



Update _2_0_202

Clinical Reminders

**CSP #2002 CONTRAST/METFORMIN ORDER CHECK
Install Guide**

(Last Edited) June 2021

Product Development
Office of Information Technology
Department of Veterans Affairs

Table of Contents

INTRODUCTION	1
INSTALL DETAILS	1
INSTALL EXAMPLE.....	2
POST INSTALLATION.....	4
ACTIVATING THE RULE	8
ADJUSTING THE DRUG FILE	9
TESTING HINTS	9

Introduction

VA Investigation - Cooperative Studies Program (CSP) #2002 is a double-blinded placebo-controlled study in which participants are receiving either metformin or placebo. Since metformin has a known contraindication when receiving intravascular contrast dye, this order check provides study-specific recommendations for holding and resuming the study medication.

All sites should install the Reminder Exchange associated with this update. Post-Install steps and setup are only required at facilities participating in the CSP #2002 study. Use the Excel file in this link to identify if your site is enrolled. **REDACTED**

UPDATE_2_0_202 contains 1 Reminder Exchange entry:

UPDATE_2_0_202 CSP #2002 CONTRAST/METFORMIN ORDER CHECK

The exchange file contains the following components:

VA GENERIC [This component is not installed because it is present as part of the National Drug File, Pharmacy Product System-National (PPS-N)]

INV-METFORMIN OR PLACEBO (CSP #2002 VA IMPACT)

HEALTH FACTORS

VA-REMINDER UPDATES

VA-UPDATE_2_0_202

REMINDER SPONSOR

VA Cooperative Studies Program

REMINDER TERM

VA-INV-CSP #2002 METFORMIN OR PLACEBO TAB (TERM)

VA-REMINDER UPDATE_2_0_202

REMINDER ORDER CHECK RULES

VAL-INV-CSP #2002 CONTRAST AND METFORMIN/PLACEBO (RULE)

Install Details

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

https://REDACTED /UPDATE_2_0_202.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 5 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 Definitios
DFE  Delete Exchange File Entry      LWH  Load Web Host File
IFE  Install Exchange File Entry     RI   Reminder Definition Inqy
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_202.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://REDACTED/UPDATE_2_0_202.PRD

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

```
https://[REDACTED]/UPDATE_2_0_202.PRD successfully loaded.
```

Search and locate an entry titled **UPDATE_2_0_202 CSP #2002**
CONTRAST/METFORMIN ORDER CHECK in reminder exchange.

```
+Item  Entry                                     Source                                     Date Packed
175    UPDATE_2_0_202 CSP #2002
      CONTRAST/METFORMIN ORDER CHECK
176    UPDATE_2_0_21 VA-BATTLEFIELD
      ACUPUNCTURE
177    UPDATE_2_0_22 VA-GATEWAY TO
      HEALTHY LIVING
178    UPDATE_2_0_23 VA-NALOXONE USE
179    UPDATE_2_0_24 MISC UPDATE 3
180    UPDATE_2_0_27 VA-CHOICE
      DIALOGS
+      + 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 (1-399): 175
```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry
Enter the number that corresponds with your entry UPDATE_2_0_202 CSP #2002
CONTRAST/METFORMIN ORDER CHECK (in this example it is entry 175. It will vary by
site). The date of the exchange file should be 04/27/2021.

```

Component                                     Category   Exists
Source:
Date Packed: 04/27/2021@04:47:09
Package Version: 2.0P46

Description:
The following Clinical Reminder items were selected for packing:
REMINDER ORDER CHECK RULES
  VAL-INV-CSP #2002 CONTRAST AND METFORMIN/PLACEBO (RULE)

REMINDER TERM
  VA-REMINDER UPDATE_2_0_202

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**

```

Component                                     Category   Exists
Source:
Date Packed: 04/27/2021@04:47:09
Package Version: 2.0P46

