Update _2_0_26

Clinical Reminders

VA-HEAD AND NECK CANCER DIALOGS

Install Guide

September 2017

Product Development
Department of Veterans Affairs

Contents

Introduction

The purpose of this guide is to provide the Clinical Applications Coordinator/Health Informatics Specialist (CAC/HIS) with direction on the installation/implementation of the VA-Oncology reminder dialogs. These reminder dialogs were developed and are supported by the National Oncology Program Office in Specialty Care Services (part of Patient Care Services). Please contact Susan Hamilton-Hill for any questions/concerns at susan.hamilton-hill@va.gov.

The National Oncology Program Office seeks to provide tools to VA facilities to enable providers to format essential clinical data so that it is readily available for clinical care and to measure the quality of care in the VA in a prospective, timely, and cost-efficient manner. Using Reminder Dialogs in CPRS is one mechanism to support these goals. Reminder dialogs will include information necessary for quality assessment as defined by the National Quality Forum, ASCO's Quality Oncology Practice Initiative, and other reliable and up-to-date sources. Reminder dialogs will enable the standardization of clinical information necessary for quality indicators into a discrete format and obtain key elements to continuously monitor the quality of cancer care.

There are 4 reminder dialogs to be used to document care for head and neck cancer that need to be installed (MDC, progress note, treatment plan, treatment summary,).

NOTE
If your facility does not provide oncology services, you are not required to install or use these reminder dialog templates.

There are several dialog elements that can be modified or disabled (if desired) to allow for local content. Please work with oncology-care providers to determine best option. (See POST-INSTALL INSTRUCTIONS # 1).

UPDATE_2_0_26 contains 1 Reminder Exchange entry:
   UPDATE_2_0_26 VA-HEAD AND NECK CANCER DIALOGS

Four reminder dialogs are being distributed with this update:
   VA-ONCOLOGY HEAD NECK
   VA-ONCOLOGY MDC HEAD NECK
   VA-ONCOLOGY TREATMENT PLAN HEAD NECK
   VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK

The exchange file contains the following components:

TIU TEMPLATE FIELD
> WORD PROC 50X2
> ONC FUTURE VISITS
> 00 EDIT BOX 24
> ONC LIFESTYLE
> TEXT (1-60 CHAR)1
> ONCOLOGY TRTMENT SYMPTOM
> WORD PROCESSING SHORT
> ONCOLOGY SYMPTOM DURING
> 00 EDIT BOX 12
> ONCOLOGY CHEMO ROUTE
> ONCOLOGY YES NO
> TEXT (1-20 CHAR)
> ALLCOMMENT(4LINES)
> GEN TEXT BOX 50
> ONC MDC CLICK HERE TO INCLUDE

HEALTH FACTORS
> VA-REMINDER UPDATES
> VA-UPDATE_2_0_26
> Head & Neck Cancer Diagnosis
> ONC Head Neck Tissue Sample Sent:
> ONC Head Neck Tissue Sample Sent to POP
> ONC Head Neck Testing Other
> ONC Head Neck HPV Test-Results Pending
> ONC Head Neck HPV Test Not Done
> ONC Head Neck HPV Negative
> ONC Head Neck HPV +
> ONC Head Neck Primary Site Nasal Cavity
> ONC Head Neck Primary Site Oropharynx
> ONC Head Neck Site Salivary Glands
> ONC Head Neck Site Paranasal Sinuses
> ONC Head Neck Primary Site Larynx
> ONC Head Neck Primary Site Hypopharynx
> ONC Head Neck Primary Site:
> ONC Head Neck Primary Site Nasopharynx
> ONC Head Neck Primary Site Oral Cavity
> Head & Neck Cancer Post-Treatment
> ONC Head Neck Complications/Treatment
> ONC Head Neck-Response Not Determined
> ONC Head Neck-Recurrence of Disease
> ONC Head Neck-No Recurrence of Disease
> ONC Head Neck-Progression of Disease
> ONC Head Neck-Stable Disease

ONC Head Neck-Partial Response
ONC Head Neck-Complete Response
Head & Neck Cancer Treatment
ONC Head Neck Surgery Results-Unknown
ONC Head Neck Surgery-Results Pending
ONC Head Neck-Tumor Not Resectable
ONC Head Neck Surgery Outcome-+ Margins
ONC Head Neck Surgery-Clear Margins
ONC Head Neck Surgery:
ONC Head Neck Sublingual Gland Resection
ONC Head Neck Submandibular Gland Resect
ONC Head Neck-Total Parotidectomy
ONC Head Neck Superficial Parotidectomy
ONC Head Neck Radical Maxillectomy
ONC Head Neck Partial Maxillectomy
ONC Head Neck Total Laryngectomy
ONC Head Neck Partial Laryngectomy
ONC Head Neck-Laryngopharyngectomy
ONC Head Neck Surgery-Tonsillectomy
ONC Head Neck Surgery-Palatectomy
ONC Head Neck Surgery-Maxillectomy
ONC Head Neck Surgery-Mandibulectomy
ONC Head Neck Surgery Glossectomy
ONC Head Neck Surgery Not Performed:
ONC Head Neck Surgery-Pt Declined
ONC Head Neck Surgery Not Recommended
ONC Head Neck Clinical Trial Stop Date
ONC Head Neck Clinical Trial Start Date
ONC Head Neck Clinical Trial:
ONC Head Neck RT Dose Fraction
ONC Head Neck RT Total Dose
ONC Head Neck RT Stop Date
ONC Head Neck RT Start Date
ONC Head Neck RT Site:
ONC Head Neck RT Chest Dose Fraction
ONC Head Neck RT Chest Total Dose
ONC Head Neck RT-Chest Stop Date
ONC Head Neck RT-Chest Start Date
ONC Head Neck RT Neck Dose Fraction
ONC Head Neck RT Neck Total Dose
ONC Head Neck RT-Neck Stop Date
ONC Head Neck RT-Neck Start Date
ONC Head Neck RT Brain Dose Fraction
ONC Head Neck RT Brain Total Dose
ONC Head Neck RT-Brain Stop Date
ONC Head Neck RT-Brain Start Date

