Update _2_0_22

Clinical Reminders

VA-Gateway to Healthy Living Reminder Dialogs

Install Guide

May 2017

Revised August 2017

Product Development
Office of Information Technology
Department of Veterans Affairs
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Introduction

The Gateway to Healthy Living Program was designed by the VHA National Center for Health Promotion and Disease Prevention to serve as an entry point for Veterans who might benefit from self-care and healthy living programming. The program aims to facilitate Veteran engagement in health behavior change, increase confidence for changing, and link Veterans with effective healthy living interventions.

The Gateway is a 90-minute, face-to-face group session, followed by two follow-up phone calls which occur 1-2 and 4-6 weeks after the group session. The goal of the program is to help participants increase motivation for change, set health behavior change goals, if interested, and connect them to resources available in and outside of VA.

Three reminder dialogs are being distributed with this update

UPDATE_2_0_22 contains 1 Reminder Exchange entry:

UPDATE_2_0_22 VA-GATEWAY TO HEALTHY LIVING

The exchange file contains the following components:

**REMEMBER DIALOG**
- VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE
- VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE
- VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE

**REMEMBER TERM**
- VA-REMEMINDER UPDATE_2_0_22

**TIU TEMPLATE FIELD**
- GEN WORD PROC REQ LARGE
- GEN TEXT BOX 50 REQUIRED
- GHL DETAILS COMMENT
- GEN TEXT BOX 50
- VA-GHL INFO SELF MANAGEMENT
- VA-GHL INFO COMMUNITY PROGRAMS
- VA-GHL INFO VA PROGRAMS
- GEN WORD PROCESSING
- DATE & TIME (REQ)
- GEN TEXT 20 REQ
- DATE (*)
- CHECK ALL THAT APPLIES
- GEN WORD PROCESSING REQ

