DECISION SUPPORT SYSTEM (DSS)
FY 2015 EXTRACTS

USER MANUAL

Software Version 3.0

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Department of Veterans Affairs

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Product Development

Revision History

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11/15/2004	Manual updated to comply with SOP 192-352 Displaying Sensitive Data	Corinne Bailey

1   Introduction

Decision Support System Extracts (DSS) Version 3.0 provides a means of exporting data from selected Veterans Health Information Systems and Technology Architecture (VistA) modules to a Decision Support System (DSS) resident in the Department of Veterans Affairs (VA) Austin Information Technology Center (AITC).

This transfer is accomplished through a set of extract routines, intermediate files, audit reports, a transmission routine, and a purge routine. Data from VistA packages is stored by the extract routines in the intermediate files, where it is temporarily available for local use and auditing. The data is then transmitted to the AITC where it is formatted and uploaded into commercial software. After the data has been successfully uploaded into the commercial software, it is purged from the intermediate files.

The DSS Extracts software includes the following functionalities:
- DSS Extract field additions and modifications
- DSS Menu additions, modifications and deletions
- New DSS reports and report modifications
- Implementation of the new and/or deleted extracts

1.1   Related DSS Manuals

Listed below are the following DSS Extract manuals that are available to view on the VA Software Document Library at the following address http://www.va.gov/vdl/application.asp?appid=35

File Name	Manual Name	Description
DSS_3_FY2015_DD	DSS Extracts V3.0 Data Definitions Guide	Provides detailed information on formatting and defines the data terminology.
DSS_3_FY2015_TM	DSS Extract FY2015 Technical Manual	Describes the DSS Extract technical (high level) terminology
DSS_3_FY2015_UM	DSS Extracts V3.0 Extracts User Manual	Provides an overview of the functionality and enhancements.
DSS_3_FY2015_RN	DSS Extract FY2015 Release Notes	Provides detailed information on the DSS extracts and DSS reports modified for this patch release

The DSS web site is located at the following address: http://vaww.dss.med.va.gov/.

2 Orientation

2.1 Components of this User Manual

The "Using the Software -Extract Manager's Menu" section of this manual is designed to serve as reference to the user, covering vital aspects of this tool. It is broken into five components.

- Maintenance
- Package Extracts
- SAS Extract Audit Reports
- Extract Audit Reports
- Transmission Management

2.2 User Responses

In this manual, user responses are shown in bold type. In most cases, you need only enter the first few letters to increase speed and accuracy. Press the Return or Enter key (which is indicated by the symbol **<RET>**) after each response. This symbol is not shown, but is implied, following bold type entries.

Enter a caret, indicated by the symbol (**^**), at almost any prompt to terminate the line of questioning and return to the previous level in the routine. Continue entering up-arrows (carets) to exit the system.

2.3 Online Help

Online help is available at almost any prompt in the software by entering a single question mark (**?**). This will provide information to help the user answer the prompt. In some instances, entering double (**??**) or triple (**???**) question marks will provide more detailed information.

3 Before You Start Using the Software

3.1 Setup Required DSS Information

Use the options in the submenus of the *Maintenance* submenu of the *Extract Manager's Options* menu listed below to setup information required for using the DSS Extracts software. Refer to the section titled "Using the Software - Extract Manager's Options" for information about using the options. Refer to the DSS Extracts Version 3.0 Installation Guide for information about installing and implementing the software.

- Setup for DSS Clinic Information
- Setup for DSS Lab Results Information

- Setup for Inpatient Medications Information
- Setup for Inpatient Census Information

3.2   Setup QUASAR

If your facility uses the Quality: Audiology and Speech Pathology Audit & Review (QUASAR) Version 2.0 software, and you wish to send Audiology and Speech Pathology data to DSS, take the following steps:

1. The DSS Site Manager, in conjunction with the Event Capture and QUASAR ADPACs, should use the Event Capture option *DSS Units for Event Capture (Enter/Edit)* to create two entries in the DSS UNIT file (#724). These two entries are to be used exclusively for the QUASAR/DSS extract. One entry should be created for Audiology (e.g., Audiology DSS Extract), the other for Speech Pathology (e.g., Speech Pathology DSS Extract) as shown in the following example.

Example: Entries Made for QUASAR

```
Select Event Capture Management Menu Option: DSS Units for Event
     Capture (Enter/Edit)

     Select DSS Unit: AUDIOLOGY DSS EXTRACT
     Are you adding 'AUDIOLOGY DSS EXTRACT' as a new DSS UNIT
       (the 54TH)? YES
        DSS UNIT Service: AUDIOLOGY AND SPEECH PATHOLOGY
        DSS UNIT Cost Center: 822800 Audiology & Speech Pathology
        DSS UNIT Medical Specialty: AUDIOLOGY
     DSS UNIT Number: <RET>
     ASSOCIATED STOP CODE: 203
     CATEGORY (Y/N): NO
     DATA ENTRY DATE/TIME DEFAULT: <RET>
     Select DSS Unit: SPEECH PATHOLOGY DSS EXTRACT


Are you adding 'SPEECH PATHOLOGY DSS EXTRACT' as a new DSS UNIT (the 55TH)? YES
        DSS UNIT Service: AUDIOLOGY AND SPEECH PATHOLOGY
        DSS UNIT Medical Specialty: SPEECH PATHOLOGY
     DSS UNIT Number: <RET>
     ASSOCIATED STOP CODE: 204
     CATEGORY (Y/N): NO
     DATA ENTRY DATE/TIME DEFAULT: <RET>
```

2. In the above process, the Event Capture software *automatically* answers YES to the USE FOR EVENT CAPTURE field in the DSS UNIT file (#724). Use the VA FileMan *Enter or Edit File Entries* option to change the answer to NO for the USE FOR EVENT CAPTURE field for the two entries created in Step 1 above.

3. The QUASAR ADPAC, coordinating with the DSS Site Manager, should use the QUASAR option *A&SP Site Parameters* [ACKQAS SITE PARAMS] to enter data for the following two new fields in the A&SP SITE PARAMETER file (#509850.8) as shown in the example below.

AUDIOLOGY DSS UNIT LINK field – Answer with the Audiology DSS Unit created in Step 1 above.
SPEECH PATHOLOGY DSS UNIT LINK field – Answer with the Speech Pathology DSS Unit created in Step 1 above.

Example: Setup/Maintenance on A&SP Supervisor Menu

```
 Select A&SP Supervisor Menu Option: SET Up/Maintenance

Select Set Up/Maintenance Option: A&SP Site Parameters
This option allows you to configure the QUASAR package to meet
facility needs.

Select A&SP SITE PARAMETERS SITE NAME: [Select your site name.]
SITE NAME: [Your site name is here.]// <RET>
USE ASP CLINIC FILE NUMBER: NO// <RET>
USE MODIFIERS: NO// <RET>
USE C&P: YES// <RET>
BYPASS AUDIOMETRICS: YES// <RET>
Select CLINIC LOCATION: SPEECH PATHOLOGY // <RET>
  CLINIC LOCATION: SPEECH PATHOLOGY // <RET>
Select CLINIC LOCATION: <RET>
AUDIOLOGY DSS UNIT LINK: ?
     Enter the name of the DSS unit to be used for audiology.
AUDIOLOGY DSS UNIT LINK: AUDIOLOGY DSS EXTRACT
SPEECH PATHOLOGY DSS UNIT LINK: ?
     Enter the name of the DSS unit to be used for
     speech pathology
SPEECH PATHOLOGY DSS UNIT LINK: SPEECH PATHOLOGY DSS EXTRACT
```

4 Using the Software - Extract Manager's Menu

4.1 The Security Keys Structure

This KEY functionality is a function of the Kernel's Key Management functions. These simple adjustments make it possible to assign the [ECXMGR] Extract Manager's Options to a user so that they can view all DSS reporting functionality with the assignment of a single option. The security key then controls only those options that actually create/change data and as such should not be available to all DSS employees.

The **ECXMGR** key has been removed from the following menus:

[ECX MAINTENANCE]	Maintenance
[ECX TRANSMISSION]	Transmission Management

The **ECXMGR** key has been assigned to the following menus:

[ECXSCLOAD]	Create DSS Clinic Stop Code File
[ECXSCEDIT]	Enter/Edit DSS Stop Codes for Clinics
[ECXSCAPPROV]	Approve Reviewed DSS Clinic Worksheet
[ECX IV DIV EDIT]	Enter/Edit IV Room Division
[ECX LAB RESULTS TRANS EDIT]	Add/Edit Lab Results Translation Table
[ECXLABRS]	Link DSS Selected Lab Tests to Local Lab Tests

The **ECXPVE** key has been assigned to the following menu:

[ECX PHA VOL EDIT]	Pharmacy Volume Edit

The **ECX DSS TEST** Security Key has been assigned for the following option:

[ECX FISCAL YEAR EXTRACT]	Fiscal Year Logic – DSS Testing Only

4.2 Logon / Accessing DSS Options

Depending on your setup and permissions, you may have a short cut to the DSS menu.
This is one method for reaching the DSS Menu:

1. Logon to VistA.
2. On the Systems Manager Menu, select option: **Core Applications**
3. On the Core Applications Menu, select option: **Administrative Services Menus**
4. On the Administrative Services Menus, select option: **Extract Manager's Options**

View the choices that are on the Extract Manager's Menu and select an option.

4.3   Maintenance – Extract Manager's Menu

The Extract Manager's Menu [ECXMGR] is the main menu for the DSS. The options listed can vary based on the user's Security Keys settings, as described above.

Each option expands to a sub-menu giving detailed options for that area.

The remainder of this manual is organized according to the options shown on this menu and its sub-menus.

Example: Extract Manager's Menu

```
M       Maintenance
P       Package Extracts
S       SAS Extract Audit Reports
E       Extract Audit Reports Menu
T       Transmission Management
```

4.3.1. Maintenance Menu

Choosing the Maintenance option from the Extract Managers Menu will display the following menu and options. Many of these will then display sub-menus and additional options.

Example: Maintenance Menu Options

```
Select Extract Manager's Options Option: M Maintenance

1       CBOC Activity Report
2       CPT Inquiry
3       DSS Department Management
4       Event capture
5       Laboratory
7       Pharmacy
8       Print Feeder Keys
9       Print Feeder Locations
10      Prosthetics
11      Setup for DSS Clinic Information
12      Setup for DSS Lab Results Information
           **> Out of Order:  MENU OPTION NO LONGER USED
13      Setup for Inpatient Census Information
14      Setup for Inpatient Medications Information
15      Surgery
```

4.3.1.1.   CBOC Activity Report

This report includes information from every Clinical (CLI) record (by extract #) which has a Community Based Outpatient Clinic (CBOC) status of YES. The report is grouped by feeder key, division, and clinic. It lists Patient Name, Social Security Number (SSN) and Date of Visit. Totals for unique SSNs and Visits will be printed with each clinic, division, and feeder key with an overall total for the station.

When purging a CLI extract, a check will be made to determine if the CBOC activity report has been run. If the report has not been run, the user will be told that the report has not been run and asked if they still wish to purge the data. If the report has been run, no additional prompts will be seen.

Example: CBOC Activity Report

```
Selectable Clinic Extracts for CBOC Activity Report                Page: 1
Extract #       Run Date    Rec Count      Date Range of Extract     Division
-------------------------------------------------------------------------
    1863       03/20/2003        10065   01/01/2003 - 01/31/2003       442
    1881       04/03/2003         9519   02/01/2003 - 02/28/2003       442
    1899       04/23/2003         9444   03/01/2003 - 03/31/2003       442
    1917       08/04/2003         9546   03/01/2003 - 03/31/2003       442
Generate the CBOC Activity Report for the following extract:  (1863-2104): 2104


CBOC Activity Report                                             Page: 001
MAR 01, 2002 – MAR 31, 2002                          Run Date:  NOV 26, 2002
Feeder Key: ##############   Division: #######   Clinic: ###################
Patient                             SSN          VISIT DATE/TIME
-------------------------------------------------------------------------
DSSPATIENT,ONE                      000456789    OCT 12, 2002 @ 10:30:01
DSSPATIENT,TWO                      666456789    OCT 14, 2002 @ 10:30:01
DSSPATIENT,THREE                    666543009    OCT 12, 2002 @ 10:30:01
DSSPATIENT,FOUR                     000768777    OCT 14, 2002 @ 10:30:01
            Total Unique for Clinic:       3          4
         Total Unique for Division: ##########  ###########  <- When applicable
       Total Unique for Feeder Key: ##########  ###########  <- When applicable
     Total Unique (entire report): ##########  ###########  <- At end of report
<** Form feed on clinic, division, and feeder key **>
Use division number not name (ex: 528AB)
Truncate clinic name to 20 characters
```

Example: Exported CBOC Activity Report

FEEDER KEY	DIVISION	CLINIC	PATIENT NAME	SSN	VISIT DATE/TIME	
102000030NONC0	674GA	P NUR DISPOSITION	XXXXXXXX,XXXXXXXX	XXXXXXXXX	Feb 26, 2014@16:15	
102000030NONC0	674GA	P NUR DISPOSITION	XXXXXXXX,XXXXXXXX	XXXXXXXXX	Feb 25, 2014@17:30	
			Total Unique SSNs for Clinc	2	Clinic Visits	2
			Total Unique SSNs for Division	2	Division Visits	2
			Total Unique SSNs for Feeder Key	2	Feeder Key Visits	2

4.3.1.2.   CPT Inquiry

This inquiry allows the user to select a CPT code. It then displays the Short Name, Category, and Description for the selected code.

Example: CPT Inquiry

```
Select CPT: ??

   Choose from:
   10000       DRAINAGE OF SKIN LESION     INACTIVE CODE
   10001       DRAINAGE OF 2ND SKIN LESION     INACTIVE CODE
   10002       DRAINAGE OF SKIN LESIONS     INACTIVE CODE
   10003       DRAIN & TREAT SKIN LESION     INACTIVE CODE
   10020       DRAINAGE OF BOIL     INACTIVE CODE
   10021       FNA W/O IMAGE
   10022       FNA W/IMAGE
   10040       ACNE SURGERY
   10060       DRAINAGE OF SKIN ABSCESS
   10061       DRAINAGE OF SKIN ABSCESS
   10080       DRAINAGE OF PILONIDAL CYST
   10081       DRAINAGE OF PILONIDAL CYST
   10100       DRAINAGE OF INFECTED NAIL     INACTIVE CODE
   10101       DRAINAGE OF INFECTED NAIL(S)     INACTIVE CODE
   10120       REMOVE FOREIGN BODY
   10121       REMOVE FOREIGN BODY
   10140       DRAINAGE OF HEMATOMA/FLUID
   10141       DRAINAGE OF HEMATOMA     INACTIVE CODE
   10160       PUNCTURE DRAINAGE OF LESION

Select CPT: 10160       PUNCTURE DRAINAGE OF LESION


CPT Inquiry                                         Date: OCT 07, 2003
---------------------------------------------------------------------
CPT Code: 10160              Short Name: PUNCTURE DRAINAGE OF LESION
Category: INTEGUMENTARY SYSTEM
Description: PUNCTURE ASPIRATION OF ABSCESS, HEMATOMA, BULLA, OR CYST
```

4.3.1.3.   DSS Department Management

Choosing the DSS Department Management option from the Maintenance Menu will display the following sub-menu and options.

Example: DSS Department Management Menu

```
Select DSS Department Management Option: ?
Enter/Edit DSS Ward
```

4.3.1.3.1   Enter/Edit DSS Ward

This option should only be used by the **DSS Site Manager**.

Use this option to enter or edit the DSS Department for Ward and suffix, if needed, associated with each medical center ward within your division. If the ward you selected exists in the DSS WARD file (#727.4), the DSS Department Code is displayed and the software asks if you want to edit it. If the ward you selected does not exist in the DSS WARD file (#727.4), the software prompts you to enter a DSS Department for Ward and suffix to complete the DSS Department Code. The suffix must have at least one character, no more than three characters and must not contain an embedded up-arrow. The hyphen character < **-** > should not be used unless this DSS Department code was previously established in DSS/Austin. After you enter or edit information, the new DSS Department code is displayed and you are asked to verify its accuracy.

Example: DSS Department Management

```
Select WARD LOCATION NAME: C MEDICINE
Ward:             C MEDICINE
Ward Bedsection:  MEDICINE
Ward Specialty:   GENERAL(ACUTE MEDICINE)
Ward Service:     MEDICINE
Division:         CHEYENNE VAMROC/442
DSS Department for Ward:
```

4.3.1.4   Event Capture

4.3.1.4.1   Unusual Volume Report for Event Capture

The Unusual Volume Report for Event Capture is a tool used by managers to validate the EC volume data similar to the use of the Surgery or Pharmacy Unusual Volume Report. It can be used to identify - volumes above a user selectable threshold, thus avoiding tedious work by the user. The report should be run prior to information being sent to the DSS database.

The example listed below depicts an example of a report when run for all DSS Units:

Example: Unusual Volume Report for All DSS Units

```
Select Maintenance Option: Event Capture

Unusual Volume Report for Event Capture

Select Event Capture Option: Unusual Volume Report for Event Capture

ECS Extract Unusual Volume Report

This report prints a listing of unusual volumes that would be
generated by the Event Capture extract (ECS) as determined by
a user-defined threshold value. It should be run prior to
the generation of an actual extract to identify and fix, as
necessary, any volumes determined to be erroneous.

Unusual volumes are those in excess of the threshold value
defined by the user. The threshold value is 20 by default.
```

```
Note: You may set a different threshold if you opt to continue.

Run times will vary depending upon the size of the EVENT CAPTURE
PATIENT file (#721) and the date range selected, but may be at
least several minutes. Queuing to a printer is recommended.

The running of this report has no effect on the actual extracts
and can be run as needed.

You may select one or all DSS Units.  If you select one unit,
the report is sorted by descending volume. If you select all DSS
Units, the report is sorted by DSS Unit, then by descending volume.

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

The default threshold volume for unusual volumes in Event Capture is 20.
Would you like to change the threshold? NO// <RET>

Do you want ALL DSS UNITs? YES//<RET>

Enter the date range for which you would like to scan the
Event Capture records.

Starting with Date: 6/1/10  (JUN 01, 2010)
Ending with Date: 6/30/10  (JUN 30, 2010)

Do you want the output in exportable format? NO//

This report is formatted for 132-column line width.

Enter 'Q' to queue report to TaskManager, then select printer.
DEVICE: HOME//
```

Example: CS Extract Unusual Volume Report

```
CS Extract Unusual Volume Report                                            Page: 1
Start Date: JUN 01, 2010
Report Run Date: SEP 14, 2010
End Date: JUN 05, 2010
Threshold Value: 20


 SSN        FACILITY   DSS UNIT             DATE/TIME     PROCEDURE   VOLUME  PROVIDER
-------------------------------------------------------------------------------------

XXXXXXXXX   442   AU61 Chronic Hmls HCHV   6/5/2010@16:57   HM002N    28  Provider,One
XXXXXXXXX   442   AU61 Chronic Hmls HCHV   6/5/2010@16:57   HM002N    28  Provider,One
XXXXXXXXX   442   AU61 Chronic Hmls HCHV   6/5/2010@16:57   HM002N    28  Provider,One
XXXXXXXXX   442   AU61 Chronic Hmls HCHV   6/5/2010@16:57   HM002N    28  Provider,One
XXXXXXXXX   442   AU61 Chronic Hmls HCHV   6/5/2010@16:57   HM002N    28  Provider,One
XXXXXXXXX   442   AUB1 CHYSNH              6/28/2010@10:00 SN001N    28  Provider,Two
XXXXXXXXX   442   AUB1 CHYSNH              6/28/2010@10:00 SN001N    28  Provider,Two
```

Example: Exported CS Extract Unusual Volume Report

SSN	FACILITY	DSS UNIT	DATE/TIME	PROCEDURE	VOLUME	PROVIDER
XXXXXXXXX	552	HCHC HOSPI	3/1/2014@08:00	HH101N		31 Xxxxxxx,Gayle
XXXXXXXXX	552	HCHC HOSPI	3/1/2014@08:00	HH101N		31 Xxxxxxx,Gayle
XXXXXXXXX	552	HCHC HOSPI	3/1/2014@08:00	HH101N		31 Xxxxxxx,Gayle

The following example listed below depicts an example of a report when run for a single DSS
Units.

Example: Event Capture Report for a Single DSS Unit

```
The default threshold volume for unusual volumes in Event Capture is 20.
Would you like to change the threshold? NO// <RET>
Do you want ALL DSS UNITs? NO
Select DSS UNIT NAME: AU
      1   AU41 Alc/Drug Halfway       AU41
      2   AU61 Chronic Hmls HCHV      AU61
      3   AUA1 CHYCNH                      AUA1
      4   AUB1 CHYSNH                      AUB1
      5   AUC1 CHYSD                       AUC1
CHOOSE 1-5: 4  AUB1 CHYSNH       AUB1


Starting with Date: 6/1/2010   (JUN 01, 2010)
Ending with Date: 6/30/2010   (JUN 30, 2010)
```

Example: ECS Extract Unusual Volume Report

```
ECS Extract Unusual Volume Report                                    Page: 1
Start Date: JUN 01, 2010
Report Run Date: SEP 14, 2010
End Date: JUN 30, 2010
Threshold Value: 20


  SSN         FACILITY   DSS UNIT       DATE/TIME         PROCEDURE   VOLUME   PROVIDER
  ------------------------------------------------------------------------------------
  XXXXXXXXX   442        AUB1 CHYSNH    6/28/2010@10:00   SN001N      28       Provider,Two
  XXXXXXXXX   442        AUB1 CHYSNH    6/28/2010@10:00   SN001N      28       Provider,Two
  XXXXXXXXX   442        AUB1 CHYSNH    6/28/2010@10:00   SN001N      28       Provider,Two
  XXXXXXXXX   442        AUB1 CHYSNH    6/28/2010@10:00   SN001N      28       Provider,Two
```

Example: Exported CS Extract Unusual Volume Report Single Unit

SSN	FACILITY	DSS UNIT	DATE/TIME	PROCEDURE	VOLUME	PROVIDER
XXXXXXXXX	552	HCHC HOSPI	3/1/2014@08:00	HH101N		31 Xxxxxxx,Gayle
XXXXXXXXX	552	HCHC HOSPI	3/1/2014@08:00	HH101N		31 Xxxxxxx,Gayle
XXXXXXXXX	552	HCHC HOSPI	3/1/2014@08:00	HH101N		31 Xxxxxxx,Gayle

4.3.1.5   Laboratory

Choosing the Laboratory option from the Maintenance Menu will display the following sub-menu and options.

Example: Laboratory Menu Options

```
Select Laboratory Option: ?

1     Add/Edit Lab Results Translation Table
2     Lab Results Extract Untranslatable Results Report
3     Lab Results LOINC Code Report
```

4.3.1.5.1   Add/Edit Lab Results Translation Table

This option allows the editing of existing entries or the addition of new entries in the LAB RESULTS TRANSLATION file (#727.7). Free text results (non-numeric) are stored in this file with their corresponding translation codes.

See <u>Appendix B</u> for further information, if necessary.

Example: Add/Edit Results Transition Table

```
Select Maintenance Option: Add/Edit Lab Results Translation Table

ADD/EDIT LAB RESULTS TRANSLATION TABLE

This option allows the editing of existing entries or the addition of new
entries in the LAB RESULTS TRANSLATION file (#727.7). Free text results(non-numeric)
are stored in this file with their corresponding translation codes

Select LAB RESULTS TRANSLATION: ?
 Answer with LAB RESULTS TRANSLATION, or NUMBER
 Do you want the entire 65-Entry LAB RESULTS TRANSLATION List? Y  (Yes)
   Choose from:
   1          NEG
   2          POS
   3          N
   4          POSITIVE
   5          NE
   6          P
   7          NEGATIV
   8          NEGATIVE
   9          NEG.
   10         ND
   11         NEG#
   12         NONREACT
   13         NR
   14         NRE
   15         NONREATIVE
   16         NONREACTIVE
   17         NON REAC
   18         NOTDET
   19         NON-REACT
   20         POS#
   21         POS.
   22         WK.POS
   23         R
   24         REAC
   25         REACT
   26         REACTIVE
   27         REACTIVE*
   28         WK.POS.
   29         WK POS
   30         DETEC
   31         DETECTED.
   32         EQUIV
   33         EQUIVOCAL
   34         BDL
   35         BRDLNE
   36         BRDLINE
   37         BORDERLINE
```

```
    38          REPEAT
    39          NRG
    40          LSG
    41          DONE
    42          NEH
    43          MEG
    44          NGE
    45          REM
    46          NREACT
    47          SEE COM
    48          SEE RPT
    49          TYPE 1
    50          2B
    51          3A
    52          BAS
    53          POD
    54          N-I
    55          PEND
    56          RPC
    57          QNS
    58          FFT
    59          **POS
    60          ***POS
    61          +/-=POS
    62          =+POS
    63          INCONC.
    64          +
    65          -
        You may enter a new LAB RESULTS TRANSLATION, if you wish
        Answer must be 1-30 characters in length

Select LAB RESULTS TRANSLATION: pend
         ...OK? Yes// <RET>  (Yes)


RESULT: PEND// <RET>
TRANSLATION CODE: Result cannot be translated// ??
        Numeric Translation Code that the Result will be translated to.
     Choose from:
     0          Negative, Non-Reactive
     1          Positive, Reactive
     2          Borderline, Indeterminate
     3          Test Not Performed, Qty not sufficient or other reason
     5          Result cannot be translated
TRANSLATION CODE: Result cannot be translated// <RET>
Select LAB RESULTS TRANSLATION:
```

4.3.1.5.2   Lab Results Extract Untranslatable Results Report

This report prints a listing of results that are not translatable (have no entry in the Lab Results Translation file (#727.7)). It is a pre-extract type audit report and should be run prior to the generation of the actual extract. Running this report has no effect on the actual extract.

You will be prompted for the date range for which you would like to scan the LAR Extract records. Beginning and ending dates must be in the same month and year.

See Appendix B for further information, if necessary.

Example: Lab Results Extract Untranslatable Results Report

```
Select Maintenance Option:  Lab Results Extract Untranslatable Results Report

This report prints a listing of results that are not translatable i.e. have
no entry in the Lab Results Translation File (#727.7).

This report is a pre-extract type audit report and should be run prior to the
generation of the actual extract.  Running this report has no effect on the
actual extract.

**WARNING: This report can take a long time to process.  You are encouraged
to queue this report for processing during the evening if possible.**

Enter the date range for which you would like to scan the LAR Extract records.

Starting with Date: 2/1/2011  (FEB 01, 2011)
Ending with Date: 2/28/2011  (FEB 29, 2011)

Do you want the output in exportable format? NO//<RET>

LAR Extract Untranslatable Results Audit Report                 Page: 1
Start Date: FEB 01, 2011
End Date:   FEB 28, 2011
Report Run Date:  FEB 02, 2012


Pat.    SSN        Date/Time      Test    Test Name              Result
Name               Collected      Code
--------------------------------------------------------------------------

DSS1  XXXXXXXXX  2/24/11@19:50    32    MICROALBUMIN            <0.3
DSS2  XXXXXXXXX  2/6/11@02:21     2     POTASSIUM (SERUM)       canc
DSS3  XXXXXXXXX  2/7/11@08:04     27    LDLC                    comment
DSS4  XXXXXXXXX  2/13/11@04:58    25    FOLATE                  >20
DSS5  XXXXXXXXX  2/12/11@17:37    19    PSA (PROSTATIC SPECIFI  >100
DSS6  XXXXXXXXX  2/26/11@00:11    25    FOLATE                  >20
DSS7  XXXXXXXXX  2/25/11@12:55    32    MICROALBUMIN            <0.3
```

Example: Exported Lab Results Extract Untranslatable Results Report

PAT. NAME	SSN	DATE/TIME COLLECTED	TEST CODE	TEST NAME	RESULT
XXXXXXXXX	XXXXXXXXX	2/24/11@19:50	32	MICROALBUMIN	<0.3
XXXXXXXXX	XXXXXXXXX	2/6/11@02:21	2	POTASSIUM (SERUM)	canc
XXXXXXXXX	XXXXXXXXX	2/7/11@08:04	27	LDLC	comment

4.3.1.5.3 Lab Results DSS LOINC® Code Report

This report prints a listing showing the DSS LOINC® Codes file (#727.29) and its definitions of LAR Test Numbers and the local tests assigned to them. It also compares the LOINC Code assigned by DSO for a LAR Test to the LOINC Codes found on the local database. The latter is based on the linking of Workload Codes to LOINC Codes at the particular location. Differences are marked with an asterisk following the Local LOINC Code column and must be resolved. DSO can guide the location in this.

The report displays all workload codes associated with the DSS desired LOINC code. The report prints the values in those columns even if there is no matching workload code found in file #60. The intent of the modification is to identify inexact matches and to display all workload codes associated with a DSS desired LOINC code.

The report process attempts to find a matching LOINC code between the DSS LOINC file (#727.29) and the WKLD Code file (#64). If a match is not found, an '*' (asterisk) displays in the FLG column to indicate there is no local workload setup for the desired DSS LOINC code. None of the 'local' fields (those fields coming from file #60 or #64) will be populated.

```
Select Laboratory Option: 3  Lab Results DSS LOINC Code Report

Do you want the output in exportable format? NO// y  YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported Lab Results DSS LOINC Report

LAR TEST# (#727.29)	LAR TEST NAME (#727.29)	LAR UNITS (#727.29)	LAR LOINC (#727.29)	FLAG	LOCAL TEST NAME (#64)	LOC SPEC TYPE (#64)	LOC WKLD IEN (#64)	LOC WKLD CODE (#64)
1	Hemoglobin	G/DL	718-7		NEW HGB	BLOOD	100727	83020.4452
2	Potassium (Serum)	MEQ/L or MMOL/L	2823-3		POTASSIUM	PLASMA	499	84140.0000
4	BUN	mg/dl	11064-3	*				
5	BUN (Blood Urea Nitrogen)	MG/DL	3094-0		UREA NITROG	PLASMA	643	84520.0000

Example: Lab Results DSS LOINC Report Screen Print

				F		LOC SPEC	LOC WKLD	LOC WKLD
LAR TEST#	LAR TEST NAME	LAR UNITS	LAR LOINC	L	LOCAL TEST NAME	TYPE	IEN	CODE
(#727.29)	(#727.29)	(#727.29)	(#727.29)	G	(#64)	(#64)	(#64)	(#64)
0001	Hemoglobin	G/DL	718-7		I-HEMOGLOBIN	BLOOD	100458	83020.4456
0001	Hemoglobin	G/DL	718-7		NEW HGB	BLOOD	100727	83020.4452
0002	Potassium (Serum)	MEQ/L or MMOL	2823-3		POTASSIUM	PLASMA	499	84140.0000
0002	Potassium (Serum)	MEQ/L or MMOL	2823-3		POTASSIUM	SERUM	499	84140.0000
0003	Sodium (Serum)	MEQ/L or MMOL	2947-0		I-SODIUM	BLOOD	100453	84295.4456

4.3.1.6   Pharmacy

Choosing the Pharmacy option from the Maintenance Menu will display the following sub-menu and options.

Example: Pharmacy Options Menu

```
Select Pharmacy Option: ?

