Editing the Pre/Post Blind Rehab Survey
- Creating a Referral
- Modifying a Referral
- Modifying a Referral By Patient
- Modifying a Converted National Waitlist Record
- VIST Visits
- Entering/Editing the BRC Clinical Assessment
- Entering/Editing Education & In Services Activities
- Creating a Treatment Plan
- Modifying a Treatment Plan
- Entering Non Treatment Plan Training
- Enter Treatment Plan or Training Encounter



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Welcome BR USER  
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CHEYENNE VAMC (442)

**Enter/Edit Menu**

- [BR Patient](#)
- [Low Vision Patient](#)
- [Patient Status](#)
- [Benefits & Services Checklist](#)
- [Eye Exams \(Eligibility\)](#)
- [VIST Annual Review](#)
- [VARO Claims](#)
- [Annual Outcome Survey](#)
- [Pre/Post Blind Rehab Survey](#)
- [Create Referral](#)
- [Modify Referral \(Search\)](#)
- [Modify Referral By Patient](#)
- [Modify Converted National Waitlist Record](#)

**BRC Clinical Assessments**

- [Education & In Service Activities](#)
- [Create Treatment Plan](#)
- [Modify Treatment Plan](#)
- [Enter Non Treatment Plan Training](#)
- [Help - Application](#)

### BR Patient Search


Enter available information and press search

Last Name	First Name	Social Security Number
<input type="button" value="Search"/> <input type="button" value="Clear"/>		

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3. Type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name. In addition to the previous search rules, to narrow your search, you can also enter all or part of the patient's first name. Enter the search data in the fields provided and click the **Search** button.
  
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Enter/Edit Menu**

- [BR Patient](#)
- [Low Vision Patient](#)
- [Patient Status](#)
- [Benefits & Services Checklist](#)
- [Eye Exams \(Eligibility\)](#)
- [VIST Annual Review](#)
- [VARO Claims](#)
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**VIST Visits**

- [BRC Clinical Assessments](#)
- [Education & In Service Activities](#)
- [Create Treatment Plan](#)
- [Modify Treatment Plan](#)
- [Enter Non Treatment Plan Training](#)
- [Enter Treatment Plan or Training Encounter](#)
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### Patients Found - Count: 3

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

[Help](#)

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5. From the Patients Found page, select the patient whose record you want to access by clicking the **Select** button next to the patient's name.

The selected patient is maintained as the "Current Patient" throughout the subsequent tasks until you select another patient or log off. As you select subsequent tasks from the **Task Menu**, you are asked if you want to continue with the current patient, or select another patient.

## Entering/Editing a BR Patient

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

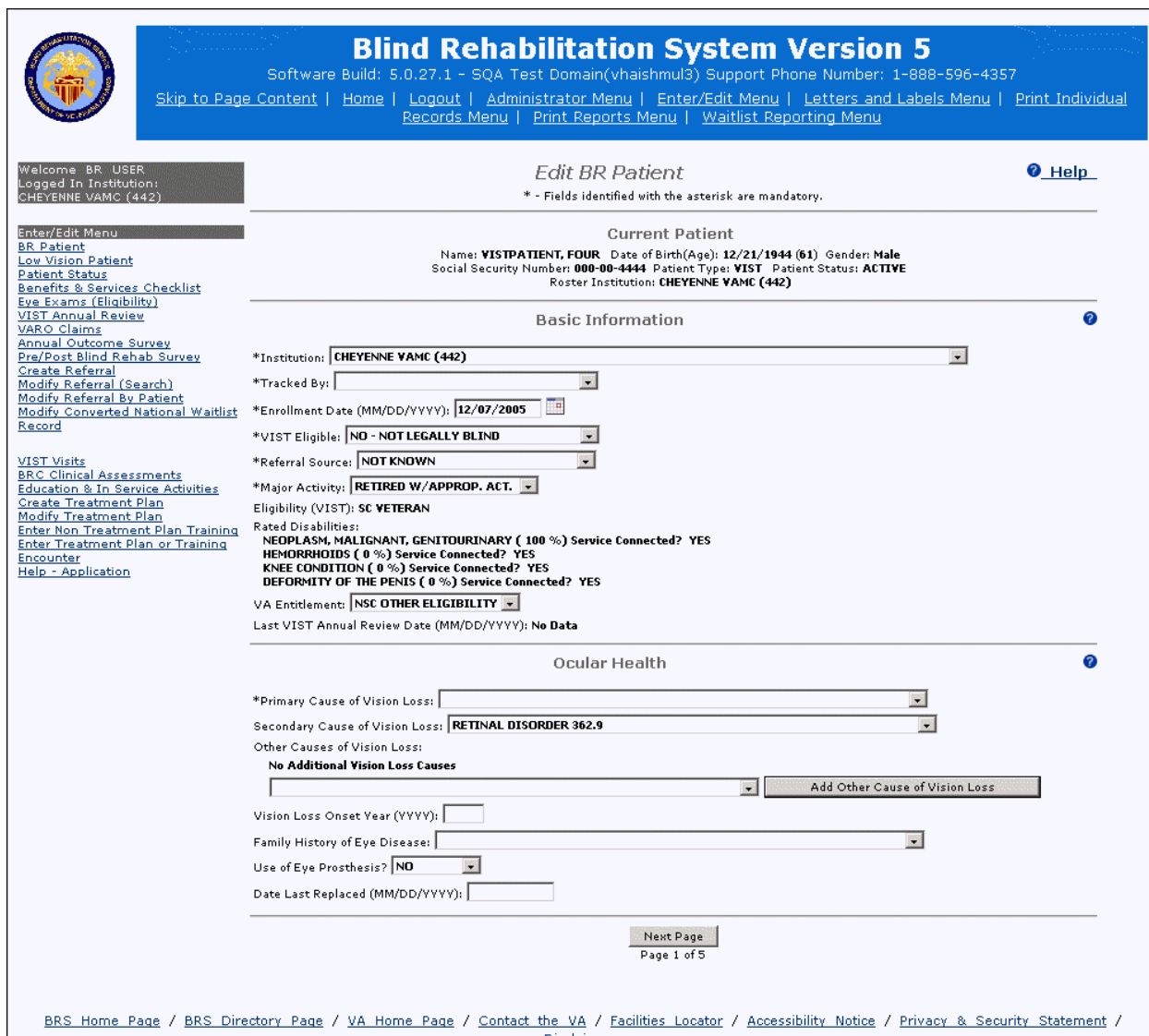
The BR application provides five (5) separate pages from which patient information can be entered or edited. Fields marked with an asterisk are required entries. An error message will display and the system will not progress to the next page unless a valid value is entered in a required field.

**NOTE:** Some fields are non-editable, display only. This means that the data in the field is defaulted by the system and it cannot be changed.

1. From the Enter/Edit Menu, click **BR Patient**. The **HealthVet-VistA Patient Search** feature displays in the Content Area. Refer to “[Searching for and Selecting a Patient](#)” under “[Entering/Editing Patient Information](#)” for instructions on patient selection.
2. Page 1 of the 5 Enter/Edit BR Patient pages displays for the current patient. From these pages, you can enter and/or edit the selected patient’s information.

Page 1 of 5 has the following sections:

- Basic Information
- Ocular Health



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 Software Build: 5.0.27.1 - SQA Test Domain(vhaishmul3) Support Phone Number: 1-888-596-4357  
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Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

**Edit BR Patient** [Help](#)  
 \* - Fields identified with the asterisk are mandatory.

**Current Patient**  
 Name: **VISTPATIENT, FOUR** Date of Birth(Age): **12/21/1944 (61)** Gender: **Male**  
 Social Security Number: **000-00-4444** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

**Basic Information**

\*Institution: **CHEYENNE VAMC (442)**

\*Tracked By:

\*Enrollment Date (MM/DD/YYYY): **12/07/2005**

\*VIST Eligible: **NO - NOT LEGALLY BLIND**

\*Referral Source: **NOT KNOWN**

\*Major Activity: **RETIRED W/APPROP. ACT.**

Eligibility (VIST): **SC VETERAN**

Rated Disabilities:  
 NEOPLASM, MALIGNANT, GENITOURINARY ( 100 %) Service Connected? **YES**  
 HEMORRHOIDS ( 0 %) Service Connected? **YES**  
 KNEE CONDITION ( 0 %) Service Connected? **YES**  
 DEFORMITY OF THE PENIS ( 0 %) Service Connected? **YES**

VA Entitlement: **NSC OTHER ELIGIBILITY**

Last VIST Annual Review Date (MM/DD/YYYY): **No Data**

**Ocular Health**

\*Primary Cause of Vision Loss:

Secondary Cause of Vision Loss: **RETINAL DISORDER 362.9**

Other Causes of Vision Loss:  
**No Additional Vision Loss Causes**

Vision Loss Onset Year (YYYY):

Family History of Eye Disease:

Use of Eye Prosthesis? **NO**

Date Last Replaced (MM/DD/YYYY):

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### Basic Information

1. From the **Institution** drop-down list, select the institution associated with the patient's visit.
2. From the <sup>3</sup>**Tracked By** drop-down list, select the person who is tracking this patient (for example, to whom you want to send deceased patient notifications).
3. Type, or use the pop-up calendar to select the date on which the patient was enrolled as a BR patient.

<sup>3</sup> BR 5.0.29 - Design changed for Tracked By field to display users with roles VIST Coordinator, BROS, Low Vision. This is used to select the person who is tracking this patient.

4. Select the patient's eligibility for services using the **VIST Eligible** drop-down list. The following options are available:
  - YES
  - NO – REVIEWED FOR BRC ATTENDANCE
  - NO – OTHER
  - NO – NOT LEGALLY BLIND
  - INACTIVE
  
5. Select the source from which the referral originated from the **Referral Source** drop-down list. The following options are available:
  - VA EYE CLINIC
  - NON – VA EYE CLINIC
  - STATE AGENCY
  - COMMUNITY AGENCY
  - VA STAFF
  - VETERANS SERVICE ORGANIZATION
  - FAMILY FRIEND
  - SELF
  - OTHER
  - Transfer from another VIST
  - VBA Printout
  - VBA Staff
  - Not known
  - DOD
  
6. From the **Major Activity** drop-down list, select the code that most closely corresponds to the patient's major activity. The following options are available:
  - EMP FOR PAY (The patient is employed for pay)
  - ENG IN TRN/SCHOOL (The patient is engaged in training or school program)
  - VOL WORK 10HRS/WK (The patient performs volunteer work at least 10 hours per week)
  - RETIRED W/APPROP. ACT. (The patient is retired and performs appropriate activities)
  - TOO ILL OR TOO DISABLED (The patient is too ill or too disabled to perform activities)
  - NO WELL DEFINED ACT. (The patient performs no well defined activities)
  - NOT KNOWN (Major activities are unknown)

The status of the patient's eligibility displays in the **Eligibility (VIST)** field.

7. Select the category of eligibility as prescribed on the AMIS from the **VA Entitlement** drop-down list. The following options are available:
  - 0% ONLY
  - 10% SC THRU SMC
  - SC FOR BLINDNESS
  - NSC PENSION A&A/HB
  - NSC PENSION ONLY

- NSC OTHER ELIGIBILITY

If available, the date of the patient's last VIST Annual Review displays at the bottom of the Review section. You cannot edit his field.

### **Ocular Health**

1. Use the drop-down lists provided to indicate the primary and, if applicable, the secondary cause of the patient's vision loss. This is a mandatory field. The following options are available:
  - APHAKIA 379.31
  - CATARACT 366.9
  - CEREBOVASCULAR 438.9
  - CHORIOID/RETINAL
  - CHORIORENTINITIS 363.20
  - CORNEAL DISEASE 371.00
  - DIABETIC RETINOPATHY (PROLIFERATIVE) 362.02/250.0
  - DIABETIC RETINOPATHY, BACKGROUND (NON-PROLIFERATIVE) 362.01/250.50
  - GLAUCOMA 365.9
  - HEMIANOPSIA; BILATERAL FIELD DEFECTS 368.46
  - HISTOPLASMOSIS 115.99
  - MACULAR DEGENERATION, WET, EXUDATIVE 362.52
  - MACULAR DEGENERATION, DRY, NONEXUDATIVE 362.51
  - MACULAR DISEASE NOS 362.50
  - NOT APPLICABLE
  - OPTIC ATROPHY 377.10
  - OPTIC NERVE 377.49
  - OTHER EYE DISORDERS 379.8
  - RETINAL DETACHMENT
  - RETINAL DISORDER 362.9
  - RETINAL VASCULAR OCCLUSION
  - RETINITIS PIGMENTOSA 362.74
  - SOLAR BURNS
  - STARGARDTS 362.75
  - TRAUMA 950.9
  - UNKNOWN 377.9
2. If the patient has another cause of vision loss, select the other cause from the drop-down list provided, and then click the **Add Other Cause of Vision Loss** button to add the cause to the patient's record. Multiple causes can be added to the patient's record.
3. Type the onset year of the patient's vision loss in the field provided.
4. Use the drop-down list provided to select the value that best represents the patient's family history of eye disease. The following options are available:



- APHAKIA
- CATARACT
- CEREBOVASCULAR
- CHORIOID/RETINAL
- CHORIORENTINITIS
- CORNEAL DISEASE
- DIABETIC RETINOPATHY
- GLAUCOMA
- HISTOPLASMOSIS
- MACULAR DEGENERATION
- MACULAR DISEASE
- NOT APPLICABLE
- OPTIC ATROPHY
- OPTIC NERVE
- OTHER
- RETINAL DETATCHMENT
- RETINAL DISORDER
- RETINAL VASCULAR OCCLUSION
- RETINITIS PIGMENTOSA
- TRAUMA

5. Use the drop-down list provided to indicate whether or not the patient uses eye prosthesis.
6. If the patient uses eye prosthesis, type or use the pop-up calendar to select the date on which the prosthesis was last replaced.
7. Click the **Next Page** button, or press and hold the <Alt> key and press the <N> key to advance to the next page.

Page 2 of 5 displays the following sections:

- Patient History
- Financial/Benefits



## Blind Rehabilitation System Version 5

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

### Edit BR Patient

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\* - Fields identified with the asterisk are mandatory.

#### Enter/Edit Menu

[BR Patient](#)  
[Low Vision Patient](#)  
[Patient Status](#)  
[Benefits & Services Checklist](#)  
[Eye Exams \(Eligibility\)](#)  
[VIST Annual Review](#)  
[VARO Claims](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[Create Referral](#)  
[Modify Referral \(Search\)](#)  
[Modify Referral By Patient](#)  
[Modify Converted National Waitlist Record](#)

[VIST Visits](#)  
[BRC Clinical Assessments](#)  
[Education & In Service Activities](#)  
[Create Treatment Plan](#)  
[Modify Treatment Plan](#)  
[Enter Non Treatment Plan Training](#)  
[Enter Treatment Plan or Training Encounter](#)  
[Help - Application](#)

#### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

#### Patient History

\*Number of Years of Education:

\*Currently Engaged in Training or School?

Additional Education Information (240 characters maximum):

General Patient/Work History (10,000 characters maximum):

\*Currently Employed?

Primary Occupation (80 characters maximum):

Sight Loss Caused Job Loss?

#### Financial/Benefits

SMC Rating:

Paragraph Level:

Annual Household Income (10 digits maximum. Do not enter formatting characters.):

Annual Household Income Source (80 characters maximum):

Additional Financial/Benefits Information (10,000 characters maximum):

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## Patient History

Use Patient History to capture relevant historic information about the patient.

1. Type the number of years of education the patient has completed.
2. From the drop-down list provided, indicate whether or not the patient is currently engaged in training or school. The following options are available:
  - YES
  - NO
  - UNKNOWN

3. Use the field provided to type the patient's work history. The field can accommodate up to 300 characters.
4. Use the drop-down list to indicate the patient's employment status. The following options are available:
  - YES
  - NO
  - UNKNOWN
5. Use the field provided to type the patient's primary occupation. The field can accommodate up to 80 characters.
6. Use the drop-down list to indicate whether or not the patient's sight loss caused the patient to lose his/her job. The following options are available:
  - YES
  - NO
  - UNKNOWN

### ***Financial/Benefits***

Use the fields provided to enter information about the patient's finances and benefits.

1. Select the patient's **SMC Rating** from the drop-down list. The following options are available:
  - K
  - L
  - M
  - N
  - O
  - P
  - R1
  - R2
  - S
2. The Paragraph Level is required when an SMC Rating value is selected. Select the patient's **Paragraph Level** from the drop-down list provided. The following options are available:
  - L
  - L1/2
  - M
  - M1/2
  - N
  - N1/2

- O/P
- R1
- R2
- S

3. Type the patient’s annual household income in the field provided.
4. Type the source of the patient’s household income in the field provided.
5. Type additional information about the patient’s financial and benefits in the field provided.
6. Click the **Next Page** button, or press and hold the <Alt> key and press the <N> key to advance to the next page. Click the **Previous Page** button, or press and hold the <Alt> key and press the <P> key to return to the previous page.

Page 3 of 5 displays the following two sections:

- Domestic Information
- Living Arrangements

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Welcome BR\_USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

**Edit BR Patient** [Help](#)

\* - Fields identified with the asterisk are mandatory.

**Current Patient**  
 Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
 Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

**Domestic Information**

Marital Status: **MARRIED**

Spouse Last Name:

Spouse First Name:

Dependents:  
**None**

Additional Marital Status Information (80 characters maximum):

**Living Arrangements**

\*Living Arrangement: **ALONE**

\*Type of Residence: **APARTMENT**

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### ***Domestic Information***

1. The system displays the current patient's marital status.
2. If applicable, the system displays spousal information for the current patient in the fields provided.
3. If applicable, type the names of the patient's dependents in the fields provided, and then click the **Add Dependent** button to add the dependents to the patient's record. Repeat this step as necessary to add all of the patient's dependents.
4. Type any additional information regarding the patient's marital status in the field provided. The field can accommodate up to 80 characters.

### ***Living Arrangements***

1. From the drop-down list provided, select the value that best represents the patient's living arrangements. The following options are available:
  - ALONE
  - FAMILY
  - NURSING HOME
  - STATE VETERANS CENTER
  - UNKNOWN
  - LIVES WITH FRIEND
  - BOARD AND CARE
  - OTHER
  - SPOUSE ONLY
2. From the drop-down list provided, select the value that best represents the type of residence in which the patient lives. The following options are available:
  - HOUSE
  - APARTMENT
  - NURSING HOME
  - VA DOMICILLIARY
  - STATE VETERANS HOME
  - BOARD & CARE
  - HOMELESS
  - OTHER
  - NOT KNOWN
3. Click the **Next Page** button, or press and hold the <Alt> key and press the <N> key to advance to the next page. Click the **Previous Page** button, or press and hold the <Alt> key and press the <P> key to return to the previous page.

Page 4 of 5 displays the following sections:

- Other Health
- Medical Treatment
- Blind Rehabilitation Experience

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**Edit BR Patient** [Help](#)

\* - Fields identified with the asterisk are mandatory.

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Other Health** [?](#)

Enter Other Health Problem Information (10,000 characters maximum):

**Medical Treatment** [?](#)

Date of Last Medical Exam (MM/DD/YYYY):

Last Medical Exam Performed by VA? **NO**

Additional Medical Treatment Information (80 characters maximum):

**Blind Rehabilitation Experience** [?](#)

\*Any Prior Blind Rehab Training? **YES**

Prior Blind Rehab Training Performed by VA? **YES**

Date of Training (MM/DD/YYYY):

Type of Training:

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### **Other Health**

In the field provided, type information regarding other health problems the patient may have. The field can accommodate up to 320 characters.

### **Medical Treatment**

1. Type, or use the pop-up calendar to select the date of the patient's last medical exam.
2. Use the drop-down list provided to indicate whether or not the VA provided the patient's previous training.
3. Type any additional medical information about the patient in the field provided. The field can accommodate up to 80 characters.


### **Blind Rehabilitation Experience**

1. Use the drop-down list provided to indicate whether or not the patient has received any previous blind rehabilitation training. If Yes is selected the remaining fields will become active and editable.
2. If the patient has received previous blind rehabilitation training, use the drop-down list provided to indicate whether or not the VA provided the patient's previous training.
3. Type, or use the pop-up calendar to select the date of the patient's previous blind rehabilitation training.
4. Use the drop-down list provided to select the type of Blind Rehabilitation training that the patient previously received. The following options are available:
  - BRC AUDIBLE DEVICES
  - BRC CAT – 1<sup>st</sup> EXP
  - BRC CAT – ADL TRN
  - BRC DUAL PROGRAM – 1<sup>st</sup> EXP
  - BRC DUAL PROGRAM – ADL TRN
  - BRC Other Programs – 1<sup>st</sup> EXP
  - BRC Other Programs – ADL TRN
  - BRC REGULAR PROGRAM – 1<sup>st</sup> EXP
  - BRC REGULAR PROGRAM – ADL TRN
  - BROS LOCAL TRAINING – 1<sup>st</sup> EXP
  - BROS LOCAL TRAINING – ADL TRN
  - NON-VA BLINDNESS AGENCY – 1<sup>ST</sup> EXP
  - NON-VA BLINDNESS AGENCY – ADL TRN
  - NON-VA LOCAL CAT – 1<sup>ST</sup> EXP
  - NON-VA LOCAL CAT – ADL TRN
  - VA OUTPATIENT LV CLINIC – 1<sup>ST</sup> EXP
  - VA OUTPATIENT LV CLINIC – ADL TRN
  - VISOR – 1<sup>ST</sup> EXP
  - VISOR – ADL TRN

**NOTE:** EXP means Experience; ADL TRN means Additional Training.

5. Click the **Next Page** button, or press and hold the <Alt> key and press the <N> key to advance to the next page. Click the **Previous Page** button, or press and hold the <Alt> key and press the <P> key to return to the previous page.

Use page 5 of 5 to enter the information used to assess the patient's appropriateness for blind rehabilitation training.



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Welcome BR\_USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

### Edit BR Patient

\* - Fields identified with the asterisk are mandatory.

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---

**Enter/Edit Menu**

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[Patient Status](#)  
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[Create Treatment Plan](#)  
[Modify Treatment Plan](#)  
[Enter Non Treatment Plan Training](#)  
[Enter Treatment Plan or Training Encounter](#)  
[Help - Application](#)

**Current Patient**

Name: **YISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
 Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

---

**Assessment Questions**

Adjustment to Sight Loss (10,000 characters maximum):

Living Skills Assessment/Information (10,000 characters maximum):

Orientation and Mobility Assessment/Information (10,000 characters maximum):

Visual Skills Assessment/Information (10,000 characters maximum):

Manual Skills Assessment/Information (10,000 characters maximum):

Computer Skills Assessment/Information (10,000 characters maximum):

Activities/Social/Recreational Assessment/Information (10,000 characters maximum):

Impressions Information (10,000 characters maximum):

Veterans Goals Information (10,000 characters maximum):

Appropriateness for Blind Rehabilitation (10,000 characters maximum):

Plan (10,000 characters maximum):

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6. Type the applicable responses to each of the assessment questions in the text fields provided. Each of these mandatory fields can accommodate 320 characters.



7. Click the **Previous Page** button, or press and hold the <Alt> key and press the <P> key to return to the previous page.
8. Click the **Save** button to save the information you entered. The message: “**Patient Successfully Saved**” displays.
9. Click the **Done** button to return to the Welcome Page.

# Entering/Editing a Low Vision Patient

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The Blind Rehabilitation Application provides the functionality to Maintain Low Vision Patients. Maintenance includes Enter, Edit, and Print capabilities. The Enter/Edit capabilities are part of the Clinicians (i.e. Ophthalmologists and Optometrists) Activities, while the Print Low Vision Patient Report is part of the general user activities.

1. From the **Enter/Edit Menu**, click **Low Vision Patient**. The HealthVet-VistA Patient Search feature displays in the Content Area. Refer to “[Searching for and Selecting a Patient](#)” under “[Entering/Editing Patient Information](#)” for instructions on patient selection.

The Enter/Edit Low Vision Patient page displays for the current patient:

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Help](#)

**Enter/Edit Low Vision Patient**

Current Patient  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Edit Existing Low Vision Patient**  
\* - Fields identified with the asterisk are mandatory.

\*Date Added as Low Vision Patient (MM/DD/YYYY):

\*Institution:

\*Primary Cause of Vision Loss:

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2. Type, or select from the pop-up calendar the date the patient was added as a **Low Vision Patient**.
3. In the **Institution** field, click the down arrow and select the correct institution.
4. In the **Primary Cause of Vision Loss** field, click the down arrow and select the primary cause of vision loss.
5. Enter or edit the data in the fields, and then click the **Save** button to save the information you entered. The message: “**Patient Successfully Saved**” displays.
6. Click the **Done** button to return to the Welcome Page.

# Entering/Editing a Patient's Status

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The Enter/Edit Patient Status page allows you to assign a status of Inactive to a patient. You can also reassign a status of Active to a patient.

1. From the Task Menu, click the **Patient Status** link.

If a patient is already selected, you will be asked if you want to continue with the current patient or select another patient.

To select another patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name. In addition to the previous search rules, to narrow your search, you can also enter all or part of the patient's first name. Enter the search data in the fields provided. and click the **Search** button.

2. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



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Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

### Patients Found - Count: 3

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	Name	Roster Institution	Date of Birth	SSN	Selectable	
<a href="#">Enter/Edit Menu</a> <a href="#">BR Patient</a> <a href="#">Low Vision Patient</a> <a href="#">Patient Status</a> <a href="#">Benefits &amp; Services Checklist</a> <a href="#">Eye Exams (Eligibility)</a> <a href="#">VIST Annual Review</a> <a href="#">VARO Claims</a> <a href="#">Annual Outcome Survey</a> <a href="#">Pre/Post Blind Rehab Survey</a> <a href="#">Create Referral</a> <a href="#">Modify Referral (Search)</a> <a href="#">Modify Referral By Patient</a> <a href="#">Modify Converted National Waitlist Record</a>	VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
	VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
	VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

[VIST Visits](#)  
[BRC Clinical Assessments](#)  
[Education & In Service Activities](#)  
[Create Treatment Plan](#)  
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- From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient's name.

The Patient Status page displays the following sections:

- Current Patient information
- Current Patient Status
- Inactivate/Activate Patient

**NOTE:** The patient's status can be Active or Inactive. If the patient's status is active, this section will allow you to inactive the patient. If the patient's status is inactive, this section will allow you to activate the patient.

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

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BR Patient  
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**Patient Status Change** [Help](#)

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Current Patient Status**

Patient Status: <b>ACTIVE</b>	Patient Enrollment Date: <b>09/21/2005</b>	Last Status Change Reason: <b>None</b>	Last Status Change Date: <b>11/29/2005</b>
----------------------------------	---	---	---

**Inactivate Patient**  
\* - Fields identified with the asterisk are mandatory.  
\*Status Change Date (MM/DD/YYYY):   
\*Select Reason:

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## Current Patient Status

The Current Patient status section displays the patient's status, either Active or Inactive, the date, and the reason the patient's status was changed to Inactive.

## Changing a Patient's Status

If the current patient's status is "Active," you can change the patient's status to "Inactive." If the current patient's status is "Inactive," you can change the patient's status to "Active."

- Type, or select from the pop-up calendar the effective date of the patient's change of status.

2. If you are changing the patient's status from "Active" to "Inactive," you will need to select one of the following reasons from the drop-down list provided:

- Deceased
- No longer legally blind
- Relocation
- Unable to locate

**NOTE:** The Select Reason drop-down list does not display when changing a patient's status from "Inactive" to "Active."

3. Click the **Activate/Inactivate Patient Status** button to change the patient's status

4. Click the **Done** button to return to the Welcome Page.

# Entering/Editing the Benefits & Services Checklist

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

Use Benefits & Services Checklist to enter the patient’s current benefits. This includes VA, Non-VA, and Local benefits.

1. From the Enter/Edit Menu, click **Benefits & Services Checklist**.

If a patient is already selected, you are asked if you want to continue with the current patient or select another patient.

To continue with the current patient, click **OK**.

To select a different patient, To select another patient, type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name. In addition to the previous search rules, to narrow your search, you can also enter all or part of the patient’s first name. Enter the search data in the fields provided. and click the **Search** button.

2. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, a sidebar on the left contains a 'Welcome BR USER' message and a list of menu items. The main content area displays 'Patients Found - Count: 3' and a table with three patient records. Each record has a 'Select' button next to it. At the bottom of the page, there is a footer with various links.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

3. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient’s name to display the Edit Benefits and Services Checklist screen. If you are editing for this patient, their current benefits default in the fields. The Current Patient information displays in the upper part of the screen.



# Blind Rehabilitation System Version 5

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Edit Benefits and Services Checklist

[Help](#)

- Enter/Edit Menu
- BR Patient
- Low Vision Patient
- Patient Status
- Benefits & Services Checklist
- Eye Exams (Eligibility)
- VIST Annual Review
- VARO Claims
- Annual Outcome Survey
- Pre/Post Blind Rehab Survey
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- Modify Referral (Search)
- Modify Referral by Patient
- Modify Converted National Waitlist Record
- VIST Visits
- BRC Clinical Assessments
- Education & In-Service Activities
- Create Treatment Plan
- Modify Treatment Plan
- Enter Non-Treatment Plan Training
- Enter Treatment Plan or Training Encounter
- Help - Application

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

### VA Benefits and Services

Audible Device Training:

Auto Grant:

Blind Rehab. Training:

Tri-Care:

Champva:

Clothing Allowance:

Education - VA:

Fee Basis:

HISA:

Insurance - SDVI:

Insurance - Waive Premium:

Prosthetics:

SAH - 2101(a):

SAH - 2101(b):

VA Vocational Rehabilitation:

VIST Annual Review:

### NON-VA Benefits and Services

Identification Card:

Blinded Veterans Association:

Commissary and Exchange:

National Consumer Groups:

Free Postage:

Phone Directory Assistance:

Dog Guide Training:

Hadley School for the Blind:

Handicap Parking Placard:

Income Tax Deduction:

National Parks Admission Permit:

Radio Reading Service:

Recording for the Blind:

Social Security:

Talking Books:

Voting Rights:

### Local Benefits and Services

Hunting/Fishing License:

Local Agency for the Blind:

Property Tax Exemption:

State Services for the Blind:

Transit Pass:

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There are three sections to this screen:

- VA Benefits and Services
- Non- VA Benefits and Services
- Local Benefits and Services

## VA Benefits and Services

At each field, click the down arrow to display the drop-down list of choices. Each field in this section has the following choices from which to make a selection:

- DECLINED
- NOT AVAILABLE
- NOT ELIGIBLE
- PENDING
- YES

1. **Audible Device Training** allows you to note if the veteran has exercised his/her right to an Audible Device. From the drop-down list, select whether or not the veteran has used or is eligible for the Audible Device.
2. **Auto Grant** denotes if the veteran has exercised his/her right to an Auto Grant. From the drop-down list, select whether or not the veteran has used or is eligible for the Auto Grant.
3. **Blind Rehab Training** allows you to note if the veteran has attended or declined blind rehabilitation services. You may also indicate if the veteran has a pending application for blind rehab.
4. **Tri-care** allows you to indicate if the veteran/family is eligible for Tri-care. You may also indicate if an application is pending for Tri-care.
5. **CHAMPVA** allows you to indicate if the veteran/family is eligible for CHAMPVA. You can also indicate if an application is pending for CHAMPVA.
6. **Clothing Allowance** allows you to indicate if the veteran is eligible for the clothing allowance. You can also indicate if an application for the clothing allowance is pending approval by PSAS.
7. **Education –VA Response** allows you to indicate if the veteran/family has taken advantage of the Education benefit. You may also note if an application is pending.
8. **Fee Basis** indicates a veteran's eligibility for and status with Fee Basis services.
9. **HISA** indicates if the veteran has eligibility for and/or used the HISA grant.



10. **Insurance – SDVI** indicates if the veteran has insurance.
11. **Insurance – Waive Premium** indicates whether or not the veteran is eligible for and has applied for a waiver of the premiums for the SDVI Life Insurance.
12. **Prosthetics** describes if the veteran is eligible for prosthetic items.
13. **SAH- 801 (a)** is the structural alteration to housing program administered by the VARO. This field allows you to enter the veteran's use and eligibility for this grant.
14. **SAH – 801 (b)** is the structural alteration to housing program administered by the VARO. This field allows you to enter the veteran's use and eligibility for this grant.
15. **Vocational Rehabilitation** denotes if the veteran has participated in the VA vocational rehabilitation program.
16. **VIST Annual Review** allows you to enter information regarding the veteran's participation in the annual VIST review in your program.

## Non-VA Benefits and Services

At each field, click the down arrow to display the drop-down list of choices. Each field in this section has the following choices from which to make a selection:

- DECLINED
- NOT AVAILABLE
- NOT ELIGIBLE
- PENDING
- YES

At each field, select the correct choice.

### 1. Identification Card

**NOTE:** The AFB form of identification is no longer available. Individuals should apply at their state motor vehicle offices for non-drivers identification cards that serve the same purpose and provide legal identification comparable to the sighted person's driver's license.

2. **Blinded Veterans Association** - This is the Congressional chartered service organization established for blind veterans. Although originally established for SC veterans, over the years the BVA has amended its bylaws and now allows all NSC veterans with vision problems to join as equal members with a few significant exceptions including the necessity to be a SC veteran for blindness in order to stand for the offices of President and Vice President of the organization.

3. **Commissary and Exchange** – These are privileges granted to SC veterans rated 100%. A blind veteran may also select a sighted companion who will be admitted with a letter of proof by the eligible veteran.
4. **National Consumer Group** - These are the principal advocacy organizations of and for the blind. The American Council of the Blind, the National Federation of the Blind and the Guide Dog Users, Inc. are among the major organizations.
5. **Free Postage** - This is the provision by which a blind person may send large print, Braille and taped materials free of postage to a person requiring these media.
6. **Phone Directory Assistance** - This is the service available in most areas of the country enabling a blind customer to be waived of information charges on their residential phone. You must apply for this service with both your local and long distance carrier.
7. **Dog Guide Training** - There are approximately 16 schools across the country that provide selection of, matching with and training in the use of guide dogs for legally blind persons.
8. **Hadley School For The Blind** - This is an international correspondence school providing courses in many subject areas. Instructional materials are provided in Braille, large print and tape formats.
9. **Handicap Parking Placard** - This is a privilege granted to eligible disabled persons that will allow them to park in designated handicapped parking spaces or to park free of meter charges or to remain in time-restricted parking spaces beyond the posted limit with the display of the placard or with disabled license tags on the car. The disabled person may but does not need to be the driver, so a blind person may obtain disabled tags or the placard for use in a vehicle he/she owns or in which he/she rides.
10. **Income Tax Deduction** - This is a provision in the IRS code that enables a legally blind person to take an extra amount in deductions from their long form tax return. In the past, this was a full dependent's deduction but was reduced in the IRS reforms of 1993 and is currently approximately \$600.
11. **National Parks Admission Permit** - This is a life-long permit a disabled person may obtain at any National park that will entitle them and any companions accompanying them in the same vehicle free admission to National parks.
12. **Radio Reading Service** - This is a service available in many parts of the country that provides materials such as the local paper and current publication read over a closed circuit radio receiver for which a special receiver must be obtained from the service.
13. **Recording For The Blind** - This is a service that provides text and professional materials recorded on tape.

14. **Social Security** - The Social Security Administration has several benefits that a blind person may be eligible for including SSI and SSDI. For blind persons receiving SSDI, the earning limit for gainful employment is higher than for other disabled persons; currently it is \$1000 a month.
15. **Talking Books** - This is a service available from the National Library Service, Library of Congress that provides recorded books for persons unable to read regular print. The NLS program also provides books and magazines in Braille.
16. **Voting Rights** - A blind or visually impaired person has the right to be accompanied by the person of their choice into the voting booth to assist them in casting their vote. There are slight variations in some jurisdictions with respect to what forms of identification the escort must provide.

### **Local Benefits and Services**

There are a variety of local programs, services and benefits from which a blind or visually impaired veteran may benefit. These vary widely throughout the country and it is important to be familiar with those in your area in order to provide blind veterans the greatest array of services.

At each local program, benefit and/or service field, click the down arrow to display the drop-down list of choices. Each field in this section has the following choices from which to make a selection:

- DECLINED
- NOT AVAILABLE
- NOT ELIGIBLE
- PENDING
- YES

When all data is selected, click the **Save** button. The system displays the following message:

**“Benefits & Services Checklist successfully saved”**

Click the **Done** button to return to the Welcome Page.

## Entering/Editing Eye Exams (Eligibility)

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

1. From the Task Menu, click the **Eye Exams (for Eligibility)** link.  
If a patient is already selected, you will be asked if you want to continue with the current patient or select another patient.
2. Type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Patients Found - Count: 3* [Help](#)

	Name	Roster Institution	Date of Birth	SSN	Selectable	
<a href="#">Enter/Edit Menu</a>	VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
<a href="#">BR Patient</a>	VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
<a href="#">Low Vision Patient</a>	VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

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[Eye Exams \(Eligibility\)](#)  
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4. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient's name.

The Eye Exams (Eligibility) page displays. The Eye Exams (Eligibility) page allows you to view and enter information about the patient's eye exams. The page displays the following sections:

- Current Patient information
- Existing Eye Exams
- Enter New Eye Exam



## Blind Rehabilitation System Version 5

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Welcome PETER CARTWRIGHT  
Logged In Institution:  
HINES SYSTEM DEVELOPMENT  
CENTER (283)

### Eye Exams (Eligibility)

[Help](#)

#### Current Patient

Name: **ONEHUNDRED, PATIENT** Date of Birth: **04/07/1935 (70)** Gender: **Male**  
Social Security Number: **666-00-0100** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **HINES SYSTEM DEVELOPMENT CENTER (283)**

#### Existing Eye Exams - Count: 1

Exam Date	Institution	Visual Acuity Right	Visual Acuity Left	Visual Field Right	Visual Field Left	
11/09/2005	EDWARD J. HINES JR. HOSPITAL (578)	20/40 UP TO AND INCLUDING 20/60	20/40 UP TO AND INCLUDING 20/60	6 TO 20 DEGREES	6 TO 20 DEGREES	<a href="#">Edit Exam</a>

#### Enter New Eye Exam

\* - Fields identified with the asterisk are mandatory.

\*Institution:

\*Exam Date (MM/DD/YYYY):

\*Visual Acuity Right:

\*Visual Acuity Left:

\*Visual Field Right:

\*Visual Field Left:

\*Legal Blindness/Visual Impairment Status (Primary):

Eye Exam Notes(320 characters maximum):

[Add Eye Exam](#) [Done](#)

## Existing Eye Exams

This section displays the results of the patient's previous eye exams. The results list chronologically in ascending order. You can select an existing eye exam to edit by clicking the **Edit Exam** button located to the right of the existing exam.

**NOTE:** The procedure to edit an exam is the same as the procedure to enter a new eye exam.

## Enter New Eye Exam

This section allows you to enter eye exam information for the selected patient.

