



**Update\_2\_0\_104**

**Clinical Reminders**

**VA-MHRRTP DIALOG UPDATE  
INSTALLATION and SETUP GUIDE**

**November 2020**

Product Development  
Department of Veterans Affairs

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# Introduction

The Mental Health Residential Rehabilitation Treatment Program (MH RRTP) Screening, Status Update, and Discharge Templates were developed by the Veterans Health Administration Office of Mental Health and Suicide Prevention in collaboration with MH RRTP managers from several VISNs, VISN and facility mental health leadership, and other subject-matter-experts. The dialogs were first released in July 2018 in Update\_2\_0\_44. This update includes several revisions to each of the three dialogs.

The templates were designed to address the need for critical information at the time of screening, while waiting for admission (Status Update), and at the time of discharge. The purpose of the three templates is to use national health factors to capture local data to improve the ability of programs to more accurately track wait times and provide local outcome data.

The three templates are brief and designed to be integrated into existing, local processes for documentation. The templates do not reflect the full scope of typical documentation for screening, discharge and clinical encounters with the hope that this will maximize flexibility in local implementation.

**Programs are not required to use a standard note template. Programs are strongly encouraged to integrate the templates into existing documentation processes so accurate and reliable data will be available to the programs.**

This update will update the following reminder content:

## **TIU TEMPLATE FIELD**

VA-MHRRTP EDIT

DATE (REQ)

## **HEALTH FACTORS**

VA-REMINDER UPDATES

VA-UPDATE\_2\_0\_104

VA-SUICIDE RISK ASSESSMENT [C]

VA-SUICIDE RISK ACUTE LOW

VA-SUICIDE RISK ACUTE INTERMEDIATE

VA-SUICIDE RISK ACUTE HIGH

VA-SUICIDE RISK CHRONIC LOW

VA-SUICIDE RISK CHRONIC INTERMEDIATE

VA-SUICIDE RISK CHRONIC HIGH

VA-MH-RRTP

VA-MH RRTP SCREEN NEW

VA-MH RRTP SCREEN TRANSFER

VA-MH RRTP SCREEN COUNT

VA-MH-RRTP SEPARATE DOM TRACK

VA-MH-RRTP OTHER TRACK

VA-MH-RRTP VOCATIONAL TRACK  
VA-MH-RRTP PAIN TRACK  
VA-MH-RRTP GAMBLING TRACK  
VA-MH-RRTP TBI TRACK  
VA-MH-RRTP WOMENS PROGRAM TRACK  
VA-MH-RRTP MENS PROGRAM TRACK  
VA-MH-RRTP SUD&SMI TRACK  
VA-MH-RRTP SUD&PTSD TRACK  
VA-MH-RRTP SERIOUS MENTAL ILLNESS TRACK  
VA-MH-RRTP MST TRACK  
VA-MH-RRTP PTSD TRACK  
VA-MH-RRTP SUD TRACK  
VA-MH-RRTP NO TRACKS  
VA-MH RRTP SCREEN ALT REFERRAL  
VA-MH-RRTP SCREEN DENY HOUSING ONLY  
VA-MH-RRTP SCREEN DENY HARM  
VA-MH-RRTP SCREEN DENY STABLE  
VA-MH-RRTP SCREEN DENY LRALT  
VA-MH-RRTP SCREEN DENY SELFCARE  
VA-MH-RRTP SCREEN DENY PRESERV  
VA-MH-RRTP SCREEN DENY INPT  
VA-MH-RRTP SCREEN DENY MED  
VA-MH RRTP SCREEN ADMIT NO  
VA-MH-RRTP SCREEN VET DECLINE  
VA-MH-RRTP SCREEN HOUSING HIGH RISK  
VA-MH-RRTP SCREEN HOUSING HOMELESS  
VA-MH-RRTP SCREEN ACCEPT REQUIRE LATER  
VA-MH-RRTP SCREEN ACCEPT PRI SCHED  
VA-MH-RRTP SCREEN ACCEPT REQST LTR  
VA-MH-RRTP SCREEN ACCEPT FIRST AVAIL  
VA-MH-RRTP SCREEN ACCEPT ADMIT DATE  
VA-MH RRTP PRIORITY ADMIT NO  
VA-MH-RRTP SCREEN PRIORITY NOT SCHEDULED  
VA-MH RRTP PRIORITY ADMIT YES  
VA-MH-RRTP SCREEN 30D ALT ACCEPT  
VA-MH-RRTP SCREEN 30D ALT DECLINE  
VA-MH-RRTP SCREEN 30D ALT NOT AVAIL  
VA-MH-RRTP SCREEN 30D ALT NOT OFFER  
VA-MH-RRTP SCREEN ACCEPT  
VA-MH-RRTP SCREEN HOUSING INCARCERATED  
VA-MH-RRTP SCREEN HOUSING STABLE  
VA-MH-RRTP SCREEN HOUSING UNSTABLE  
VA-MH-RRTP REFTRRRTP  
VA-MH-RRTP REFGENRRTP  
VA-MH-RRTP REFDCHVRRTP  
VA-MH-RRTP REFPTSRRTP