1        Pharmacy Edit and Edit Log
2        Pharmacy Extracts Incomplete Feeder Key Report
3        Pharmacy Extracts Unusual Cost Report
4        Pharmacy Extracts Unusual Volume Report
5        UDP/IVP Source Audit Report
```

4.3.1.6.1   Pharmacy Edit and Edit Log

The option consists of Pharmacy Volume Edit and Pharmacy Volume Edit Log.

NOTE: The ECXPVE security key is required.

4.3.1.6.1.1   Pharmacy Volume Edit

This option allows authorized users to edit the Pharmacy Extracts (IVP, PRE and UDP). Corrections may be made to the:
- Quantity field for IVP, PRE, UDP
- Unit of Issue field for PRE
- Total Doses per Day field for IVP

NOTE: Extract must be rerun if changes need to be made after the extract is transmitted. Please contact the DSO CSHD.

Example: Pharmacy Volume Edit for PRE

```
1       Pharmacy Volume Edit

2       Pharmacy Volume Edit Log


Select Pharmacy Edit and Edit Log Option: 1  Pharmacy Volume Edit

Select one of the following:

        P          PRE

        I          IVP

        U          UDP

Which extract do you need to edit?: PRE

Select PRE EXTRACT NUMBER: ?

Select from one of the following extract numbers:
If no numbers appear then there are no extracts that can
be edited.

3741
3863
3882

Select PRE EXTRACT NUMBER: 3741
Enter patient's SSN, if known, or press ENTER to continue: ??

Enter patient's SSN, if known.  The SSN will be used to find sequence numbers
associated with this patient.  Enter 9 digits or 9 digits and P, no hyphens or spaces.
Entry is optional.
Select PRE EXTRACT SEQUENCE NUMBER:
This is a required response. Enter '^' to exit
Select PRE EXTRACT SEQUENCE NUMBER: ?
```

NOTE: If a patient's SSN is entered and a question mark (?) is entered for the extract sequence number, only records including that patient's SSN will appear in the results.

```
Select from one of the following sequence numbers:
SEQUENCE #  SSN         FILL DT      QUANTITY  UNIT OF ISSUE
-----------------------------------------------------------------
3938879     XXXXXXXXX   FEB 01, 2012 90        TAB
3938880     XXXXXXXXX   FEB 01, 2012 90        TAB
3938881     XXXXXXXXX   FEB 01, 2012 15        TAB
3938882     XXXXXXXXX   FEB 01, 2012 30        TAB
3938883     XXXXXXXXX   FEB 01, 2012 90        CAP
3938884     XXXXXXXXX   FEB 01, 2012 30        TAB
3938885     XXXXXXXXX   FEB 01, 2012 270       TAB
3938886     XXXXXXXXX   FEB 01, 2012 90        TAB
3938887     XXXXXXXXX   FEB 01, 2012 120       TAB
3938888     XXXXXXXXX   FEB 01, 2012 30        ML
3938889     XXXXXXXXX   FEB 01, 2012 227       GM
3938890     XXXXXXXXX   FEB 01, 2012 120       ML
3938891     XXXXXXXXX   FEB 01, 2012 80        GM
3938892     XXXXXXXXX   FEB 01, 2012 270       TAB
```

Example: Pharmacy Volume Edit for IVP

```
Which extract do you need to edit?: IVP
Select IVP EXTRACT NUMBER: ??

Select from one of the following extract numbers:
If no numbers appear then there are no extracts that can
be edited.

2908
3570

Select IVP EXTRACT NUMBER: 3570
Enter patient's SSN, if known, or press ENTER to continue: ??

Enter patient's SSN, if known.  The SSN will be used to find sequence numbers
associated with this patient.  Enter 9 digits or 9 digits and P, no
hyphens or spaces.  Entry is optional.

Enter patient's SSN, if known, or press ENTER to continue:
Select IVP EXTRACT SEQUENCE NUMBER: ?
```

> **NOTE**: If a patient's SSN is entered and a question mark (?) is entered for the extract
> sequence number, only records including that patient's SSN will appear in the results.

```
Select from one of the following sequence numbers:
SEQUENCE #  SSN           DISPENSE DT   QUANTITY  TOTAL DOSES/DAY
----------------------------------------------------------------
202327      XXXXXXXXX     JUN 01, 2010  1         100 ML
202328      XXXXXXXXX     JUN 01, 2010  1         1 GM
202329      XXXXXXXXX     JUN 01, 2010  1         1000 ML
202330      XXXXXXXXX     JUN 01, 2010  1         100 ML
202331      XXXXXXXXX     JUN 01, 2010  1         3.375 GM
202332      XXXXXXXXX     JUN 01, 2010  1         250 ML
202333      XXXXXXXXX     JUN 01, 2010  1         1000 MG
202334      XXXXXXXXX     JUN 01, 2010  1         100 ML
202335      XXXXXXXXX     JUN 01, 2010  1         3.375 GM
202336      XXXXXXXXX     JUN 01, 2010  1         100 ML
202337      XXXXXXXXX     JUN 01, 2010  1         40 MG
202338      XXXXXXXXX     JUN 01, 2010  1         1000 ML
202339      XXXXXXXXX     JUN 01, 2010  1         250 ML
202340      XXXXXXXXX     JUN 01, 2010  1         1000 MG
202341      XXXXXXXXX     JUN 01, 2010  1         500 MG
```

Example: Pharmacy Volume Edit for UDP

```
Which extract do you need to edit?: UDP
Select UDP EXTRACT NUMBER: ??

Select from one of the following extract numbers:
If no numbers appear then there are no extracts that can
be edited.

2024
2921
3581

Select UDP EXTRACT NUMBER: 3581
Enter patient's SSN, if known, or press ENTER to continue: ??
```

```
Enter patient's SSN, if known.  The SSN will be used to find sequence numbers
associated with this patient.  Enter 9 digits or 9 digits and P, no
hyphens or spaces.  Entry is optional.

Enter patient's SSN, if known, or press ENTER to continue:
Select UDP EXTRACT SEQUENCE NUMBER: ?
```

> **NOTE**: If a patient's SSN is entered and a question mark (?) is entered for the extract
> sequence number, only records including that patient's SSN will appear in the results.

```
Select from one of the following sequence numbers:
SEQUENCE #   SSN          DISPENSE DT   QUANTITY
-------------------------------------------------
1364046      XXXXXXXXX    JUN 01, 2010  1
1364047      XXXXXXXXX    JUN 01, 2010  1
1364048      XXXXXXXXX    JUN 01, 2010  1
1364049      XXXXXXXXX    JUN 01, 2010  1
1364050      XXXXXXXXX    JUN 01, 2010  1
1364051      XXXXXXXXX    JUN 01, 2010  1
1364052      XXXXXXXXX    JUN 01, 2010  4
1364053      XXXXXXXXX    JUN 01, 2010  2
1364054      XXXXXXXXX    JUN 01, 2010  1
1364055      XXXXXXXXX    JUN 01, 2010  1
1364056      XXXXXXXXX    JUN 01, 2010  2
1364057      XXXXXXXXX    JUN 01, 2010  4
1364058      XXXXXXXXX    JUN 01, 2010  4
```

4.3.1.6.1.2   Pharmacy Volume Edit Log

The Pharmacy Volume Edit Log requires a 132-column output. (The sample report was modified
to fit into the space below)

Example: Pharmacy Volume Edit Log for IVP

```
PHARMACY VOLUME EDIT LOG FOR IVP                                       Page 1

Printed on Oct 24, 2006@13:15:13 for 10/20/06 to 10/24/06

USER NAME     DATE/TIME CHANGED    SEQUENCE # EXTRACT # FIELD NAME OLD VALUE  NEW
VALUE

-----------------------------------------------------------------------------------

DSS,USER1    OCT 24,2006  13:11   120583     2609       QUANTITY   1          2

DSS,USER2    OCT 24,2006  13:11   120584     2609       QUANTITY   1          5

DSS,USER3    OCT 24,2006  13:11   120585     2609       QUANTITY   1          5

DSS,USER4    OCT 24,2006  13:11   120586     2609       QUANTITY   1          5

DSS,USER5    OCT 24,2006  13:11   120587     2609       QUANTITY   1          5
```

4.3.1.6.2   Pharmacy Extracts Incomplete Feeder Key Report

This report prints listing of Drug file entries that have incomplete Feeder Key based on one of
the following conditions:

- No PSNDF VA Product Name Entry (first 5 digits are zero)

- No National Drug Code (NDC) (last 12 digits are zero)
- No PSNDF VA Product Name Entry or NDC (all 17 digits are zero)

This report is designed to be run before the extract for a specified date range and can be used as a tool to identify and fix DRUG file (#50) entries that have incomplete Feeder Keys. Only those drugs that would be included on the Extract for the specified date range are listed on the report for the Pharmacy Extract selected (PRE, IVP or UDP). The following columns are included on the report:

1. Drug Entry - INTERNAL ENTRY NUMBER (IEN) for the drug from the DRUG file (#50).
2. Generic Name - The GENERIC NAME field (#.01) of the drug from the DRUG file (#50).
3. Feeder Key - The Feeder Key for the drug, which is the first 5 characters of the PSNDF VA PRODUCT NAME ENTRY field (#22) concatenated with the 12 characters NDC field (#31) from the DRUG file (#50).
4. Number of Records - The number of Extract records that would contain this drug for the date range specified if the extract were run.
5. Total Quantity - The sum of the quantities of the drug from all of the Extract records. This is the same as the QUANTITY field for the PRE and UDP Extracts. For the IVP Extract the Total Quantity is the sum of the values taken from the ADDITIVE STRENGTH field (#7) or SOLUTION VOLUME field (#9) of the IV EXTRACT DATA file (#728.113).
6. Unit Price - The PRICE PER DISPENSE UNIT field (#16) from the DRUG file (#50) for the PRE and UDP Extracts. For the IVP Extract Unit Price is the COST field (#12) of the IV EXTRACT DATA file (#728.13).
7. Total Cost - The total cost of the drug for the Extract (Total Quantity x Unit Price). For all three Pharmacy Extracts, the Total Cost is the same as the sum of the COST filed from all Extract records containing the drug.

This report requires a 132-column output.

```
Select Maintenance Option: Pharmacy Extracts Incomplete Feeder Key Report

This report prints a listing of Drug File (#50) entries that will generate
incomplete Feeder keys in the three Pharmacy Extracts.  This listing
can be used to identify and fix Drug File entries.  The number of extract
records, total, quantity, unit price and total cost for each drug are
included to aid in determining the impact of the incomplete Feeder Keys.

This report is broken into 3 sections as follows:

Section 1:    No PSNDF VA Product Name Entry (first 5 digits are zero).

Section 2:    No National Drug Code (NDC) (last 12 digits are zero) or the NDC
              is prefixed with an 'S', indicating possible supply item number
              or UPC.
```

```
Section 3:    No PSNDF VA Product Name Entry, and
              a. no NDC (all 17 digits are zero), or
              b. The NDC is prefixed with an 'S', indicating possible supply
                 item number or UPC.
Section 3:    No PSNDF VA Product Name Entry or NDC.
```

```
Run times for this report will vary depending upon the size of the extract and
could take as long as 30 minutes or more to complete.  This report has no effect
on the actual extracts and can be run as needed.
```

4.3.1.6.2.1 PRE Extracts Incomplete Feeder Key Report

```
Choose the report you would like to run.

    Select one of the following:

         1          PRE
         2          IVP
         3          UDP

Selection: 1// 1  PRE

Enter the date range for which you would like to scan the Prescription
Extract records.
Starting with Date: 2/1  (FEB 01, 2013)
Ending with Date: 2/28  (FEB 28, 2013)

Do you want the output in exportable format? NO// y  YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported PRE Extracts Incomplete Feeder Key Report

TYPE	DRUG ENTRY	GENERIC NAME	FEEDER KEY	NUMBER OF RECORDS	TOTAL QTY	UNIT PRICE	TOTAL COST	ERROR
Prescription	1341	TETANUS & DIPHTHERIA TOXOID .5ML	00000049281021510	1	1	12.5700	12.57	No PSNDF VA Product Name Entry (Five leadin)
Prescription	2823	PNEUMOCOCCAL VACCINE	00000000006473900	25	25	104.9200	2623.00	No PSNDF VA Product Name Entry (Five leading zeros)
Prescription	3967	DERMA CERIN TOP CREAM	00000072140000021	1	227	0.0223	5.06	No PSNDF VA Product Name Entry (Five leading zeros)

Example: PRE Extracts Incomplete Feeder Key Report Screen Print

```
Prescription Extract Incomplete Feeder Key Report                                Page: 2
Start Date: MAR 01, 2014
End Date:   MAR 03, 2014                                  Report Run Date/Time: AUG 21, 2014


Drug    Generic Name                          Feeder Key       # of    Total       Unit      Total
Entry                                                          Records Quantity    Price     Cost
----------------------------------------------------------------------------------------------------

No National Drug Code (NDC) (Last 12 zeros, 'N/A', or 'S' prefix)


8710    BRIEF,PROTECTION PLUS LARGE #MSC33505  16421000000000000  2     216        $0.5385   $116.32
8884    MANHOOD ABSORBENT POUCH #27-4200-B     11884000000000000  1     180        $0.2203    $39.65


                                                                        TOTAL                $155.97
```

4.3.1.6.2.2 IVP Extracts Incomplete Feeder Key Report

```
Choose the report you would like to run.

    Select one of the following:

        1            PRE
        2            IVP
        3            UDP

Selection: 1// 2  IVP

Enter the date range for which you would like to scan the IV Detail
Extract records.


Starting with Date: 2/1  (FEB 01, 2013)
Ending with Date: 2/28  (FEB 28, 2013)

Do you want the output in exportable format? NO// y  YES
```

NOTE: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.
```

NOTE: In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//

Example: IVP Extracts Incomplete Feeder Key Report Screen Print

```
IV Detail Extract Incomplete Feeder Key Report                                    Page: 3
Start Date: MAR 01, 2014
End Date:   MAR 03, 2014                          Report Run Date/Time: AUG 21, 2014


Drug     Generic Name                    Feeder Key      # of     Total       Unit      Total
Entry                                                    Records  Quantity    Price     Cost
----------------------------------------------------------------------------------------------

No PSNDF VA Product Name Entry or National Drug Code (NDC)

 7623    VANCOMYCIN 500MG in D5W 100ML ADD-A-VIAL   0000000000000000   28      31      $0.0400    $1.24
 8952    FENTANYL 2500MCG/NS 250ML                  0000000000000000    1       1      $0.0000    $0.00


                                                                              TOTAL     $1.24


                                                                      GRAND TOTAL       $1.24
```

Example: Exported IVP Extracts Incomplete Feeder Key Report

TYPE	DRUG ENTRY	GENERIC NAME	FEEDER KEY	NUMBER OF RECORDS	TOTAL QTY	UNIT PRICE	TOTAL COST	ERROR
IV Detail	9815	INV-2G TRANEXAMIC ACID/NS SYR OR PLACEBO	63323056310	1-Jan-00	1	0-Jan-00	Jan-00	No PSNDF VA Product Name Entry (Five leading zeros)
IV Detail	9816	INV-1G TRANEXAMIC ACID/NS BAG OR PLACEBO	63323056310	2	2	0-Jan-00	Jan-00	No PSNDF VA Product Name Entry (Five leading zeros)
IV Detail	7623	VANCOMYCIN 500MG in D5W 100ML ADD-A-VIAL	0	8-Feb-00	42	0-Jan-00	Jan-00	No PSNDF VA Product Name Entry or National Drug Code (NDC)
IV Detail	8952	FENTANYL 2500MCG/NS 250ML	0	3-Jan-00	3	0-Jan-00	Jan-00	No PSNDF VA Product Name Entry or National Drug Code (NDC)

4.3.1.6.2.3 UDP Extracts Incomplete Feeder Key Report

```
Choose the report you would like to run.

        Select one of the following:


             1          PRE
             2          IVP
             3          UDP

Selection: 1// 3  UDP


Enter the date range for which you would like to scan the Unit Dose Local
Extract records.

Starting with Date: 2/1  (FEB 01, 2013)
```

```
Ending with Date: 2/28  (FEB 28, 2013)

Do you want the output in exportable format? NO// y  YES
```

NOTE: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported UDP Extracts Incomplete Feeder Key Report

TYPE	DRUG ENTRY	GENERIC NAME	FEEDER KEY	NUMBER OF RECORDS	TOTAL QTY	UNIT PRICE	TOTAL COST	ERROR
Unit Dose Local	6443	VALPROIC ACID 250MG/5ML UD CUPS	000000068094019362	10	56	0.4207	23.56	No PSNDF VA Product Name Entry (Five lea)
Unit Dose Local	7741	APREPITANT 125MG CAP,UD	000000000006046206	1	1	80.6317	80.63	No PSNDF VA Product Name Entry (Five leading zeros)
Unit Dose Local	8873	ALOH 200/MGOH 200/SIMTH 20/5ML 30ML CUP	000000000121176130	14	1186	1.1197	1327.96	No PSNDF VA Product Name Entr)

Example: UDP Extracts Incomplete Feeder Key Report Screen Print

```
Unit Dose Local Extract Incomplete Feeder Key Report                                    Page: 2
Start Date: MAR 01, 2014
End Date:   MAR 05, 2014                                     Report Run Date/Time:  AUG 21, 2014

Drug     Generic Name                       Feeder Key        # of      Total           Unit        Total
Entry                                                         Records   Quantity        Price       Cost
----------------------------------------------------------------------------------------------------------

No National Drug Code (NDC) (Last 12 zeros, 'N/A', or 'S' prefix)

  1109   SILVER NITRATE                     00338000000000000      1         1       $31.8500      $31.85
  8814   METOPROLOL TARTRATE 12.5MG >< TAB  16581000000000000     54       174        $0.0089       $1.55
  8848   CHLORTHALIDONE 12.5MG >< TAB       02075000000000000      8        16        $0.0000       $0.00
  8867   ATENOLOL 12.5MG >< TAB             04331000000000000      5         9        $0.0000       $0.00
  8875   GLIPIZIDE 2.5MG >< TAB             04518000000000000      2         4        $0.0104       $0.04
  9539   LITHIUM 8MEQ/5ML ORAL SOLN 2.5ML SYR 23143000000000000   2         4        $0.0506       $0.20

                                                                                    TOTAL        $33.64
```

4.3.1.6.3 Pharmacy Extracts Unusual Cost Report

Users with the ECXMGR security key can export the data for all reports on the Pharmacy Extracts Unusual Cost Report option into an external spreadsheet. Users also have the option to view the report on the screen.

This report prints a listing of unusual costs that would be generated by the pharmacy extracts (PRE, IVP, UDP and BCM) as determined by a user defined threshold value. It should be run prior to the generation of the actual extract(s) to identify and fix as necessary any costs determined to be erroneous.

Note: The threshold can be set after a report is selected.

Run times for this report will vary depending upon the size of the extract and could take as long as 30 minutes or more to complete. This report has no effect on the actual extracts and can be run as needed.

The report is sorted by Feeder Key, Descending Cost, and SSN.

Enter RETURN to continue or '^' to exit:

Example: Pharmacy Extracts Unusual Cost Report

Choose the report you would like to run.

        Select one of the following:

                1   PRE
                2   IVP
                3   UDP
                4   BCM

Selection: 1//

4.3.1.6.3.1 PRE Unusual Cost Report

The default threshold cost for the Prescription extract is $50.
Would you like to change the threshold? NO// n NO

Enter the date range for which you would like to scan the Prescription
Extract records.
Starting with Date: 2/1/12 (FEB 01, 2012)
Ending with Date: 2/28/12 (FEB 28, 2012)

Do you want the output in exportable format? NO// YES

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225). The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.

Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE: In order for all number fields, such as SSN and Feeder Key, to be

displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//

Example: Exported PRE Unusual Cost Report

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	QUANTITY	TOTAL COST	DAYS SUPPLY
PAT1	XXXXXXXXX	02/11	CALCIPOTRIENE 0.005% TOP CREAM	11943066993087761	240 GM	$531.6480	30
PAT2	XXXXXXXXX	02/15	RILUZOLE 50MG TAB	12473000075770060	180 TAB	$1,752.1740	90
PAT3	XXXXXXXXX	02/12	CAPECITABINE 500MG TAB	12837000004110150	200 TAB	$2,987.380	30

Example: PRE Unusual Cost Report Displayed on Screen

```
Prescription Extract Unusual Cost Report                                                        Page: 1
Start Date: FEB 01, 2013                                                  Report Run Date/Time:  MAY 17, 2013
End Date:   FEB 15, 2013                                                  Threshold Value = $500

Name        SSN        Day     Generic Name                         Feeder Key           Quantity      Total Cost Days Supply
--------------------------------------------------------------------------------------------------------------------------
PAT1        XXXXXXXXX  02/11   CALCIPOTRIENE 0.005% TOP CREAM        11943066993087761    240 GM          $531.6480        30
PAT2        XXXXXXXXX  02/15   RILUZOLE 50MG TAB                     12473000075770060    180 TAB       $1,752.1740        90
PAT3        XXXXXXXXX  02/12   LAMIVUDINE 150MG/ZIDOVUDINE 300MG TAB 12790049702020218     60 TAB         $533.8620        30
PAT4        XXXXXXXXX  02/12   CAPECITABINE 500MG TAB                12837000004110150    200 TAB       $2,987.3800        30
PAT5        XXXXXXXXX  02/06   ENOXAPARIN 100MG/ML INJ SYRINGE 1ML   12933000548560500     60 SYRINGE     $936.7200        30
```

4.3.1.6.3.2 IVP Unusual Cost Report

The default threshold cost for the IV Detail extract is $100.
Would you like to change the threshold? NO// n NO

Enter the date range for which you would like to scan the IV Detail
Extract records.
Starting with Date: 2/1/13 (FEB 01, 2013)
Ending with Date: 2/28/13 (FEB 28, 2013)

Do you want the output in exportable format? NO// y YES

NOTE: Appendix C contains instructions for exporting a report into an external spreadsheet.

Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225). The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE: In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//

Example: Exported IVP Unusual Cost Report

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	TOTAL DOSES PER DAY	TOTAL COST
PAT1	XXXXXXXXX	02/06	GEMCITABINE 200MG 10ML VIAL	12548000002750101	2150 MG	$853.3350
PAT2	XXXXXXXXX	02/05	RITUXIMAB 10MG/ML INJ 50ML	12847050242005306	900 MG	$2,187.0000
PAT3	XXXXXXXXX	02/01	SODIUM CHLORIDE 0.9% INJ BAG 1000ML	14566000338004904	2000 ML	$1,983.4000

Example: IVP Unusual Cost Report Displayed on Screen

```
IV Detail Extract Unusual Cost Report                                         Page: 1
Start Date: FEB 01, 2013                          Report Run Date/Time:  MAY 17, 2013
End Date:   FEB 10, 2013                           Threshold Value = $500

Name       SSN        Day     Generic Name              Feeder Key          Total Doses          Total Cost
                                                                              Per Day
-----------------------------------------------------------------------------------------------------------

PAT1    XXXXXXXXX   02/06    GEMCITABINE 200MG 10ML VIAL   12548000002750101   2150 MG            $853.3350
PAT2    XXXXXXXXX   02/05    GEMCITABINE 200MG 10ML VIAL   12548000002750101   1500 MG            $595.3500
PAT3    XXXXXXXXX   02/05    RITUXIMAB 10MG/ML INJ 50ML    12847050242005306    900 MG          $2,187.0000
PAT4    XXXXXXXXX   02/01    RITUXIMAB 10MG/ML INJ 50ML    12847050242005306    700 MG          $1,701.0000
```

4.3.1.6.3.3 UDP Unusual Cost Report

```
The default threshold cost for the Unit Dose Local extract is $20.
Would you like to change the threshold? NO// n  NO
Include SIG/Order Direction on line 2 of report? NO// n  NO

Enter the date range for which you would like to scan the Unit Dose Local
Extract records.
Starting with Date: 5/1/13  (MAY 01, 2013)
Ending with Date: 5/31/13  (MAY 31, 2013)

Do you want the output in exportable format? NO// y  YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported UDP Unusual Cost Report

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	QUANTITY	TOTAL COST
PAT1	XXXXXXXXX	02/08	PEGFILGRASTIM 6MG/0.6ML	15477055513019001	1 SYR	$1,854.7200
PAT2	XXXXXXXXX	02/08	NITROGLYCERIN 0.4MG SL TAB 25'S	20387000071041813	576 BT	$1,249.9200
PAT3	XXXXXXXXX	02/01	NITROGLYCERIN 0.4MG SL TAB 25'S	20387000071041813	288 BT	$624.9600

Example: UDP Unusual Cost Report Displayed on Screen

```
Unit Dose Local Extract Unusual Cost Report                                           Page: 1
Start Date: FEB 01, 2013                                    Report Run Date/Time:  MAY 17, 2013
End Date:   FEB 10, 2013                                     Threshold Value = $500

Name      SSN        Day     Generic Name                   Feeder Key          Quantity        Total Cost
------------------------------------------------------------------------------------------------------------

PAT1     XXXXXXXXX   02/08   PEGFILGRASTIM 6MG/0.6ML         15477055513019001     1 SYR         $1,854.7200
PAT2     XXXXXXXXX   02/08   NITROGLYCERIN 0.4MG SL TAB 25'S 20387000071041813   576 BT          $1,249.9200
PAT3     XXXXXXXXX   02/01   NITROGLYCERIN 0.4MG SL TAB 25'S 20387000071041813   288 BT            $624.9600
```

4.3.1.6.3.4 BCM Unusual Cost Report

```
Select one of the following:

        I          IV
        N          NON-IV

Select type of BCM record: n  NON-IV

The default threshold cost for the BCM-NON IV Entries extract is $20.
Would you like to change the threshold? NO//
Include SIG/Order Direction on line 2 of report? NO// y  YES
```

NOTE: Users can choose to add the SIG/Order Directions on the second line of this report.

```
Enter the date range for which you would like to scan the BCM-NON IV Entries
Extract records.
Starting with Date: 2/1  (FEB 01, 2013)
Ending with Date: 2/28  (FEB 28, 2013)

Do you want the output in exportable format? NO// y  YES
```

NOTE: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.
```

```
DEVICE: 0;225;99999//
```

Example: Exported BCM Unusual Cost Report (Non- IV)

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	COMPONENT DOSE GIVEN	TOTAL COST	SIG
PAT1	XXXXXXXXX	02/14	ENOXAPARIN 100MG/ML INJ SYRINGE 1ML	12933000548560500	1 SYRINGE	$1,211.9000	100 MG/1ML NOW
PAT2	XXXXXXXXX	02/19	ENOXAPARIN 30MG/0.3ML INJ SYRINGE 0.3ML	12935000548560100	1 SYRINGE	$107.8500	30 MG/0.3ML NOW
PAT3	XXXXXXXXX	02/01	INSULIN,GLARGINE,HUMAN 100 UNT/ML INJ	14476000088222033	1 VI	$366.0800	QHS

Example: BCM Unusual Cost Report Displayed on Screen (IV)

```
BCM-IV Entries Extract Unusual Cost Report                                                      Page: 1
Start Date: FEB 01, 2013                                        Report Run Date/Time:  MAY 17, 2013
End Date:   FEB 05, 2013                                        Threshold Value = $500

Name        SSN        Day     Generic Name                    Feeder Key          Component Dose Given        Total Cost
----------------------------------------------------------------------------------------------------------------------------
PAT1        XXXXXXXXX  02/01   SODIUM CHLORIDE 0.9% INJ BAG 1000ML    14566000338004904   1000 ML                $991.7000
PAT2        XXXXXXXXX  02/01   SODIUM CHLORIDE 0.9% INJ BAG 1000ML    14566000338004904   1000 ML                $991.7000
PAT3        XXXXXXXXX  02/01   SODIUM CHLORIDE 0.9% INJ BAG 1000ML    14566000338004904   1000 ML                $991.7000
PAT4        XXXXXXXXX  02/01   SODIUM CHLORIDE 0.9% INJ BAG 1000ML    14566000338004904   1000 ML                $991.7000
```

4.3.1.6.4 Pharmacy Extracts Unusual Volume Report

This report prints a listing of unusual volumes that would be generated by the
pharmacy extracts (PRE, IVP, UDP and BCM) as determined by a user defined threshold
value. It should be run prior to the generation of the actual extract(s) to identify
and fix as necessary any volumes determined to be erroneous.

Unusual volumes are defined as follows:

```
PRE Extract:   Quantity field greater than the threshold value.
IVP Extract:   Total Doses Per Day field greater than the threshold
               or less than the negative of the threshold value.
UDP Extract:   Quantity field greater than threshold value.
BCM Extract:   Component Dose Given field greater than threshold value.
```

Note: The threshold can be set after a report is selected.

Run times for this report will vary depending upon the size of the extract and could
take as long as 30 minutes or more to complete. This report has no effect on the
actual extracts and can be run as needed.

The report is sorted by Feeder Key, Descending Volume, and SSN.

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

4.3.1.6.4.1 PRE Unusual Volume Report

Choose the report you would like to run.