1. From the drop-down list provided, select the **Institution** in which the exam occurred.
2. Type, or select from the pop-up calendar, the date of the patient's eye exam.
3. In the **Performed by VA?** field, select the correct option. Choices are NO, YES, or UNKNOWN.
4. Use the drop-down lists provided to select the **visual acuity** for the patient's right and left eyes. The following options are available:
  - NO LIGHT PERCEPTION

- LIGHT PERCEPTION ONLY / HAND MOTION
  - 1/200 UP TO AND INCLUDING 5/200
  - 6/200 UP TO AND INCLUDING 20/200
  - 20/70 UP TO AND INCLUDING 20/190
  - 20/40 UP TO AND INCLUDING 20/60
  - 20/30 OR BETTER
  - UNKNOWN
5. Use the drop-down lists provided to select the **field of vision** for the patient's right and left eyes. The following options are available:
- 5 DEGREES OR LESS
  - 6 TO 20 DEGREES
  - 21 TO 30 DEGREES
  - >30 DEGREES
  - NOT APPLICABLE
  - UNKNOWN
6. Use the drop-down lists provided to select the **Legal Blindness/Visual Impairment Status (Primary)**. The following options are available:
- Field < or = 10 degrees or 20/500-20/1000
  - Field < or = 20 degrees or 20/200-20/400
  - Field < or = 5 degrees or HM at < or = 10' or count fingers < 3' or 20/1000
  - Impairment level not further specified, blindness, one eye
  - Legal blindness (general U.S. definition)
  - Near normal, 20/30-20/70 unspec. Visual disturbance
  - Normal vision; 20/25 or better; unspec. Disorder of refraction or accommodation
  - Not legal blindness; 20/70-20/160
  - One eye: total impairment; other eye: near normal vision
  - One eye: total impairment; other eye: not specified
  - Orthoptic Training
  - Totally blind, NLP or LPO
7. Type any relevant notes in the text box provided.
8. Click the **Add Eye Exam** button to add the claim to the list of existing eye exams.
9. Repeat steps 1 through 7 until all exams are entered, and then click the **Done** button to return to the Welcome Page.

# Entering/Editing the VIST Annual Review

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The VIST Annual Reviews page allows you to view and enter information about the patient’s annual VIST reviews. Each patient is contacted annually to check his or her status and to ensure that further care, if needed, is provided. VIST Annual Review information is used for reporting purposes.

1. From the Task Menu, click **VIST Annual Review**.

If a patient is already selected, you will be asked if you want to continue with the current patient or select another patient.

2. Type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name in the fields provided and click the **Search** button.

3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.

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Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

*Patients Found - Count: 3* [Help](#)

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

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4. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient’s name.

The VIST Annual Review page displays for the current patient.

The VIST Annual Reviews page displays the following sections:

- Current Patient information
- Existing VIST Annual Reviews
- Enter New VIST Annual Review

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**VIST Annual Reviews** [Help](#)

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Existing VIST Annual Reviews - Count: 2**

Review Date	Institution	Status	Type	Location	Eligibility on Review Date	
09/20/2005	CHEYENNE VAMC (442)	COULD NOT CONTACT	FORMAL	HOME	SC VETERAN	<a href="#">Edit Review</a>
12/05/2004	CHEYENNE VAMC (442)	NO SHOW	FORMAL	OTHER	SC VETERAN	<a href="#">Edit Review</a>

**Enter New VIST Annual Review**  
\* - Fields identified with the asterisk are mandatory.

\*Institution:

\*Review Date (MM/DD/YYYY):

\*Status:

Current Eligibility: **SC VETERAN**

\*Type:

\*Location:

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## Existing VIST Annual Reviews

This section displays information about the patient's previous VIST annual reviews. The reviews list chronologically in ascending order. You can select an existing Annual Review to edit by clicking the **Edit Review** button located to the right of the existing review.

**NOTE:** The procedure to edit a review is the same as the procedure to enter a new VIST Annual Review.

## Enter New VIST Annual Review

1. Select the **Institution** in which the review occurred from the drop-down list provided.
2. Type, or use the pop-up calendar to select the date of the VIST review.



3. Select the status of the patient's review using the **Status of Review** drop-down list. This field is mandatory when a review date is entered. The following options are available:
  - COMPLETE
  - DECLINED
  - NO SHOW
  - COULD NOT CONTACT
  
4. Select the **type** of the patient's review using the **Type of Review** drop-down list. This field is mandatory when a review date is entered. The following options are available:
  - FORMAL – The patient is brought into the facility and has all required procedures performed during the course of one day.
  - COMPONENT – The required procedures are performed over the course of several days.
  
5. Select the **location** where the VIST review was performed. The following options are available:
  - HOME
  - OFFICE
  - TELEPHONE
  - OTHER
  
6. Click the **Add Review** button to add the review to the list of existing VIST Annual Reviews.
  
7. Click the **Done** button to return to the Welcome Page.

# Entering/Editing the VARO Claims

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The Enter/Edit VARO (pronounced, ‘vee-ay-are-oe’) Claims page allows you to enter or edit a patient’s VARO claim(s).

1. From the **Task Menu**, click the **VARO Claims** link.

If a patient is already selected, you will be asked if you want to continue with the current patient or select another patient.

2. Type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with navigation links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, a grey box displays 'Welcome BR USER' and 'Logged In Institution: CHEYENNE VAMC (442)'. A 'Patients Found - Count: 3' message is shown next to a 'Help' icon. A table lists three patients with columns for Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row has a 'Select' button. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options including 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', 'Patient Status', 'Benefits & Services Checklist', 'Eye Exams (Eligibility)', 'VIST Annual Review', 'VARO Claims', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'Create Referral', 'Modify Referral (Search)', 'Modify Referral By Patient', 'Modify Converted National Waitlist Record', 'VIST Visits', 'BRC Clinical Assessments', 'Education & In Service Activities', 'Create Treatment Plan', 'Modify Treatment Plan', 'Enter Non Treatment Plan Training', 'Enter Treatment Plan or Training Encounter', and 'Help - Application'. At the bottom, there is a footer with navigation links: 'BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'.

Name	Roster Institution	Date of Birth	SSN	Selectable
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes <input type="button" value="Select"/>
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes <input type="button" value="Select"/>
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes <input type="button" value="Select"/>

4. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient’s name.

The VARO Claims page displays the following two sections:

- Current Patient information
- Existing VARO Claims
- Enter New VARO Claims

**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution: CHEYENNE VAMC (442)

**VARO Claims** [Help](#)

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Existing VARO Claims - Count: 1**

VARO Claim Date	Institution	VARO Claim Type	Regional Office	VARO Decision	
09/25/2005	CHEYENNE VAMC (442)	Initial NSC Rating	BOISE-RO (347)	Pending	<a href="#">Edit VARO Claim</a>

**Enter New VARO Claim**  
\* - Fields identified with the asterisk are mandatory.

\*Institution:

\*Regional Office:

\*VARO Claim Date (MM/DD/YYYY):  \*VARO Claim Type:

\*VARO Decision:

[Add VARO Claim](#) [Done](#)

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## Existing VARO Claims

This section displays information about the patient's previous VARO Claims. The reviews list chronologically in ascending order. You can select an existing VARO Claim to edit by clicking the **Edit VARO Claim** button located to the right of the claim.

**NOTE:** The procedure to edit a claim is the same as the procedure to enter a claim.

## Enter New VARO Claim

1. Type, or use the pop-up calendar to select the date of the review.
2. Select the **Institution** from the drop-down list provided.

3. Select the claim type from the **VARO Claim Type** drop-down list. You can select from the following options:
  - A&A/HB (Improved Pension)
  - Increase SC Rating
  - Initial NSC Rating
  - Initial SC Rating
  - Other
  - Switch to Improved Pension
  
4. Select the applicable **Regional Office** from the drop-down list provided.
  
5. Select one of the following options from the **VARO Decision** drop-down list:
  - Accepted
  - Denied
  - Pending
  
6. Click the **Add VARO Claim** button to add the claim to the list of existing VARO claims
  
7. Repeat steps 1 through 6 until all claims are entered, and then click the **Done** button to return to the Welcome Page.


# Entering/Editing the Annual Outcome Survey

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

Use the **Annual Outcome Survey** to enter, edit, and/or print the patient’s current outcome survey information. If you are editing an existing Annual Outcome Survey, the fields will default to the existing information. The following sections are contained on 7 pages within this menu option:

- [Other Health Problems](#)
- [Living Skills](#)
- [Orientation and Mobility](#)
- [Visual Skills](#)
- [Manual Skills](#)
- [Computer Access Training](#)
- [Blind Rehabilitation Experience](#)

1. From the Enter/Edit Menu, click **Annual Outcome Survey**. If a patient is already selected, you are asked if you want to continue with the current patient or select another patient. To continue with the current patient, click **OK**.
2. To select a different patient, type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.



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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Patients Found - Count: 3*

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

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[Low Vision Patient](#)  
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[Benefits & Services Checklist](#)  
[Eye Exams \(Eligibility\)](#)  
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- From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient's name to display the Annual Outcome Survey screen. The Current Patient information section contains the Name, Date of Birth, Social Security Number, Patient Type, and Patient Status.

If this is the first outcome survey for this patient, 'No existing Annual Outcome Surveys for this patient' displays under Survey Date.

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Annual Outcome Surveys* [Help](#)

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Existing Annual Outcome Surveys**

Survey Date	Institution	Completed	Edit	Print
12/08/2005	CHEYENNE VAMC (442)	No	<a href="#">Edit Survey</a>	<a href="#">Print</a>
09/25/2005	CHEYENNE VAMC (442)	No	<a href="#">Edit Survey</a>	<a href="#">Print</a>
09/25/2005	CHEYENNE VAMC (442)	No	<a href="#">Edit Survey</a>	<a href="#">Print</a>

**Enter New Annual Outcome Survey**  
\* - Fields identified with the asterisk are mandatory.

\*Institution:

[Add Survey](#)

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- If you are editing for this patient, their current information defaults in the fields and the **Edit Review** button displays in the Edit column. Click the **Edit Review** button to display current annual review information.

## Other Health Problems

If this is the first outcome survey for this patient, select the Institution in the Institution field, and then click the **Add Survey** button. Page 1 of the 7 Annual Outcome Survey pages is for entering **Other Health Problems**.

Enter the Patient's Response to Other Health Problems:



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## Enter/Edit Patient Annual Outcome Survey

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### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

### OTHER HEALTH PROBLEMS Section 1 of 7

Is there a medical condition that occupies the Veterans attention more than blindness? (e.g. heart condition)

Please describe the condition or conditions. (300 characters maximum)

#### Can Patient Self-Administer Oral Medications

How often do you self-administer oral medications?

Do you feel self-administering oral medications is important?

Are you able to self-administer oral medications with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to self-administer oral medications?

#### Can Veteran Self-Administer Injectable Medications

How often do you self-administer injectable medication?

Do you feel self-administering injectable medications is important?

Are you able to self-administer injectable medications with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to self-administer injectable medications?

#### Can Veteran Monitor Blood Sugar

How often do you self-monitor blood sugar?

Do you feel self-monitoring blood sugar is important?

Are you able to self-monitor blood sugar with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to self-monitor your blood sugar level?

Enter Other Information: (300 characters maximum) (300 characters maximum)

1. Is there a medical condition that occupies the Veteran's attention more than blindness? (e.g. heart condition) If yes, please describe the condition or conditions. Options include:

- No Response
- No
- Yes

If yes, enter the Description in the next field.

### ***Can Patient Self-Administer Oral Medications***

1. How often do you self-administer oral medications? Options include:

- No Response
- N/A  
If you select N/A (Not Applicable), the remaining questions associated with the Task: Can Patient Self Administer Oral Medications do not require input. You do not have to answer the remaining questions in this section and you may go to the next section (page).
- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel self-administering oral medications is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to self-administer oral medications with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability



5. How satisfied are you with your ability to self-administer oral medications? Options include:
- No Response
  - Completely dissatisfied
  - Dissatisfied
  - Satisfied
  - Completely satisfied

### ***Can Veteran Self –Administer Injectable Medications***

1. How often do you self-administer injectable medication? Options include:

- No Response
- N/A

If you select N/A (Not Applicable), the remaining questions associated with the Task: ‘Can Patient Self Administer Oral Medications’ do not require input and you may go to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel self-administering injectable medications is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to self-administer injectable medications with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals ‘A great deal of assistance’ or ‘A little assistance’ and Importance is ‘Is Important.’

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to self-administer injectable medications? Options include:

- No Response
- Completely dissatisfied

- Dissatisfied
- Satisfied
- Completely satisfied

### ***Can Veteran Monitor Blood Sugar***

1. How often do you self-monitor blood sugar? Options include:

- No Response
- N/A

If you select N/A (Not Applicable), the remaining questions associated with the Task: ‘How often do you self-monitor blood sugar?’ do not require input. You do not have to answer the remaining questions in this section and can go to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel self-monitoring blood sugar is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to self-monitor your blood sugar with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals ‘A great deal of assistance’ or ‘A little assistance’ and Importance is ‘Is Important.’

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to self-monitor your blood sugar level? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

The next field is for entering other pertinent information.

6. Enter Other Information.


To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

# Living Skills



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### Enter/Edit Patient Annual Outcome Survey

---

**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

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**LIVING SKILLS**  
Section 2 of 7

---

**Communicated in writing (such as handwriting, typewriting, or word processing)**

How often have you written?

Do you feel writing is important?

Are you able to write with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to communicate in writing?

**Paid your own bills:**

How often have you paid your own bills?

Do you feel paying your own bills is important?

Are you able to pay your own bills with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to pay your own bills?

**Maintained bank account:**

How often have you maintained a bank account?

Do you feel maintaining a bank account is important?

Are you able to maintain a bank account with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to maintain a bank account?

**Measured using common kitchen measuring devices (cups/spoons etc.)**

How often have you measured using common kitchen measuring devices?

Do you feel measuring using common kitchen measuring devices is important?

Are you able to measure with common kitchen measuring devices with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to measure using common kitchen measuring devices?

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***Communicated in writing (such as handwriting, typewriting, or word processing)***

1. How often have you written? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: ‘Communicated in writing (such as handwriting, typewriting, or word processing)’ do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel writing is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to write with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals ‘A great deal of assistance’ or ‘A little assistance’ and Importance is ‘Is Important.’

Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

4. How satisfied are you with your ability to communicate in writing? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

***Paid your own bills:***

1. How often have you paid your own bills? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Paid your own bills,' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel paying your own bills is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to pay your own bills with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to pay your own bills? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

**Maintained a Bank Account:**

1. How often have you maintained a bank account? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Maintained a Bank Account:' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week

2. Do you feel maintaining a bank account is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to maintain a bank account with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to maintain a bank account? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

**Measured using common kitchen measuring devices (cups/spoons etc.):**

1. How often have you measured using common kitchen measuring devices? Options include:
  - No Response
  - N/A  
If you select N/A, the remaining questions associated with the Task: 'Measured using common kitchen measuring devices (cups/spoons etc.)' do not require input and you can move on to the next section (page).
  - About every 6 months
  - About once a month
  - About once a week
  - On a daily basis
  
2. Do you feel measuring using common kitchen measuring devices is important? Options include:
  - No Response
  - Not Important
  - Is Important
  
3. Are you able to measure with common kitchen measuring devices with: Options include:
  - No Response
  - A great deal of assistance
  - A little assistance
  - No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:
  - No Response
  - Due to visual ability
  - Due to factors other than visual ability
  
5. How satisfied are you with your ability to measure using common kitchen measuring devices? Options include:
  - No Response
  - Completely dissatisfied
  - Dissatisfied
  - Satisfied
  - Completely satisfied




To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

# Orientation and Mobility



## Blind Rehabilitation System Version 5

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Welcome BR\_USER  
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### Enter/Edit Patient Annual Outcome Survey

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**Current Patient**

Name: **YISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

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**ORIENTATION AND MOBILITY**  
Section 3 of 7

---

**How often do you avoid obstacles while walking:**  
How often do you walk?

Do you feel walking is important?

Are you able to walk with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to walk?

**Familiarized yourself to a new area(s)**  
How often have you familiarized yourself to a new area?

Do you feel familiarizing yourself to a new area is important?

Are you able to familiarize yourself to a new area with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to familiarize yourself to a new area?

**Crossed a street with a traffic light.**  
How often have you crossed a street with a traffic light?

Do you feel crossing a street with a traffic light is important?

Are you able to cross a street that has a traffic light with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to cross a street that has a traffic light?

Enter Orientation and Mobility Assessment/Information! (300 characters maximum) (300 characters maximum)

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***How often do you avoid obstacles while walking:***

1. How often do you walk? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'How often do you avoid obstacles while walking' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel walking is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to walk with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to walk? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

### ***Familiarized yourself to a new area(s)***

1. How often have you familiarized yourself to a new area? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Familiarized yourself to a new area(s)' do not require input and you can move on to the next section.

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel familiarizing yourself to a new area is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to familiarize yourself to a new area with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to familiarize yourself to a new area? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

***Crossed a street with a traffic light.***

1. How often have you crossed a street with a traffic light? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Crossed a street with a traffic light' do not require input and you can move on to the next section.

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel crossing a street with a traffic light is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to cross a street that has a traffic light with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to cross a street that has a traffic light? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

The next field is for entering other pertinent information.

6. Enter Orientation and Mobility Assessment/Information.


To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

# Visual Skills



## Blind Rehabilitation System Version 5

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

### Enter/Edit Patient Annual Outcome Survey

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**Enter/Edit Menu**

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[Education & In Service Activities](#)

[Create Treatment Plan](#)

[Modify Treatment Plan](#)

[Enter Non Treatment Plan Training](#)

[Enter Treatment Plan or Training Encounter](#)

[Help - Application](#)

**Current Patient**

Name: **YISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

---

**VISUAL SKILLS**  
Section 4 of 7

---

**Watched television comfortably:**

How often have you watched television comfortably?

Do you feel watching television comfortably is important?

Are you able to watch television with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to watch television comfortably?

**Read a magazine, newspaper article or book:**

How often do you read a magazine, newspaper article or book?

Do you feel reading a magazine, newspaper article or book is important?

Are you able to read a magazine, newspaper article or book with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to read a magazine, newspaper article or book?

**Read mail (such as letters or bills):**

How often do you read mail?

Do you feel reading mail is important?

Are you able to read mail with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to read mail?

Enter Visual Skills Assessment/Information: (300 characters maximum) (300 characters maximum)

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***Watched television comfortably:***

1. How often have you watched television comfortably? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Watched television comfortably' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel that watching television comfortably is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to watch television with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to watch television comfortably? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied



**Read a magazine, newspaper article or book:**

1. How often do you read a magazine, newspaper article, or book? Options include:

- No Response
- N/A  
If you select N/A, the remaining questions associated with the Task: 'Read a magazine, newspaper article, or book' do not require input and you can move on to the next section (page).
- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel reading a magazine, newspaper article or book is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to read a magazine, newspaper, article, or book with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to read a magazine, newspaper article or book? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

**Read mail (such as letters or bills):**

1. How often have you read mail? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Read Mail (such as letters or bills)' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel reading mail is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to read mail with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to read mail? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

The next field is for entering other pertinent information.

6. Enter Visual skills Assessment/Information.


To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

# Manual Skills



## Blind Rehabilitation System Version 5

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

### Enter/Edit Patient Annual Outcome Survey

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- [Modify Treatment Plan](#)
- [Enter Non Treatment Plan Training](#)
- [Enter Treatment Plan or Training Encounter](#)
- [Help - Application](#)

**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

---

**MANUAL SKILLS**  
Section 5 of 7

---

**Assembled something (such as a toy or furniture):**

How often have you assembled something?

Do you feel assembling something is important?

Are you able to assemble something with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to assemble something?

**Measured the size of something:**

How often do you measure the size of something?

Do you feel measuring the size of something is important?

Are you able to measure the size of something with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to measure the size of something?

**Organized your supplies, tools or kitchen utensils:**

How often have you organized your supplies, tools or kitchen utensils?

Do you feel organizing your supplies, tools or kitchen utensils is important?

Are you able to organize your supplies, tools or kitchen utensils with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to organize your supplies, tools or kitchen utensils?

**Performed home maintenance (such as changing a light bulb, paint something):**

How often have you performed home maintenance?

Do you feel performing home maintenance is important?

Are you able to perform home maintenance with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to perform home maintenance?

Enter Manual Skills Assessment/Information: (300 characters maximum) (300 characters maximum)

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**Assembled something (such as a toy or furniture):**

1. How often have you assembled something? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Assembled something (such as a toy or furniture)' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel assembling something is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to assemble something with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to assemble something? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

***Measured the size of something:***

1. How often do you measure the size of something? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Measured the size of something' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel measuring the size of something is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to measure the size of something with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to measure the size of something? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

**Organized your supplies, tools, or kitchen utensils:**

1. How often have you organized your supplies, tools, or kitchen utensils? Options include:
  - No Response
  - N/A  
If you select N/A, the remaining questions associated with the Task: ‘Organized your supplies, tools, or kitchen utensils’ do not require input and you can move on to the next section (page).
  - About every 6 months
  - About once a month
  - About once a week
  - On a daily basis

2. Do you feel organizing your supplies, tools, or kitchen utensils is important? Options include:
  - No Response
  - Not Important
  - Is Important

3. Are you able to organize your supplies, tools or kitchen utensils with: Options include:
  - No Response
  - A great deal of assistance
  - A little assistance
  - No assistance, or independently

You need to answer the next question only if the response to the previous question equals ‘A great deal of assistance’ or ‘A little assistance’ and Importance is ‘Is Important.’

4. Is this due to patient's visual ability? Options include:
  - No Response
  - Due to visual ability
  - Due to factors other than visual ability
5. How satisfied are you with your ability to organize your supplies, tools, or kitchen utensils? Options include:
  - No Response
  - Completely dissatisfied
  - Dissatisfied
  - Satisfied
  - Completely satisfied

**Performed home maintenance (such as changing a light bulb, paint something):**

1. How often have you performed home maintenance? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Performed home maintenance such as changing a light bulb, paint something' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel performing home maintenance is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to perform home maintenance with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to perform home maintenance? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

The next field is for entering other pertinent information.

6. Enter Manual Skills Assessment/Information.




To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

## Computer Access Training



### Blind Rehabilitation System Version 5

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---

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

#### Enter/Edit Patient Annual Outcome Survey

[Help](#)

---

**Enter/Edit Menu**

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**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

---

**COMPUTER ACCESS TRAINING**  
Section 6 of 7

---

**Used the internet:**  
How often have you used the internet?

Do you feel using the internet is important?

Are you able to use the internet with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to use the internet?

**Used e-mail:**  
How often have you used e-mail?

Do you feel using e-mail is important?

Are you able to use e-mail with:

Is this due to patients visual ability? (Required only if Independence = A great deal of assistance or A little assistance and Importance is Yes)

How satisfied are you with your ability to communicate in e-mail?

---

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### Used the Internet:

How often have you used the internet?

1. How often do you measure the size of something? Options include:

- No Response
- N/A

If you select N/A, the remaining questions associated with the Task: 'Used the Internet' do not require input and you can move on to the next section (page).

- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel using the internet is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to use the internet with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to use the Internet? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

***Used e-mail:***

How often have you used e-mail?

1. How often do you measure the size of something? Options include:

- No Response
- N/A  
If you select N/A, the remaining questions associated with the Task: 'Used email' do not require input and you can move on to the next section (page).
- About every 6 months
- About once a month
- About once a week
- On a daily basis

2. Do you feel using e-mail is important? Options include:

- No Response
- Not Important
- Is Important

3. Are you able to use e-mail with: Options include:

- No Response
- A great deal of assistance
- A little assistance
- No assistance, or independently

You need to answer the next question only if the response to the previous question equals 'A great deal of assistance' or 'A little assistance' and Importance is 'Is Important.'

4. Is this due to patient's visual ability? Options include:

- No Response
- Due to visual ability
- Due to factors other than visual ability

5. How satisfied are you with your ability to use the Internet? Options include:

- No Response
- Completely dissatisfied
- Dissatisfied
- Satisfied
- Completely satisfied

To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

## Blind Rehabilitation Experience

The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with a navigation menu including 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the user is logged in as 'BR\_USER' at 'CHEYENNE VAMC (442)'. The main title of the page is 'Enter/Edit Patient Annual Outcome Survey'. The current patient information is displayed: 'Current Patient', Name: 'YISTPATIENT, THREE', Date of Birth: '10/11/1923 (82)', Gender: 'Male', Social Security Number: '000-00-3333', Patient Type: 'VIST', Patient Status: 'ACTIVE', and Roster Institution: 'CHEYENNE VAMC (442)'. The section title is 'BLIND REHABILITATION EXPERIENCE Section 7 of 7'. The form includes three fields: 'Prior blind rehabilitation training?' with a dropdown menu, 'Enter Date of most recent training?' (formatted as 09/09/9999) with a date picker, and 'Type of most recent training?' (this field is only required if the user chooses VA or Non-VA above) with a dropdown menu. A 'Save' button is located at the bottom right of the form. A sidebar on the left contains a list of navigation links such as 'BR Patient', 'Low Vision Patient', 'Patient Status', 'Benefits & Services Checklist', 'Eye Exams (Eligibility)', 'VIST Annual Review', 'VARO Claims', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'Create Referral', 'Modify Referral (Search)', 'Modify Referral By Patient', 'Modify Converted National Waitlist Record', 'VIST Visits', 'BRC Clinical Assessments', 'Education & In Service Activities', 'Create Treatment Plan', 'Modify Treatment Plan', 'Enter Non Treatment Plan Training', 'Enter Treatment Plan or Training', 'Encounter', and 'Help - Application'. At the bottom of the page, there is a footer with navigation links: 'BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'.

### 1. Prior blind rehabilitation training? Options include:

- No Response
- VA
- Non-VA
- None

### 2. Enter Date of most recent training? (formatted as 09/09/9999). This field is required if you select VA or Non VA above.

### 3. Type of most recent training? This field is required if you select VA or Non VA above. Options include:

- No Response
- Regular inpatient
- CAT
- Dual
- Outpatient

Click the **Save** button, the system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

# Entering/Editing the Pre/Post Blind Rehab Survey

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

Use the **Pre/Post Blind Rehab Survey** to enter the information obtained from a patient at a given point in time. It addresses a patient's physical abilities at a given point in time. These questions compare a patient's abilities before (pre-rehab) and after (post-rehab) rehabilitation services are provided. The following sections are contained on 5 pages within this menu option:

- [Living Skills](#)
- [Orientation and Mobility](#)
- [Visual Skills](#)
- [Manual Skills](#)
- [Computer Access Skills](#)

1. From the Enter/Edit Menu, click **Pre/Post Blind Rehab Survey**. If a patient is already selected, you are asked if you want to continue with the current patient or select another patient.

To continue with the current patient, click **OK**.

2. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.

3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



## Blind Rehabilitation System Version 5

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[VIST Visits](#)  
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[Enter Treatment Plan or Training](#)  
[Encounter](#)  
[Help - Application](#)

*Patients Found - Count: 3*

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

[Help](#)

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- From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient's name to display the Pre/Post Blind Rehab Survey screen. The Current Patient information displays in the upper part of the screen.

**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Pre/Post Blind Rehab Survey* [Help](#)

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Existing Pre/Post Blind Rehab Surveys**

Survey Date	Institution	Completed	Edit	Print
09/25/2005	CHEYENNE VAMC (442)	No	<a href="#">Edit Review</a>	<a href="#">Print</a>
09/25/2005	CHEYENNE VAMC (442)	No	<a href="#">Edit Review</a>	<a href="#">Print</a>

**Enter New Pre/Post Blind Rehab Survey**  
\* - Fields identified with the asterisk are mandatory.

\*Institution:


[Add Survey](#)

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The Current Patient information section contains the Name, Date of Birth, Social Security Number, Patient Type, and Patient Status.

- If this is the first pre/post blind rehab survey for this patient, 'No existing Pre Post Blind Rehab Survey for this patient' displays under Survey Date. If there are existing surveys for this patient, they will display.
- Click the **Print** button to print an existing Pre/Post Blind Rehab Survey.
- If you are entering a new survey, select the **Institution** from the Institution field drop-down list, and then click the **Add Survey** button. The Living Skills page displays.

## Living Skills



### Blind Rehabilitation System Version 5

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

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[Modify Treatment Plan](#)  
[Enter Non Treatment Plan Training](#)  
[Enter Treatment Plan or Training Encounter](#)  
[Help - Application](#)

*Enter/Edit Pre/Post Blind Rehab Survey*

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

---

**LIVING SKILLS**  
Section 1 of 5

---

**Communicated in writing**  
1. Pre: Communicated in writing  
  
2. Post: Communicated in writing

**Paid your own bills**  
3. Pre: Paid your own bills  
  
4. Post: Paid your own bills

**Measured using common kitchen measuring devices**  
5. Pre: Measured using common kitchen measuring devices  
  
6. Post: Measured using common kitchen measuring devices

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Enter the Patient's Response to each Pre and Post Living Skill for:

### **Communicating in Writing**

1. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

2. Post: Answer will be based on one of the following:

- 6. No Response
- 7. a great deal of assistance
- 8. a little assistance
- 9. no assistance, or independently



### ***Paid your own bills***

3. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

4. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

### ***Measured using common kitchen measuring devices***

5. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

6. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently


To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

## Orientation and Mobility



### Blind Rehabilitation System Version 5

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

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[Modify Treatment Plan](#)  
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[Enter Treatment Plan or Training Encounter](#)  
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**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

---

**ORIENTATION AND MOBILITY**  
Section 2 of 5

---

**Generally avoided obstacles while walking**

1. Pre: Generally avoided obstacles while walking

2. Post: Generally avoided obstacles while walking

**Familiarized yourself to a new area(s)**

3. Pre: Familiarized yourself to a new area(s)

4. Post: Familiarized yourself to a new area(s)

**Crossed a street with a traffic light**

5. Pre: Crossed a street with a traffic light

6. Post: Crossed a street with a traffic light

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Enter the Patient's Response to each Pre and Post Orientation and Mobility question.

Before your blind rehabilitation experience how independently could you generally avoid obstacles while walking:

### **Generally avoided obstacles while walking?**

1. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

2. Post: Answer will be based on one of the following:
- No Response
  - a great deal of assistance
  - a little assistance
  - no assistance, or independently

***Familiarized yourself to a new area(s)***

3. Pre: Answer will be based on one of the following:
- No Response
  - a great deal of assistance
  - a little assistance
  - no assistance, or independently

4. Post: Answer will be based on one of the following:
- No Response
  - a great deal of assistance
  - a little assistance
  - no assistance, or independently

***Crossed a street with a traffic light***

5. Pre: Answer will be based on one of the following:
- No Response
  - a great deal of assistance
  - a little assistance
  - no assistance, or independently

6. Post: Answer will be based on one of the following:
- No Response
  - a great deal of assistance
  - a little assistance
  - no assistance, or independently

To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

## Visual Skills

**Blind Rehabilitation System Version 5**  
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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Enter/Edit Menu](#) [Help](#)

[BR Patient](#) **Current Patient**  
[Low Vision Patient](#) Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
[Patient Status](#) Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
[Benefits & Services Checklist](#) Roster Institution: **CHEYENNE VAMC (442)**  
[Eye Exams \(Eligibility\)](#)  
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**VISUAL SKILLS**  
Section 3 of 5

**Watched television comfortably**  
1. Pre: Watched television comfortably  
  
2. Post: Watched television comfortably

**Read a magazine, newspaper article or book**  
3. Pre: Read a magazine, newspaper article or book  
  
4. Post: Read a magazine, newspaper article or book

**Read mail**  
5. Pre: Read mail  
  
6. Post: Read mail

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Enter the Patient's Response to each Pre and Post Visual skills question.

### ***Watched television comfortably***

1. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

2. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

***Read a magazine, newspaper article or book***

3. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

4. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

***Read mail***

5. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

6. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently


To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

## Manual Skills



### Blind Rehabilitation System Version 5

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

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[Help - Application](#)

**Enter/Edit Pre/Post Blind Rehab Survey**

---

**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

---

**MANUAL SKILLS**  
Section 4 of 5

---

**Assembled Something**

1. Pre: Assembled Something

2. Post: Assembled Something

**Measured the size of something**

3. Pre: Measured the size of something

4. Post: Measured the size of something

**Organized your supplies**

5. Pre: Organized your supplies

6. Post: Organized your supplies

**Performed home maintenance**

7. Pre: Performed home maintenance

8. Post: Performed home maintenance

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Enter the Patient's Response to each Pre and Post Manual skills question.

### **Assembled Something**

1. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

2. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

***Measured the size of something***

3. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

4. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

***Organized your supplies***

5. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

6. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

***Performed home maintenance***

7. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

8. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

To continue entering information, click the **Next Page** button to display the next page.

If you have completed entering information, click the **Save** button. The system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.



## Computer Access Skills

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, the user is logged in as 'BR\_USER' at 'CHEYENNE VAMC (442)'. The main title of the page is 'Enter/Edit Pre/Post Blind Rehab Survey'. The current patient information is displayed: 'Current Patient', Name: 'VISTPATIENT, THREE', Date of Birth: '10/11/1923 (82)', Gender: 'Male', Social Security Number: '000-00-3333', Patient Type: 'VIST', Patient Status: 'ACTIVE', and Roster Institution: 'CHEYENNE VAMC (442)'. The section being edited is 'COMPUTER ACCESS SKILLS', Section 5 of 5. The form contains six questions, each with a dropdown menu for the answer:

- 1. Pre: Used the Internet
- 2. Post: Used the Internet
- 3. Pre: Used email
- 4. Post: Used email
- 5. Pre: Played computer games
- 6. Post: Played computer games

A 'Save' button is located at the bottom of the form. At the bottom of the page, there is a footer with various links: 'BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'.

### ***Used the Internet***

1. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

2. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

### ***Used email***

3. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

4. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

### ***Played computer games***

5. Pre: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

6. Post: Answer will be based on one of the following:

- No Response
- a great deal of assistance
- a little assistance
- no assistance, or independently

Click the **Save** button, the system displays the following message:

**“Survey successfully saved”**

Click the **Done** button to return to the Welcome Page.

## Creating a Referral

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The Blind Rehabilitation (BR) application provides the functionality necessary to enter all referrals. In addition, the BR application will provide historical referral information. As referrals are updated, the users will be able to review the history to see the status and number of referrals over time for a given patient

1. From the Enter/Edit Menu, click **Create Referral**. If a patient is already selected, you are asked if you want to continue with the current patient or select another patient. To continue with the current patient, click **OK**.
2. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with navigation links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, a 'Welcome BR\_USER' message is shown, indicating the user is logged in at 'CHEYENNE VAMC (442)'. A 'Patients Found - Count: 3' notification is present, along with a 'Help' link. The main content area features a table with three columns: 'Name', 'Roster Institution', 'Date of Birth', 'SSN', 'Selectable', and 'Select'. Three patient records are listed in the table. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options such as 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', 'Patient Status', 'Benefits & Services Checklist', 'Eye Exams (Eligibility)', 'VIST Annual Review', 'VARO Claims', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'Create Referral', 'Modify Referral (Search)', 'Modify Referral By Patient', 'Modify Converted National Waitlist Record', 'VIST Visits', 'BRC Clinical Assessments', 'Education & In Service Activities', 'Create Treatment Plan', 'Modify Treatment Plan', 'Enter Non Treatment Plan Training', 'Enter Treatment Plan or Training', 'Encounter', and 'Help - Application'. At the bottom, there are links for 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

Name	Roster Institution	Date of Birth	SSN	Selectable	Select
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

4. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient's name to display the Create Referrals screen. The Current Patient information section contains the Name, Date of Birth, Social Security Number, Patient Type, and Patient Status.



# Blind Rehabilitation System Version 5

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Create Referrals

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[Modify Referral By Patient](#)  
[Modify Converted National Waitlist Record](#)

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

### Outstanding Referrals for this Patient

Referral Number	Created Date	Referral Type	Status	Referred To Institution (Station ID)	Initiating Area	Special Circumstance	
1011	11/22/2005	BRC CAT - 1st Experience	Pending	EDWARD J. HINES JR. HOSPITAL (578)	VIST	No	<a href="#">Edit</a>
1006	09/25/2005	BRC CAT - 1st Experience	Pending	PUGET SOUND HEALTH CARE SYSTEM - AMERICAN LAKE DIVISION (663A4)	BRC	No	<a href="#">Edit</a>

### Enter New Referral for this Patient

\* - Fields identified with the asterisk are mandatory.

\*Referral Type:

\*Agency Type:

\*Application Start Date:

\*Referred From Institution:

\*Referred To Institution:

Previous Program Type:

Previous Admit Date:

Previous Discharge Date:

\*Fee Basis:

\*Initiating Area:

Special Circumstance:

[Add Referral](#) [Done](#)

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If this is the first referral for this patient, 'No existing referrals for this patient' displays under the Current Patient information. Otherwise, there is a list of outstanding referrals (available for editing) above the Enter New Referral for this Patient section.

- To edit an existing referral, click the **Edit** button to display the current information. You can enter a new Status and Status Change Reason.
- When editing is complete, click **Save**. The referral is complete and can no longer be modified.

**NOTE:** Some fields are non-editable, display only. This means that the data in the field is defaulted by the system and it cannot be changed.

5. Use the following fields to enter a new referral for this patient:

#### Referral Type:

From the drop-down list, select the type of referral made. Options include:

- BRC Regular Program – 1<sup>st</sup> EXP
- BRC Regular Program – ADL TRN
- BRC CAT – 1<sup>st</sup> EXP

- BRC CAT – ADL TRN
- BRC Other Programs – 1<sup>st</sup> EXP
- BRC Other Programs – ADL TRN
- BRC Dual Program – 1<sup>st</sup> EXP
- BRC Dual Program – ADL TRN
- BRC Audible Devices
- BROS Prep
- BROS Local
- BROS Follow-up
- VA Outpatient LV Clinic – 1<sup>st</sup> EXP
- VA Outpatient LV clinic – ADL TRN
- VISOR – 1<sup>st</sup> EXP
- VISOR – ADL TRN
- Non-VA Blindness Agency – 1<sup>st</sup> EXP
- Non-VA Blindness Agency – ADL TRN
- Non-VA Local CAT – 1<sup>st</sup> EXP
- Non-VA Local CAT – ADL TRN
- VIST Coordinator

**NOTE:** EXP means Experience; ADL TRN means Additional Training.

**Agency Type:**

This is a conditional field that will display only if the selection of the ‘Type of Referral’ field is *Non-VA Blindness Agency, Non-VA Local CAT*.

From the drop-down list, select the type of agency. Options include:

- Benefits/Services
- Residential Program
- Individual Training
- Dog Guide School
- Community Based Independent Living Services
- CAT Training
- Other

**Fee Basis:**

This field will display only if all Non-VA Blindness Agency option is selected for the ‘Type of Referral’ field. From the drop-down list, select the **Fee Basis**. Options include:

- Yes
- No
- Unknown

**Application Date:**

Enter the date for which the application is started or click the calendar and select the date. The system defaults to the current date. Once entered, the date becomes a non-editable field.

**Initiating Area:**

From the drop-down list, select the **area initiating** the referral. Options include:

- VIST
- BRC
- BROS

- OTHER

Special Circumstances:

If the patient requires special accommodations, select a **special circumstance** from the drop-down list. Options include:

- Co-Pay
- Infectious Disease
- Traumatic Brain Injury (TBI)
- Wheel Chair
- Severe Hearing Loss
- Psychological Involvement
- Oxygen Use
- Dialysis
- Colostomy
- Diabetes Type II
- Diabetes Type I

Referred From Institution:

From the drop-down list, select the **institution** that initiated the referral. If there is a selection at the 'Referral To Institution' option, a cancellation can only be made to an existing referral with a pending status or submit an incomplete referral.

