Update_2_0_74

Clinical Reminders

VA-PHP PERSONAL HEALTH PLAN

Install Guide

April 2019

Product Development
Office of Information Technology
Department of Veterans Affairs
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Introduction

The Office of Patient-Centered Care and Cultural Transformation is requesting creation a reminder dialog template for national distribution. This will be a templated personal health plan note which will allow multiple providers to enter Veteran goals/action steps at different times of treatment, and it will allow the end-user to see previous entries when interacting with the Veteran. This is in support of the Whole Health System transformation.

UPDATE_2_0_74 contains 1 Reminder Exchange entry:
UPDATE_2_0_74 VA-PHP PERSONAL HEALTH PLAN

The exchange file contains the following components:

HEALTH FACTORS
VA-REMINDER UPDATES
VA-UPDATE_2_0_74
VA-PHP
VA-PHP CHALLENGES
VA-PHP SUPPORT WHOLE HEALTH COACH
VA-PHP SUPPORT WELL BEING TEAM
VA-PHP SUPPORT CLINICAL TEAM
VA-PHP SUPPORT WHOLE HEALTH PARTNER
VA-PHP SUPPORT FRIENDS
VA-PHP SUPPORT FAMILY
VA-PHP NEXT STEPS
VA-PHP SUPPORT TEAM
VA-PHP RESOURCES
VA-PHP COMMUNITY
VA-PHP REFERRAL/CONSULT
VA-PHP TREATMENT
VA-PHP PREV/SCREENING
VA-PHP SHARED GOALS
VA-PHP HEALTH CONCERNS
VA-PHP POWER/MIND
VA-PHP SPIRIT AND SOUL
VA-PHP FAMILY/FRIENDS
VA-PHP RECHARGE
VA-PHP FOOD/DRINK
VA-PHP PERSONAL DEVELOPMENT
VA-PHP SURROUNDINGS
VA-PHP MOVING THE BODY
VA-PHP MINDFUL AWARENESS
VA-PHP MY GOALS
VA-PHP MAP

HEALTH SUMMARY OBJECTS
VA-PHP CHALLENGES2 (TIU)
VA-PHP HFS (TIU)
VA-PHP GOAL UPDATE (TIU)
VA-PHP NEXT STEPS (TIU)
VA-PHP SUPPORT TEAM (TIU)
VA-PHP RESOURCES (TIU)
VA-PHP COMMUNITY (TIU)
VA-PHP REFERRAL/CONSULT (TIU)
FUTURE APPOINTMENTS (TIU)
VA-PHP TREATMENT (TIU)
VA-PHP PREV/SCREENING (TIU)
VA-PHP SHARED GOALS (TIU)
VA-PHP HEALTH CONCERNS (TIU)
VA-PHP POWER/MIND (TIU)
VA-PHP SPIRIT (TIU)
VA-PHP FAMILY/FRIENDS (TIU)
VA-PHP RECHARGE (TIU)
VA-PHP FOOD/DRINK (TIU)
VA-PHP PERS DEVELOPMENT (TIU)
VA-PHP SURROUNDINGS (TIU)
VA-PHP WORKING BODY (TIU)
VA-PHP MINDFUL AWARENESS (TIU)
VA-PHP STRENGTHS (TIU)
VA-PHP MY GOAL LAST ONE (TIU)
VA-PHP MY GOALS (TIU)
VA-PHP MAP (TIU)

TIU DOCUMENT DEFINITION
VA-PHP CHALLENGES2
VA-PHP HFS
VA-PHP GOAL UPDATE
VA-PHP NEXT STEPS
VA-PHP SUPPORT TEAM
VA-PHP RESOURCES
VA-PHP COMMUNITY
VA-PHP REFERRAL/CONSULT
FUTURE APPOINTMENTS
ACTIVE MEDICATIONS
VA-PHP TREATMENT
VA-PHP PREV/SCREENING
VA-PHP SHARED GOALS
VA-PHP HEALTH CONCERNS
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_74.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 20 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_74_3.PRD

You should see a message at the top of your screen that the file successfully loaded.

http://vista.med.va.gov/reminders/UPDATE_2_0_74.PRD successfully loaded.
Search and locate an entry titled UPDATE_2_0_74 VA-PHP PERSONAL HEALTH PLAN in reminder exchange

At the Select Action prompt, enter IFE for Install Exchange File Entry
Enter the number that corresponds with your entry titled UPDATE_2_0_74 VA-PHP PERSONAL HEALTH PLAN (in this example it is entry 159, 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 the installation, you will see several prompts: *Note that you will Install all new components*
You will be prompted to install the dialog component:

<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>VA-PHP PERSONAL HEALTH PLAN</td>
<td>dialog</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>VA-PHP NOTE VERSION</td>
<td>Finding: <em>NONE</em></td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td>3</td>
<td>VA-PHP INTRODUCTION</td>
<td>Finding: <em>NONE</em></td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td>4</td>
<td>VA-PHP PREVIOUS DATA</td>
<td>Finding: <em>NONE</em></td>
<td>group</td>
<td>X</td>
</tr>
<tr>
<td>5</td>
<td>VA-PHP PREVIOUS DATA HFS</td>
<td>Finding: <em>NONE</em></td>
<td>group</td>
<td>X</td>
</tr>
<tr>
<td>6</td>
<td>VA-PHP OBJ HFS</td>
<td>Finding: <em>NONE</em></td>
<td>element</td>
<td>X</td>
</tr>
<tr>
<td>7</td>
<td>BLANK LINE DIALOG &amp; NOTE</td>
<td>element</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

At the **Select Action** prompt, type **IA** to install the dialog – **VA-PHP PERSONAL HEALTH PLAN**

Select Action: Next Screen/ IA Install All
Install reminder dialog and all components with no further changes: **Y/ ES**

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 choose Install for every one of the health summary components:

You will be returned to this screen. Type Q to quit.

Install Completed
1. Make the Dialog templates available to be attached to a Personal or Shared template or to be able to attach the dialog to a progress note title.

   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 Dialog: **VA-PHP PERSONAL HEALTH PLAN** <Enter>

   OK? Yes// <Enter> (Yes)
2. **Setup of Note title**

A note title will need to be created to use with this reminder dialog template.

The new note title that needs to be created is:

**PERSONAL HEALTH PLAN**

This note title is to be mapped to the following VHA Enterprise Standard Title:

**INTEGRATIVE HEALTH NOTE**

Comprehensive information on Creating Document Definitions can be found beginning on page 47 of the [TIU/ASU Implementation Guide](#).

3. **Associate the reminder dialog with the note title in CPRS.**

To do this, go to Template Editor, then Document Titles, select the appropriate folder (if applicable), and choose New Template (top right-hand corner).

Type in the following information:

- **Name:** **PERSONAL HEALTH PLAN**
- **Template Type:** Reminder Dialog
- **Reminder Dialog:** **VA-PHP PERSONAL HEALTH PLAN**

Next, type in the Associated Title, which in this case is **PERSONAL HEALTH PLAN** and hit Apply.
4. The dialog is deployed as one note. However, if a site wants to separate sections of the
dialog into separate notes or shared templates, then the section parent groups can be
copied and pasted into local dialogs. The national health factors and prompts should not
be edited.

NOTE: If you require further technical assistance, if there are any questions or problems during
the installation, please notify your local IT support to log a national help desk ticket or contact
the VA Service Desk and have them submit a national ticket to:
Category: Enterprise Applications
Subcategory: Applications
Enterprise Application: VistA - Clinical Reminders
Assignment Group: NTL SUP Clin 2