



Update_2_0_438

Clinical Reminders

**VA-RELATIONSHIP HEALTH AND SAFETY GENERAL
NOTE**

Install Guide

July 2024

Product Development
Office of Information Technology
Department of Veterans Affairs

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Introduction

In accordance with the Intimate Partner Violence Assistance Program (IPVAP) Directive 1198, there is a need to provide services and support for those experiencing—intimate partner violence (IPV).

The Relationship Health and Safety (RHS) General Note will allow licensed practitioners to document interactions with Veterans and non-Veteran partners who are experiencing intimate partner violence. Providers can also use the note to supplement the RHS assessment note when a full assessment is not clinically indicated or necessary.

Representative User(s): Mandatory for use by Intimate Partner Violence Assistance Program (IPVAP) Coordinators and IPVAP trained licensed practitioners.

UPDATE_2_0_438 contains 1 Reminder Exchange entry named:

UPDATE_2_0_438 VA-RELATIONSHIP HEALTH AND SAFETY GENERAL NOTE

The exchange file contains the following components:

REMINDER GENERAL FINDINGS

VIEW PROGRESS NOTE TEXT

TIU TEMPLATE FIELD

TEXT 2 LINES

NUM

GEN WORD PROCESSING

VA-SAH IA MS COG

VA-SAH IA MS INSIGHT

VA-SAH IA MS TC

VA-SAH IA MS TP

VA-SAH IA MS AFFECT

VA-SAH IA MS MOOD

VA-SAH IA MS SPEECH

TEXT (1-60 CHAR)

VA-SAH IA MS BEHAVIOR

VA-SAH IA MS APPEARANCE

VA-WORD

OTHER NON-VA

OTHER TEXT

HEALTH FACTORS

VA-REMINDER UPDATES [C]

VA-UPDATE_2_0_438

DOMESTIC/INTERPERSONAL VIOLENCE SCREEN [C]

VA-IPVAP/S-FACILITATED REFERRAL TO COMMUNITY

VA-IPVAP/S-FACILITATED CONSULT TO PROGRAM

VA-IPVAP/S-PROVIDED CONTACT INFO FOR DV HOTLINE

VA-IPVAP/S-PROVIDED CONTACT INFO FOR PROVIDER
VA-IPVAP/S-COMPLETED SAFETY PLANNING
VA-IPVAP/S-IDENTIFIED PRONOUN OTHER
VA-IPVAP/S-IDENTIFIED PRONOUN THEY/THEM/THEIRS
VA-IPVAP/S-IDENTIFIED PRONOUN HE/HIM/HIS
VA-IPVAP/S-IDENTIFIED PRONOUN SHE/HER/HERS
VA-IPVAP/S-CONTACT WITH OTHER
VA-IPVAP/S-CONTACT WITH PARTNER
VA-IPVAP/S-CONTACT WITH VETERAN
VA-IPVAP/S-TYPE OF CONTACT VVC
VA-IPVAP/S-TYPE OF CONTACT TELE
VA-IPVAP/S-TYPE OF CONTACT F2F

REMINDER SPONSOR

SOCIAL WORK/CASE MANAGEMENT- INTIMATE PARTNER VIOLENCE
ASSISTANCE PROGRAM

REMINDER TERM

VA-REMINDER UPDATE_2_0_438

TIU DOCUMENT DEFINITION

PATIENT SEX
PATIENT ETHNICITY
PATIENT RACE
PATIENT AGE

REMINDER DIALOG

VA-RHS GENERAL NOTE

Installation

This update can be loaded with users on the system. Installation will take less than 30 minutes.

This update is being distributed as a web host file. The address for the host file is:
https://REDACTED/UPDATE_2_0_438.PRD

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

Install Example

Go to Reminder exchange in Vista.