ONC Head Neck RT Axillary Dose Fraction
ONC Head Neck RT Axillary Total Dose
ONC Head Neck RT-Axillary Stop Date
ONC Head Neck RT-Axillary Start Date
ONC Head Neck RT Pt Declined
ONC Head Neck RT Not Administered
ONC Head Neck RT Stopped:
ONC Head Neck RT Stopped-Pt Request
ONC Head Neck RT Stopped-Progression
ONC Head Neck RT Stopped-Toxicity
ONC Head Neck RT Stopped-Plan Complete
ONC Head Neck Chemo-Plan Complete
ONC Head Neck Chemo Stopped:
ONC Head Neck Chemo Stopped-Pt Request
ONC Head Neck Chemo Stopped-Progression
ONC Head Neck Chemo Stopped-Toxicity
ONC Head Neck Chemo Stop Date
ONC Head Neck Chemo Start Date
ONC Head Neck Chemo:
ONC Head Neck Doxorubicin Stop Date
ONC Head Neck Doxorubicin Start Date
ONC Head Neck Adriamycin Stop Date
ONC Head Neck Adriamycin Start Date
ONC Head Neck Epirubicin Stop Date
ONC Head Neck Epirubicin Start Date
ONC Head Neck Nivolumab Stop Date
ONC Head Neck Nivolumab Start Date
ONC Head Neck Pembrolizumab Stop Date
ONC Head Neck Pembrolizumab Start Date
ONC Head Neck Afatinib Stop Date
ONC Head Neck Afatinib Start Date
ONC Head Neck Gemcitabine Stop Date
ONC Head Neck Gemcitabine Start Date
ONC Head Neck Hydroxyurea Stop Date
ONC Head Neck Hydroxyurea Start Date
ONC Head Neck Methotrexate Stop Date
ONC Head Neck Methotrexate Start Date
ONC Head Neck Vinorelbine Stop Date
ONC Head Neck Vinorelbine Start Date
ONC Head Neck Docetaxel Stop Date
ONC Head Neck Docetaxel Start Date
ONC Head Neck Paclitaxel Stop Date
ONC Head Neck Paclitaxel Start Date
ONC Head Neck Cetuximab Stop Date
ONC Head Neck Cetuximab Start Date
ONC Head Neck Capecitabine Stop Date

ONC Head Neck Capecitabine Start Date
ONC Head Neck Carboplatin Stop Date
ONC Head Neck Carboplatin Start Date
ONC Head Neck Cisplatin High Stop
ONC Head Neck Cisplatin High Start
ONC Head Neck Cisplatin Stop Date
ONC Head Neck Cisplatin Start Date
ONC Head Neck 5-FU Stop Date
ONC Head Neck 5-FU Start Date
ONC Head Neck Chemo Not Admin:
ONC Head Neck Chemo-Pt Declined
ONC Head Neck Chemo Not Recommended
ONC Head Neck ECOG PS-Unknown
ONC Head Neck ECOG PS-5
ONC Head Neck ECOG PS-4
ONC Head Neck ECOG PS-3
ONC Head Neck ECOG PS-2
ONC Head Neck ECOG PS-1
ONC Head Neck ECOG PS-0
ONC Head Neck LN Laterality-Unknown
ONC Head Neck LN Laterality-Midline
ONC Head Neck LN Laterality-Left
ONC Head Neck LN Laterality-Right
ONC Head Neck No. Lymph Nodes Examined
ONC Head Neck No. Lymph Nodes w/Cancer
ONC Head Neck Histology:
ONC Head Neck Histology Adenocarcinoma
ONC Head Neck Histology Squamous Cell
ONC Head Neck Histologic Grade-G4
ONC Head Neck Histologic Grade-G3
ONC Head Neck Histologic Grade-G2
ONC Head Neck Histologic Grade-G1
ONC Head Neck Histologic Grade-GX
ONC Head Neck Histologic Grade-Unknown
ONC Head Neck Path TNM Staging Date:
ONC Head Neck Pathological Stage-M1
ONC Head Neck Pathological Stage-M0
ONC Head Neck Pathological Stage-MX
ONC Head Neck Pathological Stage-N2
ONC Head Neck Pathological Stage-N2c
ONC Head Neck Pathological Stage-N3a
ONC Head Neck Pathological Stage-N3b
ONC Head Neck Pathological Stage-N3
ONC Head Neck Pathological Stage-N2b
ONC Head Neck Pathological Stage-N2a
ONC Head Neck Pathological Stage-N1

