



**PROSTHETICS**  
**Automated**  
**Patient Care Enhancement (PCE)**

**RELEASE NOTES**

**Patch RMPR\*3.0\*62**

Version 3.0

February 2002

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# Patch RMPR\*3.0\*62 Automated PCE Release Notes

## Overview of Patch

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### New Linking Feature

Patch RMPR\*3.0\*62 was created to standardize the method used by Prosthetics nationally to create and capture Patient Care Encounters (PCE). Changes with this patch have been made to the process when creating a transaction (issuing or purchasing items) for a patient.

You will now link the transaction (item issued or purchased) to the patient's consult in the **Suspense Processing List Manager** screen for electronic consult orders (through CPRS) as well as manually-entered consult orders (into Prosthetics). This screen will automatically display after creating a transaction for either the single item or multiple items.

**NOTE:** Do **NOT** install this patch (or any patch) during the first week of the month as this will affect the Prosthetics Inventory Package (PIP) statistics.

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### Menu and menu options affected...

Patch RMPR\*3.0\*62 affects these menu options:

Enter New Request (EN) Menu [RMPR ENT REQUESTS]:

- 2421 Form (24) [RMPR 2421]
- 2914 Eyeglass Record (29) [RMPR 2914 - EYEGLASS]
- Create a No-Form Daily Record (NF) [RMPR ADD OTHER DAILY REC]
- Pickup and Delivery Charges (PD) [RMPR DELIVERY]
- Purchase Card Form (PC) [RMPR4 PC]

Stock Issues (SI) Menu [RMPR STOCK ISS]:

- Issue From Stock (IS) [RMPR ADD 2319]
- Edit/Delete Issue From Stock (ED) [RMPR EDT 2319]

Other Purchasing Menu Options affected include:

- Record 2237 Purchase to 2319 (RE) [RMPR ENT 2237]
- Edit/Delete 2237 from 10-2319 (ED) [RMPR 2319 EDT]
- Cancel Purchase Card Transaction (CPC) [RMPR4 PCC]

Process Form 2529-3 (PS) [RMPR 2529-3 MAIN]:

- 2529-3 Request Menu (RQ) [RMPR 2529-3 REQUEST MENU]

NPPD Tools (ND) [RMPR NPPD TOOLS]:

- PSAS HCPCS History (PH) [RMPR PSAS HCPCS HISTORY]

**Note:** If the system does not allow you to access an option, contact your Fiscal Service and inform them that you need access to fund control points.

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## Overview of Patch, Continued

### Change Patient (CG) action

The **Suspense Processing List Manager** screen has been changed when it automatically displays after a transaction has been created (i.e., posting, issuing or purchasing an item) vs. when it is accessed through the **Suspense Processing (SP) Menu**. This screen will **not** display the **Change Patient (CG)** action, because this functionality cannot be used when creating a transaction.

### Suspense screen from Suspense Processing (SU) Menu

Suspense Processing		Aug 21, 2001@10:15:45		Page: 1 of 8		
Open/Pending/Closed Suspense for Michigan,Baby (000-45-6789)		Date	Type	Requestor	Description	Init Act Days Status
1	07/26/01	MANUAL	DAYON,RUFI			@18 OPEN
2	05/22/01	ROUTINE	CORKWELL,H	OXYGEN	08/14/01	*60 PENDING
3	05/22/01	ROUTINE	CORKWELL,H	TOOLS		@65 OPEN
4	03/20/01	MANUAL				@110 OPEN
5	03/20/01	MANUAL	DAYON,RUFI			@110 OPEN
6	03/15/01	MANUAL	DAYON,RUFI	GLOVES		@113 OPEN
7	12/04/00	MANUAL	JAMES,OLIV	EYEGLASS	12/04/00	0 CLOSED
8	11/17/00	ROUTINE	JAMES,OLIV	SHOE LIFT	12/26/00	*27 PENDING
9	10/17/00	MANUAL	CORKWELL,H		10/24/00	5 CLOSED
10	10/17/00	MANUAL	CORKWELL,H		02/14/01	*86 CLOSED
11	10/17/00	MANUAL	CORKWELL,H	WHEELCHAIR	03/21/01	*111 CLOSED
+ Enter ?? for more actions						
23	Display 2319		PI Post Initial Action		CD CPRS Display	
VR	View Request		OT Post Other		<b>CG Change Patient</b>	←
IA	View Initial Action		PC Post Complete		CR Cancel Request	
VO	View Other Action		AD Add Manual		FW Forward Consult	
CO	View Complete		ED Edit Manual		PR Print Consult	
Select Item(s): Next Screen//						

### Suspense Processing List Manager Screen after Posting/Issuing an Item

Suspense Processing		Aug 21, 2001@10:13:41		Page: 1 of 8		
Open/Pending/Closed Suspense for Michigan,Baby (000-12-2750P)		Date	Type	Requestor	Description	Init Act Days Status
1	07/26/01	MANUAL	DAYON,RUFI			@18 OPEN
2	05/22/01	ROUTINE	CORKWELL,H	OXYGEN	08/14/01	*60 PENDING
3	05/22/01	ROUTINE	CORKWELL,H	TOOLS		@65 OPEN
4	03/20/01	MANUAL				@110 OPEN
5	03/20/01	MANUAL	DAYON,RUFI			@110 OPEN
6	03/15/01	MANUAL	DAYON,RUFI	GLOVES		@113 OPEN
7	12/04/00	MANUAL	JAMES,OLIV	EYEGLASS	12/04/00	0 CLOSED
8	11/17/00	ROUTINE	JAMES,OLIV	SHOE LIFT	12/26/00	*27 PENDING
9	10/17/00	MANUAL	CORKWELL,H		10/24/00	5 CLOSED
10	10/17/00	MANUAL	CORKWELL,H		02/14/01	*86 CLOSED
11	10/17/00	MANUAL	CORKWELL,H	WHEELCHAIR	03/21/01	*111 CLOSED
+ Enter ?? for more actions						
23	Display 2319		PI Post Initial Action		CD CPRS Display	
VR	View Request		OT Post Other		CR Cancel Request	
IA	View Initial Action		PC Post Complete		FW Forward Consult	
VO	View Other Action		AD Add Manual		PR Print Consult Select	
CO	View Complete		ED Edit Manual			
Item(s): Next Screen//						

→ (Note: Action CG Is Missing)

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## Overview of Patch, Continued

