



Update _2_0_198

Clinical Reminders

**VA-MH HRS PATIENT RECORD FLAG
Install Guide**

August 2021

Product Development
Office of Information Technology
Department of Veterans Affairs

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Introduction

Description:

THERE ARE TWO REMINDER DIALOGS INCLUDED IN THIS RELEASE.

1. VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE

This dialog provides documentation options for placement, continuation, transfer, and inactivation of a Patient Record Flag (PRF) for High Risk for Suicide (HRS). HRS-PRF review should occur no later than every 90 days and documentation of all flag actions is required. Use of this template alone will not trigger flag actions. This template replaces existing templates and will be used by the Suicide Prevention Coordinators to document all flag actions, including enhanced documentation of clinical rationale for flag inactivation. Once populated, it also provides instructions to staff about how to manage veterans identified as high risk for suicide.

2. VA-MH HRF PLACEMENT CONSULT

This dialog that will be used by the suicide prevention coordinators at each site to complete a consult that will be entered when a new suicidal behavior is recorded in the Suicide Behavior and Overdose Report or Comprehensive Suicide Risk evaluation templates.

UPDATE_2_0_198 contains 1 Reminder Exchange entry:

UPDATE_2_0_198 VA-MH HRS PATIENT RECORD FLAG

The exchange file contains the following components:

TIU TEMPLATE FIELD

VA-WORDR

HEALTH FACTORS

VA-REMINDER UPDATES

VA-UPDATE_2_0_198

VA-HIGH RISK FOR SUICIDE

VA-HRS PRF ASSIGNED SPC

VA-HRS PRF CONTINUED

VA-HRS PRF ACTIVATED

VA-HRS PRF NEXT REVIEW DATE

VA-HRS PRF RECEIVING FACILITY

VA-HRS PRF TRANSFER DATE

VA-HRS PRF TRANSFERRING FACILITY

VA-HRS PRF TRANSFERRED

VA-HRS PRF CARING COMM NO DIED

VA-HRS PRF CARING COMM NO IFSM

VA-HRS PRF CARING COMM NO CORR

VA-HRS PRF CARING COMM YES

VA-HRS PRF STRESS
VA-HRS PRF COPING MEDICAL
VA-HRS PRF COPING MH
VA-HRS PRF COPING PD
VA-HRS PRF LETHAL MEANS NO
VA-HRS PRF MAINTAIN SAFETY
VA-HRS PRF SUICIDE PLAN NO
VA-HRS PRF SUICIDAL INTENT ADMIT NO
VA-HRS PRF INPAT NO
VA-HRS PRF RECENT SDV NO
VA-HRS PRF MH ENGAGE NO
VA-HRS PRF MH ENGAGE YES
VA-HRS PRF INACTIVATE CLIN REVIEW
VA-HRS PRF DECEASED
VA-HRS PRF IFSM SAFETY PLAN
VA-HRS PRF IFSM CARE COORD
VA-HRS PRF IFSM COMM REFERRAL
VA-HRS PRF INELIG FORMER SERV MEM
VA-HRS PRF INACTIVATED
VA-HRS PRF CONSULT
VA-HRS PRF CONSULT ACTIVATE FLAG NO
VA-HRS PRF CONSULT FLAG IN PLACE
VA-HRS PRF CONSULT ACTIVATE FLAG YES

REMINDER SPONSOR

Office of MH and Suicide Prevention

REMINDER TERM

VA-REMINDER UPDATE_2_0_198

REMINDER DIALOG

VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE
VA-MH HRF PLACEMENT CONSULT

Install Details

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

https://REDACTED/UPDATE_2_0_198.PRD

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

Installation:

=====

This update can be loaded with users on the system. Installation will take less than **15** minutes.

Install Example

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

```
+      + Next Screen  - Prev Screen  ?? More Actions  >>>
CFE  Create Exchange File Entry      LHF  Load Host File
CHF  Create Host File                 LMM  Load MailMan Message
CMM  Create MailMan Message           LR   List Reminder Definitions
DFE  Delete Exchange File Entry       LWH  Load Web Host File
IFE  Install Exchange File Entry      RI   Reminder Definition Inquiry
IH   Installation History              RP   Repack
Select Action: Next Screen// LWH  Load Web Host File
Input the URL for the .prd file: https://[redacted]/UPDATE_2_0_198.PRD
```

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

At the **Input the url for the .prd file:** prompt, type the following web address:

https://vaww.va.gov/reminders/docs/UPDATE_2_0_198.PRD

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

```
https://[redacted]/UPDATE_2_0_198.PRD successfully loaded.
```

Search and locate an entry titled **UPDATE_2_0_198 VA-MH HRS PATIENT RECORD FLAG** in reminder exchange.