ONC Head Neck Pathological Stage-N0
ONC Head Neck Pathological Stage-NX
ONC Head Neck Pathological Stage-T4b
ONC Head Neck Pathological Stage-T4a
ONC Head Neck Pathological Stage-T3
ONC Head Neck Pathological Stage-T2
ONC Head Neck Pathological Stage-T1
ONC Head Neck Pathological Stage-Tis
ONC Head Neck Pathological Stage-T0
ONC Head Neck Pathological Stage-TX
ONC Head Neck Clinical Stage-N2c
ONC Head Neck Clinical Stage-N3b
ONC Head Neck Clinical Stage-N3a
ONC Head Neck Clinical Stage-N2
ONC Head Neck Clinical Stage-N3
ONC Head Neck Clinical Stage-N2b
ONC Head Neck Clinical Stage-N2a
ONC Head Neck Clinical Stage-N1
ONC Head Neck Clinical Stage-N0
ONC Head Neck Clinical Stage-NX
ONC Head Neck Clinical Stage-M1
ONC Head Neck Clinical Stage-M0
ONC Head Neck Clinical Stage-MX
ONC Head Neck Clinical Stage-T4b
ONC Head Neck Clinical Stage-T4a
ONC Head Neck Clinical Stage-T3
ONC Head Neck Clinical Stage-T2
ONC Head Neck Clinical Stage-T1
ONC Head Neck Clinical Stage-Tis
ONC Head Neck Clinical Stage-T0
ONC Head Neck Clinical Stage-TX
ONC Head Neck Clin TNM Staging Date:
ONC Head Neck Path Summary Stage-IVC
ONC Head Neck Path Summary Stage-Unknown
ONC Head Neck Path Summary Stage-IVB
ONC Head Neck Path Summary Stage-IVA
ONC Head Neck Clinical Summary Stage-III
ONC Head Neck Path Summary Stage-II
ONC Head Neck Path Summary Stage-I
ONC Head Neck Path Summary Stage-0
ONC Head Neck Path Summary Staging Date:
ONC Head Neck Clinical Summary Stage-IVC
ONC Head Neck Clin Summary Stage-Unknown
ONC Head Neck Clinical Summary Stage-IVB
ONC Head Neck Clinical Summary Stage-IVA
ONC Head Neck Clinical Summary Stage-II

ONC Head Neck Clinical Summary Stage-I
ONC Head Neck Clinical Summary Stage-0
ONC Head Neck Clin Summary Staging Date:
ONC Head Neck Path Summary Stage-III
ONC Head Neck Date of Diagnosis
ONC Head Neck RT Not Recommended
ONC Head Neck Consent for Chemo-No
ONC Head Neck Consent for Chemo Obtained
ONC Head Neck Treatment Intent-Unknown
ONC Head Neck Treatment Discuss Unknown
ONC Head Neck Intent Not Discussed
ONC Head Neck Intent Treatment Discussed
ONC Head Neck Treatment-Palliative
ONC Head Neck Treatment Intent-Curative
ONC Head Neck Tumor Board-N/A
ONC Head Neck Tumor Board-No
ONC Head Neck Tumor Board-Yes
ONC Head Neck Palliative Referral
ONC Head Neck Hospice Referral
ONC Head Neck Referral:
ONC Head Neck Referral Service Unavail
ONC Head Neck Referral Not Appropriate
ONC Head Neck Pt Declined Referral

REMINDER SPONSOR
VHA ONCOLOGY

REMINDER TERM
VA-REMINDER UPDATE_2_0_26
VA-ONC HEAD NECK SURGERY RT
VA-ONC HEAD NECK CLINICAL RT
VA-ONC HEAD NECK RT RT
VA-ONC HEAD NECK TREATMENT RT
VA-ONC HEAD NECK TUMOR BOARD RT
VA-ONC HEAD NECK ECOG RT
VA-ONC HEAD NECK STAGING RT
VA-ONC HEAD NECK PATHOLOGY RT
VA-ONC HEAD NECK PRIMARY SITE RT
VA-ONC HEAD NECK DATE DX RT
VA-ONC HEAD NECK LAB RT
VA-ONC HEAD NECK REFERRAL RT
VA-ONC HEAD NECK RESPONSE RT
VA-ONC HEAD NECK CHEMO RT
VA-ONC HEAD NECK TITLE RT

REMINDER DEFINITION
VA-BODY SURFACE AREA

REMINDER DIALOG
VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK
VA-ONCOLOGY TREATMENT PLAN HEAD NECK
VA-ONCOLOGY MDC HEAD NECK
VA-ONCOLOGY HEAD NECK

HEALTH SUMMARY TYPE
VA-ONC HEAD NECK LAB
VA-ONC HEAD NECK PRIMARY SITE
VA-ONC HEAD NECK RESPONSE
VA-ONC HEAD NECK SURGERY
VA-ONC HEAD NECK CLINICAL
VA-ONC HEAD NECK RT
VA-ONC HEAD NECK CHEMO
VA-ONC HEAD NECK ECOG
VA-ONC HEAD NECK PATHOLOGY
VA-ONC HEAD NECK STAGING
VA-ONC HEAD NECK DX DATE
VA-ONC BSA HSO
VA-ONC HEAD NECK HEADER 1
VA-ONC HEAD NECK INTENT
VA-ONC HEAD NECK TUMOR BOARD
VA-ONC MDC PATH
VA-ONC MDC SURGERY
VA-ONC MDC RADIOLOGY
VA-ONC HEAD NECK REFERRAL
VA-ONC HEAD NECK HEADER 3
VA-ONC HEAD NECK HEADER 2

HEALTH SUMMARY OBJECTS
VA-ONC HEAD NECK LAB
VA-ONC HEAD NECK PRIMARY SITE
VA-ONC HEAD NECK RESPONSE
VA-ONC HEAD NECK SURGERY
VA-ONC HEAD NECK CLINICAL
VA-ONC HEAD NECK RT
VA-ONC HEAD NECK CHEMO
VA-ONC HEAD NECK ECOG
VA-ONC HEAD NECK PATHOLOGY
VA-ONC HEAD NECK STAGING
VA-ONC HEAD NECK DX DATE
VA-ONC BSA HSO
VA-ONC HEAD NECK HEADER 1

VA-ONC HEAD NECK INTENT
VA-ONC HEAD NECK TUMOR BOARD
VA-ONC MDC THORACIC PATH
VA-ONC MDC THORACIC SURGERY
VA-ONC MDC THORACIC RADIOLOGY
VA-ONC HEAD NECK REFERRAL
VA-ONC HEAD NECK HEADER 3
VA-ONC HEAD NECK HEADER 2

