

Patient Plan - Assign Assessment - Staff Entry (MHA Web)



User Manual Version 3 (MHA3)

May 2021

Version 1.3

**Department of Veterans Affairs
Office of Information and Technology (OI&T)
Product Development**

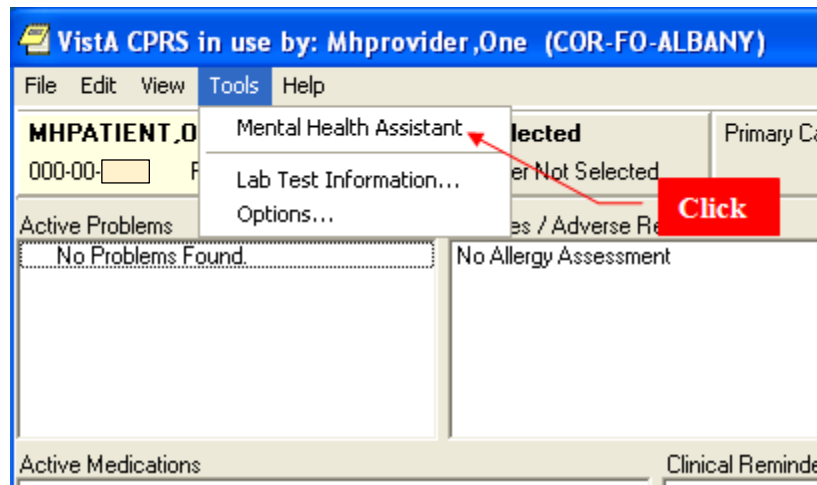
Revision History

Date	Revision	Description	Author(s)
May 2021	1.3	Patch number 158. Remove references to "PaSE" and replace with "MHA Web".	Booz Allen Hamilton
February 2021	1.2	Revised/added screenshots for updates to application	Booz Allen Hamilton
January 2021	1.1	Revised/added screenshots for updates to application	Booz Allen Hamilton
December 2020	1.0	Initial creation of MHA Web User Manual	Booz Allen Hamilton

Table of Contents

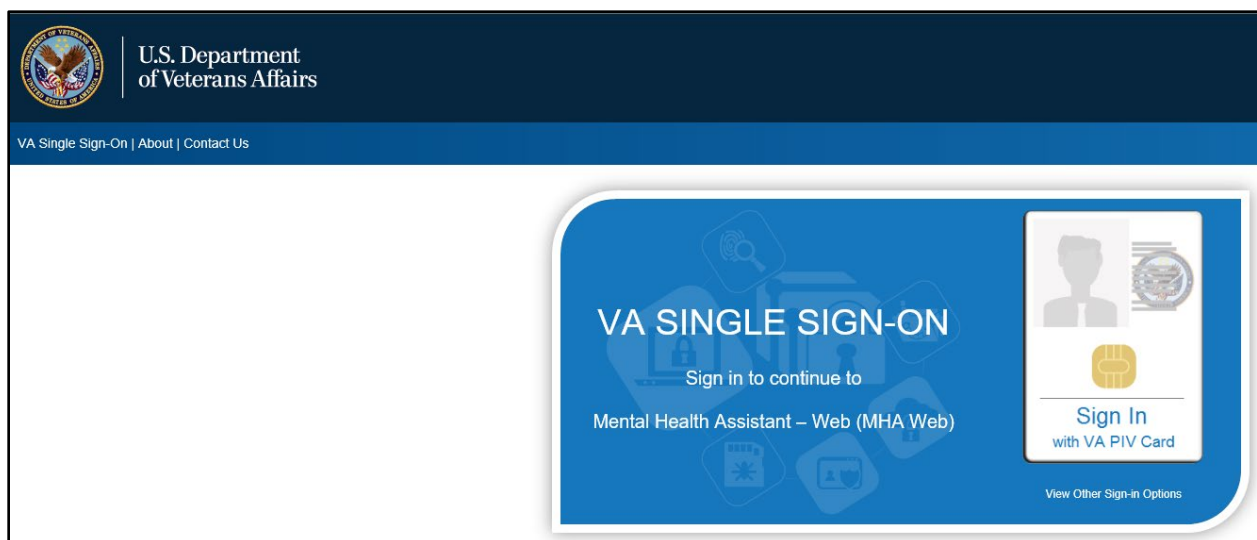
1. MHA Web Application User Manual Content	4
2. Mental Health Assistant – Main Web Page Sections	6
2.1. MHA Web Header	6
2.1.1. Active Assignments.....	6
2.1.2. Completed Assignments	8
2.1.3. Creating an Assignment.....	9
2.1.4. Instrument Categories.....	11
2.1.5. View All Instruments.....	12
2.1.6. View Instruments Categories	13
2.1.7. Instrument Chosen.....	13
2.1.8. Tools	14
2.1.9. Ordered By.....	14
2.1.10. Interviewer	15
2.1.11. Location	15
2.1.12. Consult.....	16
2.1.13. Cancel.....	16
2.1.14. Patient Entry	17
2.1.15. Staff Entry	17
2.2. Reviewing Assignment IDs in Active Assignments Table.....	18
2.2.1. Edit an Assignment.....	19
2.2.2. Delete an Assignment.....	20
2.3. Executing a Staff Entry Assignment	21
2.3.1. Cancel.....	21
2.3.2. Finish	22
2.3.3. Save Note	22
2.3.4. Do Not Save Note	23
2.3.5. Copy Text.....	23
2.3.6. Restricted Instrument(s).....	23
2.4. Reviewing Completed Assessments (Reports / Graphs).....	24
2.4.1. Reports	24
2.4.2. Graphs	24
2.5. Application Time-Out Warnings.....	28
2.5.1. Staff Entry 10-Minute Timeout:	28
2.5.2. MHA Web Server Timeout:	28
2.6. Special Instrument Notification in Staff Entry	29

1. MHA Web Application User Manual Content



Click on the **MHA Web** option located on the **CPRS tools** menu item to start Mental Health Assistant – Web (MHA Web). The VA Single Sign-On page is displayed.

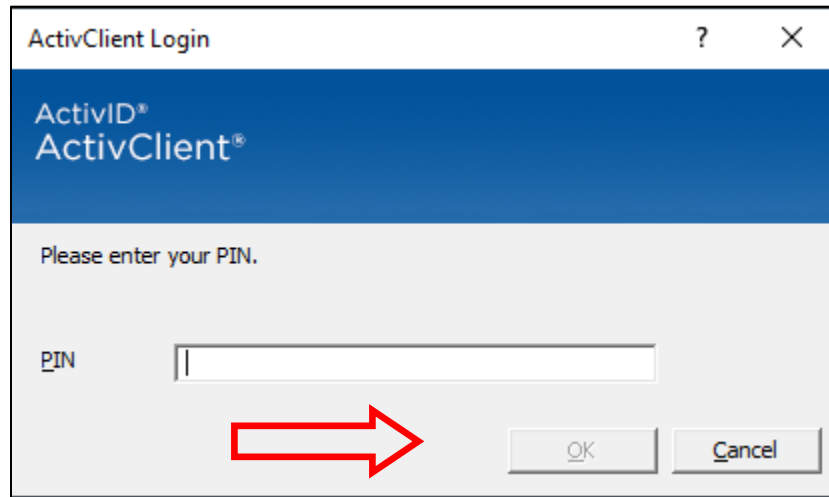
*****NOTE***** When launching MHA Web from within CPRS, the application will open with the patient record for the current patient having focus in CPRS. If the user changes the patient in CPRS, MHA Web will NOT automatically update, as this functionality does not work. A refresh of the page will not result in MHA Web refreshing the patient data to the new patient. In order to avoid potential erroneous patient record updates for the wrong patient, MHA Web must be closed and re-launched every time the user changes the patient in CPRS. Patient name must be verified before entering questionnaire data.



There are 3 options for signing into the application using the VA Single Sign-On page:

- VA PIV Card
- Windows Authentication
- VA Network ID

The most common single sign-on used is the VA PIV Card validating your credentials with your VA PIV Card PIN.



The Windows Authentication sign-on option will use your credentials that were validated on initial login to the VA network to validate your credentials/access to the application. The sign-in method used the least is the VA Network ID option, which is disabled for most users. This option requires a PIV exemption in order to gain access to the application.



2. Mental Health Assistant – Main Web Page Sections

The **Mental Health Assistant – Web (MHA Web)** is divided into three sections. These sections are:

- MHA Web Header
- Active Assignments
- Completed Assignments

Example: Mental Health Assistant – Web main page

Assignment ID	Instrument	Last Done	Progress
<input type="checkbox"/> Staff	PHQ9	Dec 23, 2020	0%
<input type="checkbox"/> Staff	BAM-R	Dec 23, 2020	0%
<input type="checkbox"/> Staff	C-SSRS	Dec 23, 2020	0%
<input type="checkbox"/> Staff	PHQ-2+9	Dec 23, 2020	0%
<input type="checkbox"/> 1587	BAM-R	Dec 23, 2020	0%
<input type="checkbox"/> 99298	AUDIT	Never	0%




2.1. MHA Web Header

The MHA Web Header displays the currently selected patient’s name and last 4, along with **Print** and **Help** buttons. All functions performed in MHA Web apply to this patient.