VA-MH-RRTP REFSUDRRTP  
VA-MH-RRTP STATUS ALREADY  
VA-MH-RRTP UPDATE ALT REFERRAL  
VA-MH-RRTP UPDATE ADMIT NO NOTAPPROP  
VA-MH-RRTP UPDATE ADMIT NO VETLOST  
VA-MH-RRTP UPDATE ADMIT NO VETREM  
VA-MH-RRTP UPDATE ADMIT NO  
VA-MH RRTP UPDATE ACCEPT REQUIRE LATER  
VA-MH-RRTP UPDATE ACCEPT REQST LTR  
VA-MH-RRTP UPDATE ACCEPT FIRST AVAIL  
VA-MH RRTP UPDATE ACCEPT PRI SCHED  
VA-MH RRTP UPDATE PRIORITY ADMIT NO  
VA-MH RRTP UPDATE PRIORITY NOT SCHEDULED  
VA-MH RRTP UPDATE PRIORITY ADMIT YES  
VA-MH-RRTP UPDATE ADMIT  
VA-MH-RRTP UPDATE COUNT  
VA-MH-RRTP DC DECEASED  
VA-MH-RRTP PTSD CC OTHER  
VA-MH-RRTP PTSD CC NONVA RRTP  
VA-MH-RRTP PTSD CC NONVA INPT  
VA-MH-RRTP PTSD CC NONVA OUTPT  
VA-MH-RRTP PTSD CC VET CENT  
VA-MH-RRTP PTSD CC VA  
VA-MH-RRTP VET DECLINED MH F/U APPT  
VA-MH-RRTP LEFT DID NOT SPEAK TO STAFF  
VA-MH-RRTP LEFT F/U APPT SCH W/IN 24 HRS  
VA-MH-RRTP MHTC UNKNOWN  
VA-MH-RRTP MHTC NOTIFIED D/C  
VA-MH-RRTP SUI NO EBP  
VA-MH-RRTP OTHER EBP  
VA-MH-RRTP OTHER TX ANY  
VA-MH-RRTP NO EBP  
VA-MH-RRTP SUI EBP  
VA-MH-RRTP SUI CBTSP  
VA-MH-RRTP SUI TX ANY  
VA-MH-RRTP SUD OTHER  
VA-MH-RRTP SUD COMMUN  
VA-MH-RRTP SUD PHARMA  
VA-MH-RRTP SUD THERAPY  
VA-MH-RRTP SUD EBP  
VA-MH-RRTP SUD TX ANY  
VA-MH-RRTP PTSD NO EBP NOTAVAIL  
VA-MH-RRTP PTSD NO EBP NOTAPPRO  
VA-MH-RRTP PTSD NO EBP VET DECLIN  
VA-MH-RRTP PTSD NO EBP ALR COMP  
VA-MH-RRTP PTSD NO EBP