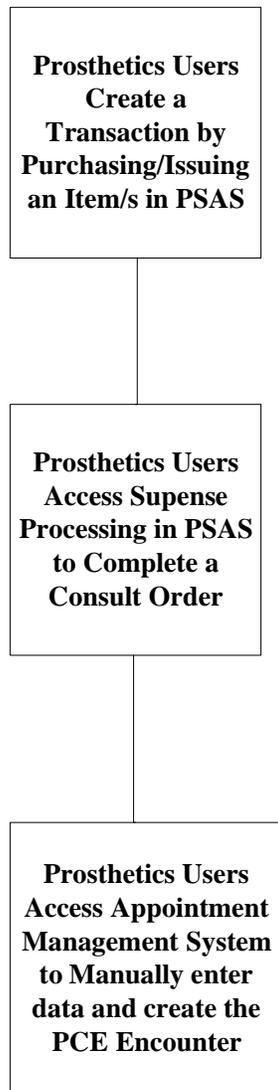
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### Patch Workflow Diagram

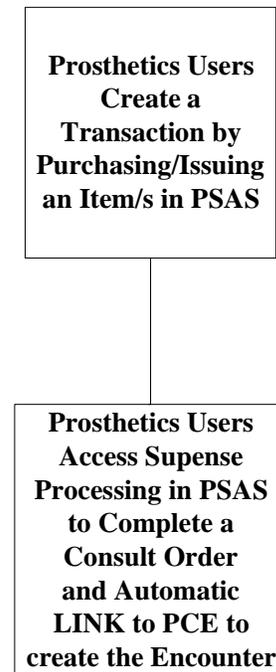
Below is a diagram chart of the workflow process that took place to create a PCE before Patch RMPR\*3.0\*62 existed and how it now takes place after the installation of this patch.

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### Before Patch RMPR\*3\*62



### After Patch RMPR\*3\*62



# Patient Care Encounters (PCE)

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**What is a PCE?** A “*Patient Care Encounter*” (PCE) is a professional contact between a patient and a Provider. The Provider determines the primary reason the patient sought treatment at that encounter.

PCE entries are communicated to Integrated Billing for all non-service connected services (NSC) for veterans with insurance.

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**What is a Provider?** A provider is the entity, which furnishes health care to a consumer. This definition includes an individual or defined group of individuals who provide a defined unit of health care services to one or more individuals at a single session.

**Note:** The Provider in Prosthetics is actually the Purchasing Agent who creates or initiates the purchase order for a requested item in Prosthetics for a patient. The **Provider** is a field in the PCE module and the **Initiator** is the field in Prosthetics that corresponds to the **Provider** in the PCE file.

The **Initiator** field in Prosthetics intuitively acknowledges the person logged in to the system (by their Logon ID) and who is creating the transaction for the Prosthetic item.

---

**Link to Suspense Overview** With Patch RMPR\*3.0\*62, you will now **link** a transaction to the Suspense record (from CPRS) in the patient’s **Suspense Processing List Manager** screen. A result of the linking is a match of the HCPCS Code to the ICD-9 Code which will automatically create the PCE (Patient Care Encounter) for electronic consults.

Linking is required for manual consult suspense entries; however, no PCE is generated. Therefore, the **Appointment Management Menu** no longer appears.

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**More about encounters** A patient may have multiple encounters per visit. Outpatient encounters include scheduled appointments and walk-in unscheduled visits.

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# Set up a Hospital Location Clinic in Prosthetics Site Parameter File (for IRM and Prosthetics)

## ATTENTION to IRM and Prosthetics

**First Step for Prosthetics:** After the installation of Patch RMPR\*3.0\*62, coordinate with your IRM to enter a Prosthetics PCE Hospital Location clinic in the Prosthetics Site Parameters file (#669.9).

**Note to IRM:** If there is no clinic for Prosthetics in the Hospital Location file (#44), which belongs to Scheduling, then enter a clinic with the required fields listed as an additional instruction. (See next topic for more details.)

## VISN Prompt

Enter **^PCE Hospital Location** at the **VISN** prompt (**required entry**). Then you can enter your "active" clinic name. If your site is a multi-division site, see next page for more details.

## Screen sample

```
PU      Purchasing ...
DD      Display/Print ...
UT      Utilities ...
AM      AMIS ...
SU      Suspense ...
CO      Correspondence ...
SC      Scheduled Meetings and Home/Liaison Visits ...
PS      Process Form 2529-3 ...
EL      Eligibility Inquiry
ET      PSC/Entitlement Records ...
HO      Home Oxygen Main Menu ...
INV     Pros Inventory Main ...
ND      NPPD Tools ...
Select Prosthetic Official's Menu Option:  Utilities <Enter>

AP      Add/Edit Patient to Prosthetics
DIS     Enter Prosthetic Disability Code to 2319
REM     Delete Prosthetic Disability Code from 2319
EN      Enter/Edit Prosthetic Item Master
IF      IFCAP Utilities ...
PGE     Purge Obsolete Data ...
RC      Flag Item as Returned/Condemned
RE      Edit Returned/Condemned Item
SP      Enter/Edit Site Parameters ...

Select Utilities Option:  Enter/Edit Site Parameters <Enter>

SS      Enter/Edit Station Site Parameters
RF      Set CPT Modifier Rental Flag

Select Enter/Edit Site Parameters Option:  Enter/Edit Station Site <Enter>
Parameters
Select PROSTHETICS SITE PARAMETER SITE NAME: 578 HINES, IL <Enter> ST. NUM.
578 Hines Development System2
SITE NAME: Hines Development System2 Replace <Enter>
VISN: 7// ^PCE HOSPITAL LOCATION <Enter>      (This is a required entry!!)
PCE HOSPITAL LOCATION: PROSTHETICS <-----Enter a prosthetics clinic
                                         or any clinic belongs to prosthetics.
                                         Every entry in the Site Parameter file
                                         should have a corresponding clinic.

Select PROSTHETICS SITE PARAMETER SITE NAME:
```

Required Entry  
→

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# Set up a Hospital Location Clinic in Prosthetics Site Parameter File (for IRM and Prosthetics), Continued

**Entering Multi-Division Sites** Below are the prompts needed to set up a PCE Hospital Location clinic if sites are multi-divisions. Take into consideration that a Clinic for every Division has already been created by Scheduling.

**Sample Multi-Division Site entry**

Site #1



Site #2



Site #3 (if needed)



```

Select Enter/Edit Site Parameters Option:  Enter/Edit Station Site <Enter>
Parameters
Select PROSTHETICS SITE PARAMETER SITE NAME: 578  HINES, IL <Enter> ST. NUM.
578 Hines Development System2
SITE NAME: Hines Development System2  Replace <Enter>
VISN: 7// ^PCE HOSPITAL LOCATION <Enter>      (This is a required entry!!)

PCE HOSPITAL LOCATION: PROSTHETICS <-----Enter a prosthetics clinic
or any clinic that belongs to prosthetics.
Every entry in the Site Parameter file
should have a corresponding clinic.

Select PROSTHETICS SITE PARAMETER SITE NAME: 671 <Enter> SAN ANTONIO, TX 671
<ENTER ANOTHER SITE HERE>

SITE NAME: SAN ANTONIO VAMC//
VISN: 7// ^PCE HOSPITAL LOCATION
PCE HOSPITAL LOCATION: LAB DIV CLINIC
Select PROSTHETICS SITE PARAMETER SITE NAME: 991  ZZOJ VAMC  IL  VAMC  991
<ENTER ANOTHER SITE HERE>

SITE NAME: ZZOJ VAMC VAMC//
VISN: 7// ^PCE HOSPITAL LOCATION
PCE HOSPITAL LOCATION: PROBLEM TEST//
Select PROSTHETICS SITE PARAMETER SITE NAME:
    
```

# Set up a Clinic in the Hospital Location File

## ATTENTION

After the installation of Patch RMPR\*3.0\*62, enter or edit the Hospital Location file (#44) for Prosthetics entry. If there is no entry for the Prosthetics clinic, select a clinic that belongs to Prosthetics or create a new one.