Description:
The following Clinical Reminder items were selected for packing:
REMINDER ORDER CHECK RULES
  VAL-INV-CSP #2002 CONTRAST AND METFORMIN/PLACEBO (RULE)

REMINDER TERM
  VA-REMINDER UPDATE_2_0_202

Keywords:

Components:

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

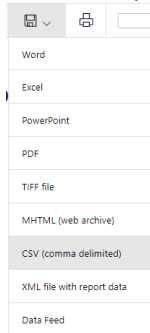
```

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

Post Installation

THE POST INSTALLATION STEPS WILL ONLY BE COMPLETED IF YOUR SITE IS ONE OF THE 40 SITES PARTICPATING IN THE INV-CSP #2002 CONTRAST AND METFORMIN/PLACEBO TRIAL. IF YOUR SITE IS NOT PARTICPATING IN THE TRIAL, NO POST INSTALLATION ACTION IS NECESSARY. Use the Excel file in this link to identify if your site is enrolled. REDACTED

1. Navigate to the CSP #2002 – Orderable Items List Report at the following link. REDACTED
2. Select your Site from the list of available sites.
3. [Optional] Select Show Orderable Item Name “Yes” to view the list of orderable items associated with the Orderable Item Internal Entry Numbers (IENs).
4. Click the **View Report** button to display a preformatted list of Orderable Item IENs for copy and paste into VistA.
5. Click the **Save** disk icon on the report tools ribbon and select CSV (comma delimited).



6. Choose a location to save the document or open the downloaded file directly in Excel.
7. Proceed to VistA and go to the option **Add/Edit Reminder Order Check Items Group**.
8. Select the default **N** to choose a group by NAME.

9. You may name this group according to your site's conventions or use the recommended name of **'VAL-INV-CSP #2002 INTRAVASCULAR CATHETERIZATIONS WITH CONTRAST'** as shown here.

Select Reminder Order Check Menu Option: **GE** Add/Edit Reminder Order Check Items Group

Select Reminder Order Check Items Group by one of the following:

- N: ORDER CHECK ITEMS GROUP NAME
- C: VA DRUG CLASS
- D: DRUG
- G: VA GENERIC
- I: IMAGING TYPE
- O: ORDERABLE ITEM
- P: VA Product
- R: ORDER CHECK RULE
- Q: QUIT

Select Reminder Order Check Items Group by: (N/C/D/G/O/R/Q): **N//** ORDER CHECK ITEM GROUP NAME

Reminder Order Check Item Group: **VAL-INV-CSP #2002 INTRAVASCULAR CATHETERIZATIONS WITH CONTRAST**

Are you adding 'VAL-INV-CSP #2002 INTRAVASCULAR CATHETERIZATIONS WITH CONTRAST' as a new REMINDER ORDER CHECK ITEMS GROUP (the 38TH)? No// **Y** (Yes)

10. Arrow down to the ORDER CHECK ITEM LIST and press ENTER to open the screen

```
GROUP NAME: VAL-INV-CSP #2002 INTRAVASCULAR CATHETERIZATIONS WITH CONTRAST
ORDER CHECK ITEM LIST (0 entries)
REMINDER ORDER CHECKS RULES LIST (0 entries)

DESCRIPTION:

CLASS: LOCAL
SPONSOR:
REVIEW DATE:

Press Enter to edit the Order Check Item List.