VA-MH-RRTP PTSD EBP SESS NUM PARTIAL  
VA-MH-RRTP PTSD EBP PARTIAL TEXT  
VA-MH-RRTP PTSD EBP PARTIAL  
VA-MH-RRTP PTSD EBP OTHER  
VA-MH-RRTP PTSD EBP EXP  
VA-MH-RRTP PTSD EBP TFCBT  
VA-MH-RRTP PTSD EBP EMDR  
VA-MH-RRTP PTSD EBP PE  
VA-MH-RRTP PTSD EBP CPT GRP  
VA-MH-RRTP PTSD EBP CPT IND  
VA-MH-RRTP PTSD EBP SESS NUM  
VA-MH-RRTP PTSD EBP COMPLETE  
VA-MH-RRTP PTSD TX ANY  
VA-MH-RRTP DCEMP UNKNOWN  
VA-MH-RRTP DCEMP VOLUNTEER  
VA-MH-RRTP DCEMP STUDENT  
VA-MH-RRTP DCEMP TRAIN  
VA-MH-RRTP DCEMP CWT  
VA-MH-RRTP DCEMP FULL  
VA-MH-RRTP DCEMP PART  
VA-MH-RRTP DCEMP UNEMPSEEK  
VA-MH-RRTP DCEMP UNEMPNOT  
VA-MH-RRTP DCEMP RETIRE  
VA-MH-RRTP DCDISP UNKNOWN  
VA-MH-RRTP DCDISP INCARCERATE  
VA-MH-RRTP DCDISP NOTHABIT  
VA-MH-RRTP DCDISP SHELTER  
VA-MH-RRTP DCDISP HOTEL  
VA-MH-RRTP DCDISP LTC  
VA-MH-RRTP DCDISP INPTMED  
VA-MH-RRTP DCDISP INPTMH  
VA-MH-RRTP DCDISP RRTP  
VA-MH-RRTP DCDISP TRANSHOUSE  
VA-MH-RRTP DCDISP FAMFRIENDS  
VA-MH-RRTP DCDISP FAMFRIENDS TEMP  
VA-MH-RRTP DCDISP OWNHOUSE  
VA-MH-RRTP DC OTHER RRTP  
VA-MH-RRTP DC INCARCERATE  
VA-MH-RRTP DC AMA  
VA-MH-RRTP DC INCREASE  
VA-MH-RRTP DC RULE OTHER  
VA-MH-RRTP DC RULE USE  
VA-MH-RRTP DC RULE THREAT  
VA-MH-RRTP DC RULE  
VA-MH-RRTP DC PARTIAL  
VA-MH-RRTP DC COMPLETE

VA-MH-RRTP DC TRANSFER  
VA-MH-RRTP DC DISCHARGE  
VA-MH-RRTP DISCHARGE COUNT

**REMINDER SPONSOR**

Mental Health Services  
Office of Mental Health Services  
Office of MH and Suicide Prevention

**REMINDER TERM**

VA-REMINDER UPDATE\_2\_0\_104

**REMINDER TAXONOMY**

VA-MH RRTP OPIATE USE DX

**REMINDER DEFINITION**

VA-OBJ MH RRTP OBJECT  
VA-BL HIGH RISK FOR SUICIDE

**REMINDER DIALOG**

VA-MHRRTP DISCHARGE  
VA-MHRRTP STATUS UPDATE  
VA-MHRRTP SCREENING

**HEALTH SUMMARY TYPE**

VA-CSRE RISK 24 HOURS  
VA-CSSRS  
VA-MH RRTP DATA OBJECT  
VA-BL HIGH RISK FOR SUICIDE

## Install Details

---

This update is being distributed as a web host file. The address for the host file is:

```
DFE Delete Exchange File Entry      LWH Load Web Host File
IFE Install Exchange File Entry      RI  Reminder Definition Inquiry
IH  Installation History              RP  Repack
Select Action: Next Screen// LWH Load Web Host File
Input the URL for the .prd file: https://[REDACTED]/UPDATE_2_0_104.PRD
```

[https://Redacted/UPDATE\\_2\\_0\\_104.PRD](https://Redacted/UPDATE_2_0_104.PRD)

The file will be installed using Reminder Exchange, programmer access is not required.