```
        Select one of the following:

                1            PRE
                2            IVP
                3            UDP
                4            BCM

Selection: 1// 1  PRE
```

```
The default threshold volume for the Prescription extract is 500.
Would you like to change the threshold?? NO//

Enter the date range for which you would like to scan the Prescription
Extract records.
Starting with Date: 02012013  (FEB 01, 2013)
Ending with Date: 02282013  (FEB 28, 2013)

Do you want the output in exportable format? NO// Y
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Export Prescription Extract Unusual Volume Report

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	QUANTITY	TOTAL COST	DAYS SUPPLY
PATA	XXXXXXXXX	02/08	NUTRITION SUPL ENSURE/VANILLA PWD	10222070074060750	16674 GM	$141.7290	90
PATB	XXXXXXXXX	02/05	NUTRITION SUPL ENSURE/VANILLA PWD	10222070074060750	9528 GM	$80.9880	84
PATC	XXXXXXXXX	02/05	NUTRITION SUPL ENSURE/VANILLA PWD	10222070074060750	7200 GM	$61.2000	30

Example: Prescription Extract Unusual Volume Report Displayed on Screen

```
Prescription Extract Unusual Volume Report
Page: 1
Start Date: JAN 01, 2002
Report Run Date/Time:  JAN 02, 2003
End Date:   JAN 31, 2002
Threshold Value = 500

Name    SSN          Day     Generic Name
Feeder Key          Quantity      Total Cost  Days Supply
--------------------------------------------------------------------------

DSS1    XXXXXXXXX   03/06     NUTRITION SUPL ENSURE/VANILLA PWD
10222070074607504      7560           $37.80          30
```

```
DSS2    XXXXXXXXX    03/10    NUTRITION SUPL ENSURE/VANILLA PWD
10222070074607504        7140        $35.70        30

DSS3    XXXXXXXXX    03/06    NUTRITION SUPL ENSURE/VANILLA PWD
10222070074607504        5460        $27.30        90
```

4.3.1.6.4.2 IVP Unusual Volume Report

```
Choose the report you would like to run.

      Select one of the following:

          1         PRE
          2         IVP
          3         UDP
          4         BCM

Selection: 1// 2  IVP

The default threshold volume for the IV Detail extract is 1000.
Would you like to change the threshold? NO// n  NO

Enter the date range for which you would like to scan the IV Detail
Extract records.
Starting with Date: 02012013  (FEB 01, 2013)
Ending with Date: 02282013  (FEB 28, 2013)

Do you want the output in exportable format? NO// Y
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported IV Detail Extract Unusual Volume Report

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	TOTAL DOSES PER DAY	TOTAL COST
PATA	XXXXXXXXX	02/06	GEMCITABINE 200MG 10ML VIAL	12548000002750101	2150 MG	$853.3350
PATB	XXXXXXXXX	02/01	DEXTROSE 5% INJ BAG 1000ML	14560000338001704	2000 ML	$134.0000
PATC	XXXXXXXXX	02/01	SODIUM CHLORIDE 0.9% INJ BAG 1000ML	14566000338004904	2000 ML	$1,983.4000

> **NOTE:** The Total Cost Per Day column displays 4 decimal places and is calculated by multiplying the Average Drug Cost per Unit times Total Doses per Day.

Example: IV Detail Extract Unusual Volume Report

```
IV Detail Extract Unusual Volume Report
Page: 1
Start Date: FEB 01, 2012
Report Run Date/Time:  MAY 29, 2012
End Date:   FEB 29, 2012
Threshold Value = 20
                                                         Total   Total
Name   SSN        Day    Generic Name        Feeder Key         Doses   Cost Per Day
------------------------------------------------------------------------------------
DSS1   666551982  02/21  VINORELBINE 10MG/ML 12374000703418301 50 MG    $6.0364
DSS2   000986514  02/28  VINORELBINE 10MG/ML 12374000703418301 50 MG    $6.0364
DSS3   000762783  02/01  VINORELBINE 10MG/ML 12374000703418301 25 MG    $6.0364
DSS4   666229182  02/08  VINORELBINE 10MG/ML 12374000703418301 25 MG    $6.0364
```

4.3.1.6.4.3 UDP Unusual Volume Report

> **NOTE**: Users can choose to add the SIG/Order Directions on the second line of this report. SIG/Order Direction information is produced by combining Prescription Unit Dose and Schedule information. This field will assist pharmacists that are responsible for audits to distinguish dispensing errors.

```
Choose the report you would like to run.

     Select one of the following:

          1          PRE
          2          IVP
          3          UDP

Selection: 1// 3  UDP

The default threshold volume for the Unit Dose Local extract is 500.
Would you like to change the threshold? NO// Y  YES

Quantity > threshold
Enter the new threshold volume:  (0-100000): 20
Include SIG/Order Direction on line 2 of report? NO// YES

Enter the date range for which you would like to scan the Unit Dose Local
Extract records.
Starting with Date: February 1, 2012  (FEB 01, 2012)
Ending with Date: February 29, 2012  (FEB 29, 2012)

Do you want the output in exportable format? NO// Y
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...
```

```
To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.


NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported UDP Detail Extract Unusual Volume Report with SIG/Order Directions Added

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	QUANTITY	TOTAL COST	SIG
DSS1	XXXXXXXX	02/03	GABAPENTIN 100MG CAP	11800000228266550	24 CAP	$0.0024	200 H
DSS2	XXXXXXXX	02/10	GABAPENTIN 100MG CAP	11800000228266550	24 CAP	$0.0024	200 H
DSS3	XXXXXXXX	02/17	GABAPENTIN 100MG CAP	11800000228266550	24 CAP	$0.0024	200 H

Example: UDP Detail Extract Unusual Volume Report with SIG/Order Directions Added Displayed on Screen

```
Unit Dose Local Extract Unusual Volume Report
Page: 1
Start Date: FEB 01, 2012
Report Run Date/Time:  MAY 24, 2012
End Date:   FEB 29, 2012
Threshold Value = 20

Name       SSN       Day     Generic Name        Feeder Key        Quantity    Total
Cost
-------------------------------------------------------------------------------------
DSS1    000118721   02/03    GABAPENTIN 300MG CAP  1180100022826650  36 CAP  $2.6712
SIG: 900 MG QID/FOOD


DSS2    000779855   02/01    GABAPENTIN 300MG CAP  1180100022826650  24 CAP  $1.7808
SIG: 900 MG QID/FOOD


DSS3    000912671   02/06    GABAPENTIN 300MG CAP  1180100022826650  24 CAP  $1.9224
SIG: 900 MG QID/FOOD


DSS4    000528727   02/24    TRAMADOL  50MG TAB    1238001671401106  24 TAB  $0.4224
SIG: 100 MG QID
```

Example: Exported UDP Detail Extract Unusual Volume Report without SIG/Order Directions Added

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	QUANTITY	TOTAL COST
PAT1	XXXXXXXXX	02/22	GABAPENTIN 300MG CAP	11801000228266600	864 BT	$2.6712
PAT2	XXXXXXXXX	02/22	GABAPENTIN 300MG CAP	11801000228266600	864 BT	$2.6712
PAT3	XXXXXXXXX	02/08	GABAPENTIN 300MG CAP	11801000228266600	864 BT	$2.6712

Example: UDP Detail Extract Unusual Volume Report without SIG/Order Directions Added Displayed on Screen

```
Unit Dose Local Extract Unusual Volume Report
Page: 1
Start Date: FEB 01, 2012
Report Run Date/Time:  MAY 24, 2012
End Date:   FEB 29, 2012
Threshold Value = 20


Name        SSN        Day      Generic Name        Feeder Key         Quantity    Total
Cost
-----------------------------------------------------------------------------------------
DSS1    000118721    02/03    GABAPENTIN  300MG CAP    11801000228266650    36 CAP    $2.6712
DSS2    000779855    02/01    GABAPENTIN  300MG CAP    11801000228266650    24 CAP    $1.7808
DSS3    000912671    02/06    GABAPENTIN  300MG CAP    11801000228266650    24 CAP    $1.9224
DSS4    000528727    02/24    TRAMADOL   50MG TAB     12380016714011106    24 TAB    $0.4224
```

4.3.1.6.4.4 BCM Unusual Volume Report

```
Choose the report you would like to run.

    Select one of the following:


            1            PRE
            2            IVP
            3            UDP
            4            BCM

Selection: 1// 4   BCM

    Select one of the following:


            I            IV
            N            NON-IV

Select type of BCM record: N

The default threshold volume for the BCM-NON IV Entries extract is 5.
Would you like to change the threshold? NO// n  NO
Include SIG/Order Direction on line 2 of report? NO// y  YES

Enter the date range for which you would like to scan the BCM-NON IV Entries
Extract records.
Starting with Date: 02012013  (FEB 01, 2013)
Ending with Date: 02282013  (FEB 28, 2013)

Do you want the output in exportable format? NO// N
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

Example: Exported BCM Detail Extract Unusual Volume Report with SIG/Order Directions Added (Non-IV)

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	COMPONENT DOSE GIVEN	TOTAL COST	SIG
PATA	XXXXXXXX	02/01	CLOZAPINE (MYLAN) 100MG TAB	15368000378086001	6 TAB	$0.0000	600 MG QHS
PATB	XXXXXXXX	02/10	METHADONE 10MG TAB U/D	00136000406577162	6 TAB	$0.0000	DAILY
PATC	XXXXXXXX	02/10	TRAZODONE HCL 50MG TAB	06132000603616032	6 TAB	$0.0000	QHS

Example: BCM Detail Extract Unusual Volume Report with SIG/Order Directions Added Displayed on Screen (Non-IV)

```
BCM-NON IV Entries Extract Unusual Volume Report
                                                        Page: 1
Start Date: FEB 01, 2013
                            Report Run Date/Time:  JUL 11, 2013
End Date:   FEB 28, 2013
                            Threshold Value = 5


Name    SSN       Day       Generic Name        Feeder Key    Component Dose Given  Total Cost
------------------------------------------------------------------------------------------------

PAT1  XXXXXXXX  02/01 CLOZAPINE (MYLAN) 100MG TAB  15368000378086005    7 TAB       $2.9281

SIG: 700 MG DAILY AT-1800
```

Example: Exported BCM Detail Extract Unusual Volume Report without SIG/Order Directions Added (IV)

NAME	SSN	DAY	GENERIC NAME	FEEDER KEY	COMPONENT DOSE GIVEN	TOTAL COST
PAT1	XXXXXXXX	02/01	SODIUM CHLORIDE 0.9% INJ BAG 1000ML	14566000338004900	2000	1983.4000
PAT2	XXXXXXXX	02/03	SODIUM CHLORIDE 0.9% INJ BAG 1000ML	14566000338004900	2000	1983.4000

Example: BCM Detail Extract Unusual Volume Report without SIG/Order Directions Added Displayed on Screen (IV)

```
BCM-NON IV Entries Extract Unusual Volume Report
                                                        Page: 1
Start Date: FEB 01, 2013
                            Report Run Date/Time:  AUG 23, 2013
End Date:   FEB 28, 2013
                            Threshold Value = 1000
              Threshold Value = 1000

Name    SSN     Day     Generic Name                   Feeder Key  Component Dose Given  Total
Cost
------------------------------------------------------------------------------

PAT1  XXXXXXXX 02/28 SODIUM CHLORIDE 0.9% INJ BAG 1000ML 14566000338004904  2000 $1,983.4000
```

4.3.1.6.5   UDP/IVP Source Audit Report

The Source Audit Reports provide a record count for each Division and Date combination chosen. The reports pull information from the UDP and IVP Intermediate source files within the

DSS name space: UNIT DOSE EXTRACT DATA file (#728.904) and the IV EXTRACT
DATA file (#728.113).

Example: UDP Source Audit Report

```
Select Maintenance Option: 22  UDP/IVP Source Audit Report
     Select one of the following:
          1          UDP
          2          IVP

Select Source Audit Report: 1  UDP
Select division: ALL//
Enter Report Start Date:  Oct 24, 2006// 04012006  (APR 01, 2006)
Enter Report End Date:  Oct 24, 2006// 04302006  (APR 30, 2006)
Do you want the output in exportable format? NO//<RET>
DEVICE: HOME// ;132

UDP Source Audit Report
                                               PAGE: 1
Run Date:   Oct 24, 2006
Start Date: Apr 01, 2006
End Date:   Apr 30, 2006
 Division              Date           Record Count
================================================================================
 442                 Apr 01, 2006          6
 442                 Apr 02, 2006          11
 442                 Apr 03, 2006          387
 442                 Apr 04, 2006          388
 UNKNOWN             Apr 04, 2006          1
 442                 Apr 05, 2006          418
 442                 Apr 06, 2006          423
 442                 Apr 07, 2006          434
 442                 Apr 08, 2006          247
 UNKNOWN             Apr 08, 2006          14
```

Example: Exported UDP Source Audit Report

DIVISION	DATE	RECORD COUNT
552	1-Mar-14	775
UNKNOWN	1-Mar-14	34
552	2-Mar-14	519
UNKNOWN	2-Mar-14	45

Example: IVP Source Audit Report

```
Select Maintenance Option: 22  UDP/IVP Source Audit Report
     Select one of the following:
          1          UDP
          2          IVP

Select Source Audit Report: 2  IVP
Select division: ALL//
Enter Report Start Date:  Oct 24, 2006// 03012006  (MAR 01, 2006)
Enter Report End Date:  Oct 24, 2006// 03302006  (MAR 30, 2006)
Do you want the output in exportable format? NO//<RET>
```

```
DEVICE: HOME// ;132
IVP Source Audit Report                                              PAGE: 1
Run Date:   Oct 24, 2006
Start Date: Mar 01, 2006
End Date:   Mar 30, 2006

 Division              Date            Record Count
================================================================================
 442                   Mar 01, 2006         47
 UNKNOWN               Mar 01, 2006         17
 442                   Mar 02, 2006         32
 442                   Mar 03, 2006         21
 442                   Mar 04, 2006         17
 442                   Mar 05, 2006         29
 442                   Mar 06, 2006         40
 442                   Mar 07, 2006         63
 UNKNOWN               Mar 07, 2006          1
 442                   Mar 08, 2006         48
 UNKNOWN               Mar 08, 2006          3
```

Example: Exported IVP Source Audit Report

DIVISION	DATE	RECORD COUNT
552	1-Mar-14	78
UNKNOWN	1-Mar-14	1
552	2-Mar-14	85
UNKNOWN	2-Mar-14	9

4.3.1.7   Print Feeder Keys

Refer to Appendix A for information about feeder key transmission.

Use this option to print a list of feeder keys for a selected individual feeder system or a range of feeder systems. For some feeder systems, you will be prompted to select the sort method (old or new). All feeder systems prompt for a device. The output will vary slightly, depending on the version of National Drug File (NDF) your site is running.

Example: Print Feeder Keys

```
Select Maintenance Option: Print Feeder Keys

Do you want the output in exportable format? NO//<RET>

Print list of Feeder Keys:

Select : 1. CLI
         2. ECS
         3. LAB
         4. PHA
         5. RAD
         6. SUR
         7. PRO
```

```
Enter a list or range of numbers (1-7): 7

                    Feeder Key List For Feeder System PRO              Page: 1

        Feeder Key            Description
-----------------------------------------------------------------------------

        A4230NC                INFUS INSULIN PUMP NON NEEDL/New/COM
        A4265NC                PARAFFIN/New/COM
        A4301NC                IMPLANTABLE ACCESS SYST PERC/New/COM
        A4364NC                ADHESIVE, LIQUID OR EQUAL/New/COM
        A4465NC                NON-ELASTIC EXTREMITY BINDER/New/COM
        A4466NC                ELASTIC GARMENT/COVERING/New/COM
        A4500NC                BELOW KNEE SURGICAL STOCKING/New/COM
        A4556NC                ELECTRODES, PAIR/New/COM
        A4557NC                LEAD WIRES, PAIR/New/COM
        A4565NC                SLINGS/New/COM
        A4565NV                SLINGS/New/VA
```

Example: Exported Print Feeder Keys - PRO

FEEDER SYSTEM	FEEDER KEY	DESCRIPTION
PRO	A4265NC	PARAFFIN/New/COM
PRO	A4301NC	IMPLANTABLE ACCESS SYST PERC/New/COM
PRO	A4363NC	OSTOMY CLAMP, REPLACEMENT/New/COM
PRO	A4367NC	OSTOMY BELT/New/COM
PRO	A4466NC	ELASTIC GARMENT/COVERING/New/COM

4.3.1.8   Print Feeder Locations

Use this option to print a list of feeder locations for all feeder systems. The output is sorted by feeder location within each feeder system. This report could be lengthy, so you might want to queue to print during non-peak hours. The only prompt is for a device.

Example: Print List of Feeder Locations

```
Select Maintenance Option: print
    1     Print Feeder Keys
    2     Print Feeder Locations

CHOOSE 1-2: 2  Print Feeder Locations

Print list of feeder locations.

Do you want the output in exportable format? NO//<RET>

DEVICE: HOME//

            Feeder Location List For Feeder System PRO              Page: 7

      FEEDER LOCATION    DESCRIPTION
-----------------------------------------------------------------------------
        552HO2             DAYTON Home Oxygen
        552LAB             DAYTON Prosthetics Lab
        552NONL            DAYTON Non Lab Location
        552ORD             DAYTON Ordering Location
```

Example: Exported Print List of Feeder Locations

FEEDER SYSTEM	FEEDER LOCATION	DESCRIPTION
CLI	1102	DAY AC AMOD
ECS	552-96	GERIATRICS ECS MD
IVP	IVP6	IV Pharmacy-DOMICILIARY 552BU
LAB	VIR	VIROLOGY
PRE	PRE4	Prescriptions-LIMA
PRO	552HO2	DAYTON Home Oxygen
RAD	552-1	552-GENERAL RADIOLOGY
SUR	ORWAS	WARD-SURGERY TIME (SURGERY)
UDP	UDP1	Unit Dose Medications-DAYTON

(To save space, only a portion of the above reports and exports are shown)

4.3.1.9 Prosthetics

Choosing the Prosthetics option from the Maintenance Menu will display the following sub-menu and options.

Example: Prosthetics Menu Options

```
Select Prosthetics Option: ?

1       Cost by PSAS HCPC Report
2       Prosthetic Extracts Unusual Cost Report
3       Prosthetics (PRO) YTD HCPCS Report
4       Prosthetics (PRO) YTD Laboratory Report
```

4.3.1.9.1 Cost by PSAS HCPC Report

This menu option creates a report named Cost by PSAS HCPC REPORT. The Cost by PSAS HCPC is a prosthetics report that includes expenditures for a given time frame.

Option Name	File	New/Modified
Cost by PSAS HCPC Report	660	New

The Cost by PSAS HCPC Report consists of the following fields:
- PSAS HCPC - DSS Field (#30)/VistA Field (#32) on PRO extract
- Description (Free text field of 64 characters)
- HCPC
- QTY
- Unit of issue
- Cost
- Grand Total

```
Select Prosthetics Option: Cost by PSAS HCPC Report
Enter Report Start Date:  2/1/13  (FEB 01, 2013)
```

```
Enter Report Ending Date:  (2/1/2013 - 8/26/2013): 2/28/13  (FEB 28, 2013)

Do you want the output in exportable format? NO// y  YES
```

NOTE: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//   HOME (CRT)
```

Example: Exported Cost by PSAS HCPC Report

PSAS HCPC	DESCRIPTION	HCPC	QTY	UNIT OF ISSUE	COST
A9901	DELIVER PO # N35565	A9900	1	JOB	168.92
V2100	SINGLE VISION	A9900	1	PAIR	33.50
V2020	FRAMES	A9900	1	PAIR	21.00
V2799	TRANSITION	A9900	1	PAIR	15.00

Example: Cost by PSAS HCPC Report Screen Print

```
Report for Jan 01, 2004 thru Jan 15, 2004
 PSAS HCPC    DESCRIPTION                        HCPC    QTY    Unit of Issue     Cost
 ------------------------------------------------------------------------------------
   C1875      STENT                              L8699   1      EACH          $  2696.00
   C1875      STENT                              L8699   1      EACH          $  2696.00
   C1875      STENT                              L8699   1      EACH          $  2696.00
   C2621      PACEMAKER                          L8699   1      EACH          $  5075.00
   C2621      PACEMAKER                          L8699   1      EACH          $  4575.00
   L3060      FOOT ARCH SUPP LONGITUD/META       L3060   1                    $    22.00
   L3060      FOOT ARCH SUPP LONGITUD/META       L3060   1                    $    22.00
   E0730      TENS FOUR LEAD                     E0730   1                    $    49.00
   A4556      ELECTRODES                         A4556   5                    $    24.70
   L3700      ELBOW ORTHOSES ELAS W STAYS        L3700   1                    $    14.50
   E0730      TENS FOUR LEAD                     E0730   1                    $    49.00
   A4556      ELECTRODES                         A4556   4                    $    19.76
   A9300      EXERCISE EQUIPMENT                 A9300   1                    $    38.50
   A4556      ELECTRODES                         A4556   5                    $    24.70
   A4556      ELECTRODES                         A4556   5                    $    24.70
   E0116      CRUTCH UNDERARM EACH NO WOOD       E0116   1                    $    14.25
   E0116      CRUTCH UNDERARM EACH NO WOOD       E0116   1                    $    14.02
   DL175      GLOVES, WHEELCHAIR                 K0108   1                    $    25.11
```

```
    A4670      AUTO BLOOD PRESSURE MONITOR      A4670    1                          $     29.70

                                                          Grand Total    $ 19805.00
```

4.3.1.9.2 Prosthetic Extracts Unusual Cost Report

```
Select Prosthetics Option: Prosthetic Extract Unusual Cost Report

This report prints a listing of unusual costs that would be
generated by the Prosthetic extract (PRO) as determined by a
user-defined threshold value.  It should be run prior to the
generation of the actual extract(s) to identify and fix, as
necessary, any costs determined to be erroneous.

Unusual costs are those where the Cost of Transaction is
greater than the threshold value.

Note: The threshold can be set after a report is selected.

Run times for this report will vary depending upon the size of
the extract and could take as long as 30 minutes or more to
complete.  This report has no effect on the actual extracts and
can be run as needed.

The report is sorted by Feeder Key, then by descending Cost of
Transaction and SSN.

Enter RETURN to continue or '^' to exit:

The default threshold cost for the Prosthetic extract is $500.00.
Would you like to change the threshold?? NO// n  NO

Enter the date range for which you would like to scan the Prosthetic
Extract records.

Starting with Date: 2/1  (FEB 01, 2013)
Ending with Date: 2/8  (FEB 08, 2013)

Do you want the output in exportable format? NO// y  YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.
```

```
     DEVICE: 0;225;99999//   HOME (CRT)
```

Example: Export Prosthetic Extracts Unusual Cost Report

NAME	SSN	DATE OF SERVICE	PSAS HCPCS CODE	FEEDER KEY	QUANTITY	COST OF TRANSACTION	TRANSACTION TYPE
XXXX	xxxxxxxxx	3/4/2014	A5501	A5501NC	1	660	I
XXXX	xxxxxxxxx	3/4/2014	A6549	A6549NC	2	563	I
XXXX	xxxxxxxxx	3/4/2014	A6549	A6549NC	2	563	I
XXXX	xxxxxxxxx	3/4/2014	A6549	A6549NC	2	563	I

Example: Prosthetic Extracts Unusual Cost Report Screen Print

```
Prosthetic Extract Unusual Cost Report                                      Page: 1
Start Date: MAR 01, 2014                          Report Run Date/Time: AUG 21, 2014
End Date: MAR 03, 2014                                      Threshold Value: 500


                Date of    PSAS                                    Cost of    Tran
Name      SSN   Service    HCPCS CODE         Feeder Key Quantity  Transaction Type
-------------------------------------------------------------------------------------
XXXX   xxxxxxxxx  03/04/14  A5501              A5501NC    1          $660.00     I
XXXX   xxxxxxxxx  03/04/14  A6549              A6549NC    2          $563.00     I
XXXX   xxxxxxxxx  03/04/14  A6549              A6549NC    2          $563.00     I
```

4.3.1.9.3 Prosthetics (PRO) YTD HCPCS Report

The Prosthetics YTD HCPCS Report displays data from Prosthetics extracts from the beginning of the fiscal year to the ending data of the last extract. Data from current or previous fiscal year may be selected for the report. The report is divided into three sections: New (i.e., Initial, Replacement or Spare items), Repairs, and Rentals.

Sites that are multidivisional prosthetics sites must specify the Primary Prosthetics Division for the report. The user may then choose to generate a specific report for one division or a combined report for all divisions. The report is sorted by PSAS HCPCS Code. A print device capable of displaying a 132-character line is needed for output.

```
Setup for PRO Extract YTD HCPCS Report --

If you belong to more than one Primary Division, you must
select a Primary Division for the report.
```

```
NOTE:  You will see the following prompt if you need to select a division:

Select Prosthetic Division: ?
 Answer with INSTITUTION NAME, or *STATION NAME, or STATION NUMBER, or
     OFFICIAL VA NAME, or CURRENT LOCATION
 Do you want the entire INSTITUTION List? Y  (Yes)
Choose from:
    ALBANY ISC                          NY           VAMC        11000
    HINES ISC                           IL           VAMC        14000


Select Prosthetic Division: ALBANY ISC                         VAMC        11000

You may select ONE or ALL of the following:

(1)   11000      ALBANY
(2)   11000B     TROY

Select O(ne) or A(ll): ALL// ONE

Which one?: 2
```

Do you want the output in exportable format? NO// n NO

Select C(urrent) or P(revious) Fiscal Year: CURRENT// c CURRENT

Do you want the output in exportable format? NO// y YES

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//   HOME (CRT)


Please note: The PRO Extract YTD HCPCS Report requires 132 columns.
             Select an appropriate device for output.
```

Example: Exported PRO Extract YTD HCPCS Report

REPORT TYPE	PSAS HCPCS	QTY COM	TOTAL COM	AVE COM	QTY VA	TOTAL VA	AVE VA	QTY LAB	TOTAL LAB	AVE LAB	ALL AVE
NEW	A4301 IMPLANTABLE ACCESS SYST	7	3082	440.29	0	0	0.00	0	0	0.00	440.29
NEW	A4556 ELECTRODES, PAIR	17	64.16	3.77	0	0	0.00	0	0	0.00	3.77
NEW	A4557 LEAD WIRES, PAIR	3	0	0.00	0	0	0.00	0	0	0.00	0.00
NEW	A4570 SPLINT	10	283.21	28.32	0	0	0.00	0	0	0.00	28.32

Example: PRO Extract YTD HCPCS Report Screen Print

```
Prosthetics (PRO) Extract YTD HCPCS Report                                          Page 1
FY Date Range: OCT 01, 2013 to MAR 31, 2014
Facility:    DAYTON (552)
Run Date/Time: AUG 21, 2014@12:38


REPORT OF NEW PROSTHETICS ACTIVITIES (Initial, Replacement, or Spare)
                        Qty.    Total $   Ave. $    Qty.   Total $   Ave. $    Qty.   Total $   Ave. $   Ave. $
PSAS HCPCS             -Comm-   -Comm-    -Comm-    -VA-    -VA-      -VA-     -Lab-   -Lab-     -Lab-    -All-
           ----------------------------------------------------------------------------------------------------------

A4265 PARAFFIN            35     1356     38.74      0       0       0.00      0       0       0.00     38.74
A4301 IMPLANTABLE ACCESS SYST PE  8     4328    541.00      0       0       0.00      0       0       0.00    541.00
A4363 OSTOMY CLAMP, REPLACEMENT  109    218      2.00      0       0       0.00      0       0       0.00      2.00
A4367 OSTOMY BELT         7     518      74.00      0       0       0.00      0       0       0.00     74.00

Prosthetics (PRO) Extract YTD HCPCS Report                                          Page 1
FY Date Range: OCT 01, 2013 to MAR 31, 2014
Facility:    DAYTON (552)
Run Date/Time: AUG 21, 2014@12:38


REPORT OF REPAIR PROSTHETICS ACTIVITIES
                        Qty.    Total $   Ave. $    Qty.   Total $   Ave. $    Qty.   Total $   Ave. $   Ave. $
PSAS HCPCS             -Comm-   -Comm-    -Comm-    -VA-    -VA-      -VA-     -Lab-   -Lab-     -Lab-    -All-
           ----------------------------------------------------------------------------------------------------------

A5503 DIABETIC SHOE W/ROLLER/ROC  5     306      61.20      0       0       0.00      0       0       0.00     61.20
A5504 DIABETIC SHOE WITH WEDGE    2      32      16.00      0       0       0.00      0       0       0.00     16.00
A5507 MODIFICATION DIABETIC SHOE  7     392      56.00      0       0       0.00      0       0       0.00     56.00
A9901 DELIVERY/SET UP/DISPENSING 996  179952   180.67      0       0       0.00      0       0       0.00    180.67

Prosthetics (PRO) Extract YTD HCPCS Report                                          Page 1
FY Date Range: OCT 01, 2013 to MAR 31, 2014
Facility:    DAYTON (552)
Run Date/Time: AUG 21, 2014@12:38


REPORT OF RENTAL PROSTHETICS ACTIVITIES
                        Qty.    Total $   Ave. $    Qty.   Total $   Ave. $    Qty.   Total $   Ave. $   Ave. $
PSAS HCPCS             -Comm-   -Comm-    -Comm-    -VA-    -VA-      -VA-     -Lab-   -Lab-     -Lab-    -All-
           ----------------------------------------------------------------------------------------------------------

A4466 ELASTIC GARMENT/COVERING    7     280      40.05      0       0       0.00      0       0       0.00     40.05
A6550 NEG PRES WOUND THER DRSG S 900   17640    19.60      0       0       0.00      0       0       0.00     19.60
```

4.3.1.9.4 Prosthetics (PRO) YTD Laboratory Report

The Prosthetics YTD Laboratory Report displays data from Prosthetics extracts from the beginning of the fiscal year to the ending data of the last extract. It is intended for use by sites

that have on-site prosthetics laboratories. Data from current or previous fiscal year may be selected for the report. The report is divided into three sections: New (i.e., Initial, Replacement, or Spare items), Repairs and Rentals. Sites that are multidivisional prosthetics sites must specify the Primary Prosthetics Division for the report.

The report is sorted by PSAS HCPCS Code. It shows quantity and labor and material costs for items within each PSAS HCPCS Code. Two sets of totals are displayed on each line: totals for items produced for use at the local site and totals for items produced for other VA stations.

```
Select Prosthetics Option: Prosthetics (PRO) YTD Laboratory Report

Setup for PRO Extract YTD Laboratory Report --

If you belong to more than one Primary Division, you must
select a Primary Division for the report.