Press <PF1>H for help  Insert
```



11. In the Microsoft Excel document COPY the contents of Column A from Row 2 through the last row containing text and PASTE it into Vista.
12. The system will flash and beep for each entry added. As long as it proceeds well, just let it go. If the paste seems to go awry, contact Pharmacy Benefits Management (PBM-CI) at REDACTED for assistance. NOTE: The SQL query is not guaranteed to be PERFECT and you may wish to add or remove other entries manually after the setup is complete.
13. When the paste is finished, press **ENTER** to close the window. The count of entries in the ORDERABLE ITEM LIST or ORDER CHECK ITEM LIST should match the number of records from the SQL query.
14. Arrow to the REMINDER ORDER CHECK RULES LIST field (if necessary) and press **ENTER** to open the form. Type the name of the rule imported from section A (**VAL-INV-CSP #2002 CONTRAST AND METFORMIN/PLACEBO (RULE)**) and confirm by typing Y and pressing **ENTER**. Use the <PF1>-C key combination to close this box.
15. Arrow to the DESCRIPTION field (if necessary) and press **ENTER** to open the form. Enter a description of the OI Items Group created that is consistent with site policy and use the <PF1>-E key combination to save and exit.
16. The CLASS field will remain LOCAL (the default value).

17. Add a REVIEW DATE if your facility practices this habit, and use <PF1>-E again to exit the screen.
18. Add any EDIT COMMENTS consistent with your facility practice and use <PF1>-E one more time to exit.
19. Type **Q** to return to the menu.

Activating the Rule

1. Go to option **RE - Add/Edit Reminder Order Check Rule** again.
2. Select by **NAME (N)** and choose the **VAL-INV-CSP #2002 CONTRAST AND METFORMIN/PLACEBO (RULE)** entry.
3. Arrow down to the **STATUS** field.
4. Reminder Order Check Rule Statuses are:
 - a. **INAC** = Inactive; will not trigger. All imported rules start as inactive.
 - b. **TEST** = Test mode; will trigger only for users with order check **CLINICAL REMINDER TEST** enabled in their CPRS Order Check settings
 - c. **PROD** = Production; triggers for users with **CLINICAL REMINDER LIVE** enabled in CPRS which is usually everyone.
5. A trial period of **TEST** mode is highly recommended.
6. Use <PF1>-E to save your changes and exit.

Adjusting the Drug File

WARNING: This step should only be performed at the same time or after the CROC is enabled. Renaming the drug without the CROC in place will leave you without any metformin/contrast order check for the study drug at all.

1. The National Drug File Name of the study drug is **INV-METFORMIN OR PLACEBO (CSP #2002 VA IMPACT) TAB**.
2. Unfortunately, this drug name includes the exact text “METFORMIN” which will trigger the standard metformin/contrast order checks as well.
3. To circumvent this problem and avoid duplicate order checks, one available solution is to rename the local drug file entry of ‘INV-METFORMIN OR PLACEBO (CSP #2002 VA IMPACT)TAB’ and put a hyphen in the name MET-FORMIN such as ‘INV-MET-FORMIN OR PLACEBO (CSP #2002 VA IMPACT)TAB.’. This intentional misspelling will disable the standard order checks and limit the alert fatigue by triggering only the Clinical Reminder Order Check described in this instruction guide. Since many sites will have this drug marked for CMOP dispensing, you may need to unmark the drug from CMOP, then change the name, and then re-mark the drug to CMOP while being careful to not accept the VA PRINT NAME as a recommendation. Generic names in the drug file are limited to 40 characters and may require some creativity in the renaming.

Testing Hints

1. Clinical Reminders can only see RELEASED outpatient prescriptions so for testing purposes, either remember to finish, print, and release the test prescription, or document it as a non-VA medication so that you can test more quickly.
2. Consider temporarily enabling the study drug [**INV-METFORMIN OR PLACEBO (CSP #2002 VA IMPACT) TAB**] as a Non-VA med to meet the requirements of hint #1.
3. Document the study drug as a non-VA med on a test patient (this will be test patient A).
4. Document a regular metformin drug as a non-VA med on a test patient (this will be test patient B).
5. Identify a third test patient with no metformin on their medication profile (this will be test patient C).
6. Begin an order for an imaging procedure with contrast on each of the three patients. Patient A should trigger the new study-specific order check, patient B should trigger the regular metformin/contrast order check, and patient C should not trigger an order check related to metformin.
7. Begin an order for an imaging procedure without contrast on each of the three patients. No metformin/contrast order checks are expected.