To Load the exchange file, use LWH. The URL is:

https://REDACTED/UPDATE_2_0_438.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 Definitions
DFE  Delete Exchange File Entry       LWH  Load Web Host File
IFE  Install Exchange File Entry       RI   Reminder Definition Inquiry
IH   Installation History              RP   Repack
Select Action: Next Screen// LWH  Load Web Host File
```

You should receive a message that the file was successfully loaded into your reminder exchange file.

Search and locate exchange file name:

UPDATE_2_0_438 VA-RELATIONSHIP HEALTH AND SAFETY GENERAL NOTE

+Item	Entry	Source	Date Packed
560	UPDATE_2_0_438 VA-RELATIONSHIP HEALTH AND SAFETY GENERAL NOTE		05/28/2024@09:18
561	UPDATE_2_0_439 VA-TERATOGENIC EDUCATION UPDATE		04/05/2024@06:33
562	UPDATE_2_0_44 VA-MHRRTP TEMPLATES		05/09/2018@14:06
563	UPDATE_2_0_442 VA-MISC UPDATE 28		04/04/2024@12:42
564	UPDATE 2 0 442 VA-MISC UPDATE		04/30/2024@11:51

```
+      + 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              RP   Repack
Select Action: Next Screen// IFE  Install Exchange File Entry
Enter a list or range of numbers (1-757): 560
```

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

Enter the number that corresponds with your entry titled:

UPDATE_2_0_438 VA-RELATIONSHIP HEALTH AND SAFETY GENERAL NOTE

(in this example it is entry 560, it will vary by site) that is dated 05/28/2024.)

```
Component                                     Category      Exists
-----
Source: [REDACTED]
Date Packed: 05/28/2024@09:18:25
Package Version: 2.0P65

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-RHS GENERAL NOTE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_438
Non-exchangeable TIU object(s):
-----
TIU Object: PATIENT AGE
Object Method: S X=$$AGE^TIULO(DFN)

+      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.

For all new entries in any category, you will choose **I to Install**
If you are prompted to overwrite any items, choose **O to Overwrite**.

You will then be prompted to install the dialog component.

```
Packed reminder dialog: VA-RHS GENERAL NOTE [NATIONAL DIALOG]
Item Seq. Dialog Findings Type Exists
1 VA-RHS GENERAL NOTE dialog
2 5 VA-TXTZ RHS GENERAL NOTE VERSION element
  Finding: *NONE*
3 10 VA-GP RHS GENERAL NOTE MAIN GROUP group
  Finding: *NONE*
4 10.10 VA-TXTZ RHS GENERAL NOTE INFO BUTTON element
  Finding: VIEW PROGRESS NOTE TEXT (REMINDER GENERAL FINDING) X
5 PXRМ GF VIEW BUTTON prompt X
6 10.20 VA-GP RHS TYPE OF CONTACT group
  Finding: *NONE*
7 10.20.10 VA-TXTZ HF RHS SESSION FORMAT F2F element
  Finding: VA-IPVAP/S-TYPE OF CONTACT F2F (HEALTH FACTOR) X
8 10.20.20 VA-GP HF RHS SESSION FORMAT TELEPHONE group
+ + 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
```

Select IA to install all. This will install the reminder dialog **VA-RHS GENERAL NOTE**

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

```
Packed reminder dialog: VA-RHS GENERAL NOTE [NATIONAL DIALOG]
VA-RHS GENERAL NOTE (reminder dialog) installed from exchange file.
Item Seq. Dialog Findings Type Exists
1 VA-RHS GENERAL NOTE dialog X
2 5 VA-TXTZ RHS GENERAL NOTE VERSION element X
  Finding: *NONE*
3 10 VA-GP RHS GENERAL NOTE MAIN GROUP group X
  Finding: *NONE*
4 10.10 VA-TXTZ RHS GENERAL NOTE INFO BUTTON element X
  Finding: VIEW PROGRESS NOTE TEXT (REMINDER GENERAL FINDING) X
5 PXRМ GF VIEW BUTTON prompt X
6 10.20 VA-GP RHS TYPE OF CONTACT group X
  Finding: *NONE*
7 10.20.10 VA-TXTZ HF RHS SESSION FORMAT F2F element X
  Finding: VA-IPVAP/S-TYPE OF CONTACT F2F (HEALTH FACTOR) X
8 10.20.20 VA-GP HF RHS SESSION FORMAT TELEPHONE group 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
```

After install, select Q for quit.


```

Component                                     Category   Exists
Source:
Date Packed: 05/28/2024@09:18:25
Package Version: 2.0P65

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-RHS GENERAL NOTE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_438
Non-exchangeable TIU object(s):
-----
TIU Object: PATIENT AGE
Object Method: S X=$$AGE^TIULO(DFN)

+      + Next Screen  - Prev Screen  ?? More Actions      >>>
IA  Install all Components          IS  Install Selected Component
Select Action: Next Screen// Q

```

Select Q for quit to exit the install

Post Installation

1. Setup of Note Title.

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

RHS GENERAL NOTE

VHA Enterprise Standard Title: **SOCIAL WORK NOTE**

You can add this to the document class where Social Work notes are stored.