The following are the required fields and must be entered:

- Name = Clinic
- Non-Count Clinic? (Y or N) = No
- Division = XXX (Note: Enter your Division)
- Stop Code Number = Prosthetics/Orthotics
- Credit Stop Code = Prosthetics/Orthotics

**Note:** If you use an existing entry in the Hospital Location file (#44), make sure it has not been deactivated.

## Screen sample

```
Select OPTION NAME: SET UP A CLINIC   SDBUILD   Set up a Clinic
Set up a Clinic

Select CLINIC NAME: PROSTHETICS       OBRIEN,FRANCES U
NAME: PROSTHETICS//
ABBREVIATION: PROS//
CLINIC MEETS AT THIS FACILITY?: YES//
SERVICE: NONE//
NON-COUNT CLINIC? (Y OR N): NO//
DIVISION: CIOFO HINES DEV//
STOP CODE NUMBER: PROSTHETICS/ORTHOTICS//
DEFAULT APPOINTMENT TYPE: REGULAR//
TELEPHONE:
REQUIRE X-RAY FILMS?:
REQUIRE ACTION PROFILES?: YES//
NO SHOW LETTER:
PRE-APPOINTMENT LETTER:
CLINIC CANCELLATION LETTER:
APPT. CANCELLATION LETTER:
ASK FOR CHECK IN/OUT TIME:
Select PROVIDER: OBRIEN,FRANCES U//
  PROVIDER: OBRIEN,FRANCES U//
  DEFAULT PROVIDER: YES//
Select PROVIDER:
DEFAULT TO PC PRACTITIONER?:
Select DIAGNOSIS:
WORKLOAD VALIDATION AT CHK OUT:
ALLOWABLE CONSECUTIVE NO-SHOWS: 3//
MAX # DAYS FOR FUTURE BOOKING: 33//
START TIME FOR AUTO REBOOK:
MAX # DAYS FOR AUTO-REBOOK: 3//
SCHEDULE ON HOLIDAYS?:
CREDIT STOP CODE: PROSTHETICS/ORTHOTICS//
PROHIBIT ACCESS TO CLINIC?:
PHYSICAL LOCATION:
PRINCIPAL CLINIC:
OVERBOOKS/DAY MAXIMUM: 4//
Select SPECIAL INSTRUCTIONS:
LENGTH OF APP'T: 15//
VARIABLE APP'NTMENT LENGTH:

AVAILABILITY DATE:
```

# All About Error Messages

## PCE Mail Messages With No Errors

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### New PCE Background Function

A daily PCE Mail Message will be sent to a specified mail group, the Prosthetics users in the RMPR PCE Mail Group. This message will be automatically created when Patch RMPR\*3.0\*62 is installed. The Prosthetics Service Supervisor needs to determine who should be in this group. Contact your IRM with the name of the user(s) that has been designated to be in that group.

**FOR IRM:** PROSTHETICS PCE BACKGROUND TASK [RMPR PCE BACKGROUND TASK] - This is a nightly job that processes the patient encounter to the PCE module. This option should be tasked to run at night when Prosthetics' users are off or Prosthetics' activities are minimal.

---

### No Errors...

If there are no errors, the message will display as shown below.

---

### PCE Mail Message with No Errors

```
Subj: PROSTHETICS PCE BACKGROUND MESSAGE [#65424] 27 Aug 01 08:31
10 lines
From: POSTMASTER In 'IN' basket. Page 1 *New*
-----
Run Date: AUG 27, 2001
This is a notification from the Prosthetics Department.....

***** NO ERROR TO REPORT !!!!!

Thank You!!!
```

---

### Error Messages

If you do have errors, you will receive a mail message with the errors listed. PCE Mail messages with errors are described in the next few pages.

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# PCE Mail Messages With Errors

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## Who receives an Error Message?

A monitoring tool for Prosthetics is the PCE Mail Message With Errors. You will receive this mail message if there are Prosthetics errors in the PCE package and if you are in the RMPR PCE Mail Group. **Contact your PCE Coordinator at your site to resolve these errors.**

**Note:** If you don't have a PCE Coordinator, **contact your IRM.**

---

## When does an error happen?

Since this Patch RMPR\*3.0\*62 is interfacing with two system modules – Prosthetics with the Patient Care Encounter (PCE) module, errors can occur in the PCE module and not create the PCE entry. These errors occur when the Prosthetics nightly job runs to create the final PCE entry. This alerts Prosthetics that a certain transaction did not process completely in the PCE module. There are several reasons why a PCE returns an error when Prosthetics initiates an encounter.

---

## Error Review Process

There are two instances where errors can occur. First an error can occur in Prosthetics. If one or more required fields in Prosthetics are not entered when a transaction is linked to a PCE, it will cause an error. You will then receive the PCE Error Message in the RMPR PCE Mail Group. If this happens, it is rejected as a local Prosthetics error (because the PCE has not been created and the PCE data has not been transmitted to Austin yet).

Secondly, a PCE error can occur after it has been sent from Prosthetics to be transmitted as a PCE in Austin.

---

## How is an error fixed?

The PCE Coordinator has a menu option to check if the PCE data is being processed correctly or if there is a specific problem. PCE data is processed in Austin, and the PCE Coordinator can investigate the problem. This menu option is not accessible to Prosthetics users as it is in the Ambulatory Care package.

Also, the PCE Coordinator has the ability to correct an individual, patient-specific error and mark it for retransmission to Austin. They will also mark errors for retransmission after Prosthetics fixes them.

The transmission of PCE data to Austin is controlled by the Ambulatory Care package and not by Prosthetics. If encounters are not being processed in Austin, the PCE Coordinator can investigate this instance as well.

---

## For PAs

A Purchasing Agent (PA) must have a “**Provider Class**” in the **New Person File**. If a PA is not designated in this file, then they cannot create an encounter, and they may need to manually enter a PCE. A manually entered PCE can be generated and corrected, if there are errors, up to 90 days prior to the current date.