TIU DOCUMENT DEFINITION
VA-ONC HEAD NECK LAB
VA-ONC HEAD NECK PRIMARY SITE
VA-ONC HEAD NECK RESPONSE
VA-ONC HEAD NECK SURGERY
VA-ONC HEAD NECK CLINICAL
VA-ONC HEAD NECK RT
VA-ONC HEAD NECK CHEMO
VA-ONC HEAD NECK ECOG
VA-ONC HEAD NECK PATHOLOGY
VA-ONC HEAD NECK STAGING
VA-ONC HEAD NECK DX DATE
VA-ONC BSA HSO

Install Details

This update is being distributed as a web host file. The address for the host file is:
http://vista.med.va.gov/reminders/UPDATE_2_0_26.PRD

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

Installation

This update can be installed with users on the system, but it should be done during non-peak hours. Estimated Installation Time is greater than one hour.

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       IH    Installation History
CHF   Create Host File                 LHF   Load Host File
CMM   Create MailMan Message           LMM   Load MailMan Message
DFE   Delete Exchange File Entry       LWH   Load Web Host File
IFE   Install Exchange File Entry      RI    Reminder Definition Inquiry
Select Action: Next Screen// LWH   Load Web Host File  ←
Input the URL for the .prd file: http://vista.med.va.gov/reminders/UPDATE_2_0_26.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:

http://vista.med.va.gov/reminders/UPDATE_2_0_26.PRD

```
http://vista.med.va.gov/reminders/UPDATE_2_0_26.PRD successfully loaded.
```

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_16 VA-HEAD AND NECK CANCER
DIALOGS in reminder exchange

```
+Item   Entry                         Source                Date Packed
   69   UPDATE_2_0_26 VA-HEAD AND     GRIFFITH@SALT LAKE CI 08/22/2017@13:17
        NECK CANCER DIALOGS  ←
   70   UPDATE_2_0_27 VA-CHOICE       GRIFFITH@SALT LAKE CI 06/14/2017@11:33
        DIALOGS
   71   UPDATE_2_0_28                 GRIFFITH@SALT LAKE CI 06/07/2017@09:53
        VA-MENINGOCOCCAL IMMUNIZATIONS
   72   UPDATE_2_0_28                 GRIFFITH@SALT LAKE CI 06/26/2017@05:56
        VA-MENINGOCOCCAL IMMUNIZATIONS
   73   UPDATE_2_0_29 VA-HOMELESSNESS GRIFFITH@SALT LAKE CI 07/18/2017@07:56
        FOOD INSECURITY
+          + 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
Select Action: Next Screen// IFE   Install Exchange File Entry
Enter a list or range of numbers (1-216): 69
```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry
Enter the number that corresponds with your entry titled UPDATE_2_0_26 VA-HEAD AND
NECK CANCER DIALOGS *(in this example it is entry 69, it will vary by site)*

```
         Component                                      Category     Exists
Source:        GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 08/22/2017@13:17:24
Package Version: 2.0P35

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-ONCOLOGY HEAD NECK
  VA-ONCOLOGY MDC HEAD NECK
  VA-ONCOLOGY TREATMENT PLAN HEAD NECK
  VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK

REMINDER TERM
  VA-REMINDER UPDATE_2_0_26
Non-exchangeable TIU object(s):
--------------------------------------------------------------------------------
+         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.

You will see several prompts, for all new entries you will choose I to Install.

After the initial components have installed,
You will be promped to install the first reminder dialog component:

```
Packed reminder dialog: VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK [NATIONAL DIALOG

 Item   Seq. Dialog Findings                                 Type     Exists
   1       VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK           dialog

   2     5 VA-GP ONCOLOGY TREATMENT SUMMARY TITLE            group
             Finding: *NONE*

   3    10 VA-GP ONC TREATMENT SUMMARY INSTRUCTIONS          group
             Finding: *NONE*
   4    10.5 VA-EL ONC TS INSTRUCTIONS                       element
             Finding: *NONE*

   5    20 VA-EL ONCOLOGY PATIENT INFO HSO                   element
             Finding: *NONE*

   6    30 VA-BLANK LINE IN PN                               element    X
             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-ONCOLOGY TREATMENT SUMMARY HEAD NECK**
Select Action: Next Screen// IA   Install All
Install reminder dialog and all components with no further changes: Y// YES

```
Packed reminder dialog: VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK [NATIONAL DIALOG
VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK (reminder dialog) installed from exchang
 Item   Seq. Dialog Findings                                  Type      Exists
    1      VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK            dialog       X

    2    5 VA-GP ONCOLOGY TREATMENT SUMMARY TITLE             group        X
           Finding: *NONE*

    3    10 VA-GP ONC TREATMENT SUMMARY INSTRUCTIONS          group        X
           Finding: *NONE*
    4    10.5 VA-EL ONC TS INSTRUCTIONS                      element       X
           Finding: *NONE*

    5    20 VA-EL ONCOLOGY PATIENT INFO HSO                  element       X
           Finding: *NONE*

    6    30 VA-BLANK LINE IN PN                              element       X
           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
```

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 prompted to install the next Dialog component:

```
Packed reminder dialog: VA-ONCOLOGY TREATMENT PLAN HEAD NECK [NATIONAL DIALOG]

 Item   Seq. Dialog Findings                                  Type      Exists
    1      VA-ONCOLOGY TREATMENT PLAN HEAD NECK               dialog

    2    5 VA-EL ONC TREATMENT PLAN TITLE                    element

           Finding: *NONE*

    3    10 VA-GP ONC TP INSTRUCTIONS                         group
           Finding: *NONE*
    4    10.5 VA-EL ONC TP INSTRUCTIONS                      element
           Finding: *NONE*

    5    20 VA-EL ONCOLOGY PATIENT INFO HSO                  element       X
           Finding: *NONE*

    6    50 VA-BLANK LINE IN PN                              element       X
           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-ONCOLOGY TREATMENT
PLAN HEAD NECK**
Select Action: Next Screen// IA   Install All
Install reminder dialog and all components with no further changes: Y// YES

