Update _2_0_231

Clinical Reminders

**VA-COPD CARE REFERRAL CHART REVIEW
Install Guide**

October 2021

Product Development
Office of Information Technology
Department of Veterans Affairs

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Introduction

This template will be used to support the referral process for Veterans that recently experienced a COPD exacerbation and were hospitalized in the Hospital or Emergency Department within VA and community care. The template is often used by telehealth nurses, pharmacists, and nurses within PACT. Health factors within this template will be critical for sites to track their referrals and ensure a seamless care transition for Veterans.

UPDATE_2_0_231 contains 1 Reminder Exchange entry:
        UPDATE_2_0_231 VA-COPD CARE REFERRAL CHART REVIEW

The exchange file contains the following components:

TIU TEMPLATE FIELD
        WORD PROCESS (REQUIRED)
        TEXT (1-3)
        DATE

REMINDER TERM
        VA-REMINDER UPDATE_2_0_231

REMINDER DIALOG
        VA-COPD CARE REFERRAL CHART REVIEW

HEALTH FACTORS
        VA-REMINDER UPDATES [C]
        VA-UPDATE_2_0_231
        VA-COPD CARE MANAGEMENT [C]
        VA-COPD NO REFERRAL OTHER
        VA-COPD PT DECLINED
        VA-COPD NO COPD EXACERBATION
        VA-COPD NONVA CARE
        VA-COPD NURSING HOME ADMISSION
        VA-COPD NO COPD DX
        VA-COPD SPECIALTY CARE
        VA-COPD NOT REFERRED TO COPD CARE PROG

VA-COPD REFER COPD CARE PROG SCHEDULING
VA-COPD PHARM REFER FOR COPD CARE PROG
VA-COPD RECENT OTHER ADMISSION
VA-COPD RECENT COMMUNITY INPATIENT ADMISSION
VA-COPD RECENT COMMUNITY ED VISIT
VA-COPD RECENT VA INPATIENT ADMISSION
VA-COPD RECENT ED VISIT
VA-COPD OTHER REFERRAL TO COPD CARE PROG
VA-COPD SPEC CARE REFERRAL TO COPD CARE PROG
VA-COPD INPAT REFERRAL TO COPD CARE PROG
VA-COPD ED REFERRAL TO COPD CARE PROG
VA-COPD REFERRAL DASHBOARD
VA-COPD ENROLLED TH NO
VA-COPD ENROLLED TH YES
VA-COPD TELEHEALTH DO NOT REFER
VA-COPD TELEHEALTH REFERRAL RECOMMENDED
VA-COPD TELEHEALTH REFERRAL PLACED

Install Details

This update is being distributed as a web host file. The address for the host file is:
https://Redacted/UPDATE_2_0_231.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

```
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://[          ]/UPDATE_2_0_231.PRD
Added Reminder Exchange entry UPDATE_2_0_231 VA-COPD CARE REFERRAL CHART REVIEW
```

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_231.PRD
You should see a message at the top of your screen that the file successfully loaded.

Search and locate an entry titled **UPDATE_2_0_231** VA-COPD CARE REFERRAL
CHART REVIEW in reminder exchange.

```
  325   UPDATE_2_0_231 VA-COPD CARE                    10/15/2021@09:34
        REFERRAL CHART REVIEW
  326   UPDATE_2_0_232 VA-TELEWOUND                     09/09/2021@12:22
        IMAGER AND READER TEMPLATES
  327   UPDATE_2_0_233 VA-MISC UPDATE                   10/07/2021@13:11
        15
  328   UPDATE_2_0_238 VA-PROBLEM                       10/08/2021@06:04
        SOLVING THERAPY SUICIDE
        PREVENTION
  329   UPDATE_2_0_24 MISC UPDATE 3                     05/08/2017@04:44
+        + 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 (1-568): 325
```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry
Enter the number that corresponds with your entry UPDATE_2_0_231 VA-COPD
CARE REFERRAL CHART REVIEW *(in this example it is entry 325. It will vary by site).*
The date of the exchange file should be 10/15/2021.

```
Date Packed: 10/15/2021@09:34:34
Package Version: 2.0P42

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-COPD CARE REFERRAL CHART REVIEW

REMINDER TERM
  VA-REMINDER UPDATE_2_0_231

Keywords:

Components:

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

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**

Install all new items.

You will be promped to install the reminder dialog component (VA-COPD CARE REFERRAL CHART REVIEW). You will choose to install all even though some components may have an X to indicate that they exist.