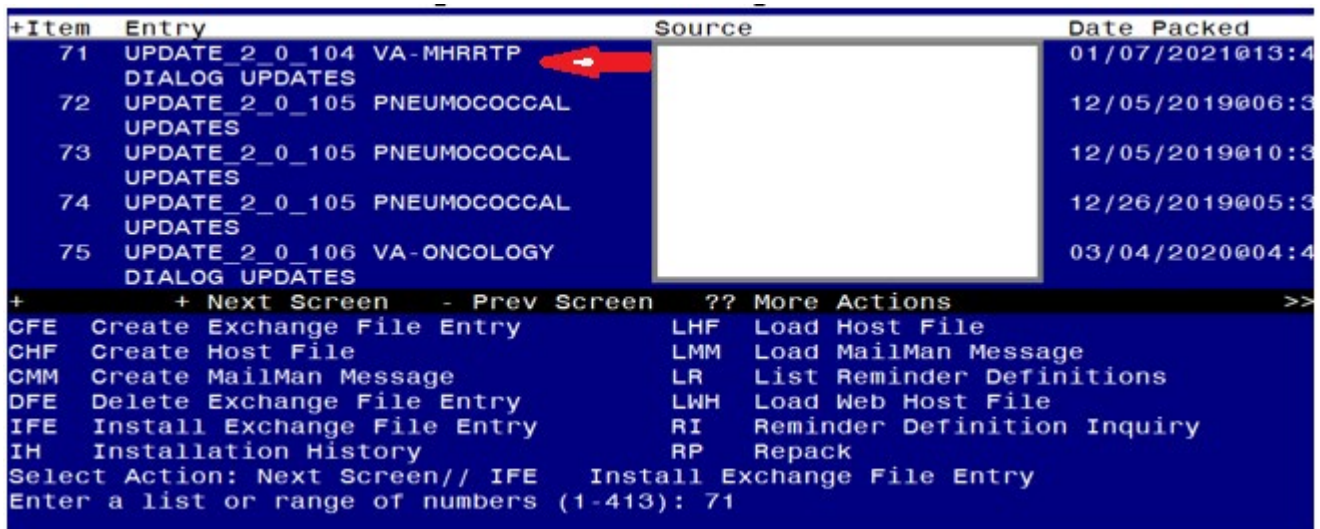
Installation:

=====  
This update can be loaded with users on the system. Installation will take 15-20 minutes. Please allow time for the post install setup and configuration which add additional time to the installation process depending on what you currently have configured.

## Install Example

---

To Load the Web Host File. Navigate to Reminder exchange in Vista



+Item	Entry	Source	Date Packed
71	UPDATE_2_0_104 VA-MHRRTP DIALOG UPDATES		01/07/2021@13:4
72	UPDATE_2_0_105 PNEUMOCOCCAL UPDATES		12/05/2019@06:3
73	UPDATE_2_0_105 PNEUMOCOCCAL UPDATES		12/05/2019@10:3
74	UPDATE_2_0_105 PNEUMOCOCCAL UPDATES		12/26/2019@05:3
75	UPDATE_2_0_106 VA-ONCOLOGY DIALOG UPDATES		03/04/2020@04:4

	+ Next Screen	- Prev Screen	?? More Actions	>>
CFE	Create Exchange File Entry	LHF	Load Host File	
CHF	Create Host File	LMM	Load MailMan Message	
CMM	Create MailMan Message	LR	List Reminder Definitions	
DFE	Delete Exchange File Entry	LWH	Load Web Host File	
IFE	Install Exchange File Entry	RI	Reminder Definition Inquiry	
IH	Installation History	RP	Repack	

Select Action: Next Screen// IFE Install Exchange File Entry  
Enter a list or range of numbers (1-413): 71

At the **Select Action:** prompt, enter **LWH** for Load Web Host File

At the **Input the url for the .prd file:** prompt, type or copy and paste the following web address:  
[https://Redacted/UPDATE\\_2\\_0\\_104.PRD](https://Redacted/UPDATE_2_0_104.PRD)

You should see a message at the top of your screen that the file successfully loaded.

Search and locate the entry that begins with UPDATE\_2\_0\_104 in reminder exchange.

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry

Enter the number that corresponds with your entries titled UPDATE\_2\_0\_104 VA-MHRRTP DIALOG UPDATES (in this example it is entry 71, it will vary by site). Make sure the entry has date/time 01/07/2021

At the **Select Action** prompt, type **IA** for Install All Component and hit enter.