Select C(urrent) or P(revious) Fiscal Year: CURRENT// c  CURRENT

Do you want the output in exportable format? NO// y  YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported PRO Extract YTD Laboratory Report

REPORT TYPE	PSAS HCPCS	LOCAL QTY	LOCAL LABOR COST	LOCAL MATERIAL COST	LOCAL AVE COST	ALL OTHER QTY	ALL OTHER LABOR COST	ALL OTHER MATERIAL COST	ALL OTHER AVE COST
NEW	L1940 AFO MOLDED TO PATIENT PLAS	2	143.47	76.00	109.74	0	0.00	0.00	0.00
NEW	L1960 AFO POS SOLID ANK PLASTIC	2	87.47	295.50	191.49	0	0.00	0.00	0.00
NEW	L3000 FT INSERT UCB BERKELEY SHE	3	0.00	0.00	0.00	0	0.00	0.00	0.00

Example: PRO Extract YTD Laboratory Report Screen Print

```
Prosthetics (PRO) Extract YTD Laboratory Report                                          Page 1
FY Date Range: OCT 01, 2013 to MAR 31, 2014
Facility:    DAYTON (552)
Run Date/Time: AUG 21, 2014@14:59


REPORT OF NEW PROSTHETICS ACTIVITIES (Initial, Replacement, or Spare)


                              Produced for Station #552              Produced for all other stations
PSAS HCPCS                Qty.  Labor $   Mat'l $   Ave. $       Qty.  Labor $   Mat'l $   Ave. $
-----------------------------------------------------------------------------------------------------


L2036 KAFO PLAS DOUB FREE KNEE M     1      22      27    49.40       0      0      0    0.00
L3020 FOOT LONGITUD/METATARSAL S     5     406     100   101.27       0      0      0    0.00
L3221 ORTHOPEDIC MENS SHOES DPTH     1       0       0     0.00       0      0      0    0.00
L5000 SHO INSERT W ARCH TOE FILL     1      30     165   194.98       0      0      0    0.00

Prosthetics (PRO) Extract YTD Laboratory Report                                          Page 1
FY Date Range: OCT 01, 2013 to MAR 31, 2014
Facility:    DAYTON (552)
Run Date/Time: AUG 21, 2014@14:59


REPORT OF REPAIR PROSTHETICS ACTIVITIES


                              Produced for Station #552              Produced for all other stations
PSAS HCPCS                Qty.  Labor $   Mat'l $   Ave. $       Qty.  Labor $   Mat'l $   Ave. $
-----------------------------------------------------------------------------------------------------


L2220 DORSI & PLANTAR FLEX ASS/R     2       0       0     0.00       0      0      0    0.00
L2250 FOOT PLATE MOLDED STIRRUP      1       0       0     0.00       0      0      0    0.00
L2415 KNEE JOINT CAM LOCK EACH J     1       0       0     0.00       0      0      0    0.00
L2492 KNEE LIFT LOOP DROP LOCK R     1       0       0     0.00       0      0      0    0.00
```

4.3.2.0   Setup for DSS Clinic Information

Choosing the Setup for DSS Clinic Information option from the Maintenance Menu will display
the following sub-menu and options.

Example: DSS Clinic Information Menu Options

```
Select Setup for DSS Clinic Information Option: ?

1       NATIONAL CLINIC CODES FOR DSS LIST
2       CREATE DSS CLINIC STOP CODE FILE
3       CLINICS AND DSS STOP CODES PRINT
4       ENTER/EDIT DSS STOP CODES FOR CLINICS
5       APPROVE REVIEWED DSS CLINIC WORKSHEET
6       DSS IDENTIFIER NON-CONFORMING CLINICS REPORT
7       DSS CLINIC & STOP CODES VALIDITY REPORT
8       CLINIC EDIT LOG REPORT
```

NOTE: The "CLINIC EDIT LOG REPORT" requires the use of the SD SUPERVISOR Security key.

4.3.2.0.1 National Clinic Codes for DSS List

Use this option to print a list of the national clinic codes with short descriptions from the NATIONAL CLINIC file (#728.441). The only prompt is for a device. You might want to use the output generated by this option as a reference guide when using the following options:

- Approve Reviewed DSS Clinic Worksheet
- Enter/Edit DSS Stop Codes For Clinics
- Clinics And DSS Stop Codes Print
- Create DSS Clinic Stop Code File

Example: National Clinic List

```
NATIONAL CLINIC LIST                              NOV 18,1997 13:54     PAGE 1
CODE   SHORT DESCRIPTION
-------------------------------------------------------------------------------
AETC   Ambulatory Evaluation and Treatment Center
AFCC   AFC Clinic
AGTO   Agent Orange
AOTH   A Other
ASOR   Ambulatory Surgery Performed in an OR
ASOT   Ambulatory Surgery Performed in Area Other than OR
ATEM   A Team
BARA   Bar 203-450 Audio
BOTH   B Other
[This output has been abbreviated to save space.]
```

Example: Exported National Clinic List

CODE	SHORT DESCRIPTION
402A	PROV A V01 402 TOGUS ME
402B	PROV B V01 402 TOGUS ME
402C	PROV C V01 402 TOGUS ME

4.3.2.0.2 Create DSS Clinic Stop Code File

- You can run this option at any time to add new clinics created by MAS.
- Running this option does *not* affect existing data in the CLINICS AND STOP CODES file (#728.44). This file includes the RECORD LAST SYNCHED field that holds the last date that the Create DSS Clinic Stop Code File option was run.
- It is recommended that this option be run on a recurrent monthly basis. The suggested time is prior to generating the Clinic Visit Extract.

Use this option to create local entries in the CLINICS AND STOP CODES file (#728.44).

```
Select Setup for DSS Clinic Information Option: 2  Create DSS Clinic Stop Code File

This option creates local entries in the DSS CLINIC AND STOP CODES
file (#728.44).
```

```
The CREATE option last ran on 8/27/13.

Do you want to run the CREATE option? N// y  YES

Running CREATE.................................................................

The CREATE option has completed on Aug 28, 2013@09:11:17.

Proceed to DSS Clinic and Stop Code Print menu? NO// y  YES

This option produces a worksheet of (A) All Clinics, (C) Active, (D) Duplicate, (I)
Inactive, or only the (U) Unreviewed Clinics that are awaiting approval.

Clinics that were defined as "inactive" by MAS the last time the option
"Create DSS Clinic Stop Code File" was run will be indicated with an "*".

Choose (X) for exporting the CLINICS AND STOP CODES FILE to a text file for
spreadsheet use.

**REMINDER - The CREATE option last ran on 8/28/13.
If the most recent clinic changes from the HOSPITAL LOCATION file #44
are desired, run the CREATE option before running a report.**


     Select one of the following:

          A          ALL CLINICS
          C          ALL ACTIVE CLINICS
          D          DUPLICATE CLINICS
          I          ALL INACTIVE CLINICS
          U          UNREVIEWED CLINICS
          X          EXPORT TO TEXT FILE FOR SPREADSHEET USE

Enter "A", "C", "D", "I", "U", or "X":
```

The software uses the following logic to create entries in the CLINICS AND STOP CODES file
(#728.44).

4.3.2.0.2.1   New Clinic Entries

The software searches the HOSPITAL LOCATION file (#44) for all clinics. It does not create
entries for clinics that are currently inactive.

New clinic entries are added to the CLINICS AND STOP CODES file (#728.44) with the
following field defaults.

Field #	Field Name	Default value
1	STOP CODE	STOP CODE NUMBER field (#8) in the HOSPITAL LOCATION file (#44)
2	CREDIT STOP CODE	CREDIT STOP CODE field (#2503) in HOSPITAL LOCATION file (#44)
3	DSS STOP CODE	STOP CODE NUMBER field (#8) in HOSPITAL LOCATION file (#44)
4	DSS CREDIT STOP CODE	CREDIT STOP CODE field (#2503) in HOSPITAL LOCATION file (#44)

5	ACTION TO SEND	1: SEND STOP CODE
		4: SEND BOTH AS ONE RECORD WITH NATIONAL
		   CODE
		5: SEND BOTH AS ONE RECORD WITHOUT NATIONAL
		   CODE
		6: DO NOT SEND

4.3.2.1.0.2   Existing Clinic Entries

All preexisting clinics are checked against their counterparts in the HOSPITAL LOCATION file (#44) to be sure that the STOP CODE field (#1) in the CLINICS AND STOP CODES file (#728.44) matches the STOP CODE NUMBER field (#8) in the HOSPITAL LOCATION file (#44). The same check is made on the CREDIT STOP CODE field (#2) to be sure that it matches the CREDIT STOP CODE field (#2503) in the HOSPITAL LOCATION file (#44).

Any preexisting clinic that is currently marked as inactive in the HOSPITAL LOCATION file (#44) is flagged as inactive in the CLINICS AND STOP CODES file (#728.44). This inactive indicator will be displayed as an asterisk (*) beside the clinic name on the worksheet generated by the *Clinics and DSS Stop Codes Print* option. Inactive clinics may still have valid past data for DSS.

Any Stop Code changes to preexisting clinics will delete the "Last Approved" date in the CLINICS AND STOP CODES file (#728.44). This will ensure that the edited clinics print out as "unreviewed" the next time the clinic worksheet is generated using the *Clinics and DSS Stop Codes Print* option.

4.3.2.0.3   Clinics and DSS Stop Codes Print

Use this option to produce the Worksheet for DSS Clinic Stops showing one of the following:
- All DSS Clinic Stops
- Active Clinic Stops
- Duplicate Clinic Stops
- Inactive Clinic Stops
- Unreviewed Clinic Stops

A clinic will be reported as "unreviewed" if it is newly established or if there is a change to stop code/credit stop or count/non-count clinic status or active/inactive clinic status.

The columns included on the spreadsheet are:

- IEN
- Clinic
- Stop Code
- Credit Stop Code
- DSS Stop Code
- DSS Credit Stop Code
- Action
- Last Review Date
- CHAR4 Code
- Inact Date
- React Date
- Clinic Type
- App Len
- Div
- App Type
- Non Cnt
- Occasion of Service (OOS)
- OOS Calling Pkg
- Variable Length Appt
- DSS Prod Dept

Columns listed in the Worksheet for DSS Clinic Stops printed from the screen include:

- Last approved date
- Print Date
- Clinic (followed by * if inactive)
- Stop Code
- Credit Stop Code
- DSS Stop Code
- DSS Credit Stop Code
- Action
- CHAR4 Code
- C/N

Column C / N, captures changes to a clinic's Count / Non Count status. Values in the column will be "C" for count or "N" for non-count on the printed report and "YES" and "NO" on the exported report.

Only changes to the Stop Code and Credit Stop Code fields in the HOSPITAL LOCATION file (#44) are noted.

The clinic name is truncated so that there is at least one space between the clinic name and stop code columns.

Clinics that are inactive have an asterisk "*" after the clinic name on the printed reports only. On the exported reports, the date the clinic was inactivated is shown. (Note: if an inactive clinic was reactivated the reactivation date is shown.)

```
Select Setup for DSS Clinic Information Option: 3  Clinics and DSS Stop Codes Print

This option produces a worksheet of (A) All Clinics, (C) Active, (D) Duplicate,
(I) Inactive, or only the (U) Unreviewed Clinics that are awaiting approval.

Clinics that were defined as "inactive" by MAS the last time the option
"Create DSS Clinic Stop Code File" was run will be indicated with an "*".

Choose (X) for exporting the CLINICS AND STOP CODES FILE to a text file for
spreadsheet use.

**REMINDER - The CREATE option last ran on 8/28/13.
If the most recent clinic changes from the HOSPITAL LOCATION file #44
are desired, run the CREATE option before running a report.**

        Select one of the following:

            A           ALL CLINICS
            C           ALL ACTIVE CLINICS
            D           DUPLICATE CLINICS
            I           ALL INACTIVE CLINICS
            U           UNREVIEWED CLINICS
            X           EXPORT TO TEXT FILE FOR SPREADSHEET USE
```

4.3.2.0.3.1 All Clinics Option

```
WORKSHEET FOR DSS CLINIC STOPS                                  Page: 1
(last approved on 07/09/2013)                        Print Date:08/28/13

 CLINIC                       STOP    CREDIT  DSS    DSS     ACTION   CHAR4 C/N
                              CODE    STOP    STOP   CREDIT           CODE
                                      CODE    CODE   STOP
( * - currently inactive)                            CODE
--------------------------------------------------------------------------------

000 ADMIN SCHEDULING (NC)     674             674    _____     1      ____   N

000-EYE NON TREATMENT-X       407     485     407    485       4      NONC   N

000-MH NON TREATMENT-X        674             674    _____     1      ____   N

000-NON TREATMENT-X           301     485     301    485       4      NONC   N

3S D/C CLINIC DAYS-X          674             674    _____     4      NONC   N

DAY MH PRRC GRP SST*          583     117     583    117       5      ____   C
--------------------------------------------------------------------------------
```

4.3.2.0.3.2 All Active Clinics Option

```
WORKSHEET FOR DSS CLINIC STOPS                            Page: 1
(last approved on 07/09/2013)                   Print Date:08/28/13

CLINIC                    STOP   CREDIT  DSS    DSS     ACTION  CHAR4 C/N
                          CODE   STOP    STOP   CREDIT          CODE
                                 CODE    CODE   STOP
( * - currently inactive)                       CODE
--------------------------------------------------------------------------

000 ADMIN SCHEDULING (NC) 674            674    _____    1      ____   N

000-EYE NON TREATMENT-X   407    485     407    485      4      NONC   N

000-MH NON TREATMENT-X    674            674    _____    1      ____   N

000-NON TREATMENT-X       301    485     301    485      4      STAT   N

3S D/C CLINIC DAYS-X      674            674    _____    4      NONC   N

3S D/C CLINIC EVE-X       674            674    _____    4      NONC   N
--------------------------------------------------------------------------
```

4.3.2.0.3.3 Duplicate Clinics Option

```
WORKSHEET FOR DSS CLINIC STOPS                            Page: 1
(last approved on 07/09/2013)                   Print Date:08/28/13

CLINIC NAME               CLINIC  DSS    DSS     CHAR4  CLINIC  DIV
                          IEN     STOP   CREDIT  CODE   APPT
                                  CODE   STOP           LENGTH
                                         CODE
--------------------------------------------------------------------------
SICU                      195                                   1
11CP SURG                 359                                   1
NEW IMAGING LOCATION      611                                   1
N.PSYCHROOFTOP            616                                   1

RAD LOC #10               277     105                           1
RAD LOC #11               286     105                           1
```

4.3.2.0.3.4 All Inactive Clinics Option

```
WORKSHEET FOR DSS CLINIC STOPS                            Page: 1
(last approved on 07/09/2013)                   Print Date:08/28/13

CLINIC                    STOP   CREDIT  DSS    DSS     ACTION  CHAR4 C/N
                          CODE   STOP    STOP   CREDIT          CODE
                                 CODE    CODE   STOP
( * - currently inactive)                       CODE
--------------------------------------------------------------------------

ZZ1ST TUES SLEEP SC -X*   315    470     315    470      5      ____   C

ZZ23 HOUR OBSERVATION-X*  291            291    _____    1      ____   N

ZZ320 DR N&FS OPT-X*      123            123    _____    4      NONC   N
```

```
ZZ3N N&FS OPT-X*           123          123   _____       4     NONC   N
-------------------------------------------------------------------------------
```

4.3.2.0.3.5 Unreviewed Clinics Option

```
WORKSHEET FOR DSS CLINIC STOPS                                Page: 2
(last approved on 07/09/2013)                    Print Date:08/28/13

CLINIC                        STOP   CREDIT  DSS   DSS      ACTION  CHAR4 C/N
                              CODE   STOP    STOP  CREDIT           CODE
                                     CODE    CODE  STOP
( * - currently inactive)                          CODE
-------------------------------------------------------------------------------

DAY MH PRP GROUP EDUCATIO     560    714     560   714        5     ____   C

DAY PC XXXXXXXX               323          323   _____      4     YYYY   C

DAY POLYTRAUMA/CHIROPRACT     197    436     197   436        5     ____   C
```

4.3.2.0.3.6 Export Clinic Review Report Option

```
Select Setup for DSS Clinic Information Option: Clinics and DSS Stop Codes Print

Choose (X) for exporting the CLINICS AND STOP CODES FILE to a text file for
spreadsheet use.

        Select one of the following:

        A          ALL CLINICS
        C          ALL ACTIVE CLINICS
        D          DUPLICATE CLINICS
        I          ALL INACTIVE CLINICS
        U          UNREVIEWED CLINICS
        X          EXPORT TO TEXT FILE FOR SPREADSHEET USE

Enter "A", "C", "D", "I", "U", or "X": X

        Select one of the following:

        A          ALL CLINICS
        C          ALL ACTIVE CLINICS
        D          DUPLICATE CLINICS
        I          ALL INACTIVE CLINICS
        U          UNREVIEWED CLINICS

Enter "A", "C", "D", "I", or "U": U

Do you want the output in exportable format? NO// Y
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
```

and 99999 is the screen length.

NOTE: In order for all number fields, such as SSN and Feeder Key, to be displayed correctly in the spreadsheet, these fields must be formatted as Text when importing the data into the spreadsheet.

DEVICE: 0;225;99999//

Example: Exported All Clinics Spreadsheet

> **NOTE**: For clinics that are inactive, the date that they were inactivated is listed. If an Inactive Clinic was reactivated, the Reactivation Date has been listed.

IEN	Clinic	Stop Code	Credit Stop Code	DSS Stop Code	DSS Credit Stop Code	Action	Last Approved Date	CHAR4 Code	Inact Date	React Date	Clinic Type	App Len	Div	App Type	Non Cnt	OOS	OOS Calling Pkg	Var Length Appt	DSS Prod Dept
1	ZZANKENEY,C (PA) A/C-X	301	117	301	117	6	5/6/2014		4/27/1992		CLINIC	10	1	REGULAR	NO				
2	ZZNEU-X	315	117	315	117	6	5/6/2014		11/4/1991		CLINIC	10	1		NO				
3	ZZPODIATRY-X	411		411		6	5/6/2014		9/1/2005		CLINIC	15	1	REGULAR	NO			V	
4	DAY ORTHOPEDICS	409		409		1	5/6/2014		8/27/1987	11/29/1989	CLINIC	15	1	REGULAR	NO				

Example: Exported All Active Clinics Spreadsheet

IEN	Clinic	Stop Code	Credit Stop Code	DSS Stop Code	DSS Credit Stop Code	Action	Last Approved Date	CHAR4 Code	Inact Date	React Date	Clinic Type	App Len	Div	App Type	Non Cnt	OOS	OOS Calling Pkg	Var Length Appt	DSS Prod Dept
4	DAY ORTHOPEDICS	409		409		1	5/6/2014		8/27/1987	11/29/1989	CLINIC	15	1	REGULAR	NO				
5	HEMALOGY PRINCIPAL CLINIC-X	301	485	301	485	4	5/6/2014	NONC	11/19/1998	11/20/1998	CLINIC	10	1	REGULAR	YES			V	
8	MH CLINIC (GRP) PRINCIPAL-X	550		550		4	5/6/2014	NONC	1/22/1992	1/23/1992	CLINIC	30	1	REGULAR	YES			V	
13	OPHTHALMOLOGY PRINCIPAL-X	301	485	301	485	4	5/6/2014	NONC			CLINIC	30	1	REGULAR	YES			V	

Example: Exported Duplicate Clinics Spreadsheet

CLINIC NAME	CLINIC IEN	DSS STOP CODE	DSS CREDIT STOP CODE	CHAR4 CODE	CLINIC APPOINTMENT LENGTH	DIVISION
ULTRASOUND	2868	115				1
Z IMPORTED DAY US	5305	115				1
MRI (LOC)	4309	151				1
Z IMPORTED DAY MRI	5308	151				1
DAY NUCLEAR MEDICINE	273	109			30	1
DAY NUCLEAR MED PRE FOLLO	2411	109			30	1

Example: Exported All Inactive Clinics Spreadsheet

IEN	Clinic	Stop Code	Credit Stop Code	DSS Stop Code	DSS Credit Stop Code	Action	Last Approved Date	CHAR4 Code	Inact Date	React Date	Clinic Type	App Len	Div	App Type	Non Cnt	OOS	OOS Calling Pkg	Var Length Appt	DSS Prod Dept
1	ZZANKENEY,C (PA) A/C-X	301	117	301	117	6	5/6/2014		4/27/1992		CLINIC	10	1	REGULAR	NO				
2	ZZNEU-X	315	117	315	117	6	5/6/2014		11/4/1991		CLINIC	10	1		NO				
3	ZZPODIATRY-X	411		411		6	5/6/2014		9/1/2005		CLINIC	15	1	REGULAR	NO			V	
6	ZZVIST-IMPAIRMENT SVC TEAM-X	407		407		6	5/6/2014		9/27/2012		CLINIC	60	1	REGULAR	NO				

Example: Exported Unreviewed Clinics Spreadsheet

IEN	Clinic	Stop Code	Credit Stop Code	DSS Stop Code	DSS Credit Stop Code	Action	Last Approved Date	CHAR4 Code	Inact Date	React Date	Clinic Type	App Len	Div	App Type	Non Cnt	OOS	OOS Calling Pkg	Var Length Appt	DSS Prod Dept
3507	AMBULATORY SURGERY	401	117	401	117	4		NONC	8/4/2010	8/5/2010	CLINIC	15	1	REGULAR	YES			V	
4394	ZZDAY SCI TELEMED RT GENERAL-X	210	690	210	690	5			2/25/2011		CLINIC	30	1	REGULAR	NO			V	
6097	ZZDAY MH VI CWT/TWE NON-X	570		570		1		PEER	10/3/2012		CLINIC	30	1	REGULAR	NO			V	
6939	DAY OPHTHALMOLOGY CATARACT	407		407		1			5/13/2014		CLINIC	20	1	REGULAR	NO			V	

4.3.2.0.4 Enter/Edit DSS Stop Codes for Clinics

Use this option to enter or edit the stop codes, credit stop codes and action to send codes associated with each clinic for the DSS extract. Please note that these codes might be the same as those associated with the clinic by MAS.

Stop codes (also known as DSS Identifiers) are assigned a restriction type of primary, secondary or either.

- Primary types can only be used in the primary stop code position
- Secondary types can only be used in the secondary stop code position
- Either can be used in the primary or secondary stop code position

Stop codes that have a restriction type of primary or secondary will also have a restriction date to track when the stop code is designated as a restricted stop code. Validity checks are performed to restrict data entry to valid values only.

The option to select how the stop codes and/or credit codes are sent can be changed. The default is set to SEND BOTH AS ONE RECORD WITH NATIONAL CODE. The example below shows the options that are available.

Example: Action to Send Description and Menu Choices

```
ACTION TO SEND: SEND BOTH AS ONE RECORD WITH NATIONAL CODE
        // ??
       This determines how alternate stop code and alternate credit stop
       codes are combined to form a feeder key for this clinic.

     Choose from:
       1         SEND STOP CODE
       4         SEND BOTH AS ONE RECORD WITH NATIONAL CODE
       5         SEND BOTH AS ONE RECORD WITHOUT NATIONAL CODE
       6         DO NOT SEND
```

Through prompts, there is the option the option to add or edit the National Code, DSS Unit Identifier and DSS Product Department.

Example: Enter/Edit DSS Stop Codes for a Clinic

```
Select Setup for DSS Clinic Information Option: Enter/Edit DSS Stop Codes for Clinics

Select CLINICS AND STOP CODES CLINIC NAME: Ambulatory Surgery

EXISTING CLINIC FILE DATA:          EXISTING DSS CLINIC FILE DATA:

STOP CODE :       401                DSS STOP CODE :    401
CREDIT STOP CODE :117                DSS CREDIT STOP CODE :117

DSS STOP CODE (3-digit code only): 401//     GENERAL SURGERY     401
DSS CREDIT STOP CODE (3-digit code only): 117//   NURSING (2ND ONLY)     117
```

```
...Validity Checker Complete.
ACTION TO SEND: SEND BOTH AS ONE RECORD WITH NATIONAL CODE
         //
NATIONAL CODE: NONC//
DSS UNIT IDENTIFIER:
DSS PRODUCT DEPARTMENT: ??
        The nationally defined DSS Intermediate Department Number designated to
        the patient care product being provided.

DSS PRODUCT DEPARTMENT: 123
```

4.3.2.0.5   Approve Reviewed DSS Clinic Worksheet

Use this option to approve all DSS Stop Codes and DSS Credit Stop Codes as defined in the CLINICS AND STOP CODES file (#728.44) and to mark all currently existing entries in this file as reviewed.

Example: Clinics and Stop Code File

```
This option allows you to mark the current clinic entries in the CLINICS AND
STOP CODES file (#728.44) as "reviewed". Those entries will then be omitted
from the list printed from the "Clinic and DSS Stop Codes Print" when you
choose to print only "unreviewed" clinics.

Are you ready to approve the reviewed information provided by the
"Clinic and DSS Stop Codes Print"? NO// Y  YES

Requested Start Time: NOW// <RET> (DEC 06, 1996@10:28:25)

...approval queued
```

4.3.2.0.6   DSS Identifier Non-Conforming Clinics Report

Stop codes (also known as DSS Identifiers) are assigned a restriction type of primary, secondary or either. Primary types can only be used in the primary stop code position; secondary types can only be used in the secondary stop code position; and those with a type of either can be used in the primary or secondary stop code position. Stop codes that have a restriction type of primary or secondary will also have a restriction date to track when the stop code is designated as a restricted stop code. Clinics are validated to insure that stop codes are in compliance with restriction types.

The DSS Identifier Non-Conforming Clinics Report option is used to print or export a listing of the clinics that do not conform to the stop code and Four Character Code (4CHAR) restriction types. Clinics in the CLINICS AND STOP CODE file (#728.44) are also included on the report when they contain the following:

- A stop code is inactive or has an inactive date in the future.

- A credit stop code is inactive or has an inactive date in the future.

- A DSS stop code is inactive or has an inactive date in the future.

- A DSS credit stop code is inactive or has an inactive date in the future.

- National Code Four Character is inactive

NOTE: National Clinic Four Character code cannot be added, deleted, or modified by users.

You may choose to print or export the report for active clinics, inactive clinics, or both. The report will list the IEN number, clinic name, primary stop code, secondary stop code, DSS primary stop code, DSS secondary stop code, 4CHAR National Code, and the reason for non-conformance.

If all the selected clinics conform to the stop code and Four Character Codes restriction types, "No problem clinics found" is displayed on the report. If necessary, you may use the Enter/Edit DSS Stop Codes for Clinics option to make corrections to the problem clinics.

```
This option reviews the Primary and Secondary Stop Codes and any existing Four
Character Codes in the Clinics and Stop Codes file #728.44.
It produces a report highlighting any nonconformance reasons that pertain
to the Primary and Secondary Codes, or the Four Character Codes if present.
Please contact the responsible party for corrective action.
```

4.3.2.0.6.1 DSS Identifier Non-Conforming Active Clinics

```
        Select one of the following:

                A           Active Clinics
                I           Inactive Clinics
                B           Both

Select Report: a  Active Clinics
Please be patient, this may take a few moments...
```

NOTE: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported DSS Identifier Non-Conforming Clinics Report – Active

IEN	CLINIC NAME	STOP CODE	CREDIT STOP CODE	DSS STOP CODE	DSS CREDIT STOP CODE	CHAR4 CODE	REASON FOR NON-CONFORMANCE
3	PSYCHOLOGY	85		85			85 Code is inactive
10	DEMO	101	117	101	117		101 Code is inactive
42	NEWCLIN	101		101			101 Code is inactive
45	JOELTEST	98		98			98 Code is inactive
53	TEST66	86		86			86 Code is inactive
54	TEST77	86		86			86 Code is inactive
55	TEST88	86		86			86 Code is inactive

Example: Screen Print of DSS Identifier Non-Conforming Clinics Report - Active

```
AUG 12, 2014@10:44:15                                             Page: 1

                DSS IDENTIFIER NON-CONFORMING CLINICS REPORT
                           Active Clinics

CLINICS AND STOP CODES File (#728.44) - (Use 'Enter/Edit DSS Stop Codes for
                  Clinics' [ECXSCEDIT] menu option to make corrections)

IEN #   CLINIC NAME       STOP    CREDIT     DSS STOP  DSS CREDIT  CHAR4   REASON FOR NON-
                          CODE    STOP CODE  CODE      STOP CODE   CODE    CONFORMANCE
------------------------------------------------------------------------------------------
3       PSYCHOLOGY        85                 85                            85 Code is inactive
10      DEMO              101     117        101       117                 101 Code is inactive
42      NEWCLIN           101                101                           101 Code is inactive
```

4.3.2.0.6.2 DSS Identifier Non-Conforming Inactive Clinics

```
        Select one of the following:

            A          Active Clinics
            I          Inactive Clinics
            B          Both

Select Report: i  Inactive Clinics
Please be patient, this may take a few moments...

Do you want the output in exportable format? NO// y  YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
```

displayed correctly in the spreadsheet, these fields must be formatted as Text when importing the data into the spreadsheet.

```
DEVICE: 0;225;99999//
```

Example: Exported DSS Identifier Non-Conforming Clinics Report – Inactive

IEN	CLINIC NAME	STOP CODE	CREDIT STOP CODE	DSS STOP CODE	DSS CREDIT STOP CODE	CHAR4 CODE	REASON FOR NON-CONFORMANCE
85	*RICH	85		85			85 Code is inactive
225	*TEST 555						Missing primary code
225	*TEST 555						No DSS primary code
232	*INACT FUTURE	117		117			117 Cannot be primary
233	*INACT CURRENT	117		117			117 Cannot be primary
235	*INACT CURRENT/REACT	117		117			117 Cannot be primary

NOTE: The Asterisk (*) before the clinic name denotes an Inactive Clinic.

Example: Screen Print of DSS Identifier Non-Conforming Clinics Report - Inactive

```
AUG 12, 2014@10:57:37                                               Page: 1

               DSS IDENTIFIER NON-CONFORMING CLINICS REPORT
                          Inactive Clinics

CLINICS AND STOP CODES File (#728.44) - (Use 'Enter/Edit DSS Stop Codes for
                 Clinics' [ECXSCEDIT] menu option to make corrections)

IEN #   CLINIC NAME    STOP    CREDIT      DSS STOP   DSS CREDIT CHAR4 REASON FOR NON-
                       CODE    STOP CODE   CODE       STOP CODE  CODE  CONFORMANCE
--------------------------------------------------------------------------------
85      *RICH          85                  85                          85 Code is inactive
225     *TEST 555                                                      Missing primary code
225     *TEST 555                                                      No DSS primary code
232     *INACT FUTURE  117                 117                         117 Cannot be primary
233     *INACT CURRENT 117                 117                         117 Cannot be primary
```

NOTE: The Asterisk (*) before the clinic name denotes an Inactive Clinic.

4.3.2.0.6.3 DSS Identifier Non-Conforming Both Active and Inactive Clinics

```
        Select one of the following:

             A          Active Clinics
             I          Inactive Clinics
             B          Both

Select Report: b  Both
Please be patient, this may take a few moments...

Do you want the output in exportable format? NO// y  YES
```

NOTE: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                   and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported DSS Identifier Non-Conforming Clinics Report – Both Active and Inactive

IEN	CLINIC NAME	STOP CODE	CREDIT STOP CODE	DSS STOP CODE	DSS CREDIT STOP CODE	CHAR4 CODE	REASON FOR NON-CONFORMANCE
3	PSYCHOLOY	85		85			85 Code is inactive
10	DEMO	101	117	101	117		101 Code is inactive
42	NEWCLIN	101		101			101 Code is inactive
45	JOELTEST	98		98			98 Code is inactive
53	TEST66	86		86			86 Code is inactive
54	TEST77	86		86			86 Code is inactive

NOTE: The Asterisk (*) before the clinic name denotes an Inactive Clinic.