**HEALTH FACTORS**
- VA-REMEMINDER UPDATES
- VA-UPDATE_2_0_22
- VA-GW HEALTHY LIVING F/U
- VA-GW F/U PT PREFER NO CONTACT
VA-GW F/U PT WILL CALL IN
VA-GW F/U SECURE MESSAGE
VA-GW F/U CALL PATIENT
VA-GW SMART GOAL DETAILS
VA-GW PT NOT READY TO SET GOAL
VA-GW SMART GOAL CONFIDENCE SCORE
VA-GW SMART GOAL 2 CONFIDENCE:UNKNOWN
VA-GW SMART GOAL 2 CONFIDENCE:0
VA-GW SMART GOAL 2 CONFIDENCE:10
VA-GW SMART GOAL 2 CONFIDENCE:9
VA-GW SMART GOAL 2 CONFIDENCE:8
VA-GW SMART GOAL 2 CONFIDENCE:7
VA-GW SMART GOAL 2 CONFIDENCE:6
VA-GW SMART GOAL 2 CONFIDENCE:5
VA-GW SMART GOAL 2 CONFIDENCE:4
VA-GW SMART GOAL 2 CONFIDENCE:3
VA-GW SMART GOAL 2 CONFIDENCE:2
VA-GW SMART GOAL 2 CONFIDENCE:1
VA-GW SMART GOAL 2
VA-GW SMART GOAL 1
VA-GW PROG ADDL SUPPORT CHOICE
VA-GW PROGRAM-SELF MGT PLAN
VA-GW PROGRAM-PERSONAL ACTIVITY PLAN
VA-GW PROGRAM-PERSONAL TOBACCO PLAN
VA-GW PROGRAM-PERSONAL WT MGT PROGRAM
VA-GW PROGRAM-MOBILE APP
VA-GW PROGRAM-OTH COMMUNITY RESOURCE
VA-GW PROGRAM-QUITLINE
VA-GW PROGRAM-PRIVATE GYM
VA-GW PROGRAM-TOPS
VA-GW PROGRAM-WEIGHT WATCHERS
VA-GW PROGRAM-YMCA
VA-GW PROGRAM-SILVER SNEAKERS
VA-GW PROGRAM-OTH VA GROUP
VA-GW PROGRAM-WELLNESS PROGRAM
VA-GW PROGRAM-STRESS MGT
VA-GW PROGRAM-DIABETES EDUC
VA-GW PROGRAM-TOBACCO CESSATION
VA-GW PROGRAM-MOVE!
VA-GW HEALTHY LIVING TARGET
VA-GW PT RECEIVED RESOURCES
VA-GW SMART GOAL 1 CONFIDENCE:UNKNOWN
VA-GW SMART GOAL 1 CONFIDENCE:0
VA-GW SMART GOAL 1 CONFIDENCE:10
VA-GW SMART GOAL 1 CONFIDENCE:9
VA-GW SMART GOAL 1 CONFIDENCE:8
VA-GW F/U 1 PROGRAM-TOPS
VA-GW F/U 1 PROGRAM-WEIGHT WATCHERS
VA-GW F/U 1 PROGRAM-YMCA
VA-GW F/U 1 PROGRAM-SIVLER SNEAKERS
VA-GW F/U 1 PROGRAM-OTH VA GROUP
VA-GW F/U 1 PROGRAM-WELLNESS PROGRAM
VA-GW F/U 1 PROGRAM-STRESS MGT
VA-GW F/U 1 PROGRAM-DIABETES EDUC
VA-GW F/U 1 PROGRAM-TOBACCO CESSATION
VA-GW F/U 1 PROGRAM-MOVE!
VA-GW F/U 1 PT RECEIVED RESOURCES
VA-GW F/U 1 HEALTHY LIVING F/U
VA-GW F/U 1 PT PREFERENCES NO CONTACT
VA-GW F/U 1 PT WILL CALL IN
VA-GW F/U 1 SECURE MESSAGE
VA-CW F/U 1 CALL PATIENT
VA-GW F/U 1 CALL PT
VA-GW F/U 2 SMART GOAL CONFIDENCE SCORE
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:UNK
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:10
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:9
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:8
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:7
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:6
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:5
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:4
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:3
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:2
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:1
VA-GW F/U 2 SMART GOAL 2 CONFIDENCE:0
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:UNK
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:10
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:9
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:8
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:7
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:6
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:5
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:4
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:3
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:2
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:1
VA-GW F/U 2 SMART GOAL 1 CONFIDENCE:0
VA-GW F/U 1 SMART GOAL CONFIDENCE SCORE
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:UNK
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:10
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:9
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:8
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:7
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:6
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:5
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:4
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:3
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:2
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:1
VA-GW F/U 1 SMART GOAL 2 CONFIDENCE:0
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:UNK
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:10
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:9
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:8
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:7
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:6
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:5
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:4
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:3
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:2
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:1
VA-GW F/U 1 SMART GOAL 1 CONFIDENCE:0
VA-GW F/U 2 SMART GOAL DETAILS
VA-GW F/U 2 SMART GOAL 2
VA-GW F/U 2 SMART GOAL 1
VA-GW F/U 1 SMART GOAL DETAILS
VA-GW F/U 1 SMART GOAL 2
VA-GW F/U 1 SMART GOAL 1
VA-GW F/U 2 HEALTHY LIVING TARGET
VA-GW F/U 2 REVIEWED PROGRESS
VA-GW F/U 2 NO GOALS SET, NO F/U
VA-GW F/U 2 PT NOT READY TO SET GOAL
VA-GW F/U 2 TARGET-STRIVE FOR HLTHY WT
VA-GW F/U 2 TARGET-SCRN/IMMUNIZATIONS
VA-GW F/U 2 TARGET-OTHER
VA-GW F/U 2 TARGET-MANAGE STRESS
VA-GW F/U 2 TARGET-LIMIT ALCOHOL
VA-GW F/U 2 TARGET-EAT WISELY
VA-GW F/U 2 TARGET-BE TOBACCO FREE
VA-GW F/U 2 TARGET-BE SAFE
VA-GW F/U 2 TARGET-BE PHYSICALLY ACTIVE
VA-GW F/U 2 TARGET-BE INV IN HLTHCARE
VA-GW F/U 2 SUCCESSFUL LINKAGE W/ PROG
VA-GW F/U 2 BARRIER/CHALLENGE DISCUSSED
VA-GW F/U 1 HEALTHY LIVING TARGET
VA-GW F/U 1 TARGET-BE SAFE
VA-GW F/U 1 TARGET-OTHER
VA-GW F/U 1 TARGET-STRIVE FOR HLTHY WT
VA-GW F/U 1 TARGET-MANAGE STRESS
VA-GW F/U 1 TARGET-LIMIT ALCOHOL
VA-GW F/U 1 TARGET-SCRN/IMMUNIZATIONS
VA-GW F/U 1 TARGET-EAT WISELY
VA-GW F/U 1 TARGET-BE TOBACCO FREE
VA-GW F/U 1 TARGET-BE PHYSICALLY ACTIVE
VA-GW F/U 1 TARGET-BE INV IN HLTHCARE
VA-GW F/U 1 SUCCESSFUL LINKAGE W/ PROG
VA-GW F/U 1 NO GOALS SET,NO F/U
VA-GW F/U 1 PT NOT READY TO SET GOAL
VA-GW F/U 1 REVIEWED PROGRESS
VA-GW PT NOT READY TO SET GOAL,NO F/U
VA-GW F/U 1 BARRIER/CHALLENGE DISCUSSED
VA-GW F/U 2 REVISED SMART GOAL
VA-GW F/U 1 REVISED SMART GOAL

