

**Update \_2\_0\_295**

Clinical Reminders

VA-DIAGNOSTIC IMAGING ORDER/EXAMINATION REVIEW

Install Guide

**July 2022**

Product Development

Office of Information Technology

Department of Veterans Affairs

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# Introduction

Description:

The template will be used by clinical radiology staff to document a diagnostic imaging order or examination review. This review will include determining if an imaging order/examination will be placed in the hold status, cancelled, or changed to another imaging modality. An example of when this note would be used is the current national shortage of iodinated contrast.

UPDATE\_2\_0\_295 contains 1 Reminder Exchange entry:

**UPDATE\_2\_0\_295 VA-DIAGNOSTIC IMAGING ORDER REVIEW**

**The exchange file contains the following components:**

**TIU TEMPLATE FIELD**

TEXT (1-60 CHAR)REQUIRED

VA-DIAGNOSTIC IMAGING TXT (1-50)R

VA-BLANK

**HEALTH FACTORS**

VA-REMINDER UPDATES [C]

VA-UPDATE\_2\_0\_295

VA-DIAGNOSTIC IMAGE ORDER REVIEW [C]

VA-RAD DX IMAG ORDER REV ASSESS POT HARM NO

VA-RAD DX IMAG ORDER REV ASSESS POT HARM YES REC INSTIT DISCLOS

VA-RAD DX IMAG ORDER REV ASSESS POT HARM YES REC CLIN DISCLOS

VA-RAD DX IMAG ORDER REV REASON OTHER

VA-RAD DX IMAG ORDER REV REASON GLOBAL CONTRAST SHORTAGE

VA-RAD DX IMAG ORDER REV REASON COMPANION CT SAFETY LOOKBACK

VA-RAD DX IMAG ORDER REV REASON SERVICE CURTAILMENT

VA-RAD DX IMAG ORDER REV ACTION REC ALT IMAG MODALITY

VA-RAD DX IMAG ORDER REV ACTION OTHER

VA-RAD DX IMAG ORDER REV ACTION CANCELLED

VA-RAD DX IMAG ORDER REV ACTION PLACED ON HOLD

**REMINDER SPONSOR**

RADIOLOGY

**REMINDER TERM**

VA-REMINDER UPDATE\_2\_0\_295

**REMINDER DIALOG**

VA-DIAGNOSTIC IMAGING ORDER REVIEW

# Install Details

This update is being distributed as a web host file. The address for the host file is: https://REDACTED/UPDATE\_2\_0\_295.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

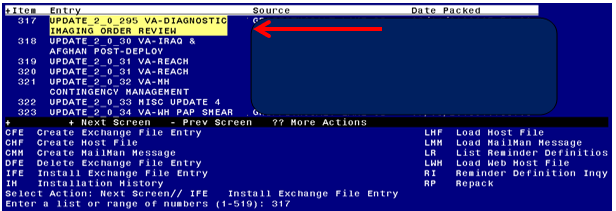
To Load the exchange file, use LWH. The URL is [https://REDACTED/UPDATE\_2\_0\_295.PRD](https://redacted/UPDATE_2_0_295.PRD)

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If you use LWH and it works, you will see something like this message. Make sure the file was loaded successfully.

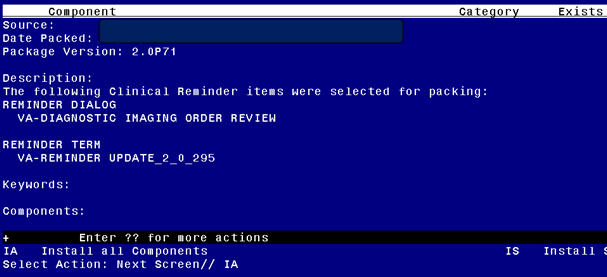
Terminal window screen shot of the message displaying the URL of the file that was successfully loaded.  Part of the URL has been redacted as it is a VA only internal web site URL.

Search and locate an entry titled UPDATE\_2\_0\_295 VA-DIAGNOSTIC IMAGING ORDER REVIEW in reminder exchange.



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

Enter the number that corresponds with your entry titled UPDATE\_2\_0\_295 VA-DIAGNOSTIC IMAGING ORDER REVIEW *(in this example it is entry 317, it will vary by site)* that is dated 07/05/2022.



At the **Select Action** prompt, type **IA** for Install all Components and hit enter.

**For all new entries in any category you will choose I to Install**

**Skip any items in any category you are prompted to overwrite**

You will then be prompted to install the dialog component.