Referred To Institution:

From the drop-down list, select the **institution** associated with where the patient will be receiving services. Options include those institutions that offer the services specified by the referral type specified. The list will be restricted to only those institutions offering the selected referral type.

6. Enter data in all of the required fields, and then click **Add Referral** to save the data. Click **Done** to return to the Welcome Page.

## Modifying a Referral (Search)

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

This Blind Rehabilitation (BR) application menu option provides the functionality necessary to edit and update existing referrals or to cancel inactive referrals.

1. From the Enter/Edit Menu, click **Modify Referral (Search)** to display the Referral Search screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.27.1 - SQA Test Domain(vhaishmul3) Support Phone Number: 1-888-596-4357  
[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Referral Search** [Help](#)

Enter/Edit Menu  
BR Patient  
Low Vision Patient  
Patient Status  
Benefits & Services Checklist  
Eye Exams (Eligibility)  
VIST Annual Review  
VARO Claims  
Annual Outcome Survey  
Pre/Post Blind Rehab Survey  
Create Referral  
Modify Referral (Search)  
Modify Referral By Patient  
Modify Converted National Waitlist Record

VIST Visits  
BRC Clinical Assessments  
Education & In-Service Activities  
Create Treatment Plan  
Modify Treatment Plan  
Enter Non Treatment Plan Training  
Enter Treatment Plan or Training Encounter  
Help - Application

**Search Criteria**

\*Select Institution search type:  
Referred From one of your Institutions  
Referred To one of your Institutions

\*Referred From Institutions:  
13TH & MISSION DOM (662BU)  
AUGUSTA VAMC (509)

\*Referred To Institutions:  
All  
13TH & MISSION DOM (662BU)  
ADAM BENJAMIN JR OPC (537BY)  
ALASKA VAHSRD (463)  
ALEDA E. LUTZ VA MEDICAL CENTER (655)  
ALEXANDRIA VAMC (502)  
ANN ARBOR VAMC (506)  
ASHEVILLE VAMC (637)

\*Initiating Areas:  
All  
BRC  
BRDS  
OTHER  
VICTORS  
VISOR  
VIST

\*Statuzes:  
All  
Waitlist  
Accepted  
Admitted  
Cancelled  
Completed  
Discharged  
In Review

\*Referral Types:  
All  
BRC CAT - 1st Experience  
BRC CAT - Additional Training  
BRC Dual Program - 1st Experience  
BRC Dual Program - Additional Training  
BRC Other Programs - 1st Experience  
BRC Other Programs - Additional Training  
BRC Regular Program - 1st Experience

\*Start Date (MM/DD/YYYY):  
04/26/2006

\*End Date (MM/DD/YYYY):  
07/26/2006

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2. Use the following fields to search for, and then modify a referral:

Select Institution Search Type:

Select one of the following search types:

Referred From one of your Institutions

Use this type to search for referrals *from* your institution. Selecting this search type causes the option list in the Referred From Institutions field below to display the institutions from which that referral may have been sent. Use the Referred To Institutions field to select all of the institutions to which that referral may have been sent or you can select a specific institution to which that referral may have been sent.

#### Referred To one of your Institutions

Use this type to search for referrals *to* your institutions. Selecting this search type causes the option list in the Referred To Institutions field below to display the institutions to which that referral may have been sent. Use the Referred From Institutions field to select all of the institutions from which that referral may have been sent or you can select a specific institution from which that referral may have been sent.

#### Referred From Institutions:

Select the institution that initiated the referral. Default value is all. If the user selects the referral to option, the user will only be able to cancel an existing referral with a pending status or submit an incomplete referral.

#### Referred To Institutions:

Select the **institution** to which the referral was sent. The user will select this option to finish processing a referral. This will also be the option to finish referrals they initiated (For example, To resolve referrals to outside agency. This would be a case where the same person initiating would resolve. The Referral From & To Institutions would be the same in this situation.)

#### Initiating Areas:

Select the **area initiating** the referral. Options include:

- VIST
- BRC
- BROS

#### Statuses:

Select one or more **referral statuses**. Options include:

- Pending
- Accepted
- Offered
- Scheduled
- Complete
- Cancelled
- Withdrawn

#### Referral Types

Select all, one, or several **referral types**. Options include:

- All
- BRC Regular Program – 1<sup>st</sup> EXP
- BRC Regular Program – ADL TRN
- BRC CAT – 1<sup>st</sup> EXP
- BRC CAT – ADL TRN
- BRC Other Programs – 1<sup>st</sup> EXP
- BRC Other Programs – ADL TRN
- BRC Dual Program – 1<sup>st</sup> EXP
- BRC Dual Program – ADL TRN
- BRC Audible Devices
- BROS Local Training – 1<sup>st</sup> EXP
- BROS Local Training ADL TRN



- VA Outpatient LV Clinic – 1<sup>st</sup> EXP
- VA Outpatient LV clinic – ADL TRN
- VISOR – 1<sup>st</sup> EXP
- VISOR – ADL TRN
- Non-VA Blindness Agency – 1<sup>st</sup> EXP
- Non-VA Blindness Agency – ADL TRN
- Non-VA Local CAT – 1<sup>st</sup> EXP
- Non-VA Local CAT – ADL TRN
- Not accepted for BR Training.
- Other VIST Coordinator

**NOTE:** EXP means Experience; ADL TRN means Additional Training.

Start Date (MM/DD/YYYY)

Enter the Start Date (MM/DD/YYYY) for the referral or click the icon next to the field and select from a calendar.

End Date (MM/DD/YYYY)

Enter the End Date (MM/DD/YYYY) for the referral or click the icon next to the field and select from a calendar.

3. Select data in the fields, and then click the **Search** button.

The system displays a list of appropriate referrals from which the user may select for editing. The list contains the Created Date, Patient Name, Priority Level, Referral Type, Status, Days Since Referral Received, and Referred to Institution (Station ID). The list can be resorted (in ascending or descending order) by column heading; just select the column by which you want to sort the list.

**NOTE:** If the referral is finished the following message displays: *'This referral is finished and cannot be modified'*

New Status:

Select the appropriate status. Choices for Non-BRC referrals include:

- In Review
- Accepted
- Offered
- Scheduled
- Completed
- Cancelled
- Withdrawn

Choices for BRC Referrals include:

- In Review
- Accepted
- Offered
- Scheduled
- Discharged
- Cancelled
- Withdrawn

## Status Definitions

Select **In Review** if you are in the process of reviewing the referral to determine acceptance.

Select **Accepted** if the referral has been approved. This means the application review process is completed and the application is approved.

Select **Offered** if the patient has been offered a date of service.

If Offered Status is selected, select the Offer Accepted value of Yes if the patient accepts the date of service offered. Select a value of No if the patient does not accept the date of service offered. This date must be on or after the 'Referral Date.' Once you enter data in this field, it becomes a non-editable field.

If the **Offered Accepted** is **Yes**, the system automatically sets the referral to a Scheduled Status for the current date.

If the **Offered** date is not accepted, additional dates of service may be offered. This is only available if the patient does not accept the first admission offer. Enter the additional service dates the patient is offered. This date must be on or after the 'Referral Date'. Once you enter data in this field, it becomes a non-editable field.

Once the **Offered** date is accepted, the system automatically sets the status to Scheduled for the current date.

**For a Non-BRC Referral:** Select **Completed** Status, after the patient receives the services.

**For a BRC Referral:** The system sets the Admission Status automatically when the date the patient is admitted into the BRC for training is received from MAS. This field automatically updates if/when the patient is admitted to the MAS system.

**NOTE:** If the system is unable to determine the Admission Date, a notification is sent to the appropriate institution for the user to select the admission date from a list of available dates pulled from MAS.

**For a BRC Referral:** The system sets the Discharge Status automatically when the date the patient is discharged from the BRC after completing the training is received from MAS. A discharge date is not allowed without an admission date. The discharge date cannot be before the admission date. This field automatically updates if/when the patient is discharged within the MAS system.

**NOTE:** If the system is unable to determine the Discharge Date, a notification is sent to the appropriate institution for the user to select the discharge date from a list of available dates pulled from MAS.

Select **Cancelled** status if the BRC denies services to the patient. You must also select the appropriate reason. Once the Cancelled status is selected, the referral remains in a cancelled status and is not editable. Options include:

- Medical Unstable
- Visual Status
- Psychological Status
- Personal Status
- Not Eligible for VA Care
- Deceased
- Referred to VIST

- Referred to BROS

Select **Withdrawn** status if the patient declines to receive services. You must also select the appropriate reason. Once the Withdrawn status is selected, the referral remains in a cancelled status and is not editable. Choices for Status Change Reasons include:

- Medical Unstable
  - Visual Status
  - Psychological Status
  - Personal Status
  - Not Eligible for VA Care
  - Deceased
  - Referred to VIST
  - Referred to BROS
4. Enter data in the fields and click **Save**. To select another Referral, click **Return to Referral List**. To add a note to the referral, click **Add Note**. The system will display an Existing Notes box and a New Note box which is interactive so you can enter a new note. When complete, click **Save Note**. To cancel, click **Cancel Note**. Click **Done** to return to the Welcome page.

# Modifying a Referral By Patient

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The Blind Rehabilitation (BR) application provides the functionality necessary to modify/update existing referrals for a specific patient. In addition, the BR application will provide historical referral information. As referrals are updated, the users will be able to review the history to see the status and number of referrals over time for a given patient

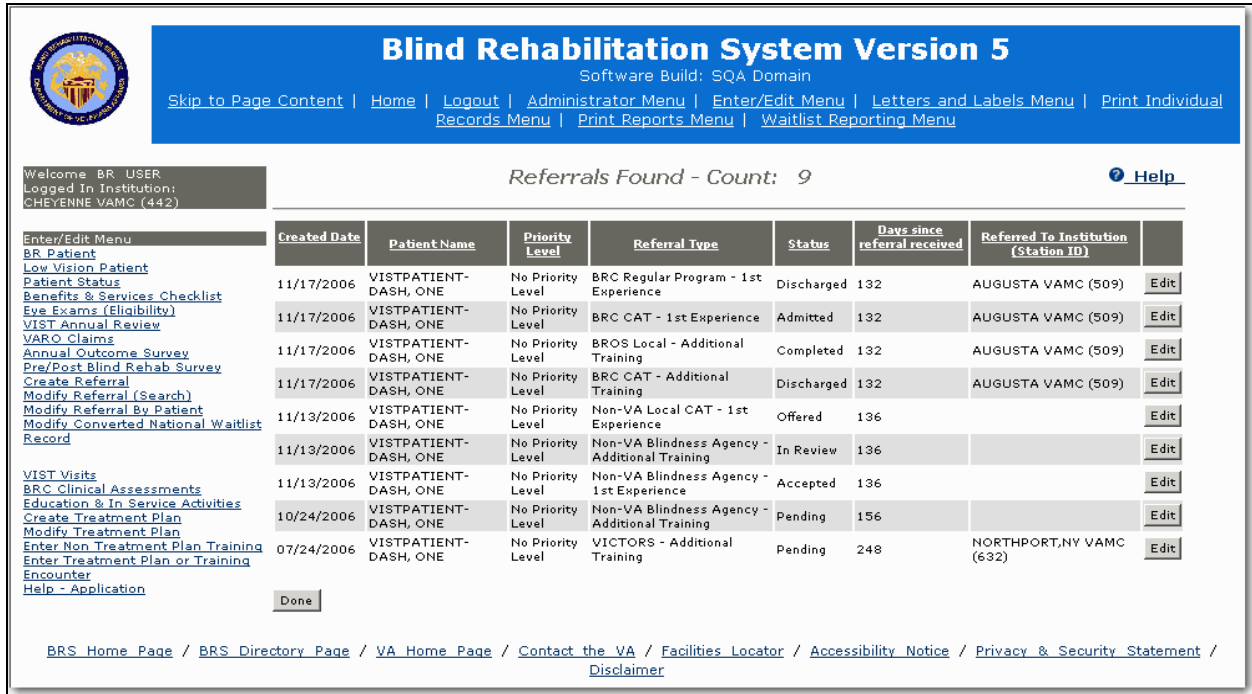
1. From the Enter/Edit Menu, click **Modify Referral By Patient**. If a patient is already selected, you are asked if you want to continue with the current patient or select another patient. To continue with the current patient, click **OK**.
2. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.

The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with navigation links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, a grey box shows the user's login information: 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)'. The main content area is titled 'Patients Found - Count: 13' and includes a 'Help' link. A table lists patient records with columns for Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row has a 'Select' button. A 'New Search' button is located at the bottom of the table. On the left side, there is a vertical menu with various options like 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', 'Patient Status', 'Benefits & Services Checklist', 'Eye Exams (Eligibility)', 'VIST Annual Review', 'VARO Claims', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'Create Referral', 'Modify Referral (Search)', 'Modify Referral By Patient', 'Modify Converted National Waitlist Record', 'VIST Visits', 'BRC Clinical Assessments', 'Education & In Service Activities', 'Create Treatment Plan', 'Modify Treatment Plan', 'Enter Non Treatment Plan Training', 'Enter Treatment Plan or Training Encounter', and 'Help - Application'. At the bottom of the page, there are additional navigation links: 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement / Disclaimer'.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FIVE	ALEXANDRIA VAMC (502)	09/23/1971	000-00-5555	Yes	Select
VISTPATIENT, FOUR	CHEYENNE VAMC (442)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, ONE	CHEYENNE VAMC (442)	04/30/1921	000-00-1111	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select
VISTPATIENT SPACE, ONE	CHEYENNE VAMC (442)	11/02/1919	101-04-2343	Yes	Select
VISTPATIENT'APOSTROPHE, ONE	AUGUSTA VAMC (509)	12/28/1950	101-09-9888	Yes	Select
VISTPATIENT'APOSTROPHE, TWO	FT MYERS VA OUTPATIENT CLINIC (516BZ)	02/16/1929	101-02-3995	Yes	Select
VISTPATIENT-DASH, ONE	VA GREATER LOS ANGELES HEALTHCARE SYSTEM - WEST LOS ANGELES DIVISION (691)	03/04/1980	101-06-1298	Yes	Select
VISTPATIENTSSN, FOUR	BIRMINGHAM VAMC (521)	09/01/1924	101-06-0124	Yes	Select
VISTPATIENTSSN, ONE	CHEYENNE VAMC (442)	04/14/1919	101-06-0000	Yes	Select
VISTPATIENTSSN, THREE	CHEYENNE VAMC (442)	11/24/1927	101-06-0123	Yes	Select
VISTPATIENTSSN, TWO	CHEYENNE VAMC (442)	03/26/1947	101-07-0000	Yes	Select

- From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** button next to the patient's name.

The system displays a list of referrals from which you can select, and then modify the referral status. The list contains the Referral Number, Created Date, Patient Name, Referral Type, Status, Referred to Institution (Station ID), Initiating Area, and Special Consideration.



**Blind Rehabilitation System Version 5**  
Software Build: SQA Domain

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

Referrals Found - Count: 9 [Help](#)

Created Date	Patient Name	Priority Level	Referral Type	Status	Days since referral received	Referred To Institution (Station ID)	
11/17/2006	VISTPATIENT-DASH, ONE	No Priority Level	BRC Regular Program - 1st Experience	Discharged	132	AUGUSTA VAMC (509)	<a href="#">Edit</a>
11/17/2006	VISTPATIENT-DASH, ONE	No Priority Level	BRC CAT - 1st Experience	Admitted	132	AUGUSTA VAMC (509)	<a href="#">Edit</a>
11/17/2006	VISTPATIENT-DASH, ONE	No Priority Level	BROS Local - Additional Training	Completed	132	AUGUSTA VAMC (509)	<a href="#">Edit</a>
11/17/2006	VISTPATIENT-DASH, ONE	No Priority Level	BRC CAT - Additional Training	Discharged	132	AUGUSTA VAMC (509)	<a href="#">Edit</a>
11/13/2006	VISTPATIENT-DASH, ONE	No Priority Level	Non-VA Local CAT - 1st Experience	Offered	136		<a href="#">Edit</a>
11/13/2006	VISTPATIENT-DASH, ONE	No Priority Level	Non-VA Blindness Agency - Additional Training	In Review	136		<a href="#">Edit</a>
11/13/2006	VISTPATIENT-DASH, ONE	No Priority Level	Non-VA Blindness Agency - 1st Experience	Accepted	136		<a href="#">Edit</a>
10/24/2006	VISTPATIENT-DASH, ONE	No Priority Level	Non-VA Blindness Agency - Additional Training	Pending	156		<a href="#">Edit</a>
07/24/2006	VISTPATIENT-DASH, ONE	No Priority Level	VICTORS - Additional Training	Pending	248	NORTHPORT,NY VAMC (632)	<a href="#">Edit</a>

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- To edit the status of a specific referral, click the **Edit** button to display the edit screen with details of the referral. Details include referral information, referral number, and the referral status history.



# Blind Rehabilitation System Version 5

Software Build: SQA Domain

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Modify Referral

[Help](#)

- Enter/Edit Menu
- [BR Patient](#)
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- [Patient Status](#)
- [Benefits & Services Checklist](#)
- [Eye Exams \(Eligibility\)](#)
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- [Pre/Post Blind Rehab Survey](#)
- [Create Referral](#)
- [Modify Referral \(Search\)](#)
- [Modify Referral By Patient](#)
- [Modify Converted National Waitlist Record](#)
- [VIST Visits](#)
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- [Education & In Service Activities](#)
- [Create Treatment Plan](#)
- [Modify Treatment Plan](#)
- [Enter Non Treatment Plan Training](#)
- [Enter Treatment Plan or Training Encounter](#)
- [Help - Application](#)

### Current Patient

Name: **VISTPATIENT-DASH, ONE** Date of Birth(Age): **03/04/1980 (27)** Gender: **Female**  
Social Security Number: **101-06-1298** Patient Type: **LOW VISION** Patient Status: **ACTIVE**  
Roster Institution: **VA GREATER LOS ANGELES HEALTHCARE SYSTEM - WEST LOS ANGELES DIVISION (691)**

### Referral Information - Referral Number: 1158

Referral Type: Non-VA Blindness Agency - 1st Experience	Created/Received Date: 11/13/2006
Current Referral Status: Accepted	Created By: USER, BR
Agency Type: Individual Training	Last Modified Date: 11/13/2006
Application Start Date: 11/13/2006	Last Modified By: USER, BR
Fee Basis: Unknown	Admitted Date:
Initiating Area: BROS	Discharged/Transferred Date:
Days from referral received to today: 136	Previous Admit Date:
	Previous Discharge Date:
	Previous Program Type:

Special Circumstance(s): Cardiac problems,

From Institution: CHEYENNE VAMC (442)  
To Institution:

### Referral Notes

### Referral Status History

Modified Date/Time	Status	Status Change Reason	Offer Accepted	Offered Service Date	Modified By
11/13/2006 11:49:26 CST	Pending				USER, BR
11/13/2006 11:51:56 CST	In Review				USER, BR
11/13/2006 11:52:07 CST	Accepted				USER, BR

### Change Referral Status

\* - Fields identified with the asterisk are mandatory.

*New Status:	Status change reason:	Offered Service Date:	Offer Accepted:	Admitted Date:	Discharged/Transferred Date:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Save"/>		<input type="button" value="Return to Referral List"/>		<input type="button" value="Done"/>	<input type="button" value="Add Note"/>

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The following fields display for editing:

#### New Status:

Select the appropriate status. Choices for Non-BRC referrals include:

- In Review
- Accepted
- Offered
- Scheduled
- Completed
- Cancelled
- Withdrawn
- In Training

Choices for BRC Referrals include:

- In Review
- Accepted
- Offered

- Scheduled
- Discharged
- Cancelled
- Withdrawn

### Status Definitions

Select **In Review** if you are in the process of reviewing the referral to determine acceptance.

Select **Accepted** if the referral has been approved. This means the application review process is completed and the application is approved.

Select **Offered** if the patient has been offered a date of service.

If Offered Status is selected, select the Offer Accepted value of Yes if the patient accepts the date of service offered. Select a value of No if the patient does not accept the date of service offered. This date must be on or after the 'Referral Date.' Once you enter data in this field, it becomes a non-editable field.

If the **Offered Accepted** is **Yes**, the system automatically sets the referral to a Scheduled Status for the current date.

If the **Offered** date is not accepted, additional dates of service may be offered. This is only available if the patient does not accept the first admission offer. Enter the additional service dates the patient is offered. This date must be on or after the 'Referral Date'. Once you enter data in this field, it becomes a non-editable field.

Once the **Offered** date is accepted, the system automatically sets the status to Scheduled for the current date.

**For a Non-BRC Referral:** Select **Completed** Status, after the patient receives the services.

**For a BRC Referral:** The system sets the Admission Status automatically when the date the patient is admitted into the BRC for training is received from MAS. This field automatically updates if/when the patient is admitted to the MAS system.

**NOTE:** If the system is unable to determine the Admission Date, a notification is sent to the appropriate institution for the user to select the admission date from a list of available dates pulled from MAS.

**For a BRC Referral:** The system sets the Discharge Status automatically when the date the patient is discharged from the BRC after completing the training is received from MAS. A discharge date is not allowed without an admission date. The discharge date cannot be before the admission date. This field automatically updates if/when the patient is discharged within the MAS system.

**NOTE:** If the system is unable to determine the Discharge Date, a notification is sent to the appropriate institution for the user to select the discharge date from a list of available dates pulled from MAS.

Select **Cancelled** status if the BRC denies services to the patient. You must also select the appropriate reason. Once the Cancelled status is selected, the referral remains in a cancelled status and is not editable. Options include:

- Medical Unstable
- Visual Status

- Psychological Status
- Personal Status
- Not Eligible for VA Care
- Deceased
- Referred to VIST
- Referred to BROS

Select **Withdrawn** status if the patient declines to receive services. You must also select the appropriate reason. Once the Withdrawn status is selected, the referral remains in a cancelled status and is not editable. Choices for Status Change Reasons include:

- Medical Unstable
- Visual Status
- Psychological Status
- Personal Status
- Not Eligible for VA Care
- Deceased
- Referred to VIST
- Referred to BROS

6. Enter data in the fields and click Save. To add a note to the referral, click **Add Note**. The system will display an Existing Notes box (if there are existing notes) and a New Note box which is interactive so you can enter a new note. When complete, click **Save Note**. To cancel, click **Cancel**. To select another Referral, click **Return to Referral List**. Click **Done** to return to the Welcome page.



# Modifying a Converted National Waitlist Record

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

The Blind Rehabilitation (BR) application provides the functionality necessary to update the status of the converted National Waitlist Records. This is necessary because once Blind Rehabilitation 5.0 is implemented to all of the appropriate institutions; the National Waitlist Database will no longer allow record updates. Therefore, waitlist records will be moved forward using "Referral Statuses" until the waitlist record reaches a final status. Progression of the waitlist record status is as follows below:

1. Pending
2. In Review
3. Accepted
4. Offered
5. Scheduled
6. Admitted
7. Discharged

**NOTE:** Withdrawn and Cancelled statuses may occur at any point in the status progression.

1. From the Enter/Edit Menu, click **Modify Converted National Waitlist Record** to display the Modify Converted National Waitlist Record - Search Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Enter/Edit Menu](#)  
BR Patient  
Low Vision Patient  
Patient Status  
Benefits & Services Checklist  
Eye Exams (Eligibility)  
VIST Annual Review  
VARO Claims  
Annual Outcome Survey  
Pre/Post Blind Rehab Survey  
Create Referral  
Modify Referral (Search)  
Modify Referral By Patient  
Modify Converted National Waitlist Record

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**Modify Converted National Waitlist Record - Search Criteria** [Help](#)

Enter the report criteria and press search  
\* - Fields identified with the asterisk are mandatory.

\*Servicing Institutions:  
ALEXANDRIA VAMC (502)  
AUGUSTA VAMC (509)  
BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)  
CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)  
CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)  
CHEYENNE VAMC (442)  
CLEMENT J ZABLOCKI (695)  
EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)  
EDWARD J. HINES JR. HOSPITAL (578)  
LAKE CITY DIVISION (573A4)  
LEBANON VA MEDICAL CENTER (595)  
NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Program Types:  
ALL  
BRC CAT - 1st Experience  
BRC CAT - Additional Training  
BRC Dual Program - 1st Experience  
BRC Dual Program - Additional Training  
BRC Other Programs - 1st Experience  
BRC Other Programs - Additional Training  
BRC Regular Program - 1st Experience  
BRC Regular Program - Additional Training  
BROS Follow-up - 1st Experience  
BROS Follow-up - Additional Training  
BROS Local - 1st Experience

\*Status:  
ALL  
Waitlist  
Accepted  
Admitted  
Cancelled  
Completed  
Discharged  
In Review  
Offered  
Pending  
Scheduled  
Transferred

Patient Name (Last, First):

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

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2. Select one or more or all of the **Servicing Institutions**. The institutions list alphabetically in ascending order by name.

3. Select the **Program Type**. The following options are available:

- ALL
- BRC CAT – 1<sup>st</sup> Experience
- BRC CAT – Additional Training
- BRC Dual Program – 1<sup>st</sup> Experience
- BRC Dual Program – Additional Training
- BRC Other Programs – 1<sup>st</sup> Experience
- BRC Other Programs – Additional Training
- BRC Regular Program – 1<sup>st</sup> Experience
- BRC Regular Program – Additional Training
- BROS Follow-up – 1<sup>st</sup> Experience
- BROS Follow-up – Additional Training
- BROS Local – 1<sup>st</sup> Experience
- BROS Local – Additional Training
- BROS Prep – 1<sup>st</sup> Experience
- BROS Prep – Additional Training
- Non-VA Blindness Agency – 1<sup>st</sup> Experience
- Non-VA Blindness Agency – Additional Training
- Non-VA Local CAT – 1<sup>st</sup> Experience
- Non-VA Local CAT – Additional Training
- VA Audible Devices
- VA Outpatient LV Clinic – 1<sup>st</sup> Experience
- VA Outpatient LV clinic – Additional Training
- VICTORS – 1<sup>st</sup> Experience
- VICTORS – Additional Training
- VISOR – 1<sup>st</sup> Experience
- VISOR – Additional Training
- VIST Coordinator

4. Select the **Status**. The following options are available:

- ALL
- Waitlist
- Accepted
- Admitted
- Cancelled
- Completed
- Discharged
- In Review
- Offered
- Pending
- Scheduled
- Transferred
- Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific National Waitlist Records, selecting Waitlist causes the program to select automatically the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the records with these statuses.

5. Start Date (MM/DD/YYYY)  
Enter the Start Date (MM/DD/YYYY) for the National Waitlist Record or click the icon next to the field and select from a calendar.
6. End Date (MM/DD/YYYY)  
Enter the End Date (MM/DD/YYYY) for the National Waitlist Record or click the icon next to the field and select from a calendar.

7. Select data in the fields, and then click the Search button.

The system displays a list of appropriate waitlist records from which you can select, and then modify the National Waitlist Record status. The list contains the Created Date, Patient Name, Program Type, Status, and Referred to Institution (Station ID) for each waitlist record.

Status:

- Select the appropriate status. Choices available depend on the current status.

### Status Definitions

In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

Select **In Review** if you are in the process of reviewing the National Waitlist Record to determine acceptance.

Select **Accepted** if the National Waitlist Record has been approved. This means the application review process is completed and the application is approved.

Select **Offered** if the patient has been offered a date of service.

If Offered Status is selected, select the Offer Accepted value of 'Yes' if the patient accepts the date of service offered. Select a value of 'No' if the patient does not accept the date of service offered. This date must be on or after the 'Start Date.' Once you enter data in this field, it becomes a non-editable field.

If the **Offered Accepted** is **Yes**, the system automatically sets the National Waitlist Record to a Scheduled Status for the current date.

If the **Offered** date is not accepted, additional dates of service may be offered. This is only available if the patient does not accept the first admission offer. Enter the additional service dates the patient is offered. This date must be on or after the 'Start Date'. Once you enter data in this field, it becomes a non-editable field.

Once the **Offered** date is accepted, the system automatically sets the status to **Scheduled** for the current date.

**For a BRC Record:** The user sets the Admission Status to the date the patient is admitted into the BRC for training.

**For a BRC Record:** The user sets the Discharge Status to the date the patient is discharged from the BRC after completing the training. The discharge date cannot be before the admission date.

Select **Cancelled** status if the BRC denies services to the patient. You must also select the appropriate reason. Once the Cancelled status is selected, the National Waitlist Record remains in a cancelled status and is not editable. Choices for Status Change Reasons include:

- Medical Unstable
- Visual Status
- Psychological Status
- Personal Status
- Not Eligible for VA Care
- Deceased
- Referred to VIST
- Referred to BROS

Select **Withdrawn** status if the patient declines to receive services. You must also select the appropriate reason. Once the Withdrawn status is selected, the National Waitlist Record remains in a withdrawn status and is not editable. Choices for Status Change Reasons include:

- Medical Unstable
- Visual Status
- Psychological Status
- Personal Status
- Not Eligible for VA Care
- Deceased
- Referred to VIST
- Referred to BROS

Other fields that require data will depend on the status that you select. Enter data in the appropriate fields and click **Save**. Click **Done** to return to the Welcome page.

# Entering/Editing Education & In Service Activities

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

This functionality allows the user to obtain a list of records for existing Education & In Service programs and to record the aspects related to Education and In-Service programs.

1. From the **Enter/Edit Menu**, click **Education & in Service**.

The Education In Service Activity Search screen displays:

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu including 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the user is logged in as 'BR USER' at 'CHEYENNE VAMC (442)'. The main title is 'Education & In Service Activities' with a 'Help' link. The central section is titled 'Education & In Service Activity Search' and contains a search form with fields for 'Institution', 'Start Date (MM/DD/YYYY)', and 'End Date (MM/DD/YYYY)'. The start and end dates are pre-filled with '12/20/2005'. A 'Search' button is located below the form. To the left of the search form is a vertical menu with various options like 'BR Patient', 'Low Vision Patient', 'Patient Status', etc. Below the search form, there is an 'Add' button and a note: 'Or add a new Education & In Service Activity Record.' At the bottom of the page, there is a footer with various links like 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', etc.

2. To search for existing Education & in Service records, enter data in the following fields:

**Institution:**

Click the down arrow to select the **institution** for which you are searching for Education & In Service records.

**Start Date:**

Enter the **start date** (MM/DD/YYYY) or click the icon next to the field and select from a calendar.

**End Date:**

Enter the **end date** (MM/DD/YYYY) or click the icon next to the field and select from a calendar.

3. Enter data in the fields and click the **Search** button to display the list of records for the selected institution:



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---

Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

### Education & In Service Activities

[Help](#)

---

#### Existing Education & In Service Activity Records

Institution	Start Date	End Date	Program Type	Audience	
CHEYENNE VAMC	09/28/2005	09/28/2005	Medium (31-60 minutes)	Non-VA Eye Clinic	<a href="#">Edit</a>
CHEYENNE VAMC	09/25/2005	09/25/2005	Short (15-30 minutes)	Community Agency for the Blind	<a href="#">Edit</a>

**Enter/Edit Menu**

- [BR Patient](#)
- [Low Vision Patient](#)
- [Patient Status](#)
- [Benefits & Services Checklist](#)
- [Eye Exams \(Eligibility\)](#)
- [VIST Annual Review](#)
- [VARO Claims](#)
- [Annual Outcome Survey](#)
- [Pre/Post Blind Rehab Survey](#)
- [Create Referral](#)
- [Modify Referral \(Search\)](#)
- [Modify Referral By Patient](#)
- [Modify Converted National Waitlist Record](#)


**VIST Visits**

- [BRC Clinical Assessments](#)
- [Education & In Service Activities](#)
- [Create Treatment Plan](#)
- [Modify Treatment Plan](#)
- [Enter Non Treatment Plan Training](#)
- [Enter Treatment Plan or Training Encounter](#)
- [Help - Application](#)

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- To edit a record, click the **Edit** button next to the record to display the Enter/Edit Education & In Service screen for that record.

To add a new record, click the **Add** button. The Enter/Edit Education In Service Activities screen displays:



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---

Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

### Education & In Service Activities

[Help](#)

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#### Enter/Edit Education & In Service Activities

\* - Fields identified with the asterisk are mandatory for a search but not an add.

**Enter/Edit Menu**

- [BR Patient](#)
- [Low Vision Patient](#)
- [Patient Status](#)
- [Benefits & Services Checklist](#)
- [Eye Exams \(Eligibility\)](#)
- [VIST Annual Review](#)
- [VARO Claims](#)
- [Annual Outcome Survey](#)
- [Pre/Post Blind Rehab Survey](#)
- [Create Referral](#)
- [Modify Referral \(Search\)](#)
- [Modify Referral By Patient](#)
- [Modify Converted National Waitlist Record](#)

**VIST Visits**

- [BRC Clinical Assessments](#)
- [Education & In Service Activities](#)
- [Create Treatment Plan](#)
- [Modify Treatment Plan](#)
- [Enter Non Treatment Plan Training](#)
- [Enter Treatment Plan or Training Encounter](#)
- [Help - Application](#)

\* Institution:

\* Start Date:     \* End Date:

\* Target Audience:

\* Program Type:

\* Audience Size:

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Use the following fields to enter a new record or to edit an existing record:

Institution:

Click the down arrow to select the **institution** for which you are searching for Education & In Service records.

Start Date: (MM/DD/YYYY)

Enter the **start date** for the program or click the icon next to the field and select from a calendar.

End Date: (MM/DD/YYYY)

Enter the **end date** for the program or click the icon next to the field and select from a calendar.

Target Audience:

Select one of the following options to describe the **target audience**:

- Community Agency for the Blind
- Non-VA Eye Clinic
- State Agency for the Blind
- VBA Staff
- Veterans Service Organization
- VHA Staff
- Nursing Home/Group Home
- Other

Program Type:

Select one of the following options to describe the type of program:

- Short (15-30 minutes)
- Medium (31-60 minutes)
- Long (More than 60 minutes)

Audience Size:

Select one of the following options to describe the audience size:

- One Person
- Small Group (2-8 People)
- Medium Group (9-19 People)
- Large Group (20 or more People)

5. Click the **Back** button to return to the Main Screen.
6. Enter data in the fields and click the **Save** button. The system displays the message:  
**"Education & In Service Activities successfully saved"**
7. Click the **Done** button to return to the Welcome Page.

## Create Treatment Plan

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

Use this menu option to create a Treatment Plan for the patient.

1. From the **Enter/Edit Menu**, click **Create Treatment Plan**. If a patient is already selected, you are asked if you want to continue with the current patient or select another patient. To continue with the current patient, click **OK**.
2. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with navigation links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, a grey box displays 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)', and 'Patients Found - Count: 3'. A 'Help' icon is also present. The main content area features a table with columns for Name, Roster Institution, Date of Birth, SSN, and Selectable. Three patient records are listed, each with a 'Select' button. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options including 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', 'Patient Status', 'Benefits & Services Checklist', 'Eye Exams (Eligibility)', 'VIST Annual Review', 'VARO Claims', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'Create Referral', 'Modify Referral (Search)', 'Modify Referral By Patient', 'Modify Converted National Waitlist Record', 'VIST Visits', 'BRC Clinical Assessments', 'Education & In Service Activities', 'Create Treatment Plan', 'Modify Treatment Plan', 'Enter Non Treatment Plan Training', 'Enter Treatment Plan or Training Encounter', and 'Help - Application'. At the bottom, there is a footer with links to 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

4. From the Patients Found page, select the patient whose record you want to access by clicking the **Select** button next to the patient's name. This displays the Create Treatment Plan screen.





# Blind Rehabilitation System Version 5

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Create Treatment Plan

[Help](#)

- Enter/Edit Menu
- BR Patient
- Low Vision Patient
- Patient Status
- Benefits & Services Checklist
- Eye Exams (Eligibility)
- VIST Annual Review
- VARO Claims
- Annual Outcome Survey
- Pre/Post Blind Rehab Survey
- Create Referral
- Modify Referral (Search)
- Modify Referral By Patient
- Modify Converted National Waitlist Record

- VIST Visits
- BRC Clinical Assessments
- Education & In Service Activities
- Create Treatment Plan
- Modify Treatment Plan
- Enter Non Treatment Plan Training
- Enter Treatment Plan or Training Encounter
- Help - Application

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

### General Patient Information

Living Arrangement: **ALONE**  
Type of Residence: **APARTMENT**

#### Latest Eye Exam Information:

Exam Date	Exam Institution	Visual Acuity Left	Visual Acuity Right	Visual Field Left	Visual Field Right
11/22/2005	CHEYENNE VAMC	20/40 UP TO AND INCLUDING 20/60	6/200 UP TO AND INCLUDING 20/200	>30 DEGREES	5 DEGREES OR LESS

### Institution and Service Area

\* - Fields identified with the asterisk are mandatory.

\* Institution:

\* Service Area:

### CARF Questions

\* - Fields identified with the asterisk are mandatory.

\* Enter Additional Background Information (1000 characters maximum):

\* Enter Cultural, Safety, and Other Preferences and Needs (1000 characters maximum):

\* Enter Patient Goals (1000 characters maximum):

\* Enter Provision of Care (1000 characters maximum):

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Current Patient Information and General Patient Information sections display at the top of the screen.

- Under the Institution and Service Area section, enter data in the **Institution** and **Service Area** fields by clicking the down arrow and selecting the appropriate option from the list.
- Enter data at each of the CARF (Commission on the Accreditation of Rehabilitative Facilities) Questions.

7. When data entry is complete, click the **Next** button to display the next page.

If there is an existing Training List, it displays under the Planned Training List Section and you have the option of editing or removing the planned training.

The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with a navigation menu. Below the header, the page is titled 'Create Treatment Plan'. The left sidebar contains a 'Welcome BR USER' message and a list of navigation links. The main content area shows 'Current Patient' information for 'VISTPATIENT, THREE' and an 'Existing Planned Training List' section which is currently empty. Below this is the 'Enter Treatment Plan Training' form, which includes fields for Training Subject, Goal Code, Initial Plan, and Initial Score, and buttons for 'Add', 'Previous', and 'Save'.

8. Click the **Remove** button to delete an existing Treatment Plan. Click the **Edit** button to revise an existing Treatment Plan. Modify the data in the fields, and then click **OK**.