**Install** all NEW items, **Skip** existing health factors.

```

Component                                     Category  Exists
Source:
Date Packed: 01/07/2021@13:45:36
Package Version: 2.0P46

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-MHRRTP SCREENING
  VA-MHRRTP DISCHARGE
  VA-MHRRTP STATUS UPDATE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_104

Keywords:

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

```

**There are three reminder dialogs included in this update, you will be prompted three different times to install the dialog components**

```

Packed reminder dialog: VA-MHRRTP SCREENING [NATIONAL DIALOG]

```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-MHRRTP SCREENING	dialog	X
2	5	VA-MHRRTP SCREENING VERSION Finding: VA-MH RRTP SCREEN COUNT (HEALTH FACTOR)	element	X
3	10	VA-GP MHRRTTP SCREENING STATUS Finding: *NONE*	group	
4	10.5	VA-EL MHRRTTP SCREENING TRANSFER Finding: VA-MH RRTP SCREEN TRANSFER (HEALTH FACTOR)	element	X
5	10.10	VA-EL MHRRTTP SCREENING NEW Finding: VA-MH RRTP SCREEN NEW (HEALTH FACTOR)	element	X
6	15	VAL-GP MHRRTTP PROGRAM REFERRED Finding: *NONE*	group	X
7	15.10	VA-EL MHRRTTP PROGRAM SUD	element	X

```

+ + Next Screen - Prev Screen ?? More Actions
DD Dialog Details DT Dialog Text IS Install Selected
DF Dialog Findings DU Dialog Usage QU Quit
DS Dialog Summary IA Install All
Select Action: Next Screen// IA

```

At the **Select Action** prompt, type **IA** to install the dialog **VA-MHRRTP SCREENING**  
 Select Action: Next Screen// IA Install All  
 Install reminder dialog and all components with no further changes: Y// ES

VA-MHRRTP SCREENING (reminder dialog) installed from exchange file.

Item	Seq.	Dialog Findings	Type	Exists		
1		VA-MHRRTP SCREENING	dialog	X		
2	5	VA-MHRRTP SCREENING VERSION Finding: VA-MH RRTP SCREEN COUNT (HEALTH FACTOR)	element	X		
3	10	VA-GP MHRRTP SCREENING STATUS Finding: *NONE*	group	X		
4	10.5	VA-EL MHRRTP SCREENING TRANSFER Finding: VA-MH RRTP SCREEN TRANSFER (HEALTH FACTOR)	element	X		
5	10.10	VA-EL MHRRTP SCREENING NEW Finding: VA-MH RRTP SCREEN NEW (HEALTH FACTOR)	element	X		
6	15	VAL-GP MHRRTP PROGRAM REFERRED Finding: *NONE*	group	X		
7	15.10	VA-EL MHRRTP PROGRAM SUD	element	X		
+ + Next Screen - Prev Screen ?? More Actions						
DF	Dialog Findings		DU	Dialog Usage	QU	Quit
DS	Dialog Summary		IA	Install All		
Select Action: Next Screen// q Quit						

After completing this dialog install, you will type Q to move to the next dialog to install

Packed reminder dialog: VA-MHRRTP STATUS UPDATE [NATIONAL DIALOG]

Item	Seq.	Dialog Findings	Type	Exists		
1		VA-MHRRTP STATUS UPDATE	dialog	X		
2	5	VA-MHRRTP STATUS UPDATE VERSION Finding: *NONE*	element	X		
3	10	VA-GP MHRRTP ADMIT STATUS UPDATE Finding: VA-MH-RRTP UPDATE COUNT (HEALTH FACTOR)	group	X		
4	10.10	VA-GP MHRRTP ADMIT REMAINS SCHEDULED Finding: VA-MH-RRTP UPDATE ADMIT (HEALTH FACTOR)	group	X		
5	10.10.5	VA-MHRRTP STATUS UPDATE DATA OBJECT Finding: *NONE*	element			
6	10.10.7	VA-MHRRTP STATUS UPDATE DATA OBJECT IN NOTE Finding: *NONE*	element			
7	10.10.8	VA-GP MHRRTP UPDATE PRIORITY ADMIT Finding: *NONE*	group			
+ + Next Screen - Prev Screen ?? More Actions						
DD	Dialog Details		DT	Dialog Text	IS	Install Selected
DF	Dialog Findings		DU	Dialog Usage	QU	Quit
DS	Dialog Summary		IA	Install All		
Select Action: Next Screen// IA						