**REMINDER SPONSOR**
National Center for Health Promotion and Disease Prevention (NCP)

**HEALTH SUMMARY TYPE**
- VA-GHL LINKED PROGRAMS
- VA-GHL FOLLOW-UP
- VA-GHL CONFIDENCE LEVEL
- VA-GHL SMART GOAL
- VA-GHL GOAL CATEGORY

**HEALTH SUMMARY OBJECTS**
- GHL LINKED PROGRAMS (TIU)
- GHL FOLLOW-UP (TIU)
- GHL CONFIDENCE LEVEL (TIU)
- GHL SMART GOAL (TIU)
- GHL GOAL CATEGORY (TIU)

**TIU DOCUMENT DEFINITION**
- GHL LINKED PROGRAMS
- GHL FOLLOW-UP
- GHL CONFIDENCE LEVEL
- GHL SMART GOAL
- GHL GOAL CATEGORY
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_22.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 30 minutes.

Install Example
To Load the Web Host File. Navigate to Reminder exchange in Vista

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_22.PRD

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_22 VA-GATEWAY TO HEALTHY LIVING in reminder exchange

Enter the number that corresponds with your entry titled UPDATE_2_0_22 VA-GATEWAY TO HEALTHY LIVING (in this example it is entry 64, it will vary by site)

At the Select Action prompt, type IA for Install all Components and hit enter.

Select Action: Next Screen/ IA  Install all Components
During installation, you will see multiple prompts, YOU WILL INSTALL ALL NEW COMPONENTS
After the individual components install, you will be prompted to install the dialog components –

There are three different dialogs and you will need to install each of them:

Install reminder dialog: VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE

<table>
<thead>
<tr>
<th>Item</th>
<th>Seq.</th>
<th>Dialog Findings</th>
<th>Type</th>
<th>Exists</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE</td>
<td>dialog</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>5</td>
<td>VA-GHL TXT LEGEND-INFO ONLY</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>10</td>
<td>VA-GHL INTRODUCTION</td>
<td>group</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>10.5</td>
<td>VA-GHL HF PT NOT READY FOR GOAL</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: VA-GHL PT NOT READY TO SET GOAL (HEALTH FACTOR)</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>5</td>
<td>10.10</td>
<td>VA-GHL PATIENT GOALS</td>
<td>group</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>10.10.5</td>
<td>VA-GHL PATIENT GOAL CHOICES</td>
<td>group</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>10.10.5.5</td>
<td>VA-GHL HF GOAL-BE INVOLVED IN HEALTH CARE</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: VA-GHL TARGET:BE INVOLVED IN HEALTHCARE (HEALTH)</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

