

Update \_2\_0\_295

## **Clinical Reminders**

## VA-DIAGNOSTIC IMAGING ORDER/EXAMINATION REVIEW

## **Install Guide**

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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 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

+ + 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 Definitios
DFE Delete Exchange File Entry	LWH Load Web Host File
IFE Install Exchange File Entry	RI Reminder Definition Inqy
IN Installation History	RP Repack
Select Action: Next Screen// LWH Load Web Host File	
Input the URL for the .prd file: https://	/UPDATE_2_0_295.PRD

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

https://////////UPDATE\_2\_0\_295.PRD successfully loaded.

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

+Item	Entry	Source	Date P	acked
317	UPDATE_2_0_295 VA-DIAGNOSTIC	07		
	IMAGING ORDER REVIEW			
318	UPDATE_2_0_30 VA-IRAQ &			
	AFGHAN POST-DEPLOY			
319	UPDATE_2_0_31 VA-REACH			
320	UPDATE_2_0_31 VA-REACH			
321	UPDATE_2_0_32 VA-NH			
	CONTINGENCY MANAGEMENT			
322	UPDATE_2_0_33 HISC UPDATE 4			
323	UPDATE_2_0_34 VA-WH PAP SHEAR	6.		
+	+ Next Screen - Prev Scree	n ?? More Actions		
CFE (	Create Exchange File Entry		LHF	Load Host File
CHF (	Create Host File		LHH	Load MailMan Message
CHH (	Create MailMan Message		LR	List Reminder Definitios
DFE 0	Delete Exchange File Entry		LWH	Load Web Host File
IFE	Install Exchange File Entry		RI	Reminder Definition Inqy
IH	Installation History		RP	вераск
Selec	Action: Next Screen// IFE Ins	tall Exchange File Entry		
Enter	a list or range of numbers (1-51	9): 317		

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.

Component	Category	Exists
Source: Date Packed: Package Version: 2.0P71		
Description: The following Clinical Reminder items were selected for REMINDER DIALOG VA-DIAGNOSTIC IMAGING ORDER REVIEW	• packing:	
REMINDER TERM VA-REMINDER UPDATE_2_0_295		
Keywords:		
Components:		
+ Enter ?? for more actions		
IA Install all Components Select Action: Next Screen// IA	IS	Install \$

At the <u>Select Action</u> prompt, type <u>IA</u> for Install all Components and hit enter. For all new entries in any category you will choose <u>I to Install</u> <u>Skip</u> any items in any category you are prompted to overwrite

You will then be prompted to install the dialog component.

					5	•				
Packed	remind	er di	alog:	VA-DIAGNOSTIC	IMAGING	ORDER	REVIEW	[NATIONAL	DIALOG]	

Iten	ı Seq. Dialog Findings	Туре	Exists
1	VA-DIAGNOSTIC IMAGING ORDER REVIEW	dialog	
2	5 VA-TEXT DIAGNOSTIC IMAGING ORDER REVIEW VERSION	element	
	Finding: *NONE*		
	V		
3	7 VA-BLANK LINE (EXCLUDE FROM PN) *ELE	element	х
	Finding: *NONE*		
	v		
4	10 VA-GP DIAGNOSTIC IMAGE REVEW ORDER	aroup	
	Finding: *NONE*	3	
5	10.5 VA-EL DIAGNOSTIC IMAGE REVEW ORDER SPECIFY	element	
	Finding: *NONE*		
6	PXRM COMMENT	nromnt	x
Ŭ		bi o iii b c	<u> </u>
7	12 VA-BLANK LINE (EXCLUDE FROM PN) *FLE	element	x
	+ Next Screen - Prev Screen 22 More Actions	OTO MOLLE	n
DD.	Dialog Details		
00	Dialog Details Di Dialog lext		
DF	Dialog Findings DU Dialog Usage		
DS	Dialog Summary IA Install All		
Selec	ct Action: Next Screen// IA		

At the <u>Select Action</u> prompt, type <u>IA</u> to install the dialog – <u>VA-DIAGNOSTIC IMAGING</u> <u>ORDER REVIEW</u>