At the **Select Action** prompt, type **IA** to install the dialog **VA-MHRRTP STATUS UPDATE**

Select Action: Next Screen// IA Install All

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

VA-MHRRTP STATUS UPDATE (reminder dialog) installed from exchange file.

Item	Seq.	Dialog Findings	Type	Exists		
1		VA-MHRRTP STATUS UPDATE	dialog	X		
2	5	VA-MHRRTP STATUS UPDATE VERSION Finding: *NONE*	element	X		
3	10	VA-GP MHRRTTP ADMIT STATUS UPDATE Finding: VA-MH-RRTP UPDATE COUNT (HEALTH FACTOR)	group	X		
4	10.10	VA-GP MHRRTTP ADMIT REMAINS SCHEDULED Finding: VA-MH-RRTP UPDATE ADMIT (HEALTH FACTOR)	group	X		
5	10.10.5	VA-MHRRTP STATUS UPDATE DATA OBJECT Finding: *NONE*	element	X		
6	10.10.7	VA-MHRRTP STATUS UPDATE DATA OBJECT IN NOTE Finding: *NONE*	element	X		
7	10.10.8	VA-GP MHRRTTP UPDATE PRIORITY ADMIT Finding: *NONE*	group	X		
+ + Next Screen - Prev Screen ?? More Actions						
DD	Dialog Details		DT	Dialog Text	IS	Install Selected
DF	Dialog Findings		DU	Dialog Usage	QU	Quit
DS	Dialog Summary		IA	Install All		
Select Action: Next Screen// Q						

After completing this dialog install, you will type Q to move to the next dialog to install

Packed reminder dialog: VA-MHRRTP DISCHARGE [NATIONAL DIALOG]

Item	Seq.	Dialog Findings	Type	Exists		
1		VA-MHRRTP DISCHARGE	dialog	X		
2	5	VA-MHRRTP DISCHARGE VERSION Finding: VA-MH-RRTP DISCHARGE COUNT (HEALTH FACTOR)	element	X		
3	7	VA-GP MHRRTTP STATUS GROUP Finding: *NONE*	group			
4	7.5	VA-GP MHRRTTP STATUS D/C DISCHARGED Finding: VA-MH-RRTP DC DISCHARGE (HEALTH FACTOR)	group	X		
5	7.5.5	VA-GP MHRRTTP STATUS AT DISCHARGE Finding: *NONE*	group	X		
6	7.5.5.10	VA-EL MHRRTTP STATUS D/C COMPLETE Finding: VA-MH-RRTP DC COMPLETE (HEALTH FACTOR)	element	X		
7	7.5.5.20	VA-EL MHRRTTP STATUS D/C PARTIAL Finding: VA-MH-RRTP DC PARTIAL (HEALTH FACTOR)	element	X		
+ + Next Screen - Prev Screen ?? More Actions						
DD	Dialog Details		DT	Dialog Text	IS	Install Selected
DF	Dialog Findings		DU	Dialog Usage	QU	Quit
DS	Dialog Summary		IA	Install All		
Select Action: Next Screen// IA						

At the **Select Action** prompt, type **IA** to install the dialog – **VA-MHRRTP STATUS UPDATE**

Select Action: Next Screen// IA Install All

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

VA-MHRRTP DISCHARGE (reminder dialog) installed from exchange file.