2.1.1. Active Assignments

The Active Assignments table displays all staff and patient entry assessments that have been assigned to the patient. These assignments can be edited, executed or deleted, based on situational requirements. Reference the “Edit an Assignment” and “Delete an Assignment” sections of this document for more detail.

Example: Active Assignments table

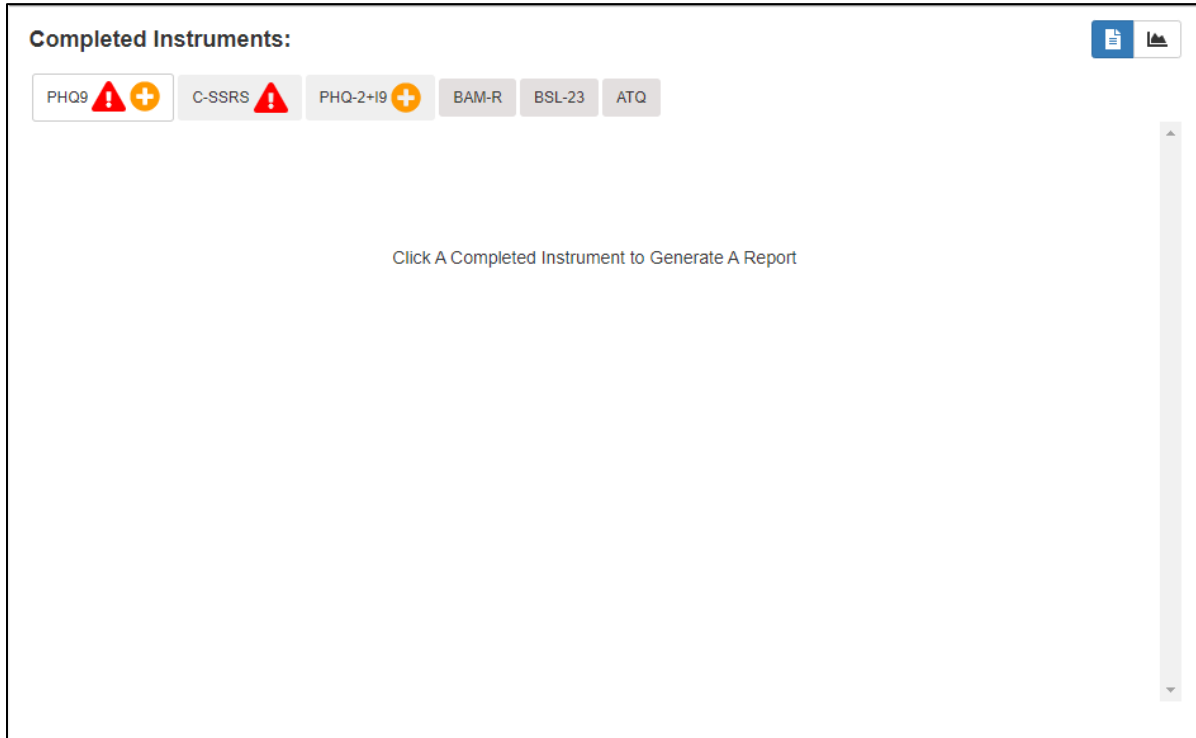
Active Assignments					  
	Assignment ID	Instrument	Last Done	Progress	
<input type="checkbox"/>	Staff	PHQ9	Dec 23, 2020	0%	
<input type="checkbox"/>	Staff	BAM-R	Dec 23, 2020	0%	
<input type="checkbox"/>	Staff	C-SSRS	Dec 23, 2020	0%	
<input type="checkbox"/>	Staff	PHQ-2+I9	Dec 23, 2020	0%	
<input type="checkbox"/>	1587	BAM-R	Dec 23, 2020	0%	
<input type="checkbox"/>	99298	AUDIT	Never	0%	

[Staff Entry](#)

2.1.2. Completed Assignments


The **Completed Assignments** section displays all instruments that have been completed by a patient. In order to see the history of a specific instrument, select the instrument and then select the desired date from the list of dates that appears on the left side of the instrument report field.

2.1.2.1. Example: Completed Assignments field

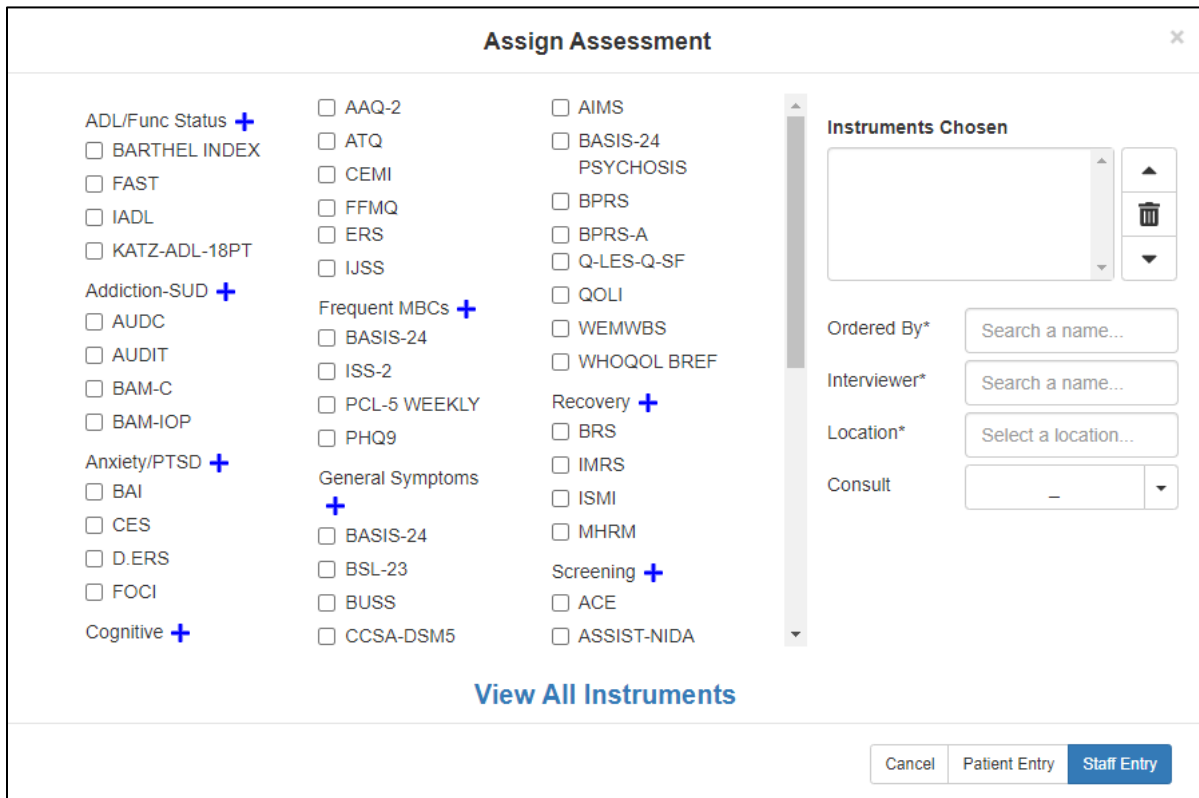


The screenshot shows a web interface titled "Completed Instruments:". At the top right, there are icons for a document and a bar chart. Below the title, there is a horizontal list of instrument names, each in a button-like format: "PHQ9" with a red warning triangle and a yellow plus sign, "C-SSRS" with a red warning triangle, "PHQ-2+19" with a yellow plus sign, "BAM-R", "BSL-23", and "ATQ". The "PHQ9" button is highlighted with a white background, while the others are grey. Below this list, the text "Click A Completed Instrument to Generate A Report" is centered. A vertical scrollbar is visible on the right side of the main content area.

2.1.3. Creating an Assignment

MHA Web provides users the ability to create assignments for patients. In order to create an assignment, the user must select the **Add Assignment** icon  above the “Active Assignments” table. This action will cause a new screen to appear. This is the “Assign Assessment” modal which will be used for assigning instrument(s) to a patient and completing the assignment creation process. This modal is also the starting point for a staff entered assessment. This will be covered in greater detail in the **Executing a Staff Entry Assignment** section of this document.