Example: Screen Print of DSS Identifier Non-Conforming Clinics Report - Both Active and Inactive

```
AUG 12, 2014@11:05:15                                            Page: 1

                    DSS IDENTIFIER NON-CONFORMING CLINICS REPORT
                              All Clinics

CLINICS AND STOP CODES File (#728.44) - (Use 'Enter/Edit DSS Stop Codes for
                     Clinics' [ECXSCEDIT] menu option to make corrections)

IEN #    (*currently inactive) STOP CREDIT    DSS STOP DSS CREDIT CHAR4 REASON FOR NON-
                               CODE STOP CODE CODE     STOP CODE  CODE  CONFORMANCE
------------------------------------------------------------------------------------
---
3        PSYCHOLOGY            85             85                        85 Code is inactive
10       DEMO                  101  117       101      117              101 Code is inactive
42       NEWCLIN               101            101                       101 Code is inactive
45       JOELTEST              98             98                        98 Code is inactive
53       TEST66                86             86                        86 Code is inactive
```

NOTE: The Asterisk (*) before the clinic name denotes an Inactive Clinic.

4.3.2.0.7 DSS Clinic & Stop Codes Validity Report

The DSS Clinic & Stop Codes Validity Report is used to identify clinic setups that have become invalid due changes that have occurred with stop codes or credit stop codes subsequent to initial clinic setup.

The clinic's stop codes must be active, valid, and conform to the restriction types. If any of the following six conditions are not met, the clinic will be listed on the report with a descriptive message explaining what needs to be updated.

- Must be active
- Must be three numeric characters in length and be valid
- Must be in the correct position for the restriction type
- Must not have matching codes
- Must not have an inactive date in the future
- Must not have an inactive 4CHAR National Code

> **NOTE**: National Clinic Four-Character cannot be added, deleted, or modified by users.

Example: Exported DSS Clinic and Stop Codes Validity Report

```
Select Setup for DSS Clinic Information Option: DSS Clinic & Stop Codes Validity
Report

This report will display stop code information of the ACTIVE
clinics in the Clinics and Stop Code file (#728.44).  It will
display stop codes that do not conform to the Business Rules for
Valid Stop Codes.

Do you want the output in exportable format? NO// y  YES

Gathering data for export...

To ensure all data is captured during the export:
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.
```

```
DEVICE: 0;225;99999//
```

IEN	CLINIC NAME	STOP CODE	CREDIT STOP CODE	DSS STOP CODE	DSS CREDIT STOP CODE	CHAR4 CODE	ERROR 1	ERROR 2	ERROR 3
3	PSYCHOLOGY	85		85			85 is an Inactive Stop Code	85 is an Inactive DSS Stop Code	
10	DEMO	101	117	101	117		101 is an Inactive Stop Code	101 This stop code can only be used in the secondary position.	101 is an Inactive DSS Stop Code
42	NEWCLIN	101		101			101 is an Inactive Stop Code	101 This stop code can only be used in the secondary position.	101 is an Inactive DSS Stop Code

Example: DSS Clinic and Stop Codes Validity Report

```
Select Setup for DSS Clinic Information Option:  DSS Clinic & Stop Codes Validity
Report

This report will display stop code information of the ACTIVE
clinics in the Clinics and Stop Code file (#728.44).  It will
display stop codes that do not conform to the Business Rules for
Valid Stop Codes.

DEVICE: HOME//

DSS CLINIC & STOP CODES VALIDITY REPORT                          Page: 1

IEN#   CLINIC NAME                              STOP    CREDIT  DSS    DSS     CHAR4
                                                CODE    STOP    STOP   CREDIT  CODE
                                                CODE    CODE    CODE   STOP
                                                                      CODE
-----------------------------------------------------------------------------

1177  DAY FLU SHOT                              323     710     323    710     BTEM
ERRORS:
      BTEM CHAR4 Code is inactive, please change to an active code.

1921  PCT_G PRINCIPAL-X                         323             323            BTEM
ERRORS:
      BTEM CHAR4 Code is inactive, please change to an active code.

64    AUDIOLOGY                                 203             211    110
ERRORS:
      110 is an Inactive DSS Credit Stop Code
   9999 CHAR4 Code is invalid, please change to a legal value.


     3 PROBLEM CLINICS FOUND.
```

Example: Exported DSS Clinic and Stop Codes Validity Report

IEN	CLINIC NAME	STOP CODE	CREDIT STOP CODE	DSS STOP CODE	DSS CREDIT STOP CODE	CHAR4 CODE	ERROR 1	ERROR 2	ERROR 3	WARNING
1628	NUCLEAR MEDICINE	109		109		9191	9191 CHAR4 Code is invalid, please change to a legal value.			
5309	Z IMPORTED DAY NUC/MED	109		109		9191	9191 CHAR4 Code is invalid, please change to a legal value.			
7324	DAY RENAL TELEPHONE	147	313	147	313	9021	9021 CHAR4 Code is invalid, please change to a legal value.			
7325	MID MH TELEHEALTH FAM SERV DS	502	692	502	692	PEER	PEER CHAR4 Code is inactive, please change to an active code.			

4.3.2.0.8   Clinic Edit Log Report

This option prints a log of changes made to Clinic Locations. The user will select one of the following:
```
1       USER NAME
2       DATE CHANGED
```

Example: Clinic Edit log Report

```
CLINIC EDIT LOG
                                 Page 1
Printed on Apr 17, 2010@08:28:56 for 3/1/10 to 3/30/10
USER NAME     DATE/TIME CHANGED    CLINIC IEN     CLINIC NAME     FIELD NAME
        OLD VALUE
                        NEW VALUE
-------------------------------------------------------------------------
XXXXXXX,XXX   MAR  1,2010  08:41      XXXX      ZZDAYC&P MARSHALL
                                                                   IN
ACTIVATE

                        MAR 01, 2010
XXXXXXX,XXX   MAR  1,2010  08:44      XXXX      ZZC&P   MUNSEE-X
                                                                   IN
ACTIVATE

                        MAR 01, 2010
```

Example: Exported Clinic Edit log Report

USER NAME	DATE/TIME CHANGED	CLINIC IEN	CLINIC NAME	FIELD NAME	OLD VALUE	NEW VALUE
XXXXXX,XXXX X	MAR 19,2014 11:32	4413	NUR MED 1	NAME	NUR MED 1	NUR medical
XXXXXX,XXXX X	MAR 19,2014 11:32	4413	NUR MED 1	INSTITUTION	DAYTON	DAYTON

4.3.2.1   Setup for Inpatient Census Information

Choosing the Setup for Inpatient Census Information option from the Maintenance Menu will display the following sub-menu and options.

Example: Patient Census Information Menu Options

```
Select Setup for Patient Census Information Option: ?

1       Trial for Setup Extract
2       Generate the Inpatient Setup Extract
3       Active MAS Wards for Fiscal Year Print
4       Primary Care Team Print
```

4.3.2.1.1   Trial for Setup Extract

Use this option to generate a printed report of the inpatient population on a selected date. The report is sorted by inpatient ward. Within each ward, the data is sorted by patient name, SSN and admit date. You can compare this report to reports from MAS to eliminate any problems in the ADMISSION SETUP EXTRACT file (#727.82).

Example: Inpatient Population Report on a Selected Date

```
WARNING:
This is very resource intensive and should be queued to run at slack time.

This option will print the admission data and data for the last
transfer and treating specialty change for all patients who
were in the hospital on the day you select.

NOTE - This will generate a report of your inpatient population on the
BEGINNING of the day you select, not the end of the day as MAS reports do.
For example, for this report, if you choose October 1, 1994, the report will
start at midnight at the beginning of the day. For the MAS report, you would
choose September 30, 1994. The MAS report begins at midnight at the end
of the day.

Select the date :  Dec 02, 1997// <RET>

This report must be queued to a 132-column printer.

DEVICE: HOME// QUEUE TO PRINT ON

Requested Start Time: NOW// <RET> (DEC 03, 1997@13:12:55)

INPATIENT WARD LIST (DSS) FOR Dec 02, 1997   FOR WARD 3E NORTH
PATIENT                     SSN                      ADMIT DATE

DSSPATIENT,ONE              000456789                Sep 02, 1997
DSSPATIENT,TWO             666456789                Apr 18, 1995
DSSPATIENT,THREE          666987654                Nov 01, 1997
```

4.3.2.1.2   Generate the Inpatient Setup Extract

Your site should run this option *only* if your site has *never* sent any DSS Extract data to AITC to initialize the setup extract files listed below. Once this is accomplished, the option should *not* be used again.

Use this option to generate the Inpatient Setup Extract, which creates the hospital population for the selected DSS start date. This data is stored in the following files until it is transmitted to AITC.

ADMISSION SETUP EXTRACT file (#727.82)
PHYSICAL MOVEMENT SETUP EXTRACT file (#727.821)
TREATING SPECIALTY CHANGE SETUP EXTRACT file (#727.822)

Example: Inpatient Setup Extract

```
WARNING
This is very resource intensive and should be queued to run at slack time.
```

```
This option will extract the admission data and data for the last
transfer and treating specialty change for all patients who
were in the hospital on the day you select.

NOTE - This will generate a snapshot of your inpatient population on the
BEGINNING of the day you select, not the end of the day as MAS reports do. For
example, for the inpatient setup extract if you choose October 1, 1994, the report
will start at midnight at the beginning of the day. For the MAS report, you would
choose September 30, 1994. The MAS report begins at midnight at the end of the day.

Select the starting date :  Oct 01, 1996//  <RET> (OCT 01, 1996)
Requested Start Time: NOW// <RET> (DEC 17, 1996@09:43:16)
```

4.3.2.1.3   Active MAS Wards for Fiscal Year Print

This option is intended to provide help for building wards in the commercial database at AITC.

Use this option to print a list of all MAS wards that were active at any time during the current fiscal year. The only prompt is for a device. The output is formatted for 132 columns. It is sorted by Medical Center Division and displays the following information:

- Pointer to the HOSPITAL LOCATION file (#44)
- Service and specialty associated with the ward in the WARD LOCATION file (#42)
- DSS Department code associated with the ward in the DSS WARD file (#727.4)

Example: Active MAS Inpatient Census Information

Abbreviated Sample Output

```
Active Wards for FY1998
Printed on SEP 28,1998@14:42


                            DSS          Pointer      Ward              Ward
         WARD               Department   to File #44  Service           Specialty
-----------------------------------------------------------------------------------


DIVISION: ALBANY
   2 WEST                   192          MEDICINE          GENERAL(ACUTE MEDICINE)
   3E NORTH                 129          INTERMEDIATE MED   INTERMEDIATE MEDICIN
   3E SOUTH                 219          SURGERY            SURGICAL ICU
   5 WEST PS                66           PSYCHIATRY      LONG TERM PSYCHIATRY(>45 DAYS)
   7A GEN MED    UEK1       158          MEDICINE          GENERAL(ACUTE MEDICINE)
                           [Svc: NURSING   Prod. Unit: WARD GENERAL MEDICINE/ACUTE
MEDICINE 1

   DOMICILLARY              16           DOMICILIARY        DOMICILIARY
   NHCU                     14           NHCU               NHCU
    OBSERVATION             234          NON-COUNT          NON-DOD BEDS IN VA FACILITY


DIVISION: TROY
   3 NORTH GU               6            MEDICINE           GASTROENTEROLOGY
   3 NORTH SURG   UF12      5            SURGERY            ORTHOPEDIC
                          [Svc: NURSING   Prod. Unit: WARDS - SURGERY 1   Div: TROY/500B]

   7B MED        UEK2       81           MEDICINE           CARDIOLOGY
    [Svc: NURSING   Prod. Unit: WARD GENERAL MEDICINE/ACUTE MEDICINE 1   Div: TROY/500B]
```

Example: Exported Active MAS Inpatient Census Information

DIVISION	WARD	DSS DEPT	POINTER TO FILE 44	WARD SERVICE	WARD SPECIALTY
ALB-PRRTP	7C MED	ABCD	197	MEDICINE	GENERAL(ACUTE MEDICINE)
ALB-PRRTP	PRRTP-DOM		499	DOMICILIARY	PSYCH RESID REHAB TRMT PROG
ALBANY	11		419	MEDICINE	MEDICAL ICU
ALBANY	44		459		GENERAL SURGERY

4.3.2.1.4   Primary Care Team Print

Use this option to print a list of all primary care teams. The list is sorted alphabetically by team name and displays the pointer to the TEAM file (#404.51). The intent of this option is to provide help for building primary care teams on the commercial DSS system.

Example: Primary Care Team Print

```
This option prints a list of all Primary Care Teams. The list is sorted
alphabetically by TEAM name and displays the pointer to the TEAM file (#404.51).

The right margin for this report is 80.

DEVICE: HOME//
DEVICE: HOME//          RIGHT MARGIN 80// <RET>

Requested Start Time: NOW// <RET> (DEC 08, 1997@13:16:22)

Primary Care Teams                          NOV 25,1997  10:22    PAGE 1
                                            TEAM FILE
TEAM NAME                                   POINTER
--------------------------------------------------------------------------------

SAMPLE TEAM                                      1
```

Example: Exported Primary Care Team Print

TEAM NAME	TEAM FILE POINTER
DAYTON *HBPC* TEAMLET	86
INDIANA PCMM COORD 1	16
INDIANA,RICHMOND	12
ALBANY	44

4.3.2.2   Setup for Inpatient Medications Information

Choosing the Setup for Inpatient Medications Information option from the Maintenance Menu will display the following sub-menu and options.

Example: Inpatient Medications Information Option

```
Select Setup for Inpatient Medications Information Option: ?

1      Print IV Room Worksheet
2      Enter/Edit IV Room Division
3      Pharmacy NDC Lookup
```

4.3.2.2.1   Print IV Room Worksheet

Use this option to print a worksheet listing all the entries in the IV ROOM file (#59.5) of the
Inpatient Medications package. This worksheet is intended to be used by the DSS Manager to
define the DIVISION (as a pointer to the MEDICAL CENTER DIVISION file [#40.8]) for each
IV room for DSS purposes. The report can be displayed normally to the screen, or in exported
format.

Example: IV Room Worksheet

```
This option will produce a worksheet listing all entries in the IV Room file
(#59.5).  It should be used to help DSS and Pharmacy services define and
review the DIVISION assignments for each IV Room.

Do you want the output in exportable format? NO// NO
DEVICE: HOME//   HOME (CRT)

IV Room Worksheet                                                 Page: 1
Printed Aug 21, 2014

IV ROOM                         DIVISION               INACTIVE DATE
------------------------------------------------------------------------------

A                               DAYTON
```

Example: Exported IV Room Worksheet

IV ROOM	DIVISION	INACTIVE DATE
A	DAYTON	

4.3.2.2.2   Enter/Edit IV Room Division

Use this option to create or edit entries in the DIVISION field (#.02) of the IV ROOM file
(#59.5). The purpose of the DIVISION field is to provide a way to tie outpatient IV data to a
medical center division for DSS purposes.

Example: Option for Editing Room Division

```
This option allows editing of the DIVISION field for IV Rooms.

Select IV ROOM NAME: 1WEST
DIVISION: ALBANY          500

Select IV ROOM NAME: <RET>
```

4.3.2.2.3   Pharmacy NDC Lookup

Refer to Appendix A for information about feeder key transmission.

Use this option to perform lookups on the local DRUG file (#50) for NDCs from DSS Pharmacy Feeder Keys that have rejected because the first seven characters are zeros (e.g., "0000000051079014120"). This would occur when a pharmacy item has not been matched to the National Drug File (NDF).

The software prompts you to enter the NDC (last twelve characters) from a rejected feeder key to display the following information from the local DRUG file (#50) for any drug which has that NDC.

- Local Generic Name
- NDC
- Dispense Unit
- VA Classification
- Price Per Dispense Unit

The output will vary slightly, depending on the version of NDF running at your site, as indicated in the following example:

Example: Pharmacy NDC Lookup

```
Your site is running NATIONAL DRUG FILE (NDF) v4.0.
If Pharmacy data is dated after September 30, 1998,
then PHA Feeder Keys are composed of 17 numeric characters.

    Ex. "12006000003073531"   where characters:
    1-5 (12006)          = pointer to VA PRODUCT NAME file (#50.68)
    6-17 (000003073531) = NDC from the local DRUG file (#50)


If Pharmacy data is dated prior to October 1, 1998,
then PHA Feeder Keys are composed of 19 numeric characters.

    Ex. "0016006000003073531"   where characters:

    1-4 (0016)           = pointer to the NATIONAL DRUG file (#50.6)
    5-7 (006)            = pointer to VA PRODUCT NAME subfile (#50.68)
                           of the NATIONAL DRUG file (#50.6)
    8-19 (000003073531) = NDC from the local DRUG file (#50)


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

This option will allow lookups on the local DRUG file (#50) using NDCs from DSS Pharmacy Feeder Keys that have been rejected because the first five characters are zeros in a 17 character Feeder Key. (Ex. "00000051079014120") OR the first seven characters are zeros in a 19 character Feeder Key. (Ex. "0000000051079014120")

This would occur when a pharmacy item has not been matched to the National Drug File (NDF).

Enter the NDC (last twelve characters) from a rejected feeder key to display information from the local DRUG file for any drug which has that NDC.

Example: Selecting a NDC

```
Enter 12 numeric characters at the prompt or <cr> to exit. <RET>

Select NDC: 000469065771  TACROLIMUS 5MG CAP     IM600   (PROGRAF) DU=CAP

TACROLIMUS 5MG CAP
------------------
NDC:           00469-0657-71        VA Classification:        IM600
Dispense Unit: CAP                  Price per Dispense Unit: 6.809


Enter 12 numeric characters at the prompt or <cr> to exit. <RET>

Select NDC: <RET>
```

4.3.2.3   Surgery

Choosing the Surgery option from the Maintenance Menu will display the following sub-menu and options.

Example: Surgery Menu Options

```
Select Surgery Option: ?
1       SUR Volume Report
2       Surgery Extracts Unusual Volume Report
```

4.3.2.3.1   SUR Volume Report

This menu option creates a report that lists all surgical cases that would be generated to the Surgery Extract for transmission to the AITC for review.

Example: SUR Volume Report

```
SUR Volume Report                                                    Page: 1
Start Date:             JAN 01, 2004          Report Run Date/Time: DEC 15, 2004
End Date:               JAN 15, 2004

                        Case    Encounter Pt. Operation Anesthesia PACU  OR Clean
Name    SSN       Day   Number  Number    Time  Time    Time       Time     Time
Pt Holding   Principal Procedure
 Time
---------------------------------------------------------------------------------

DSS1  666755516  01/14/04 45175  5040157I   41.0    37      42.0      ##      ##
2.0         SMALL BOWEL RES
DSS2  666023326  01/08/04 45318  0238460I   28.0    23      31.0      ##      ##
4.0         AVR
DSS3  000204422  01/07/04 45420  2204201I   26.0    19      27.0      ##      ##
##          l4-5 PLIF63047
```

```
DSS4   000299215  01/09/04  46333  5219921I   25.0      19      26.0   ##      ##
4.0          AAA REPAIR
DSS5   666295035  01/05/04  45776  9290356I   24.0      19      26.0   6.0     ##
4.0          MITRAL VALVE RE
DSS6   000206081  01/13/04  47182  6080910I   24.0      20      25.0   ##      ##
12.0         TOTAL LEFT PNEU
DSS7   666641607  01/14/04  36137  1609041I   23.0      19      24.0   ##      ##
4.0          RADICAL PANCREA
```

Example: Exported SUR Volume Report

NAME	SSN	DAY	CASE #	ENCOUNTER #	PT HOLDING TIME	ANESTHESIA TIME	PATIENT TIME	OPERATION TIME	PACU TIME	OR CLEAN TIME	CANC/ABORT	PRINCIPAL PROCEDURE
XXXX	XXXXXXXXX	02/04/14	72666	XXXXXX136140204I	2.0	9.0	7.0	4	11.0	##		TONSILLECTOMY
XXXX	XXXXXXXXX	02/04/14	72624	XXXXXX801140204I	2.0	##	8.0	5	11.0	##		RIGHT TOTAL KNE
XXXX	XXXXXXXXX	02/05/14	73079	XXXXXX186140204I	3.0	9.0	7.0	4	10.0	##		INSERTION IM NA
XXXX	XXXXXXXXX	02/03/14	73060	XXXXXX424140203I	2.0	8.0	6.0	4	10.0	##		REVISION RIGHT
XXXX	XXXXXXXXX	02/04/14	72760	XXXXXX662140203I	4.0	19.0	17.0	13	10.0	##		TRANSRECTAL EXC

4.3.2.3.2   Surgery Extracts Unusual Volume Report

Surgery Extract Unusual Volume Report prints a listing of high hourly volume surgery cases. The report prints a listing of unusual volumes that would be generated by the Surgery Extract that is determined by a user-defined threshold value. This report shall have the capability to be run prior to running the Surgery extract. The unusual volumes to be provided in the report are defined by the Operation Time field, Patient Time field, or Anesthesia Time field, whichever fields have a value greater than the defined threshold hold value. The default threshold volume shall be 25. The default threshold volume of 25 equates to 6 hours. The report is sorted by descending Volume and Case Number.

The Surgery Extract Unusual Volume Report will now print records if a time segment is missing.

Example: Surgery Extracts Unusual Volume Report

```
This report prints a listing of unusual volumes that would be
generated by the Surgery extract (SUR) as determined by a
user-defined threshold value.  It should be run prior to the
generation of the actual extract(s) to identify and fix, as
necessary, any volumes determined to be erroneous.


Unusual volumes are those where either the Operation Time,
Patient Time, Anesthesia Time, Recovery Room Time, OR Clean Time
or Pt Holding Time field is greater than the threshold value.


Note: The threshold can be set after a report is selected.


Run times for this report will vary depending upon the size of
the extract and could take as long as 30 minutes or more to
complete.  This report has no effect on the actual extracts and
```

can be run as needed.

The report is sorted by descending Volume and Case Number.

Enter RETURN to continue or '^' to exit:

The default threshold volume for the Surgery extract is 25.
The default threshold volume (25) equates to 6 hours.
Would you like to change the threshold?? NO// **YES**

Volume > threshold

Enter the new threshold volume: (0-99): **5**
Enter the date range for which you would like to scan the
Surgery Extract records.

Starting with Date: 03012014 (MAR 01, 2014)
Ending with Date: 03082014 (MAR 08, 2014)
This report requires 132-column format.
DEVICE: HOME// ;132;


```
Surgery Extract Unusual Volume Report                                               Page: 1
Start Date: MAR 01, 2014                               Report Run Date/Time: AUG 28, 2014
  End Date: MAR 08, 2014                                      Threshold Value: 5

              Case Encounter Pt Holding Anesthesia Patient Operation PACU OR Clean Canc/ Principal
Name SSN Day Number Number    Time       Time       Time    Time      Time Time    Abort Procedure
-------------------------------------------------------------------------------------------------
----------------------------------

 XXXX  XXXXXXX  03/05/14 73319  xxxxxxxxx140304I    1.0       ##        8.0      7   9.0     ##
ILEOCECECTOMY W
 XXXX  XXXXXXX  03/03/14 73064  xxxxxxxxx140303I    4.0      13.0       9.0      7   9.0     ##
LEFT FEMORAL AN
 XXXX  XXXXXXX  03/07/14 73353  xxxxxxxxx4064291    2.0      10.0       9.0      7   8.0     ##
GASTROJEJUNOSTO
 XXXX  XXXXXXX  03/03/14 73306  xxxxxxxxx140227I     ##       ##        9.0      7   8.0     ##
PARTIAL LEFT CO
```


Example: Exported Surgery Unusual Volume Report

NAME	SSN	DAY	CASE #	ENCOUNTER #	PT HOLDING TIME	ANESTHESIA TIME	PATIENT TIME	OPERATION TIME	PACU TIME	OR CLEAN TIME	CANC/ABORT	PRINCIPAL PROCEDURE
XXXX	xxxxxxxxx	3/5/2014	73319	309363377140304I	1	##		Jan-00	7	9	##	ILEOCECECTOMY W
XXXX	xxxxxxxxx	3/3/2014	73064	139260121140303I	4	13-Jan-00		Jan-00	7	9	##	LEFT FEMORAL AN
XXXX	xxxxxxxxx	3/7/2014	73353	################	2	10-Jan-00		Jan-00	7	8	##	GASTROJEJUNOSTO
XXXX	xxxxxxxxx	3/3/2014	73306	292469466140227I	##	##		Jan-00	7	8	##	PARTIAL LEFT CO

4.4   Package Extracts

Please refer to the current DSS Extracts v3.0 Data Definitions Guide and Extract File Formats Manual for more information about the record layout for the extracted fields.

The Package Extracts Option was modified so that users with the Security Key ECXMGR may rerun an extract without Information Resources Management (IRM) assistance. The user can reschedule an extract to run again when it has already been scheduled to run, rerun an extract that was previously run, or cancel an extract that is (already) currently running and set it up to run again. Use caution (and read the information being provided to you) when rerunning an extract as it would be possible to have multiples of the same extract running simultaneously.

Example: Prompt for Rerunning an Extract

```
Select Package Extracts Option: PRO Prosthetics Extract

Starting with Date: 02012013  (FEB 01, 2013)
Ending with Date: 02282013  (FEB 28, 2013)

The Prosthetics information has already been extracted through Feb 28, 2013.

Do you want to continue processing the PRO extract? NO// YES

Make sure you have checked that your selected dates are correct
before answering yes to the next question.

Are you SURE you want to run the PRO extract? N// YES

Requested Start Time: NOW//  (JUN 12, 2013@12:02:16)

Request queued as Task #12804.
```

Choosing the Package Extracts option from the Extract Managers Menu will display the following menu and options.

> **NOTE**: The DSS application will remove tildes (~) from extract record data prior to transmitting them in order to avoid sending extract record data that would be recognized as an end-of-record indicator to the AITC, except where the end-of-record is intended.

Example: Package Extracts Options on Extract Managers Menu

```
Select Extract Manager's Options Option: P  Package Extracts

   ADM    Admissions Extract
   BCM    BCMA Extract
   LBB    Blood Bank Extract
   CLI    Clinic Visit Extract
   ECS    Event Capture Extract
   IVP    IV Extract
   LAB    Lab Extract
   LAR    Lab Results Extract
   PRE    Prescription Extract
   ECQ    QUASAR Extract
   PRO    Prosthetics Extract
   RAD    Radiology Extract
   SUR    Surgery Extract
   MOV    Transfer and Discharge Extract
   TRT    Treating Specialty Change Extract
   UDP    Unit Dose Extract
          Fiscal Year Logic – DSS Testing Only

Select Package Extracts Option: Lab Extract


Extract Laboratory Information for DSS

Starting with Date: 7/1/14  (JUL 01, 2014)

Ending with Date: 7/31/14  (JUL 31, 2014)

Requested Start Time: NOW//<RET>(AUG 01, 2014@13:26:18)

Request queued as Task #300.
```

4.4.1.   Admissions Extract (ADM)

Use this option to extract the patient admissions data for a selected date range. This data is stored in the ADMISSION EXTRACT file (#727.802) until it is transmitted to AITC.

The mail group for this extract is DSS-ADMS. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.2.   BCMA Extract (BCM)

Use this option to extract data for a selected date range. This data is stored in the BCMA EXTRACT file (#727.833) until it is transmitted to AITC.

The mail group for this extract is DSS-BCM. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.3.   Clinic Visit Extract (CLI)

Use this option to extract data for all scheduled clinic visits, add/edits and walk-ins for the selected date range, with the following exceptions.

Non-count clinics are excluded unless specifically assigned a DSS Action Code other than 6. Canceled clinic appointments are excluded. Clinics with an ACTION TO SEND code of 6 in CLINICS AND STOP CODES file (#728.44) are excluded.

This data is stored in the CLINIC EXTRACT file (#727.827) until it is transmitted to AITC.

The mail group for this extract is DSS-SCX. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.4. Event Capture Extract (ECS)

Use this option to extract the event capture data for a selected date range. This data is stored in the EVENT CAPTURE LOCAL EXTRACT file (#727.815) until it is transmitted to AITC.

The mail group for this extract is DSS-EC. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.5. IV Extract (IVP)

Use this option to extract the pharmacy IV data for a selected date range. This data is stored in the IV DETAIL EXTRACT file (#727.819) until it is transmitted to AITC.

The mail group for this extract is DSS-IV. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.6. Lab Extract (LAB)

Use this option to extract the laboratory data, including referrals and research tests, for a selected date range. This data is stored in the LABORATORY EXTRACT file (#727.813) until it is transmitted to AITC.

All inpatient, outpatient, and referral lab tests accessioned within the selected date range are extracted. Lab tests can be performed on a patient in the PATIENT file (#2) or a referral patient in the REFERRAL PATIENT file (#67). The identifying number is the SSN for in-house patients or a selected non-SSN ID constant for referrals and research.

The mail group for this extract is DSS-LAB. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.7. Lab Results Extract (LAR)

Use this option to extract the laboratory results data for a selected date range. This data is stored in the LAB RESULTS EXTRACT file (#727.824) until it is transmitted to AITC.

The mail group for this extract is DSS-LAB. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.8. Prescription Extract (PRE)

Use this option to extract the prescription (pharmacy outpatient) data for a selected date range. This data is stored in the PRESCRIPTION EXTRACT file (#727.81) until it is transmitted to AITC.

The mail group for this extract is DSS-PRES. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.9. QUASAR Extract (ECQ)

Use this option to extract audiology and speech pathology clinic visit data for a selected date range. This data is stored in the QUASAR EXTRACT (#727.825) file until it is transmitted to AITC.

The mail group for this extract is DSS-QSR. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.10. Prosthetics Extract (PRO)

Use this option to extract the prosthetics data for a selected date range. The data is stored in the PROSTHETICS EXTRACT file (#727.826) until it is transmitted to AITC.

The following information is required to extract a prosthetics record.
- Station Requesting Station
- Patient Name (in Prosthetics)
- SSN
- Receiving Station
- Name (in PATIENT file (#2))
- Type of Transaction
- Delivery Date
- Source
- HCPS

For prosthetics records that could not be extracted, you will receive a Prosthetics DSS Exception message indicating the record IEN in the RECORD OF PROS APPLIANCE/REPAIR file (#660) and the critical information that is missing.

The records identified in this message were not extracted and should be reviewed to determine if they must be corrected and the extract regenerated to assure proper DSS credit is received.
If you are extracting data for a division, you can only select a primary division (as defined for your entries in the PROSTHETICS SITE PARAMETERS file (#669.9) and the NEW PERSON file (#200)).

The mail group for this extract is DSS-PRO. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.11. Radiology Extract (RAD)

Use this option to extract the radiology data for a selected date range. This data is stored in the RADIOLOGY EXTRACT file (#727.814) until it is transmitted to AITC.

The mail group for this extract is DSS-RAD. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.12. Surgery Extract (SUR)

Use this option to extract the surgery data for a selected date range. This data is stored in the SURGERY EXTRACT file (#727.811) until it is transmitted to AITC. Secondary procedures and prostheses are also extracted.

The mail group for this extract is DSS-SURG. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.13. Transfer and Discharge Extract (MOV)

Use this option to extract all patient movement (transfers and discharge) data for the selected date range. This data is stored in the PHYSICAL MOVEMENT EXTRACT file (#727.808) until it is transmitted to AITC.

The mail group for this extract is DSS-MOVS. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.14. Treating Specialty Change Extract (TRT)

Use this option to extract treating specialty change data for a selected date range. This data is stored in the TREATING SPECIALTY CHANGE EXTRACT file (#727.817) until it is transmitted to AITC.

The mail group for this extract is DSS-TREAT. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.15. Unit Dose Extract (UDP)

Use this option to extract all unit dose orders for the selected date range. Data is extracted from UNIT DOSE EXTRACT DATA file (#728.904) which is populated by the Inpatient Medications package when a pick list is filed. This data is stored in the UNIT DOSE LOCAL EXTRACT file (#727.809) until it is transmitted to AITC.

The mail group for this extract is DSS-UD. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.16.   Blood Bank Extract (LBB)

Use this option to extract blood bank data for a selected date range. This data is stored in the BLOOD BANK EXTRACT file (#727.829) until the data is transmitted to AITC. This extract enables DSS staff to see and manage the true economic costs of blood product use in Veterans Health Administration (VHA).

The mail group for this extract is DSS-LBB. The purpose of this mail group is to receive messages when extract is complete and when the data is transmitted to the AITC.

4.4.17.   Fiscal Year Logic – DSS Testing Only

The **Fiscal Year Logic - DSS Testing Only** option allows selection of a fiscal year that may not have the DSS logic implemented for that year. If a future year (e.g. 2015) is entered and the user does not have the ECX DSS TEST security key, the software does not allow selection of a future fiscal year.