```
Packed reminder dialog: VA-COPD CARE REFERRAL CHART REVIEW [NATIONAL DIALOG]

 Item  Seq. Dialog Findings                              Type    Exists
   1       VA-COPD CARE REFERRAL CHART REVIEW            dialog

   2     5 VA-GP COPD REF REASON                         group
            Finding: *NONE*
   3     5.5 VA-GP COPD REF CHART REVIEW                 group
            Finding: *NONE*
   4     5.5.5 VA-GP COPD REF REFERRAL SOURCE            group
            Finding: *NONE*
   5     5.5.5.5 VA-COPD REF DASHBOARD                   element
            Finding: VA-COPD REFERRAL DASHBOARD (HEALTH FACTOR)      X
   6     5.5.5.10 VA-GP COPD REF REFERRAL                group
            Finding: *NONE*
   7     5.5.5.10.5 VA-COPD REF REFERRAL ED              element
            Finding: VA-COPD ED REFERRAL TO COPD CARE PROG (HEALTH   X
            FACTOR)
+        + 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   Install All
```

At **Select Action**, type **IA** to install **VA-COPD CARE REFERRAL CHART REVIEW**

Select Action: Next Screen// <mark>IA   Install All</mark>
Install reminder dialog and all components with no further changes: Y// <mark>Yes</mark>
After completing this dialog install, you will type <mark>Q</mark>.

```
 Item  Seq. Dialog Findings                              Type    Exists
   1       VA-COPD CARE REFERRAL CHART REVIEW            dialog     X

   2    5 VA-GP COPD REF REASON                          group      X
           Finding: *NONE*
   3    5.5 VA-GP COPD REF CHART REVIEW                  group      X
           Finding: *NONE*
   4    5.5.5 VA-GP COPD REF REFERRAL SOURCE             group      X
           Finding: *NONE*
   5    5.5.5.5 VA-COPD REF DASHBOARD                    element    X
           Finding: VA-COPD REFERRAL DASHBOARD (HEALTH FACTOR)       X
   6    5.5.5.10 VA-GP COPD REF REFERRAL                 group      X
           Finding: *NONE*
   7    5.5.5.10.5 VA-COPD REF REFERRAL ED               element    X
           Finding: VA-COPD ED REFERRAL TO COPD CARE PROG (HEALTH    X
           FACTOR)
+           + 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    Quit
```

```
Date Packed: 10/15/2021@09:34:34
Package Version: 2.0P42

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-COPD CARE REFERRAL CHART REVIEW

REMINDER TERM
  VA-REMINDER UPDATE_2_0_231

Keywords:

Components:

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

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

Install complete.

Post Installation

1. **Map local order dialog or menu for a telehealth consult to the VAL-COPD REF HT PLACED element.**
   This element is local. Coordinate with the COPD program staff to determine if this option to order a home telehealth consult should be disabled.

   NAME: VAL-COPD REF HT PLACED
   DISABLE: Enter "2" if this option should be disabled.
   CLASS: LOCAL//
   SPONSOR:
   REVIEW DATE:
   RESOLUTION TYPE:
   ORDERABLE ITEM:
   Finding item: HF VA-COPD TELEHEALTH REFERRAL PLACED
   FINDING ITEM: VA-COPD TELEHEALTH REFERRAL PLACED// Do not change.