9. To create a new Treatment Plan, enter data in the following fields:

Training Subject:

Select the appropriate training subject from the following options:

- Living Skills
- Manual Skills
- Orientation and Mobility
- Low Vision/Visual
- Computer Access Training (CAT)
- Counseling
- Treatment Planning
- VIST
- Health and Nursing
- Placement
- Leisure Skills

Goal Code:

Select the appropriate goal from the following options:

- |                                   |                                       |
|-----------------------------------|---------------------------------------|
| Bathe without help                | Groom without help                    |
| Dress without help                | Eat without help or embarrassment     |
| Pouring a cup of coffee or tea    | Tell time                             |
| Dial a telephone                  | Turn on and adjust the television     |
| Sign your name on a form          | Write notes and letters               |
| Take notes on tape                | Listen to magazines and books on tape |
| Use an electronic note taker      | Typing                                |
| Braille                           | Money identification                  |
| Pay bills by check or money order | Maintain checkbook register           |
| Set up automated bill payment     | Use an OCR scanner to read mail       |
| Make a bed                        | Straighten up or clean a room         |
| Do the laundry                    | Label and identify clothing           |
| Iron clothes                      | Sew on a button                       |
| Get around the kitchen safely     | Organize your kitchen and find things |
| Fix a sandwich or other cold meal | Warm up food in a microwave oven      |
| Plan weekly menu and grocery list | Follow a recipe                       |
| Identify food item                | Open cans safely                      |
| Cook a meal in a microwave oven   | Cook a meal in a conventional oven    |
| Use countertop appliances safely  | Clean up in the kitchen               |

Initial Plan:

Select the appropriate **initial plan** from the following options:

- New skill
- Continue
- BRC
- Resolved
- Dropped

Initial Score:

Select the appropriate **initial score** from the following options:

- 1 - Cannot Perform Task
- 2 - Needs Lots of Assistance
- 3 - Needs Some Assistance
- 4 - Independence In All Circumstances
- 5 - Individual In All Circumstances

Enter data in the fields and click **Add**. You return to the Main screen to add another treatment, if desired.

When all treatment plans are entered, click **Save**. The system displays the message:

**"Treatment Plan successfully saved"**

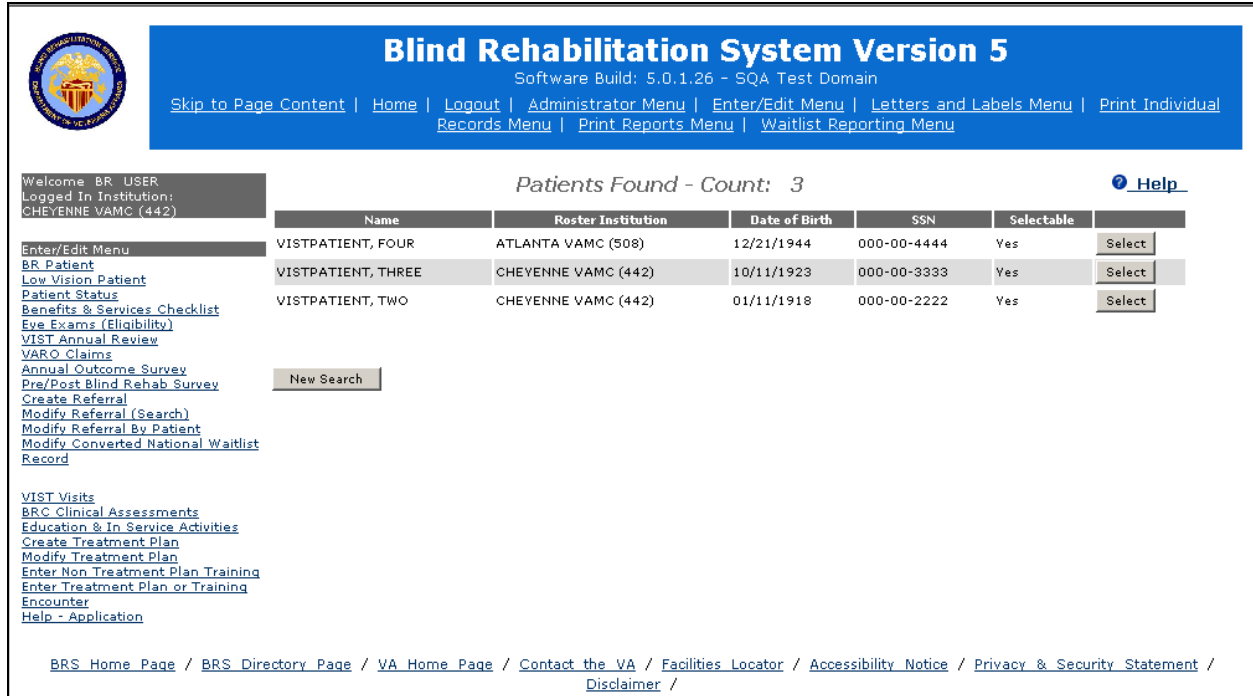
Click **Done** to return to the Welcome Page.

# Modify Treatment Plan

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

Use this menu option to modify an existing Treatment Plan for a specific patient.

1. From the **Enter/Edit Menu**, click **Modify Treatment Plan**. If a patient is already selected, you are asked if you want to continue with the current patient or select another patient. To continue with the current patient, click **OK**.
2. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)


*Patients Found - Count: 3* [Help](#)

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

[Enter/Edit Menu](#)  
[BR Patient](#)  
[Low Vision Patient](#)  
[Patient Status](#)  
[Benefits & Services Checklist](#)  
[Eye Exams \(Eligibility\)](#)  
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4. From the Patients Found page, select the patient whose record you want to access by clicking the **Select** button next to the patient's name. This displays the Modify Treatment Plan screen. The Current Patient information section contains the Name, Date of Birth, Social Security Number, Patient Type, and Patient Status.



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---

Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

### Modify Treatment Plan

[Help](#)

---

**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
 Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

---

**Existing Training Plan List**

Servicing Institution	Service Area	Created By	Creation Date	
CHEYENNE VAMC	BROS	USER, BR	12/08/2005	<a href="#">Select</a>
CHEYENNE VAMC	BROS	USER, BR	10/27/2005	<a href="#">Select</a>
CHEYENNE VAMC	BROS	USER, BR	09/21/2005	<a href="#">Select</a>
CHEYENNE VAMC	BROS	USER, BR	09/25/2005	<a href="#">Select</a>

[Done](#)

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5. The patients' Existing Assessment List entries display as separate line items. To edit an Assessment List item, click the **Select** button next to the item. The Existing Training List displays.



## Blind Rehabilitation System Version 5

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---

Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

### Modify Treatment Plan

[Help](#)

---

**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
 Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

---

**Existing Training List**

Training Subject	Goal Code	Initial Plan	Post Training Plan	Initial Score	Post Training Score	
Orientation and Mobility	Use stairs safely	Continue		2 - Needs Lots of Assistance		<a href="#">Edit</a>

[Return to Treatment Plan List](#)

---

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- If it is available to edit, an **Edit** button displays next to the item, click this button to modify the Treatment Plan. The Enter Training Information fields display for modification of the data. To return to the Assessment List, click the **Return to Assessment List** button.

**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Help](#)

**Modify Treatment Plan**

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Enter Training Information**  
\* - Fields identified with the asterisk are mandatory.

\* Training Date (MM/DD/YYYY):

\* Institution:

\* Service Area: **BROS**

Training Subject: Orientation and Mobility

Goal Code: Use stairs safely

\* Training Phase:

\* Training Location:

\* Family Present: **No**

Initial Plan: Continue

\* Post-Training Plan:

Initial Score: 2 - Needs Lots of Assistance

\* Post-Training Score:

\* Minutes:  0

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- Modify the data in the following fields:

Training Date (MM/DD/YYYY)

Enter the **Training Date** (MM/DD/YYYY) or click the calendar icon to select the date.

Use the drop-down arrow at each of the next fields to display, and then select the correct data.

Institution:

Select the correct **Institution** from the list of available Institutions.

Service Area:

Select either **BRC** or **BROS** as the correct **Service Area**.

Training Phase:

Select the correct **Training Phase** from the following options:

- Prep
- Inpatient
- Follow-up – No Treatment Plan
- Component or Remediation - No Treatment Plan
- Remediation
- Local

Training Location:

Select the correct **Training Location** from the following options:

- Home
- Phone
- Other
- Work
- BRC
- VA
- School

Family Present:

This field defaults to “No,” click the drop-down arrow to select “Yes.”

- Yes
- No

**Plan**

Post Training:

Select the **Post Training** plan from the following options:

- New Skill
- Continue
- BRC
- Resolved
- Dropped

**Score**

Post Training:

Select the **Post Training** score from the following options:

- Cannot Perform Task
- Needs Lots of Assistance
- Needs Some Assistance
- Independence In All Circumstances
- Individual In All Circumstances

Minutes:

Enter the number of minutes the patient used for the training.

8. Enter data in the fields and click **Save** or **Cancel** to exit the screen with no changes. You return to the Existing Training Plan List.
9. Click **Done** to return to the Welcome Page.

# Enter Non Treatment Plan Training

**WARNING: Do not use the Browser Back button in the Enter/Edit functions of the application. This will cause an error and previously entered information will be lost.**

Use to enter non-treatment plan training for a patient.

1. From the **Enter/Edit Menu**, click **Non Treatment Plan Training**. If a patient is already selected, you are asked if you want to continue with the current patient or select another patient. To continue with the current patient, click **OK**.
2. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
3. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria.



**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Patients Found - Count: 3* [Help](#)

	Name	Roster Institution	Date of Birth	SSN	Selectable	
<a href="#">Enter/Edit Menu</a>	VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<a href="#">Select</a>
<a href="#">BR Patient</a>	VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<a href="#">Select</a>
<a href="#">Low Vision Patient</a>	VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<a href="#">Select</a>

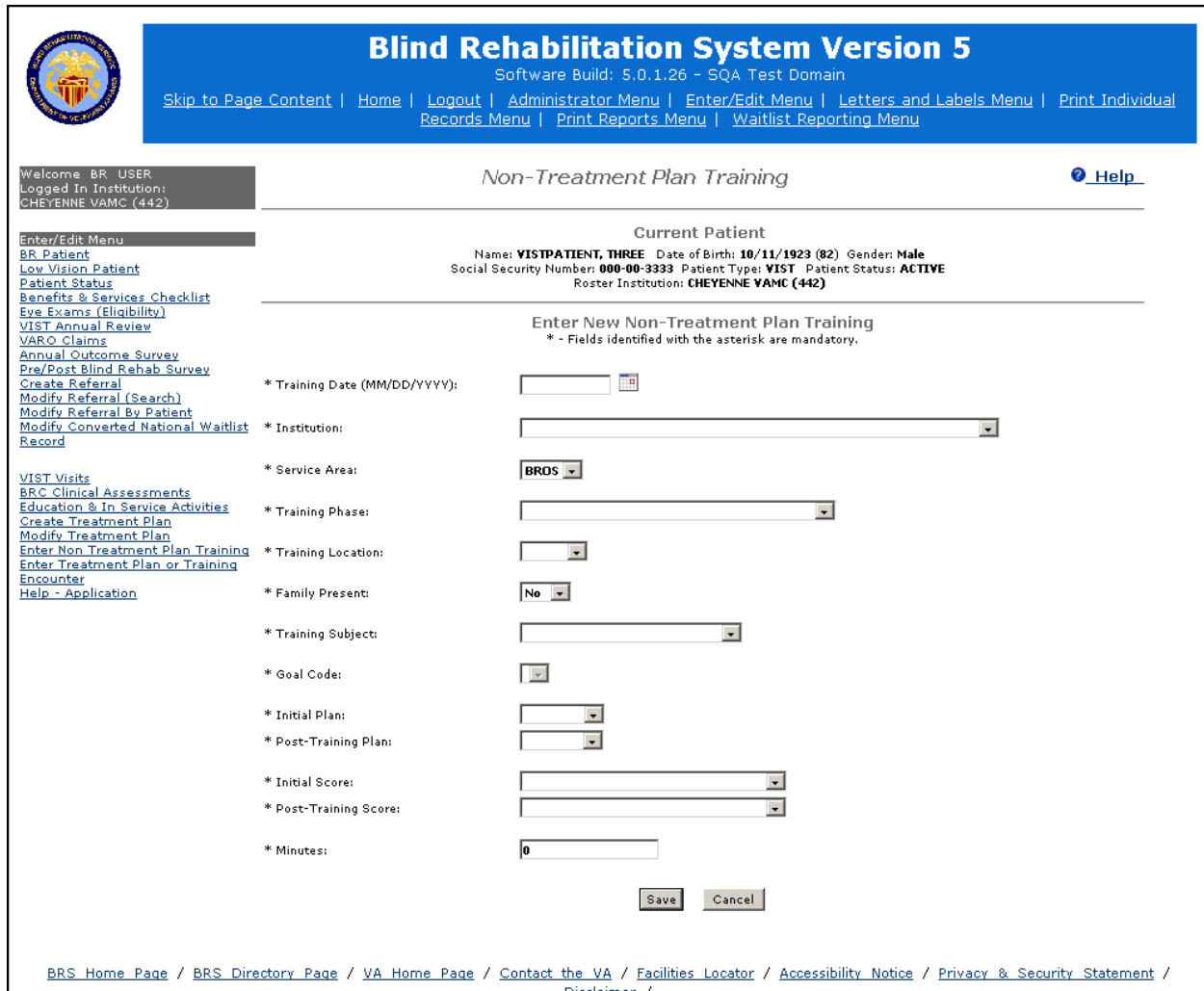
[Patient Status](#)  
[Benefits & Services Checklist](#)  
[Eye Exams \(Eligibility\)](#)  
[VIST Annual Review](#)  
[VARO Claims](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[Create Referral](#)  
[Modify Referral \(Search\)](#)  
[Modify Referral By Patient](#)  
[Modify Converted National Waitlist Record](#)

[VIST Visits](#)  
[BRC Clinical Assessments](#)  
[Education & In Service Activities](#)  
[Create Treatment Plan](#)  
[Modify Treatment Plan](#)  
[Enter Non Treatment Plan Training](#)  
[Enter Treatment Plan or Training Encounter](#)  
[Help - Application](#)

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4. From the Patients Found page, select the patient whose record you want to access by clicking the **Select** button next to the patient's name. This displays the Enter New Non Treatment Plan Training screen. The Current Patient information section contains the Name, Date of Birth, Social Security Number, Patient Type, and Patient Status.





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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Non-Treatment Plan Training* [Help](#)

**Current Patient**  
Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

**Enter New Non-Treatment Plan Training**  
\* - Fields identified with the asterisk are mandatory.

\* Training Date (MM/DD/YYYY):  

\* Institution:

\* Service Area:

\* Training Phase:

\* Training Location:

\* Family Present:

\* Training Subject:

\* Goal Code:

\* Initial Plan:

\* Post-Training Plan:

\* Initial Score:

\* Post-Training Score:

\* Minutes:

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5. Enter the training plan data in the following fields:

Training Date (MM/DD/YYYY)

Enter the **Training Date** (MM/DD/YYYY) or click the calendar icon to select the date.

Use the drop-down arrow at each of the next fields to display, and then select the correct data.

Institution:

Select the correct **Institution** from the list of available Institutions.

Service Area:

Select either **BRC** or **BROS** as the correct **Service Area**.

Training Phase:

Select the correct **Training Phase** from the following options:

- Prep
- Inpatient
- Follow-up – No Treatment Plan
- Component or Remediation - No Treatment Plan
- Remediation
- Local

Training Location:

Select the correct **Training Location** from the following options:

- Home
- Phone
- Other
- Work
- BRC
- VA
- School

Family Present:

This field defaults to “No,” click the drop-down arrow to select “Yes.”

- Yes
- No

Training Subject:

Select the correct **Training Subject** from the following options:

- Living Skills
- Manual Skills
- Orientation and Mobility
- Low Vision/Visual Skills
- Computer Access Training
- Counseling
- Treatment Planning
- VIST
- Health and Nursing
- Placement

Goal Code:

The **Goal Code** that displays depends on the selection in the **Training Subject** field. Select the appropriate goal from the following options:

- |                                   |                                       |
|-----------------------------------|---------------------------------------|
| Bathe without help                | Groom without help                    |
| Dress without help                | Eat without help or embarrassment     |
| Pouring a cup of coffee or tea    | Tell time                             |
| Dial a telephone                  | Turn on and adjust the television     |
| Sign your name on a form          | Write notes and letters               |
| Take notes on tape                | Listen to magazines and books on tape |
| Use an electronic note taker      | Typing                                |
| Braille                           | Money identification                  |
| Pay bills by check or money order | Maintain checkbook register           |
| Set up automated bill payment     | Use an OCR scanner to read mail       |
| Make a bed                        | Straighten up or clean a room         |
| Do the laundry                    | Label and identify clothing           |
| Iron clothes                      | Sew on a button                       |
| Get around the kitchen safely     | Organize your kitchen and find things |
| Fix a sandwich or other cold meal | Warm up food in a microwave oven      |
| Plan weekly menu and grocery list | Follow a recipe                       |
| Identify food item                | Open cans safely                      |
| Cook a meal in a microwave oven   | Cook a meal in a conventional oven    |
| Use countertop appliances safely  | Clean up in the kitchen               |

## Plan

### Initial:

Select the **Initial** plan from the following options:

- New Skill
- Continue
- BRC
- Resolved
- Dropped

### Post Training:

Select the **Post Training** plan from the following options:

- New Skill
- Continue
- BRC
- Resolved
- Dropped

## Score

### Initial:

Select the **Initial** score from the following options:

- Cannot Perform Task
- Needs Lots of Assistance
- Needs Some Assistance
- Independence In All Circumstances
- Individual In All Circumstances

### Post Training:

Select the **Post Training** score from the following options:

- Cannot Perform Task
- Needs Lots of Assistance
- Needs Some Assistance
- Independence In All Circumstances
- Individual In All Circumstances

### Minutes:

Enter the number of minutes the patient used for the training.

6. Click **Cancel** to exit the screen with no changes and return to the Main screen.
7. When all treatment plans are entered, click **Save**. The system displays the message:  
**"Training successfully saved"**
8. Click **Done** to return to the Welcome Page.


## Editing and Printing Letters and Labels

This menu option allows you to edit and print letters and mailing labels as necessary for patients. There are five letter templates:

BRC Application Letter	This is a cover letter for a Blind Rehabilitation Center (BRC) Application packet. This letter requires editing and is printed for a particular veteran.
BRC Follow-up Letter	This is a questionnaire sent to the veteran following blind rehabilitation training. It is used to assist the center or clinic in following-up on the veteran.
Claim Letter	This is a cover letter to a VARO when filing a claim on behalf of a veteran. This letter is printed for a particular veteran.
Invitation for VIST Review	This is an invitation for blinded veterans to notify that they would like to participate in a rehab review. This letter satisfies the requirements of M-2, Part XXIII and is printed as a mass mailing.
IRS Exemption Letter	Use this letter for any other purpose needed by VIST.

**NOTE:** You can also create your own template from the available data fields.

From the Header Menu, click the Letters and Labels Menu to display the Welcome Page and the Letters and Labels menu options in the Task section.



### Blind Rehabilitation System Version 5

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Letters and Labels Menu](#)  
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[Help - Application](#)

Welcome to Blind Rehabilitation Version 5.0

**Mission:**  
The mission of Blind Rehabilitation Service is to coordinate a healthcare service delivery system that provides a continuum of care for blind and visually impaired veterans extending from their home environment to the local VA facility and to the appropriate rehabilitation setting. These services include adjustment to blindness counseling, patient and family education, benefits analysis, comprehensive residential inpatient training, outpatient rehabilitation services, the provision of assistive technology, and research.

**Vision:**  
Blind Rehabilitation Service will provide high quality care in a timely and appropriate manner enabling blind and visually impaired veterans to acquire the skills and capabilities necessary for the development of personal independence and emotional stability.

User Notifications

Notification

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# Entering/Editing a Letter

1. Click **Enter/Edit Letters** to display the Letters Search Criteria.

**Blind Rehabilitation System Version 5**  
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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Letters - Search Criteria**

Enter the report criteria and press search  
\* - Fields identified with the asterisk are mandatory.

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Search Reset

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2. Select the **Institution**, and then click **Search** to display the list of existing letters for that Institution.

**Blind Rehabilitation System Version 5**  
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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Letters**

Existing Letters

Institution (Station ID)	Letter Name	Create Date	Last Edit Date	Edit	Print
CHEYENNE VAMC (442)	BRC APPLICATION LETTER	09/12/2005	10/05/2005	Edit	Print
CHEYENNE VAMC (442)	BRC FOLLOW-UP LETTER	09/12/2005	09/12/2005	Edit	Print
CHEYENNE VAMC (442)	CLAIM LETTER	09/12/2005	09/12/2005	Edit	Print
CHEYENNE VAMC (442)	INVITATION FOR VIST REVIEW	09/12/2005	09/12/2005	Edit	Print
CHEYENNE VAMC (442)	IRS EXEMPTION LETTER	09/12/2005	09/12/2005	Edit	Print

Add Letter Done

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## Editing an Existing Letter

1. To edit an existing letter, click the **Edit** button next to the letter you want to edit. The letter displays for editing.

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Welcome BR\_USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

**Letters and Labels Menu**  
[Enter/Edit Letters](#)  
[Print Letters](#)  
[Print Patient Mailing Labels](#)  
[Help - Application](#)

**Edit Letter**  
 \* - Fields identified with the asterisk are mandatory.

\*Institution: CHEYENNE VAMC (442)  
 \*Letter Name: IRS EXEMPTION LETTER  
 \*Letter Text (4000 characters maximum):

|TodaysDate|

|PatientFirstName| |PatientMiddleName| |PatientLastName|  
 |PatientAddressLine1|  
 |PatientAddressLine2|  
 |PatientAddressLine3|  
 |PatientCity|, |PatientState| |PatientZip|

**To Whom It May Concern:**

This is to advise that the veteran mentioned above is legally blind according to records of this Medical Center. If there are any questions with regard to the veteran's visual acuities or visual fields, you may contact (Release of Information) at this Medical Center <Enter Your Facility's Phone Number>. The veteran's legal blindness is permanent and irreversible.

<Enter VIST Coordinator's Name>, VIST Coordinator

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- The data within the less than (<) and greater than (>) signs has to be replaced with data that you enter. For example:

|TodaysDate|

|PatientFirstName| |PatientMiddleName| |PatientLastName|  
 |PatientAddressLine1|  
 |PatientAddressLine2|  
 |PatientAddressLine3|  
 |PatientCity|, |PatientState|, |PatientZip|

**Becomes:**

December 07, 2005

Three VISTpatient  
 123 Anystreet  
 Anycity, Anystate, 12345

Delete the directions (including the less than (<) and greater than (>) signs) and type in your specific data.

3. When complete, click **Save**. The list of letters displays. To print the letter, refer to [Printing a Letter](#) later in this section.

**NOTE:** When you edit a letter, the text you enter remains until you edit the letter again.

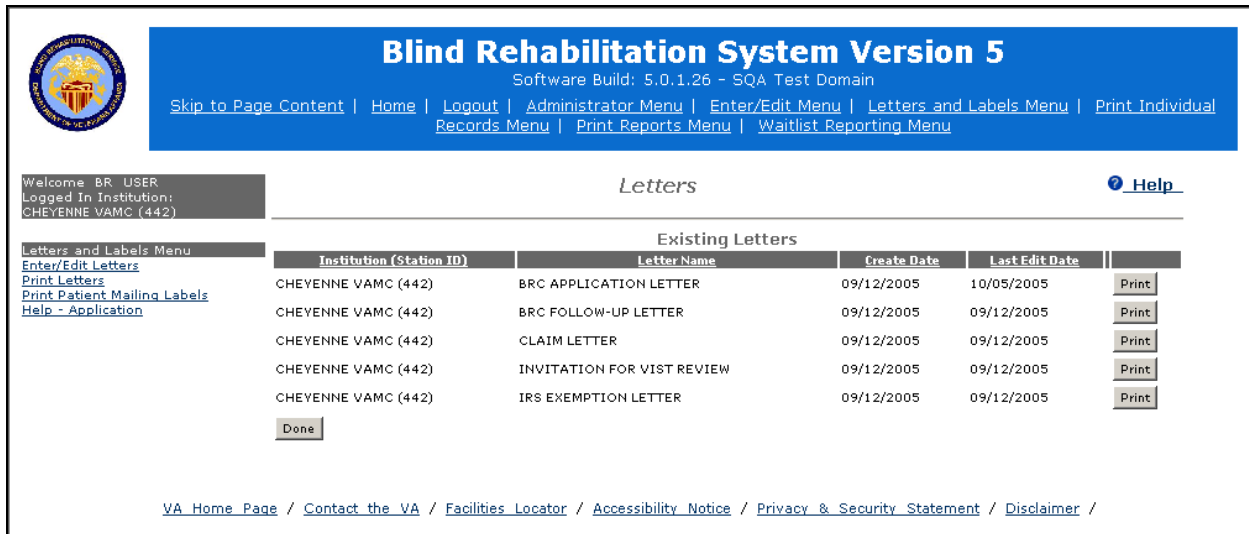
## Entering a New Letter

1. From the Letters screen, click the **Add Letter** button to display the Enter New Letter screen.

The screenshot displays the 'Enter New Letter' interface. At the top, a blue header contains the text 'Blind Rehabilitation System Version 5' and 'Software Build: 5.0.1.26 - SQA Test Domain'. Below the header is a navigation menu with links: 'Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu'. On the left, a sidebar shows 'Welcome BR USER', 'Logged In Institution: CHEYENNE VAMC (442)', and a 'Letters and Labels Menu' with options: 'Enter/Edit Letters', 'Print Letters', 'Print Patient Mailing Labels', and 'Help - Application'. The main form area is titled 'Enter New Letter' and includes a note: '\* - Fields identified with the asterisk are mandatory.' The form fields are: '\*Institution:' with a dropdown menu showing 'ALEXANDRIA VAMC (502)'; '\*Letter Name:' with a text input field; and '\*Letter Text (4000 characters maximum):' with a large text area. At the bottom of the form are 'Save' and 'Cancel' buttons. On the right side of the form, there are links for 'Help' and 'Data Fields'. At the very bottom of the page, there is a footer with links: 'VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /

2. Enter the letter name in the Letter Name field.
3. Copy and paste any needed data fields from the list of Available Data Fields.
4. Enter the text of the letter.
5. When complete, click **Save**. The Letters screen displays the list of existing letters, including the letter you just created.

**NOTE:** When you create a letter, the text you enter remains until you edit the letter again.



**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Letters** [Help](#)

**Existing Letters**

Institution (Station ID)	Letter Name	Create Date	Last Edit Date	
CHEYENNE VAMC (442)	BRC APPLICATION LETTER	09/12/2005	10/05/2005	<a href="#">Print</a>
CHEYENNE VAMC (442)	BRC FOLLOW-UP LETTER	09/12/2005	09/12/2005	<a href="#">Print</a>
CHEYENNE VAMC (442)	CLAIM LETTER	09/12/2005	09/12/2005	<a href="#">Print</a>
CHEYENNE VAMC (442)	INVITATION FOR VIST REVIEW	09/12/2005	09/12/2005	<a href="#">Print</a>
CHEYENNE VAMC (442)	IRS EXEMPTION LETTER	09/12/2005	09/12/2005	<a href="#">Print</a>

[Done](#)

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- Click **Done** to return to the Welcome Page. To print the letter, refer to [Printing a Letter](#) later in this section.

## Printing a Letter

- From the Letters screen, click the **Print** button. The Letters – Select Patient Criteria screen displays.



**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Letters - Select Patient Criteria** [Help](#)

Enter the criteria and press submit

**Letters and Labels Menu**  
[Enter/Edit Letters](#)  
[Print Letters](#)  
[Print Patient Mailing Labels](#)  
[Help - Application](#)

\*Select Patients Method:  
**USE BR PATIENT ALREADY SELECTED**

\*Institution:  
ALEXANDRIA VAMC (502)  
AUGUSTA VAMC (509)  
BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)  
CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)  
CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)

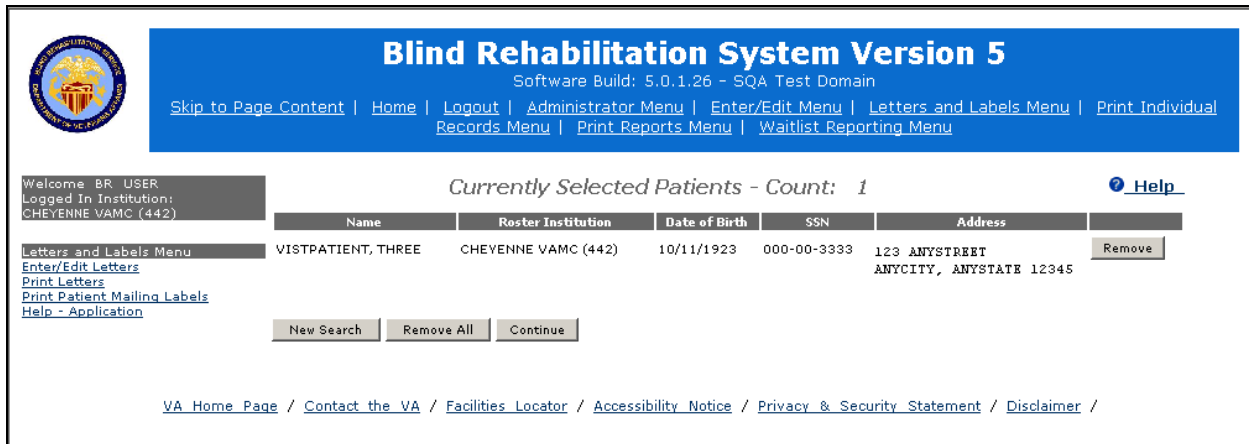
[Submit](#) [Reset](#)

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- Use the **Select Patients Method** field to display (and edit) a list of currently selected patients or to load from a roster for the specific selected Institution. If your Select Patients Method is to 'LOAD PATIENT LIST FROM ROSTER,' the list of available institutions displays for you to choose one or more institutions from which to select patients.

**NOTE:** To select multiple institutions, hold the <Ctrl> key down while making the selections.





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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Currently Selected Patients - Count: 1* [Help](#)

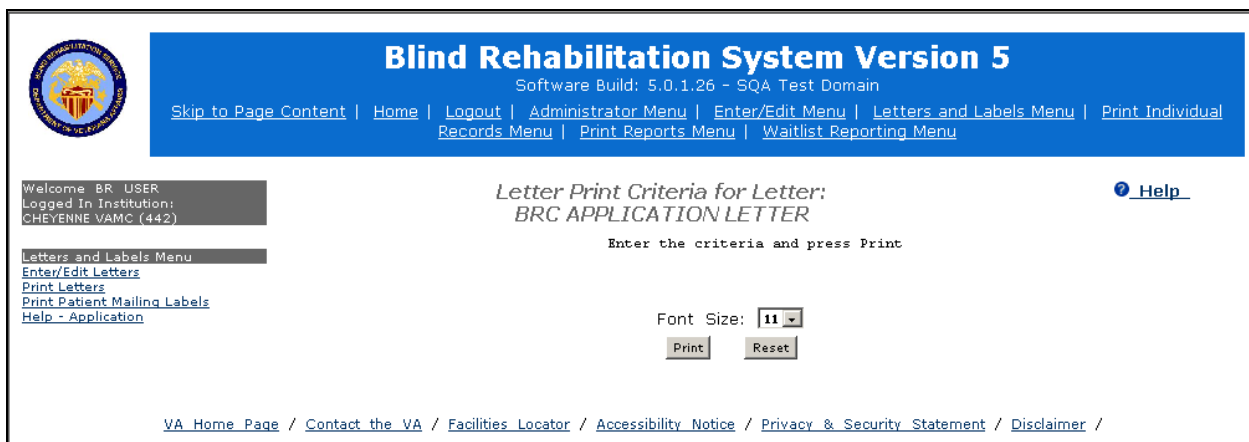
Name	Roster Institution	Date of Birth	SSN	Address	
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	123 ANYSTREET ANYCITY, ANYSTATE 12345	<a href="#">Remove</a>

[Letters and Labels Menu](#)  
[Enter/Edit Letters](#)  
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[Print Patient Mailing Labels](#)  
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[New Search](#) [Remove All](#) [Continue](#)

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- After you display a list of patients, you have the option to remove any patient to which you do not want to send the letter by clicking the **Remove** button next to the patient's name.
- When the list is complete, click the **Continue** button to display the Letter Print Criteria for Letter: screen. The name of the letter you are printing also displays.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Letter Print Criteria for Letter:*  
*BRC APPLICATION LETTER* [Help](#)

Enter the criteria and press Print

Font Size:

[Print](#) [Reset](#)

[Letters and Labels Menu](#)  
[Enter/Edit Letters](#)  
[Print Letters](#)  
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- Enter the desired font size and click the **Print** button. If you have changed the size of the font, you can click the **Reset** button to return to the default font.
- The letter displays on the screen. To print the letter, use the appropriate printing option available.

# Printing a BR Letter

1. Click **Print BR Letters** to display the Letters Search Criteria screen.

**Blind Rehabilitation System Version 5**  
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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Letters - Search Criteria**

Enter the report criteria and press search  
\* - Fields identified with the asterisk are mandatory.

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Search Reset

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2. Select the Institution, and then click the **Search** button to display the list of existing letters for that Institution.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Letters**

Existing Letters

Institution (Station ID)	Letter Name	Create Date	Last Edit Date	
CHEYENNE VAMC (442)	BRC APPLICATION LETTER	09/12/2005	10/05/2005	Print
CHEYENNE VAMC (442)	BRC FOLLOW-UP LETTER	09/12/2005	09/12/2005	Print
CHEYENNE VAMC (442)	CLAIM LETTER	09/12/2005	09/12/2005	Print
CHEYENNE VAMC (442)	INVITATION FOR VIST REVIEW	09/12/2005	09/12/2005	Print
CHEYENNE VAMC (442)	IRS EXEMPTION LETTER	09/12/2005	09/12/2005	Print

Done

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3. Click the **Print** button next to the specific letter you want to print. The Letters – Select Patient Criteria screen displays.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Letters - Select Patient Criteria** [Help](#)

Enter the criteria and press submit

Letters and Labels Menu  
[Enter/Edit Letters](#)  
[Print Letters](#)  
[Print Patient Mailing Labels](#)  
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\*Select Patients Method:  
**USE BR PATIENT ALREADY SELECTED**

\*Institution:  
ALEXANDRIA VAMC (502)  
AUGUSTA VAMC (509)  
BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)  
CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)  
CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)

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- Use the **Select Patients Method** field to display (and edit) a list of currently selected patients or to load from the roster for the specific selected Institution.
- If your Select Patients Method is to 'LOAD PATIENT LIST FROM ROSTER,' the list of available institutions displays for you to choose one or more institutions from which to select patients.

**NOTE:** To select multiple institutions, hold the <Ctrl> key down while making the selections.

- Next, you have the option to remove any patient to which you do not want to send the letter by clicking the **Remove** button next to the patient's name.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Currently Selected Patients - Count: 1** [Help](#)

Name	Roster Institution	Date of Birth	SSN	Address	
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	123 ANYSTREET ANYCITY, ANYSTATE 12345	<input type="button" value="Remove"/>

Letters and Labels Menu  
[Enter/Edit Letters](#)  
[Print Letters](#)  
[Print Patient Mailing Labels](#)  
[Help - Application](#)

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- When the list is complete, click the **Continue** button to display the Letter Print Criteria for Letter: screen. The name of the letter you are printing also displays.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top left is the VA logo. A blue header bar contains the title and software build information. Below the header is a navigation menu with links like 'Skip to Page Content', 'Home', 'Logout', etc. On the left, a user login box shows 'Welcome BR\_USER' and a 'Letters and Labels Menu' with sub-links. The main content area is titled 'Letter Print Criteria for Letter: BRC APPLICATION LETTER' and includes a 'Help' icon. Below the title, it says 'Enter the criteria and press Print'. There is a 'Font Size' dropdown menu set to '11' and two buttons labeled 'Print' and 'Reset'. At the bottom, a footer contains various utility links.

8. Enter the desired font size and click the **Print** button. If you change the size of the font, you can click the **Reset** button to return to the default font.
9. The letter displays on the screen. To print the letter, use the appropriate printing option available.

# Printing Patient Mailing Labels

1. From the **Task Menu**, click **Print Patient Mailing Labels** to display the Patient Mailing Labels - Select Patient Criteria screen.

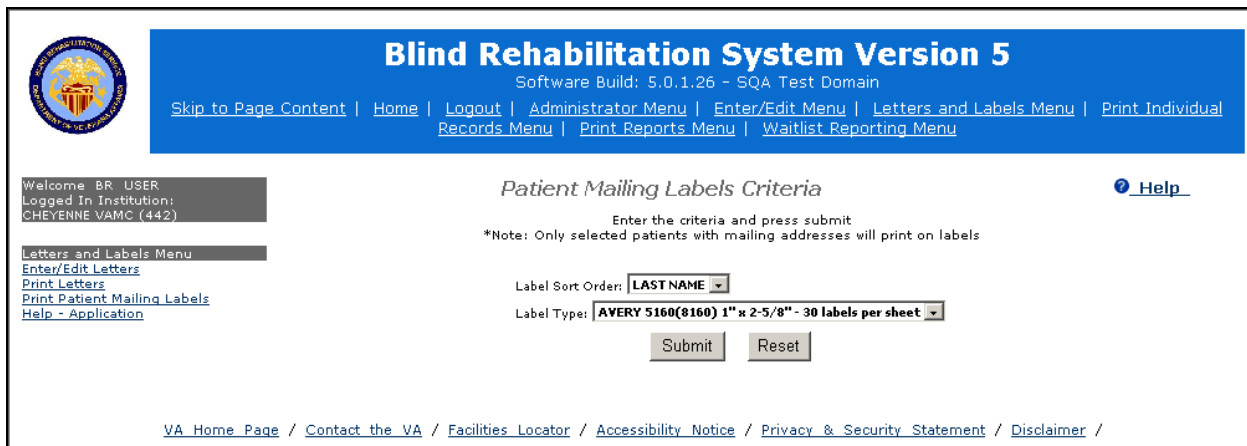
2. Select the Institution, and then click **Submit** to display the list of existing Patients for that Institution.

Name	Roster Institution	Date of Birth	SSN	Address	
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	123 ANYSTREET ANYCITY, ANYSTATE 12345	Remove

Use the **Select Patients Method** field to display (and edit) a list of currently selected patients or to load from the roster for the specific selected Institution.

After you display a list of patients, you have the option to remove any patient to which you do not want to send the letter by clicking the **Remove** button next to the patient's name.

When the list is complete, click the **Continue** button to display the Patient Mailing Labels Criteria screen.



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Welcome BR\_USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

**Letters and Labels Menu**  
[Enter/Edit Letters](#)  
[Print Letters](#)  
[Print Patient Mailing Labels](#)  
[Help - Application](#)

**Patient Mailing Labels Criteria** [Help](#)

Enter the criteria and press submit  
 \*Note: Only selected patients with mailing addresses will print on labels

Label Sort Order: **LAST NAME** ▼  
 Label Type: **AVERY 5160(8160) 1" x 2-5/8" - 30 labels per sheet** ▼

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This screen contains the **Label Sort Order** and the **Label Type** fields:

**Label Sort Order:**

Click the down arrow to specify the sorting order of the patient list. The options are LAST NAME (default setting), CITY, COUNTY, and STATE.

**Label Type:**

Use this field to determine the size of the label. You can print 30 (default setting) or 14 labels per sheet.

3. Click the **Submit** button to generate the labels.



Main Report | 1 / 1 | 100%

FOUR VISTPATIENT  
 444 W. 44ST.  
 UNKNOWN, ILLINOIS 92929

ONE VISTPATIENT  
 222 W. WEST ST.  
 UNKNOWN, ILLINOIS 87654

TWO VISTPATIENT  
 333 W. 33RD.  
 UNKNOWN, ILLINOIS 50905

4. To generate the labels in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

# Printing Individual Records

These menu options contain the functionality to print the individual records for a specific patient.