At the Select Action prompt, type IA to install the dialog – VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE

Select Action: Next Screen// IA Install All

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

Install reminder dialog: VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE (reminder dialog) installed from exchange

<table>
<thead>
<tr>
<th>Item</th>
<th>Seq.</th>
<th>Dialog Findings</th>
<th>Type</th>
<th>Exists</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE</td>
<td>dialog</td>
<td>X</td>
</tr>
<tr>
<td>2</td>
<td>5</td>
<td>VA-GHL TXT LEGEND-INFO ONLY</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>10</td>
<td>VA-GHL INTRODUCTION</td>
<td>group</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>10.5</td>
<td>VA-GHL HF PT NOT READY FOR GOAL</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: VA-GHL PT NOT READY TO SET GOAL (HEALTH FACTOR)</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>5</td>
<td>10.10</td>
<td>VA-GHL PATIENT GOALS</td>
<td>group</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>10.10.5</td>
<td>VA-GHL PATIENT GOAL CHOICES</td>
<td>group</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>10.10.5.5</td>
<td>VA-GHL HF GOAL-BE INVOLVED IN HEALTH CARE</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: VA-GHL TARGET:BE INVOLVED IN HEALTHCARE (HEALTH)</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

When the dialog has completed installation, you will then be returned to this screen. At the Select Action prompt, type Q.
You will be prompted to install the next dialog:

At the **Select Action** prompt, type **IA** to install the dialog – VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE

Select Action: Next Screen // IA Install All

All dialog components for VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE are new.

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

When the **Select Action** prompt is completed installation, you will then be returned to this screen. At the **Select Action** prompt, type **Q**.
You will be prompted to install the final dialog

<table>
<thead>
<tr>
<th>Item</th>
<th>Seq.</th>
<th>Dialog Findings</th>
<th>Type</th>
<th>Exists</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE</td>
<td>dialog</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>VA-GHL TXT LEGEND-INFO ONLY</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>VA-GHL PREVIOUS GOAL INFORMATION</td>
<td>group</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>VA-GHL OBJ PREVIOUS GOAL INFORMATION DETAILS</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>BLANK LINE DIALOG &amp; NOTE</td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>VA-GHL F/U 1 HEADER</td>
<td>group</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finding: <em>NONE</em></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

At the **Select Action** prompt, type **IA** to install the dialog – VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE

Select Action: Next Screen // IA   Install All

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

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 REMAINING COMPONENTS:
  YOU WILL INSTALL ALL NEW COMPONENTS

<table>
<thead>
<tr>
<th>Component</th>
<th>Category</th>
<th>Exists</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source: Griffith, Elizabeth A at Salt Lake City</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date Packed: 05/12/2017 09:36:43</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Package Version: 2.0P35</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Description:**
The following Clinical Reminder items were selected for packing:

**RELAND DIALOG**
- VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE
- VA-GATEWAY TO HEALTHY LIVING F/U 2 CALL NOTE
- VA-GATEWAY TO HEALTHY LIVING F/U 1 CALL NOTE

**RELANDER TERM**
- VA-RELANDER UPDATE 2 0 22

**Keywords:**

You will then be returned to this screen. At the Select Action prompt, type Q.

Install Completed
Post Installation

1. Make the Dialog templates available to be able to attach the dialog to progress note titles.

There are 3 reminder dialog templates included in this update:
- VA-Gateway to Healthy Living Initial Note
- VA-Gateway to Healthy Living Follow-Up 1 Call Note
- VA-Gateway to Healthy Living Follow-Up 2 Call Note

From the Reminders Manager Menu:
Select Reminder Managers Menu 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
DL     Default Outside Location
PT     Position Reminder Text at Cursor

Select CPRS Reminder Configuration 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    [choose from INSTITUTION]
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:
Select Display Sequence: ?