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## PCE Mail Messages With Errors, Continued

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### PCE Coordinator

Your PCE Coordinator will get the PCE Error Mail Message shown below and will notify Prosthetics if they need help in correcting errors. Otherwise, the PCE Coordinator will process the errors.

---

### PCE Mail Message with Errors

#### Error Message description



```
Subj: PROSTHETICS PCE BACKGROUND MESSAGE [#67719] 07 Jan 02 12:51
13 lines
From: POSTMASTER In 'IN' basket. Page 1
-----
Run Date: JAN 07, 2002
This is a notification from the Prosthetics Department.....

File #660 IEN=1158 - Error in PCE interface!!!
File #660 IEN=1160 - Error in PCE interface!!!
      ??? The Provider does not have an ACTIVE person class!

*** Please contact your PCE Coordinator or IRM ***

Thank You!!!

PROSTHETICS DEPARTMENT

Enter message action (in IN basket): Ignore//
```

#### Error message description explanation

Note the message above that is preceded with four (4) question marks and states “**????The Provider does not have an ACTIVE person class!**” This message is a description of the PCE error (shown above the description) that states “**File #660 IEN =1160 - Error in PCE interface!!!**”

**Contact your PCE Coordinator or IRM for assistance to resolve this.**

**Note to the PCE Coordinator or IRM:** This sample instance of an error means that the Initiator of the Prosthetics transaction (or Provider) does not have the required information in the “*Person class*” field within the **Person File** (which is a common shared file among different packages).

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## PCE Mail Messages With Errors, Continued

**Set Up a Clinic Error** There are some errors that may only occur once and can be resolved in a one-time procedure. The Set Up a Clinic in the **Hospital Location File** can produce an error. It will display daily in the RMPR PCE Mail Group for each PCE transaction that is created until it is resolved. Once it is fixed, it will not occur again. **Contact your IRM** to correct any Clinic Set-up errors with encounters that did not get processed.

**For IRM:** The *Division* field (in File 44, the **Hospital Location File**) did not correspond with the *PCE Hospital Location Clinic* field in the **Prosthetics Site Parameter File** (File #669.9). This problem resulted in PCE errors. The problem can be resolved by listing the appropriate DIVISION for the clinic in File #669.9.

**Note:** See the section: “Set up a Clinic in the Hospital Location File” for details.

**Prosthetics Error Messages** Below are possible fields where errors can occur within Prosthetics and the error message that will be delivered through the RMPR PCE Mail Group. This table also lists whom to contact to correct the error.

If...	...Then an Error Message displays the following:	Who Can Fix This Error?
If a HCPCS is missing from the 2319 record...	“You are missing a pointer to the Procedure CPT File #81 that represents the procedure name.”	Prosthetics users can fix this error through the <b>Edit 2319 (ED2)</b> Menu option (from the <b>Purchasing Menu</b> ).
If the Initiator (Prosthetic User) information is missing from the “New Person File”...	“You are missing a pointer to the New Person file #200 that represents the provider’s name.”	Contact IRM or PCE Coordinator to fix this file.
If there is an Initiator entered, but the Effective Date is a future date in the “New Person File” (which is not a Prosthetics file)....	“The <sup>1</sup> Provider does not have an active Person Class.””	Contact your IRM or PCE Coordinator to fix through File 200 (New Person File) from the <b>User Management Menu</b> under the <b>Person Class Edit</b> Menu option.
And if there is an Initiator but no Person Class Code File...	“The <sup>2</sup> Provider does not have an active Person Class.””	Contact your IRM to fix through File 200 (New Person File) from the <b>User Management Menu</b> under the <b>Person Class Edit</b> Menu option.

<sup>1</sup> The **Provider** in this case is NOT the clinician. This person is the Prosthetics employee who initiates the transaction and is known by their Logon ID.

<sup>2</sup> Same as above.

## Possible Error Produced during PCE Interface

---

### ED2, Stock Issue and Edit 1358 Error Message

Errors can occur during the interface with the Patient Care Encounter (PCE) module.

When using the **Edit 2319 (ED2) Menu** option (from the **Purchasing Menu**) as well as editing a Stock Issue or 1358, you may receive an error message like the one shown below:

```
???? You are missing a pointer to the PROCEDURE CPT FILE#81!
```

---

### Edit 2319 Screen sample

```
Select PATIENT: `1160 11-21-2001 TEST ITEM $1000.00
...OK? Yes// (Yes)

TYPE OF TRANSACTION: INITIAL//<Enter> INITIAL ISSUE
PATIENT CATEGORY: NSC/OP// <Enter> NSC/OP
SPECIAL CATEGORY: // <Enter>
SOURCE: COMMERCIAL// <Enter>
ITEM: TEST ITEM// <Enter>
PSAS HCPCS: B9000// A9010 <Enter> (Notice that a change has been made.)
OLD CPT MODIFIER: NU <Enter>
Would you like to edit the CPT Modifier ? N// <Enter> NO
VENDOR: ABBOTT LABORATORIES// <Enter>
QTY: 1// <Enter>
TOTAL COST: 1000// <Enter>
SERIAL NBR: <Enter>
LOT NUMBER: <Enter>
REMARKS: <Enter>
EXTENDED DESCRIPTION: <Enter>
ENTERAL NUTRTION INFUSION PUMP - WITHOUT ALARM

Edit? NO// <Enter>

File #660=IEN1175 - Error in PCE interface!!!
???? You are missing a pointer to the PROCEDURE CPT FILE#81!

Would You like to Edit another Entry (Y/N) ?
```

### How to fix this error?

See previous page of possible Prosthetics Error Messages to determine how to fix the error.

If there is something wrong with the HCPCS Code you have selected, it needs to be reviewed and corrected. Prosthetics users can fix this error through the **Edit 2319 (ED2) Menu** option.

If it is another error message, then contact your PCE Coordinator or your IRM.

---

# Suspense Processing (SP) Menu

## Overview

---

### Patch description

Patch RMPR\*3.0\*62 enhances the purchase order process from the **Purchasing (PU) Menu** to link the transaction to the Suspense record(s). You can access the Prosthetic purchase orders through the **Enter New Request (EN) Menu** (under the **Purchasing (PU) Menu**). The **Suspense Processing List Manager** screen now automatically displays after posting a transaction.

**Note:** There are other Prosthetic menus and options that automatically display the **Suspense Processing List Manager** screen (listed on the first page of this document).

---

### New Menu option

In addition to the new reports with Patch RMPR\*3.0\*62, there is a new **Suspense Menu** option entitled: **Link Patient Record to Suspense (LS)**, but the main changes with this patch have been done to the **Suspense Processing List Manager** screen.

---

### Linking Feature

With Patch RMPR\*3.0\*62, you will now **LINK** a transaction to the Suspense record (from CPRS) in the patient's **Suspense Processing List Manager** screen.