2.1.3.1. Example: Assign Assessment Modal



Assign Assessment ✕

<input type="checkbox"/> ADL/Func Status +	<input type="checkbox"/> AAQ-2	<input type="checkbox"/> AIMS
<input type="checkbox"/> BARTHEL INDEX	<input type="checkbox"/> ATQ	<input type="checkbox"/> BASIS-24 PSYCHOSIS
<input type="checkbox"/> FAST	<input type="checkbox"/> CEMI	<input type="checkbox"/> BPRS
<input type="checkbox"/> IADL	<input type="checkbox"/> FFMQ	<input type="checkbox"/> BPRS-A
<input type="checkbox"/> KATZ-ADL-18PT	<input type="checkbox"/> ERS	<input type="checkbox"/> Q-LES-Q-SF
Addiction-SUD +	<input type="checkbox"/> IJSS	<input type="checkbox"/> QOLI
<input type="checkbox"/> AUDC	Frequent MBCs +	<input type="checkbox"/> WEMWBS
<input type="checkbox"/> AUDIT	<input type="checkbox"/> BASIS-24	<input type="checkbox"/> WHOQOL BREF
<input type="checkbox"/> BAM-C	<input type="checkbox"/> ISS-2	Recovery +
<input type="checkbox"/> BAM-IOP	<input type="checkbox"/> PCL-5 WEEKLY	<input type="checkbox"/> BRS
Anxiety/PTSD +	<input type="checkbox"/> PHQ9	<input type="checkbox"/> IMRS
<input type="checkbox"/> BAI	General Symptoms +	<input type="checkbox"/> ISMI
<input type="checkbox"/> CES	<input type="checkbox"/> BASIS-24	<input type="checkbox"/> MHRM
<input type="checkbox"/> D.ERS	<input type="checkbox"/> BSL-23	Screening +
<input type="checkbox"/> FOCI	<input type="checkbox"/> BUSS	<input type="checkbox"/> ACE
Cognitive +	<input type="checkbox"/> CCSA-DSM5	<input type="checkbox"/> ASSIST-NIDA

[View All Instruments](#)

Ordered By*

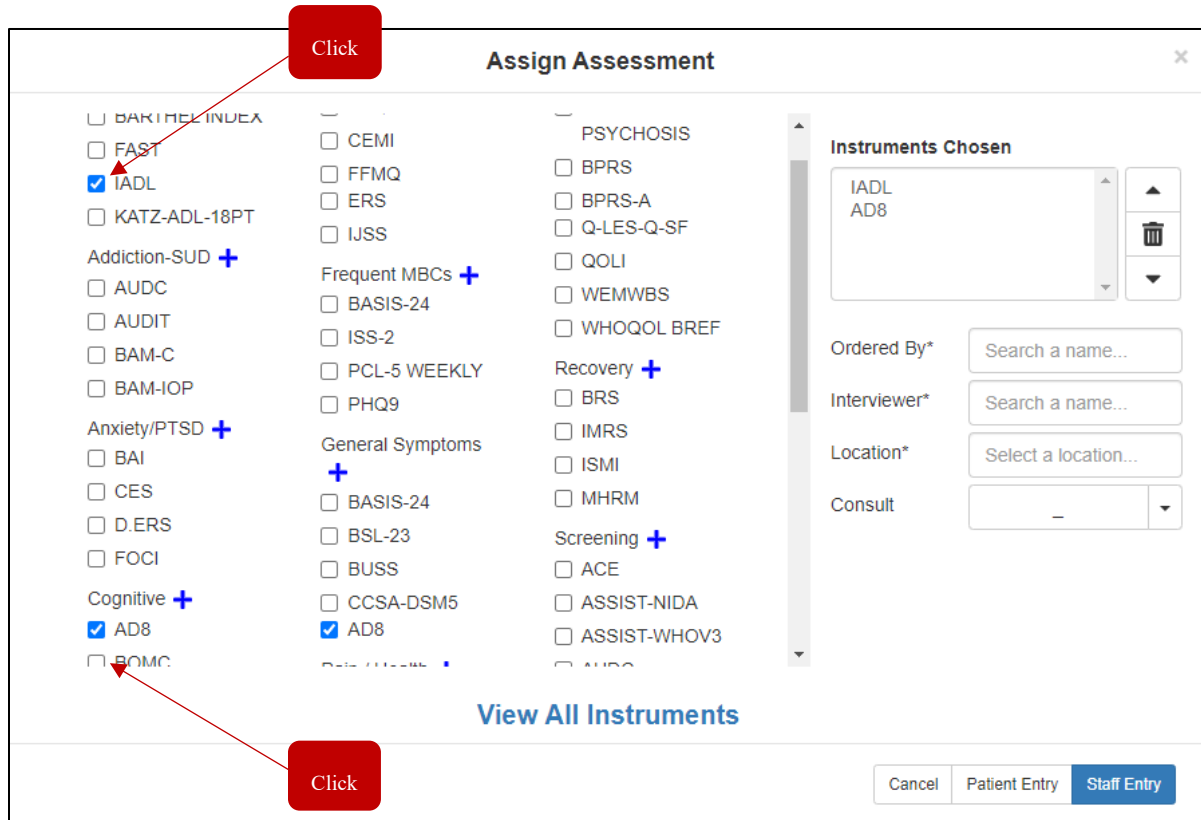
Interviewer*

Location*



Consult

The first step to creating an assignment for a patient is selecting the desired instrument(s) for that patient. In order to select an instrument, the user must 'check' the box beside the instrument name. If more than 1 instrument is desired, the user must 'check' the box beside all desired instruments.

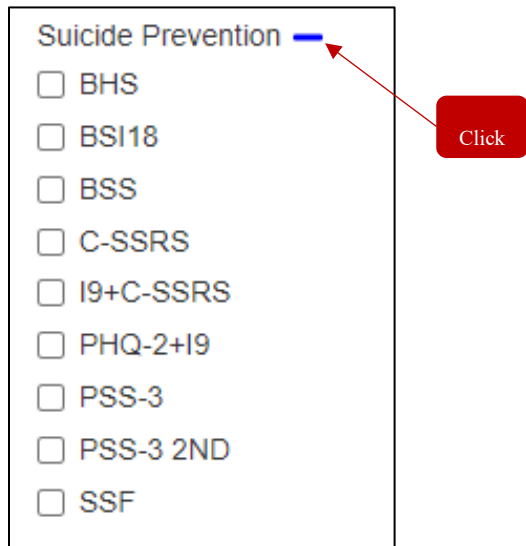
Example: Assign Assessment Modal



2.1.4. Instrument Categories

The instruments have been sorted into sub-lists under specific categories. If the user is unable to locate the desired instrument for the patient, the user can select the  icon next to a category to expand the list of instruments within that category. Inversely, if the user wants to reduce the list of instruments within a category, they need to select the  icon.

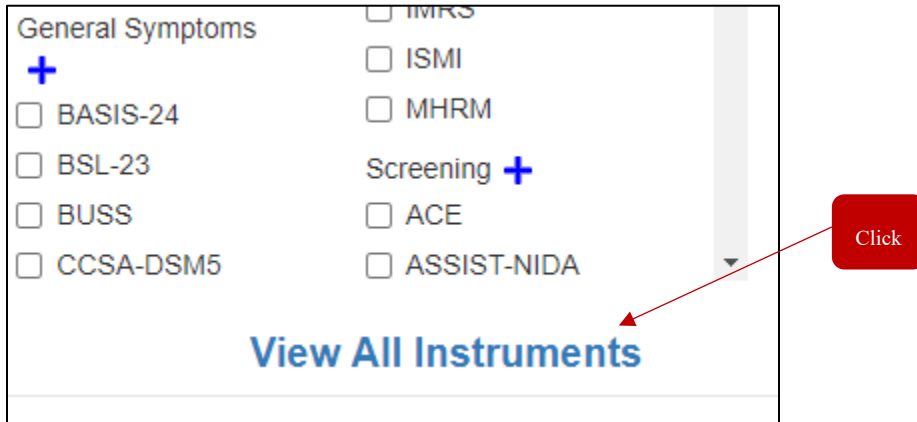
Example: Expanded Category



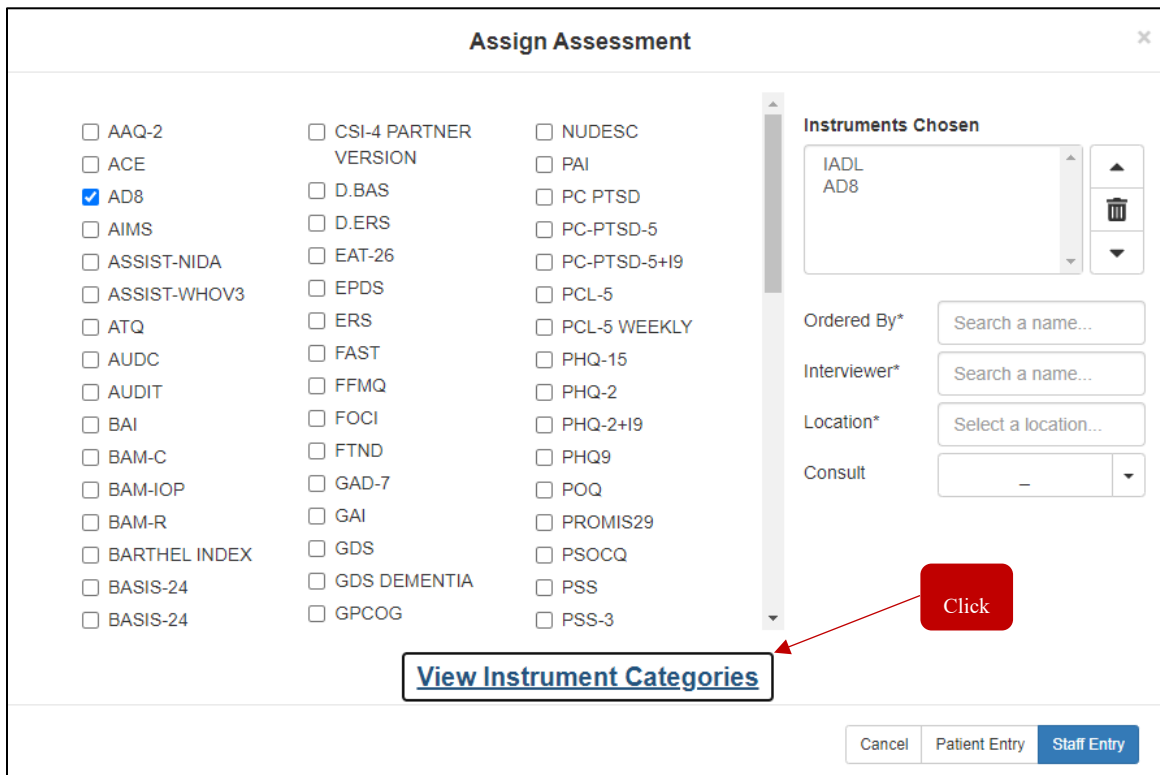
2.1.5. View All Instruments

If the user does not know which category the instrument(s) they are looking for are associated with, there is a **View All Instruments** option at the bottom of the screen that allows the user to list all available instruments in alphabetical order. In order to access the full list of available instruments, the user can use the scroll bar to move down the page to find the desired instrument(s).

