**Mental Health eScreening**

**Assistant Quick Guide**

9 February 2015

Windows Login for MHE Tablet

Username: **.\vhasdcescreen**

Password: **Escreen#1**

**Creating the Battery**

1. Access the website: **https://vaww.escreening.va.gov/sd/**
2. Click **Staff Log-In**.
3. Click **Create** **Battery**.
4. Type **Last Name** and **SSN-4**, then click **Search**.

5A. If Veteran **does** appear in the search results, select the Veteran’s name.  
 --OR--

5B. If Veteran **does not** appear in the search results, Click **+Create Veteran in DB**.

1. Click **Save**, then click **Create** **New** **Battery**.
2. Choose these list box inputs:

* Program: OEF/OIF/OND Care Management
* VistA Clinic: LJ SOC WK OEF OIF ESCREENING
* Note Title: SWS/POST911/SCREEN/ELECTRONIC
* Clinician: Schwarz, Natasha

1. Under BATTERY Screening Module, click **OEF/OIF/OND Intake** **Screen**.

All applicable Screening Modules turn grey.

1. Click **Save**.

**Printing**

When the Veteran gives the tablet back, print the Veteran Summary.

1. Click **Staff Log-In**, then log in.
2. Click **Dashboard**, then click the **Veteran’s name**.
3. Click **View Veteran Summary**, then click **Print**.

Call Liz Floto x5550 or Matt Morgan x5557 for assistance