- A result of the linking is a match of the HCPCS Code to the ICD-9 Code which will automatically create the PCE (Patient Care Encounter) for electronic consults.
  - Linking is required for manual suspense entries; however, no PCE is generated. Therefore, the **Appointment Management Menu** no longer appears.
- 

### New Suspense Menu option



SP	Suspense Processing
ES	Edit Suspense Station
IS	Inquire to Individual Suspense Record
PC	Print Closed Suspense Records
PO	Print Detailed Open/Pending Suspense Records
PR	Print 5 Day Old Suspense Report
PS	Print Summary Open/Pending Suspense Records
ST	Print Suspense Statistics
RL	Print Patient Records Linked To Suspense
RN	Print Patient Records Not Linked To Suspense
PD	Print Patient PCE Data
<b>LS</b>	<b>Link Patient Record to Suspense</b>

Select Suspense Option:

---

# Suspense Items Linked

## Accessing the Suspense Processing Screen

After you post a transaction, the **Suspense Processing List Manager** screen automatically displays. You can then **Post Initial Action (PI)**, **Post Other Note (OT)**, or **Post Complete (PC)** to link to a transaction.

You can also perform any action on a patient that you need to as if you had accessed this screen from the **Suspense Processing (SP) Menu** EXCEPT the following action: **Change Patient (CG)**.

## Steps

To link suspense items, follow these steps:

Step	Action
1	From the <b>Suspense Processing List Screen</b> , select the action: <b>Post Initial (PI)</b> , <b>Post Other (OT)</b> , or <b>Post Complete (PC)</b> on the Suspense record for the patient you want to link with the transaction.
2	Select the number of the Suspense record that you want to post the note.
3	The List of 2319 Record(s) display which includes the date, the item description, and the vendor in the 2319.
4	At the <b>Enter 2319 Record to be LINKED</b> prompt, select the number of the transaction you issued or posted.
5	You then have the option to edit the note that you just created or quit.

## NEW Screen and Prompts!!!

Date	Type	Requestor	Description	Init Act	Days	Status
1	08/29/01	MANUAL	DAYON,RUFI	MANUAL SUSPENSE ENTERE		@24 OPEN
2	02/21/01	MANUAL	DAYON,RUFI		08/29/01	*135 CLOSED
3	08/16/00	MANUAL	PETERSON,A	DESCRIPTION OF APPLIAN		@294 OPEN
4	08/15/00	MANUAL	PETERSON,A	EDIT DESCRIPTION.		@295 OPEN
5	07/05/00	ROUTINE	DAYON,RUFI	DESCRIPTION OF APPLIAN	04/26/01	*211 CLOSED
6	05/24/00	MANUAL	PETERSON,A	EDITING THE DESCRIPTIO	08/02/00	*50 CLOSED
7	05/11/00	MANUAL	PETERSON,A	Editing free-text fiel	05/11/00	0 CLOSED
8	05/05/00	MANUAL	PETERSON,A	Adding a manual suspen		@367 OPEN
9	03/27/00	ROUTINE			08/03/00	*93 CLOSED
10	03/22/00	MANUAL	PETERSON,A	ADDING A PATIENT SUSPE		@399 OPEN
11	03/22/00	MANUAL	PETERSON,A	ADDING AND POSTING cLO	03/22/00	0 CLOSED
12	03/20/00	MANUAL	ADAMS,TONY	THE PHYSICIAN, DR. TON	03/20/00	0 CLOSED
+ Enter ?? for more actions						
23	Display 2319		PI Post Initial Action	CD CPRS Display		
VR	View Request		OT Post Other	CR Cancel Request		
IA	View Initial Action		PC Post Complete	FW Forward Consult		
VO	View Other Action		AD Add Manual	PR Print Consult Select		
CO	View Complete		ED Edit Manual			
Select Item(s): Quit// <b>PI</b> <Enter> Post Initial Action						
Enter a list or range of numbers (1-14): 1 <Enter>						
<b>List of 2319 Records:</b>						
1. 10/02/01 OXYGEN CONCENTR ABBOTT LABORATO						
<b>Enter 2319 Record to be LINKED : (1-1): 1 &lt;Enter&gt;</b>						
INITIAL ACTION NOTE:						
No existing text						
Edit? NO//						

## Link a Range of 2319 Records

**Link a Range of Items** You can link a range of 2319 transactions by entering a dash between two numbers if there are multiple 2319 records listed. You can only select one Suspense record at a time, but you can link multiple transactions to that specific Suspense record.

### Suspense Processing screen

Suspense Processing		Oct 05, 2001@12:39:18		Page: 1 of 8	
Open/Pending/Closed Suspense for Michigan,Baby (000-45-6789)					
Date	Type	Requestor	Description	Init Act	Days Status
1	08/29/01	MANUAL	DAYON,RUFI PCE	08/29/01	0 CLOSED
2	08/29/01	MANUAL	DAYON,RUFI TESTING PCE	09/19/01	*15 PENDING
3	08/29/01	MANUAL	CALLAHAN,D TEST LINK	08/29/01	0 PENDING
4	08/28/01	MANUAL	ADDING A MANUAL SUSPEN	09/10/01	*9 CLOSED
5	07/26/01	MANUAL	DAYON,RUFI	08/23/01	*20 CLOSED
6	06/08/01		DESCRIPTION OF APPLIAN	08/22/01	*53 CLOSED
7	05/22/01	ROUTINE	CORKWELL,H SECOND TEST ROES	08/14/01	*60 CLOSED
8	05/22/01	ROUTINE	CORKWELL,H ROES ON TOOLS OK, NO C	08/23/01	*67 CLOSED
9	03/20/01	MANUAL		@143	OPEN
10	03/20/01	MANUAL	DAYON,RUF	@143	OPEN
11	03/15/01	MANUAL	DAYON,RUF TEST C	@146	OPEN
12	12/04/00	MANUAL	JAMES,OLI DFSDFS	12/04/00	0 CLOSED
13	11/17/00	ROUTINE	JAMES,OLI TEST ASTERIKS	12/26/00	*27 PENDING
+ Enter ?? for more actions					
23 Display 2319		PI Post	Initial Action	CD CPRS	Display
VR	View Request	OT Post	Other	CR	Cancel Request
IA	View Initial Action	PC Post	Complete	FW	Forward Consult
VO	View Other Action	AD	Add Manual	PR	Print Consult Select
CO	View Complete	ED	Edit Manual		
Select Item(s): Next Screen// OT Post Other					
Enter a list or range of numbers (1-14): 1 <Enter>					
List of 2319 Records:					
1.	10/05/01	WHEELCHAIR - EL	ABBOTT LABORATO		
2.	10/05/01	EYEGASSES	ABBOTT LABORATO		
3.	10/05/01	OXYGEN CONCENTR	ABBOTT LABORATO		
Enter 2319 Record to be LINKED : (1-3): 1-2 <Enter>					
ACTION NOTE:					
No existing text					
Edit? NO//					