Example: Expanded Category



Example: Assign Assessment Modal



2.1.6. View Instruments Categories

Inversely, if the user wants to return to the categorized view of the available instruments, they can select the **View Instrument Categories** option and the modal will return to the original display format.

Example: Assign Assessment Modal

The screenshot shows the 'Assign Assessment' modal window. It features a grid of instrument categories on the left, each with a checkbox and a plus sign indicating it can be expanded. The categories include BOMC, CDR, GDS DEMENTIA, Couples/Family Func, CSI, CSI PARTNER VERSION, CSI-4, CSI-4 PARTNER VERSION, Depression, ATQ, BDI2, CESD, CSDD-RS, Pain / Health, BBHI-2, COPD, FTND, HSI, Personality, MBMD, MCMI3, MCMI4, MMPI-2-RF, AUDC, Sleep, CMQ, D.BAS, ISI, RLS, Suicide Prevention, BHS, BSI18, BSS, C-SSRS, I9+C-SSRS, PHQ-2+19, PSS-3, PSS-3 2ND, and SSF. On the right, there is a section titled 'Instruments Chosen' with a list containing 'IADL' and 'AD8', a trash icon, and up/down arrows. Below this are search fields for 'Ordered By*', 'Interviewer*', and 'Location*', and a 'Consult' dropdown menu. At the bottom, there are buttons for 'Cancel', 'Patient Entry', and 'Staff Entry', along with a 'View All Instruments' link.

2.1.7. Instrument Chosen

Once the instrument(s) are selected, the user can see those instruments in the **Instruments Chosen** field on the right side of the **Assign Assessment** modal.

Example: Instruments Chosen Field

This is a close-up of the 'Instruments Chosen' field. It shows a list box containing the text 'IADL' and 'AD8'. To the right of the list box are three buttons: an upward-pointing arrow, a trash can icon, and a downward-pointing arrow.

2.1.8. Tools

The user is given the ability to adjust the order of the instruments by using the **Up** and **Down** arrows to prioritize the list of instruments in a multi-instrument assessment. There is also a **Delete** button that allows the user to remove instrument(s) from the list before creating the assignment. The user needs to select the instrument(s) they do NOT want to include in the assessment (instrument(s) will be highlighted), and then select the **Delete** button.

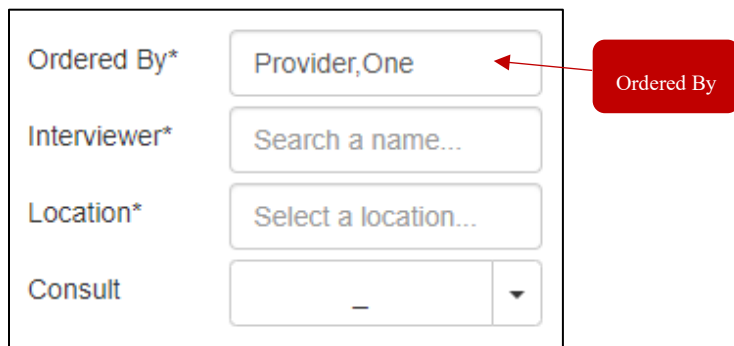
Example: Instruments Chosen Field (Tools)



2.1.9. Ordered By

The user must select the name of the individual ordering the assessment. The text search for this field is dynamic, and as soon as the user has entered at least 2 letters into the field, the application will begin searching for and returning to the user a list of viable names in a drop-down field. Highlighting or selecting the name will finish the process of entering the "Ordered By" name. This is a required field, and without it filled in, the assignment will not be created.

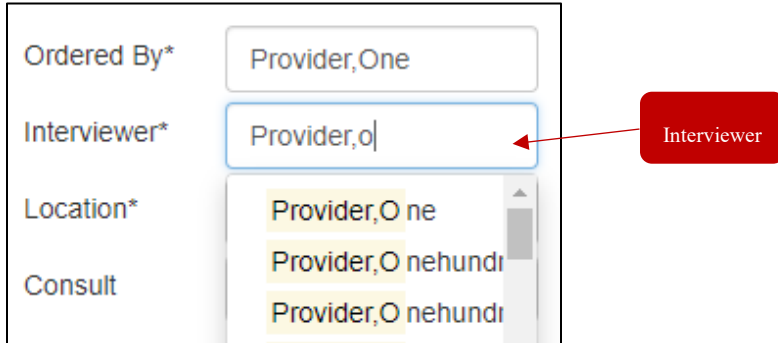
Example: Ordered By Field



2.1.10. Interviewer

The user must select the name of the individual interviewing the patient for the assessment. The text search for this field is dynamic, and as soon as the user has entered at least 2 letters into the field, the application will begin searching for and returning to the user a list of viable names in a drop-down field. Highlighting or selecting the name will finish the process of entering the “Interviewer” name. This is a required field and without it filled in, the assignment will not be created.

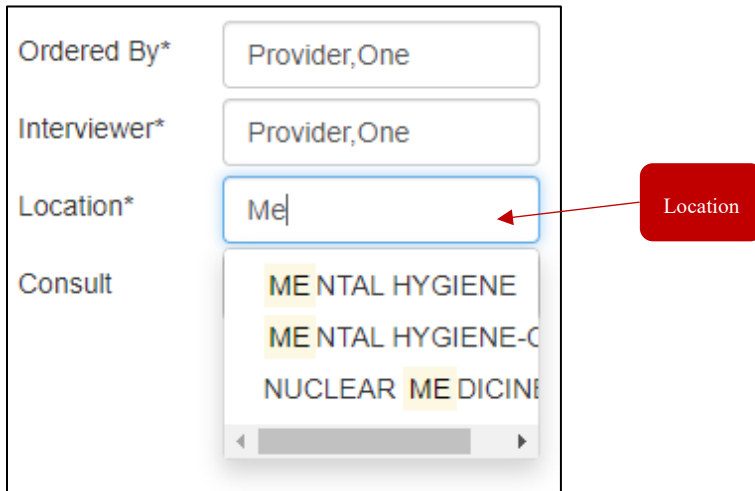
Example: Interviewer Field



2.1.11. Location

The user must select the name of the location the assessment. The text search for this field is dynamic, and as soon as the user has entered at least 2 letters into the field, the application will begin searching for and returning to the user a list of viable names in a drop-down field. Highlighting or selecting the name will finish the process of entering the “Location” name. This is a required field, and without it filled in, the assignment will not be created.

Example: Location Field



2.1.12. Consult

The user has the option to select a consult if there is a consult related to the assessment. The “Consult” can be selected by clicking the drop-down arrow beside the “Consult” field and selecting the appropriate consult from the displayed list. This is an optional field and is NOT required in order to complete the assignment creation process.

Example: Consult Field

The image shows a form with four rows of input fields. The first three rows are labeled 'Ordered By*', 'Interviewer*', and 'Location*'. Each of these has a search box with placeholder text: 'Search a name...', 'Search a name...', and 'Select a location...' respectively. The fourth row is labeled 'Consult' and contains a dropdown menu with a hyphen '-' as the selected option. A red arrow points from a red callout box labeled 'Consult' to the dropdown arrow.

2.1.13. Cancel

If the user does not want to continue with the creation of an assignment, they can select the **Cancel** button, which will close the “Assign Assessment” modal and return the user to the MHA Web landing page.

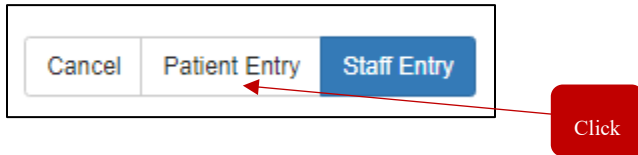
Example: Assign Assessment Action Buttons

The image shows three buttons in a row: 'Cancel', 'Patient Entry', and 'Staff Entry'. The 'Staff Entry' button is highlighted in blue. A red arrow points from a red callout box labeled 'Click' to the 'Cancel' button.