## Printing a Patient Record

Use this menu option to print the record for a specific patient.

1. From the Header Menu, click the **Print Individual Patient Records Menu** option.
2. From the Task menu, click the **Patient Record** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with a navigation menu including 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, a grey box shows the user's login information: 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)'. A 'Patients Found - Count: 3' section is visible, featuring a table with columns for Name, Roster Institution, Date of Birth, SSN, and Selectable. Three patient records are listed, each with a 'Select' button. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options such as 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', 'Patient Status', 'Benefits & Services Checklist', 'Eye Exams (Eligibility)', 'VIST Annual Review', 'VARO Claims', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'Create Referral', 'Modify Referral (Search)', 'Modify Referral by Patient', 'Modify Converted National Waitlist Record', 'VIST Visits', 'BRC Clinical Assessments', 'Education & In Service Activities', 'Create Treatment Plan', 'Modify Treatment Plan', 'Enter Non Treatment Plan Training', 'Enter Treatment Plan or Training Encounter', and 'Help - Application'. At the bottom, there is a footer with links to 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient's name. The Patient Record for the selected patient displays. To print the Patient Record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

[Home](#)

PATIENT RECORD  
Printed: July 26, 2006 2:17 PM CDT

VISUAL IMPAIRMENT SERVICES TEAM REPORT  
Institution: ALEXANDRIA VAMC (502)  
Tracked By: BROUSER, ONE  
Date Last Modified: 07/13/2006

Patient: VISTPATIENT, FIVE  
SSN: 000-00-5555  
Address: 3214 BASIN ST  
RIVER CITY, DC 12345  
Home Telephone: 382 460 0836  
Work Telephone: 355 650 8750

Gender: Male  
Date of Birth: 09/23/1971  
Age: 34  
Race: No Data  
Period of Service: OTHER OR NONE  
Priority Level:

VISUAL IMPAIRMENT STATUS:

VIST Eligible: NO - NOT LEGALLY BLIND  
Date of Enrollment: 07/06/2006  
New Case Referral Source: DOD  
VIST Status: ACTIVE

PATIENT HISTORY:

Education:  
Number of Years of Education: 0  
Currently Engaged in Training or School: NO  
Additional Education Information:

Work History:  
Currently Employed: NO  
Primary Occupation:  
Did sight loss cause veteran to lose job: NO  
Work History:

Financial/Benefits:  
Service Connected Percentage: 0%  
Rated Disabilities:  
SMC Rating:  
Annual Household Income/Source: \$0/  
Additional Financial/Benefits:

Marital Information:  
Marital Status: MARRIED  
Spouse Name:  
Number of dependent children: 0  
Additional Marital Status Information:

Domestic Activity:  
Living Arrangements: ALONE  
Type of Residence: BOARD AND CARE

Ocular Health:  
Institution of Last Eye Exam: CHEVENNE VAMC (442)  
Date of last eye exam: 07/02/2006  
Primary Cause of Vision Loss: RETINAL DISORDER 362.9  
Secondary Cause of Vision Loss: RETINITIS PIGMENTOSA 362.74  
Other Cause(s) of Vision Loss:  
None  
Visual Acuity (Best Corrected):  
Left Eye: 1/200 UP TO AND INCLUDING 5/200  
Right Eye: LIGHT PERCEPTION ONLY /HAND MOTION  
Visual Field:  
Left Eye: 21 TO 30 DEGREES  
Right Eye: >30 DEGREES  
Onset of Vision Loss (Year): 0  
Family History of Eye Disease:  
Eye Prosthesis: NO - Date Last Replaced:

Other Health Problems:

Medical Treatment:  
Date of last medical exam: - Performed by VA: NO  
Problem List: (No data):

Additional Medical Treatment Information:

BLIND REHABILITATION EXPERIENCE:  
Any prior blind rehab training: YES - Performed by VA:  
Date of training:  
Type of Training:

ASSESSMENT:

Date of Last VIST Annual Review:

ADJUSTMENT TO SIGHT LOSS:

LIVING SKILLS:

ORIENTATION & MOBILITY SKILLS:

COMPUTER SKILLS:

VISUAL SKILLS:

MANUAL SKILLS:

SOCIAL/RECREATIONAL:

IMPRESSIONS:

VETERAN GOALS:

APPROPRIATENESS FOR BLIND REHABILITATION:

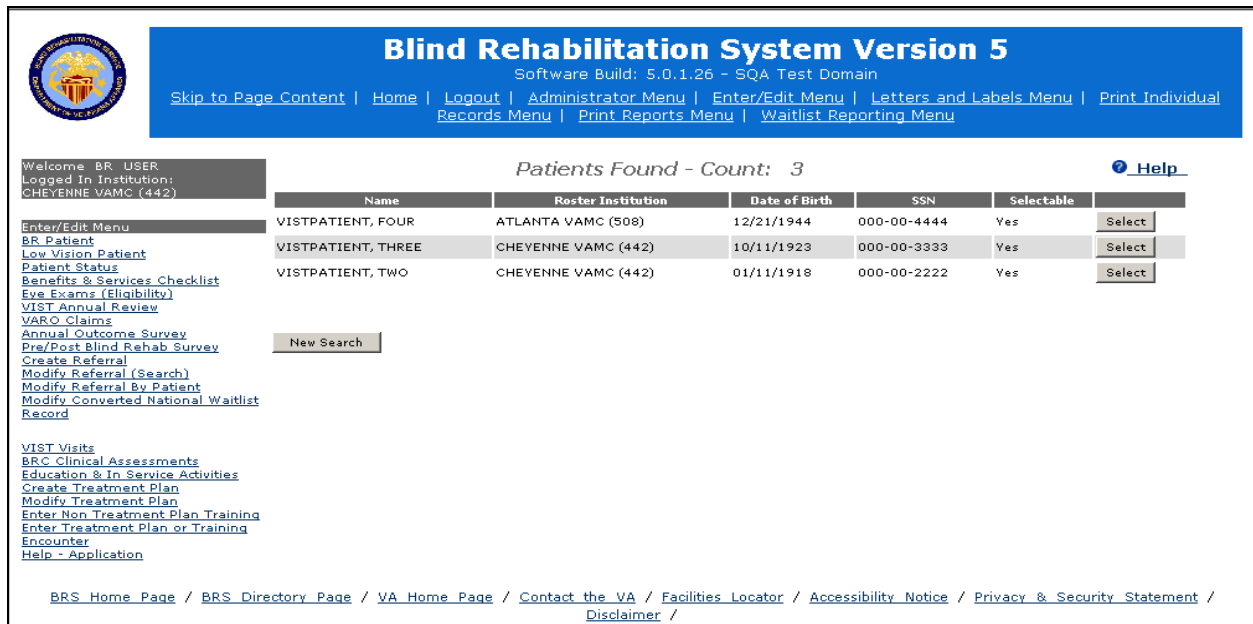
PLAN:



# Printing an Eye Exam (Eligibility) History

Use this menu option to print the patient’s eye exam (eligibility) history record.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **Eye Exam (Eligibility) History** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu including 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, a 'Welcome' message identifies the user as 'BR\_USER' logged in at 'CHEYENNE VAMC (442)'. A 'Patients Found - Count: 3' message is displayed. A table lists three patients with columns for Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row has a 'Select' button. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options like 'BR Patient', 'Low Vision Patient', 'Patient Status', 'Benefits & Services Checklist', 'Eye Exams (Eligibility)', 'VIST Annual Review', 'VARO Claims', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'Create Referral', 'Modify Referral (Search)', 'Modify Referral By Patient', 'Modify Converted National Waitlist Record', 'VIST Visits', 'BRC Clinical Assessments', 'Education & In Service Activities', 'Create Treatment Plan', 'Modify Treatment Plan', 'Enter Non Treatment Plan Training', 'Enter Treatment Plan or Training', 'Encounter', and 'Help - Application'. At the bottom, there is a footer with links to 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient’s name. The Individual Eye (Eligibility) History - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.



# Blind Rehabilitation System Version 5

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Individual Eye Exam(Eligibility) History - Report Criteria

[Help](#)

Print Individual Records Menu  
[Patient Record](#)  
[Eye Exam \(Eligibility\) History](#)  
[VARO Claim History](#)  
[VIST Annual Review History](#)  
[Benefits & Services Checklist](#)  
[Referral History](#)  
[Treatment Plan](#)  
[Training History](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[PCE Problem List](#)  
[Help - Application](#)

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):

\* End Date (MM/DD/YYYY): **12/21/2005**

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6. Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
7. Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
8. If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
9. Click **Submit** to display the **Eye Exam History** for the selected patient or click the **Reset** button to clear the selected criteria and start over. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

[Home](#)

### INDIVIDUAL EYE EXAM(ELIGIBILITY) HISTORY

Date Range: 12/21/2004 - 12/21/2005

Veteran's Name: **VISTPATIENT, THREE**  
Social Security Number: **000-00-3333**  
Primary Cause of Vision Loss: **APHAKIA**  
Print Date: **December 21, 2005 9:39 AM**

Exam Date	Institution	Visual Acuity Left	Visual Acuity Right	Visual Field Left	Visual Field Right
11/22/2005	CHEYENNE VAMC (442)	20/40 UP TO AND INCLUDING 20/60	6/200 UP TO AND INCLUDING 20/200	>30 DEGREES	5 DEGREES OR LESS
09/27/2005	CHEYENNE VAMC (442)	NO LIGHT PERCEPTION	NO LIGHT PERCEPTION	5 DEGREES OR LESS	5 DEGREES OR LESS

Eye Exam Count: 2

# Printing a VARO Claim History

Use this menu option to print the patient's VARO Claim History record.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **VARO Claim History** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the OK button to continue with the current patient.
3. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, a grey box displays the user's login information: 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)'. The main content area is titled 'Patients Found - Count: 3' and features a table with three columns: Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row in the table has a 'Select' button next to it. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options like 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', etc. At the bottom, there is a footer with navigation links.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient's name. The Individual VARO Claim History - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Individual VARO Claim History - Report Criteria

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[Eye Exam \(Eligibility\) History](#)  
[VARO Claim History](#)  
[VIST Annual Review History](#)  
[Benefits & Services Checklist](#)  
[Referral History](#)  
[Treatment Plan](#)  
[Training History](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[PCE Problem List](#)  
[Help - Application](#)

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

Enter the report criteria and press submit

\* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):

\* End Date (MM/DD/YYYY):

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6. Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
7. Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
8. If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
9. Click **Submit** to display the **Individual VARO**
10. **Claim History** for the selected patient or click the **Reset** button to clear the selected criteria and start over. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

[Home](#)

### INDIVIDUAL VARO CLAIM HISTORY

Date Range: 12/21/2004 - 12/21/2005

Veteran's Name: **VISTPATIENT, THREE**  
Social Security Number: **000-00-3333**  
Claim Number: **SS**  
Print Date: **December 21, 2005 9:42 AM**

Claim Date	Institution	Type of Claim	Regional Office	VARO Decision
09/25/2005	CHEYENNE VAMC (442)	Initial NSC Rating	BOISE-RO (347)	Pending

VARO Claim Count: 1

# Printing a VIST Annual Review History

Use this menu option to print the patient’s VIST Annual Review History record.

1. From the **Header Menu**, click the **Print Individual Records** Menu option.
2. From the **Task menu**, click the **VIST Annual Review History** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, a grey box displays the user's login information: 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)'. The main content area is titled 'Patients Found - Count: 3' and features a table with three columns: Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row in the table has a 'Select' button next to it. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options like 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', etc. At the bottom, there is a footer with navigation links.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient’s name. The VIST Annual Review History - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Individual VIST Annual Review History - Report Criteria

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[Benefits & Services Checklist](#)  
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[Treatment Plan](#)  
[Training History](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[PCE Problem List](#)  
[Help - Application](#)

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):

\* End Date (MM/DD/YYYY): **12/21/2005**

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6. Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
7. Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
8. If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
9. Click **Submit** to display the **VIST Annual Review History** for the selected patient or click the **Reset** button to clear the selected criteria and start over. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

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### INDIVIDUAL VIST ANNUAL REVIEW HISTORY

Date Range: 12/21/2004 - 12/21/2005

Veteran's Name: **VISTPATIENT, THREE**  
Social Security Number: **000-00-3333**  
Print Date: **December 21, 2005 9:44 AM**

Review Date	Institution	Status	Type	Location	Eligibility on Review Date
09/20/2005	CHEYENNE VAMC (442)	COULD NOT CONTACT	FORMAL	HOME	SC VETERAN

VIST Annual Reviews Count: **1**

# Printing a Benefits & Services Checklist

Use this menu option to print the patient’s Benefits & Services Checklist record.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **Benefits & Services Checklist** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Patients Found - Count: 3* [Help](#)

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

[Enter/Edit Menu](#)  
[BR Patient](#)  
[Low Vision Patient](#)  
[Patient Status](#)  
[Benefits & Services Checklist](#)  
[Eye Exams \(Eligibility\)](#)  
[VIST Annual Review](#)  
[VARO Claims](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[Create Referral](#)  
[Modify Referral \(Search\)](#)  
[Modify Referral By Patient](#)  
[Modify Converted National Waitlist Record](#)  
[VIST Visits](#)  
[BRC Clinical Assessments](#)  
[Education & In Service Activities](#)  
[Create Treatment Plan](#)  
[Modify Treatment Plan](#)  
[Enter Non Treatment Plan Training](#)  
[Enter Treatment Plan or Training Encounter](#)  
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5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient’s name. The Individual Benefits & Services Checklist displays for the selected patient. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

[Home](#)

## INDIVIDUAL BENEFITS & SERVICES CHECKLIST

Veteran's Name: **VISTPATIENT, THREE**  
Last VIST Review Date: **09/20/2005**  
Social Security Number: **000-00-3333**  
Print Date: **December 21, 2005 9:45 AM**

---

### VA Benefits and Services

Audible Device Training: **NOT AVAILABLE**  
Auto Grant: **NOT ELIGIBLE**  
Blind Rehab. Training: **None**  
Tri-Care: **None**  
Champva: **None**  
Clothing Allowance: **None**  
Education - VA: **None**  
Fee Basis: **None**  
HISA: **None**  
Insurance - SDVI: **None**  
Insurance - Waive Premium: **None**  
Prosthetics: **None**  
SAH - 2101(a): **None**  
SAH - 2101(b): **None**  
VA Vocational Rehabilitation: **None**  
VIST Annual Review: **None**

---

### NON-VA Benefits and Services

Identification Card: **None**  
Blinded Veterans Association: **None**  
Commissary and Exchange: **None**  
National Consumer Groups: **None**  
Free Postage: **None**  
Phone Directory Assistance: **None**  
Dog Guide Training: **None**  
Hadley School for the Blind: **None**  
Handicap Parking Placard: **None**  
Income Tax Deduction: **None**  
National Parks Admission Permit: **None**  
Radio Reading Service: **None**  
Recording for the Blind: **None**  
Social Security: **None**  
Talking Books: **None**  
Voting Rights: **None**

---

### Local Benefits and Services

Hunting/Fishing License: **None**  
Local Agency for the Blind: **None**  
Property Tax Exemption: **None**  
State Services for the Blind: **None**  
Transit Pass: **None**



# Printing a Referral History

Use this menu option to print the patient’s Referral History record.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **Referral History** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient’s nine digit Social Security Number (SSN), or the first letter of the patient’s last name and the last four digits of the patient’s SSN, or the first three letters of the patient’s last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients’ records display as separate line items.

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Patients Found - Count: 3* [Help](#)

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

[Enter/Edit Menu](#)  
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[Low Vision Patient](#)  
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[Eye Exams \(Eligibility\)](#)  
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[Pre/Post Blind Rehab Survey](#)  
[Create Referral](#)  
[Modify Referral \(Search\)](#)  
[Modify Referral By Patient](#)  
[Modify Converted National Waitlist Record](#)

[VIST Visits](#)  
[BRC Clinical Assessments](#)  
[Education & In Service Activities](#)  
[Create Treatment Plan](#)  
[Modify Treatment Plan](#)  
[Enter Non Treatment Plan Training](#)  
[Enter Treatment Plan or Training Encounter](#)  
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5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient’s name. The Individual Referral History - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.



# Blind Rehabilitation System Version 5

Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Individual Referral History - Report Criteria

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Print Individual Records Menu  
[Patient Record](#)  
[Eye Exam \(Eligibility\) History](#)  
[VARO Claim History](#)  
[VIST Annual Review History](#)  
[Benefits & Services Checklist](#)  
[Referral History](#)  
[Treatment Plan](#)  
[Training History](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[PCE Problem List](#)  
[Help - Application](#)

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):

\* End Date (MM/DD/YYYY): **12/21/2005**

Use printer friendly page?

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6. Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
7. Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
8. If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
9. Click **Submit** to display the **Individual Referral History** for the selected patient or click the **Reset** button to clear the selected criteria and start over. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

[Home](#)

### INDIVIDUAL REFERRAL HISTORY

Date Range: 12/21/2004 - 12/21/2005

Veteran's Name: **VISTPATIENT, THREE**  
Social Security Number: **000-00-3333**  
Print Date: **December 21, 2005 9:49 AM**

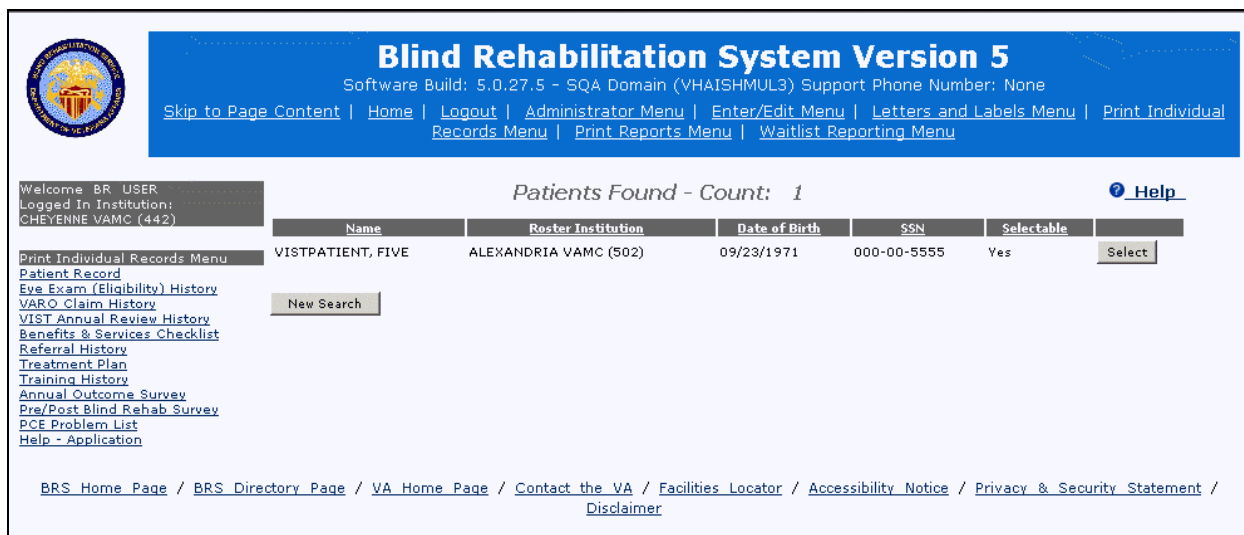
Referral Number	Referral Date	Created By	From Institution	To Institution	Type of Referral	Current Status	Current Status Date
1011	11/22/2005	USER, BR	CHEYENNE VAMC (442)	EDWARD J. HINES JR. HOSPITAL (578)	BRC CAT - 1st Experience	Pending	11/22/2005
1006	09/25/2005	USER, BR	AUGUSTA VAMC (509)	PUGET SOUND HEALTH CARE SYSTEM - AMERICAN LAKE DIVISION (663A4)	BRC CAT - 1st Experience	Pending	09/25/2005

Referral Count: 2

## Printing a Treatment Plan

Use this menu option to print the patient's **Treatment Plan Record**.


1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **Treatment Plan** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with software build information and support phone number. Below the header is a navigation menu with links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area shows a 'Patients Found - Count: 1' message and a table with one patient entry. The table has columns for Name, Roster Institution, Date of Birth, SSN, and Selectable. A 'Select' button is visible next to the patient's name. On the left side, there is a 'Welcome BR\_USER' message and a list of menu options including 'Print Individual Records Menu', 'Patient Record', 'Eye Exam (Eligibility) History', 'VARO Claim History', 'VIST Annual Review History', 'Benefits & Services Checklist', 'Referral History', 'Treatment Plan', 'Training History', 'Annual Outcome Survey', 'Pre/Post Blind Rehab Survey', 'PCE Problem List', and 'Help - Application'. At the bottom, there is a footer with various links like 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

Name	Roster Institution	Date of Birth	SSN	Selectable
VISTPATIENT, FIVE	ALEXANDRIA VAMC (502)	09/23/1971	000-00-5555	Yes

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient's name. The Individual Treatment Plan - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.



## Blind Rehabilitation System Version 5

Software Build: 5.0.27.5 - SQA Domain (VHAISHMUL3) Support Phone Number: None

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---

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

### Individual Treatment Plan - Report Criteria

[Help](#)

---

**Print Individual Records Menu**


- [Patient Record](#)
- [Eye Exam \(Eligibility\) History](#)
- [VARO Claim History](#)
- [VIST Annual Review History](#)
- [Benefits & Services Checklist](#)
- [Referral History](#)
- [Treatment Plan](#)
- [Training History](#)
- [Annual Outcome Survey](#)
- [Pre/Post Blind Rehab Survey](#)
- [PCE Problem List](#)
- [Help - Application](#)


**Current Patient**

Name: **VISTPATIENT, FIVE** Date of Birth(Age): **09/23/1971 (35)** Gender: **Male**  
 Social Security Number: **000-00-5555** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **ALEXANDRIA VAMC (502)**

---

Enter the report criteria and press submit.  
 \* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):  

\* End Date (MM/DD/YYYY):  

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6. Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
7. Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
8. If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
9. Click **Submit** to display the **Individual Treatment Plan History** for the selected patient or click the **Reset** button to clear the selected criteria and start over.
10. To view details of the report, click the **View** Button. After viewing details, use the **Back** button to return to the main record. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

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### INDIVIDUAL TREATMENT PLAN HISTORY

Date Range: 11/14/2005 - 11/14/2006

Veteran's Name: **VISTPATIENT, FIVE**  
 Social Security Number: **000-00-5555**  
 Print Date: **November 14, 2006 2:17 PM CST**

Date	Institution	Service Area	Status	View
07/18/2006 Iron clothes	AUGUSTA VAMC	BRC	Started	<a href="#">View</a>
09/21/2006 Use correct Rx spectacles for the job	CHEYENNE VAMC	BROS	Started	<a href="#">View</a>

Treatment Plan Count: 2

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INDIVIDUAL TREATMENT PLAN DETAIL

**PATIENT INFORMATION:**

Veteran's Name: **VISTPATIENT, FIVE**  
Social Security Number: **000-00-5555**  
Address:  
**3214 BASIN ST**  
**RIVER CITY, DC**  
**12345**  
Phone: **382 460 0836**  
Date of Birth: **09/23/1971**  
Age: **35**  
Gender: **Male**  
Race:  
  
Home Institution: **ALEXANDRIA VAMC**  
Living Situation: **ALONE**  
Residence: **BOARD AND CARE**

Print Date: **November 14, 2006 2:18 PM CST**

Major Activity: **ENG IN TRN/SCHOOL**  
Financial Income: **UNKNOWN SOURCE - UNKNOWN AMOUNT**  
Years of Education: **0**  
  
Previous Blind Rehabilitation: **Yes**  
Previous Blind Rehabilitation at VA: **Unknown**  
Primary Eye Diagnosis: **RETINAL DISORDER 362.9**  
Visual Acuity:  
Left: **1/200 UP TO AND INCLUDING 5/200**  
Right: **LIGHT PERCEPTION ONLY /HAND MOTION**  
Visual Field:  
Left: **6 TO 20 DEGREES**  
Right: **21 TO 30 DEGREES**  
Other Health Issues:

**ASSESSMENT INFORMATION:**

Institution: **AUGUSTA VAMC**  
Service Area: **BRC**

**CARF QUESTIONS:**

Background:  
test

Cultural, Safety and Other Preferences and Needs:  
test

Patient Goals:  
test

Provision of Care:  
test

**TRAINING SUMMARY:**

Training Phase	Goals	Hours	Training Subject	Inpatient Hours	Outpatient Hours
Prep	0	0.00	Living Skills	0.00	0.00
Inpatient	0	0.00	Manual Skills	0.00	0.00
Follow-up - No Treatment Plan	0	0.00	Orientation and Mobility	0.00	0.00
Component or Remediation - No Treatment Plan	0	0.00	Low Vision/Visual Skills	0.00	0.00
Remediation	0	0.00	Computer Access Training (CAT)	0.00	0.00
Local	0	0.00	Counseling	0.00	0.00
			Treatment Planning	0.00	0.00
			VIST	0.00	0.00
			Health and Nursing	0.00	0.00
			Placement	0.00	0.00
			Leisure Skills	0.00	0.00

Visits with family present: **0**

**COMPLETED TRAINING:**

**INCOMPLETE TRAINING:**

**Living Skills**

Goal	Initial Score	Initial Plan
Iron clothes 1		New Skill

**LEGEND:**

**Scoring System:**

- 1** - Cannot perform task
- 2** - Needs lots of assistance
- 3** - Needs some assistance
- 4** - Independent in some circumstances
- 5** - Independent in all circumstances

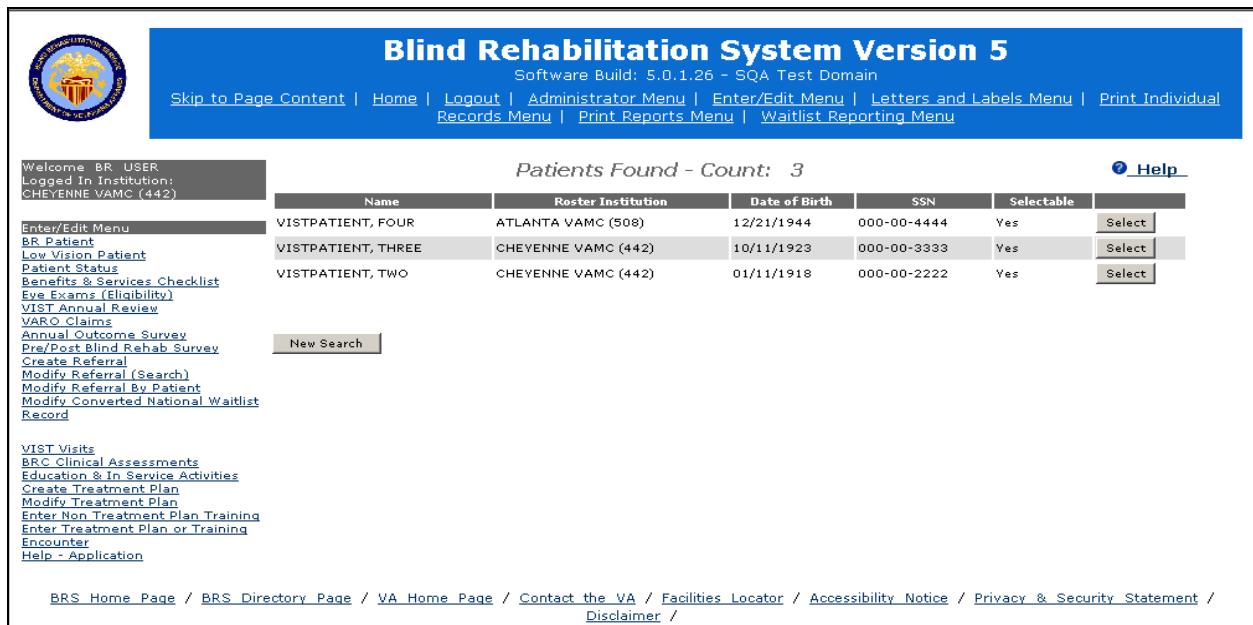
**Plan Codes:**

- New Skill** - Item is a new skill
- Continue** - BROS training is on-going
- BRC** - Item referred to the Blind Rehab Center
- Resolved** - BROS training completed for this item
- Dropped** - Further training will not be effective

# Printing a Training History

Use this menu option to print the patient's **Training History** record.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **Training History** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, a grey box displays the user's login information: 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)'. The main content area is titled 'Patients Found - Count: 3' and features a table with three columns: Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row in the table has a 'Select' button next to it. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options like 'BR Patient', 'Patient Status', and 'VIST Annual Review'. At the bottom, there is a footer with navigation links.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient's name. The Individual Training History - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.



# Blind Rehabilitation System Version 5

Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Individual Training History - Report Criteria

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Print Individual Records Menu  
[Patient Record](#)  
[Eye Exam \(Eligibility\) History](#)  
[VARO Claim History](#)  
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[Treatment Plan](#)  
[Training History](#)  
[Annual Outcome Survey](#)  
[Pre/Post Blind Rehab Survey](#)  
[PCE Problem List](#)  
[Help - Application](#)

### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):

\* End Date (MM/DD/YYYY): **12/21/2005**

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6. Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
7. Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
8. If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
9. Click **Submit** to display the **Individual Training History** for the selected patient or click the **Reset** button to clear the selected criteria and start over. To print the record, use the appropriate printing option available. Click the **Back** button to display the Treatment Plan History for this patient. Click the **Home** button to return to the Welcome Page.

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### INDIVIDUAL TRAINING HISTORY

Date Range: 12/21/2004 - 12/21/2005

Veteran's Name: **VISTPATIENT, THREE**  
Social Security Number: **000-00-3333**  
Print Date: **December 21, 2005 9:53 AM**

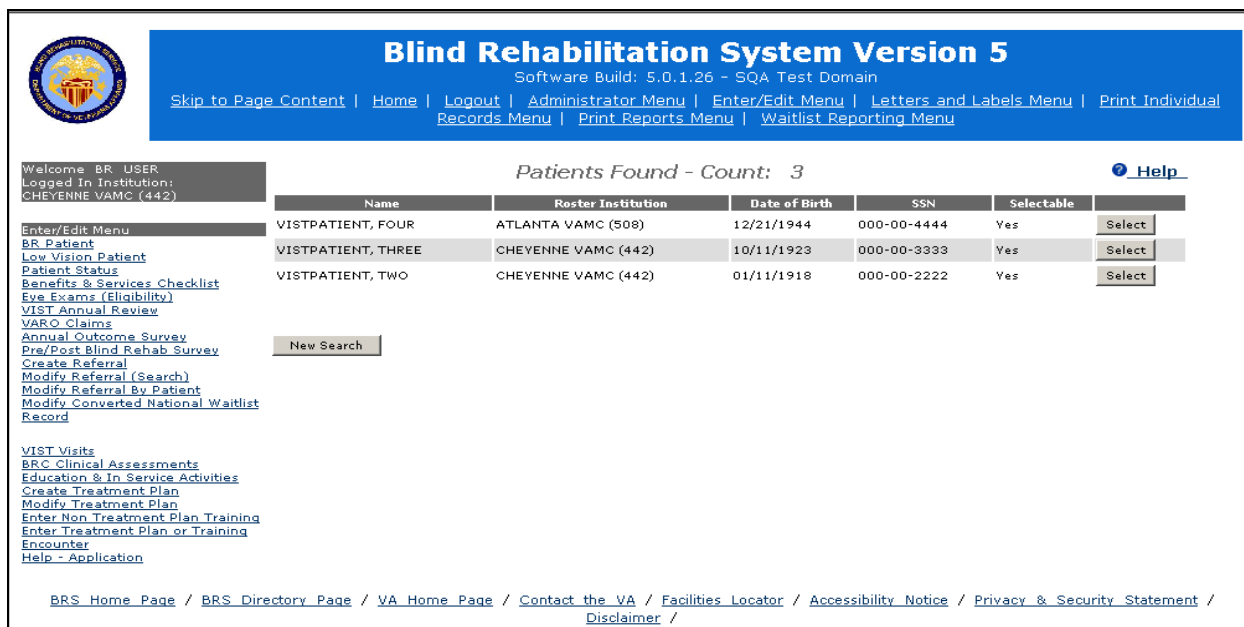
Date	Servicing Institution	Service Area	Training Subject	Goal	Phase	Family Present	Pre-Training Plan	Post-Training Plan	Pre-Training Score	Post-Training Score	Training Time Minutes	Assessment Related
11/23/2005	VA HUDSON VALLEY HEALTH CARE SYSTEM - MONTROSE DIVISION	BROS	Orientation and Mobility	Walk or do chores in the yard	Follow-up - No Treatment Plan	No	New Skill	Continue	1	2	999	Yes
11/22/2005	CHEYENNE VAMC	BROS	Living Skills	Groom without help	Follow-up - No Treatment Plan	No	New Skill	Continue	2	3	999	Yes
10/01/2005	CHEYENNE VAMC	BROS	Living Skills	Groom without help	Prep	No	New Skill	Continue	1	2	120	Yes
09/23/2005	CHEYENNE VAMC	BROS	Living Skills	Bathe without help	Inpatient	No	New Skill	New Skill	3	3	15	Yes
09/10/2005	CHEYENNE VAMC	BROS	Living Skills	Bathe without help	Prep	No	Continue	Continue	3	3	15	No

Training Record Count: 5

## Printing an Annual Outcome Survey

Use this menu option to print the patient's **Annual Outcome Survey** record.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **Annual Outcome Survey** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.




The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, a grey box displays the user's login information: 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)'. The main content area is titled 'Patients Found - Count: 3' and features a table with three columns: Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row in the table has a 'Select' button next to it. A 'New Search' button is located below the table. On the left side, there is a vertical menu with various options like 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', etc. At the bottom, there is a footer with navigation links.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient's name. The Individual Annual Outcome Survey - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.





## Blind Rehabilitation System Version 5

Software Build: 5.0.1.26 - SQA Test Domain

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---

Welcome BR USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

*Individual Annual Outcome Survey - Report Criteria*

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**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
 Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

---

Enter the report criteria and press submit  
 \* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):  

\* End Date (MM/DD/YYYY):  

Use printer friendly page?

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6. Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
7. Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
8. If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
9. Click **Submit** to display the **Individual Annual Outcome Survey History** for the selected patient or click the **Reset** button to clear the selected criteria and start over.
10. To view details of the report, click the **View** Button. After viewing details, use the **Back** button to return to the main record. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

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### INDIVIDUAL ANNUAL OUTCOME SURVEY HISTORY

Date Range: 12/21/2004 - 12/21/2005

Veteran's Name: **VISTPATIENT, THREE**  
 Social Security Number: **000-00-3333**  
 Print Date: **December 21, 2005 10:31 AM**

Date	Institution	Completed	
09/25/2005	CHEYENNE VAMC	No	<a href="#">View</a>
09/25/2005	CHEYENNE VAMC	No	<a href="#">View</a>
12/08/2005	CHEYENNE VAMC	No	<a href="#">View</a>

Review Count: **3**

# Printing a Pre/Post Blind Rehab Survey

Use this menu option to print the patient's **Pre/Post Blind Rehab Survey** record.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **Pre/Post Blind Rehab Survey** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, a grey box displays the user's login information: 'Welcome BR\_USER', 'Logged In Institution: CHEYENNE VAMC (442)'. The main content area is titled 'Patients Found - Count: 3' and features a table with three columns: Name, Roster Institution, Date of Birth, SSN, and Selectable. Each row in the table has a 'Select' button next to it. On the left side, there is a vertical menu with various options like 'Enter/Edit Menu', 'BR Patient', 'Low Vision Patient', etc. At the bottom of the page, there is a footer with navigation links.

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	Select
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	Select
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	Select

5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient's name. The Individual Pre/Post Blind Rehab Survey - Report Criteria screen displays. The Current Patient information displays in the upper part of the screen.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

## Individual Pre/Post Blind Rehab Survey - Report Criteria

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[PCE Problem List](#)  
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### Current Patient

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
Roster Institution: **CHEYENNE VAMC (442)**

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory

\*Start Date (MM/DD/YYYY):

\* End Date (MM/DD/YYYY): **12/21/2005**

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- Enter the **Start Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
- Enter the **End Date** (MM/DD/YYYY) for the record or click the calendar icon to select the date.
- If applicable, place a check in the **Use Printer Friendly Page** checkbox field to indicate that you want the record 508 compliant.
- Click **Submit** to display the **Individual Patient Blind Rehabilitation Review History** for the selected patient or click the **Reset** button to clear the selected criteria and start over.
- To view details of the report, click the **View** Button. After viewing details, use the **Back** button to return to the main record. To print the record, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

[Home](#)

### INDIVIDUAL PRE/POST BLIND REHAB SURVEY HISTORY

Date Range: 12/21/2004 - 12/21/2005

Veteran's Name: **VISTPATIENT, THREE**  
Social Security Number: **000-00-3333**  
Print Date: **December 21, 2005 10:34 AM**

Date	Institution	Completed	
09/25/2005	CHEYENNE VAMC	No	<a href="#">View</a>
09/25/2005	CHEYENNE VAMC	No	<a href="#">View</a>

Survey Count: 2

## Printing a PCE Problem List

Use this menu option to print the **Patient Care Encounter (PCE)** file.

1. From the **Header Menu**, click the **Print Individual Patient Records** Menu option.
2. From the **Task menu**, click the **PCE Problem List** menu option. If a current patient is already selected, you will be asked if you want to continue with the current patient or select another patient. Click the **OK** button to continue with the current patient.
3. To select a different patient, type the patient's nine digit Social Security Number (SSN), or the first letter of the patient's last name and the last four digits of the patient's SSN, or the first three letters of the patient's last name in the fields provided and click the **Search** button.
4. The Patients Found page displays with a list of patients (in ascending alphabetical order) who match the search criteria. The patients' records display as separate line items.



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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)


*Patients Found - Count: 3* [Help](#)

Name	Roster Institution	Date of Birth	SSN	Selectable	
VISTPATIENT, FOUR	ATLANTA VAMC (508)	12/21/1944	000-00-4444	Yes	<input type="button" value="Select"/>
VISTPATIENT, THREE	CHEYENNE VAMC (442)	10/11/1923	000-00-3333	Yes	<input type="button" value="Select"/>
VISTPATIENT, TWO	CHEYENNE VAMC (442)	01/11/1918	000-00-2222	Yes	<input type="button" value="Select"/>

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[VIST Visits](#)  
[BRC Clinical Assessments](#)  
[Education & In Service Activities](#)  
[Create Treatment Plan](#)  
[Modify Treatment Plan](#)  
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5. From the Patients Found page, select the patient whose record you want to access by clicking on the **Select** Button next to the patient's name. The PCE Problem List screen displays. The Current Patient information displays in the upper part of the screen.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Print Individual Records Menu**

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- [VARO Claim History](#)
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### PCE Problem List

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**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
 Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

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**Problem List Search Criteria**

Enter the criteria and press submit.  
 \* - Fields identified with the asterisk are mandatory.