Multiple 2319 records linked

### Sample Scenario Example

If two or more transactions are shown for one consult, but they were created from different menus (i.e., **Stock Issue Menu** and **Purchase Card Menu**), when linking the first transaction (**Stock Issue Menu**), you would perform one of these actions:

**1) Post Initial (PI) or Post Other (OT) for a note on that consult. In the second transaction linking, you would then Post a Complete (PC) note to the same consult.**

- Or -

**2) Remember that you can always Post Other (OT) after a consult has been closed. An example is the case of two transactions from one consult resulting from different menus. You can Post Complete Note (PC) for the first transaction (Stock Issue) and then Post Other (OT) for the second transaction (Purchase Card) in order to complete the "Linking" process.**

# Adding New Line Items/Shipping Charges During Reconcile/Close Out

---

## Introduction to Automatic Linking

You can add a new line item or a shipping charge to an already created Purchase Order (PO) during the reconciling/close out process. There are two possible linking scenarios including:

1. Multiple Consults - where you will select the proper link for the new line item or a shipping charge.
  2. Single Consult - Automatic Linking – where you are adding a line item or a shipping charge to a PO that has only one consult associated with it. Therefore the linking association is done **automatically** for you.
- 

## Scenario 1 – Multiple Consults

When creating a PO – a 1358 or Visa, it may be associated with two or more Suspense (consults) records. One consult could be a CPRS consult and the other one is a Manual consult. But when you reconcile/close out the transaction, you need to add a new line item or a shipping charge as you did not include this in the original transaction.

Because you are adding to the PO, and it has two Suspense records associated with it, you will be prompted to identify which record – the CPRS or the Manual consult to link the new line item or the shipping charge to the correct transaction.

**Note:** Since the PO has some items associated with one consult, and some items associated with another, you will have to determine the proper link.

---

## Scenario 2 – Automatic Linking

A PO is created and linked to one Suspense record. It is not split into multiple records, and NO estimated shipping charge was included. At the reconcile/close out of this transaction, you need to add the shipping charge.

Because all the items were on the same consult (same Suspense record), all additional items and/or shipping charges will be **automatically linked** at the close out without the user having to select the link. Because the linking is done automatically, there will be no additional prompt for you.

---

# No Suspense Item is Selected/No Linking

**No action on Suspense**

When no action is performed on a Suspense record, there is no linking done. When you exit the **Suspense Processing List Manager** screen, a new message displays as shown below.

**Suspense Processing List Manager screen**

```

Suspense Processing                Aug 21, 2001@12:15:44                Page: 1 of 8
Open/Pending/Closed Suspense for Michigan,Baby (000-45-6789)
  Date      Type      Requestor      Description      Init Act Days Status
1  07/26/01  MANUAL      DAYON,RUFI      @18             PENDING
2  05/22/01  ROUTINE     CORKWELL,H      OXYGEN          08/14/01 *60  PENDING
3  05/22/01  ROUTINE     CORKWELL,H      TOOLS           @65             OPEN
4  03/20/01  MANUAL      @110            OPEN
5  03/20/01  MANUAL      DAYON,RUFI      @110            OPEN
6  03/15/01  MANUAL      DAYON,RUFI      GLOVES          @113            OPEN
7  12/04/00  MANUAL      JAMES,OLIV     EYEGLASS        12/04/00  0    CLOSED
8  11/17/00  ROUTINE     JAMES,OLIV     SHOE LIFT       12/26/00 *27  PENDING
9  10/17/00  MANUAL      CORKWELL,H      @110            OPEN
10 10/17/00  MANUAL      CORKWELL,H      @110            OPEN
11 10/17/00  MANUAL      CORKWELL,H      WHEELCHAIR      03/21/01 *111 CLOSED
+      Enter ?? for more actions
-----
23 Display 2319                PI Post Initial Action      CD CPRS Display
VR View Request                OT Post Other                CR Cancel Request
IA View Initial Action         PC Post Complete             FW Forward Consult
VO View Other Action           AD Add Manual                 PR Print Consult Select
CO View Complete                ED Edit Manual

Select Item(s): Quit// <Enter>  QUIT

*****
** Patient record(s) is/are still exist..... **
** You must select an entry from the list to complete **
** all transactions, otherwise some transactions will **
** not be linked to SUSPENSE!!! **
*****

Would you like to LINK Suspense or EXIT without linking?: (L/E): L// ??
<Enter>

Answer `L` to Link to suspense, `E` to Exit transaction without link to
suspense.
Select one of the following:

          L          LINK Suspense to Patient Record
          E          EXIT and NO Link to Suspense

Would you like to LINK Suspense or EXIT without linking?: (L/E): L// <Enter>
LINK Suspense
    
```

**New Message**



**New Prompt**



**New Link prompt**

You can then return to the **Suspense Processing List Manager** screen by selecting “L” for **Link Suspense to Patient Record** or select “E” to **Exit** with no link to Suspense.

**Note:** To eliminate the new message (as shown above), you need to link the transactions!

# Link Patient Records to Suspense (LS) Option

## Function description

The **Link Patient Records to Suspense (LS)** option is used for linking patient records to Suspense records. This option can be used as a **BACKUP** to perform linking if it is not done directly after posting a transaction.

In order to link a patient record to a Suspense record, you must access the Suspense record and add a note using either of these actions: **Post Initial (PI)**, **Post Other (OT)**, or **Post Complete (PC)**.

## Screen sample

```
SP      Suspense Processing
ES      Edit Suspense Station
IS      Inquire to Individual Suspense Record
PC      Print Closed Suspense Records
PO      Print Detailed Open/Pending Suspense Records
PR      Print 5 Day Old Suspense Report
PS      Print Summary Open/Pending Suspense Records
ST      Print Suspense Statistics
RL      Print Patient Records Linked To Suspense
RN      Print Patient Records Not Linked To Suspense
PD      Print Patient PCE Data
LS      Link Patient Record to Suspense

Select Suspense Option: LS <Enter> Link Patient Record to Suspense
SITE: Hines Development System// <Enter> 499

Select PATIENT: MICHIGAN,BABY <Enter> MICHIGAN,BABY 12-27-50
000456789 YES SC VETERAN

Enrollment Priority: GROUP 2 Category: IN PROCESS End Date:
SUPPORT ISC
  1 MICHIGAN,BABY 12-13-1999 EYEGLASSES $ 10.00
  2 MICHIGAN,BABY 12-13-1999 PORK-GROUND/FRZN $ 1.00
  3 MICHIGAN,BABY 12-13-1999 WHEELCHAIR-ADULT/HEMI/B $ 0.00
  4 MICHIGAN,BABY 12-13-1999 WHEELCHAIR-ADULT/HEMI/B $ 0.00
  5 MICHIGAN,BABY 12-13-1999 WHEELCHAIR-ADULT/HEMI/B $ 0.00

Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-5: 3 <Enter> 12-13-1999 WHEELCHAIR-ADULT/HEMI/B $ 0.00
```

## Suspense Processing List

After you select an item from the 2319 list, then you will be routed to the **Suspense Processing List Manager** screen where you can link the record to the transaction from this list.