Item	Seq.	Dialog Findings	Type	Exists
1		VA-MHRRTP DISCHARGE	dialog	X
2	5	VA-MHRRTP DISCHARGE VERSION Finding: VA-MH-RRTP DISCHARGE COUNT (HEALTH FACTOR)	element	X
3	7	VA-GP MHRRTTP STATUS GROUP Finding: *NONE*	group	X
4	7.5	VA-GP MHRRTTP STATUS D/C DISCHARGED Finding: VA-MH-RRTP DC DISCHARGE (HEALTH FACTOR)	group	X
5	7.5.5	VA-GP MHRRTTP STATUS AT DISCHARGE Finding: *NONE*	group	X
6	7.5.5.10	VA-EL MHRRTTP STATUS D/C COMPLETE Finding: VA-MH-RRTP DC COMPLETE (HEALTH FACTOR)	element	X
7	7.5.5.20	VA-EL MHRRTTP STATUS D/C PARTIAL Finding: VA-MH-RRTP DC PARTIAL (HEALTH FACTOR)	element	X

+      + Next Screen    - Prev Screen    ?? More Actions

DD	Dialog Details	DT	Dialog Text	IS	Install Selected
DF	Dialog Findings	DU	Dialog Usage	QU	Quit
DS	Dialog Summary	IA	Install All		

Select Action: Next Screen// Q

After completing this dialog install, you will type Q and be prompted for the items below.

After all the dialogs and components have been installed, you will then be returned to this screen. At the **Select Action** prompt, type **Q**.

Component	Category	Exists
Source: [REDACTED]		
Date Packed: 01/07/2021@13:45:36		
Package Version: 2.0P46		
Description:		
The following Clinical Reminder items were selected for packing:		
REMINDER DIALOG		
VA-MHRRTP SCREENING		
VA-MHRRTP DISCHARGE		
VA-MHRRTP STATUS UPDATE		
REMINDER TERM		
VA-REMINDER UPDATE_2_0_104		
Keywords:		
+      + Next Screen    - Prev Screen    ?? More Actions    >>>		
IA	Install all Components	IS    Install Selected Component

Select Action: Next Screen// Q

## Post-Install Set-up Instructions

### 1. Setup of Note Titles

(If the dialogs are already linked to shared templates and note titles, then these steps can be skipped.)

If you do not have RRTP note titles, you can create new note titles to connect to the reminder dialogs included in this update. **These note titles are not required.**

The new note titles that would need to be created are:  
You will need to create 3 new note titles – one for each reminder dialog.  
*The VHA Enterprise Standard Title for all three will be:*  
MENTAL HEALTH NOTE

Note Title #1: **MHRRTP SCREENING**  
Note Title #2: **MHRRTP STATUS UPDATE**  
Note Title #3: **MHRRTP DISCHARGE**

Comprehensive information on Creating Document Definitions can be found beginning on page 47 of the [TIU/ASU Implementation Guide](#)

*Note: Please review the content of these new dialogs, if you have existing notes and reminder dialogs that you use in the RRTP setting, you can incorporate the contents of these templates into your existing local dialog by adding the main groups. Please work with your RRTP staff to decide the best way to incorporate these components into your local processes.*

**2. Link dialogs to Shared Templates and/or link to Note Title.** (If the dialogs are already linked to shared templates and note titles, then these steps can be skipped.)

From the Reminders Manager Menu:

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

Select Reminder Managers Menu <TEST ACCOUNT> Option: **CPRS Reminder Configura**

tion

CA	Add/Edit Reminder Categories
CL	CPRS Lookup Categories
CS	CPRS Cover Sheet Reminder List
MH	Mental Health Dialogs Active
PN	Progress Note Headers
RA	Reminder GUI Resolution Active
TIU	TIU Template Reminder Dialog Parameter
DEVL	Evaluate Coversheet List on Dialog Finish
DL	Default Outside Location
PT	Position Reminder Text at Cursor
LINK	Link Reminder Dialog to Template
TEST	CPRS Coversheet Time Test
NP	New Reminder Parameters
GEC	GEC Status Check Active
WH	WH Print Now Active

Select CPRS Reminder Configuration <TEST ACCOUNT> Option: **Link Reminder Dialog to Template**

Select Dialog Definition: **VA-MHRRTP SCREENING** reminder dialog NATIONAL  
...OK? Yes// (Yes)

Enter template name: **MHRRTP SCREENING**

Link template to Document Title? **YES**

Select Document Definition: **MHRRTP SCREENING**

**Repeat for the VA-MHRRTP STATUS UPDATE and VA-MHRRTP DISCHARGE dialogs.**