+Item	Entry	Source	Date Packed
175	UPDATE_2_0_198 VA-MH HRS PATIENT RECORD FLAG		07/21/2021@05:52
176	UPDATE_2_0_199 VA-TELESTROKE RN TRIAGE - ACUTE STROKE		06/25/2021@12:45
177	UPDATE_2_0_2 CAREGIVER ELIG		02/18/2016@13:10
178	UPDATE_2_0_20 BREAST CANCER DIALOGS		02/06/2017@12:19
179	UPDATE_2_0_20 COLON CANCER DIALOGS		02/07/2017@09:19
180	UPDATE_2_0_20 LUNG CANCER		02/06/2017@12:23

```
+      + 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 (1-422): 175
```

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

Enter the number that corresponds with your entry UPDATE_2_0_198 VA-MH HRS PATIENT RECORD FLAG (*in this example it is entry 175. It will vary by site*). The date of the exchange file should be 07/21/2021.

```

Component                                     Category   Exists
Source:
Date Packed: 07/21/2021@05:52:33
Package Version: 2.0P42

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE
  VA-MH HRF PLACEMENT CONSULT

REMINDER TERM
  VA-REMINDER UPDATE_2_0_198

Keywords:

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

```

At the **Select Action** prompt, type **IA** for Install all Components and hit enter.
 Select Action: Next Screen// **IA Install all Components**
 You will see several prompts, for all new entries you will choose **I to Install**
 For components that already exists but the packed component is different, choose **O to Overwrite**.

You will be prompted to install the **FIRST** reminder dialog component (**VA-MH HRF PLACEMENT CONSULT**). You will choose to install all even though some components may have an X to indicate that they exist.

```

Packed reminder dialog: VA-MH HRF PLACEMENT CONSULT [NATIONAL DIALOG]

```

Item	Seq.	Dialog Findings	Type	Exists
1		VA-MH HRF PLACEMENT CONSULT	dialog	
2	5	VA-MH HRF PLACEMENT CONSULT VERSION Finding: *NONE*	element	
3	10	VA-GP MH HRF PLACEMENT CONSULT OPTIONS Finding: *NONE*	group	
4	10.5	VA-GP MH HRF PLACEMENT ACTIVATE FLAG Finding: VA-HRS PRF CONSULT ACTIVATE FLAG YES (HEALTH FACTOR)	group	X
5	10.5.5	VA-MH HRF PLACEMENT EXPLAIN Finding: *NONE*	element	
6	10.10	VA-GP MH HRF PLACEMENT CONTINUE FLAG Finding: VA-HRS PRF CONSULT FLAG IN PLACE (HEALTH FACTOR)	group	X
7	10.10.5	VA-MH HRF PLACEMENT EXPLAIN	element	

```

+      + 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-MH HRF PLACEMENT CONSULT**
 Select Action: Next Screen// **IA Install All**
 Install reminder dialog and all components with no further changes: Y// **Yes**

```

Packed reminder dialog: VA-MH HRF PLACEMENT CONSULT [NATIONAL DIALOG]
VA-MH HRF PLACEMENT CONSULT (reminder dialog) installed from exchange file.
Item  Seq.  Dialog Findings                                     Type  Exists
  1    1    VA-MH HRF PLACEMENT CONSULT                             dialog  X
  2    5    VA-MH HRF PLACEMENT CONSULT VERSION                     element  X
        Finding: *NONE*
  3   10    VA-GP MH HRF PLACEMENT CONSULT OPTIONS                 group   X
        Finding: *NONE*
  4   10.5  VA-GP MH HRF PLACEMENT ACTIVATE FLAG                   group   X
        Finding: VA-HRS PRF CONSULT ACTIVATE FLAG YES (HEALTH
        FACTOR)
  5   10.5.5 VA-MH HRF PLACEMENT EXPLAIN                   element  X
        Finding: *NONE*
  6   10.10  VA-GP MH HRF PLACEMENT CONTINUE FLAG                   group   X
        Finding: VA-HRS PRF CONSULT FLAG IN PLACE (HEALTH FACTOR)
  7   10.10.5 VA-MH HRF PLACEMENT EXPLAIN                   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// 0

```

After completing this dialog install, you will type **Q**.
 You will be prompted to install the **NEXT** reminder dialog component (**VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE**). You will choose to install all even though some components may have an X to indicate that they exist.