2.1.14. Patient Entry

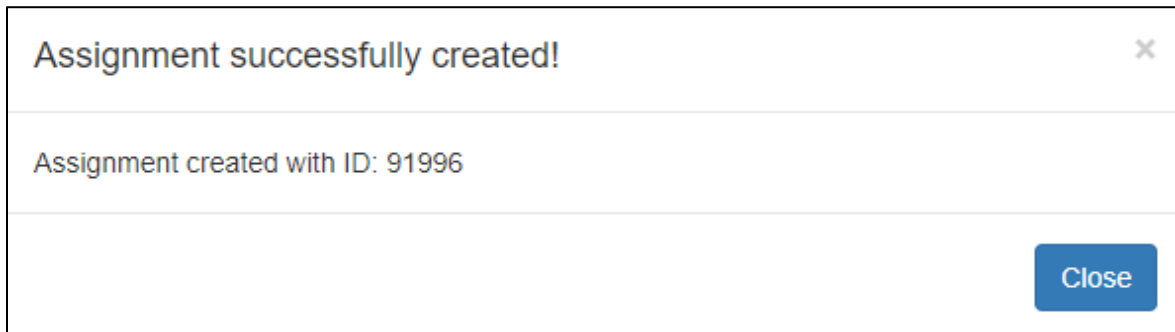
When selecting the **Patient Entry** button, the application will create an Assignment ID that will be displayed in a small window on the screen. This number is the ‘PIN’ that will be given to a patient in order for the patient to complete their assessment.

Example: Assign Assessment Action Buttons



The patient name must be verified before entering questionnaire data. Once verified, the clinician or other representative in the MH clinic will provide the PIN to the patient. The patient will use either a kiosk or an iPad, enter the PIN and the last 4 numbers of their SSN into the landing page of the Patient Entry application, and complete the desired administration(s) for the clinician. For a more detailed explanation of the process for using the Patient Entry application, reference the “**MHA Patient Entry User Manual**” in the VDL

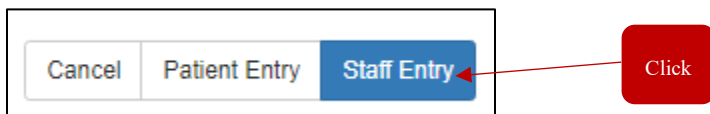
Example: Patient Entry Assignment ID Modal



2.1.15. Staff Entry

When selecting the **Staff Entry** button, the application will immediately launch the assessment in Staff Entry mode. This is the mode the clinician will use to complete the patient assessment. Further detailed information regarding this functionality can be found in the **Executing a Staff Entry Assignment** section.

Example: Assign Assessment Action Buttons

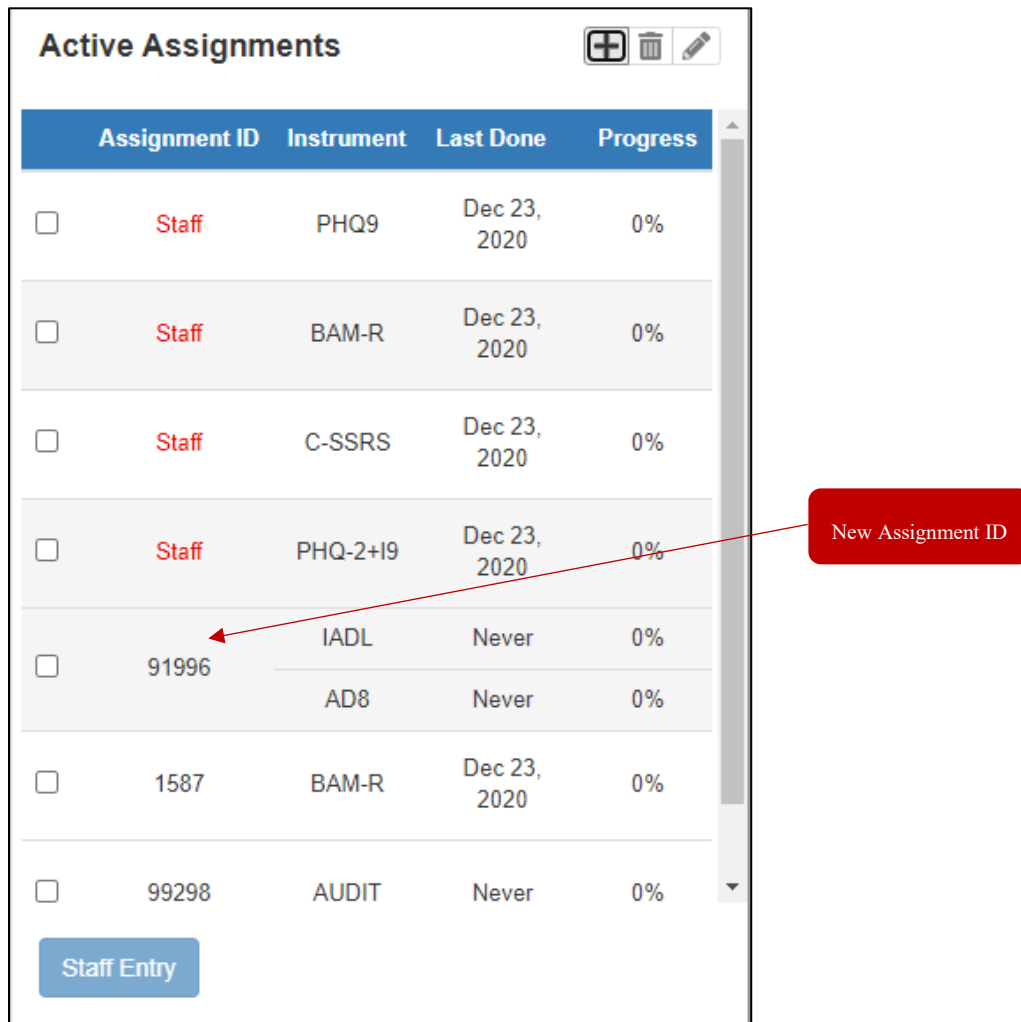


The patient name must be verified before entering questionnaire data.

2.2. Reviewing Assignment IDs in Active Assignments Table

When you create an Assignment ID by selecting the **Patient Entry** button in the **Assign Assessments** modal, the **Active Assignments** table is automatically updated with the new Assignment ID.

Example: Active Assignments Table




The screenshot shows a table titled "Active Assignments" with columns: Assignment ID, Instrument, Last Done, and Progress. The table contains several rows, including "Staff" entries and a "New Assignment ID" (91996) which is highlighted by a red callout box. A "Staff Entry" button is visible at the bottom left of the table.

	Assignment ID	Instrument	Last Done	Progress
<input type="checkbox"/>	Staff	PHQ9	Dec 23, 2020	0%
<input type="checkbox"/>	Staff	BAM-R	Dec 23, 2020	0%
<input type="checkbox"/>	Staff	C-SSRS	Dec 23, 2020	0%
<input type="checkbox"/>	Staff	PHQ-2+I9	Dec 23, 2020	0%
<input type="checkbox"/>	91996	IADL	Never	0%
		AD8	Never	0%
<input type="checkbox"/>	1587	BAM-R	Dec 23, 2020	0%
<input type="checkbox"/>	99298	AUDIT	Never	0%

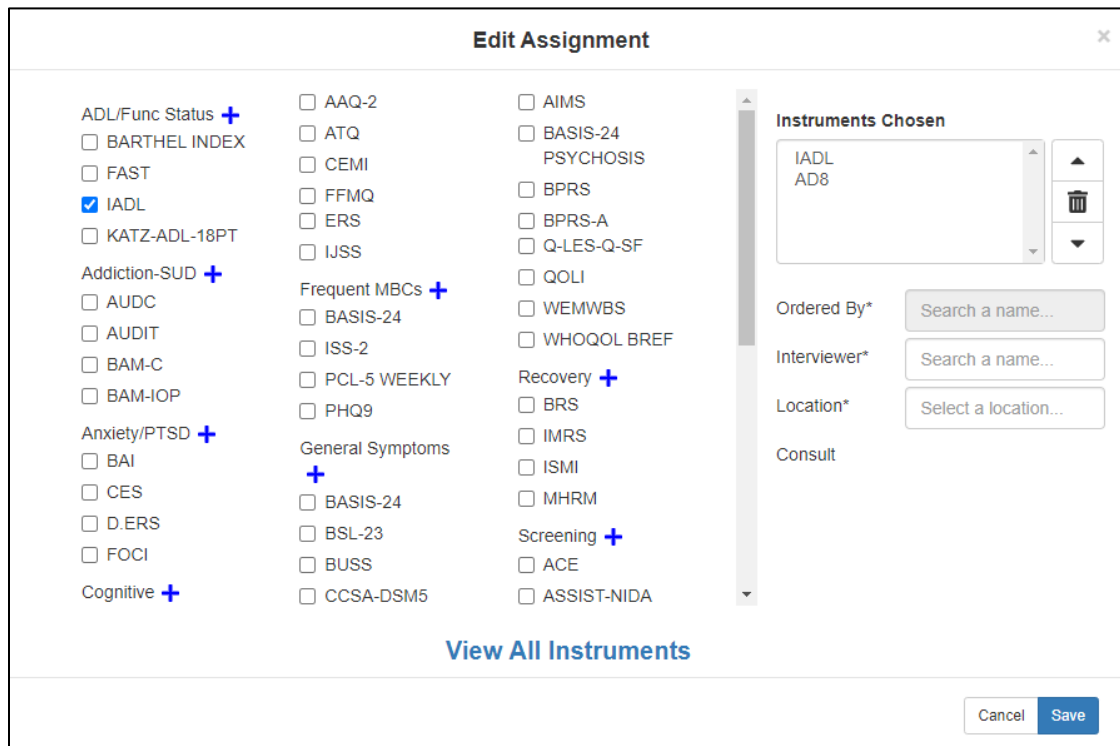
If needed, the user can edit or delete the Assignment ID, whether it be “Patient” or “Staff” entry, by selecting the appropriate icon at the top of the table.