```
**************************************************************
*                                                            *
* Use this option with caution since it will allow you to    *
* run any supported DSS extract using specific fiscal year   *
* logic.  By running this option you may negatively impact   *
* your extract data.                                         *
*                                                            *
* DO NOT USE this option unless you are an official test site *
* for the DSS Fiscal Year Conversion.                        *
*------------------------------------------------------------*
*                                                            *
* Note that this option does not update the last date used for *
* the given extraction.  It also does not verify that the time *
* frame selected is after the last date used for the extract.  *
*                                                            *
**************************************************************


Enter RETURN to continue or '^' to exit:

Select DSS Extract to queue: ClINIC I  (CLI)
Starting with Date: 3/1  (MAR 01, 2013)
Ending with Date: 3/31/2013//   (MAR 31, 2013)

     Select one of the following:


          2012      Fiscal Year 2012
          2013      Fiscal Year 2013
          2014      Fiscal Year 2014
          2015      Fiscal Year 2015
```

```
Select fiscal year logic to use for extract: 2015  Fiscal Year 2015

WARNING: Logic has not been released for this year. Do not use unless
directed by DSO. Do you want to continue? YES//
```

4.5   SAS Extract Audit Reports

This section contains a brief description followed by a sample output for each SAS Extract Audit
Reports option. To execute any of the SAS Extract Audit Reports options, enter the DSS Extract
Log Record Number and a printer device. Please note that in an effort to streamline the
documentation, only a portion of the output might be provided for some reports.

Please refer to the Current DSS Extracts Data Definitions Guide and Extract File Formats
Manual for more information about the record layout for the extracted fields.

4.5.1   SAS Extracts Audit Reports Menu

Choosing the SAS Extracts Audit Reports option from the Extract Managers Menu will display
the following menu and options.

Example: SAS Extract Audit Reports Menu on Extract Managers Menu

```
Select Extract Manager's Options Option: s  SAS Extract Audit Reports

   PRE    SAS Prescription Audit Report
   RAD    SAS Radiology Audit Report
   SUR    SAS Surgery Audit Report

 Select SAS Extract Audit Reports Option:

All of the SAS Extract Audit Reports options can be executed in the following manner:

Select SAS Extract Audit Reports Option: PRE  SAS Prescription Audit Report

Prescription Extract SAS Report

Select DSS EXTRACT LOG RECORD NUMBER: 187          10-06-97      Prescription

     Extract:      Prescription #187

     Start date:   JAN 01, 1997
     End date:     JAN 31, 1997
     # of Records: 6


DEVICE: HOME//
DEVICE: HOME//      RIGHT MARGIN: 80// <RET>

Requested Start Time: NOW// <RET> (DEC 02, 1997@10:48:25)
Request queued as Task #188047.
```

4.5.2   SAS Prescription Audit Report

This option emulates the SAS routine at the AITC, which creates new records from the Prescription (pharmacy outpatient) Extract. You can use it to print a summary report for all records sorted by feeder location and feeder key.

Refer to Appendix A for information about feeder key transmission.

Example: SAS Audit Report for Prescription (PRE) Extract

```
SAS Audit Report for Prescription (PRE) Extract
DSS Extract Log #:    187
Date Range of Audit:  JAN 01, 1997 to JAN 31, 1997
Report Run Date/Time: NOV 25, 1997@11:27
Division/Site:        TEMPLE (1)                             Page: 1

Feeder Location                     Feeder Key              Quantity
------------------------------------------------------------------------

   CMOPDSU1                         10002000168035755        125
                                    10070054162081019        18000
                                    10140054629001162        5290
```

Example: Exported SAS Audit Report for Prescription (PRE) Extract

EXTRACT LOG #	DIVISION/SITE	FEEDER LOCATION	FEEDER KEY	QUANTITY
4733	TEMPLE(1)	CMOPDSU1	10002000168035755	225
4733	TEMPLE(1)	CMOPDSU1	10070054162081019	18000
4733	TEMPLE(1)	CMOPDSU1	10140054629001162	5290

4.5.3   SAS Radiology Audit Report

This option emulates the SAS routine at the AITC, which creates new records from the radiology extract. You may use it to print a summary report for all records sorted by feeder location and feeder key. Note that bilateral modifiers will increase volumes.

Refer to Appendix A for information about feeder key transmission.

Example: SAS Audit Report for Radiology (RAD) Extract

```
SAS Audit Report for Radiology (RAD) Extract
DSS Extract Log #:    197
Date Range of Audit:  JAN 01, 1990 to JAN 31, 1990
Report Run Date/Time: NOV 25, 1997@11:32
Division/Site:        TOGUS, ME (402)                        Page: 1

Feeder Location                     Feeder Key              Quantity
------------------------------------------------------------------------
```

```
402-1                                70100                                 1
402-1                                70470                                 1
402-1                                71020                                 5
402-1                                73120                                 1
402-1                                73620                                 3
402-1                                73660                                 1
402-1                                74000                                 1
402-1                                75712                                 1
402-1                                888888                                2
402-1                                999999                                2
                                            ---------------------------------
Total for Feeder Location 402-GENERAL RADIOLOGY (402-1):        18

Grand Total for Division 402:                                  18
```

Example: SAS Audit Report for Radiology (RAD) Extract

EXTRACT LOG #	DIVISION/SITE	FEEDER LOCATION	FEEDER KEY	QUANTITY
3987	DAYTON(552)	552-1 (GENERAL RADIOLOGY)	888888	375
3987	DAYTON(552)	552-1 (GENERAL RADIOLOGY)	999999	34
3987	DAYTON(552)	552-1 (GENERAL RADIOLOGY)	7003001	29

4.5.4   SAS Surgery Audit Report

This option emulates the SAS routine at the AITC, which creates new records from the surgery extract. You can use it to print a summary report for all records sorted by feeder location and feeder key.

Refer to Appendix A for information about feeder key transmission.

Example: SAS Audit Report for Surgery (SUR) Extract

```
SAS Audit Report for Surgery (SUR) Extract
DSS Extract Log #:    255
Date Range of Audit:  MAY 01, 1997 to MAY 31, 1997
Report Run Date/Time: NOV 25, 1997@11:35
Division/Site:        ALBANY (500)                              Page: 1

Feeder Location                          Feeder Key         Quantity
-------------------------------------------------------------------------

500ORCN     CARDIAC/NEURO OR             062-10                    5
                                         062-30                    2

500ORCNA    CARDIAC/NEURO OR - ANESTHESIA   062-23                 7

500ORCNS    CARDIAC/NEURO OR - SURGERY      062-40                 3
```

Example: Exported SAS Audit Report for Surgery (SUR) Extract

EXTRACT LOG #	DIVISION/SITE	FEEDER LOCATION	FDR	FEEDER	QUANTITY
3988	DAYTON(1)	552ORCA	CARDIAC OR	048-10	5
3988	DAYTON(1)	552ORCA	CARDIAC OR	048-30	2
3988	DAYTON(1)	552ORCA	CARDIAC OR	048-60	1

4.6   Extract Audit Reports

This section contains a brief description followed by a sample output for each Extract Audit Reports option. To execute any of the Extract Audit Reports options, enter the DSS Extract Log Record Number, starting and ending dates, divisions, locations, or accession areas (as appropriate), and a printer device. There is also a narrative portion of each report that prints *only* if the report is sent to a printer device. The format of the narrative is the same for all extract audit reports, but the content will vary for each report. Please note that in an effort to streamline the documentation, only a portion of the output might be provided for some reports.

Please refer to the current DSS Extracts Version 3.0 Data Definitions Guide for more information about the record layout for the extracted fields.

4.6.1   Extract Audit Reports Menu

Choosing the Extract Audit Reports option from the Extract Managers Menu will display the following menu and options.

Example: Extract Audit Reports Menu on Extract Managers Menu

```
Select Extract Manager's Options Option: E  Extract Audit Reports Menu


        ADM     Admission (ADM) Extract Audit
        ECQ     QUASAR (ECQ) Extract Audit
        ECS     Event Capture (ECS) Extract Audit
        LAB     Laboratory (LAB) Extract Audit
        LAR     Laboratory Results (LAR) Extract Audit
        LBB     Laboratory Blood Bank (LBB) Audit Reports…
        MOV     Physical Movement (MOV) Extract Audit
        PRO     Prosthetics (PRO) Extract Audit
        RAD     Radiology (RAD) Extract Audit
        SUR     Surgery (SUR) Extract Audit
        TRT     Treating Specialty Change (TRT) Extract Audit
```

The following dialog for the *Admission (ADM) Extract Audit Report* is typical of all the audit reports and is provided as an example.

Example: Setup for ADM Extract Audit Report

```
Select DSS EXTRACT LOG RECORD NUMBER:    193        10-06-97      Admission

      Extract:       Admission #193

      Start date:   DEC 01, 1996
      End date:     DEC 31, 1996
      # of Records: 3

      You can narrow the date range, if you wish.

      The Start Date can't be earlier than DEC 01, 1996,
      or later than DEC 31, 1996.

Select Start Date: DEC 01, 1996// <RET> (DEC 01, 1996)

      The End Date can't be earlier than DEC 01, 1996
      (the Start Date you selected), or later than DEC 31, 1996.

Select End Date: DEC 31, 1996// <RET> (DEC 31, 1996)

Do you want the ADM extract audit report for all divisions? NO// Y  YES

DEVICE: HOME// QUEUE TO PRINT ON
DEVICE: HOME// A700 RIGHT MARGIN: 133// <RET>

Requested Start Time: NOW// <RET> (NOV 25, 1997@13:40:18)
Request queued as Task #186962.
```

Example: Admission (ADM) Extract Audit Report

```
DSS Extract Log #:       193
Date Range of Audit:     DEC 01, 1996 to DEC 31, 1996
Report Run Date/Time:    NOV 25, 1997@13:34                 Page 3

--------------------------------------------------------------------------

AUDIT DESCRIPTION:


Verify against: Gains and Losses Sheet/Bed Status Report
Menu Option:    Gains and Losses (G&L) Sheet [DG G&L SHEET]
```

The Gains and Losses Sheet is the primary VistA report against which ADM
extract data should be verified. However, if starting the verification
process at the beginning of the fiscal year, the Bed Status Report can also
be used. Copies of these reports are readily available from patient
administration services at most medical centers.

The G&L Sheet shows admissions by ward for a specific day. To verify the
data on the extract audit report, the verifier must accumulate the data
given on the G&L Sheet either manually or through use of a spreadsheet
application. For example, if the Admission Extract Audit Report covers
the period July 1 to July 15, then accumulate the admission data from the
G&L Sheet for each day from July 1 through July 15. The accumulated data
for a given ward (e.g., total number of admissions for Ward A during the
period) should match the figure reported on the extract audit for the same
ward and date range.

If verification is done through the Bed Status Report, simply use the
"Cumulative Totals" table which displays fiscal year-to-date totals of
interward losses and discharges by ward group. The Admission (ADM) Extract

Audit also displays totals by ward group. Some arithmetic manipulation is
needed here in order to compare the figures on the two reports. For
example, to verify data for the month of July, the user must first develop
a "Cumulative Totals" table for the month of July. This is done by
subtracting the figures contained in the "Cumulative Totals" table of
June 30 from the figures contained in the "Cumulative Totals" table of
July 31. (Again, this can be accomplished manually, or with the aid of a
spreadsheet application.) The resulting month of July table can then be
compared directly to the ward group totals shown on the extract audit
report generated for the period July 1 to July 31.

4.6.2   Admission (ADM) Extract Audit

Use this option to print a summary report from the ADMISSION EXTRACT file (#727.802) that
displays the number of patient admissions by ward and ward group.

Example: Admission Extract Audit Report

```
Admission (ADM) Extract Audit Report
DSS Extract Log #:        193
Date Range of Audit:      DEC 01, 1996 to DEC 31, 1996
Report Run Date/Time:     NOV 25, 1997@13:34
Medical Center Division: TROY (500B)                                Page: 1


      Ward                              # of Admissions
-----------------------------------------------------------------------------

      SURGERY                                 0
                                          ----------
Ward group SURGERY TOTALS subtotal:           0


      3 NORTH SURG                            0
                                          ----------
Ward group NHCU TOTALS subtotal:              0


      ICU/CCU                                 0
      GEN MED                                 2
                                          ----------
Ward group MEDICINE TOTALS subtotal:          2


Division TROY Grand Total:                    2
```

Example: Exported Admission Extract Audit Report

EXTRACT LOG #	MEDICAL CENTER	DATE RANGE OF AUDIT	WARD <DSS DEPT.>	# OF ADMISSIONS
3978	DAYTON (552)	JAN 01, 2014 to JAN 31, 2014	ICU (S)	6
3978	DAYTON (552)	JAN 01, 2014 to JAN 31, 2014	TCU (S)	6
3978	DAYTON (552)	JAN 01, 2014 to JAN 31, 2014	4 N (S)	37
		Ward group SURGERY subtotal:	49	

4.6.3   QUASAR (ECQ) Extract Audit

Use this option to print a report from the QUASAR EXTRACT file (#727.825) file. The report displays the number of procedures performed for patient visits to Audiology and Speech Pathology.

Example: QUASAR Extract Audit Report

```
QUASAR (ECQ) Extract Audit Report
DSS Extract Log #:   192
Date Range of Audit:  MAY 01, 1997 to MAY 31, 1997
Report Run Date/Time: NOV 26, 1997@10:39
QUASAR Site:        ALBANY (500)                          Page: 1
DSS Unit                 Procedure                        Volume
--------------------------------------------------------------------------------
Audiology
                92506     SPEECH & HEARING EVALUATION      1
                92508     SPEECH/HEARING THERAPY           2
                ----------------------------------------------------
Total Volume for Audiology:                                3
DSS Unit                 Procedure                        Volume
--------------------------------------------------------------------------------
Speech Pathology
                92520     LARYNGEAL FUNCTION STUDIES       1
                92531     SPONTANEOUS NYSTAGMUS STUDY      1
                ----------------------------------------------------
Total Volume for Speech Pathology:                         2
Grand Total for Site ALBANY (500):                         5
```

Example: Exported QUASAR Extract Audit Report

EXTRACT LOG #	QUASAR SITE	DIVISION	DSS UNIT	PROCEDURE	PROCEDURE DESCRIPTION	VOLUME
4727	CENTRAL TEXAS HCS (674)	AUSTIN (674BY)	Audiology	69210	REMOVE IMPACTED EAR WAX UNI	50
4727	CENTRAL TEXAS HCS (674)	AUSTIN (674BY)	Audiology	92540	BASIC VESTIBULAR EVALUATION	2
				Volume for Audiology		1605
4727	CENTRAL TEXAS HCS (674)	AUSTIN (674BY)	Speech Pathology	92507	SPEECH/HEARING THERAPY	26
4727	CENTRAL TEXAS HCS (674)	AUSTIN (674BY)	Speech Pathology	92522	EVALUATE SPEECH PRODUCTION	2
4727	CENTRAL TEXAS HCS (674)	AUSTIN (674BY)	Speech Pathology	V5363	LANGUAGE SCREENING	1
				Volume for Speech Pathology		38

4.6.4   Event Capture (ECS) Extract Audit

Use this option to print a summary report from the EVENT CAPTURE LOCAL EXTRACT file (#727.815) that displays the number of procedures performed within each DSS Unit.

```
Select Extract Audit Reports Menu Option: ECS  Event Capture (ECS) Extract Audit

Setup for ECS Extract Audit Report --

Select DSS EXTRACT LOG RECORD NUMBER: 3846        04-24-13      Event Capture

    Extract:       Event Capture #3846

    Start date:   MAR 01, 2013
    End date:     MAR 31, 2013
    # of Records: 25554

    The extract which you have chosen to audit
    was transmitted to Austin/DSS on MAY 07, 2013.

Do you want to continue with this audit report? NO// y  YES

    You can narrow the date range, if you wish.

    The Start Date can't be earlier than MAR 01, 2013,
    or later than MAR 31, 2013.

Select Start Date: MAR 01, 2013// <RET>  (MAR 01, 2013)

    The End Date can't be earlier than MAR 01, 2013
    (the Start Date you selected), or later than MAR 31, 2013.

Select End Date: MAR 31, 2013// <RET>  (MAR 31, 2013)

Do you want the ECS extract audit report for all Locations? NO// y  YES

Do you want the output in exportable format? NO// y  YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

Example: Exported ECS Extract Audit Report

LOCATION	EXTRACT LOG #	DSS UNIT	CATEGORY	PROCEDURE	VOLUME
DAYTON (552	3794	AUDIOLOGY ECS (76)	1 Audiology Exam	92550 TYMPANOMETRY & REFLEX THRESH	92
DAYTON (552	3794	AUDIOLOGY ECS (76)	1 Audiology Exam	SP072 PURE TONE AUDIOMETRY, AIR ONLY	10
DAYTON (552	3794	AUDIOLOGY ECS (76)	1 Audiology Exam	SP074 SPEECH THRESHOLD TESTING	1

Example: ECS Extract Audit Report Screen Print

```
Event Capture (ECS) Extract Audit Report
DSS Extract Log #:       182
Date Range of Audit:    JUN 01, 1997 to JUN 30, 1997
Report Run Date/Time:   NOV 26, 1997@08:46
Event Capture Location: TROY (515.6)                          Page: 1

DSS Unit
    Category                       Procedure                  Volume
--------------------------------------------------------------------------------
DSS TEST UNIT (3)
    DSS TEST ASSIGNMENT            SW001N CASE MANAGEMENT, 15 MIN     250


    --------------------------------------------------------------------------
Total Volume for Unit DSS TEST UNIT (3):                        250

Grand Total for Location TROY (515.6):                         250
```

Example: Exported ECS Extract Audit Report Screen Print

LOCATION	EXTRACT LOG #	DSS UNIT	CATEGORY	PROCEDURE	VOLUME
SPRINGFIELD	3980	N&FS HBPC SPRINGFIELD (44)	Unknown	NU003	7
SPRINGFIELD	3980	N&FS HBPC SPRINGFIELD (44)	Unknown	NU004	1
SPRINGFIELD	3980	N&FS HBPC SPRINGFIELD (44)	Unknown	NU014 MDS	12

4.6.5   Laboratory (LAB) Extract Audit

Use this option to print a summary report from the LABORATORY EXTRACT file (#727.813) that displays the volume of tests performed within each laboratory accession area.

Example: Laboratory Extract Audit Report

```
Laboratory (LAB) Extract Audit Report
DSS Extract Log #:    273
Date Range of Audit:  APR 01, 1996 to APR 30, 1996
Report Run Date/Time: NOV 26, 1997@09:04
DSS Site:             ALBANY (500)                            Page: 1


Accession Area (Feeder Location)    LMIP        LOINC     # of Tests   # of Tests
         Procedure                  Code        Code      (Patients)   (Referrals)
--------------------------------------------------------------------------------

SURGICAL PATHOLOGY (SP)
    SP Specimen                     88000.0000  1234-5        1            0
    ----------------------------------------------------------------------------
Total for SURGICAL PATHOLOGY:                                 1            0
```

Example: Exported Laboratory Extract Audit Report

EXTRACT LOG #	DSS SITE	ACCESSION AREA (FEEDER LOCATION)	PROCEDURE	LMIP CODE	# OF TESTS (PATIENTS)	# OF TESTS (REFERRALS)
4065	DAYTON (552)	ANCILLARY (ANC)	Base Excess~DSS ACC	81246.9999	1	0
4065	DAYTON (552)	ANCILLARY (ANC)	Bicarbonate~DSS ACC	81216.9999	1	0
4065	DAYTON (552)	ANCILLARY (ANC)	Chloride~DSS ACC	82435.9999	10	0
4065	DAYTON (552)	ANCILLARY (ANC)	Creatinine~DSS ACC	82565.9999	10	0
4065	DAYTON (552)	ANCILLARY (ANC)	Glucose POC~DSS ACC	82115.9999	1124	0

4.6.6 Laboratory Results (LAR) Extract Audit

DSS collects 75 unique LAR tests. The DSS LAR Test Number range from 0001 to 0076 (**NOTE**: 0012 is missing). Not in extract will display in the Total Count column if there has been no workload for a particular DSS LAR test.

Example: Laboratory Results Extract Audit Report (report abbreviated to save space)

```
Lab Results (LAR) Extract Audit Report
DSS Extract Log #:        4071
Date Range of Audit:      AUG 01, 2011 to AUG 31, 2011
Report Run Date/Time:     JUN 13, 2012@04:57
Division: CHEYENNE VAMC (442)                              Page: 1

 Test Code    DSS TEST NAME                  Month Year       Total Count
 0001         Hemoglobin                     AUG 2011             1842
 0002         Potassium (Serum)              AUG 2011             2232
 0003         Sodium (Serum)                 AUG 2011             2174
 0004         Lithium (Serum)                AUG 2011                9
 0005         BUN (Blood Urea Nitrogen)      AUG 2011             2125
 0006         WBC (Total WBC Count)          AUG 2011             1751
 0007         Digoxin                        AUG 2011               15
 0008         Theophylline                   AUG 2011                5
 0009         AST (Aspartate Transferase)    AUG 2011             1494
 0010         Glucose (Serum)                AUG 2011             2214
 0011         Creatinine Clearance           AUG 2011                7
 0013         GGTP (Gamma GT)                AUG 2011              576
 0014         Dilantin (Phenytoin)           AUG 2011               23
 0015         Valproic Acid                  AUG 2011                8
 0016         Carbamazepine (Tegretol)       AUG 2011                6
```

Example: Exported Laboratory Results Extract Audit Report (abbreviated to save space)

EXTRACT LOG #	DIVISION	TEST CODE	DSS TEST NAME	MONTH YEAR	TOTAL COUNT
4189	DAYTON (552)	1	Hemoglobin	Mar-14	5383
4189	DAYTON (552)	2	Potassium (Serum)	Mar-14	6250
4189	DAYTON (552)	3	Sodium (Serum)	Mar-14	6258
4189	DAYTON (552)	4	Lithium (Serum)	Mar-14	22

4.6.7   Laboratory Blood Bank (LBB) Audit Reports

There are two reports to choose from under the LBB Audit Reports. The LBB Comparative Report can be run <u>after</u> the extract has run. The LBB Pre-Extract Audit Report, however, can only be run <u>prior</u> to the extract which causes some sites to bypass this audit. If a discrepancy exists, sites can correct the data and run the extract again prior to transmitting the data to AITC.

Example: LBB Audit Reports

```
Select Extract Audit Reports Menu Option: Laboratory Blood Bank (LBB) Audit Reports

    1       Laboratory Blood Bank (LBB) Comparative Report
    2       Laboratory Blood Bank (LBB) Pre-Extract Audit
```

4.6.7.1   Laboratory Blood Bank (LBB) Comparative Report

```
Select Laboratory Blood Bank (LBB) Audit Reports Option: Laboratory Blood Bank (LBB)
Comparative Report

Setup for LBB Extract Audit Comparative Report…

Select DSS EXTRACT LOG RECORD NUMBER: 2587     06-15-09     Blood Bank
    Extract:      Blood Bank #2587

    Start date:   MAR 01, 2009
    End date:     MAR 31, 2009
    # of Records: 139

    You can narrow the date range, if you wish.

    The Start Date can't be earlier than MAR 01, 2009,
    or later than MAR 31, 2009.

Select Start Date: MAR 01, 2009//  (MAR 01, 2009)

    The End Date can't be earlier than MAR 01, 2009
    (the Start Date you selected), or later than MAR 31, 2009.

Select End Date: MAR 31, 2009//  (MAR 31, 2009)
Do you want the LBB extract comparative report to sort by COMP? NO// YES

This report requires a print width of 132 characters.
DEVICE: HOME//
```

Example: LBB Extract Comparative Audit Report

```
LBB Extract Comparative Audit Report                                    Page  1

01 Mar 2009 - 31 Mar 2009                                   Run Date: 29 Jun 2009
----------------- LOCAL BLOOD BANK SOURCE --------------------  ------------- LBB EXTRACT (#2587) -------
                              Transf           Number                    Transf              Number
Name       SSN        FDR LOC Date    COMP     of Units   SSN            Date     COMP     of Units
================================================================================================
DSS2       xxxxxxxxx  BB623   3/13/09 APHP       1        xxxxxxxxx      3/13/09  APHP       1
DSS2       xxxxxxxxx  BB623   3/13/09 APHP       1        xxxxxxxxx      3/13/09  APHP       1
DSS2       xxxxxxxxx  BB623   3/15/09 APHP       1        xxxxxxxxx      3/15/09  APHP       1
-----------------------------------------------------------------------------------------------
                                      APHP TOTAL  3                               APHP TOTAL   3

DSS3       xxxxxxxxx  BB623   3/24/09 LPC        1        xxxxxxxxx      3/24/09  LPC        1
DSS3       xxxxxxxxx  BB623   3/25/09 LPC        1        xxxxxxxxx      3/25/09  LPC        1
DSS4       xxxxxxxxx  BB623   3/5/09  LPC        1        xxxxxxxxx      3/5/09   LPC        1
DSS4       xxxxxxxxx  BB623   3/25/09 LPC        1        xxxxxxxxx      3/25/09  LPC        1

-----------------------------------------------------------------------------------------------
                                      LPC  TOTAL  4                               APHP TOTAL   4
-----------------------------------------------------------------------------------------------
TOTAL                                           7                                             7
```

4.6.7.2   Laboratory Blood Bank (LBB) Pre-Extract Audit

This report provides DSS on-site support staff with a list of unmatched blood products. The report will contain those records that do not have a value in either the DSS Product Dept or DSS IP # fields. The resulting report will enable the DSS on-site support team to correct the unmatched blood products <u>prior</u> to running the LBB Extract.

Example: LBB Pre-Extract Audit Report

```
Select Extract Audit Reports Menu Option: LBB  Laboratory Blood Bank (LBB) Audit
Reports

  Laboratory Blood Bank (LBB) Comparative Report
  Laboratory Blood Bank (LBB) Pre-Extract Audit

Select Laboratory Blood Bank (LBB) Audit Reports Option: 2  Laboratory Blood Bank
(LBB) Pre-Extract Audit

LBB Pre-Extract Audit Report Information for DSS

**NOTE: This audit can only be run prior to the LBB Extract being generated.
If you have already generated your LBB Extract, refer to the Processing
Guide Chapter 4 section on Regenerating.**

Starting with Date: 2/1/2012  (FEB 01, 2012)
Ending with Date: 2/29/2012  (FEB 29, 2012)

Previously, you have selected queuing.
Do you STILL want your output QUEUED? Yes// N (No)
DEVICE: HOME//    Right Margin: 80//

Retrieving records...

LBB Extract Audit Report                                          Page  1
01 Feb 2012 - 29 Feb 2012                                Run Date: 07 Jan 2012
                              Transf           Number
Name       SSN        FDR LOC Date    COMP     of Units
================================================================================
DSSA       000054102   BB523A4  2/6/12   LRB3       1
```

```
DSSA        000054102       BB523A4     2/6/12      LRB3         1
DSSB        000224430       BB523A4     2/21/12     LRB3         1
DSSC        000403825       BB523A4     2/16/12     LRB3         1
DSSC        000403825       BB523A4     2/13/12     LPAX         1
DSSC        000403825       BB523A4     2/12/12     LPAX         1
DSSC        000403825       BB523A4     2/12/12     CR-P        10
```

Example: Exported LBB Pre-Extract Audit Report

NAME	SSN	FEEDER LOCATION	TRANSFUSION DATE	COMPONENT	NUMBER OF UNITS
XXXX	xxxxxxxxxx	BB552	4/1/2014	RBC	1
XXXX	xxxxxxxxxx	BB552	4/1/2014	RBC	1
XXXX	xxxxxxxxxx	BB552	4/1/2014	RBC	1
XXXX	xxxxxxxxxx	BB552	4/3/2014	RBC	1

4.6.8   Physical Movement (MOV) Extract Audit

Use this option to print a summary report from the PHYSICAL MOVEMENT EXTRACT file (#727.808). The report displays the total count of each MAS movement type (transfers and discharges) by ward and ward group.

Example: Movement Extract Audit Report

```
Movement (MOV) Extract Audit Report
DSS Extract Log #:       4191
Date Range of Audit:     MAR 01, 2014 to MAR 31, 2014
Report Run Date/Time:    AUG 21, 2014@12:04
Medical Center Division: DAYTON (552) <D>                                              Page: 1


Ward <DSS Dept.>         MAS Movement (Transfer) Types
                          1   2   3   4  13  14  22  23  24  25  26  43  44  45  Total
--------------------------------------------------------------------------------------------

ICU (S)                   0   0   0   6   0   0   0   0   0   0   0   0   0   0    6
TCU (S)                   0   0   0   9   0   1   0   0   0   0   0   0   0   0   10
4 N (S)                   0   0   0   7   0   1   0   0   0   0   0   0   0   0    8
                          ------------------------------------------------------------------

Ward group SURGERY subtotals:
                          0   0   0  22   0   2   0   0   0   0   0   0   0   0   24


7 S                       0   0   0   4   0   0   0   0   0   0   0   0   0   0    4
                          ------------------------------------------------------------------

Ward group PSYCHIATRY subtotals:
                          0   0   0   4   0   0   0   0   0   0   0   0   0   0    4
```

Example: Exported Movement Extract Audit Report

EXTRACT LOG #	DIVISION	WARD <DSS DEPT>	1	2	3	4	13	14	22	23	24
4191	DAYTON (552)	ICU (M)	0	0	0	31	0	0	0	0	0
4191	DAYTON (552)	MED 1 M	0	0	0	20	0	1	0	0	0
4191	DAYTON (552)	MED 1 N	0	0	0	0	0	0	0	0	0
4191	DAYTON (552)	MED1 ON	0	0	0	1	0	0	0	0	0
4191	DAYTON (552)	TCU (M)	0	0	0	26	0	1	0	0	0
4191	DAYTON (552)	4 N (M)	0	0	0	12	0	8	0	0	0

4.6.9   Prosthetics (PRO) Extract Audit

Use this option to print the PSAS HCPCS Cost Report from the PROSTHETICS EXTRACT file (#727.826). Sites that are multidivisional prosthetics sites may choose to generate a specific report for one division or a combined report for all divisions.