Note: Comprehensive information on Creating new Document Classes and Titles can be found beginning on page 54 of the TIU/ASU Implementation Guide at the following link: [http://www.va.gov/vdl/documents/Clinical/CPRS-Text_Integration_UTILITY_\(TIU\)/tiuim.pdf](http://www.va.gov/vdl/documents/Clinical/CPRS-Text_Integration_UTILITY_(TIU)/tiuim.pdf)

2. **Make the Dialog template available to be attached to a Personal or Shared template or to be able to attach the dialog to a progress note title. (You can use the LINK feature in this menu for steps 2 and 3 if you choose to)**

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, 391 is not present so I will use 391.**

Select Display Sequence: **391**

Are you adding 391 as a new Display Sequence? Yes// **YES**

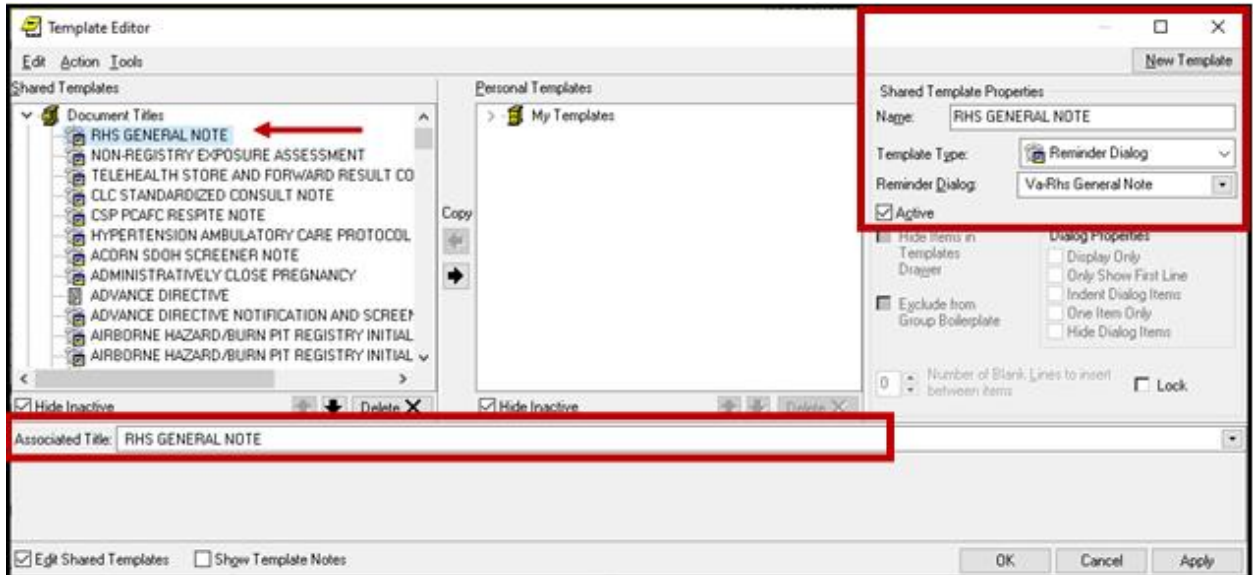
Display Sequence: 391// **<Enter>** 391

Clinical Reminder Dialog: **VA-RHS GENERAL NOTE**

reminder dialog NATIONAL ...OK? Yes// **<Enter>** (Yes)

3. Connect the template to your note title.

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



Type in the following information:

Name: **RHS GENERAL NOTE**

Template Type: **Reminder Dialog**

Reminder Dialog: **VA-RHS GENERAL NOTE**

Associated Title: **RHS GENERAL NOTE**

- then click Apply.