# Suspense Reports

## Overview

---

### New Reports

With Patch RMPR\*3.0\*62, there are three new reports available from the **Suspense Processing (SP) Menu** as follows:

- Print Patient Records Linked to Suspense (RL)
- Print Patient Records Not Linked to Suspense (RN)
- Print Patient PCE Data (PD)

The **PSAS HCPCS History (PH)** report from the **NPPD Tools Menu (ND)** has also been updated.

---

### Suspense Menu options

SP	Suspense Processing
ES	Edit Suspense Station
IS	Inquire to Individual Suspense Record
PC	Print Closed Suspense Records
PO	Print Detailed Open/Pending Suspense Records
PR	Print 5 Day Old Suspense Report
PS	Print Summary Open/Pending Suspense Records
ST	Print Suspense Statistics
RL	Print Patient Records Linked To Suspense
RN	Print Patient Records Not Linked To Suspense
PD	Print Patient PCE Data
LS	Link Patient Record to Suspense

Select Suspense Option:

---

### Print Patient Records Linked to Suspense (RL)

The **Print Patient Records Linked to Suspense (RL)** report displays or prints patient record(s) from a given date range that have been linked to any Suspense records.

---

### Patient Records Not Linked to Suspense (RN)

The **Patient Records Not Linked to Suspense (RN)** report displays or prints patient record(s) in a given date range that have not been linked to any Suspense records.

---

### Print Patient PCE Data (PD)

The report **Print Patient PCE Data (PD)** option prints all patients in a given date range with a PCE linked to it. You can only review data for the previous day that has been through batch processing.

---

### PSAS HCPCS History (PH)

The **PSAS HCPCS History (PH)** option, from the **NPPD Tools Menu (ND)** has a modification that includes an ICD9 Code and a description in the printout now.

---

# New Report: Print Patient Records Linked to Suspense (RL)

**Report description**

With Patch RMPR\*3.0\*62, the **Print Patient Records Linked to Suspense (RL)** is a new report that displays or prints patient record(s) from a given date range that have been linked to any Suspense records.

**Output sample**

```

SITE: Hines Development System// <Enter> 499
Starting Date: T-300 <Enter> (FEB 20, 2001)
Ending Date: T <Enter> (DEC 17, 2001)
DEVICE: HOME// <Enter> TELNET Right Margin: 80// <Enter>

Processing report.....
*** PROSTHETICS PATIENT RECORDS LINKED TO SUSPENSE *** PAGE: 11
Start Date: FEB 20, 2001 End Date: DEC 17, 2001 station: MILWAUKEE, WI
-----
DATE PATIENT ITEM TYPE OF CPRS INITIATOR
-----
12/11/01 TEXAS,JE SPONGE-BATH ROUTINE XOYT,MARGA GRUEGER
12/11/01 TEXAS,JE SHOEHORN-24IN-STAI ROUTINE XOYT,MARGA GRUEGER
12/11/01 TEXAS,JE STICK-DRESSING ROUTINE XOYT,MARGA GRUEGER
12/11/01 TEXAS,JE SOCK AID-EASY PULL ROUTINE XOYT,MARGA GRUEGER
12/11/01 TEXAS WHEELCHAIR PARTS MANUAL XEMKE,JAME GRUEGER
12/11/01 VERMONT WHEELCHAIR PARTS MANUAL XEMKE,JAME KRUEGER
12/11/01 MAINE CANE-WALKIN-EAG-WO ROUTINE XARTELT,SA PHERSON,
12/11/01 VIRGINIA AID-SOCK ROUTINE XOYT,MARGA PHERSON,
12/11/01 VIRGINIA SHOEHORN-24IN-STAI ROUTINE XOYT,MARGA PHERSON,
12/11/01 VIRGINIA SPONGE-BATH ROUTINE XOYT,MARGA PHERSON,
12/11/01 VIRGINIA REACHER-32-PLASTIC ROUTINE XOYT,MARGA PHERSON,
12/11/01 VIRGINIA STICK-DRESSING ROUTINE XOYT,MARGA PHERSON,
-----
Totals: Routine Prosthetics = 57 Eyeglass = 4 Contact Lens = 0
Oxygen = 1 Manual = 3
    
```

# New Report: Patient Records Not Linked to Suspense (RN)

## Report description

The **Patient Records Not Linked to Suspense (RN)** report displays or prints patient record(s) in a given date range that have not been linked to any Suspense records.

The following information will NOT be included on this report:

1. All Home Oxygen patients and patient data (from Screen 8 of the 2319).
2. Shipping data (from the 2319).
3. Historical Data (from the integration of sites)

## Cost Column

The **Cost** column displays the dollar cost of the item that is shown.

## Output sample

```
SITE: Hines Development System// <Enter> 499
Starting Date: T-300 <Enter> (FEB 20, 2001)
Ending Date: T <Enter> (DEC 17, 2001)
DEVICE: HOME// <Enter> TELNET Right Margin: 80// <Enter>

Processing report.....
PROTHETICS PATIENT RECORDS NOT LINKED TO SUSPENSE Run Date:12/17/01 PAGE: 4
Start Date: FEB 20, 2001 End Date: DEC 17, 2001 station: SUPPORT ISC
-----
DATE          PATIENT          ITEM              COST      VISTA #    INITIATOR
-----
09/19/01     MICHIGAN,BABY   WHEELCHAIR - ELECT  10.00     1108      DAYON,RUFI
09/20/01     TEXAS,DAN       SHOE COMPONENTS     0.00     1115      DAYON,RUFI
09/25/01     MICHIGAN,BABY   EYEGLASSES         1.00     1120      CORKWELL,H
09/27/01     TEXAS,DAN       EYEGLASSES         1.00     1129      DAYON,RUFI
10/11/01     MICHIGAN,BABY   WHEELCHAIR - ELECT  10.00     1143      DAYON,RUFI
10/16/01     MICHIGAN,BABY   WHEELCHAIR - MANUA  14.00     1148      DAYON,RUFI
10/18/01     MICHIGAN,BABY   SHOE COMPONENTS    22.00     1149      PETERSON,A
11/15/01     MICHIGAN,BABY   SHOE COMPONENTS    24.75     1156      PETERSON,A
11/20/01     TEXAS,DAN       SHOE COMPONENTS     2.00     1159      PETERSON,A
11/27/01     TEXAS,DAN       SHOE COMPONENTS    20.00     1161      PETERSON,A
12/04/01     TEXAS,DAN       WHEELCHAIR - MANUA  14.00     1162      DAYON,RUFI
-----
<End of Report>
```

## To eliminate items from this report...

You can eliminate item(s) from displaying on this report! You must create a manual Suspense entry if there is no Suspense entry already created. Then you can link this entry to the transaction to eliminate the item(s) on this report.