The report is divided into two parts and includes the following:

Summary	Detail
NPPD group summary. Data is reported in two sections: New and Repair	Individual patient detail within an NPPD Line Item.
VA, Commercial, and Total quantities. Total Cost and Average Commercial Cost.	HCPCS code and description. Delivery Date, Quantity, and Cost. Type (i.e., VA or Commercial, Initial or Repair). Station Number is also displayed for multidivisional Prosthetics sites.
Within each NPPD Group, the summary data for each NPPD Line Item is displayed, followed by the group totals. Summary totals are also provided for New and Repair sections.	Sort order is by Delivery Date.

Example: Exported Summary Report for PRO Extract Audit

```
Select Extract Audit Reports Menu Option: PRO  Prosthetics (PRO)Extract Audit

Setup for PRO Extract Audit Report --


Select DSS EXTRACT LOG RECORD NUMBER: 3897       05-22-13     Prosthetics

     Extract:      Prosthetics #3897

     Start date:   FEB 01, 2013
     End date:     FEB 28, 2013
     # of Records: 5748
     Station:      DAYTON
```

```
        The extract which you have chosen to audit
        was transmitted to Austin/DSS on MAY 22, 2013.

Do you want to continue with this audit report? NO// y  YES

        You can narrow the date range, if you wish.

        The Start Date can't be earlier than FEB 01, 2013,
        or later than FEB 28, 2013.

Select Start Date: FEB 01, 2013//  (FEB 01, 2013)

        The End Date can't be earlier than FEB 01, 2013
        (the Start Date you selected), or later than FEB 28, 2013.

Select End Date: FEB 28, 2013//  (FEB 28, 2013)

        Select one of the following:

             D          DETAIL
             S          SUMMARY

Type of Report: SUMMARY// s  SUMMARY

Do you want the output in exportable format? NO// YES
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

STATION #	EXTRACT LOG #	TYPE	NPPD GROUP	NPPD LINE	VA	COM	TOTAL	COST	AVE COM
552	3897	NEW	WHEELCHAIRS AND ACCESSORIES	100 A	1	12	13	20912	1743
552	3897	NEW	WHEELCHAIRS AND ACCESSORIES	100 A1	0	2	2	0	0
552	3897	NEW	WHEELCHAIRS AND ACCESSORIES	100 B	0	13	13	1804	139

Example: Summary Report Screen Print for PRO Extract Audit

```
Prosthetics (PRO) Extract Audit Report                         Page 1
DSS Extract Log #:         3897
Date Range of Audit:      FEB 01, 2013 to FEB 28, 2013
Station (#):              552 (DAYTON)
```

```
Report Run Date/Time:    AUG 19, 2013@16:25


REPORT OF NEW PROSTHETICS ACTIVITIES
Line  Item                      VA     Com     Total    Cost ($)  Ave Com ($)
--------------------------------------------------------------------------------


WHEELCHAIRS AND ACCESSORIES
100 A                           1      12      13       20912      1743
100 A1                          0       2       2           0         0
100 B                           0      13      13        1804       139
```

Example: Exported Detail Report for PRO Extract Audit

```
Select Extract Audit Reports Menu Option: Prosthetics (PRO) Extract Audit

Setup for ECS Extract Audit Report --

Select DSS EXTRACT LOG RECORD NUMBER: 3969        06-20-13     Prosthetics

     Extract:       Event Capture #3969

     Start date:   FEB 01, 2013
     End date:     FEB 28, 2013
     # of Records: 17419

     The extract which you have chosen to audit
     was transmitted to Austin/DSS on JUN 20, 2013.

Do you want to continue with this audit report? NO// YES

     You can narrow the date range, if you wish.

     The Start Date can't be earlier than FEB 01, 2013,
     or later than FEB 28, 2013.

Select Start Date: FEB 01, 2013//  (FEB 01, 2013)

     The End Date can't be earlier than FEB 01, 2013
     (the Start Date you selected), or later than FEB 28, 2013.

Select End Date: FEB 28, 2013//02102013  (FEB 10, 2013)

Do you want the ECS extract audit report for all Locations? NO// YES

Select one of the following:
        D         DETAIL
        S         SUMMARY
Type of Report: SUMMARY// DETAIL

    1.   WHEELCHAIRS AND ACCESSORIES
    2.   ARTIFICAL LEGS
    3.   ARTIFICAL ARMS AND TERMINAL DEVICES
    4.   BRACES AND ORTHOTICS
    5.   SHOES/ORTHOTICS
    6.   NEUROSENSORY AIDS
    7.   RESTORATIONS
    8.   OXYGEN AND RESPIRATIORY
    9.   MEDICAL EQUIPMENT, MISC., ALL OTHER NEW
    10.  REPAIR

Select NPPD Group :  (1-10): 1

    1.   100 A   MOTORIZED
```

```
  2.    100 A1   SCOOTERS
  3.    100 B    MANUAL CUSTOM
  4.    100 C    MANUAL A/O
  5.    100 D    ACCESSORIES
  6.    100 E    CUSHION FOAM
  7.    100 F    CUSHION SPEC
  8.    100 G    CARRIERS
  9.    100 H    NSC VAN MODS
 10.    100 I    SCOOTER ACCESSORIES


Select NPPD Line :  (1-10): 1


Do you want the output in exportable format? NO// Y
```

> **NOTE**: Appendix C contains instructions for exporting a report into an external spreadsheet.

```
Gathering data for export...

To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;9999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                  and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

EXTRACT LOG #	NPPD GROUP	NPPD LINE	NAME	SSN	HCPCS	QTY	TYPE	COST	DATE	HCPCS DESC	STATION #	NPPD ENTRY DATE
3801	100 A	MOTORIZED	PAT1	xxxx	K0848	1	I C	1600	01/03	PWC,GP3,STD,SLNG/SOL	552	20121211
3801	100 A	MOTORIZED	PAT2	xxxx	K0822	1	I C	1200.00	01/04	PWC,GP2,STD SLNG/SOL	552	20121204
3801	100 A	MOTORIZED	PAT3	xxxx	K0822	1	I C	1200.00	01/07	PWC,GP2,STD SLNG/SOL	552	20121130

Example: Detail Report Screen Print for PRO Extract Audit

```
Prosthetics (PRO) Extract Audit Report Detail                         Page 1
DSS Extract Log #:        3969
Date Range of Audit:      FEB 01, 2013 to FEB 28, 2013
Station:                  552 (DAYTON)
Report Run Date/Time:     AUG 23, 2013@14:40
--------------------------------------------------------------------------------
100 A -- MOTORIZED                                                        NPPD
NAME SSN  HCPCS  QTY      TYP COST    DATE  HCPCS DESC          STN#    ENTRY DT
--------------------------------------------------------------------------------


PAT5 XXXX K0848  1        I C 1600    02/01 PWC,GP3,STD,SLNG/SOL 552     20130108
PAT6 XXXX K0856  1        I C 4057    02/01 PWC,GP3,STD,SNGL PWR 552     20130117
PAT7 XXXX K0856  1        I C 2038.1502/05 PWC,GP3,STD,SNGL PWR 552     20130114
```

4.6.10   Radiology (RAD) Extract Audit

Use this option to print a summary report from the RADIOLOGY EXTRACT file (#727.814) which displays the total count of each radiological procedure within a Feeder Location.

Example: Radiology Extract Audit Report

```
Radiology (RAD) Extract Audit Report
DSS Extract Log #:   195
Date Range of Audit:  JAN 01, 1990 to JAN 31, 1990
Report Run Date/Time: NOV 26, 1997@10:47
Radiology Division:   TOGUS, ME (402)                           Page: 1

Imaging Type (Feeder Location)                          # of Procedures
   CPT Code    Procedure                                Inpt.    Outpt.
-----------------------------------------------------------------------------

GENERAL RADIOLOGY (402-1)
   70470       CT HEAD W&WO CONT                          1         0
   71020       CHEST 2 VIEWS PA&LAT                       1         2
   73120       HAND 1 OR 2 VIEWS                          0         1
   -------------------------------------------------------------------------
Sub-totals for GENERAL RADIOLOGY (402-1):                4         3

Grand Total for Division TOGUS, ME (402):                4         3
```

Example: Exported Radiology Extract Audit Report

EXTRACT LOG #	RADIOLOGY DIVISION	IMAGING TYPE (FEEDER	CPT CODE	PROCEDURE	# OF INPT	# OF OUTPT
4194	DAYTON (552)	ANGIO/NEURO/INTE	20552	INJECT	1	26
4194	DAYTON (552)	ANGIO/NEURO/INTE	20553	INJECT	0	6
4194	DAYTON (552)	ANGIO/NEURO/INTE	22520	VERTEBROP	0	1
4194	DAYTON (552)	ANGIO/NEURO/INTE	22521	VERTEBROP	0	2

4.6.11   Surgery (SUR) Extract Audit

Use this option to print a summary report from the SURGERY EXTRACT file (#727.811). The report displays the number of surgical procedures and surgical cases performed in O.R. and Non-O.R. locations.

Example: Surgery Extract Audit Report

```
Surgery (SUR) Extract Audit Report
DSS Extract Log #:   255
Date Range of Audit:  MAY 01, 1997 to MAY 31, 1997
Report Run Date/Time: NOV 26, 1997@10:50
Surgery Division:     ALBANY (500)                           Page: 1

O.R. Surgical Procedures
   CPT Code    Procedure                                # of Procedures
-----------------------------------------------------------------------------

   11041       DEBRIDE SKIN FULL                              1
   00100       ANESTH, SKIN SURGERY                           1
   00103       ANESTH, BLEPHAROPLASTY                         1
```

```
         -----------------------------------------------------------------

For Division ALBANY (500)--
   Total O.R. Surgical Procedures:                                3
   Total O.R. Surgical Cases:                                     1
         -----------------------------------------------------------------


For Division ALBANY (500)--
   Total Non-O.R. Surgical Procedures:                            0
   Total Non-O.R. Surgical Cases:                                 0
```

Example: Exported Surgery Extract Audit Report

EXTRACT LOG #	SURGERY DIVISION	TYPE OF PROCEDURES	CPT CODE	PROCEDURE	# OF PROCEDURES
4195	DAYTON (552)	O.R. Surgical	10121	REMOVE	1
4195	DAYTON (552)	O.R. Surgical	11008	REMOVE	1
4195	DAYTON (552)	O.R. Surgical	11042	DEB SUBQ	1

4.6.12   Treating Specialty Change (TRT) Extract Audit

Use this option to print a summary report from the TREATING SPECIALTY CHANGE
EXTRACT file (#727.817) which displays the total number of losses within each treating
specialty of a medical center service.

Example: Treating Specialty Change Extract Audit Report

```
Treating Specialty Change (TRT) Extract Audit Report
DSS Extract Log #:     247
Date Range of Audit:  NOV 01, 1996 to NOV 30, 1996
Report Run Date/Time: NOV 26, 1997@11:09
DSS Site:             ALBANY (500)                            Page: 1


Service                 Facility Treating Specialty           # of Losses
                          Specialty (DSS Code)
--------------------------------------------------------------------------------

DOMICILIARY             DOMICILIARY PTSD
                           DOMICILIARY PTSD (88)                     0
                        DOMICILLARY
                           DOMICILIARY (85)                          0
                        ----------------------------------------------------
Total for DOMICILIARY:                                                0


INTERMEDIATE MED        GEM INTERMEDIATE
                           GEM INTERMEDIATE CARE (32)                0
                        INTERMEDIATE MED
                           INTERMEDIATE MEDICINE (40)                0
                        ----------------------------------------------------
Total for INTERMEDIATE MED:                                          0
```

Example: Exported Treating Specialty Change Extract Audit Report

EXTRACT LOG #	DSS SITE	SERVICE	SPECIALTY (DSS CODE)	FACILITY TREATING	# OF LOSSES
4196	DAYTON (552)	DOMICILIARY	DOMICILIARY (85)	DOMICILIARY	5
4196	DAYTON (552)	DOMICILIARY	DOMICILIARY (85)	SERIOUSLY	
4196	DAYTON (552)	DOMICILIARY	DOMICILIARY CHV	DOM CHV	4

4.7   Transmission Management

This section initiates and controls the transmission of data from the extract files to AITC. This menu provides users with the functionality to purge the IVP, UDP, or VBECS holding files. It also provides users with the functionality to delete an individual or range of DSS extract files.

Choosing the Transmission Management option from the Extract Managers Menu will display the following menu and options.

Example: Transmission Management Options on Extract Managers Menu

```
Select Extract Manager's Options Option: T  Transmission Management

        Review a Particular Extract for Transmission
        Transmit Data from Extract Files
        Summary Report of Extract Logs
        Delete Extract Files
        Purge Extract Holding Files
        Recreate Extract Holding Files ...
```

4.7.1. Review a Particular Extract for Transmission

Use this option to review a particular extract to verify the transmission of messages to the AITC. The only prompts are for the extract log record number and a print device. The output includes the following information:

- Extract log record number
- Extract name
- Run date
- Division
- Transmission message numbers
- Whether or not the extract was purged
- Message status

Example: Extract for Transmission

```
Select DSS EXTRACT LOG RECORD NUMBER:  465      08-13-98    Admission    ALBANY

ADM Extract (#465)                      Records:   2
Generated:   AUG 13, 1998               Start date: APR 01, 1998
Division:    ALBANY                      End date:   APR 30, 1998
DEVICE: HOME//

Status Report for DSS Extract #465 (Admission)
-------------------------------------------------------------------------

ADM Extract (#465)                      Records:   2
Generated:   AUG 13, 1998               Start date: APR 01, 1998
Division:    ALBANY                      End date:   APR 30, 1998
Purged:      (Not purged)
Transmitted: AUG 17, 1998
Unconfirmed transmission message numbers --

202               208               209
200100            200101            200102
200103            200104            200105
200106            200107            200108
200109            200110            200111
200112            200113            200114
200115            200116            200117
200118            200119            200120
200121            200122            200123
200124            200125            200126
200127            200128            200129
200130            200131            200132
200133            200134            200135
```

4.7.2. Transmit Data from Extract Files

To receive mail messages confirming transmission of extract data, you must be enrolled in the DSS mail group associated with the extract being transmitted.

Use this option to transmit a series of mail messages containing data from an individual extract to the AITC. Members of the associated mail group(s) will receive confirmation messages indicating that an extract was completed, transmitted, and received in Austin. You can only transmit extracts for your division.

Example: Transmit Data from Extract Files

```
Select Transmission Management Option: T  Transmit Data from Extract Files
```

Your user setup will only allow you to transmit extracts from the following divisions:

    SITE LOCATION NAME

If you can't select an extract, it is probably from another division.

Transmit which extract: 2604   08-09-06   Admission

ADM Extract (#2604)   Records: 117

Generated on: AUG 09, 2006   Start date: MAR 01, 2006

Division: DIVISION NAMR   End date: MAR 31, 2006

The data was extracted using fiscal year 2006 logic.
MailMan transmission of the Admission extract is set to a
Limit of 131,000 bytes per message. Each extract record ends with a ^~.

** This extract is being sent from a field office domain. **
** Extract message(s) will only be delivered to you and   **
** will be placed into your 'DSSXMIT' mail basket.   **

Requested Start Time: NOW// (OCT 24, 2006@15:09:49)

Request queued as Task #33798.

Example: Sample Mail Message - Completed Extracted Data

Subj: ADMS 444 - ADM DSS EXTRACT MESSAGE 1 OF 2 [#7058653] 14 Sep 99 19:03   8 lines
From: DSS SYSTEM In 'IN' basket.   Page 1

The DSS-Admission extract (#759) for Jul 01, 1999
through Jul 31, 1999 was begun on Sep 14, 1999 at 19:02
and completed on Sep 14, 1999 at 19:03.

A total of 489 records were written.

Extract time was [HH:MM:SS] 0:00:48

Enter message action (in IN basket): IGNORE//

Sample Mail Message - Transmission of Extracted Data

Subj: QSR 444 - QSR DSS EXTRACT MESSAGE 1 OF 2 [#7058779] 05 Oct 99 03:16   10 lines
From: DSS SYSTEM In 'IN' basket.   Page 1

The DSS QUASAR (ECQ) extract, #786,
was transmitted on Oct 05, 1999 at 03:15.

Maximum number of lines (records) per message: 200

A total of 861 records were written.
A total of 5 messages were sent.
    Message numbers :
          7058774   7058775   7058776   7058777
          7058778

Enter message action (in IN basket): IGNORE//

Sample Mail Message - Confirmation of Extracted Data

Subj: DRS1928 DMS Confirmation [#415417] 03 Dec 97 20:10 CST 2 Lines
From: <XXXXXXXX@XXXXXXXX.VA.GOV> in 'IN' basket.   Page 1

```
------------------------------------------------------------------------
Ref:  Your DMS message #841928 with Austin ID #80378631,is assigned confirmation
number 942512003079972.

Enter message action (in IN basket): IGNORE//
```

4.7.3. Summary Report of Extract Logs

Use this option to print a summary report from the EXTRACT LOG file (#727). The only prompts are for starting and ending dates and a print device. The output includes the following information:

- Extract number
- VistA Package
- Data set dates (date range)
- Record count
- Date transmitted

- Date purged
- Date Extracted
- Data Month
- Msg Unconf (Message Number)
- Requestor

The report prints properly to a 132-column output

Example: Summary Report Extract Logs

```
Select Transmission Management Option: s  Summary Report of Extract Logs
Enter Report Start Date:  030106  (MAR 01, 2006)
Enter Report Ending Date: (3/1/2006 - 10/26/2006): 060106  (JUN 01, 2006)

** REPORT REQUIRES 132 COLUMNS TO PRINT CORRECTLY **


DEVICE: HOME// ;132;


 DSS EXTRACT LOG STATISTICS
Page: 1

EXTRACT NUMBER   VISTA PACKAGE   DATA SET DATES   RECORD COUNT  DATE          DATE PURGED
 DATE EXTRACTED      DATA MONTH   MSG UNCONF       REQUESTOR   TRANSMITTED
 ---------------------------------------------------------------------------------------
2179             Admission       060301-060331    0
 Jul 26, 2006       Mar 2006     0                USER,ONE
2186             Prescription    060601-060630    0
 Jul 27, 2006       Jun 2006     0                USER,TWO
2185             Unit Dose       060601-060630    0
 Jul 27, 2006       Jun 2006     0                USER,TWO
```

Example: Exported Summary Report Extract Logs

EXTRACT NUMBER	VISTA PACKAGE	DATA SET DATES	RECORD COUNT	DATE TRANSMITTED	DATE PURGED	DATE EXTRACTED	DATA MONTH	MSG UNCONF	REQUESTOR
4024	Admission	140301-140331	570	23-Apr-14		23-Apr-14	Mar-14	2	XXXXX,XXXX
4059	Admission	140301-140331	570			6-May-14	Mar-14	0	XXXXXX,XXXX
4092	Admission	140301-140331	570	27-May-14		22-May-14	Mar-14	2	XXXX,XXX X
4142	Admission	140301-140331	570	10-Jun-14		10-Jun-14	Mar-14	2	XXXXX,XXXX

4.7.4. Delete Extract Files

This option can be used to delete individual extracts residing in files (#727.802) through (#727.833) or a range of extracts. Also, holders of the ECXMGR Security Key may only delete extracts that are associated with a division assigned in the NEW PERSON file (#200).

Any existing extract may be deleted (including <u>transmitted</u> and <u>untransmitted</u>) and extracts that <u>did not run to completion due to errors or system problems</u>.

Choosing a range of extracts could mean an excessively large number of records to be deleted and it may be very resource intensive. Please be sure to queue this for <u>non-peak hours</u> and limit the number of extracts to be deleted in a single queued session.

Example: **Delete Extract File Option**

```
This option will allow you to delete an
individual or a range of DSS extracts files.

Care must be taken for several reasons:

- You can delete ANY existing extract.  This includes transmitted and non-
  transmitted extracts as well as extracts that did not run to completion
  due to errors or system problems.
- Choosing a range of extracts could mean an excessively large number
  of records and be very CPU intensive.
  Please be sure to queue this deletion for off-hours and
  limit the number of extracts to be deleted per a single queued session.

Delete Extract Files?? NO// y  YES

...one moment please

Do you want to print a list of extracts that can be deleted? NO//
You will not be able to select an extract that is not from your division.


Select extracts to be deleted:  (3794-4071): 3794

I will delete the following extract(s):
    #3794 - Event Capture                  01/01/2013 to 01/31/2013

Is this OK? NO//  YES
```

4.7.5. Purge Extract Holding Files

Use this option to purge the data that resides in the holding files for the IVP, UDP, or VBECS extracts. A prompt will appear for the start and end dates. Dates can be entered as 10 15 08, 10/15/08, or 10/15/2008.

The IV EXTRACT DATA file (#728.113) and UNIT DOSE EXTRACT DATA file (#728.904) can become quite large if appropriate purging is not performed. This option will purge the data from these files by date range. It is recommended that records over two fiscal years old be purged from IV EXTRACT DATA file (#728.113) and UNIT DOSE EXTRACT DATA file (#728.904).

VBECS holding files can also be purged. Once purged, these files cannot be recreated for that time period.

Purging of any local VistA extract data or VistA source of extract data (i.e., lab data, etc.) is not recommended until your facility has successfully created extracts, transmitted them to the AITC, audited the counts, loaded the data into DSS, and is content with the results.

When the Purge ends, a confirmation message will be created on MailMan.

Example: Purge Holding Files

```
Select Transmission Management Option: Purge Extract Holding Files

This option will allow you to purge:
1. data that resides in the "holding files" for the IVP and UDP extracts.
2. data that resides in the "holding file" for the VBECS extract

Care must be taken for several reasons:
-  The IVP, UDP and VBECS "holding" files are intermediate files that
   are populated "realtime" by inpatient pharmacy and VBECS activity.
   These files are then used to generate the IVP, UDP and VBECS extracts.
   NOTE:    The VBECS files CANNOT be regenerated.
   Once it is purged for a date range, extracts can no longer be
   generated for that time period.

Purge (I)VP data, (U)DP data or (V)BECS data? IVP Holding File

This file currently holds IVP data from <Oct 13, 1999> to <Apr 01, 2013>.

Beginning date for purge: 1/1/13  (JAN 01, 2013)
Ending date for purge: 1/31/13  (JAN 31, 2013)

I will purge the IVP holding file from <Jan 01, 2013> to <Jan 31, 2013>.


Is this OK? NO// y  YES
```

Example: Confirmation Message

```
Select Transmission Management Option: MailMan Menu

VA MailMan 8.0 service for XXXXXXX@XXXXX.PRE-PROD.VISTA.MED.VA.GOV
You last used MailMan: 10/28/08@11:57
You have 1 new message.


   NML    New Messages and Responses
   RML    Read/Manage Messages
   SML    Send a Message
          Query/Search for Messages
   AML    Become a Surrogate (SHARED,MAIL or Other)
          Personal Preferences ...
          Other MailMan Functions ...
          Help (User/Group Info., etc.) ...
          Super Search Message File

You have 1 new message.  (Last arrival: 10/28/08@15:01)
Select MailMan Menu Option: n  New Messages and Responses
```

```
Subj: DSS - Purge of IVP Holding File  [#560578] 10/28/08@15:01  3 lines
From: DSS SYSTEM  In 'IN' basket.   Page 1  *New*
-------------------------------------------------------------------------
The information has been successfully PURGED
from Feb 01, 2007 to Feb 02, 2007

Enter message action (in IN basket): Ignore// <RET>

Select Transmission Management Option: ?
```

4.7.6. Recreate Extract Holding Files

Use this option to recreate an IVP or UDP Extract holding file which has been purged at the AITC. You will be prompted for the start and end dates. A background task will be launched. When that task ends, it will create a confirmation message on MailMan.

It is unusual to purge and recreate these files. They normally are NOT purged.

The Recreate applies to the entire parent station.

To recreate an IVP or UDP extract,
1. Run the Purge for the desired date range.
   - Dates can be entered as 10 15 08 or 10/15/08 or 10/15/2008.
2. Check MailMan for a confirmation message that the Purge has completed successfully.
3. Run the Recreate for the same date range.
   - If you did not run the Purge and data exists for the requested time period, you will be prompted to do so.
4. Check MailMan for a confirmation message that the Recreate has completed successfully.
5. Run the IVP or UDP Extract.
6. Compare the record count from the recreated extract to the record count of the original extract. The counts should be close but may be slightly different due to timing issues.

Example: Example of Recreate

```
Select Transmission Management Option: Q  Recreate Extract Holding Files

Select File to Recreate: ?

I     Recreate IVP Extract Holding File (#728.113)
U     Recreate UDP Extract Holding File (#728.904)


Select Recreate Extract Holding Files Option: I  Recreate IVP Extract Holding File
(#728.113)
Enter Start Date:  2 1 07
Enter Stop Date:  2 1 07
```

```
Requested Start Time: NOW//<RET> (SEP 09, 2008@13:31:43)
Request queued as Task #155353.
Requested Start Time: NOW//<RET>  (OCT 28, 2008@15:04:37)
Request queued as Task #2607.
```

When the Recreate is complete, a MailMan message will be sent to you. To view the message, type "MailMan Menu" at the prompt. You will see the following lines.

Example of Confirmation Message for Recreate

```
Select Transmission Management Option: MailMan Menu

VA MailMan 8.0 service for XXXXX.XXXXX@XXXXX.XXXXXX.VISTA.MED.VA.GOV
You last used MailMan: 10/28/08@11:57
You have 1 new message.


   NML     New Messages and Responses
   RML     Read/Manage Messages
   SML     Send a Message
           Query/Search for Messages
   AML     Become a Surrogate (SHARED,MAIL or Other)
           Personal Preferences ...
           Other MailMan Functions ...
           Help (User/Group Info., etc.) ...
           Super Search Message File

You have 1 new message.  (Last arrival: 10/28/08@15:01)
Select MailMan Menu Option: n  New Messages and Responses

Subj: IV INTERMEDIATE DATA FOR DSS  [#560579] 10/28/08@15:05  5 lines
From: DSS SYSTEM  In 'IN' basket.   Page 1  *New*
-------------------------------------------------------------------------
The IV information has been successfully regenerated
from Feb 01, 2007 to Feb 01, 2007@99:99

A total of 151 records were written.

Enter message action (in IN basket): Ignore// <RET>

Select Transmission Management Option: ?
```

5   **Glossary**

Term	Definition
Action to Send Code	Indicates which code should be sent to the DSS commercial software (e.g., stop code, credit stop code, or both).
ADPAC	Acronym for Automated Data Processing Application Coordinator
ADM	Abbreviation for Admission Extract
AITC	Acronym for Austin Information Technology Center
BCM	Abbreviation for BCMA Extract
BCMA	Acronym for Bar Code Medication Administration
CBOC	Acronym for community Based Outpatient Clinic
CLI	Abbreviation for Clinic Extract
CPT	Acronym for Common Procedure Terminology
Credit Stop Code	The credit stop code (from the HOSPITAL LOCATION file [#44]) as determined by Medical Administration Service (MAS).
CSHD	Acronym for Customer Support Help Desk
DSO	Acronym for Decision Support Office
DSS	Acronym for Decision Support System
DSS Credit Stop Code	The credit stop code as determined by DSS.
DSS Department Code	A code associated with products or services, which assists in the categorization and costing of those products. At this time, only medical center wards are being associated with a DSS Department code in the DSS WARD file (#727.4). The DSS Department code consists of a minimum of 4 characters as: ABBCxxx A = DSS CODE in NATIONAL SERVICE file (#730) BB = DSS PRODUCTION UNIT CODE in DSS PRODUCTION UNIT file (#729) C = DSS DIVISION IDENTIFIER in DSS DIVISION IDENTIFIER file (#727.3) xxx = A suffix of not more than three characters which must be numeric digits or uppercase alpha characters. The first character of the string may be "-", but that is not recommended.
DSS Division Identifier	A single character code, either numeric (but not zero) or an uppercase alpha character. The character used in VistA file #727.3 (DSS DIVISION IDENTIFIER) as division identifier should exactly match the identifier associated with a medical center division in DSS/Austin.
DSS Production Unit	A two character code which may contain both numeric and uppercase alpha characters. These DSS-compatible codes are based on the FMS sub-cost center scheme to categorize production unit output. The DSS PRODUCTION UNIT file (#729) holds the production unit codes approved for use by DSS.
DSS Stop Code	The stop code as determined by DSS.
ECS	Abbreviation for Event Capture Extract
ECQ	Abbreviation for QUASAR Extract

Term	Definition
Extract	Management tool used to track and account for procedures and delivered services, which are not handled in any existing VistA package.
Extract Files	The files that hold the data that has been extracted via the DSS Extract software.
Feeder Key	The product for workload extracted.
Feeder Location	The site location of data extracted.
IVP	Abbreviation for IV Detail Extract
LAB	Abbreviation for Laboratory Extract
LAR	Abbreviation for Lab Results Extract
LBB	Abbreviation for Blood Bank Extract
MAS	Acronym for Medical Administration Service
MOV	Abbreviation for Transfer and Discharge Extract
NDC	Acronym for National Drug Code
NDF	Acronym for National Drug File
PRE	Abbreviation for Prescription Extract
PRO	Abbreviation for Prosthetics Extract
Provider	The actual provider of care performing the procedure. This provider can be a doctor, nurse, technician, or any designated team of medical professionals.
QUASAR	Acronym for Quality: Audiology and Speech Pathology Audit & Review
RAD	Abbreviation for Radiology Extract
SSN	Acronym for Social Security Number
Stop Code	The stop code (from the HOSPITAL LOCATION file [#44])as determined by Medical Administration Service (MAS).
SUR	Abbreviation for Surgery Extract
TRT	Abbreviation for Treating Specialty Change Extract
UDP	Abbreviation for Unit Dose Local Extract
VA	Acronym for Department of Veterans Affairs
VHA	Acronym for Veterans Health Administration
VistA	Acronym for Veterans Health Information Systems and Technology Architecture
Volume	Volume is associated with the number of procedures performed or the length of time actually spent performing the procedures.
YTD	Acronym for Year-to-Date

6   Index

Appendix A - Feeder Key Transmission

The Feeder Key for the Clinic Extract is transmitted in the following format.