\*Institution:

Select Status: **Active**

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6. Click the down arrow and select the **institution** from the list that displays.
7. Click the down arrow and select the **status**. Options are:
  - All
  - Active
  - Inactive
8. Enter data in the fields and click **Submit**. The **PCE Problem List** for the selected patient displays. To print the record, use the appropriate printing option available.



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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Print Individual Records Menu**

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### PCE Problem List

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**Current Patient**

Name: **VISTPATIENT, THREE** Date of Birth: **10/11/1923 (82)** Gender: **Male**  
 Social Security Number: **000-00-3333** Patient Type: **VIST** Patient Status: **ACTIVE**  
 Roster Institution: **CHEYENNE VAMC (442)**

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**PCE Problem List**

Institution: CHEYENNE VAMC

Status	Description	Onset Date	Last Update
A	OTHER AND UNSPEC, SLEEP APNEA		Thu Jul 31 00:00:00 CDT 2003
A	HX-PROSTATIC MALIGNANCY		Thu Jul 31 00:00:00 CDT 2003
A	L/T (CURRENT) USE - ANTICOAG		Thu Jul 31 00:00:00 CDT 2003
A	Atrial Flutter		Wed Jun 18 00:00:00 CDT 2003
A	Anticoagulation		Wed Jun 18 00:00:00 CDT 2003
A	Coronary Artery Disease		Wed Jun 18 00:00:00 CDT 2003
A	Hypertension		Wed Jun 18 00:00:00 CDT 2003
A	Chronic Obstructive Pulmonary Disease		Wed Jun 18 00:00:00 CDT 2003
A	DEPRESSION		Wed Jun 18 00:00:00 CDT 2003
A	Personal History of Surgery		Wed Jun 18 00:00:00 CDT 2003

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# Printing Reports

The Blind Rehabilitation application offers reporting capability that is easy to use. This feature has numerous report options.

1. From the Header Menu, click the **Print Reports Menu** option.
2. From the list of available reports displayed in the **Task Menu**, select the report you want to run.
3. The criteria selection page for the selected report will display in the **Content Area**.

Because each report has unique reporting criteria, each BR report will have a unique page from which you can select the criteria and parameters and generate the report. Descriptions of each of the available BR reports are provided in the following sections.

# Printing an Additions to VIST Roster Report

The Additions to VIST Roster report provides a list of patients added to the VIST Roster during the specified report period.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, the user is logged in as 'BR\_USER' at 'CHEYENNE VAMC (442)'. The main content area is titled 'Additions to VIST Roster - Report Criteria'. It features a list of institutions, a start date field, an end date field (set to 12/21/2005), and two checkboxes: 'Include Deceased Patients?' and 'Accessible?'. There are 'Submit' and 'Reset' buttons at the bottom of the form. The footer contains various links including 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

1. Select one or more or all of the **Institutions** from which you want to report. The Institutions list alphabetically in ascending order.
2. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
3. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
4. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

- Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Additions to VIST Roster report displays the enrollment date, patient name, SSN, VIST Eligibility, referral source, and if applicable, the date of death of patients by institution. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

Additions to VIST Roster				
Report Printed: 12/21/2005				
Reporting Period: 10/21/2005 - 12/21/2005				
<u>Enrollment Date</u>	<u>Patient Name</u>	<u>SSN</u>	<u>VIST Eligible</u>	<u>Referral Source</u>
<b>Institution Name: CHEYENNE VAMC</b>				
<b>Institution Total: 4</b>				
Enrollment Date:	Patient Name:	SSN:	VIST Eligible:	Referral Source:
Dec 12, 2005	CLZHUXY, CXEY	101-02-3129	NO - OTHER	FAMILY/FRIEND
Enrollment Date:	Patient Name:	SSN:	VIST Eligible:	Referral Source:
Dec 10, 2005	DHUHHZHU, PDAADLZ	101-07-9951	YES	FAMILY/FRIEND
Enrollment Date:	Patient Name:	SSN:	VIST Eligible:	Referral Source:
Nov 22, 2005	CRAADLYH, ZDJELHA	101-05-0460	YES	VETERANS SERVICE ORGANIZATION
Enrollment Date:	Patient Name:	SSN:	VIST Eligible:	Referral Source:
Nov 14, 2005	VISTPATIENT, TWO	000-00-2222	YES	DOD
<b>Total Records: 4</b>				



# Printing a Deceased Patients List Report

The Deceased Patients List report provides a list of patients who have died since the last time the report was run. The BR Patients are updated with deceased dates appropriately.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, the user is logged in as 'BR\_USER' at 'CHEYENNE VAMC (442)'. The main content area is titled 'Deceased Patients List - Report Criteria' and includes a 'Help' link. The form contains a list of institutions, a start date field (set to 12/21/2005), an end date field (set to 12/21/2005), and an 'Accessible?' checkbox. There are 'Submit' and 'Reset' buttons at the bottom of the form. The footer contains navigation links for various system pages.

1. Select one or more or all of the **Institutions** from which you want to report for deceased patients. The institutions list alphabetically in ascending order by name.
2. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
3. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
4. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Deceased Patient List report displays the Patient Name, SSNs, and Date of Death of deceased patients. The report displays subtotals of deceased patients by each selected institution and a total for all institutions. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

# Printing an Inactive VIST Patient Roster Report

The Inactive VIST Patient Roster report provides a list of patients that have been assigned an “Inactive” status.

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**Inactive VIST Patient Roster - Report Criteria** [Help](#)

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

Include Deceased Patients?

Accessible?

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
3. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
4. If applicable, place a check in the Include **Deceased Patients** checkbox to include deceased patients on the report.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
6. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Inactive VIST Patient Roster report displays the Inactivation Date, Patient Name, SSN, Reason for inactivation, and if applicable, the Date of Death. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web-based report interface. At the top, there is a navigation bar with icons for home, mail, and print, a dropdown menu set to 'Main Report', navigation arrows, a page indicator '1 / 1', a search box, a printer icon, and a zoom level of '100%'. Below this, the report title 'Inactive VIST Patient Roster' is centered in a box, with 'Report Printed: 9/26/2005' to its right. The 'Date Range: 9/13/2004 - 9/26/2005' is displayed below the title. A table header is visible with columns: 'Inactivation Date', 'Patient Name', 'SSN', and 'Reason'. Below the header, there is a section for 'Institution Total:' followed by labels for 'Activation Date:', 'Name:', 'SSN:', and 'Reason:'. At the bottom of this section, the label 'Total Records:' is present.

# Printing a Low Vision Patient Report

The Low Vision Patient report provides a list of patients diagnosed as having low vision.

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
3. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
4. If applicable, place a check in the Include **Deceased Patients** checkbox to include deceased patients on the report.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
6. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Low Vision Patient report displays the Patient Name, Primary Cause of Vision Loss, Eye Exam Date, Visual Acuity Right/Left Eye, Date Added (patient), Visual Field Right/Left Eye, and if applicable, Date of Death. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

**Low Vision Patients Report** Report Printed: 9/26/

Reporting Period: 9/12/2005 - 9/26/2005

<u>Patient Name</u>	<u>Primary Cause of Vision Loss</u>	<u>Eye Exam Date</u>	<u>Visual Acuity Right Eye</u>	<u>Visual Field Right Eye</u>
<u>Date Added</u>	<u>Exam Institution Name</u>		<u>Visual Acuity Left Eye</u>	<u>Visual Field Left Eye</u>

**Institution Name:**

**Institution Total:**

Name:	Primary Cause of Vision Loss:	Exam Date:	Visual Acuity Right Eye:	Visual Field Right Eye:
Date Added:	Institution Name:		Visual Acuity Left Eye:	Visual Field Left Eye:


**Total Records:**

**Total Unique Patients:**

# Printing a Referral Roster By From Institution

This menu option provides you with a printout of referrals for blind rehabilitation based on the date of referral. You have the choice of how far back in time (i.e., one day, one month, one year, two years, etc.) from which to retrieve information for the report results.

1. From the Print Reports Menu, click Referral Roster by From Institution to display the Referral Roster List – Report Criteria screen.



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 CHEYENNE VAMC (442)

### Referral Roster List By From Institution - Report Criteria

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Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

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[BROS Workload Summary](#)

[BROS Workload By VISN](#)

**Print VIST Roster Sorts Menu**

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**\*Select Institution search type:**

**Referred From one of your Institutions**  
 **Referred To one of your Institutions**

**\*Referred From Institutions:**

ALEXANDRIA VAMC (502)  
 AUGUSTA VAMC (509)  
 BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)  
 CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)  
 CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)  
 CHEYENNE VAMC (442)  
 CLEMENT J ZABLOCKI (695)  
 EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)

**\*Referred To Institutions:**

All  
 ADAM BENJAMIN JR OPC (537BY)  
 ALASKA VAHSRO (463)  
 ALEDA E. LUTZ VA MEDICAL CENTER (655)  
 ALEXANDRIA VAMC (502)  
 ANN ARBOR VAMC (506)  
 ASHEVILLE VAMC (637)  
 ATLANTA VAMC (508)

**\*Initiating Areas:**

All  
 VIST  
 BRC  
 BROS  
 VISOR  
 Other  
 VICTORS  
 ADMIN

**\*Status:**

All  
 Waitlist  
 Accepted  
 Admitted  
 Cancelled  
 Completed  
 Discharged  
 In Review

**\*Referral Types:**

All  
 BRC CAT - 1st Experience  
 BRC CAT - Additional Training  
 BRC Dual Program - 1st Experience  
 BRC Dual Program - Additional Training  
 BRC Other Programs - 1st Experience  
 BRC Other Programs - Additional Training  
 BRC Regular Program - 1st Experience

Choose a date range for the referral create date.

**\*Start Date (MM/DD/YYYY):** 11/21/2005

**\*End Date (MM/DD/YYYY):** 12/21/2005

Accessible?

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2. Use the following fields to search for a referral:

Select Institution Search Type:

Select one of the following search types:

Referred From one of your Institutions

Use this type to search for **referrals from** your institution. Selecting this search type causes the option list in the Referred From Institutions field below to display the institutions from which that referral may have been sent. Use the Referred To Institutions field to select all of the institutions to which that referral may have been sent or you can select a specific institution to which that referral may have been sent.

Referred To one of your Institutions

Use this type to search for **referrals to** your institutions. Selecting this search type causes the option list in the Referred To Institutions field below to display the institutions to which that referral may have been sent. Use the Referred From Institutions field to select all of the institutions from which that referral may have been sent or you can select a specific institution from which that referral may have been sent.

Referred From Institutions:

Select the **institution(s)** that initiated the referral.

Referred To Institutions:

Select the **institution(s)** to which the referral is sent.

Initiating Areas:

Select the area initiating the referral. Options include:

- All
- BRC
- BROS
- OTHER
- VICTORS
- VISOR
- VIST

Statuses:

Select one or more referral statuses. Options include:

- All
- Waitlist
- Accepted
- Admitted
- Cancelled
- Completed
- Discharged
- In Review
- In Training
- Offered
- Pending
- Scheduled
- Transferred
- Withdrawn



**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.









#### Referral Types

Select all, one, or several **referral types**. Options include:

- All
- BRC CAT – 1<sup>st</sup> Experience
- BRC CAT – Additional Training
- BRC Dual Program – 1<sup>st</sup> Experience
- BRC Dual Program – Additional Training
- BRC Other Programs – 1<sup>st</sup> Experience
- BRC Other Programs – Additional Training
- BRC Regular Program – 1<sup>st</sup> Experience
- BRC Regular Program – Additional Training
- BROS Follow-up – 1<sup>st</sup> Experience
- BROS Follow-up – Additional Training
- BROS Local – 1<sup>st</sup> Experience
- BROS Local – Additional Training
- BROS Prep – 1<sup>st</sup> Experience
- BROS Prep – Additional Training
- Non-VA Blindness Agency – 1<sup>st</sup> Experience
- Non-VA Blindness Agency – Additional Training
- Non-VA Local CAT – 1<sup>st</sup> Experience
- Non-VA Local CAT – Additional Training
- VA Audible Devices
- VA Outpatient LV Clinic – 1<sup>st</sup> Experience
- VA Outpatient LV Clinic – Additional Training
- VICTORS – 1<sup>st</sup> Experience
- VICTORS – Additional Training
- VISOR – 1<sup>st</sup> Experience
- VISOR – Additional Training
- VIST Coordinator

3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
6. Select data in the fields, and then click the **Submit** button.


The report displays the list of referrals. The list contains the Referral Number, Created Date, Patient Name, Referral Type, Status, Referred to Institution (Station ID), Initiating Area, and Special Consideration. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<div style="display: flex; justify-content: space-between; align-items: center;"> <span>    <span>Main Report</span> </span> <span>   <span>1 / 1</span>   </span> <span>  <span>100%</span> </span> </div>						
<b>Referral Roster List - Grouped By From Institution</b> <span style="float: right;">Report Printed: 9/26/2005</span>						
Reporting Period: 8/27/2005 - 9/26/2005						
<u>Created By</u>	<u>Patient Name</u>	<u>SSN</u>	<u>Service Area</u>	<u>Status</u>	<u>Type of Referral</u>	<u>Offered Service Da</u>
<u>Referred to Institution</u>				<u>Admit Date</u>	<u>Discharge Date</u>	
Referred from Institution:						
Institution Total:						
Referral Date:	Created By:	Patient Name:	SSN:	Service Area:	Status:	Type of Referral:
Referred to Institution:				Admit Date:	Discharge Date:	Service Date:
<b>Total Records:</b>						

# Printing a Referral Roster By To Institution

This menu option provides you with a printout of referrals for blind rehabilitation based on the date of referral. You have the choice of how far back in time (i.e., one day, one month, one year, two years, etc.) from which to retrieve information for the report results.

1. From the Print Reports Menu, click **Referral Roster by To Institution** to display the Referral Roster List – Report Criteria screen.



## Blind Rehabilitation System Version 5

Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR\_USER  
 Logged In Institution:  
 CHEYENNE VAMC (442)

### Referral Roster List By To Institution - Report Criteria

[Help](#)

Enter the report criteria and press submit  
 \* - Fields identified with the asterisk are mandatory.

**Print Reports Menu**

- [Additions to VIST Roster](#)
- [Deceased Patients List](#)
- [Inactive VIST Patient Roster](#)
- [Low Vision Patients Report](#)
- [Referral Roster by From Institution](#)
- [Referral Roster by To Institution](#)
- [Referral Schedule Report](#)
- [VARO Claims List](#)
- [VIST Roster List](#)

**Education & In Service Activities**

- [VIST Visits Date List](#)

**VIST Roster Summary**

- [VIST Roster Summary By VISN](#)
- [BRC Workload Monthly Summary](#)
- [BRC Workload Monthly Summary By VISN](#)
- [BRC Workload Semi-Annual Summary](#)
- [BRC Workload Semi-Annual Summary By VISN](#)
- [BROS Workload Summary](#)
- [BROS Workload By VISN](#)

**Print VIST Roster Sorts Menu**

- [Help - Application](#)

**\*Select Institution search type:**

Referred To one of your Institutions
Referred From one of your Institutions

**\*Referred To Institutions:**

ALEXANDRIA VAMC (502)  
 AUGUSTA VAMC (509)  
 BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)  
 CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)  
 CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)  
 CHEYENNE VAMC (442)  
 CLEMENT J ZABLOCKI (695)  
 EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)

**\*Referred From Institutions:**

All  
 ADAM BENJAMIN JR OPC (537BY)  
 ALASKA VAHSRO (463)  
 ALEDA E. LUTZ VA MEDICAL CENTER (655)  
 ALEXANDRIA VAMC (502)  
 ANN ARBOR VAMC (506)  
 ASHEVILLE VAMC (637)  
 ATLANTA VAMC (508)

**\*Initiating Areas:**

All  
 VIST  
 BRC  
 BROS  
 VISOR  
 Other  
 VICTORS  
 ADMIN

**\*Status:**

All  
 Waitlist  
 Accepted  
 Admitted  
 Cancelled  
 Completed  
 Discharged  
 In Review

**\*Referral Types:**

All  
 BRC CAT - 1st Experience  
 BRC CAT - Additional Training  
 BRC Dual Program - 1st Experience  
 BRC Dual Program - Additional Training  
 BRC Other Programs - 1st Experience  
 BRC Other Programs - Additional Training  
 BRC Regular Program - 1st Experience

**Choose a date range for the referral create date.**

**\*Start Date (MM/DD/YYYY):**

**\*End Date (MM/DD/YYYY):**

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2. Use the following fields to search for a referral:

Select Institution Search Type:

Select one of the following search types:

Referred From one of your Institutions

Use this type to search for **referrals from** your institution. Selecting this search type causes the option list in the Referred From Institutions field below to display the institutions from which that referral may have been sent. Use the Referred To Institutions field to select all of the institutions to which that referral may have been sent or you can select a specific institution to which that referral may have been sent.

Referred To one of your Institutions

Use this type to search for **referrals to** your institutions. Selecting this search type causes the option list in the Referred To Institutions field below to display the institutions to which that referral may have been sent. Use the Referred From Institutions field to select all of the institutions from which that referral may have been sent or you can select a specific institution from which that referral may have been sent.

Referred From Institutions:

Select the **institution(s)** that initiated the referral.

Referred To Institutions:

Select the **institution(s)** to which the referral is sent.

Initiating Areas:

Select the area initiating the referral. Options include:

- All
- Waitlist
- Accepted
- Admitted
- Cancelled
- Completed
- Discharged
- In Review
- In Training
- Offered
- Pending
- Scheduled
- Transferred
- Withdrawn

#### Statutes:

Select one or more **referral statutes**. Options include:

- All
- Waitlist
- Discharged
- Offered
- In Review
- Completed
- Admitted
- Accepted
- Withdrawn
- Cancelled
- Scheduled
- Pending

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

#### Referral Types

Select all, one, or several **referral types**. Options include:

- All
- BRC CAT – 1<sup>st</sup> Experience
- BRC CAT – Additional Training
- BRC Dual Program – 1<sup>st</sup> Experience
- BRC Dual Program – Additional Training
- BRC Other Programs – 1<sup>st</sup> Experience
- BRC Other Programs – Additional Training
- BRC Regular Program – 1<sup>st</sup> Experience
- BRC Regular Program – Additional Training
- BROS Follow-up – 1<sup>st</sup> Experience
- BROS Follow-up – Additional Training
- BROS Local – 1<sup>st</sup> Experience
- BROS Local – Additional Training
- BROS Prep – 1<sup>st</sup> Experience
- BROS Prep – Additional Training
- Non-VA Blindness Agency – 1<sup>st</sup> Experience
- Non-VA Blindness Agency – Additional Training
- Non-VA Local CAT – 1<sup>st</sup> Experience
- Non-VA Local CAT – Additional Training
- VA Audible Devices
- VA Outpatient LV Clinic – 1<sup>st</sup> Experience
- VA Outpatient LV Clinic – Additional Training
- VICTORS – 1<sup>st</sup> Experience
- VICTORS – Additional Training
- VISOR – 1<sup>st</sup> Experience
- VISOR – Additional Training

- VIST Coordinator

**NOTE:** EXP means Experience; ADL TRN means Additional Training.

3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
  4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
  5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
- Select data in the fields, and then click the **Submit** button.

The report displays the list of referrals. The list contains the Referral Number, Created Date, Patient Name, Referral Type, Status, Referred to Institution (Station ID), Initiating Area, and Special Consideration. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

Referral Roster List - Grouped By To Institution							Report Printed: 9/26/2005
Reporting Period: 8/27/2005 - 9/26/2005							
Created By	Patient Name	SSN	Service Area	Status	Type of Referral	Offered Service	
Referred from Institution				Admit Date	Discharge Date		
<b>Referred To Institution: EDWARD J. HINES JR. HOSPITAL</b>							
Institution Total: 2							
Referral Date:	Created By:	Patient Name:	SSN:	Service Area:	Status:	Type of Referral:	
	USER, BR	CLAA, ILQDI	101-03-7968	BRC	In Review	BRC Regular Program - 1st Experience	
Referred from Institution:				Admit Date:	Discharge Date:	Service Date:	
LAKE CITY DIVISION							
Referral Date:	Created By:	Patient Name:	SSN:	Service Area:	Status:	Type of Referral:	
	USER, BR	CRAAHU, BHYHSE	101-04-6342	BROS	Pending	BROS Follow-up - 1st Experience	
Referred from Institution:				Admit Date:	Discharge Date:	Service Date:	
CHEYENNE VAMC							
<b>Total Records:</b>		2					

# Printing a Referral Schedule Report

This menu option provides you with a printout of referrals for blind rehabilitation based on the referral schedule. You have the choice of how far back in time (i.e., one day, one month, one year, two years, etc.) from which to retrieve information for the report results.

1. From the Print Reports Menu, click **Referral Schedule Report** to display the Referral Schedule Report– Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.21 - Dev Domain

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Welcome BR\_USER  
Logged In Institution:  
JERRY L. PETTIS MEMORIAL VA  
MEDICAL CENTER (605)

[Help](#)

*Referral Schedule Report - Report Criteria*

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

**\*Referred To Institutions:**

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)

**\*Statuses:**

- All
- Accepted
- Admitted
- Cancelled
- Completed
- Discharged
- In Review
- Offered

**\*Referral Types:**

- All
- BRC CAT - 1st Experience
- BRC CAT - Additional Training
- BRC Dual Program - 1st Experience
- BRC Dual Program - Additional Training
- BRC Other Programs - 1st Experience
- BRC Other Programs - Additional Training
- BRC Regular Program - 1st Experience

Choose a date range for the referral offered service date.

**\*Start Date (MM/DD/YYYY):** 06/21/2005

**\*End Date (MM/DD/YYYY):** 07/22/2005

Accessible?

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2. Use the following fields to search for a referral:

Referred To Institutions:

Select the **institution(s)** that you want to include in the report.

**Statuses:**

Select one or more referral statuses. Options include:

- All
- Scheduled
- Admitted
- Cancelled
- Completed
- Discharged
- In Training
- Completed
- Transferred
- Withdrawn

**Referral Types**

Select all, one, or several **referral types**. Options include:

- All
- BRC CAT – 1<sup>st</sup> Experience
- BRC CAT – Additional Training
- BRC Dual Program – 1<sup>st</sup> Experience
- BRC Dual Program – Additional Training
- BRC Other Programs – 1<sup>st</sup> Experience
- BRC Other Programs – Additional Training
- BRC Regular Program – 1<sup>st</sup> Experience
- BRC Regular Program – Additional Training
- BROS Follow-up – 1<sup>st</sup> Experience
- BROS Follow-up – Additional Training
- BROS Local – 1<sup>st</sup> Experience
- BROS Local – Additional Training
- BROS Prep – 1<sup>st</sup> Experience
- BROS Prep – Additional Training
- Non-VA Blindness Agency – 1<sup>st</sup> Experience
- Non-VA Blindness Agency – Additional Training
- Non-VA Local CAT – 1<sup>st</sup> Experience
- Non-VA Local CAT – Additional Training
- VA Audible Devices
- VA Outpatient LV Clinic – 1<sup>st</sup> Experience
- VA Outpatient LV Clinic – Additional Training
- VICTORS – 1<sup>st</sup> Experience
- VICTORS – Additional Training
- VISOR – 1<sup>st</sup> Experience
- VISOR – Additional Training
- VIST Coordinator

3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).



4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
  
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
  
6. Select data in the fields, and then click the **Submit** button.

The report displays the schedule. The list contains the Referral Date, Created By, Patient Name, SSN, Initiating Area, Status, Referral Type, Referred from Institution (Station ID), Admit/Discharge/Offered Service Dates, and Special Circumstances. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<div style="display: flex; justify-content: space-between; align-items: center;"> <span>Main Report</span> <span>1 / 1</span> <span>100%</span> </div>						
<h3 style="margin: 0;">Referral Scheduled Service Report</h3>						
Date Range: 9/26/2005 - 10/27/2005						Report Printed: 9/26/2005
<u>Created By</u>	<u>Patient Name</u>	<u>SSN</u>	<u>Initiating Area</u>	<u>Status</u>	<u>Type of Referral</u>	<u>Offered Service Date</u>
<u>Referred from Institution</u>				<u>Admit Date</u>	<u>Discharge Date</u>	
<u>Special Circumstances</u>						
<hr/>						
<b>Referred To Institution:</b>						
Institution Total:						
Referral Date:	Created By:	Patient Name:	SSN:	Service Area:	Referral Status:	Type of Referral:
					Admit Date:	Discharge Date:
						Offered Service Date:
						Special Circumstances:
<hr/>						
<b>Total Records:</b>						

# Printing a VARO Claims List Report

The VARO Claim List report provides a list of patients with VARO claims.

1. From the Print Reports Menu, click **VARO Claims List** to display the VARO Claim List – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**VARO Claims List - Report Criteria** [Help](#)

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

Include Deceased Patients?

Accessible?

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2. Select one or more or all of the **institutions** for which you want to report. The institutions list alphabetically in ascending order by name.
3. Enter the **Start Date** (MM/DD/YYYY) or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. If applicable, place a check in the Include **Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
6. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

- Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The VARO Claim List report displays Patient Name, SSN, Claim Date, Claim Type, Regional Office, VARO Decision, and if applicable, the Date of Death. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<b>VARO Claims List</b>				Report Printed: 9/26/2005
<u>Patient Name</u>		<u>SSN</u>	<u>Date Range:</u> 9/13/2004- 9/26/2005	
<u>Regional Office</u>			<u>Claim Date</u>	<u>Claim Type</u>
<u>VARO Decision</u>				
<b>Institution Name:</b>				
<b>Institution Total:</b>				
Patient Name:	SSN:	Claim Date:	Claim Type:	VARO Decision:
Regional Office:				
<b>Total Records:</b>				

## Printing a VIST Roster List Report

The VIST Roster List report provides a list of patients currently included on the VIST Roster. The VIST Roster is updated daily.

1. From the Print Reports Menu, click **VIST Roster List** to display the VIST Claim List – Report Criteria screen.

The screenshot shows the 'VIST Roster List - Report Criteria' screen. At the top, there is a blue header with the text 'Blind Rehabilitation System Version 5' and 'Software Build: 5.0.1.26 - SQA Test Domain'. Below the header is a navigation bar with links: 'Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu'. On the left side, there is a 'Print Reports Menu' with various options like 'Additions to VIST Roster', 'Deceased Patients List', 'Inactive VIST Patient Roster', 'Low Vision Patients Report', 'Referral Roster by From Institution', 'Referral Roster by To Institution', 'Referral Schedule Report', 'VARO Claims List', and 'VIST Roster List'. Below this menu are links for 'Education & In Service Activities' and 'VIST Visits Date List'. At the bottom left, there are links for 'VIST Roster Summary', 'VIST Roster Summary By VISN', 'BRC Workload Monthly Summary', 'BRC Workload Monthly Summary By VISN', 'BRC Workload Semi-Annual Summary', 'BRC Workload Semi-Annual Summary By VISN', 'BROS Workload Summary', and 'BROS Workload By VISN'. At the bottom left, there are links for 'Print VIST Roster Sorts Menu' and 'Help - Application'. At the bottom of the page, there is a footer with links: 'BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'. The main content area is titled 'VIST Roster List - Report Criteria' and contains the following text: 'Enter the report criteria and press submit' and '\* - Fields identified with the asterisk are mandatory.' Below this text is a form with a dropdown menu labeled '\*Institutions:' containing a list of institutions: 'ALEXANDRIA YAMC (502)', 'AUGUSTA YAMC (500)', 'BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)', 'CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)', 'CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)', 'CHEYENNE YAMC (442)', 'CLEMENT J ZABLOCKI (695)', 'EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)', 'EDWARD J. HINES JR. HOSPITAL (578)', 'LAKE CITY DIVISION (573A4)', 'LEBANON VA MEDICAL CENTER (595)', and 'NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)'. Below the dropdown menu are two checkboxes: 'Include Deceased Patients?' and 'Accessible?'. At the bottom of the form are two buttons: 'Submit' and 'Reset'.

2. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
3. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
4. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The report displays the Patient Name, SSN, VIST Eligibility, Priority Level, Last Annual Review Date, and if applicable, the Date of Death. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<div style="border: 1px solid black; display: inline-block; padding: 2px;">VIST Roster List</div>				Report Printed: 9/26/2005
<u>Patient Name</u>	<u>SSN</u>	<u>VIST Eligible</u>	<u>Priority Level</u>	<u>Last Annual Review Date</u>
<hr/>				
<b>Institution Name:</b> <b>Institution Total:</b>				
Name:	SSN:	VIST Eligible:	Priority Level:	Last Annual Review Date:
<hr/>				
<b>Total Records:</b>				

# Printing an Education & In Services Report

The Education In Services Report provides all Education and In-Service Activities that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click **Education & In Services Report** to display the Education In Service – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

*Education & In Service Activities - Report Criteria*

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

Accessible?

Submit Reset

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2. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
6. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The report displays the Date, Program Type, Target Audience, Audience Size, by institution. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web application interface for generating a report. At the top, there is a navigation bar with icons for home, mail, and print, a dropdown menu set to 'Main Report', navigation arrows, a page indicator '1 / 1', a search box, a printer icon, and a zoom level of '100%'. Below this, the report title 'Education & In Service Activities Report' is displayed in a box, with 'Report Printed: 9/26/2005' to its right. The reporting period is '9/13/2004 - 9/26/2005'. The main content area contains a table with the following structure:

<u>Date</u>	<u>Program Type</u>	<u>Target Audience</u>	<u>Audience Size</u>
<b>Institution Name:</b>			
<b>Institution Total:</b>			
Date:	Program Type:	Target Audience:	Audience Size:
<b>Total Records:</b>			

# Printing a VIST Roster Summary

The VIST Roster Summary Report provides all VIST Roster summary information that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click VIST Roster Summary to display the VIST Roster Summary – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**VIST Roster Summary - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Date (MM/DD/YYYY): 11/20/2005  
\*End Date (MM/DD/YYYY): 12/21/2005

[Print VIST Roster Sorts Menu](#)  
[Help - Application](#)

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2. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The report displays for each selected applicable institution. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.



## VIST Roster Summary Report

Report Printed: 9/26/2005

Reporting Period: 8/26/2005 - 09/26/2005

Institution: **CHEYENNE VAMC**

**Visually Impaired (Blind Rehab Patient)**

NO Entry for Visually Impaired Status:	0
INACTIVE :	0
NO - NOT LEGALLY BLIND :	0
NO - OTHER:	0
NO - REVIEWED FOR BRC ATTENDANCE:	0
YES:	1
<b>Total:</b>	<b>1</b>

**Age Group**

Under 25:	0
25 -34:	0
35 -44:	1
45 -54:	0
55 -64:	0
65 -74:	0
75 84:	0
85 and over:	0
Not Known:	0
<b>Total:</b>	<b>1</b>

**Referral Source**

NO RFERRAL SOURCE:	0
COMMUNITY AGENCY:	1
DOD:	0
FAMILY/FRIEND:	0
NON-VA EYE CLINIC:	0
NOT KNOWN:	0
OTHER:	0
SELF:	0
STATE AGENCY:	0
TRANSFER FROM ANOTHER VIST:	0
VA EYE CLINIC:	0
VA STAFF:	0
VBA PRINTOUT:	0
VBA STAFF:	0
VETERANS SERVICE ORGANIZATION:	0
<b>Total:</b>	<b>1</b>

**VIST Roster Caseload Changes**

**INACTIVATIONS from VIST Roster**

Deceased:	1
No longer legally blind:	0
Relocation:	0
Unable to locate:	0
<b>Total Inactivations:</b>	<b>1</b>
<b>Total Additions:</b>	<b>1</b>
<b>Net Change:</b>	<b>0</b>

# Printing a VIST Roster Summary By VISN

The VIST Roster Summary Report By VISN (Veterans Integrated Service Network) provides all VIST Roster summary information that occurred within the chosen dates for the selected VISN(s). The report sorts by date.

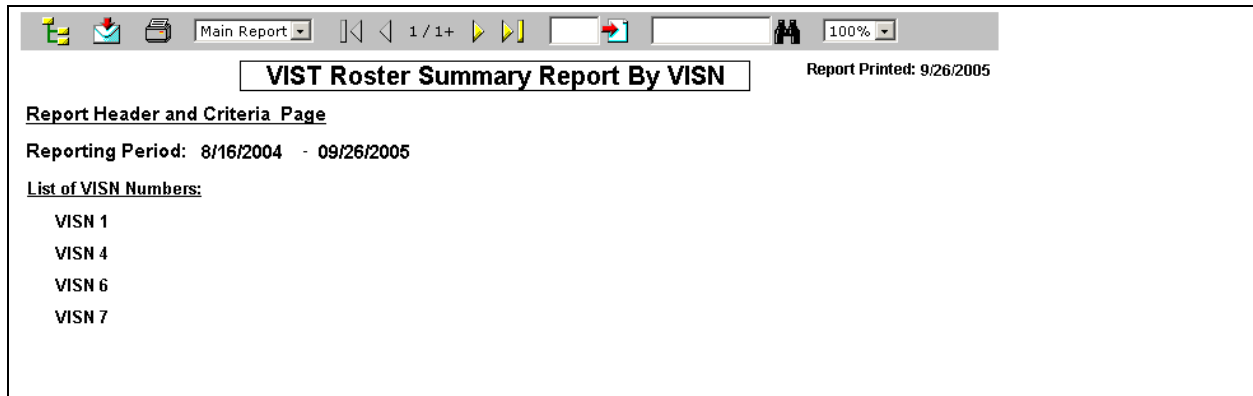
1. From the Print Reports Menu, click VIST Roster Summary By VISN to display the VIST Roster Summary by VISN – Report Criteria screen.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu including 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the user is logged in as 'BR\_USER' at 'CHEYENNE VAMC (442)'. The main title is 'VIST Roster Summary by VISN - Report Criteria'. A note states: '\* - Fields identified with the asterisk are mandatory. Enter the report criteria and press submit'. The form includes a dropdown menu for '\*VISN:' with options from 'ALL' to 'VISN 9'. Below this are two date input fields: '\*Start Date (MM/DD/YYYY): 11/20/2005' and '\*End Date (MM/DD/YYYY): 12/21/2005', each with a calendar icon. 'Submit' and 'Reset' buttons are positioned below the date fields. On the left side, there is a 'Print Reports Menu' with various report options, including 'VIST Roster Summary By VISN'. At the bottom, there is a footer with navigation links: 'BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'.

2. Select one or more or all of the **VISN(s)** from which you want to report. They list in ascending order.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.

5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The VIST Roster Summary By VISN report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.



# Printing a BRC Pre-Admissions by Priority Level

This menu option provides a list of the requested Report Fields including an edit link to access Modify Referral and Note information.

1. From the Print Reports Menu, click **BRC Pre-Admissions Report** to display the BRC Pre-Admission Report – Report Criteria screen.

The screenshot shows the 'BRC Pre-Admission By Priority Level - Report Criteria' screen. At the top, there is a blue header with the system name 'Blind Rehabilitation System Version 5' and 'Software Build: SQA Domain'. Below the header is a navigation bar with links: 'Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu'. On the left side, there is a 'Print Reports Menu' with various options like 'Additions to VIST Roster', 'Deceased Patients List', etc. The main content area has a title 'BRC Pre-Admission By Priority Level - Report Criteria' and a 'Help' link. Below the title, there is a text box for entering report criteria and a note: '\* - Fields identified with the asterisk are mandatory.' There are three dropdown menus: '\*Referred To Institutions:' with options like '13TH & MISSION DOM (662BU)', 'ALEXANDRIA CBOC (688GA)', etc.; '\*Statuses:' with options like 'All', 'Scheduled', 'Admitted', etc.; and '\*Referral Types:' with options like 'All', 'BRC CAT - 1st Experience', 'BRC CAT - Additional Training', etc. Below these are date range selection fields: '\*Start Date (MM/DD/YYYY):' set to '01/10/2007' and '\*End Date (MM/DD/YYYY):' set to '02/10/2007'. There is also an 'Accessible?' checkbox. At the bottom, there are 'Submit' and 'Reset' buttons. The footer contains navigation links: 'BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement /'.

2. Use the following fields to search for pre-admissions:

Referred To Institutions:

Select the **referred to institution(s)** that you want to include in the report.

**Statuses:**

Select one or more pre-admission statuses. Options include:

- All
- Scheduled
- Admitted
- Cancelled
- Completed
- Discharged
- In Training
- Transferred
- Withdrawn

**Referral Types:**

Select all, one, or several **referral types**. Options include:

- All
- BRC CAT – 1<sup>st</sup> Experience
- BRC CAT – Additional Training
- BRC Dual Program – 1<sup>st</sup> Experience
- BRC Dual Program – Additional Training
- BRC Other Programs – 1<sup>st</sup> Experience
- BRC Other Programs – Additional Training
- BRC Regular Program – 1<sup>st</sup> Experience
- BRC Regular Program – Additional Training
- BROS Follow-up – 1<sup>st</sup> Experience
- BROS Follow-up – Additional Training
- BROS Local – 1<sup>st</sup> Experience
- BROS Local – Additional Training
- BROS Prep – 1<sup>st</sup> Experience
- BROS Prep – Additional Training
- Non-VA Blindness Agency – 1<sup>st</sup> Experience
- Non-VA Blindness Agency – Additional Training
- Non-VA Local CAT – 1<sup>st</sup> Experience
- Non-VA Local CAT – Additional Training
- VA Audible Devices
- VA Outpatient LV Clinic – 1<sup>st</sup> Experience
- VA Outpatient LV Clinic – Additional Training
- VICTORS – 1<sup>st</sup> Experience
- VICTORS – Additional Training
- VISOR – 1<sup>st</sup> Experience
- VISOR – Additional Training
- VIST Coordinator

3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).

4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.
6. Select data in the fields, and then click the **Submit** button. To clear the fields, click the **Reset** button.