   Additional findings: none
   Select ADDITIONAL FINDING: Enter "Q." then name of local quick order or menu.

2. **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.

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>**
Clinical Reminder Dialog: **VA-COPD CARE REFERRAL CHART REVIEW**
reminder dialog   NATIONAL
        ...OK? Yes// **<Enter>** (Yes)

3. **Setup of Note Title.**

The note title to create to associate with this template is: **COPD WELLNESS VISIT REFERRAL**

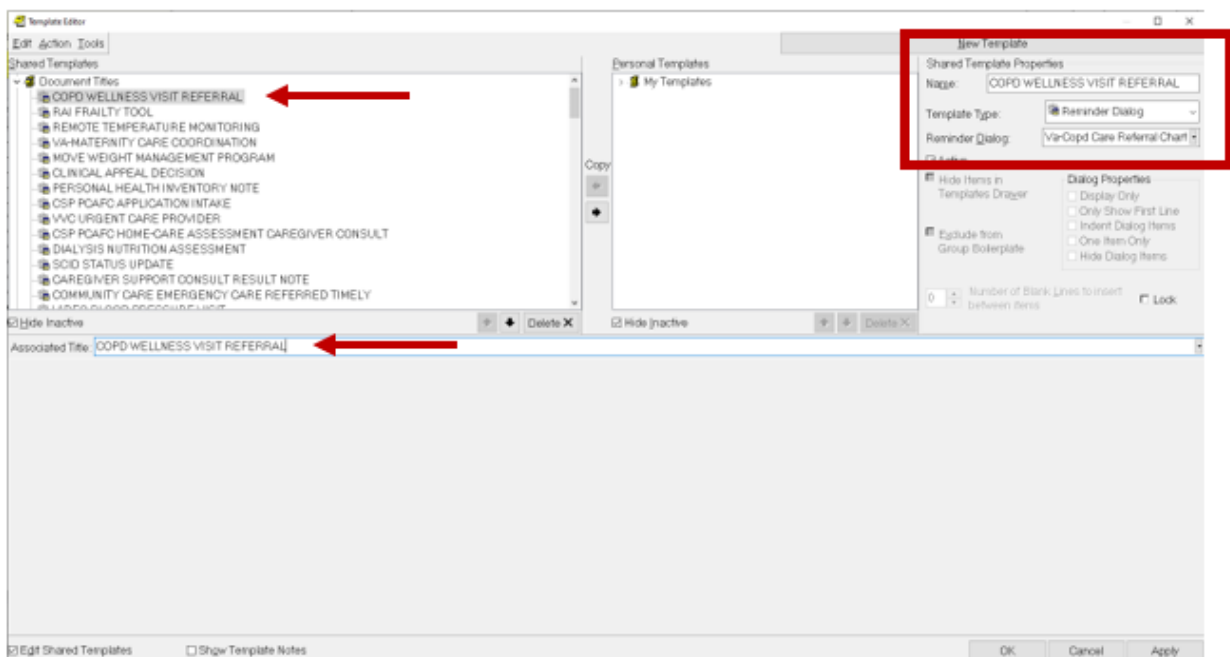VHA Enterprise Standard Title: **NURSING NOTE**

You can add this to your document class where surgery progress notes are located.

> *Note: Comprehensive information on Creating new Document Classes and Titles can be found beginning on page 54 of the TIU/ASU Implementation Guide at the following link:*
> http://www.va.gov/vdl/documents/Clinical/CPRS-Text_Integration_Utility_(TIU)/tiuim.pdf

4. **Associate the reminder dialog with the note title in CPRS**

   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: **COPD WELLNESS VISIT REFERRAL**
   Template Type: **Reminder Dialog**
   Reminder Dialog: **VA-COPD CARE REFERRAL CHART REVIEW**

   Next, type in the Associated Title name – **COPD WELLNESS VISIT REFERRAL** – then click Apply.

5. **Link the dialog to a shared template in CPRS if desired.**