```
Packed reminder dialog: VA-ONCOLOGY TREATMENT PLAN HEAD NECK [NATIONAL DIALOG]
VA-ONCOLOGY TREATMENT PLAN HEAD NECK (reminder dialog) installed from exchange f
 Item   Seq. Dialog Findings                                      Type     Exists
    1       VA-ONCOLOGY TREATMENT PLAN HEAD NECK                   dialog      X

    2     5 VA-EL ONC TREATMENT PLAN TITLE                         element     X
            Finding: *NONE*

    3    10 VA-GP ONC TP INSTRUCTIONS                              group       X
            Finding: *NONE*
    4    10.5 VA-EL ONC TP INSTRUCTIONS                            element     X
            Finding: *NONE*

    5    20 VA-EL ONCOLOGY PATIENT INFO HSO                        element     X
            Finding: *NONE*

    6    50 VA-BLANK LINE IN PN                                    element     X
            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
```

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 prompted to install the next Dialog component:

```
Packed reminder dialog: VA-ONCOLOGY MDC HEAD NECK [NATIONAL DIALOG]

 Item   Seq. Dialog Findings                                      Type     Exists
    1       VA-ONCOLOGY MDC HEAD NECK                              dialog

    2     5 VA-GP ONC MDC HEAD NECK TITLE                          group
            Finding: *NONE*
    3    5.5 VA-GP ONC MDC HEAD NECK INSTRUCTIONS                  group
            Finding: *NONE*
    4    5.5.5 VA-EL ONC MDC HEAD NECK INSTRUCTIONS                element
            Finding: *NONE*

    5    10 VA-BLANK LINE IN PN                                    element     X
            Finding: *NONE*

    6    15 VA-EL ONC HEAD NECK TUMOR BOARD                        element
            Finding: ONC Head Neck Tumor Board-Yes (HEALTH FACTOR)             X
    7    PXRM VISIT DATE MONTH REQUIRED                            prompt      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// IA
```

At the **Select Action** prompt, type **IA** to install the dialog **VA-ONCOLOGY MDC HEAD
NECK**
Select Action: Next Screen// IA   Install All
Install reminder dialog and all components with no further changes: Y// YES

```
Packed reminder dialog: VA-ONCOLOGY MDC HEAD NECK [NATIONAL DIALOG]
VA-ONCOLOGY MDC HEAD NECK (reminder dialog) installed from exchange file.
 Item   Seq. Dialog Findings                                   Type     Exists
   1      VA-ONCOLOGY MDC HEAD NECK                            dialog      X

   2    5 VA-GP ONC MDC HEAD NECK TITLE                         group      X
             Finding: *NONE*
   3    5.5 VA-GP ONC MDC HEAD NECK INSTRUCTIONS                group      X
             Finding: *NONE*
   4    5.5.5 VA-EL ONC MDC HEAD NECK INSTRUCTIONS            element      X
             Finding: *NONE*

   5    10 VA-BLANK LINE IN PN                                element      X
             Finding: *NONE*

   6    15 VA-EL ONC HEAD NECK TUMOR BOARD                    element      X
             Finding: ONC Head Neck Tumor Board-Yes (HEALTH FACTOR)        X
   7    PXRM VISIT DATE MONTH REQUIRED                         prompt      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// Q
```

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 prompted to install the next Dialog component:

```
Packed reminder dialog: VA-ONCOLOGY HEAD NECK [NATIONAL DIALOG]

 Item   Seq. Dialog Findings                                   Type     Exists
   1      VA-ONCOLOGY HEAD NECK                                dialog

   2    5 VA-GP ONC HEAD NECK TITLE MAIN*                       group
             Finding: *NONE*
   3    5.5 VA-GP ONC HEAD NECK INSTRUCTIONS                    group
             Finding: *NONE*
   4    5.5.5 VA-EL ONC HEAD NECK INSTRUCTIONS               element
             Finding: *NONE*

   5    10 VA-GP ONC HEAD NECK DIAGNOSIS HEADER                 group      X
             Finding: *NONE*

   6    15 VA-EL ONC HEAD NECK DX DATE*                       element      X
             Finding: ONC Head Neck Date of Diagnosis (HEALTH FACTOR)      X
   7    PXRM VISIT DATE MONTH REQUIRED                         prompt      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// IA
```

At the **Select Action** prompt, type **IA** to install the dialog – **VA-ONCOLOGY HEAD NECK**
Select Action: Next Screen// IA   Install All
Install reminder dialog and all components with no further changes: Y// YES

```
Packed reminder dialog: VA-ONCOLOGY HEAD NECK [NATIONAL DIALOG]
VA-ONCOLOGY HEAD NECK (reminder dialog) installed from exchange file.
 Item   Seq. Dialog Findings                                    Type     Exists
    1     VA-ONCOLOGY HEAD NECK                                 dialog      X

    2    5 VA-GP ONC HEAD NECK TITLE MAIN*                       group      X
            Finding: *NONE*
    3    5.5 VA-GP ONC HEAD NECK INSTRUCTIONS                    group      X
            Finding: *NONE*
    4    5.5.5 VA-EL ONC HEAD NECK INSTRUCTIONS                 element     X
            Finding: *NONE*

    5    10 VA-GP ONC HEAD NECK DIAGNOSIS HEADER                 group      X
            Finding: *NONE*

    6    15 VA-EL ONC HEAD NECK DX DATE*                        element     X
            Finding: ONC Head Neck Date of Diagnosis (HEALTH FACTOR)        X
    7    PXRM VISIT DATE MONTH REQUIRED                         prompt      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// Q
```

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

You will then see the prompts to install the health summary components, you will choose **I to install** all new health summary components, you can choose **O to Overwrite** any components that already exist.