The report displays the list of pre-admissions sorted by Date Received, and then Priority. It contains the Created Date, Created By, Patient Name, SSN, Service Area, Status, Referral Type, Priority Level, Total Wait in Days, Admit Date, Discharge Date, Cancel/Withdrawn Date, Offered Service Date, Referred from Institution, and Special Circumstances. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

**Blind Rehabilitation System Version 5**  
 Software Build: SQA Domain

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Main Report | 1 / 1 | 100%

**BRC Pre-Admission Report By Priority Level** Report Printed: 1

Date Range: 1/10/2006 - 2/10/2007

<u>Created Date</u>	<u>Created By</u> <u>Priority Level</u>	<u>Patient Name</u> <u>Total Wait in Days</u>	<u>SSN</u> <u>Admit Date</u>	<u>Service Area</u> <u>DischargeDate</u>	<u>Status</u> <u>Cancel/ Withdrawn Date</u>	<u>Type of Referral</u> <u>Offered Service Date</u> <u>Special Circumstances</u>
<b>Referred from Institution</b>						
<b>Referred To Institution: BAY PINES VA HCS</b>						
<b>Institution Total: 1</b>						
08/04/2006	USER, BR No Priority Level	VISTPATIENTSSN, FOUR 159.0	101-06-0124	BROS	In Training	BROS Local - Additional Training 08/04/2006 Diabetes Type I
CHEYENNE VAMC						
<b>Total Records: 1</b>						

# Printing a BRC Workload Monthly Summary

The BRC Workload Monthly Summary Report provides all workload information that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click BRC Workload Monthly Summary to display the BRC Workload Monthly Summary – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**BRC Workload Monthly Summary - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A-4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

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[Low Vision Patients Report](#)  
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[BRC Workload Semi-Annual Summary By VISN](#)  
[BROS Workload Summary](#)  
[BROS Workload By VISN](#)

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2. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

- Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The BRC Workload Monthly Summary report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

Main Report
1 / 1
100%

**BRC Workload Monthly Summary**

Report Printed: 9/26/2005

Reporting Period: 08/26/2005 - 09/26/2005

Institution: EDWARD J. HINES JR. HOSPITAL

**Total Applications (on wait list)** 1

BRC CAT Program - 1st Experience: 0

BRC CAT Program - Additional Training: 0

**Total for CAT Programs:** 0

BRC Dual Program - 1st Experience: 0

BRC Dual Program - Additional Training: 0

**Total for Dual Programs:** 0

BRC Other Programs - 1st Experience: 0

BRC Other Programs - Additional Training: 0

**Total for Other Programs:** 0

BRC Regular Program - 1st Experience: 1

BRC Regular Program - Additional Training: 0

**Total for Regular Programs:** 1

**Average Waiting Time in Days for the Report Period**

**a. Applications received to 1st offer**

BRC CAT Program - 1st Experience: No Data

BRC CAT Program - Additional Training: No Data

**Total for CAT Programs:** No Data

BRC Dual Program - 1st Experience: No Data

BRC Dual Program - Additional Training: No Data

**Total for Dual Programs:** No Data

BRC Other Programs - 1st Experience: No Data

BRC Other Programs - Additional Training: : No Data

**Total for Other Programs:** No Data

BRC Regular Program - 1st Experience: No Data

BRC Regular Program - Additional Training: No Data

**Total for Regular Programs:** No Data

**Current Staffing Level by Title**

<u>Position Title</u>	<u>Count</u>	<u>FTE</u>
BLIND REHAB SPEC. (VIST COORDINATOR):	2	1.00
CONSULTANT:	2	1.00
No Title:	10	5.00
<b>Total Staffing Level for the Institution :</b>		<b>7.00</b>

**b. Length of stay (bed days of care)**

BRC CAT Program - 1st Experience: No Data

BRC CAT Program - Additional Training: No Data

**Total for CAT Programs:** No Data

BRC Dual Program - 1st Experience: No Data

BRC Dual Program - Additional Training: No Data

**Total for Dual Programs:** No Data

BRC Other Programs - 1st Experience: No Data

BRC Other Programs - Additional Training: : No Data

**Total for Other Programs:** No Data

BRC Regular Program - 1st Experience: No Data

BRC Regular Program - Additional Training: No Data

**Total for Regular Programs:** No Data

Page 1 of 1



## Printing a BRC Workload Monthly Summary By VISN

The BRC Workload Monthly Summary By VISN (Veterans Integrated Service Network) Report provides all workload information that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click BRC Workload Monthly Summary By VISN to display the BRC Workload Monthly Summary by VISN – Report Criteria screen.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu including 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the user is logged in as 'BR USER' at 'CHEYENNE VAMC (442)'. The main title is 'BRC Workload Monthly Summary by VISN - Report Criteria'. A note states: '\* - Fields identified with the asterisk are mandatory. Enter the report criteria and press submit.' The form includes a dropdown menu for '\*VISN:' with options from 'ALL' to 'VISN 9'. There are two date input fields: '\*Start Date (MM/DD/YYYY): 11/20/2005' and '\*End Date (MM/DD/YYYY): 12/21/2005', each with a calendar icon. 'Submit' and 'Reset' buttons are located below the date fields. On the left side, there is a 'Print Reports Menu' with various report options, and a 'Help' link in the top right.

2. Select one or more or all of the **VISN(s)** from which you want to report. They list in ascending order.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The BRC Workload Monthly Summary By VISN report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

Report Header and Criteria Page

Reporting Period: 08/01/2005 - 09/01/2005

Report Run Criteria (List of VISN #s):

- VISN 1
- VISN 2
- VISN 3

**BRC Workload Monthly Summary By VISN - Report Totals**

Report Printed: 9/1/2005

# BRC Workload Semi Annual Summary

The BRC Workload Semi Annual Summary Report provides all workload information that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click BRC Work Load Semi Annual Summary to display the BRC Workload Semi Annual Summary – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**BRC Workload Semi-Annual Summary - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

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[Inactive VIST Patient Roster](#)  
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[Referral Roster by To Institution](#)  
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[BRC Workload Monthly Summary](#)  
[BRC Workload Monthly Summary By VISN](#)  
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[BRC Workload Semi-Annual Summary By VISN](#)  
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2. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The report displays the total discharges by program for each selected applicable institution. It also displays the average age for the reporting period. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.



# BRC Workload Semi Annual Summary By VISN

The BRC Workload Semi Annual Summary By VISN (Veterans Integrated Service Network) Report provides all workload information that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click BRC Work Load Semi Annual Summary By VISN to display the BRC Workload Semi Annual Summary by VISN – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**BRC Workload Semi-Annual Summary by VISN - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

**\*VISN:**

ALL  
VISN 1  
VISN 2  
VISN 3  
VISN 4  
VISN 5  
VISN 6  
VISN 7  
VISN 8  
VISN 9

\*Start Date (MM/DD/YYYY): 06/21/2005  
\*End Date (MM/DD/YYYY): 12/21/2005

Submit Reset

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[Inactive VIST Patient Roster](#)  
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[Referral Roster by To Institution](#)  
[Referral Schedule Report](#)  
[VARO Claims List](#)  
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[Education & In Service Activities](#)  
[VIST Visits Date List](#)

[VIST Roster Summary](#)  
[VIST Roster Summary By VISN](#)  
[BRC Workload Monthly Summary](#)  
[BRC Workload Monthly Summary By VISN](#)  
[BRC Workload Semi-Annual Summary](#)  
[BRC Workload Semi-Annual Summary By VISN](#)  
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2. Select one or more or all of the **VISN(s)** from which you want to report. They list in ascending order.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The report displays the total discharges by program. It also displays the average age for the reporting period. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

Main Report 1 / 1+ 100%

**BRC Workload Semi-Annual Summary By VISN** Report Printed: 9/1/2005

Report Header and Criteria Page

Reporting Period: 03/02/2005 - 09/01/2005

List of VISN Numbers:

- VISN 1
- VISN 2
- VISN 3
- VISN 4

# BROS Workload Summary

The BROS Workload Summary Report provides all workload summary information that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click BROS Workload Summary to display the BROS Workload Summary – Report Criteria screen.

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**BROS Workload Summary - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A-4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Date (MM/DD/YYYY): 06/21/2005

\*End Date (MM/DD/YYYY): 12/21/2005

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2. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The report displays the total referrals for each selected applicable institution. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

## BROS Workload Summary Report

Report Printed: 9/26/2005

Reporting Period: 03/27/2005 - 09/26/2005

Institution: EDWARD J. HINES JR. HOSPITAL

### CASELOAD STATISTICS

#### a. Total Number of BROS Referrals

	<u>Initiated</u>	<u>Completed</u>
BROS Follow-up - 1st Experience:	1	0
BROS Follow-up - Additional Training :	0	0
BROS Local - 1st Experience:	0	0
BROS Local - Additional Training:	0	0
BROS Prep - 1st Experience:	0	0
BROS Prep - Additional Training:	0	0
Total for the report period:	1	0

#### BRC Referrals to BROS

	<u>Initiated</u>	<u>Completed</u>
BROS Follow-up - 1st Experience:		
BROS Follow-up - Additional Training:		
BROS Local - 1st Experience:		
BROS Local - Additional Training:		
BROS Prep - 1st Experience:		
BROS Prep - Additional Training:		
Total for the report period:		

#### BRC Referrals that have been cancelled with a reason of Referred to BROS

Total for the report period:

#### b. BROS Referrals to BRC

	<u>Initiated</u>	<u>Discharged</u>
BRC CAT - 1st Experience:		
BRC CAT - Additional Training:		
BRC Dual Program - 1st Experience:		
BRC Dual Program - Additional Training:		
BRC Other Program - 1st Experience:		
BRC Other Program - Additional Training:		
BRC Regular Program - 1st Experience:		
BRC Regular Program - Additional Training:		
Total for the report period:		

#### BRC Inpatient Statistics for Previous BROS Patients

Patients who have completed BRC & BROS Training:	0
BRC Admissions:	
BRC Discharges:	
Average Length of Stay at BRC (in Days):	



# BROS Workload By VISN

The BROS Workload By VISN Report provides all workload summary information that occurred within the chosen dates. The report sorts by date.

1. From the Print Reports Menu, click BROS Workload by VISN to display the BROS Workload by VISN – Report Criteria screen.

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Welcome BR USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**BROS Workload by VISN - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*VISN:  
ALL  
VISN 1  
VISN 2  
VISN 3  
VISN 4  
VISN 5  
VISN 6  
VISN 7  
VISN 8  
VISN 9

\*Start Date (MM/DD/YYYY): 06/21/2005  
\*End Date (MM/DD/YYYY): 12/21/2005

Submit Reset

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2. Select one or more or all of the **Institutions** from which you want to report. The institutions list in ascending order.
3. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.

5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The BROS Workload Summary report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web-based report interface. At the top, there is a navigation bar with icons for home, email, and print, a dropdown menu set to 'Main Report', navigation arrows, a page indicator '1 / 1+', a search icon, a user icon, and a zoom level of '100%'. Below this is a title box containing 'BROS Workload Summary Report By VISN' and a timestamp 'Report Printed: 9/26/2005'. The main content area is titled 'Report Header and Criteria Page' and displays the following information:

Reporting Period: 03/27/2005 - 09/26/2005

List of VISN Numbers:

- VISN 1
- VISN 2
- VISN 3
- VISN 6

## Print VIST Roster Sorts Menu

This menu option displays a menu of sort options. Use to select the sort criteria for the VIST Roster before you generate each report. Each of these menu options generates a VIST Roster sorted by the specific option you select.

1. From the Print Reports Menu, select the **Print VIST Roster Sorts Menu** to display the following sort menu options:

- Sort By Residence State
- Sort By County
- Sort By City
- Sort By Zip
- Sort By Month of Birth
- Sort By Age
- Sort Address/Phone
- Sort By Primary Cause of Vision Loss
- Sort By Period of Service
- Sort By Referral source
- Sort By eye Exam Notes

## Sort By Residence State

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version. Below the header, there is a navigation menu with links for 'Skip to Page Content', 'Home', 'Logout', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area is titled 'VIST Roster Sort By Residence State - Report Criteria'. It includes a welcome message for user 'ONE BRCUSER' logged in at 'CHEYENNE VAMC (442)'. A sidebar on the left contains a 'Print VIST Roster Sorts Menu' and a list of report criteria: State, County, City, Zip Code, Month of Birth, Age, Address/Phone, Primary Cause of Vision Loss, Period of Service, Referral Source, and Eye Exam Notes. The main form area contains instructions to 'Enter the report criteria and press submit.' and a note that fields with an asterisk are mandatory. There are two mandatory fields: '\*Institutions:' with a list box containing 'AUGUSTA VAMC (509)' and 'BIRMINGHAM VAMC (521)', and '\*States:' with a list box containing 'All', 'Alabama', 'Alaska', 'American Samoa', and 'Arizona'. There are also two checkboxes: 'Include Deceased Patients?' and 'Accessible?'. At the bottom of the form are 'Submit' and 'Reset' buttons.

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. In the States field, select the appropriate State.
3. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
4. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

5. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by State report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<b>Name</b>	<b>Institution Name</b>	<b>SSN</b>	<b>State</b>
Name:	Institution Name:	SSN:	State:
Total for the State:			
Report Total:			

## Sort By County

**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**VIST Roster Sort By County - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit. Please don't use back button on this screen.

**\*Institutions:**

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

County to Use: **ALL**

\*County to Add:

Selected Counties:

Include Deceased Patients?  
 Accessible?

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1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. In the **County to Use** field, select ALL or SELECTED.
  - If you choose ALL, when you click **Submit** to generate the report the Selected Counties field defaults to ALL.
  - If you choose SELECTED, the County to Add field becomes available to use and you must enter the Counties:
3. Enter the desired County in the **County to Add** field, and then click **ADD**. This will add the County to the Selected Counties field and make it available for selection when running the report.
4. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

6. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by County report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web application interface. At the top, there is a navigation bar with icons for home, mail, and print, a dropdown menu set to 'Main Report', navigation arrows, a page indicator '1 / 1', a search box, a printer icon, and a zoom level of '100%'. Below this is a title box containing 'VIST Roster Sort By County' and a date 'Report Printed: 9/26/'. The main content area features a table with the following headers: Name, Institution Name, SSN, County, and State. Below the headers, there are labels for 'Name:', 'Institution Name:', 'SSN:', 'County:', and 'State:'. A section labeled 'Total for the County:' is followed by a large empty box, and a 'Report Total :' label is positioned at the bottom of this section.

## Sort By City

**Blind Rehabilitation System Version 5**  
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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Print VIST Roster Sorts Menu](#)  
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[County](#)  
[City](#)  
[Zip Code](#)  
[Month of Birth](#)  
[Age](#)  
[Address/Phone](#)  
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[Period of Service](#)  
[Referral Source](#)  
[Eye Exam Notes](#)

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**VIST Roster Sort By City - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit. Pleased don't use back button on this screen.

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

City to Use: **ALL**

\*City to Add:

Selected Cities:

Include Deceased Patients?  
 Accessible?

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1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. In the **City to Use** field, select All or SELECTED.
  - If you choose ALL, when you click **Submit** to generate the report, the Selected Cities field defaults to ALL.
  - If you choose SELECTED, the City to Add field becomes available to use and you must enter the Cities:
3. Enter the desired City in the **City to Add** field, and then click **ADD**. This will add the City to the Selected City field and make it available for selection when running the report.
4. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.



6. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by City report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<u>Name</u>	<u>SSN</u>	<u>City</u>	<u>State</u>
Name:	SSN:	City:	State:
Total for the City:			
Report Total:			

## Sort By Zip

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**VIST Roster Sort By Zip Code - Report Criteria** [Help](#)

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit. Please don't use back button on this screen.

**\*Institutions:**

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Zip Codes to Use:

\*Zip Code to Add:

Selected Zip Codes:

Include Deceased Patients?  
 Accessible?

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1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. In the **Zip Codes to Use** field, select All or SELECTED.
  - If you choose ALL, when you click **Submit** to generate the report, the Selected Zipcodes field defaults to ALL.
  - If you choose SELECTED, the Zipcode to Add field becomes available to use and you must enter the zip codes:
3. Enter the desired zip code in the **Zipcode to Add** field, and then click **ADD**. This will add the Zip code to the Selected Zipcode field and make it available for selection when running the report.
4. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

- Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Zip Code report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

VIST Roster Sort By Zip Code				
Name	Institution Name	SSN	Zip Code	State
Name:		SSN:	Zip Code:	State:
	Institution Name:			
Total for the Zip Code:				
<b>Report Total :</b>				

## Sort By Month of Birth

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, the page title is 'VIST Roster Sort By Month of Birth - Report Criteria'. A welcome message is displayed on the left. The main content area features a list of institutions in a scrollable box, with 'January' selected for both the 'Birth Month Start' and 'Birth Month End' dropdowns. There are checkboxes for 'Include Deceased Patients?' and 'Accessible?'. 'Submit' and 'Reset' buttons are at the bottom of the form. A footer contains various links like 'BRS Home Page', 'VA Home Page', and 'Privacy & Security Statement'.

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Print VIST Roster Sorts Menu](#)

[State](#)  
[County](#)  
[City](#)  
[Zip Code](#)  
[Month of Birth](#)  
[Age](#)  
[Address/Phone](#)  
[Primary Cause of Vision Loss](#)  
[Period of Service](#)  
[Referral Source](#)  
[Eye Exam Notes](#)

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*VIST Roster Sort By Month of Birth - Report Criteria*

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Birth Month Start:  Birth Month End:

Include Deceased Patients?  
 Accessible?

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1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. Click the down arrow to select the starting month in the **Birth Month Start** field.
3. Click the down arrow to select the ending month in the **Birth Month End** field.
4. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

6. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Month of Birth report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web application interface for a report titled "VIST Roster Sort By Month of Birth". The interface includes a toolbar at the top with icons for home, email, print, and a dropdown menu set to "Main Report". Navigation controls show "1 / 1" and a search bar. A "100%" zoom level is indicated. The report title is centered in a box, and "Report Printed: 9/26/" is shown on the right. Below the title, there are labels for "Name", "Institution Name", "SSN", and "Date of Birth". Under "Name", there is a "Name:" label. Under "Institution Name", there is an "Institution Name:" label. Under "SSN", there is an "SSN:" label. Under "Date of Birth", there is a "Date of Birth:" label. A horizontal line separates these labels from a "Report Total:" label centered below the line.

## Sort By Age

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

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Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Print VIST Roster Sorts Menu](#)

[State](#)  
[County](#)  
[City](#)  
[Zip Code](#)  
[Month of Birth](#)  
[Age](#)  
[Address/Phone](#)  
[Primary Cause of Vision Loss](#)  
[Period of Service](#)  
[Referral Source](#)  
[Eye Exam Notes](#)

[Print Reports Menu](#)  
[Help - Application](#)

**VIST Roster Sort By Age - Report Criteria**

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

\*Start Age :  \*End Age :

Include Deceased Patients?  
 Accessible?

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1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. Click the down arrow to select the start age in the **Start Age** field.
3. Click the down arrow to select the end age in the **End Age** field.
4. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
5. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

6. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Age report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<u>Name</u>	<u>Institution Name</u>	<u>SSN</u>	<u>Age</u>
Name:	Institution Name:	SSN:	Age:
Total for the Age:			
<b>Report Total:</b>			

## Sort By Address/Phone

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Print VIST Roster Sorts Menu](#)

[State](#)  
[County](#)  
[City](#)  
[Zip Code](#)  
[Month of Birth](#)  
[Age](#)  
[Address/Phone](#)  
[Primary Cause of Vision Loss](#)  
[Period of Service](#)  
[Referral Source](#)  
[Eye Exam Notes](#)

[Print Reports Menu](#)  
[Help - Application](#)

*VIST Roster Sort By Address/Phone - Report Criteria*

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Include Deceased Patients?  
 Accessible?

[BRS Home Page](#) / [BRS Directory Page](#) / [VA Home Page](#) / [Contact the VA](#) / [Facilities Locator](#) / [Accessibility Notice](#) / [Privacy & Security Statement](#) / [Disclaimer](#) /

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.



4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Address/Phone report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web application interface for generating a report. At the top, there is a navigation bar with a printer icon, a dropdown menu set to "Main Report", navigation arrows, a page indicator "1 / 1", a search box, a printer icon, and a "100%" zoom level. Below the navigation bar, the main content area is titled "VIST Roster By Address/Phone" in a box. To the right of this title, it says "Report Printed: 9/26/20". Below the title, there are four columns: "Name", "Institution Name", "Phone No", and "Address". Under each column header, there is a label: "Name:", "Institution Name", "Phone No:", and "Address:". Below these labels, there is a row with the text "Institution Name". At the bottom of the main content area, there is a section labeled "Report Total:".

## Sort By Primary Cause of Vision Loss

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, the user is logged in as 'BR\_USER' at 'CHEYENNE VAMC (442)'. The main title of the page is 'VIST Roster Sort By Primary Cause of Vision Loss - Report Criteria'. A note indicates that fields with an asterisk are mandatory. The central part of the page features a list of institutions in a scrollable box, including 'ALEXANDRIA VAMC (502)', 'AUGUSTA VAMC (509)', 'BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)', 'CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)', 'CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)', 'CHEYENNE VAMC (442)', 'CLEMENT J ZABLOCKI (895)', 'EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)', 'EDWARD J. HINES JR. HOSPITAL (578)', 'LAKE CITY DIVISION (573A4)', 'LEBANON VA MEDICAL CENTER (595)', and 'NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)'. Below the list are two checkboxes: 'Include Deceased Patients?' and 'Accessible?'. 'Submit' and 'Reset' buttons are at the bottom of the form area. A footer contains various links like 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Primary Cause of Vision Loss report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

Browser toolbar: Main Report, 1 / 1, 100%

**VIST Roster Sort By Primary Cause of Vision Loss** Report Printed: 9/26/200

<u>Name</u>	<u>Institution Name</u>	<u>SSN</u>	<u>Primary Cause of Vision Loss</u>
Name:	Institution Name:	SSN:	Primary Cause of Vision Loss:
Total for the Primary Cause of Vision Loss:			
<b>Report Total:</b>			

## Sort By Period of Service

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu with links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the page title is 'VIST Roster Sort By Period Of Service - Report Criteria'. A welcome message on the left identifies the user as 'BR\_USER' logged in at 'CHEYENNE VAMC (442)'. A sidebar menu on the left lists various report options, with 'Period of Service' highlighted. The main content area features a dropdown menu for selecting institutions, with a list of 12 VA medical centers and their IDs. Below the dropdown are two checkboxes: 'Include Deceased Patients?' and 'Accessible?'. 'Submit' and 'Reset' buttons are positioned at the bottom of the form. A footer at the very bottom contains a series of navigation links.

Blind Rehabilitation System Version 5  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Print VIST Roster Sorts Menu](#)

[State](#)  
[County](#)  
[City](#)  
[Zip Code](#)  
[Month of Birth](#)  
[Age](#)  
[Address/Phone](#)  
[Primary Cause of Vision Loss](#)  
[Period of Service](#)  
[Referral Source](#)  
[Eye Exam Notes](#)

[Print Reports Menu](#)  
[Help - Application](#)

VIST Roster Sort By Period Of Service - Report Criteria

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Include Deceased Patients?  
 Accessible?

[BRS Home Page](#) / [BRS Directory Page](#) / [VA Home Page](#) / [Contact the VA](#) / [Facilities Locator](#) / [Accessibility Notice](#) / [Privacy & Security Statement](#) / [Disclaimer](#) /

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Period of Service report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<b>VIST Roster Sort By Period of Service</b>			Report Printed: 9/26
<u>Name</u>	<u>Institution Name</u>	<u>SSN</u>	<u>Period of Service</u>
Name:	Institution Name:	SSN:	Period of Service:
Total for the Period of Service:			
<b>Report Total:</b>			

## Sort By Referral Source

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu with links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the page title is 'VIST Roster Sort By Referral Source - Report Criteria'. A welcome message on the left identifies the user as 'BR\_USER' logged in from 'CHEYENNE VAMC (442)'. A sidebar on the left contains various menu options for printing and navigating through different report criteria. The main content area features a section for selecting institutions, with a list of 11 VA medical centers and their divisions. Below the list are two checkboxes: 'Include Deceased Patients?' and 'Accessible?'. 'Submit' and 'Reset' buttons are positioned at the bottom of the form. A footer at the very bottom provides additional navigation links.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Print VIST Roster Sorts Menu](#)  
[State](#)  
[County](#)  
[City](#)  
[Zip Code](#)  
[Month of Birth](#)  
[Age](#)  
[Address/Phone](#)  
[Primary Cause of Vision Loss](#)  
[Period of Service](#)  
[Referral Source](#)  
[Eye Exam Notes](#)

[Print Reports Menu](#)  
[Help - Application](#)

*VIST Roster Sort By Referral Source - Report Criteria*

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Include Deceased Patients?  
 Accessible?

[BRS Home Page](#) / [BRS Directory Page](#) / [VA Home Page](#) / [Contact the VA](#) / [Facilities Locator](#) / [Accessibility Notice](#) / [Privacy & Security Statement](#) / [Disclaimer](#) /

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.

4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Referral Source report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

<b>VIST Roster Sort By Referral Source</b>			Report Printed: 9/26
<u><b>Name</b></u>	<u><b>Institution Name</b></u>	<u><b>SSN</b></u>	<u><b>Referral Source</b></u>
Name:	Institution Name:	SSN:	Referral Source:
Total for the Referral Source:			
<b>Report Total :</b>			

## Sort By Eye Exam Notes

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, and a navigation menu. Below the header, the user is logged in as 'BR\_USER' at 'CHEYENNE VAMC (442)'. The main content area is titled 'VIST Roster Sort By Eye Exam Notes - Report Criteria'. A note indicates that fields with an asterisk are mandatory. The form includes a dropdown menu for '\*Institutions:' with a list of VA medical centers and health care systems. Below the dropdown are two checkboxes: 'Include Deceased Patients?' and 'Accessible?'. There are 'Submit' and 'Reset' buttons at the bottom of the form. A footer contains various links like 'BRS Home Page', 'BRS Directory Page', etc.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - SQA Test Domain

Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

Print VIST Roster Sorts Menu

State  
County  
City  
Zip Code  
Month of Birth  
Age  
Address/Phone  
Primary Cause of Vision Loss  
Period of Service  
Referral Source  
Eye Exam Notes

Print Reports Menu  
Help - Application

*VIST Roster Sort By Eye Exam Notes - Report Criteria*

\* - Fields identified with the asterisk are mandatory  
Enter the report criteria and press submit

\*Institutions:

- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (589)
- BLACK HILLS HEALTH CARE SYSTEM - FT. MEADE DIVISION (568)
- CENTRAL ALABAMA HEALTH CARE SYSTEM - TUSKEGEE DIVISION (619A4)
- CENTRAL ARKANSAS HEALTH CARE SYSTEM - LITTLE ROCK (598)
- CHEYENNE VAMC (442)
- CLEMENT J ZABLOCKI (695)
- EASTERN COLORADO HEALTH CARE SYSTEM - DENVER DIVSN (554)
- EDWARD J. HINES JR. HOSPITAL (578)
- LAKE CITY DIVISION (573A4)
- LEBANON VA MEDICAL CENTER (595)
- NORTH TEXAS HEALTH CARE SYSTEM - DALLAS DIVISION (549)

Include Deceased Patients?  
 Accessible?

Submit Reset

BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /

1. Select one or more or all of the **Institutions** from which you want to report. The institutions list alphabetically in ascending order by name.
2. If applicable, place a check in the **Include Deceased Patients** checkbox to include deceased patients that have been added to the VIST Roster.
3. If applicable, place a check in the **Accessible?** checkbox field to indicate that you want the report 508 compliant.



4. Click the **Submit** button to generate the report, or click the **Reset** button to clear the selected criteria and start over.

The Sort by Eye Exam Notes report displays. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web application interface. At the top, there is a navigation bar with icons for home, mail, and print, a dropdown menu set to 'Main Report', navigation arrows, a page indicator '1 / 1', a search box, a printer icon, and a zoom level of '100%'. Below this is a title box containing the text 'VIST Roster Sort By Eye Exam Notes' and a timestamp 'Report Printed: 9/26/20'. The main content area features a table with four columns: 'Name', 'Institution Name', 'Exam Date', and 'Eye Exam Notes'. Below the table, there are input fields for 'Name:', 'Exam Date:', and 'Institution Name:'. At the bottom of the form, there are two summary labels: 'Report Total for the Notes:' and 'Total of Number of Unique Patients:'.

# Waitlist Reporting

The Blind Rehabilitation application provides the ability to obtain appropriate Waitlist reports. These reports allow the user to track the time a patient must wait from request through admission and/or receipt of care.

## Individual Waitlist Report

1. From the Waitlist Reporting Menu, click **Individual Waitlist Report** to display the Individual Waitlist – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.27.5 - SQA Domain (VHAISHMUL3) Support Phone Number: None

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**Individual Waitlist - Report Criteria** [Help](#)

Enter the report criteria and press search  
\* - Fields identified with the asterisk are mandatory.

\*Servicing Institutions:

- ALL
- 13TH & MISSION DOM (662BU)
- ALEXANDRIA CBDC (688GA)
- ALEXANDRIA VAMC (502)
- AUGUSTA VAMC (509)
- AUGUSTA VAMC - UPTOWN (509A0)
- BAY PINES VA HCS (516)
- BIRMINGHAM VAMC (521)
- CHEYENNE VAMC (442)
- CHICAGO HEIGHTS CBDC (537GA)
- EDWARD J. HINES JR. HOSPITAL (578)
- JERRY L. PETTIS MEMORIAL VA MEDICAL CENTER (605)

\*Program Types:

- ALL
- BRC CAT - 1st Experience
- BRC CAT - Additional Training
- BRC Dual Program - 1st Experience
- BRC Dual Program - Additional Training
- BRC Other Programs - 1st Experience
- BRC Other Programs - Additional Training
- BRC Regular Program - 1st Experience
- BRC Regular Program - Additional Training
- BROS Follow-up - 1st Experience
- BROS Follow-up - Additional Training
- BROS Local - 1st Experience

\*Status:

- ALL
- Waitlist
- Accepted
- Admitted
- Cancelled
- Completed
- Discharged
- In Review
- In Training
- Offered
- Pending
- Scheduled

Patient Name (Last, First):

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

[BRS Home Page](#) / [BRS Directory Page](#) / [VA Home Page](#) / [Contact the VA](#) / [Facilities Locator](#) / [Accessibility Notice](#) / [Privacy & Security Statement](#) /

### Enter the Report Criteria:

2. Select one or more or all of the **Servicing Institutions**. The institutions list alphabetically in ascending order by name.

3. Select the **Program Type**. The following options are available:

- ALL
- BRC CAT – 1<sup>st</sup> Experience
- BRC CAT – Additional Training
- BRC Dual Program – 1<sup>st</sup> Experience
- BRC Dual Program – Additional Training
- BRC Other Programs – 1<sup>st</sup> Experience
- BRC Other Programs – Additional Training
- BRC Regular Program – 1<sup>st</sup> Experience
- BRC Regular Program – Additional Training
- BROS Follow-up – 1<sup>st</sup> Experience
- BROS Follow-up – Additional Training
- BROS Local – 1<sup>st</sup> Experience
- BROS Local – Additional Training
- BROS Prep – 1<sup>st</sup> Experience
- BROS Prep – Additional Training
- Non-VA Blindness Agency – 1<sup>st</sup> Experience
- Non-VA Blindness Agency – Additional Training
- Non-VA Local CAT – 1<sup>st</sup> Experience
- Non-VA Local CAT – Additional Training
- VA Audible Devices
- VA Outpatient LV Clinic – 1<sup>st</sup> Experience
- VA Outpatient LV clinic – Additional Training
- VICTORS – 1<sup>st</sup> Experience
- VICTORS – Additional Training
- VISOR – 1<sup>st</sup> Experience
- VISOR – Additional Training
- VIST Coordinator

4. Select the **Status**. The following options are available:

- ALL
- Waitlist
- Accepted
- Admitted
- Cancelled
- Completed
- Discharged
- In Review
- Offered
- Pending
- Scheduled
- Transferred
- Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses. In the **Patient's Name** field, enter the name of the patient for whom you want the Waitlist Report. If you leave this field blank, all existing Waitlist Reports will display.

5. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
6. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
7. Click the **Search** button to display the list of available Waitlist Records. To clear all options, click the **Reset** button.

The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with software build information (5.0.27.5 - SQA Domain (VHAISHMUL3)) and support phone number (None). Below the header is a navigation menu with links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area shows 'Waitlist Records Found' with a 'Help' link. A table of patient records is displayed, with columns for patient names and their status. The records are: 1 - VISTPATIENT, FIVE - Admitted; 2 - VISTPATIENT, FIVE - Withdrawn; 3 - VISTPATIENT, FIVE - Transferred; 4 - VISTPATIENT, FIVE - Completed; 5 - VISTPATIENT, FIVE - Admitted. A 'Done' button is visible below the table. On the left side, there is a sidebar menu with options like 'Waitlist Reporting Menu', 'Individual Waitlist Report', 'BRC Current Waiting List', 'BRC Historical Waitlist', 'BRC Historical Waitlist by VISN', 'BRC Waitlist Summary', 'BRC Waitlist Summary By VISN', 'BROS Waitlist Summary', 'BROS Waitlist Summary By VISN', 'VIST Waitlist Summary', 'VIST Waitlist Summary By VISN', and 'Help - Application'. At the bottom, there is a footer with various links including 'BRS Home Page', 'BRS Directory Page', 'VA Home Page', 'Contact the VA', 'Facilities Locator', 'Accessibility Notice', 'Privacy & Security Statement', and 'Disclaimer'.

8. Select the desired patient record to display the Individual Waitlist Report. A sample report is below:  
To print the Individual Waitlist report, use the appropriate printing option available. Click the **Home** button to return to the Welcome Page.

[Home](#)

**Individual Waitlist Report**

November 14, 2006 3:08 PM CST

Servicing Institution: CONNECTICUT HEALTH CARE SYSTEM - WEST HAVEN DIVISION (689)  
Referring Institution: CHEYENNE VAMC (442)

Patient: VISTPATIENT, FIVE  
Application Status: Admitted  
Program Type: BRC CAT - Additional Training  
Cancelled/Withdrawn Reason:  
Special Circumstance(s):

Referral Number: 1034  
Previous Program Type:

Date Application Received: 07/07/2006  
Date Application Started: 07/07/2006  
Date Review Complete: 07/19/2006  
Date First Offered Service: 07/18/2006  
Date Scheduled: 07/18/2006  
Date Admitted: 07/18/2006  
Date Discharged/Transferred:  
Date Previous Admit:  
Date Previous Discharge:

Days Application Received to Review Complete: 12  
Days Application Received to First Offer: 11  
Days Application Start to First Offer: 11  
Days Reviewed to First Offer: -1  
Days First Offer to Admit: 0  
Days Application Received to Admit: 11  
Days Application Started to Discharge/Transfer:  
Days Total Since Last Discharge:  
Total Length of Stay:

Date Created: 07/07/2006  
Created By: USER, BR

Date Last Modified: 07/19/2006  
Last Modified By: USER, BR

# BRC Current Waiting List Report

The Current Waiting List Report provides a list of Referrals Waiting by Program Type and Status.

1. From the Waitlist Reporting Menu, click Current Waiting List Report to display the Current Waiting List - Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: SQA Domain

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

[Waitlist Reporting Menu](#)  
[Individual Waitlist Report](#)

[BRC Current Waiting List](#)

[BRC Historical Waitlist](#)  
[BRC Historical Waitlist by VISN](#)

[BRC Waitlist Summary](#)  
[BRC Waitlist Summary by VISN](#)

[BROS Waitlist Summary](#)  
[BROS Waitlist Summary by VISN](#)

[VIST Waitlist Summary](#)  
[VIST Waitlist Summary by VISN](#)

[Help - Application](#)

**BRC Current Waiting List Report - Report Criteria** [Help](#)

Enter the report criteria and press submit.  
\* - Fields identified with the asterisk are mandatory.

\*Servicing Institutions:

- ALASKA VAHSRO (463)
- AUGUSTA VAMC (509)
- BIRMINGHAM VAMC (521)
- CONNECTICUT HEALTH CARE SYSTEM - WEST HAVEN DIVISION (689)
- EDWARD J. HINES JR. HOSPITAL (578)
- PALO ALTO HEALTH CARE SYSTEM - PALO ALTO DIVISION (640)
- PUGET SOUND HEALTH CARE SYSTEM - AMERICAN LAKE DIVISION (663A4)
- SAN JUAN VA MEDICAL CENTER (672)
- SOUTHERN ARIZONA HEALTH CARE SYSTEM - TUCSON DIVISION (678)
- WACO, TX VAMC (674A4)
- WEST PALM BEACH VAMC (548)

\*Program Types:

- BRC CAT - 1st Experience
- BRC CAT - Additional Training
- BRC Dual Program - 1st Experience
- BRC Dual Program - Additional Training
- BRC Other Programs - 1st Experience
- BRC Other Programs - Additional Training
- BRC Regular Program - 1st Experience
- BRC Regular Program - Additional Training

Detail Section Sort Order: **REFERRAL STATUS**

Include Detail Section?

Accessible?

[BRS Home Page](#) / [BRS Directory Page](#) / [VA Home Page](#) / [Contact the VA](#) / [Facilities Locator](#) / [Accessibility Notice](#) / [Privacy & Security Statement](#) / [Disclaimer](#)

## Enter the Report Criteria:

2. Select one or more or all of the Servicing Institutions. The institutions list alphabetically in ascending order by name.
3. Select the Program Type. Options include:
  - BRC CAT – 1st Experience
  - BRC CAT – Additional Training
  - BRC Dual Program – 1st Experience
  - BRC Dual Program – Additional Training
  - BRC Other Programs – 1st Experience
  - BRC Other Programs – Additional Training
  - BRC Regular Program – 1st Experience
  - BRC Regular Program – Additional Training

4. Enter the Start Date (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
5. Enter the End Date (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
6. To have a detail section in the report, click the box next to Include Detail Section.
7. Click **Submit** to generate the report. To clear the fields, click **Reset**.

To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

# BRC Historical Waitlist

The BRC Historical Waitlist Report provides a list of Waiting Referrals and the number of Waiting Referrals with or without details.

From the Waitlist Reporting Menu, click BRC Historical Waitlist Report to display the BRC Historical Waitlist Report - Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: SQA Domain

Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu

Welcome BR\_USER  
Logged In Institution:  
CHEYENNE VAMC (442)

**BRC Historical Waitlist Report - Report Criteria** [Help](#)

Enter the report criteria and press submit.  
\* - Fields identified with the asterisk are mandatory.

\*Servicing Institutions:

- 13TH & MISSION DOM (662BU)
- ALASKA VAHSRO (463)
- AUGUSTA VAMC (509)
- BIRMINGHAM VAMC (521)
- CONNECTICUT HEALTH CARE SYSTEM - WEST HAVEN DIVISION (689)
- EDWARD J. HINES JR. HOSPITAL (578)
- PALO ALTO HEALTH CARE SYSTEM - PALO ALTO DIVISION (640)
- PUGET SOUND HEALTH CARE SYSTEM - AMERICAN LAKE DIVISION (663A4)
- SAN JUAN VA MEDICAL CENTER (672)
- SOUTHERN ARIZONA HEALTH CARE SYSTEM - TUCSON DIVISION (678)
- WACO, TX VAMC (674A4)
- WEST PALM BEACH VAMC (548)

\*Program Types:

- BRC CAT - 1st Experience
- BRC CAT - Additional Training
- BRC Dual Program - 1st Experience
- BRC Dual Program - Additional Training
- BRC Other Programs - 1st Experience
- BRC Other Programs - Additional Training
- BRC Regular Program - 1st Experience
- BRC Regular Program - Additional Training

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

Include Detail Section?

Accessible?

BRS Home Page / BRS Directory Page / VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement /

Enter the Report Criteria:

1. Select one or more or all of the Servicing Institutions. The institutions list alphabetically in ascending order by name.
2. Select the Program Type. Options include:
  - BRC CAT – 1st Experience
  - BRC CAT – Additional Training
  - BRC Dual Program – 1st Experience
  - BRC Dual Program – Additional Training
  - BRC Other Programs – 1st Experience
  - BRC Other Programs – Additional Training
  - BRC Regular Program – 1st Experience
  - BRC Regular Program – Additional Training



3. Enter the Start Date (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
4. Enter the End Date (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
5. To have a detail section in the report, click the box in the Include Detail Section? field.
6. If applicable, place a check in the Accessible? checkbox field to indicate that you want the report 508 compliant.
7. Click **Submit** to generate the report. To clear the fields, click **Reset**.
8. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot displays the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version. Below the header, a navigation menu includes links for 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area is titled 'BRC Historical Waitlist Report Criteria' and shows the following information:

- Report Printed:** 4/23/2007
- Reporting Period:** 4/23/2006 - 4/23/2007
- Program Types:**
  - BRC Regular Program - 1st Experience
  - BRC Regular Program - Additional Training
  - BRC CAT - 1st Experience
  - BRC CAT - Additional Training
  - BRC Other Programs - 1st Experience
  - BRC Other Programs - Additional Training
  - BRC Dual Program - 1st Experience
  - BRC Dual Program - Additional Training
- Referral Status (Only waiting statuses):**
  - Pending
  - Accepted
  - Offered
  - In Review
- Servicing Institutions:**
  - EDWARD J. HINES JR. HOSPITAL

# BRC Historical Waitlist By VISN

The BRC Historical Waitlist Report by VISN provides a list of Waiting Referrals (by VISN) and the number of Waiting Referrals.