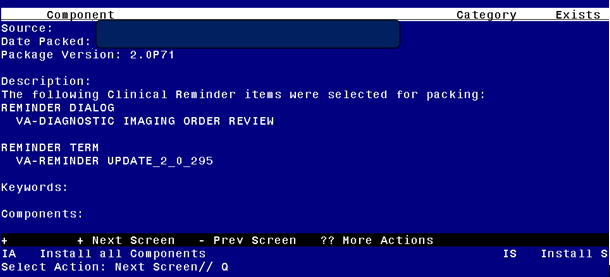
For the VA-DIAGNOSTIC IMAGING ORDER REVIEW (NATIONAL DIALOG):
Screen shot of the terminal window showing a list of elements, groups and dialogs with the text with IA for "Install All" entered at the "Select Action:" Prompt.  The correct entries are described in the text of this document.

At the **Select Action** prompt, type **IA** to install the dialog – **VA-DIAGNOSTIC IMAGING ORDER REVIEW**

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

For the VA-DIAGNOSTIC IMAGING ORDER REVIEW (NATIONAL DIALOG):
Screen shot of the last of the list of elements, groups and dialogs that needed to be installed with a Q for quit entered at the "Select Action:" prompt because they now all exist.  

When the dialog has completed installation, you will then be returned to this screen. At the **Select Action** prompt, type **Q.**



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

Install complete.

# Post Installation

1. **Setup of Note Title.**

The note title to create to associate with this template is:

DIAGNOSTIC IMAGING ORDER EXAMINATION REVIEW

VHA Enterprise Standard Title: RADIOLOGY NOTE

**You can add these to your document class where IMAGING 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*](http://www.va.gov/vdl/documents/Clinical/CPRS-Text_Integration_Utility_(TIU)/tiuim.pdf)

1. **Make the Dialog templates available to be attached to a Personal or Shared templates 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: NATREM.FO-SLC.MED.VA.GOV

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**

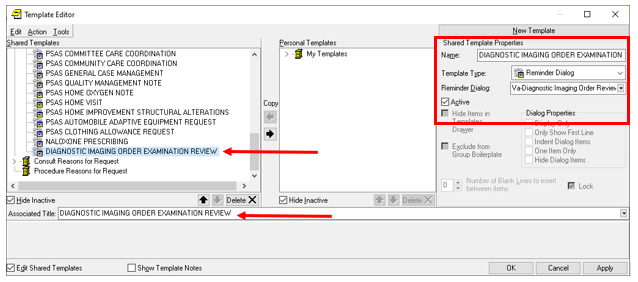
Are you adding 390 as a new Display Sequence? Yes// **YES**

Display Sequence: 390// <Enter> 390

Clinical Reminder Dialog: **VA-DIAGNOSTIC IMAGING ORDER REVIEW** reminder dialog NATIONAL

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

1. **Associate the reminder dialogs with the note title in CPRS**
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: **DIAGNOSTIC IMAGING ORDER EXAMINATION REVIEW**

Template Type: **Reminder Dialog**

Reminder Dialog: **VA-DIAGNOSTIC IMAGING ORDER REVIEW**

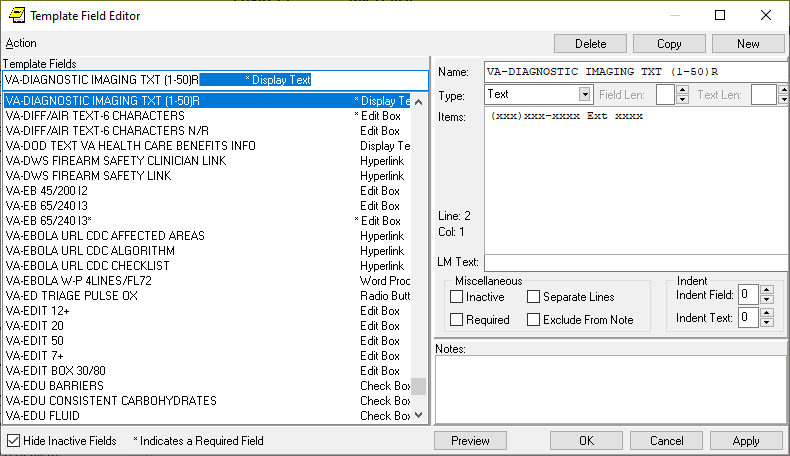
Next, type in the Associated Title name **DIAGNOSTIC IMAGING ORDER EXAMINATION REVIEW**

–– then click Apply.

1. **UPDATE TIU TEMPLATE FIELD:**

Using the Template field editor in CPRS, edit the template field names VA-DIAGNOSTIC IMAGING TXT (1-50)R

Replace the characters “(xxx)xxx-xxxx Ext xxxx” with the phone number for your facility’s Imaging Department number.



If your site has an integrated Vista database or you want to provide multiple phone number options, you can change the type to a combo, check box or radio buttons and add multuple lines of phone numbers.