4. Embed a **Sexual Orientation** group into the **VAL-GP RHS SEXUAL ORIENTATION MAIN** group:

- a. In VISTA, navigate to the Reminder Dialog Management. Select Reminder Dialogs (DI), then Change View (CV) to Dialog Group View
- b. Locate the group titled: **VAL-GP RHS SEXUAL ORIENTATION MAIN**
- c. Add a sequence number and the group titled: **VA-GP SEXUAL ORIENTATION**

```
NAME: VAL-GP RHS SEXUAL ORIENTATION
DISABLE: <enter>
CLASS: LOCAL// <enter>
SPONSOR: <enter>
REVIEW DATE: <enter>
RESOLUTION TYPE: <enter>
ORDERABLE ITEM: <enter>
FINDING ITEM: <enter>
Additional findings: <enter> none
Select ADDITIONAL FINDING: <enter>
GROUP CAPTION: <enter>
PUT A BOX AROUND THE GROUP: <enter>
SHARE COMMON PROMPTS: <enter>
MULTIPLE SELECTION: <enter>
HIDE/SHOW GROUP: <enter>
GROUP HEADER DIALOG TEXT:
Sexual orientation:
Edit? NO// <enter>
GROUP HEADER ALTERNATE P/N TEXT:
Edit? NO// <enter>
EXCLUDE FROM PROGRESS NOTE: YES// <enter>
SUPPRESS CHECKBOX: SUPPRESS// <enter>
NUMBER OF INDENTS: <enter>
INDENT PROGRESS NOTE TEXT: <enter>
Select SEQUENCE: 10
DIALOG ELEMENT: VA-GP SEXUAL ORIENTATION
...OK? Yes// Yes
EXCLUDE FROM PN TEXT: <enter>
Select SEQUENCE: <enter>
Select BRANCHING LOGIC SEQUENCE: <enter>
Checking reminder dialog for errors
NO ERRORS FOUND
Input your edit comments.
Edit? NO//<enter>
```

group

5. Confirm the patient age, race, ethnicity and sex objects are embedded in the dialog text in the following ELEMENT:

Element: VA-TXTZ RHS DEMOGRAPHIC

Dialog/Progress Note Text: Age: |PATIENT AGE|

Race: |PATIENT RACE|

Ethnicity: |PATIENT ETHNICITY|

Biological sex: |PATIENT SEX|

6. Add your site's Patient Telephone and Patient Address object to the dialog text in the following ELEMENTS:

Element: VAL-TH VVC TELEPHONE TRIAGE CONTACT PHONE OBJECT

Dialog/Progress Note Text: *PHONE OBJECT HERE*

Element: VAL-TH VVC TELEPHONE TRIAGE PATIENT LOCATION HOME

Dialog/Progress Note Text: Home *PATIENT ADDRESS OBJECT HERE*

7. The National Social Work Program Office and Intimate Partner Violence Assistance Program (IPVAP) have requested sites create the following business rules for the **RHS GENERAL NOTE** title.

This request is made to limit who can view a completed RHS GENERAL NOTE.

- A COMPLETED (TITLE) RHS GENERAL NOTE may BE VIEWED by a PROVIDER
- A COMPLETED (TITLE) RHS GENERAL NOTE may BE VIEWED by a NURSE
- A COMPLETED (TITLE) RHS GENERAL NOTE may BE VIEWED by a SOCIAL WORKER
- A COMPLETED (TITLE) RHS GENERAL NOTE may BE VIEWED by a PSYCHOLOGIST
- A COMPLETED (TITLE) RHS GENERAL NOTE may BE VIEWED by a MEDICAL RECORDS TECHNICIAN
- A COMPLETED (TITLE) RHS GENERAL NOTE may BE VIEWED by a PRIVACY ACT OFFICER

Two Items of Note:

1 – The MEDICAL RECORDS TECHNICIAN user class is needed for medical records staff to access the RHS GENERAL NOTE when requested. Your site may or may not have this user class created in your system; if not it is requested you create it and add medical records staff members to that user class.

2 – These business rules are specific to the note title **RHS GENERAL NOTE** and will not impact / limit viewership if providers utilize a different note title to complete the RHS GENERAL NOTE dialog.

8. Launch the **VA-RHS GENERAL NOTE** dialog and confirm the version number is **1.1** (displayed at the top of the dialog). See screenshot below.

Launch the dialog using note title: RHS GENERAL NOTE