```
        Component                                        Category     Exists
Source:        GRIFFITH,ELIZABETH A at SALT LAKE CITY
Date Packed: 08/22/2017@13:17:24
Package Version: 2.0P35

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-ONCOLOGY HEAD NECK
  VA-ONCOLOGY MDC HEAD NECK
  VA-ONCOLOGY TREATMENT PLAN HEAD NECK
  VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK

REMINDER TERM
  VA-REMINDER UPDATE_2_0_26
Non-exchangeable TIU object(s):
------------------------------------------------------------------------------
+          + 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 Completed

Post-Install Set-up Instructions

1. **The following dialog elements were created LOCAL so local content can be added. Site may choose to disable these dialog elements if desired.**

   a. VAL-GP ONC DASHED LINE SHOW (line shows in dialog and progress note for organization can be disabled, if desired)
   b. VAL-GP ONC PT REC IV CHEMO (can edit to suppress check boxes)
   c. VAL-GP ONC PT REC PO CHEMO (additional content can be added, if desired)
   d. VAL-GP ONC TP EDUCATION (edit to add local oncology clinic info to help reduce typing for providers)
   e. VAL-GP ONC TP TEAM MEMBERS (edit to local oncology provider info to help reduce typing for providers)
   f. VAL-GP ONC TS FUTURE (edit to add local oncology team members and frequency of return visits)
   g. VAL-GP ONC TS GENETIC COUNSELING (can add additional genetic counseling information)
   h. VAL-GP ONC TS IMAGING (edit imaging and follow up tests)
   i. VAL-GP ONC TS LAB TEST (edit to add additional lab tests)
   j. VAL-GP ONC TS RESOURCES (edit to add any hyperlinks/websites)
   k. VAL-GP ONC TS SURVEIL OTHER (edit to add other surveillance type)
   l. VAL-GP ONC TS SURVEILLANCE (edit to add additional cancer surveillance)
   m. VAL-EL ONC VITAL SIGNS HSO (contains weight, height, BP, and pulse, edit to add/remove additional VS objects. If site wants to disable VS element, will also need to disable VAL-GP ONC VITAL SIGNS dialog element).
   n. VAL-GP ONC PHYSICAL EXAM (contains 50 character length, 2 line word processing field, edit if additional/less lines are needed)
   o. VAL-GP ONC REVIEW OF SYSTEMS (contains 50 character length, 2 line word processing field, edit if additional/less lines are needed)
   p. VAL-GP ONC PRESENT ILLNESS (contains 50 character length, 2 line word processing field, edit if additional/less lines are needed)
   q. VAL-GP ONC INTERVAL HX (contains 50 character length, 2 line word processing field, edit if additional/less lines are needed)
   r. VAL-GP ONC ASSESSMENT PLAN (contains 50 character length, 2 line word processing field, edit if additional/less lines are needed)
   s. VAL-GP ONC MDC HEAD NECK CONSULTS (edit to add local consult/quick order)
   t. VAL-GP ONC MDC HEAD NECK MEMBERS (edit to add local providers)

2. **Replace embedded TIU Objects in the following element <u>only </u>if National objects does not exist or work properly.**

  a. Dialog: VA-EL ONCOLOGY PATIENT INFO HSO

Embedded TIU Objects: **b**	Description
|PATIENT NAME|	Displays patient name
|PATIENT DATE OF BIRTH|	Displays patient's date of birth
|PATIENT WEIGHT|	Displays patient's weight
|PATIENT HEIGHT|	Displays patient's height
|BLOOD PRESSURE|	Displays patient's blood pressure
|PULSE|	Displays patient's heart rate

o
b: VAL-EL ONC ACTIVE MED HSO

Embedded TIU Objects:	Description
|ACTIVE MEDICATIONS|	Displays patient's active medications

3. **Enable the dialogs.**
Adding dialog to the TIU Reminder Dialog Parameter (starting from the Reminder Manager Menu).

The following is an example of enabling a dialog so that it can be attached to a Personal or Shared template or note title. You will need to repeat this step for all of the dialogs contained in this update.

Select Reminder Managers Menu <TEST ACCOUNT> Option: <mark>CP</mark> CPRS Reminder Configuration
From the Reminders Manager Menu Option:
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
<mark>TIU   TIU Template Reminder Dialog Parameter</mark>
DL   Default Outside Location
PT   Position Reminder Text at Cursor
NP   New Reminder Parameters

GEC   GEC Status Check Active
WH   WH Print Now Active

Select CPRS Reminder Configuration Option: ==TIU==   TIU Template Reminder Dialog Parameter
Reminder Dialogs allows 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 [NAME OF YOUR DIVISION]
    5 System   SYS [YOURSERVER.YOURSITE.MED.VA.GOV]
    Enter selection: 5   System [YOURSERVER.YOURSITE.MED.VA.GOV]
     Setting Reminder Dialogs allows as Templates for System:
    YOURSERVER.YOURSITE.MED.VA.GOV
    Select Display Sequence: ?   ← ==enter ? to determine last sequence number==

    Display Sequence Value

    ---------------- -----
    1   DAY COMBINED TOBACCO USER
    2   PATIENT EDUCATION ASSESSMENT
    3   IMMUNIZATION CLINIC DIALOG
    4   RD 580 NEU 562 DYSPHAGIA SCREENING TOOL
    ….412   NON VA CARE COORDINATION NOTE (D)   ←*last sequence*
number on my list yours will be different Choose a number not on your list