```

Packed reminder dialog: VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE [NATION
Item  Seq.  Dialog Findings                                     Type  Exists
  1    1    VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE       dialog
  2    5    VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE       element
        VERSION
        Finding: *NONE*
  3   10    VA-GP MH HRS PRF CATEGORY I OPTIONS                     group
        Finding: *NONE*
  4   10.5  VA-GP MH HRS PRF CATEGORY I ACTIVATED                   group
        Finding: VA-HRS PRF ACTIVATED (HEALTH FACTOR)
  5   10.5.5 VA-MH HRS PRF CATEGORY I ACTIVATED             element
        Finding: *NONE*
  6   10.5.10 VA-GP MH HRS PRF CATEGORY I ACTIVATED        group
        COMMENT
        Finding: *NONE*
+      + 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-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE**
 Select Action: Next Screen// **IA Install All**
 Install reminder dialog and all components with no further changes: Y// **Yes**

```

Packed reminder dialog: VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE [NATION
VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE (reminder dialog) installed fro
Item  Seq.  Dialog Findings                                     Type  Exists
1      1    VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE       dialog  X
2      2    5 VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE       element  X
      VERSION
      Finding: *NONE*
3      3    10 VA-GP MH HRS PRF CATEGORY I OPTIONS                   group   X
      Finding: *NONE*
4      4    10.5 VA-GP MH HRS PRF CATEGORY I ACTIVATED               group   X
      Finding: VA-HRS PRF ACTIVATED (HEALTH FACTOR)
5      5    10.5.5 VA-MH HRS PRF CATEGORY I ACTIVATED               element  X
      Finding: *NONE*
6      6    10.5.10 VA-GP MH HRS PRF CATEGORY I ACTIVATED           group   X
      COMMENT
      Finding: *NONE*
+      + 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**.

```

Component                                     Category  Exists
Source:
Date Packed: 07/21/2021@05:52:33
Package Version: 2.0P42

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE
  VA-MH HRF PLACEMENT CONSULT

REMINDER TERM
  VA-REMINDER UPDATE_2_0_198

Keywords:

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

```

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

Install complete.

Post Installation

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

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

Reminder Configuration

- CA Add/Edit Reminder Categories
- CL CPRS Lookup Categories
- CS CPRS Cover Sheet Reminder List
- MH Mental Health Dialogs Active
- PN Progress Note Headers
- RA Reminder GUI Resolution Active
- TIU TIU Template Reminder Dialog Parameter**
- 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: **TIU TIU**

Template Reminder Dialog Parameter

Reminder Dialogs allowed as Templates may be set for the following:

- 1 User USR [choose from NEW PERSON]
- 3 Service SRV [choose from SERVICE/SECTION]
- 4 Division DIV [SALT LAKE CITY]
- 5 System SYS [NATREM.FO-SLC.MED.VA.GOV]

Enter selection: **5** Choose the appropriate number for your site. Your site may do this by System or other levels. The example below uses SYSTEM level.

Setting Reminder Dialogs allowed as Templates for System: XXXXX

Select Display Sequence: **?**

- 388 VA-COVID-19 TELEPHONE FOLLOW-UP
- 389 VA-SRA-CONSULT RESPONSE (D)

*When you type a question mark above, you will see the list of #'s (with dialogs) that are already taken. Choose a number **NOT** on this list. For this example, 390 is not present so I will use 390.*

Select Display Sequence: **390**

Are you adding 390 as a new Display Sequence? Yes// **YES**

Display Sequence: 390// <Enter> 390

Clinical Reminder Dialog: **VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE** reminder dialog NATIONAL

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

Select Display Sequence: **391**

Are you adding 391 as a new Display Sequence? Yes// **YES**

Display Sequence: 391// <Enter> 391
Clinical Reminder Dialog: **VA-MH HRF PLACEMENT CONSULT** reminder dialog
NATIONAL
...OK? Yes// <Enter> (Yes)

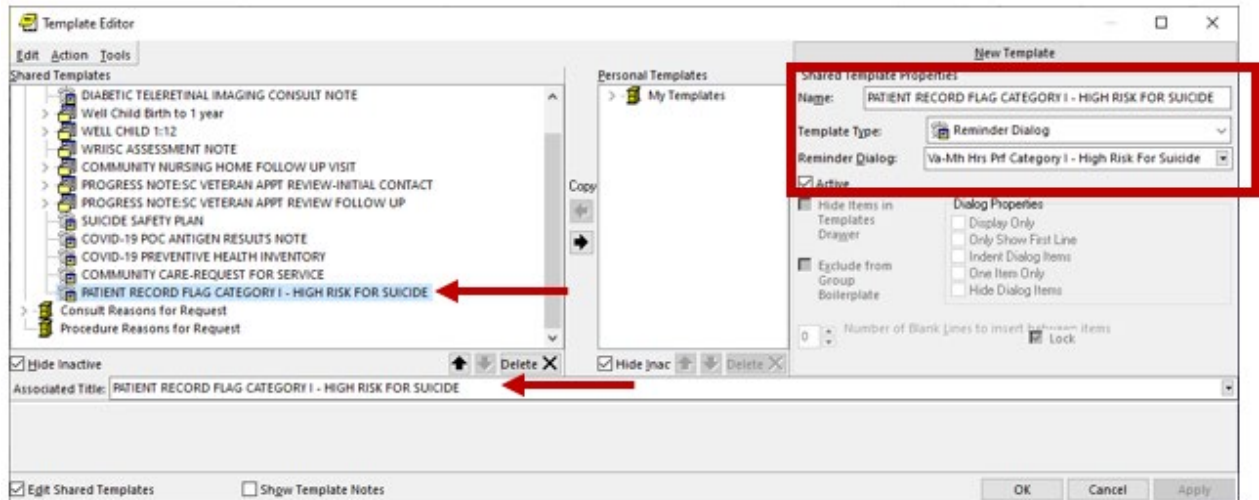
2. Setup of Note Titles.

1. The note title should already exist to attach to the first template : PATIENT RECORD FLAG CATEGORY I - HIGH RISK FOR SUICIDE
2. You will need to create a new note title for the other template, this should be added to the category that your CONSULT note titles are located in:
NOTE TITLE: **SUICIDE PREVENTION HIGH RISK FLAG CONSULT RESPONSE**
VHA Enterprise Standard Title: **MENTAL HEALTH CONSULT**

3. Associate the reminder dialogs with the note title in CPRS

1. If you have this note title already associated with a local template, you will need to update it to be linked to the reminder dialog.

In CPRS, open the Template Editor, expand Document Titles, select the appropriate folder (if applicable), then click New Template (top right-hand corner).

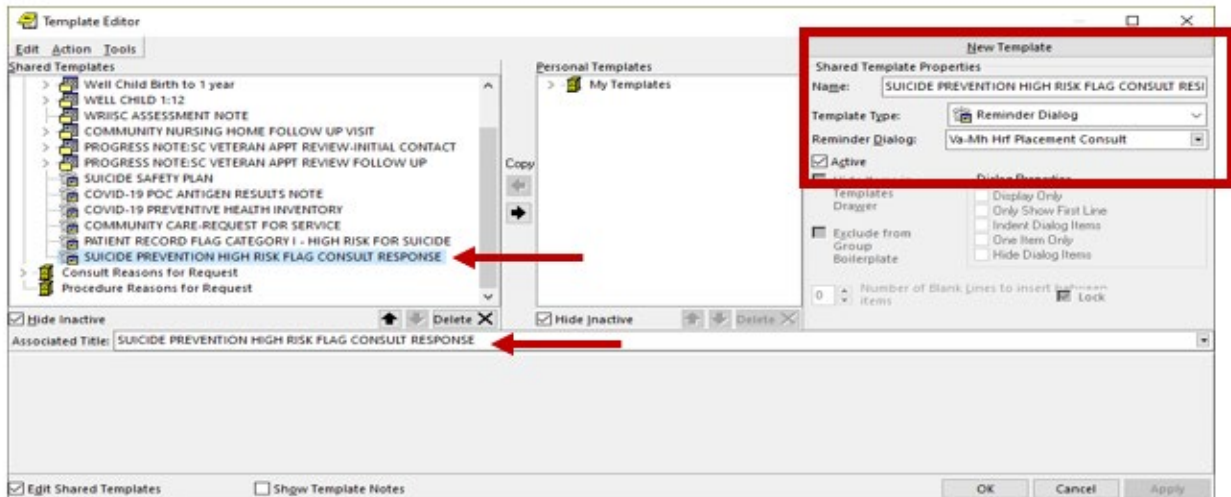


Type in the following information:

Name: **PATIENT RECORD FLAG CATEGORY I - HIGH RISK FOR SUICIDE**
Template Type: **Reminder Dialog**
Reminder Dialog: **VA-MH HRS PRF CATEGORY I - HIGH RISK FOR SUICIDE**

Next, type in the Associated Title name – **PATIENT RECORD FLAG CATEGORY I - HIGH RISK FOR SUICIDE** – then click Apply.

2. In CPRS, open the Template Editor, expand Document Titles, select the appropriate folder (if applicable), then click New Template (top right-hand corner).



Type in the following information:

Name: **SUICIDE PREVENTION HIGH RISK FLAG CONSULT RESPONSE**

Template Type: **Reminder Dialog**

Reminder Dialog: **VA-MH HRF PLACEMENT CONSULT**

Next, type in the Associated Title name – **SUICIDE PREVENTION HIGH RISK FLAG CONSULT RESPONSE** – then click Apply.