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

Рас	ked	I reminder dialog: VA-DIAGNOSTIC IMAGING ORDER REVIEW [NAT	IONAL DIA	LOG]
VA-	DI	AGNOSTIC IMAGING ORDER REVIEW (reminder dialog) installed	from exch	ange file
It	em	Seq. Dialog Findings	Туре	Exists
	1	VA-DIAGNOSTIC IMAGING ORDER REVIEW	dialog	X
	2	5 VA-TEXT DIAGNOSTIC IMAGING ORDER REVIEW VERSION Finding: *NONE*	element	x
	3	7 VA-BLANK LINE (EXCLUDE FROM PN) *ELE Finding: *NONE*	element	x
	4	10 VA-GP DIAGNOSTIC IMAGE REVEW ORDER Finding: *NONE*	group	x
	5	10.5 VA-EL DIAGNOSTIC IMAGE REVEW ORDER SPECIFY Finding: *NONE*	element	x
	6	PXRM COMMENŤ	prompt	x
	7	12 VA-BLANK LINE (EXCLUDE FROM PN) *ELE	element	X
+		+ Next Screen - Prev Screen ?? More Actions		
DD	l	Dialog Details DT Dialog Text		
DF	l l	)ialog Findings DU Dialog Usage		
DS		Dialog Summary IA Install All		
Se1	ec	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**.



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: <u>http://www.va.gov/vdl/documents/Clinical/CPRS-</u> <u>Text\_Integration\_Utility\_(TIU)/tiuim.pdf</u>

- 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)

#### 3. Associate the reminder dialogs with the note title in CPRS

a. In CPRS, open the Template Editor, expand Document Titles, select the appropriate folder (if applicable), then click New Template (top right-hand corner).

🔁 Template Editor				– 🗆 X
Edit Action Tools				New Template
Shared Templates	1	Personal Templates	Shared Template Prop	verties
PSAS COMMITTEE CARE COORDINATION	1	> - 🗾 My Templates	Name: DIAGNOS	STIC IMAGING ORDER EXAMINATION
PSAS GENERAL CASE MANAGEMENT			Template Type:	📸 Reminder Dialog 🗸 🗸
PSAS QUALITY MANAGEMENT NUTE			Reminder Dialog:	Va-Diagnostic Imaging Order Review
PSAS HOME UKTGEN NUTE			Active	
PSAS HOME VISIT	Lop	9	<ul> <li>High bases in</li> </ul>	Dialog Properties
PSAS AUTOMOBILE ADAPTIVE EQUIPMENT REQUEST	19		Texclates	Dialog Properties
PSAS CLOTHING ALLOWANCE REQUEST		1	Drager	Only Show First Line
NALOXONE PRESCRIBING	-		E Euclude Inco	Indent Dialog Items
- 🚝 DIAGNOSTIC IMAGING ORDER EXAMINATION REVIEW 🔫	-		Group Boilerplate	One Item Only
> - 1 Consult Reasons for Request				Hide Dialog Items
Procedure Reasons for Request	1			
< > >			0 Number of Bla	nk Lines to insert
🗹 Hide Inactive 🕈 🐳 Delete 🗙	i –	Hide Inactive 🔹 🖶 Delete 🗙		
Associated Title: DIAGNOSTIC IMAGING ORDER EXAMINATION REVIEW				
	_			
Egit Shared Templates Show Template Notes				OK Cancel Apply

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.

#### 4. 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.

🛃 Template Field Editor								×
Action				Delete	0	Сору		New
Template Fields VA-DIAGNOSTIC IMAGING TXT (1-50)R * Display Text VA-DIAGNOSTIC IMAGING TXT (1-50)R VA-DIEFAIB TEXTLS CHABACTERS	× Display Te ∧	Name: Type: Items:	VA-DIA Text	GNOSTIC IMAGIN	NG TXT Len:	(1-50 ▲ ⊺	) <b>R</b> ext Len	:
VA-DIFFAIR TEXT-6 CHARACTERS N/R VA-DOD TEXT VA HEALTH CARE BENEFITS INFO VA-DWS FIREARM SAFETY CLINICIAN LINK VA-DWS FIREARM SAFETY LINK VA-EB 45/20012 VA-EB 65/24013 VA-EB 65/24013* VA-EB 65/24013*	Edit Box Edit Box Display Te Hyperlink Hyperlink Edit Box Edit Box * Edit Box Hyperlink	Line: 2 Col: 1						
VA-EBOLA URL CDC CHECKLIST VA-EBOLA W-P 4LINES/FL72 VA-ED TRIAGE PULSE 0X VA-EDIT 12+ VA-EDIT 20 VA-EDIT 50 VA-EDIT 7+	Hyperlink Hyperlink Word Proc Radio Butt Edit Box Edit Box Edit Box Edit Box	LM Text: Misce Ina Red Notes:	Illaneous ctive quired	Separate Lines	ite	Inden Inden Inden	t t Field: t Text:	
VA-EDIT BUX 30/30 VA-EDIT BUX 30/30 VA-EDIT CONSISTENT CARBOHYDRATES VA-EDIT FLUID Im Hide Inactive Fields I Indicates a Required Field	Edit Box Check Boy Check Boy Check Boy ❤	Previe	W	OK	Са	incel	Δ	pply

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.