2.2.1. Edit an Assignment

In order to edit an assignment, select the Assignment ID you wish to edit by checking the checkbox beside that ID. Then, select the **edit** icon  in order to perform the desired action. The **Edit Assignment** window will appear allowing you to perform the same functions as you would when creating an assignment with 2 exceptions. You will not be able to change the **Ordered By** nor the **Consult** fields. To save any changes, select the **Save** button. If you do NOT want to save changes made to the assignment, select the **Cancel** button. Either action will return the user to the MHA Web landing page.

*****NOTE*** It is important to remember that an Assignment ID CANNOT be edited once the assessment has been started (anything above 0% complete). If an assignment is partially complete, the 'edit' option will not be available to the user. The only options are to complete the assignment or delete it.**

Example: Edit Assignment Window



The screenshot shows the 'Edit Assignment' window with the following elements:

- ADL/Func Status +**
 - BARTHEL INDEX
 - FAST
 - IADL
 - KATZ-ADL-18PT
- Addiction-SUD +**
 - AUDC
 - AUDIT
 - BAM-C
 - BAM-IOP
- Anxiety/PTSD +**
 - BAI
 - CES
 - D.ERS
 - FOCI
- Cognitive +**
- AAQ-2
- ATQ
- CEMI
- FFMQ
- ERS
- IJSS

Frequent MBCs +

- BASIS-24
- ISS-2
- PCL-5 WEEKLY
- PHQ9

General Symptoms +

- BASIS-24
- BSL-23
- BUSS
- CCSA-DSM5

- AIMS
- BASIS-24 PSYCHOSIS
- BPRS
- BPRS-A
- Q-LES-Q-SF
- QOLI
- WEMWBS
- WHOQOL BREF

Recovery +

- BRS
- IMRS
- ISMI
- MHRM

Screening +


- ACE
- ASSIST-NIDA

- Instruments Chosen**
- IADL
- AD8
- Ordered By*** Search a name...
- Interviewer*** Search a name...
- Location*** Select a location...
- Consult**

[View All Instruments](#)

Cancel Save

2.2.2. Delete an Assignment

In order to delete an assignment, select the Assignment ID you wish to delete by checking the checkbox beside that ID. Then, select the **Delete** icon  in order to perform the desired action. The **Delete Assignment** window will appear allowing you to review and confirm the assignment before deleting it. To delete the assignment, select the **Delete** button. If you do NOT want to delete the assignment, select the **Cancel** button. Either action will return the user to the MHA Web landing page.

*****NOTE*** You can delete an assignment ID once the assessment has begun (anything above 0% complete). If an assignment is partially complete, the ‘delete’ option will be available to the user. The only options for the assignment are completing the assignment or deleting it.**

Example: Delete Assignment Window

Delete Assignment ×

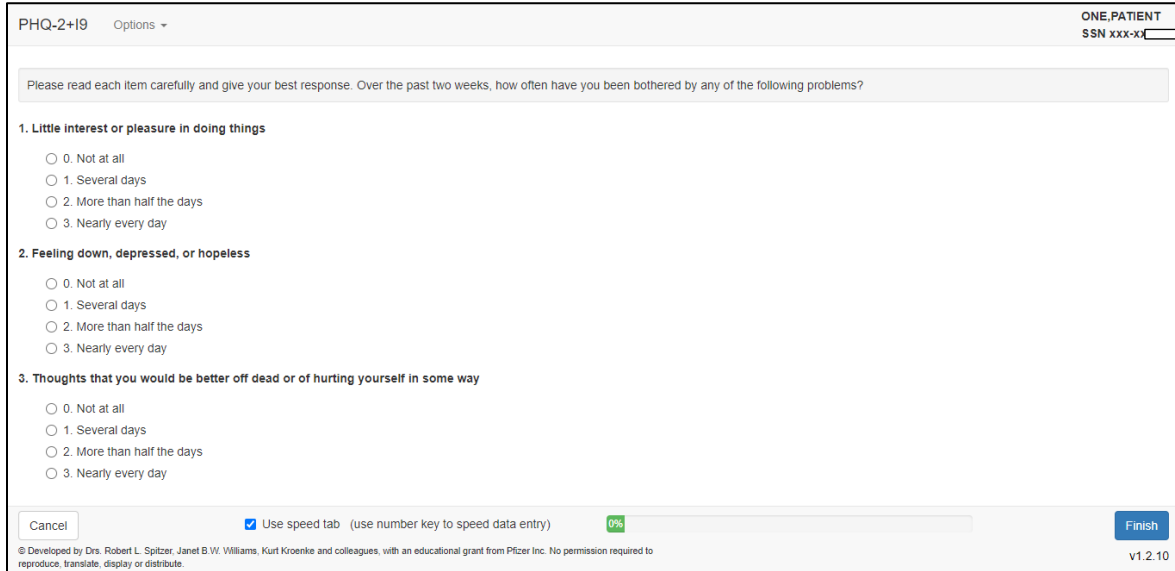
Assignment ID	91996
Instruments	IADL, AD8
Ordered By	PROVIDER,ONE
Interviewer	PROVIDER,ONE
Location	MENTAL HYGIENE

CancelDelete

2.3. Executing a Staff Entry Assignment

Once the setup of an assignment has been completed, and the user selects the **Staff Entry** button, the “Staff Entry” mode of MHA Web will automatically launch and allow the user to begin completing assessment(s).

Example: Staff Entry Execution Screen

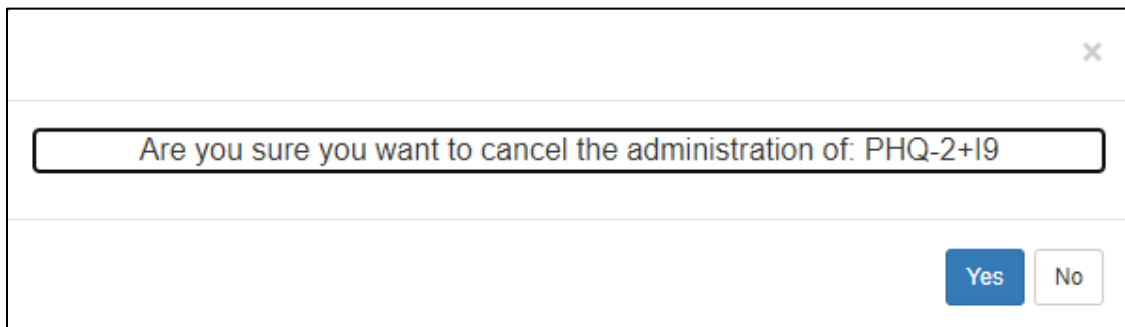


The screenshot shows the PHQ-2+I9 assessment interface. At the top, it displays 'PHQ-2+I9' and 'Options -'. On the right, it shows 'ONE PATIENT' and 'SSN xxx-xx-xxxx'. The main instruction reads: 'Please read each item carefully and give your best response. Over the past two weeks, how often have you been bothered by any of the following problems?'. There are three sections of questions, each with four radio button options: '0. Not at all', '1. Several days', '2. More than half the days', and '3. Nearly every day'. The sections are: 1. Little interest or pleasure in doing things; 2. Feeling down, depressed, or hopeless; 3. Thoughts that you would be better off dead or of hurting yourself in some way. At the bottom, there is a 'Cancel' button, a checked checkbox for 'Use speed tab (use number key to speed data entry)', a progress bar at 0%, and a 'Finish' button. A footer contains copyright information and version 'v1.2.10'.

2.3.1. Cancel

If the user decides they do not want to complete the assessment, they can select the **Cancel** button to end the “Staff Entry” session. MHA Web will prompt the user to confirm their selection by opening a “Cancel Assessment” modal. The user can either select “Yes” to continue, or “No” to return to the assessment. If the user selects “Yes”, the user will be returned to the MHA Web landing page and a “Staff” assignment will be created in the “Active Assignments” table. In the event there are multiple instruments in the assignment, “Staff Entry” will take the user to the next instrument in the assignment after selecting **Cancel**. This will continue until the user has cancelled out of all instruments in the assignment.

Example: Cancel Assessment Modal

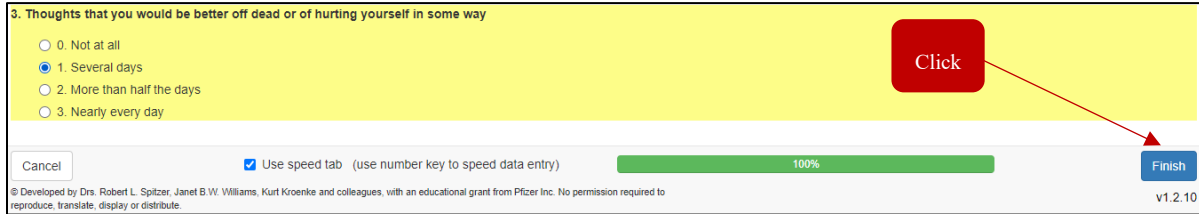


The screenshot shows a modal dialog box with a close button (X) in the top right corner. The main text inside the modal asks: 'Are you sure you want to cancel the administration of: PHQ-2+I9'. At the bottom right, there are two buttons: 'Yes' and 'No'.

