

Date: JUN 0 1 2018
From: Deputy Under Secretary for Health for Operations and Management (10N)
Subj: Suicide Prevention Safety Plan National CPRS Note Templates Implementation
To: Veterans Integrated Service Network (VISN) Directors (10N1-23)
VISN Mental Health Leads (10N1-23)

1. The purpose of this memo is to provide guidance for the implementation for three (3) new national CPRS note titles and two (2) new note templates:

Note Titles:

SUICIDE PREVENTION SAFETY PLAN Note Title
SUICIDE PREVENTION SAFETY PLAN REVIEW/DECLINE Note Title
SUICIDE PREVENTION SAFETY PLAN – HISTORICAL Note Title

Template names:

VA-OSP SUICIDE SAFETY PLAN
VA-OSP SUICIDE SAFETY PLAN REVIEW/DECLINE

2. These Safety Plan note templates and note titles provide national standard notes for the required documentation of suicide prevention safety plans.
3. The implementation of these national Safety Plan templates is part of a response from the Office of Mental Health and Suicide Prevention (OMHSP) to the Office of the Inspector General's (OIG) safety planning recommendations from the May 2017 report, 'Evaluation of Suicide Prevention Programs in VHA Facilities.'
4. The implementation of the national Suicide Prevention Safety Plan note templates, comprised of standardized content and standardized note titles, will help ensure that Veterans receive high quality suicide prevention safety plans through collaboration with their providers; it will facilitate the reporting and analysis of utilization, completion, and timing of safety planning; and it will ensure that OIG recommendations regarding safety planning documentation are met.
5. To facilitate national implementation, these templates have been released as Clinical Reminder Dialogs contained in a Clinical Reminder Update File to be installed in all field facilities. Additionally, one section of the SUICIDE PREVENTION SAFETY PLAN Template was updated following the initial release as of May 20, 2018. After installing the Clinical Reminder Update_2_0_39 VA-OSP-SUICIDE SAFETY PLAN, facilities should install CLINICAL REMINDER UPDATE_2_0_48 VA-MISC UPDATE 6 to update that section. The updated template should display Version 2.2 on the first line after installation.

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6. Health Informatics Specialists (HIS) and/or Clinical Applications Coordinators (CACs) at each facility will need to install the template and the update to initiate use of the new national Suicide Prevention Safety Plan note templates and titles. The install guides will provide complete instructions for installation and setup of the clinical reminder dialog templates and associated note titles.
 7. The install guides for the template and updated portions are below:
Original templates: http://www.va.gov/vdl/documents/Clinical/CPRS-Clinical_Reminders/update_2_0_39_IG.pdf
Updated portion: https://www.va.gov/vdl/documents/Clinical/CPRS-Clinical_Reminders/update_2_0_48_ig.pdf
 8. Within 30 days of this memorandum, each VISN is to send an email to VHASPPActions1@va.gov certifying installation and setup of the two (2) templates and three (3) note titles.
 9. The new SUICIDE PREVENTION SAFETY PLAN Note is a posting with auto-demotion functions. It will also be viewable in the CWAD/Postings section of the CPRS Cover Sheet. The SUICIDE PREVENTION SAFETY PLAN -HISTORICAL Note is a non-posting demotion target. The SUICIDE PREVENTION SAFETY PLAN REVIEW/DECLINE Note is a non-posting note.
 10. Medical Center Directors and Chiefs of Staff should ensure that all clinical providers are using the national suicide prevention safety plan note titles and associated templates (rather than existing local safety plan note templates) within 90 days of this memorandum.
 11. Educational and training materials guiding clinicians on Safety Planning and completing the national note template can be found at:
<https://vaww.cmopnational.va.gov/CR/MentalHealth/Suicide%20Prevention/Forms/AllItems.aspx?RootFolder=%2FCR%2FMentalHealth%2FSuicide%20Prevention%2FSafety%20Planning&Folder>.
- Additionally, a 1-hour recorded training on Safety Planning and the use of the new note template, 'Suicide Safety Planning Training,' will be available soon on the Talent Management System (TMS). Once it is available, we will add a note and information on how to access the training at the educational website (above).
12. Clinical questions may be directed to Gregory J. Hughes, LICSW, Director, Suicide Prevention Field Operations, Office of Mental Health and Suicide Prevention, at Gregory.Hughes2@va.gov.
 13. For technical issues during installation, your local Information Technology support team should log a national help desk ticket or contact the VA Service Desk to submit a national ticket to:

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Category: Enterprise Applications

Subcategory: Applications

Enterprise Application: VistA - Clinical Reminder

14. Thank you for all you do to support VA's suicide prevention efforts.



For Steve Young