148               VA-VETERANS CHOICE NOTE
149               VA-TBI SCREENING
151               VACO TRANSPLANT REFERRAL (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, looking above I see the number 150 is not present, so I will use 150.

Select Display Sequence: 150
Are you adding 150 as a new Display Sequence? Yes// Y YES
Display Sequence: 150 //<Enter>
Clinical Reminder Dialogs: VA-GATEWAY TO HEALTHY LIVING INITIAL NOTE <Enter>
OK? Yes //<Enter> (Yes)
2. **Set Up the Gateway to Healthy Living Progress Note Titles in the VistA Text Integration Utility (TIU)**

The Gateway to Healthy Living progress note titles must be built using the Text Integration Utility in VistA.

Summary of actions:

1. Go into CPRS Configuration (Clinical Coordinator) Menu
2. Follow the menu path: TIU Maintenance Menu > Document Definitions (Manager) > Create Document Definitions > Navigate to “Progress Notes” > Navigate to “Interdisciplinary” > Title
Select CPRS Configuration (Clin Coord) <TEST ACCOUNT> Option: ^

  PXRM  Reminder Managers Menu ... [PXRM MANAGERS MENU]
  TIU   TIU Maintenance Menu ... [TIU IRM MAINTENANCE MENU]
  GMTS  Health Summary Overall Menu ... [GMTS MANAGER]
  PCE   PCE Coordinator Menu ... [PX PCE COORDINATOR MENU]
  CPRS  CPRS Configuration (Clin Coord) ... [OR PARAM COORDINATOR
       MENU]

Select Option: TIU Maintenance Menu

1  TIU Parameters Menu ... [TIU SET-UP MENU]
2  Document Definitions (Manager) ... [TIUF DOCUMENT DEFINITION
       MGR]
3  User Class Management ... [USR CLASS MANAGEMENT MENU]
4  TIU Template Mgmt Functions ... [TIU IRM TEMPLATE MGMT]
5  TIU Alert Tools [TIU ALERT TOOLS]
6  TUIHL7 Message Manager [TUIHL7 MSG MGR]
6  Title Mapping Utilities ... [TIU MAP TITLES MENU]
7  Active Title Cleanup Report [TIU ACTIVE TITLE CLEANUP]

Select TIU Maintenance Menu <TEST ACCOUNT> Option: Document
       Definitions (Manager)

       --- Manager Document Definition Menu ---

1  Edit Document Definitions
2  Sort Document Definitions
3  Create Document Definitions
4  Create Objects

Select Action: Next Level// Next Level
Select CLINICAL DOCUMENTS Item (Line 2-7): 2

Select Action: Next Screen// next Next Level
Select PROGRESS NOTES Item (Line 3-58): 3

**Note: Your line number may different from the one shown above**
Create the new titles:
Enter the Name of a new INTERDISCIPLINARY (MULTI-USER):
GATEWAY TO HEALTHY LIVING INITIAL NOTE
CLASS OWNER: CLINICAL COORDINATOR// CLINICAL COORDINATOR

EVERY Local Title must be mapped to a VHA Enterprise Standard Title.
Direct Mapping to Enterprise Standard Title...
Your LOCAL Title is: GATEWAY TO HEALTHY LIVING INITIAL NOTE
NOTE: Only ACTIVE Titles may be selected...
Select VHA ENTERPRISE STANDARD TITLE: INTERDISCIPLINARY
PROGRESS NOTE
I found a match of: INTERDISCIPLINARY PROGRESS NOTE
... OK? Yes// <Enter>
Ready to map LOCAL Title: GATEWAY TO HEALTHY LIVING INITIAL NOTE
to VHA Enterprise Standard Title: INTERDISCIPLINARY PROGRESS NOTE.
... OK? Yes// <Enter>
STATUS: (A/I/T): INACTIVE//ACTIVE
SEQUENCE:
MENU TEXT: Gateway To Healthy L <Enter>
Entry Created