2.3.2. Finish

Once an assessment has been completed, the user can select the **Finish** button, where MHA Web will open the **Progress Note** window that allows the user to “Save Note”, “Do Not Save Note” or “Copy Text”.

Example: Finished Assessment (Unsubmitted)



3. Thoughts that you would be better off dead or of hurting yourself in some way

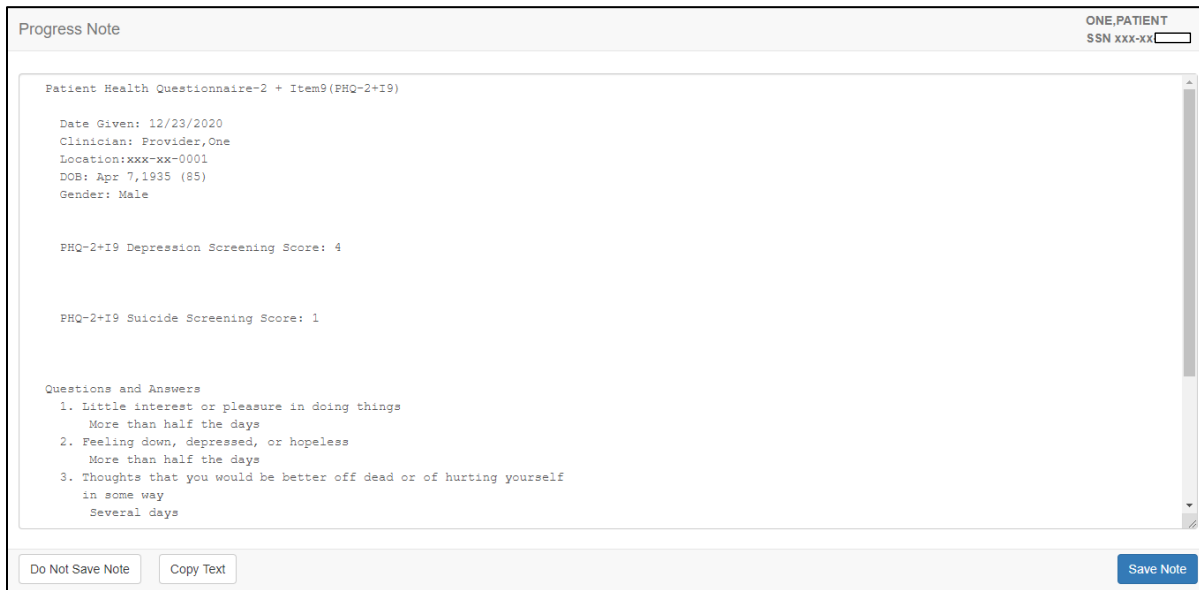
0. Not at all
 1. Several days
 2. More than half the days
 3. Nearly every day

Click

Cancel Use speed tab (use number key to speed data entry) 100% Finish

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Example: Finished Assessment (Submitted)



Progress Note ONE_PATIENT
SSN xxx-xx-xx

Patient Health Questionnaire-2 + Item9 (PHQ-2+I9)

Date Given: 12/23/2020
Clinician: Provider,One
Location:xxx-xx-0001
DOB: Apr 7,1935 (85)
Gender: Male

PHQ-2+I9 Depression Screening Score: 4

PHQ-2+I9 Suicide Screening Score: 1

Questions and Answers

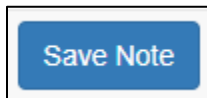
1. Little interest or pleasure in doing things
More than half the days
2. Feeling down, depressed, or hopeless
More than half the days
3. Thoughts that you would be better off dead or of hurting yourself
in some way
Several days

Do Not Save Note Copy Text Save Note

2.3.3. Save Note

Selecting the **Save Note** button will create a progress note for the administration in CPRS, and the progress note will also be accessible in the “Completed Instruments” section of MHA Web.

Example: Save Note Button



2.3.4. Do Not Save Note

Selecting the **Do Not Save Note** button will NOT create a progress note for the administration in CPRS. However, the report created from the completed administration will be accessible in the “Completed Instruments” section of MHA Web.

Example: Do Not Save Note Button



2.3.5. Copy Text

Selecting the **Copy Text** button allows the user to copy the progress note information to the clipboard for pasting into other applications.

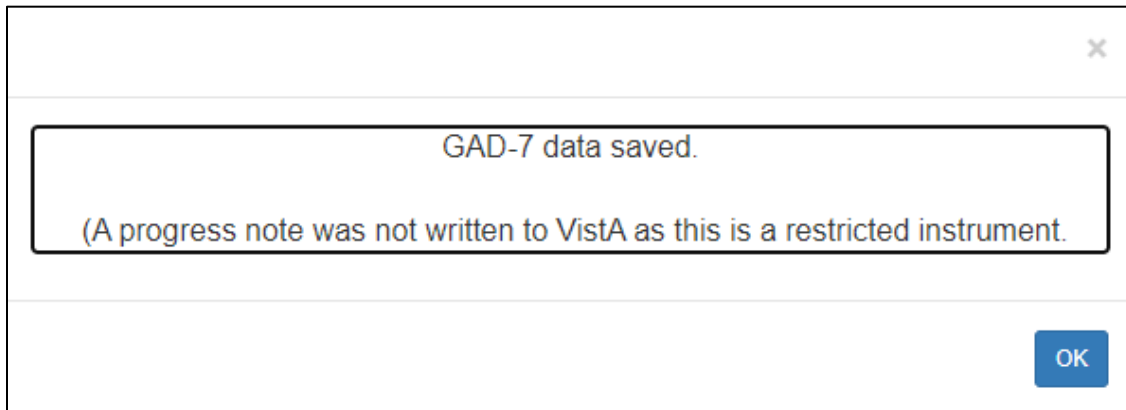
Example: Copy Text Button



2.3.6. Restricted Instrument(s)

If the instrument being completed in the assessment is a restricted instrument, when the user selects **Finish**, MHA Web will NOT create a progress note to be stored in CPRS, and a modal will appear notifying the user as much. Selecting **Continue** will return the user to the MHA Web main landing page where they can then select the instrument name and view the report for that date of completion.

Example: Restricted Instrument Warning Modal



2.4. Reviewing Completed Assessments (Reports / Graphs)

2.4.1. Reports

Upon the completion of an assessment by either the patient, or a user, a report is generated for the completed assessment and is viewable in the “Completed Instruments” section of the main MHA Web landing page. In order to view this report, the user needs to select the desired instrument name, and then select the appropriate date for the report. Once selected, MHA Web will display the details of the report for review.

Example: Completed Instruments Field – Displayed Report

Completed Instruments:

PHQ-2+I9 PHQ9 C-SSRS BAM-R BSL-23 ATQ

PHQ-2+I9

Dec 23, 2020@11:54:50
Dec 23, 2020@10:42:06

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Date Given: 12/23/2020
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Location:xxx-xx-0001
DOB: Apr 7,1935 (85)
Gender: Male

PHQ-2+I9 Depression Screening Score: 4
The score on this administration is 4, which indicates a POSITIVE screen on the PHQ-2+I9 Depression Scale over the past 2 weeks.


PHQ-2+I9 Suicide Screening Score: 1
The score on this administration is 1, which revealed suicidal ideation SEVERAL DAYS over the past 2 weeks, which indicates a POSITIVE screen for Risk of Suicide.

Questions and Answers

1. Little interest or pleasure in doing things
More than half the days
2. Feeling down, depressed, or hopeless

2.4.2. Graphs

The option to review the data within the report in a graphical format is also available to the user.

The user must select the  icon in order to see display the data. The history of all assessments related to that selected instrument will be available for review, and a table of information will be provided for reference.