Also you may have the Suspense entry already created, but you have not linked it to the transaction yet. This will also continue to display item(s) on this report.

# New Report: Print Patient PCE Data (PD)

## Report description

With the Patch RMPR\*3.0\*62, the new report **Print Patient PCE Data (PD)** is available. This option prints all patients in a given date range with a PCE linked to it.

**Note:** You can only review data for the previous day that has been through batch processing.

## Output sample

```
SITE: Hines Development System// <Enter> 499
Starting Date: T-300 <Enter> (FEB 20, 2001)
Ending Date: T <Enter> (DEC 17, 2001)
DEVICE: HOME// <Enter> TELNET Right Margin: 80// <Enter>

Processing report.....

*** PROSTHETICS PCE DATA ***          Run Date: 12/17/01          PAGE: 1
Start Date: FEB 20, 2001 End Date: DEC 17, 2001 station: SUPPORT ISC
-----
DATE          PATIENT      ITEM          TYPE OF      CPRS          PCE          DIAGNOSIS
-----
12/11/01     FLORIDA     WALKER-W     ROUTINE     XAHON,M      829.0      12/12/01   Fractures
12/11/01     TEXAS       STOCKING     ROUTINE     XAILAND,M    799.3      12/12/01   Debility
12/11/01     VIRGINIA    MIRROR-I     ROUTINE     XRANKOWSK    344.1      12/12/01   Paraplegi
12/11/01     OHIO        WHEELCHA     ROUTINE     XAZUR,DOU    344.00     12/12/01   Quadriple
12/11/01     ILLINOIS    BLOOD PR     ROUTINE     XANNINGER    401.9      12/12/01   Hypertens
12/11/01     INDIANA     BA-RECRE     ROUTINE     XAITH,LEO    369.4      12/12/01   Legal bli
12/11/01     NEVADA      CANE-WAL     ROUTINE     XANGORP,B    716.46     12/12/01   Transient
12/11/01     MONTANA     RAIL-BAT     ROUTINE     XAACK,LIS    799.3      12/12/01   Debility
12/11/01     WASHINGTON  CRUTCH-A     ROUTINE     XARZANO,M    892.0      12/12/01   Open woun
12/11/01     IDAHO       CANE-WAL     ROUTINE     XAILAND,M    719.46     12/12/01   Pain in j
-----
<End of Report>
```

# Updated Report: PSAS HCPCS History (PH)

## Introduction

The **PSAS HCPCS History (PH)** option, from the **NPPD Tools Menu (ND)**, has a modification that includes an ICD9 Code and a Description in the printout now.

## Screen sample

```
PH      PSAS HCPCS History
AE      Add/Edit HCPCS Synonyms
HH      DSS HCPCS History
INQ     HCPCS Inquiry
LPRT    Print 2529-3 Worksheets
LSL     Print 2529-3 Single Line
MAP     Print PSAS HCPCS List
PRT     Print NPPD Worksheets
QED2    Quick Edit 2319 Record
SL      Print NPPD Single Line Detail

Select NPPD Tools Option: PH <Enter> PSAS HCPCS History
SITE: Hines Development System// <Enter> 499

Select PSAS HCPCS (1): E1372 <Enter> OXY SUPPL HEATER FOR NEBULIZ
Select PSAS HCPCS (2): <Enter>

Beginning Date: T-30// <Enter> (JAN 07, 2002)
Ending Date: TODAY// <Enter> (FEB 06, 2002)
DEVICE: HOME// <Enter> TELNET Right Margin: 80//<Enter>

PSAS HCPCS HISTORY:E1372 STA 499 PAGE 1

REQUEST DATE PATIENT NAME SSN VENDOR JAN 05, 2002-FEB 04, 2002
=====
JAN 22, 2002 TEXAS,DAN 0005 ABB
ITEM: PORK-GROUND/FRZN QTY: 1 TOTAL COST: 15.00 INITIAL ISSUE
INITIATOR: DAYON,RUFINO
ICD9 Code:

JAN 22, 2002 TEXAS,DAN 0005 ABB
ITEM: EYEGLASSES QTY: 1 TOTAL COST: 20.00 INITIAL ISSUE
INITIATOR: DAYON,RUFINO
ICD9 Code:

JAN 22, 2002 TEXAS,DAN 0005 ABB
ITEM: PORK-GROUND/FRZN QTY: 1 TOTAL COST: 5.00 INITIAL ISSUE
INITIATOR: DAYON,RUFINO
ICD9 Code: 401.0 MALIGNANT HYPERTENSION
```

# Appendix A

## Using Prosthetics Help

---

**Question Mark Help** You can view online descriptive help for menus, options, and prompts. You can enter one, two, or three question marks to get extended online help in Prosthetics.

---

**? (Single question mark)** Entering a single question mark at a prompt provides you with a single line of standard help.

---

**?? (Double question mark)** **Two question marks entered at a prompt provide you with a list of choices appropriate to the prompt where you entered the question marks.**

```
SITE: Hines Development System// ?? <Enter>
```

Choose from:

ATLANTA VAMC	508
CORKWELL VAMC	500
HINESTEST	998
Hines Development System	499
SAN ANTONIO VAMC	671
ZZOJ VAMC VAMC	991

```
SITE: Hines Development System//
```

---

**Menu Options** You can enter three question marks to view Menu option descriptions.

---

**??? (Triple question mark)** **Entering three question marks provides you with a brief description and a synonym:**

24	2421 Form
25	2520 Transaction without printing 10-55
10	10-55 PSC Form
29	2914 Eyeglass Record
NF	Create a No-Form Daily Record
PD	Pickup and Delivery Charges
PC	Purchase Card Form
SS	Purchase Card Site Parameter

```
Select Enter New Request Option: ??? <Enter>
```

```
'10-55 PSC Form'      Option name: RMPR 10-55      Synonym: 10
  This will create a new FL 10-55 form and post purchasing data to
  patient's VAF 10-2319 record and update the Service's VAF 1358 obligation.
```

```
'2421 Form'          Option name: RMPR 2421      Synonym: 24
  This option will create a new VAF 10-2421 form, post to the patient's
  VAF 10-2319, and update the VAF 1358 obligation.
```

```
'2520 Transaction without printing 10-55'  Option name: RMPR 2520
Synonym: 25
  For VAF 10-2520 PSC transactions that are under $300.00 and do not have
  an FL 10-55. It will then post to the VAF 1358 and patient's VAF 10-2319
  record.
```

---