Enter the Name of a new INTERDISCIPLINARY (MULTI-USER): GATEWAY TO
HEALTHY LIVING F/U CALL 1 NOTE
CLASS OWNER: CLINICAL COORDINATOR// CLINICAL COORDINATOR

EVERY Local Title must be mapped to a VHA Enterprise Standard Title.
Direct Mapping to Enterprise Standard Title...
Your LOCAL Title is: GATEWAY TO HEALTHY LIVING F/U CALL 1 NOTE
NOTE: Only ACTIVE Titles may be selected...
Select VHA ENTERPRISE STANDARD TITLE: INTERDISCIPLINARY
PROGRESS NOTE
I found a match of: INTERDISCIPLINARY PROGRESS NOTE
... OK? Yes// <Enter>
Ready to map LOCAL Title: GATEWAY TO HEALTHY LIVING F/U CALL 1 NOTE
to VHA Enterprise Standard Title: INTERDISCIPLINARY PROGRESS NOTE.
... OK? Yes// <Enter>
STATUS: (A/I/T): INACTIVE//ACTIVE
SEQUENCE:
MENU TEXT: Gateway To Healthy L <Enter>
Entry Created
Enter the Name of a new INTERDISCIPLINARY (MULTI-USER): **GATEWAY TO HEALTHY LIVING F/U CALL 2 NOTE**

CLASS OWNER: CLINICAL COORDINATOR// CLINICAL COORDINATOR

EVERY Local Title must be mapped to a VHA Enterprise Standard Title.

Direct Mapping to Enterprise Standard Title...

Your LOCAL Title is: GATEWAY TO HEALTHY LIVING F/U CALL 2 NOTE

NOTE: Only ACTIVE Titles may be selected...

Select VHA ENTERPRISE STANDARD TITLE: **INTERDISCIPLINARY PROGRESS NOTE**

I found a match of: INTERDISCIPLINARY PROGRESS NOTE

... OK? Yes// <Enter>

Ready to map LOCAL Title: GATEWAY TO HEALTHY LIVING F/U CALL 2 NOTE to

VHA Enterprise Standard Title: INTERDISCIPLINARY PROGRESS NOTE.

... OK? Yes// <Enter>

STATUS: (A/I/T): INACTIVE//ACTIVE

SEQUENCE:

MENU TEXT: Gateway To Healthy L <Enter>

3. **Adding the Gateway to Healthy Living Reminder Dialog Templates Into CPRS and Linking It to the Progress Note Titles**

Summary of actions:

1. Go into CPRS Notes tab
2. Follow the menu path: Options > Edit Shared Templates > Template Editor Window
   - Ensure that the box is checked for “Edit Shared Templates”
   - Select (single click) “Document Titles”
   - Select “New Template”
   - Replace the name “New Template” with GATEWAY TO HEALTHY LIVING INITIAL NOTE
   - Select “Reminder Dialog” on the drop down for “Template Type”
   - Select GATEWAY TO HEALTHY LIVING INITIAL NOTE on the drop down for “Reminder Dialog”
   - Click “Apply”
   - Select “New Template”
   - Replace the name “New Template” with GATEWAY TO HEALTHY LIVING F/U CALL 1 NOTE
   - Select “Reminder Dialog” on the drop down for “Template Type”
   - Select GATEWAY TO HEALTHY LIVING F/U CALL 1 NOTE on the drop down for “Reminder Dialog”
   - Click “Apply”
   - Select “New Template”
   - Replace the name “New Template” with GATEWAY TO HEALTHY LIVING F/U CALL 2 NOTE
   - Select “Reminder Dialog” on the drop down for “Template Type”
   - Select GATEWAY TO HEALTHY LIVING F/U CALL 2 NOTE on the drop down for “Reminder Dialog”
   - Click “OK”
Here is an example of these actions. **Please note that some options will be site-specific.**
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 we will contact you