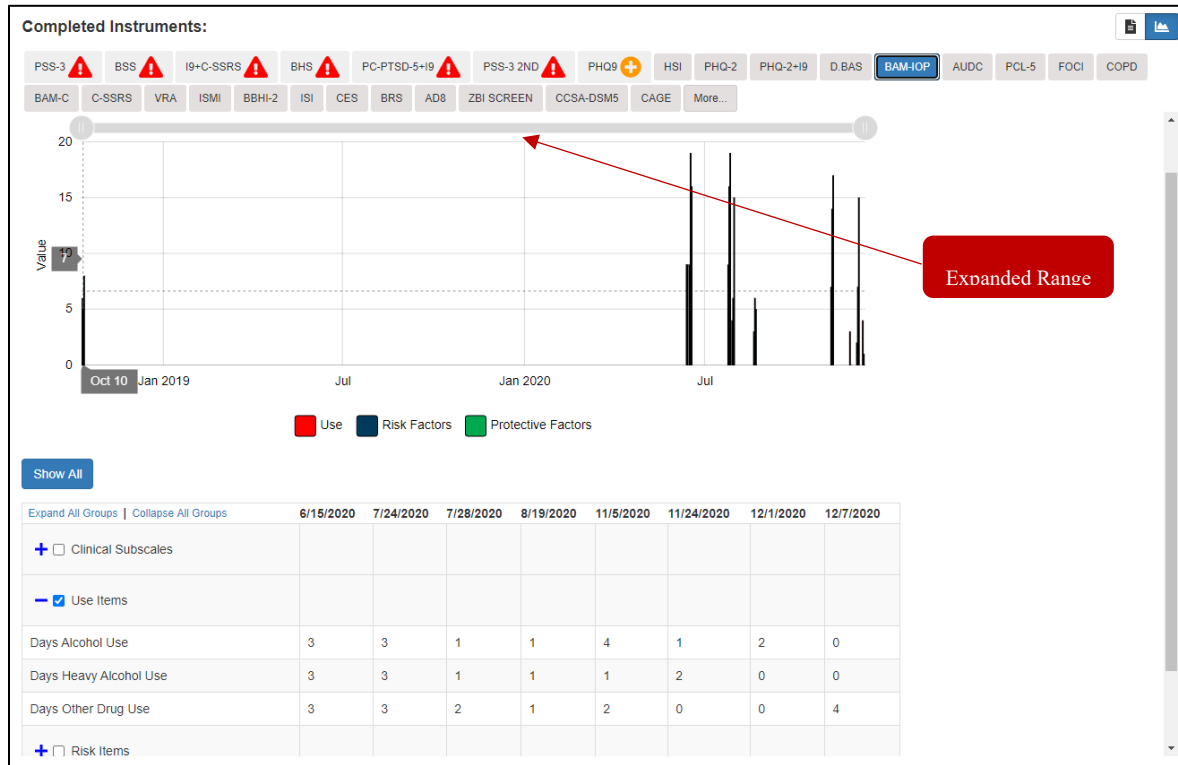
Example: Graphed Instrument Results Display



A legend is provided below the graph that displays the metric associated with each graphed color for assessments that have multi-value metrics. This information comes directly from the data table below the graph.



The user can also use the slider bar at the top of the graph to display data based on a date range desired by the user. The user must use their mouse to click on the slide bar and then drag it right or left to gain the desired display of graphed data.

Example: Graph Slider Bar Adjustments (Expanded Range)



Example: Graph Slider Bar Adjustments (Narrowed Range)



The table can also be filtered for specific trending information if the user so desires. This can be accomplished by selecting the  icon beside a specific category in order to expand the subcategories and review the results. In order to graph the results for this subcategory, select the checkbox beside the category in the data reference table. The graphical display will automatically update based on the user selection, and the legend will also update to reflect which colors are associated with each component of the subcategories. Inversely, if the user wants to close the expanded category, they need to select the  icon.

Example: Expanded Category w/ Refreshed Data



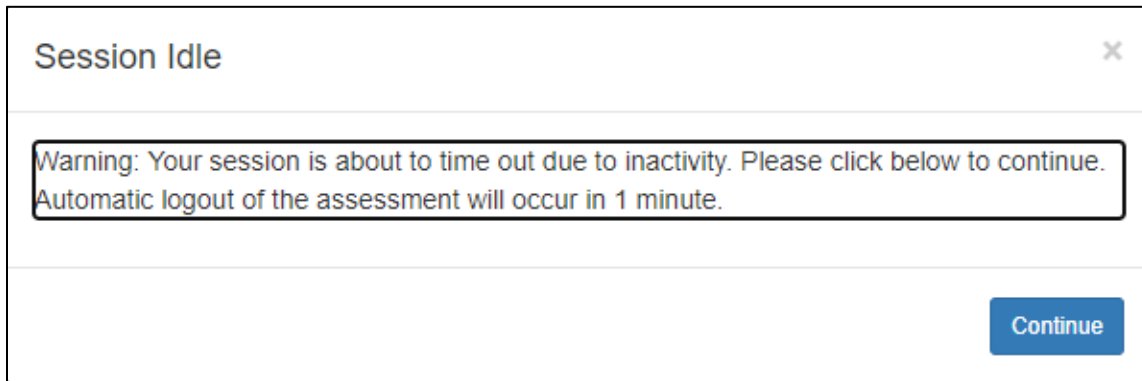
2.5. Application Time-Out Warnings

MHA Web has 2 different timeout requirements. These are relative to the function and security of the application.

2.5.1. Staff Entry 10-Minute Timeout:

If the user is completing an administration and is idle for 10 minutes, MHA Web will automatically end that session and return the user to the main landing page of the application. At the 9-minute mark, a warning modal will appear allowing the user to continue the administration or log out of the administration.

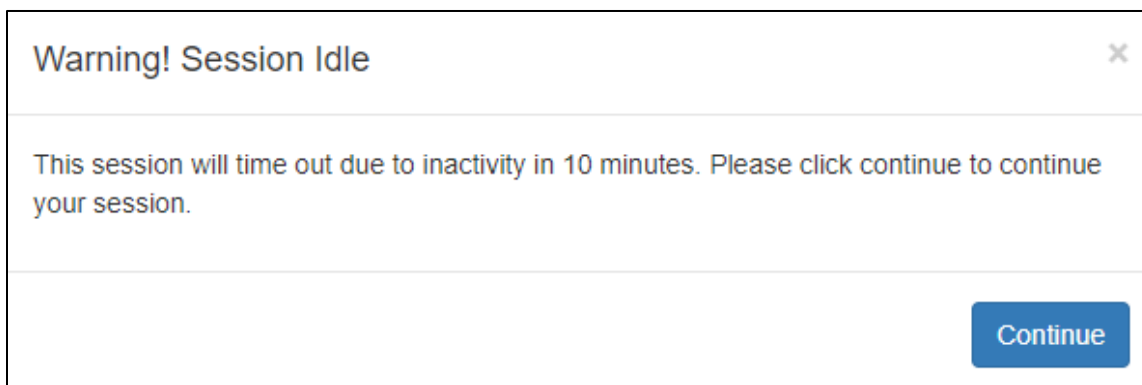
Example: 10-Minute Timeout Modal



2.5.2. MHA Web Server Timeout:

If the user is inactive in the application for 1 hour, MHA Web will automatically end that session and log the user out of the application. At the 50-minute mark, a warning modal will appear allowing the user to continue the session or be automatically logged out of the session.

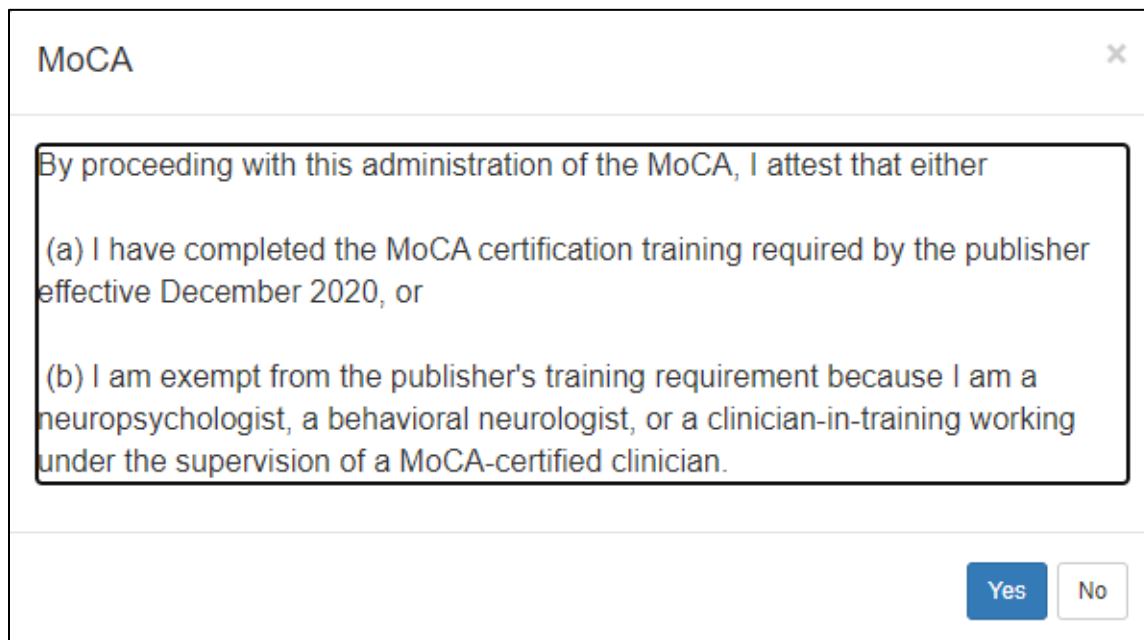
Example: 1 Hour Timeout Modal



2.6. Special Instrument Notification in Staff Entry

Certain instruments require special training/certification before they can be executed by a clinician. When a clinician attempts to complete any of the MOCA instruments, a warning modal will appear that informs them of the requirement for the certification training required in order to administer the instrument, and this modal must be acknowledged before the clinician can proceed with the administration.

Example: MOCA Certification Modal



The image shows a screenshot of a software modal dialog box titled "MoCA". The dialog box has a close button (an 'x' icon) in the top right corner. The main content area contains the following text:

By proceeding with this administration of the MoCA, I attest that either

(a) I have completed the MoCA certification training required by the publisher effective December 2020, or

(b) I am exempt from the publisher's training requirement because I am a neuropsychologist, a behavioral neurologist, or a clinician-in-training working under the supervision of a MoCA-certified clinician.

At the bottom right of the dialog box, there are two buttons: a blue "Yes" button and a white "No" button with a grey border.