SSSCCCTTTPPPP

These characters are determined by the Action To Send code as indicated in the following table.

Action to Send Code	Description	
1	SSS is the stop code. CCC=000. TTT is the length of appointment. PPPP=0000.	
2	SSS is the credit stop code. CCC=000. TTT is the length of appointment. PPPP=0000.	
3	Two records are sent:	
	For the first: SSS is the stop code. CCC=000. TTT is the length of appointment. PPPP=0000.	For the second: SSS is the credit stop code. CCC=000. TTT is the length of the appointment. PPPP=0000.
4	SSS is the larger of the stop code or the credit stop code. CCC is the smaller of the stop code or the credit stop code. TTT is the length of appointment. PPPP is the pointer to the HOSPITAL LOCATION file.	
5	SSS is the larger of the stop code or the credit stop code. CCC is the smaller of the stop code or the credit stop code. TTT is the length of appointment. PPPP=0000.	

Appendix B - Create a LAR Translation Table

A translation table is required to convert entries in the results field of the LAR extract from a free text to a numeric value for all types of lab tests. The translation table is a new table for the DSS VistA Extract Package. LAR TRANSLATION TABLE will convert free text results to a numeric value for all lab tests.

The translated numeric values are:

> 0- Negative, Non-Reactive.
> 1- Positive, Reactive.
> 2- Borderline, Indeterminate.
> 3- Test not Performed, Qty not sufficient or other reason.
> 5- Result cannot be translated.

The Lab results free text field contains many different coding schemes to indicate whether the results are negative or positive. The list of text with the translated values is as follows:

RAW	Translation	RAW	Translation
Negative	0	EQUIV	2
Positive	1	NRG	5
NEGATIVE	0	N	0
POSITIVE	1	R	1
Neg	0	Borderline	2
Pos	1	NEG.	0
nonreactive	0	POS.	1
NONREATIVE	0	ND	0
reactive	1	Reactive	1
REACTIVE	1	Detected.	1
NEG	0	React	1
POS	1	Nonreact	0
NOTDET	0	WK POS	1
DETEC	1	+/-=pos	2
NON REAC	0	LSG	5
REAC	1	Reactive*	1
WK.POS	1	=+pos	1
WK.POS.	1	NEGATIV	0
NEG#	0	ND	0
POS#	1	INCONC.	2
BRDLINE	2	DONE	5
NR	0	NEH	5
Non-react	0	MEG	5
BRDLNE	2	P	1
**pos	1	NRG	5
***pos	1	Repeat	2
BDL	2	NE	5
EQUIVOCAL	2	NGE	5

RAW	Translation
REM	5
ND	0
NRE	5
See com	5
See rpt	5
Reac	1
NREACT	0
Type 1	5
2b	5
3a	5
BAS	5
N-I	5
Pend	5
RPC	5
QNS	3
P	1
FFT	5
+	1
-	0

Note:

Any value not in the table should return a "5".

The sites will be responsible for maintaining/updating the table.

Translations cannot change the meaning of the free text field.

Non-numeric reported values for all tests would be stored in the translation field and available to Ad Hoc and SQL.

In many cases, it may take a long time to run this report (***possibly more than an hour or two***). Your screen may be tied up for some time once you set the report to run.

Appendix C – Exporting a Report to a Spreadsheet

1. Select **Display** from the Setup menu.
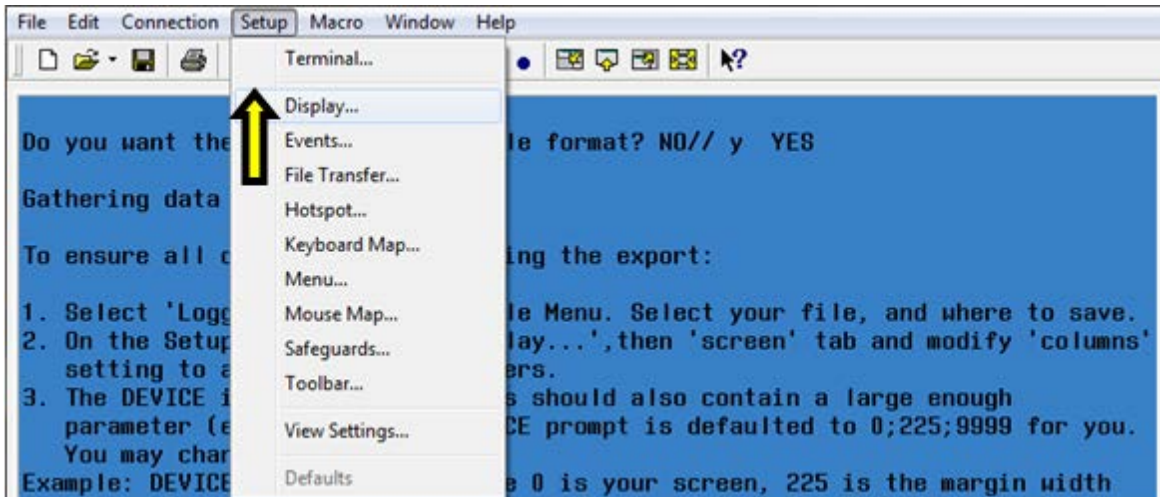
2. On the Screen tab, modify the number of Columns to at least 225. Click **OK**.
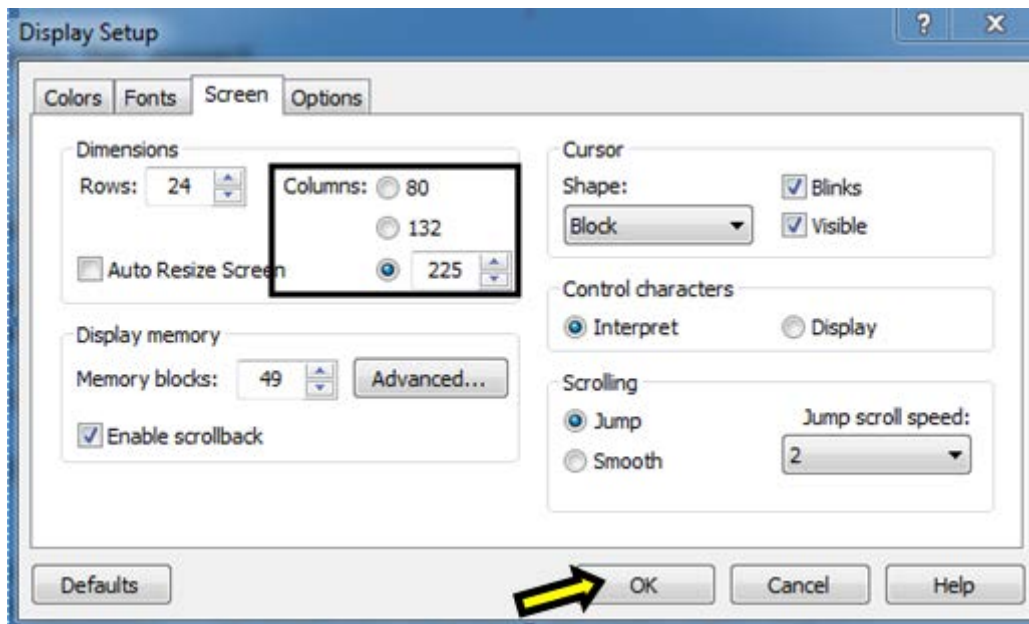
3. Select **Logging…** on the File menu.
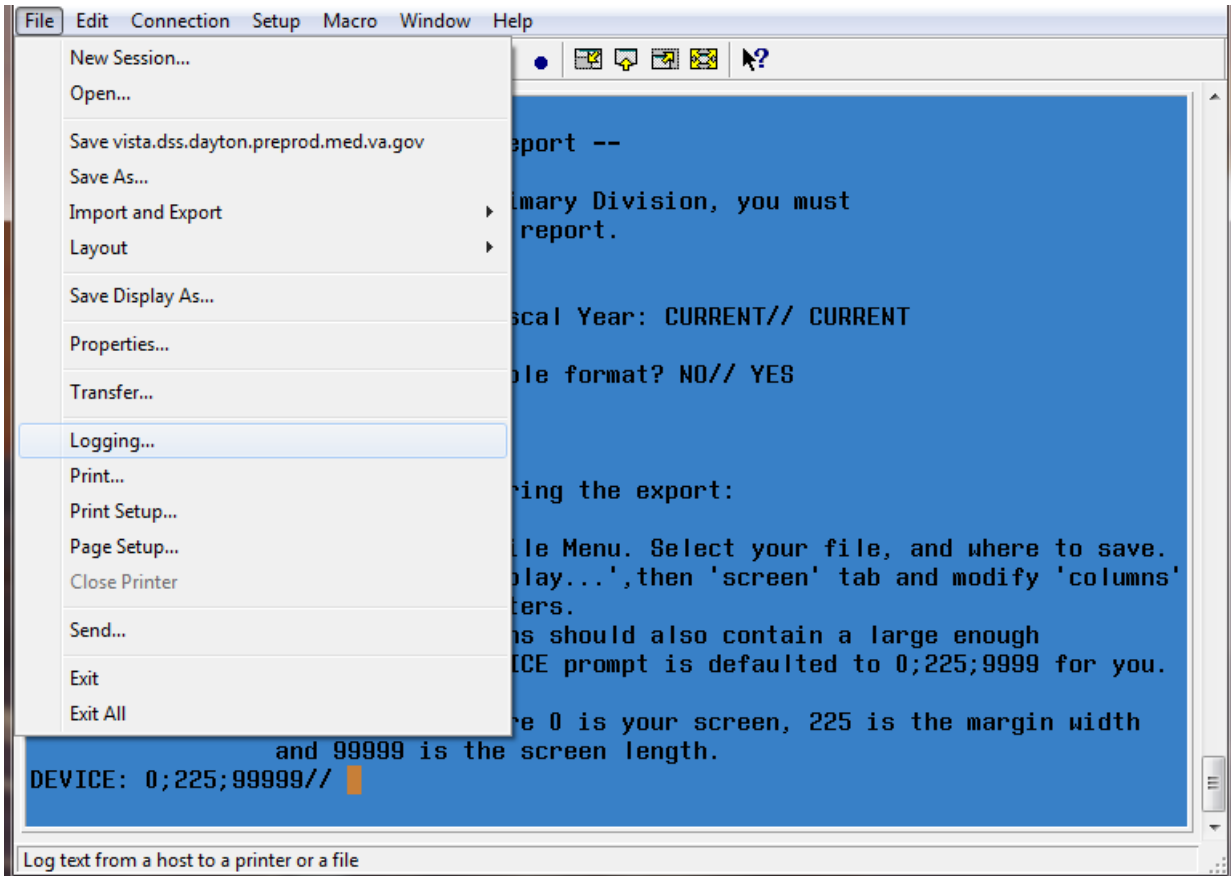
4. On the Logging popup, click to select **Logging on.** Then, select the **Disk** option and name the file. Click **Browse…**
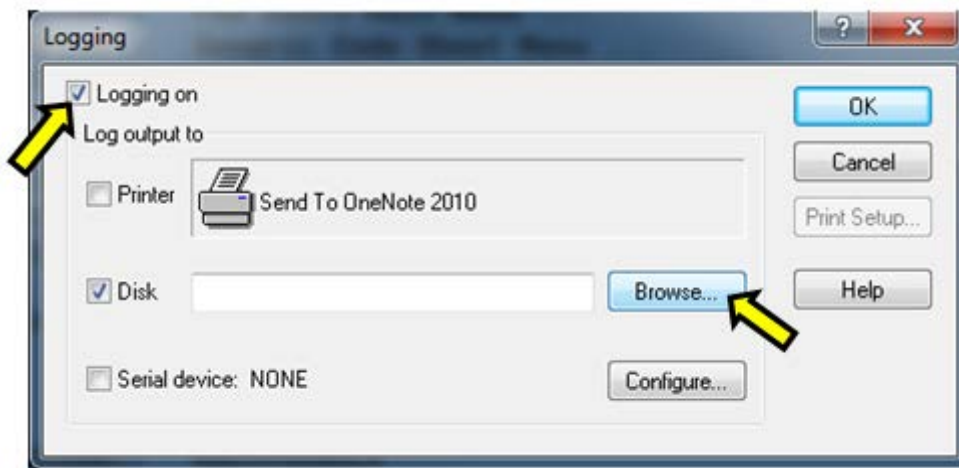
5. Select the folder where the text file will be saved and click **Save**.
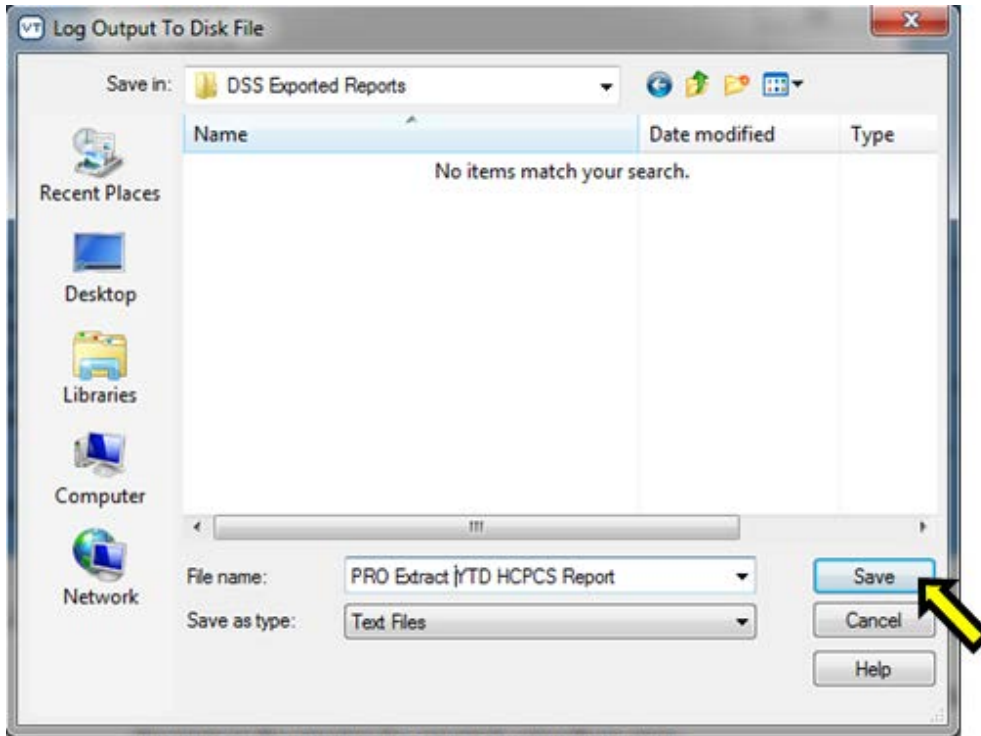
6. The file will be created in the folder identified.
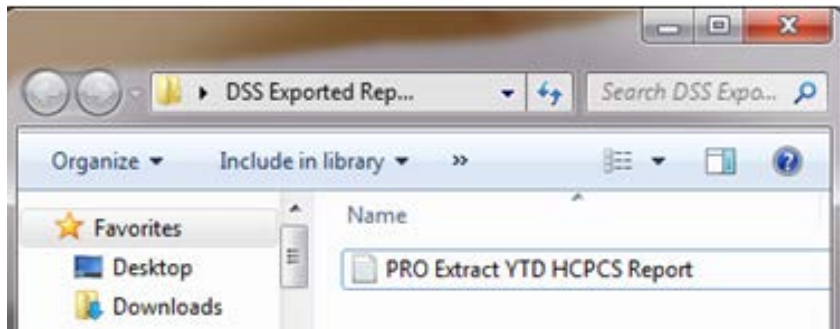
7. Press **Enter** on your keyboard to keep the parameters at the DEVICE: 0;225;99999// prompt.

```
To ensure all data is captured during the export:

1. Select 'Logging...' from the File Menu. Select your file, and where to save.
2. On the Setup menu, select 'Display...',then 'screen' tab and modify 'columns'
   setting to at least 225 characters.
3. The DEVICE input for the columns should also contain a large enough
   parameter (e.g. 225).  The DEVICE prompt is defaulted to 0;225;99999 for you.
   You may change it if need be.
Example: DEVICE: 0;225;99999 *Where 0 is your screen, 225 is the margin width
                 and 99999 is the screen length.

NOTE:  In order for all number fields, such as SSN and Feeder Key, to be
displayed correctly in the spreadsheet, these fields must be formatted as Text
when importing the data into the spreadsheet.

DEVICE: 0;225;99999//
```

8. Once the running of the report has completed, to turn off the logging select **Logging…** on the File menu. On the Logging popup, click to deselect **Logging on.**
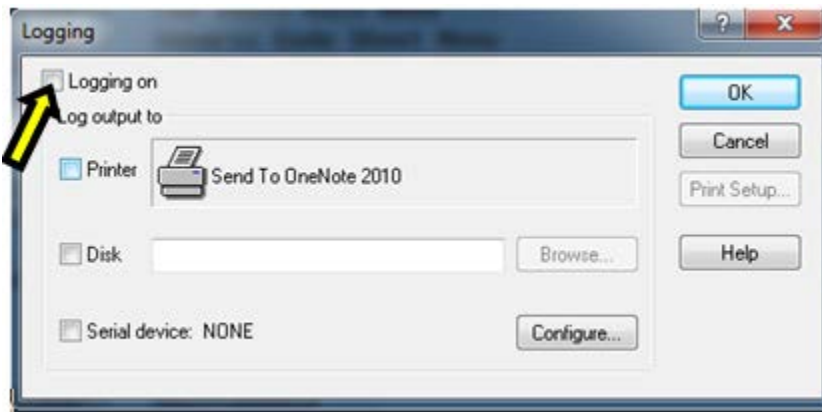
9. Open a new Excel workbook. Click the **Data** tab and select **From Text**.
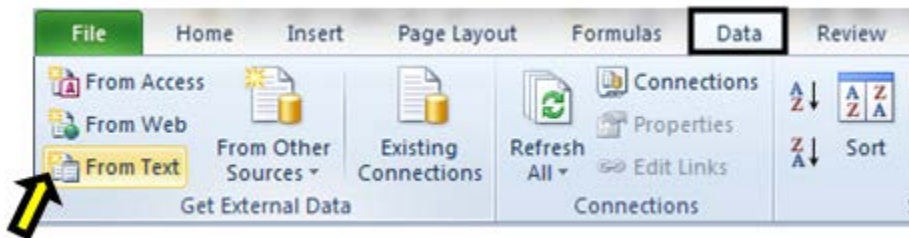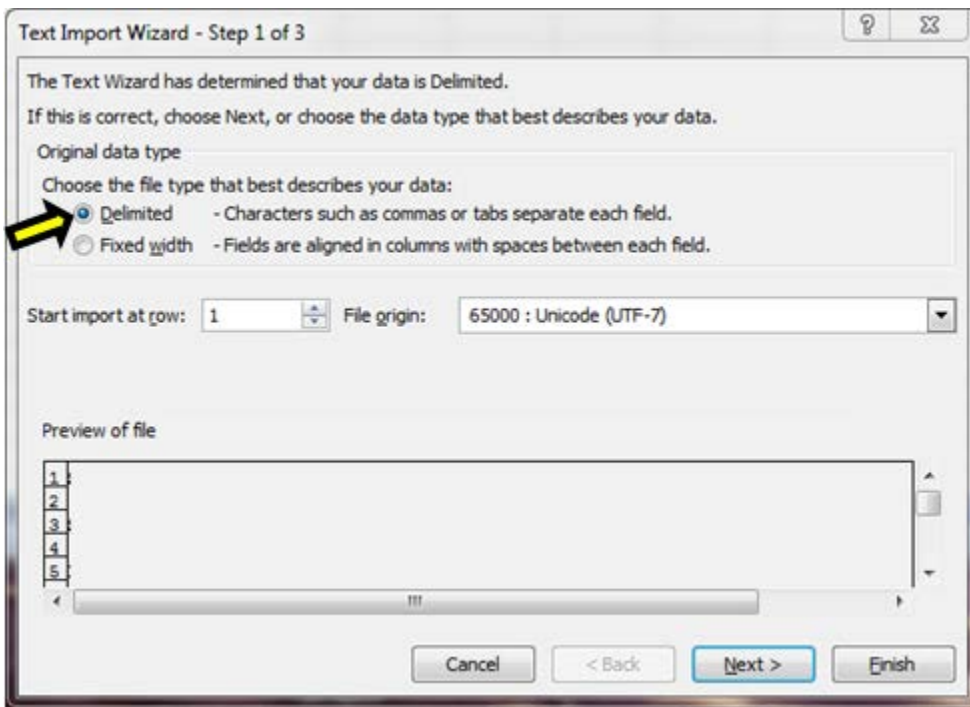

10. Navigate to the folder where the file was created. Select the text file that was created and click **Import**.
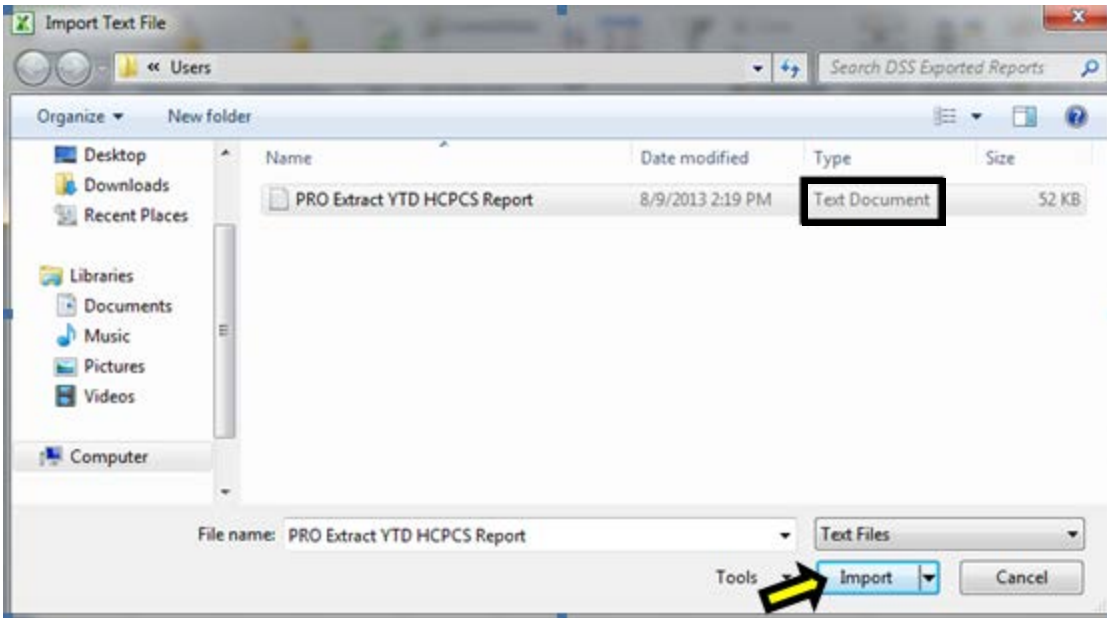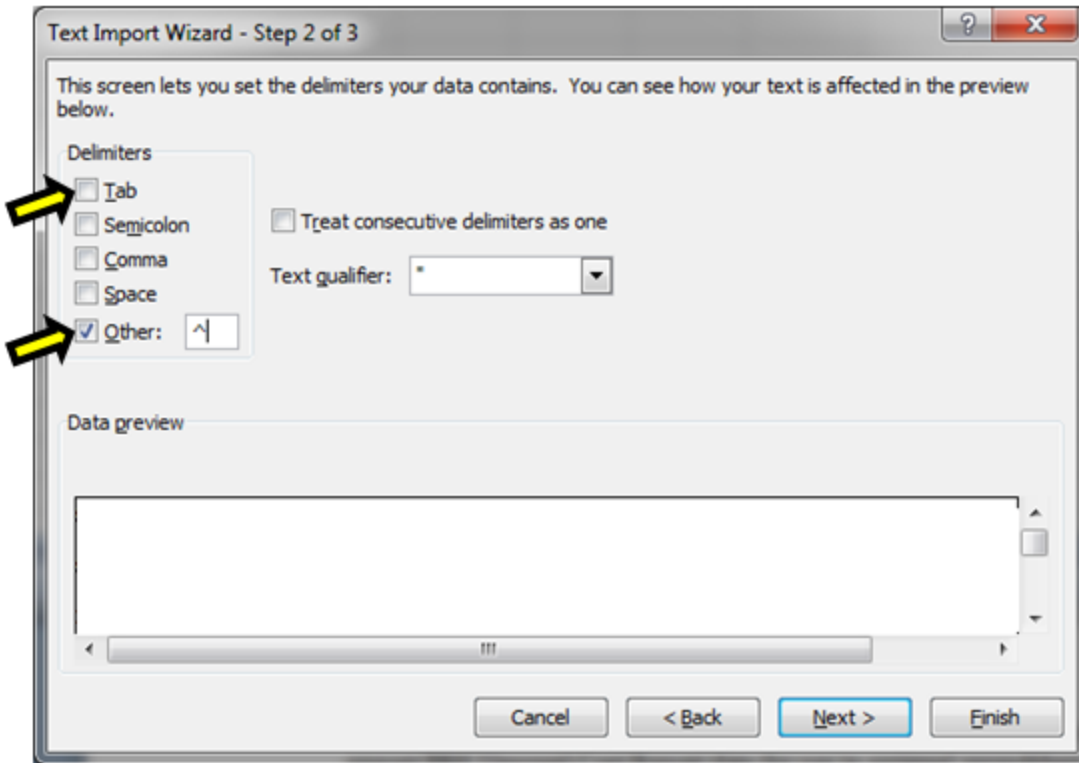
11. Chose **Delimited** as the data type on the Text Import Wizard – Step 1 of 3 screen. Click **Next**.


12. Under delimiters, uncheck **Tab**, then check **Other** and type a caret (^) as your delimiter on the Text Import Wizard – Step 2 of 3 screen. Click **Next**.

13. Text will be chosen as the format for each column on the Text Import Wizard – Step 3 of 3 screen. In the Data Preview section of the screen, click to highlight the column and select **Text** as the data format. (**Note**: All columns can be selected at once if the first column is selected and then hold the shift key and move the scroll bar to the far right and select the last column). Click **Finish** after each column has been formatted.
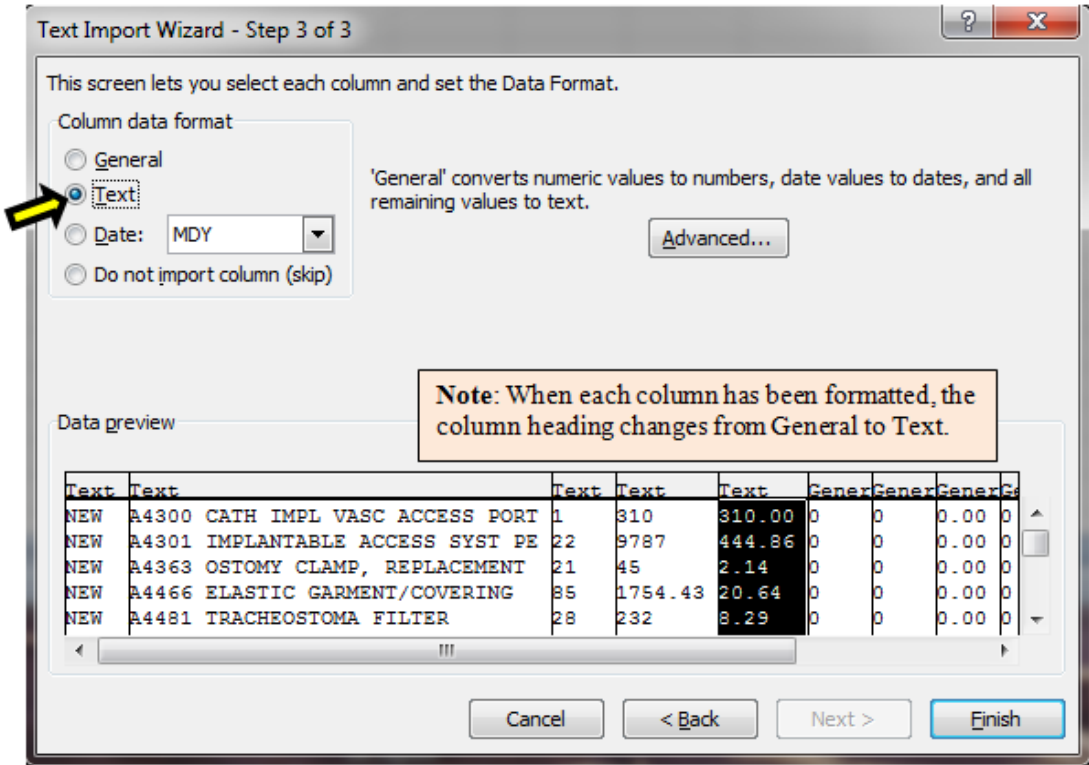
14. Click **OK** when the Import Data screen appears.
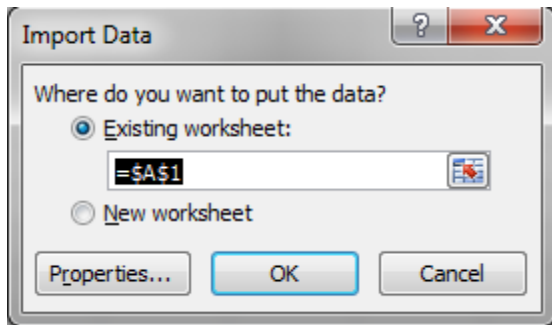
15. The report will be created and displayed in Excel.

A	B	C	D	E	F	G	H	I
REPORT TYPE	PSAS HCPCS	QTY COM	TOTAL COM	AVE COM	QTY VA	TOTAL VA	AVE VA	QTY LABE
NEW	A4265 PARAFFIN	68	1455.32	21.40	0	0	0	0
NEW	A4300 CATH IMPL VASC ACCESS PORT	1	310	310.00	0	0	0	0
NEW	A4301 IMPLANTABLE ACCESS SYST PE	22	9787	444.86	0	0	0	0
NEW	A4363 OSTOMY CLAMP, REPLACEMENT	21	45	2.14	0	0	0	0
NEW	A4466 ELASTIC GARMENT/COVERING	85	1754.43	20.64	0	0	0	0
NEW	A4481 TRACHEOSTOMA FILTER	28	232	8.29	0	0	0	0