> Select Display Sequence: 413
> Are you adding 413 as a new Display Sequence? Yes//   YES
> Display Sequence: 413//   413
> Clinical Reminder Dialog: ==VA-ONCOLOGY== HEAD/NECK   reminder dialog   NATIONAL
>   ...OK? Yes//   (Yes)

Repeat for the additional three dialogs: VA-ONCOLOGY MDC HEAD NECK
VA-ONCOLOGY TREATMENT PLAN HEAD NECK
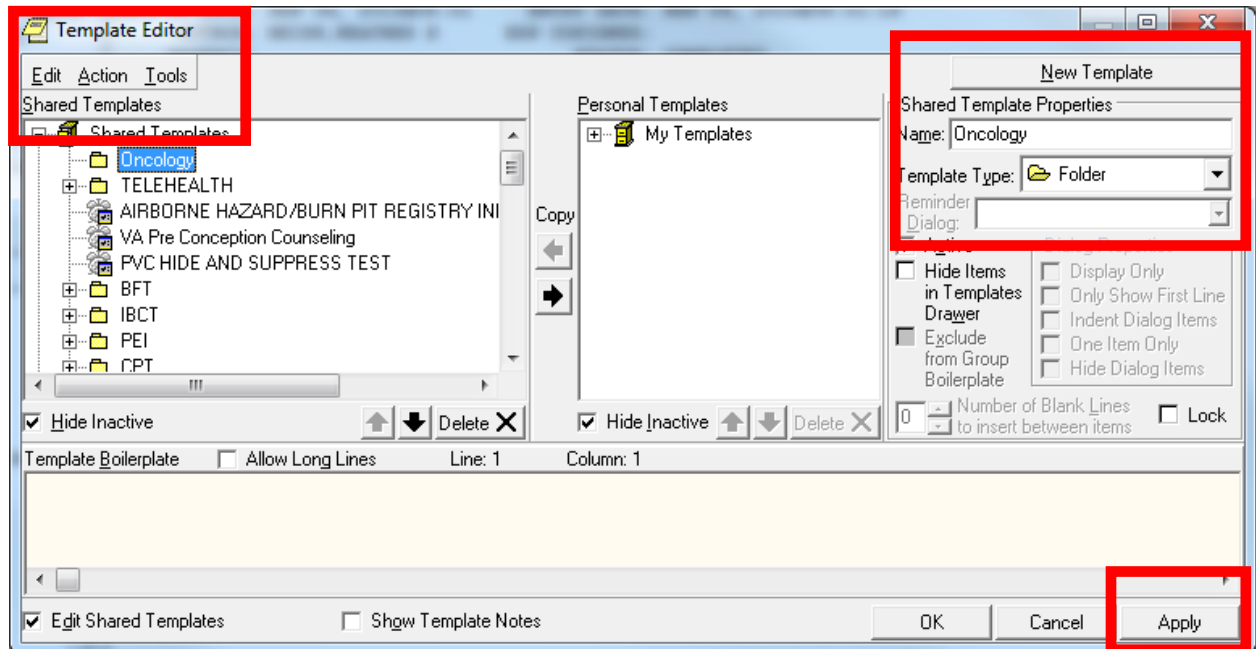VA-ONCOLOGY TREATMENT SUMMARY HEAD NECK

4. The National Oncology reminder dialogs can be used as templates and/or standalone
    notes. It is a local decision. Collaborate with Hematology/Oncology staff to
    determine how the dialogs will be used. The National Oncology Program Office will
    be releasing additional reminder dialogs so it is important to establish an appropriate
    location, such as shared folder with a separate folder for each type of cancer. Please
    follow Local naming convention guidelines in place at your facility.

    Creating a shared folder
    Open template editor

Click + sign Shared Templates
Click on New Template button
Type Oncology
Select folder in Template Type box
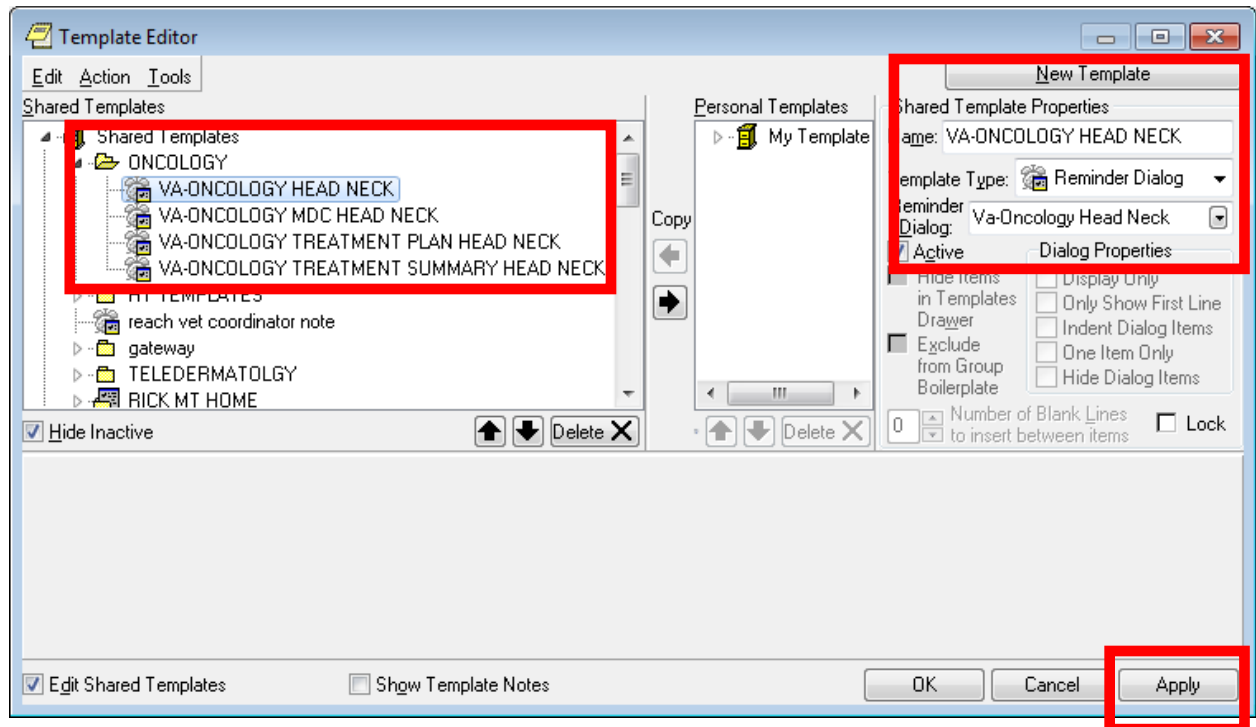Click Apply lower right corner