From the Waitlist Reporting Menu, click BRC Historical Waitlist Report by VISN to display the BRC Historical Waitlist Report by VISN - Report Criteria screen.

Enter the Report Criteria:

1. Select one or more or all of the VISN(s). They list in ascending order.
2. Select one or more or all of the Servicing Institutions. The institutions list alphabetically in ascending order by name.
3. Select the Program Type. Options include:
  - BRC CAT – 1st Experience
  - BRC CAT – Additional Training
  - BRC Dual Program – 1st Experience
  - BRC Dual Program – Additional Training
  - BRC Other Programs – 1st Experience
  - BRC Other Programs – Additional Training
  - BRC Regular Program – 1st Experience
  - BRC Regular Program – Additional Training

4. Enter the Start Date (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
5. Enter the End Date (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date.
6. To have a detail section in the report, click on the box in the Include Detail Section? field.
7. If applicable, place a check in the Accessible? checkbox field to indicate that you want the report 508 compliant.
8. Click **Submit** to generate the report. To clear the fields, click **Reset**.
9. To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot displays the 'Blind Rehabilitation System Version 5' web application. At the top left is the logo of the Department of Health and Human Services. The main header is blue with the text 'Blind Rehabilitation System Version 5' and 'Software Build: SQA Domain'. Below the header is a navigation menu with links: 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. The main content area has a title 'BRC Historical Waitlist by VISN Report Criteria'. Below the title, it shows 'Report Printed: 4/23/2007' and 'Reporting Period: 4/23/2006 - 4/23/2007'. There are two columns of data: 'Program Types' and 'Referral Status (Only waiting statuses)'. The 'Program Types' column lists various program categories, and the 'Referral Status' column lists 'Pending', 'Accepted', 'Offered', and 'In Review'. At the bottom left, there is a section for 'Servicing VISNs' with 'VISN 1' listed below it.

# BRC Waitlist Summary Report

1. From the Waitlist Reporting Menu, click **BRC Waitlist Summary Report** to display the BRC Referral and Waitlist Summary – Report Criteria screen.

The screenshot shows the 'BRC Referral and Waitlist Summary - Report Criteria' screen. At the top, there is a blue header with the text 'Blind Rehabilitation System Version 5' and 'Software Build: 5.0.1.26 - Server Name Here'. Below the header are navigation links: 'Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu'. On the left side, there is a 'Welcome PETER CARTWRIGHT' message and a 'Waitlist Reporting Menu' section with links for 'BRC Waitlist Summary Report', 'BROS Waitlist Summary Report', and 'VIST Waitlist Summary Report'. The main content area is titled 'BRC Referral and Waitlist Summary - Report Criteria' and contains three sections: '\*Servicing Institutions:', '\*Program Types:', and '\*Status:'. The '\*Servicing Institutions:' section lists various VA Medical Centers (VAMCs) and health care systems. The '\*Program Types:' section lists different program categories. The '\*Status:' section lists various waitlist statuses. Below these sections are two date pickers for '\*Start Date (MM/DD/YYYY):' and '\*End Date (MM/DD/YYYY):', with the end date set to '11/17/2005'. At the bottom of the form are 'Submit' and 'Reset' buttons. A footer at the very bottom contains a navigation path: 'VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /'.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - Server Name Here

Skip to Page Content | Home | Logout | Administrator Menu | Enter/Edit Menu | Letters and Labels Menu | Print Individual Records Menu | Print Reports Menu | Waitlist Reporting Menu

Welcome PETER CARTWRIGHT  
Logged In Institution:  
HINES SYSTEM DEVELOPMENT  
CENTER (283)

**BRC Referral and Waitlist Summary - Report Criteria** [Help](#)

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

**\*Servicing Institutions:**

- AUGUSTA VAMC (509)
- BIRMINGHAM VAMC (521)
- CONNECTICUT HEALTH CARE SYSTEM - WEST HAVEN DIVISION (689)
- EDWARD J. HINES JR. HOSPITAL (578)
- PALO ALTO HEALTH CARE SYSTEM - PALO ALTO DIVISION (640)
- PUGET SOUND HEALTH CARE SYSTEM - AMERICAN LAKE DIVISION (663A4)
- SAN JUAN VA MEDICAL CENTER (672)
- SOUTHERN ARIZONA HEALTH CARE SYSTEM - TUCSON DIVISION (678)
- WACO, TX VAMC (674A4)
- WEST PALM BEACH VAMC (548)

**\*Program Types:**

- BRC CAT - 1st Experience
- BRC CAT - Additional Training
- BRC Dual Program - 1st Experience
- BRC Dual Program - Additional Training
- BRC Other Programs - 1st Experience
- BRC Other Programs - Additional Training
- BRC Regular Program - 1st Experience
- BRC Regular Program - Additional Training

**\*Status:**

- Waitlist
- Accepted
- Admitted
- Cancelled
- Discharged
- In Review
- Offered
- Pending
- Scheduled
- Transferred
- Withdrawn

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /

## Enter the Report Criteria:

2. Select one or more or all of the **Servicing Institutions**. The institutions list alphabetically in ascending order by name.

3. Select the **Program Type**. The following options are available:

- BRC CAT – 1<sup>st</sup> Experience
- BRC CAT – Additional Training
- BRC Dual Program – 1<sup>st</sup> Experience
- BRC Dual Program – Additional Training
- BRC Other Programs – 1<sup>st</sup> Experience
- BRC Other Programs – Additional Training
- BRC Regular Program – 1<sup>st</sup> Experience
- BRC Regular Program – Additional Training

4. Select the **Status**. The following options are available:

- Waitlist
- Accepted
- Admitted
- Cancelled
- Discharged
- In Review
- Offered
- Pending
- Scheduled
- Transferred
- Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

5. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).

6. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date. A sample report is below.

To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a web application interface for a report. At the top, there is a navigation bar with icons for home, mail, and print, a dropdown menu set to 'Main Report', navigation arrows, a page indicator '1 / 1+', a search icon, a user icon, and a '100%' zoom level. The main content area has a title box: **BRC Referral and Waitlist Summary Report Criteria**. Below the title, it displays 'Report Printed: 9/26/2005' and 'Reporting Period: 9/13/2004 - 9/26/2005'. There are two columns of text: 'Program Types:' and 'Referral Status:'. The 'Program Types:' column lists: BRC Regular Program - 1st Experience, BRC Regular Program - Additional Training, BRC CAT - 1st Experience, BRC CAT - Additional Training, BRC Other Programs - 1st Experience, BRC Other Programs - Additional Training, BRC Dual Program - 1st Experience, and BRC Dual Program - Additional Training. The 'Referral Status:' column lists: Accepted, In Review, and Pending. At the bottom left, under 'Servicing Institutions:', it lists 'EDWARD J. HINES JR. HOSPITAL'.

# BRC Waitlist Summary Report By VISN

1. From the Waitlist Reporting Menu, click **BRC Waitlist Summary Report By VISN** (Veterans Integrated Service Network) to display the BRC Referral and Waitlist Summary by VISN – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - Server Name Here

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome PETER CARTWRIGHT  
Logged In Institution:  
HINES SYSTEM DEVELOPMENT  
CENTER (283)

**BRC Referral and Waitlist Summary by VISN - Report Criteria** [Help](#)

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

\*VISN:

\*Status:

\*Program Types:

\*Start Date (MM/DD/YYYY):   
 \*End Date (MM/DD/YYYY):

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## Enter the Report Criteria:

2. Select one or more or all of the **VISN(s)**. They list in ascending order.
3. Select the **Status**. The following options are available:
  - Waitlist
  - Accepted
  - Admitted
  - Cancelled
  - Discharged
  - In Review
  - Offered
  - Pending
  - Scheduled
  - Transferred
  - Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses

(Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

4. Select the **Program Type**. The following options are available:
  - BRC CAT – 1<sup>st</sup> Experience
  - BRC CAT – Additional Training
  - BRC Dual Program – 1<sup>st</sup> Experience
  - BRC Dual Program – Additional Training
  - BRC Other Programs – 1<sup>st</sup> Experience
  - BRC Other Programs – Additional Training
  - BRC Regular Program – 1<sup>st</sup> Experience
  - BRC Regular Program – Additional Training
5. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
6. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date. A sample report is below.

To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

The screenshot shows a software interface for generating a report. At the top, there is a toolbar with icons for home, mail, print, and a dropdown menu set to 'Main Report'. Navigation arrows and a page indicator '1 / 1+' are visible. A search field and a printer icon are also present, along with a '100%' zoom level. The main content area is titled 'BROS Referral and Waitlist Summary Report Criteria' and includes the following information:

**Report Printed:** 9/1/2005      **Reporting Period:** 9/1/2004 - 9/1/2005

<b><u>Program Types:</u></b>	<b><u>Referral Status:</u></b>
BROS Prep - 1st Experience	Accepted
BROS Prep - Additional Training	Cancelled
BROS Local - 1st Experience	Completed
BROS Local - Additional Training	
BROS Follow-up - 1st Experience	
BROS Follow-up - Additional Training	

**VISNs:**

- VISN 1
- VISN 2
- VISN 3
- VISN 4



# BROS Waitlist Summary Report

1. From the Waitlist Reporting Menu, click **BROS Waitlist Summary Report** to display the BROS Referral and Waitlist Summary – Report Criteria screen.

The screenshot shows the 'Blind Rehabilitation System Version 5' interface. At the top, there is a blue header with the system name and version, along with navigation links like 'Skip to Page Content', 'Home', 'Logout', 'Administrator Menu', 'Enter/Edit Menu', 'Letters and Labels Menu', 'Print Individual Records Menu', 'Print Reports Menu', and 'Waitlist Reporting Menu'. Below the header, the page title is 'BROS Referral and Waitlist Summary - Report Criteria'. The main content area includes a 'Welcome' message for PETER CARTWRIGHT, a 'Waitlist Reporting Menu' sidebar with options like 'Individual Waitlist Report', 'BROS Waitlist Summary Report', and 'VIST Waitlist Summary Report', and a central form. The form contains three sections: '\*Servicing Institutions:' with a list of institutions (AUGUSTA VAMC (509), EDWARD J. HINES JR. HOSPITAL (578), HINES SYSTEM DEVELOPMENT CENTER (283), SOUTHERN ARIZONA HEALTH CARE SYSTEM - TUCSON DIVISION (678)), '\*Program Types:' with a list of program types (BROS Follow-up - 1st Experience, BROS Follow-up - Additional Training, BROS Local - 1st Experience, BROS Local - Additional Training, BROS Prep - 1st Experience, BROS Prep - Additional Training), and '\*Status:' with a list of statuses (Waitlist, Accepted, Cancelled, Completed, In Review, Offered, Pending, Scheduled, Withdrawn). At the bottom of the form, there are date pickers for '\*Start Date (MM/DD/YYYY):' and '\*End Date (MM/DD/YYYY):' (set to 11/17/2005), and 'Submit' and 'Reset' buttons. A footer at the very bottom contains navigation links: 'VA Home Page / Contact the VA / Facilities Locator / Accessibility Notice / Privacy & Security Statement / Disclaimer /

## Enter the Report Criteria:

2. Select one or more or all of the **Servicing Institutions**. The institutions list alphabetically in ascending order by name.
3. Select the **Program Type**. The following options are available:
  - BROS Follow-up – 1<sup>st</sup> Experience
  - BROS Follow-up – Additional Training
  - BROS Local – 1<sup>st</sup> Experience
  - BROS Local – Additional Training
  - BROS Prep – 1<sup>st</sup> Experience
  - BROS Prep – Additional Training

4. Select the **Status**. The following options are available:

- Waitlist
- Accepted
- Cancelled
- Completed
- In Review
- Offered
- Pending
- Scheduled
- Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

5. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).

6. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date. A sample report is below.

To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.

**BROS Referral and Waitlist Summary Report Criteria**

Report Printed: 9/26/2005      Reporting Period: 9/13/2004 - 9/26/2005

**Program Types:**

- BROS Local - 1st Experience
- BROS Local - Additional Training
- BROS Follow-up - 1st Experience
- BROS Follow-up - Additional Training

**Referral Status:**

- Accepted
- In Review
- Pending

**Servicing Institutions:**

- EDWARD J. HINES JR. HOSPITAL

# BROS Waitlist Summary Report By VISN

1. From the Waitlist Reporting Menu, click **BROS Waitlist Summary Report By VISN** (Veterans Integrated Service Network) to display the BROS Referral and Waitlist Summary by VISN – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - Server Name Here

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Welcome PETER CARTWRIGHT  
Logged In Institution:  
HINES SYSTEM DEVELOPMENT  
CENTER (283)

**BROS Referral and Waitlist Summary by VISN - Report Criteria** [Help](#)

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

\*VISN:   
\*Status:   
\*Program Types:   
\*Start Date (MM/DD/YYYY):   
\*End Date (MM/DD/YYYY):

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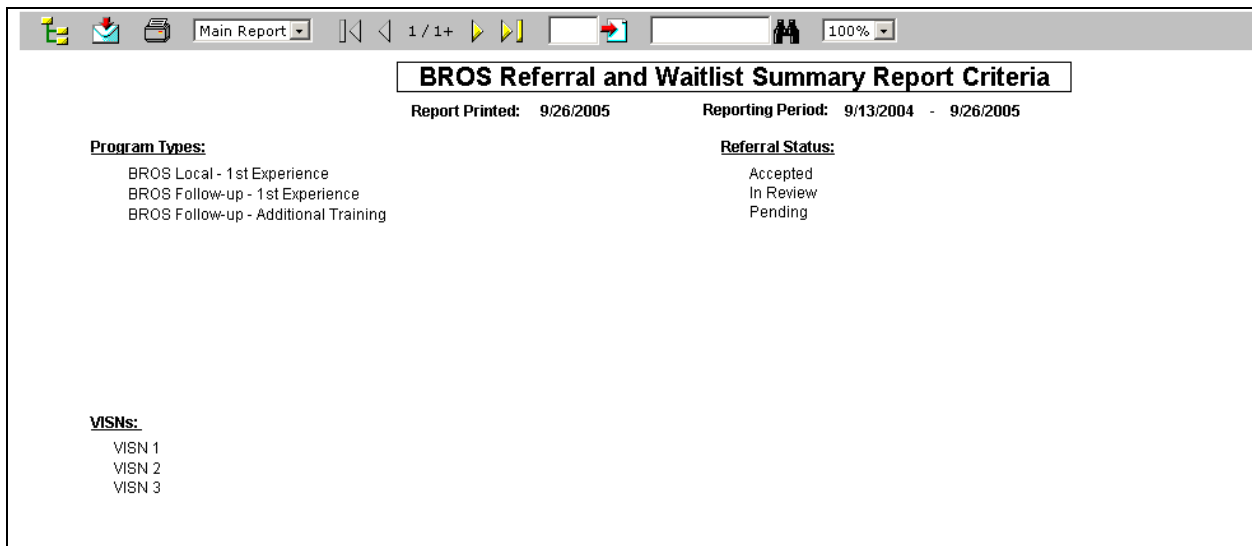
## Enter the Report Criteria:

2. Select one or more or all of the **VISN(s)**. They list in ascending order.
3. Select the **Status**. The following options are available:
  - Waitlist
  - Accepted
  - Cancelled
  - Completed
  - In Review
  - Offered
  - Pending
  - Scheduled
  - Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

4. Select the **Program Type**. The following options are available:
  - BROS Follow-up – 1<sup>st</sup> Experience
  - BROS Follow-up – Additional Training
  - BROS Local – 1<sup>st</sup> Experience
  - BROS Local – Additional Training
  - BROS Prep – 1<sup>st</sup> Experience
  - BROS Prep – Additional Training
5. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
6. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date. A sample report is below.

To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.



# VIST Waitlist Summary Report

1. From the Waitlist Reporting Menu, click **VIST Waitlist Summary Report** to display the VIST Referral and Waitlist Summary – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - Server Name Here

Welcome PETER CARTWRIGHT  
Logged In Institution:  
HINES SYSTEM DEVELOPMENT  
CENTER (283)

**VIST Referral and Waitlist Summary - Report Criteria**

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

\*Servicing Institutions:

AUGUSTA YAMC (509)  
EDWARD J. HINES JR. HOSPITAL (578)  
HINES SYSTEM DEVELOPMENT CENTER (283)  
SOUTHERN ARIZONA HEALTH CARE SYSTEM - TUCSON DIVISION (678)

\*Program Types:

Non-VA Blindness Agency - 1st Experience  
Non-VA Blindness Agency - Additional Training  
Non-VA Local CAT - 1st Experience  
Non-VA Local CAT - Additional Training  
VA Audible Devices  
VA Outpatient LV Clinic - 1st Experience  
VA Outpatient LV Clinic - Additional Training  
VICTORS - 1st Experience  
VICTORS - Additional Training  
VISOR - 1st Experience  
VISOR - Additional Training  
VIST Coordinator

\*Status:

Waitlist  
Accepted  
Cancelled  
Completed  
In Review  
Offered  
Pending  
Scheduled  
Withdrawn

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

Submit Reset

## Enter the Report Criteria:

2. Select one or more or all of the **Servicing Institutions**. The institutions list alphabetically in ascending order by name.
3. Select the **Program Type**. The following options are available:
  - Non-VA Blindness Agency – 1<sup>st</sup> Experience
  - Non-VA Blindness Agency – Additional Training
  - Non-VA Local CAT – 1<sup>st</sup> Experience
  - Non-VA Local CAT – Additional Training
  - VA Audible Devices
  - VA Outpatient LV Clinic – 1<sup>st</sup> Experience
  - VA Outpatient LV clinic – Additional Training
  - VICTORS – 1<sup>st</sup> Experience
  - VICTORS – Additional Training
  - VISOR – 1<sup>st</sup> Experience

- VISOR – Additional Training
- VIST Coordinator

4. Select the **Status**. The following options are available:

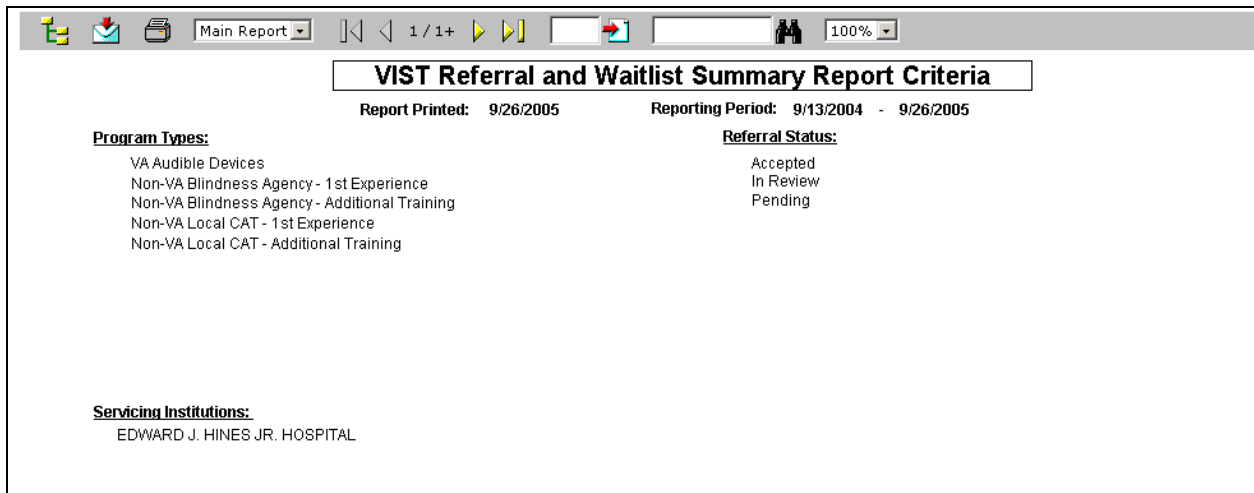
- Waitlist
- Accepted
- Cancelled
- Completed
- In Review
- Offered
- Pending
- Scheduled
- Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses (Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

5. Enter the **Start Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).

6. Enter the **End Date** (MM/DD/YYYY) for the report or click the icon next to the field and select from a calendar. This date will usually be the current date. A sample report is below.

To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.



# VIST Waitlist Summary Report By VISN

1. From the Waitlist Reporting Menu, click **VIST Waitlist Summary Report By VISN** (Veterans Integrated Service Network) to display the VIST Referral and Waitlist Summary by VISN – Report Criteria screen.

**Blind Rehabilitation System Version 5**  
Software Build: 5.0.1.26 - Server Name Here

[Skip to Page Content](#) | [Home](#) | [Logout](#) | [Administrator Menu](#) | [Enter/Edit Menu](#) | [Letters and Labels Menu](#) | [Print Individual Records Menu](#) | [Print Reports Menu](#) | [Waitlist Reporting Menu](#)

Welcome PETER CARTWRIGHT  
Logged In Institution:  
HINES SYSTEM DEVELOPMENT  
CENTER (283)

**VIST Referral and Waitlist Summary by VISN - Report Criteria** [Help](#)

Enter the report criteria and press submit  
\* - Fields identified with the asterisk are mandatory.

\*VISN:  
 VISN 1  
 VISN 2  
 VISN 3  
 VISN 4  
 VISN 5  
 VISN 6  
 VISN 7  
 VISN 8  
 VISN 9  
 VISN 10

\*Status:  
 Waitlist  
 Accepted  
 Cancelled  
 Completed  
 In Review  
 Offered  
 Pending  
 Scheduled  
 Withdrawn

\*Program Types:  
 Non-VA Blindness Agency - 1st Experience  
 Non-VA Blindness Agency - Additional Training  
 Non-VA Local CAT - 1st Experience  
 Non-VA Local CAT - Additional Training  
 VA Audible Devices  
 VA Outpatient LV Clinic - 1st Experience  
 VA Outpatient LV Clinic - Additional Training  
 VICTORS - 1st Experience  
 VICTORS - Additional Training  
 VISOR - 1st Experience  
 VISOR - Additional Training  
 VIST Coordinator

\*Start Date (MM/DD/YYYY):

\*End Date (MM/DD/YYYY):

[VA Home Page](#) / [Contact the VA](#) / [Facilities Locator](#) / [Accessibility Notice](#) / [Privacy & Security Statement](#) / [Disclaimer](#)

## Enter the Report Criteria:

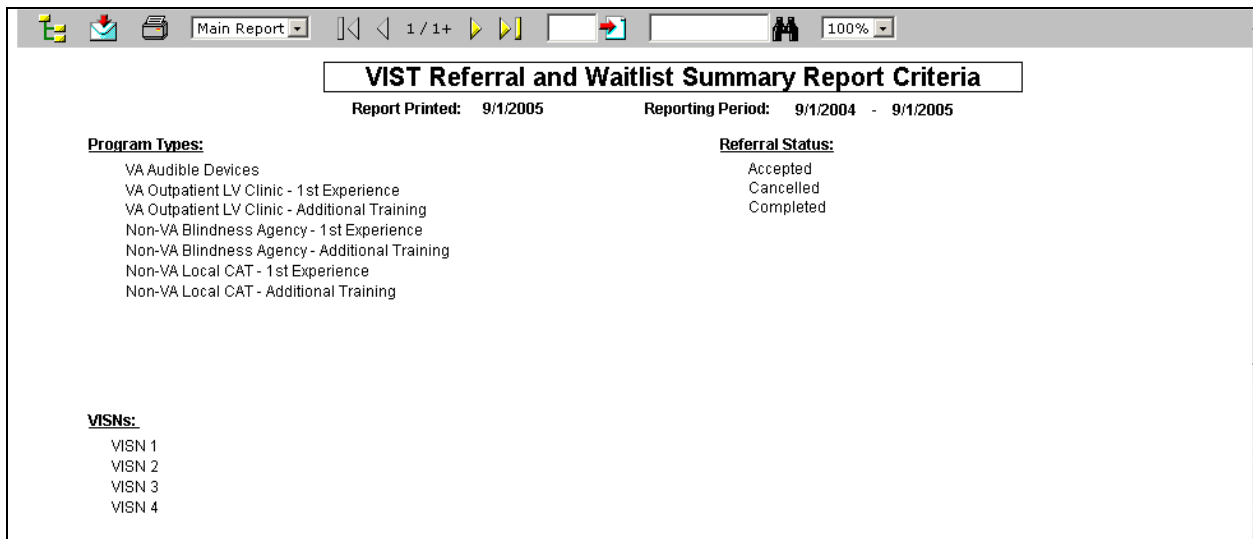
2. Select one or more or all of the **VISN(s)**. They list in ascending order.
3. Select the **Status**. The following options are available:
  - Accepted
  - Cancelled
  - Completed
  - In Review
  - Offered
  - Pending
  - Scheduled
  - Withdrawn

**NOTE:** In an effort to simplify the selection when trying to identify specific Waitlist related information, selecting **Waitlist** causes the program to automatically select the appropriate statuses

(Pending, In Review, and Accepted) that identify individuals on the waitlist based on the waitlist records with these statuses.

4. Select the **Program Type**. The following options are available:
  - Non-VA Blindness Agency – 1<sup>st</sup> Experience
  - Non-VA Blindness Agency – Additional Training
  - Non-VA Local CAT – 1<sup>st</sup> Experience
  - Non-VA Local CAT – Additional Training
  - VA Audible Devices
  - VA Outpatient LV Clinic – 1<sup>st</sup> Experience
  - VA Outpatient LV clinic – Additional Training
  - VICTORS – 1<sup>st</sup> Experience
  - VICTORS – Additional Training
  - VISOR – 1<sup>st</sup> Experience
  - VISOR – Additional Training
  - VIST Coordinator
  
5. Enter the **Start Date (MM/DD/YYYY)** for the report or click the icon next to the field and select from a calendar. This date will determine how far back the system will search for patients in the selected institution(s).
  
6. Enter the **End Date (MM/DD/YYYY)** for the report or click the icon next to the field and select from a calendar. This date will usually be the current date. A sample report is below.

To generate the report in Adobe Acrobat format for printing, click the **Printer** icon and follow the directions on the screen.





# Addendum A - Internet Explorer Keyboard Shortcuts

You can use shortcut keys to view and explore Web pages, use the Address bar, work with favorites, and edit.

## Viewing and Exploring Web Pages

<b>Press this</b>	<b>To do this</b>
F1	Display the Internet Explorer Help, or when in a dialog box, display context help on an item
F11	Toggle between Full Screen and regular view of the browser window
TAB	Move forward through the items on a Web page, the Address bar, and the Links bar
SHIFT+TAB	Move back through the items on a Web page, the Address bar, and the Links bar
ALT+HOME	Go to your Home page
ALT+RIGHT ARROW	Go to the next page
ALT+LEFT ARROW or BACKSPACE	Go to the previous page
SHIFT+F10	Display a shortcut menu for a link
CTRL+TAB or F6	Move forward between frames
SHIFT+CTRL+TAB	Move back between frames
UP ARROW	Scroll toward the beginning of a document
DOWN ARROW	Scroll toward the end of a document
PAGE UP	Scroll toward the beginning of a document in larger increments
PAGE DOWN	Scroll toward the end of a document in larger increments
HOME	Move to the beginning of a document
END	Move to the end of a document
CTRL+F	Find on this page
F5 or CTRL+R	Refresh the current Web page only if the time stamp for the Web version and your locally stored version are different
CTRL+F5	Refresh the current Web page, even if the time stamp for the Web version and your locally stored version are the same
ESC	Stop downloading a page
CTRL+O or CTRL+L	Go to a new location
CTRL+N	Open a new window
CTRL+W	Close the current window
CTRL+S	Save the current page
CTRL+P	Print the current page or active frame
ENTER	Activate a selected link
CTRL+E	Open Search in Explorer bar
CTRL+I	Open Favorites in Explorer bar
CTRL+H	Open History in Explorer bar
CTRL+click	In History or Favorites bars, open multiple folders

## Using the Address Bar

<b>Press this</b>	<b>To do this</b>
ALT+D	Select the text in the Address bar
F4	Display the Address bar history

CTRL+LEFT ARROW When in the Address bar, move the cursor left to the next logical break (. or /)  
CTRL+RIGHT ARROW When in the Address bar, move the cursor right to the next logical break (. or /)  
CTRL+ENTER Add "www." To the beginning and ".com" to the end of the text typed in the Address bar  
UP ARROW Move forward through the list of AutoComplete matches  
DOWN ARROW Move back through the list of AutoComplete matches

## Working with Favorites

<b>Press this</b>	<b>To do this</b>
CTRL+D	Add the current page to your favorites
CTRL+B	Open the Organize Favorites dialog box
ALT+UP ARROW	Move selected item up in the Favorites list in the Organize Favorites dialog box
ALT+DOWN ARROW	Move selected item down in the Favorites list in the Organize Favorites dialog box

## Editing

<b>Press this</b>	<b>To do this</b>
CTRL+X	Remove the selected items and copy them to the Clipboard
CTRL+C	Copy the selected items to the Clipboard
CTRL+V	Insert the contents of the Clipboard at the selected location
CTRL+A	Select all items on the current Web page

## Glossary/Acronym List

<i>Term/Acronym</i>	<i>Description</i>
AAA	(Veteran Health Administration) Authentication, Authorization and Accountability Standards
AAIP	Authentication and Authorization Infrastructure Program
ADPAC	Automated Data Processing Application Coordinator
AMIS	Automated Management Information System
API	Application Program Interface
Audit Trail	A history of the changes made to a record including old data, new data, and the name of the user who made the change. Record of access and modifications
BCMA	A VistA software application that validates medications against active orders before the medication is given to the patient.
BR	Blind Rehabilitation Project
Blind Rehabilitation Center (BRC)	A residential inpatient program that provides comprehensive adjustment to blindness training and serves as a resource to a catchments area usually comprised of multiple Veterans Integrated Service Networks (VISN).
BRC Application Letter	This is a cover letter for a Blind Rehabilitation Center (BRC) Application packet. This letter requires editing and is used to print for individual veterans.
BRC Follow-up Letter	This is a questionnaire sent to the veteran following blind rehabilitation training. It is used to assist the center or clinic in following-up on the veteran.
Blind Rehabilitation Outpatient Specialist (BROS)	Blind Rehabilitation instructors possessing advanced technical knowledge and competencies in at least two Blind Rehabilitation disciplines at the journeyman level.[2]

<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
CAT	Computer Access Training
CARF	Commission on the Accreditation of Rehabilitative Facilities
CCOW	Clinical Context Object Work Group
CCOW Term Telnet	An application (written in Delphi) which is RPCBroker aware and capable of CCOW with CCOW, which can be used to access the Roll and Scroll environment, such as List Manager, in VistA.
CCOW Timing Program	A program, written in Delphi that tests the amount of time for Remote Procedure Calls to be processed by the server.
CHISS	Common Health Information Security Services
C&P	Compensation & Pension
Claim Letter	This is a cover letter to a Veterans Administration Regional Office (VARO) when filing a claim on behalf of a VIST veteran. This letter is used to print for individual veterans.
Computerized Patient Record System (CPRS)	A clinical record system, which integrates many VistA packages to provide a common entry and data retrieval point for clinicians and other hospital personnel. (CPRS). CPRS is a Veterans Health Information Systems and Technology Architecture (VistA) software application that enables clinicians, nurses, clerks, and others to enter, review, and continuously update all information connected with patients.
CPRS/CCR	Computerized Patient Record System/Computerized Clinical Reminder Module
CPRS/VS	Computerized Patient Record System/Vital Signs Module
Common Procedure Terminology (CPT)	A method for coding procedures performed on a patient, for billing purposes.
Context Vault	Data store that houses user sign-on credentials in a CCOW user context.
DalS	Development and Infrastructure Support

<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
DBIA	Data Base Integration Agreement
DELPHI	A Rapid Application Development (RAD) system/application developed by Borland International, Inc. Delphi is similar to Visual Basic from Microsoft, but whereas Visual Basic is based on the BASIC programming language, Delphi is based on Pascal.
Division	The subunit under institute has 5-6 digits/letter division ID and less than a 35 character name
Encounter	A contact between a patient and a provider who has the primary responsibility of assessing and treating the patient. A patient may have multiple encounters per visit. Outpatient encounters include scheduled appointments and walk-in unscheduled visits. A clinician's telephone communications with a patient may be represented by a separate visit entry. If the patient is seen in an outpatient clinic while an inpatient, this is treated as a separate encounter.
EJB	Enterprise Java Bean
Episode of Care	An interval of care by a health care facility or provider for a specific medical problem or condition. It may be continuous or it may consist of a series of intervals marked by one or more brief separations from care, and can also identify the sequence of care (e.g., emergency, inpatient, outpatient), thus serving as one measure of health care provided.
FSOD	Functional Status Outcomes Database
Graphical User Interface (GUI)	A type of display format that enables users to choose commands, initiate programs, and other options by selecting pictorial representations (icons) via a mouse or a keyboard.
HCFA	Health Care Financing Administration
HCPCS	HCFA Common Procedure Coding System
HFS	Host File Server is a system (WinNT/Dec Alpha) file access mechanism that enables the M software (server software) to access the system-level files.

<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
HealtheVet-VistA	The HealtheVet-VistA architecture will be a services-based architecture. Applications will be constructed in tiers with distinct user interface, middle and data tiers. Two types of services will exist, core services (infrastructure and data) and application services (a single logical authoritative source of data).
HIPPA	Health Insurance Portability and Accountability Act of 1996. Also referred to as, HIPAA.
HL7	Health Level Seven
HSD&D	Health System/applications Design & Development
HSM	Hospital-supplied self medication
HTTP	Hyper Text Transfer Protocol
HTTPS	Secured HTTP protocol
ICN	Identification Control Number
ICD9	International Classification of Diseases 9 <sup>th</sup> Edition
IE	Internet Explorer
IDL	Iterative Development Lifecycle
IEN	Internal Entry Number
IMDQ	Identity Management Data Quality
Independent Verification and Validation (IV&V)	The IV&V team supports the HSD&D mission by promoting standardization, improving software release quality and effectiveness of healthcare delivery through planned and controlled evaluation, testing, and integration of healthcare information systems. Visit the <a href="http://vista.med.va.gov/ivv/">http://vista.med.va.gov/ivv/</a> site for additional information.

<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
Inpatient Visit	The admission of a patient to a VAMC and any clinically significant change related to treatment of that patient. For example, a treating specialty change is clinically significant, whereas a bed switch is not. The clinically significant visits created throughout the inpatient stay would be related to the inpatient admission visit. If the patient is seen in an outpatient clinic while an inpatient, this is treated as a separate encounter.
Institution	A major hospital with subdivisions, usually has a name < 30 letters and a three-digit division ID
Invitation for VIST Review	This is an invitation to blinded veterans from VIST, offering a health evaluation. Veterans may accept or deny the invitation. This letter satisfies the requirements of M-2, Part XXIII and is meant to be printed as a mass mailing.
IRM	Information Resources Management
IRS Exemption Letter	This letter advises the Internal Revenue Service of legally blind status of veterans. This letter requires editing and is to be printed for individual veterans.
ISO	Information Security Officer
ISSRA	Interim Security Services for Rehosted Applications
Iterative Development	The technique used to deliver the functionality of a system in a successive series of releases of increasing completeness. Each iteration is focused on defining, analyzing, designing, building, and testing a set of requirements.
IV	Intravenous
J2EE	The Java 2 Platform, Enterprise Edition (J2EE) is an environment for developing and deploying enterprise applications. The J2EE platform consists of a set of services, APIs, and protocols that provide the functionality for developing multi-tiered, Web-based applications.
JAAS	Java Authentication and Authorization Service. For more information refer to the JAAS Web site at the following address: <a href="http://java.sun.com/products/jaas/index-14.html">http://java.sun.com/products/jaas/index-14.html</a>

<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
JAVA	Java is a programming language. It can be used to complete applications that may run on a single computer or be distributed among servers and clients in a network.
JDBC	Java Database Connection
JCAHO	Joint Commission on the Accreditation of Health Care Organizations
JSP	Java Server Page
Kernel	Set of VistA software routines that function as an intermediary between the host operating system/application and the VistA application packages such as Laboratory, Pharmacy, IFCAP, etc. The Kernel provides a standard and consistent user and programmer interface between application packages and the underlying M implementation.
Kiosk	Public workstations shared by multiple users.
List Manager	A VistA software product that creates a framework for user actions. List Manager is part of the VistA software infrastructure.
LOINC	Logical Observation Identifier Names and Codes
MAH	Medication Administration History
MAS	Medical Administration Service
MH Assistant	Mental Health Assistant
MST	Military Sexual Trauma
MTAS	Middle Tier WebLogic Application Server
MVC	Model View Controller
NOIS	National Online Information System
NVS	National VistA Support



<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
OCS	VA Office of Cyber Security
OID	Oracle Internet Directory
ORACLE	Oracle is a relational database that supports the Structured Query Language (SQL), now an industry standard.
ORACLE 9iAS	Oracle 9i Application Server
O-R	Object-Relational
PCE	Patient Care Encounter
PIMS	Patient Information Management System
PIR	Patient Incident Review File
PLU	Patient Lookup
PRN	Pro Re Nata, Latin meaning “as needed”
Prototype	An initial working model as proof of concept of a product or new version of an existing product.
Provider	The entity that furnishes health care to consumers. An individual or defined group of individuals who provide a defined unit of health care services (defined = codable) to one or more individuals at a single session.
PTF	Patient Treatment File (PTF) at AAC
Registration	Registration File
RDBMS	Relational Database Management System
RN	Registered Nurse
ROES	Remote Order Entry System

<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
SAS	SAS is a company that provides data analysis, data mining, and data storage
ScreenMan	VA FileMan utility that provides a screen-oriented interface for editing and displaying data
SDD	Software Design Document
SQA	Software Quality Assurance
SRS	Software Requirements Specifications
SSL	Secure Socket Layer
SSO	Single Sign On
TCP/IP	Transmission Control Protocol/Internet Protocol
Thin-client	A simple client program, which relies on most of the function of the system being in the server, usually the Web browser in a Web domain
TIU	Text Integration Utility
User	Stands for an Administrator, a Clinician, or a Researcher
VA	Department of Veterans Affairs
VA FileMan	VistA database management system.
VAMC	Department of Veterans Affairs Medical Centers
VARO	Veterans Administration Regional Office
VHA	Veterans Health Administration
VISN	Veterans Integrated Service Network

<b><i>Term/Acronym</i></b>	<b><i>Description</i></b>
VIST	Visual Impairment Service Team
VistA	Veterans Health Information Systems and Technology Architecture
VistA MailMan	VistA electronic mail system



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