EX: Creating Shared
Folder

5. **Creating a shared templates**
Open template editor
Click + Shared templates
Locate Oncology folder and click on it
 Click New Template button
Type VA-ONCOLOGY
Select Reminder Dialog in template Type box
Type VA-ONCOLOGY in Reminder Dialog box
Click Apply lower right corner

Repeat for all four templates

EX: Creating Shared Template

6. **Setup of Note titles**

   If your site uses the reminder dialogs as stand-alone notes, you will need to create a new note title for each dialog included in this update.

   All note titles are to be mapped to the following VHA Enterprise Standard Title:
   HEMATOLOGY AND ONCOLOGY NOTE.
   .
   Comprehensive information on Creating Document Definitions can be found beginning on page 47 of the TIU/ASU Implementation Guide

7. **Linking progress note to reminder dialog**

   The following is an example of attaching a dialog to an associated note so that it can be used as a standalone note. You will need to repeat this step for all of the dialogs contained in this update.

   From Template Editor
   Edit Shared Template
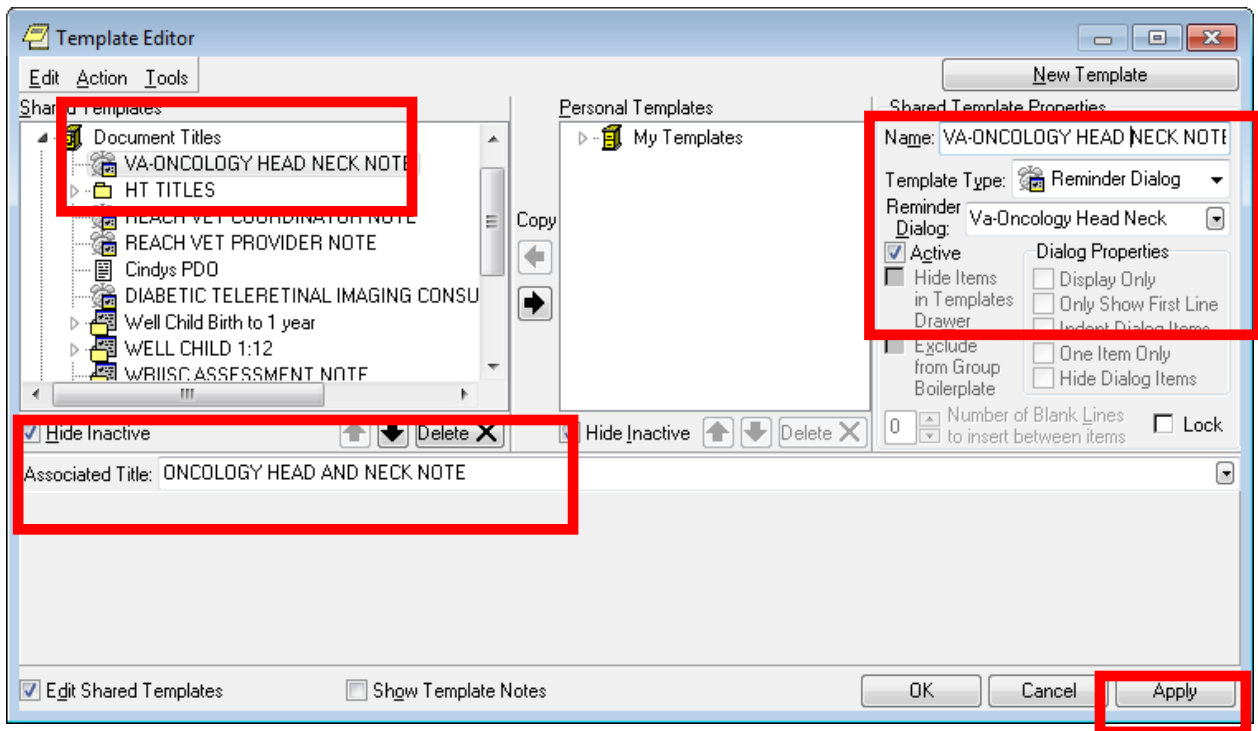   Click + Document Titles
   Click New Template button
   Type VA-Oncology Head Neck (OR YOUR LOCAL NOTE TITLE) in Name box

Click down arrow and Click on Reminder Dialog in Template Type Box
Type VA-ONCOLOGY in Reminder Dialog box
Type VA-Oncology Head Neck in Associated Title Box
Click Apply in lower right corner

Repeat for all four templates.

EX: Linking progress note to dialog

NOTE: If you require further technical assistance, please notify your local IT support to log a national CA Service Desk Manager (SDM) ticket (previously a Remedy™ ticket) or contact the VA Service Desk at 1-888-596-4357 and have them submit a national CA ticket to the Incident Area: NTL.APP.VISTA.CLINICAL REMINDERS 2_0 and someone will contact you.