



**Update\_2\_0\_68**

## **Clinical Reminders**

**VA-NUR SUR FIRE RISK ASSESSMENT**

## **Install Guide**

**April 2019**

Product Development  
Office of Information Technology  
Department of Veterans Affairs

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# Introduction

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## Description:

A national standardized nursing care plan for a Fire Risk Assessment to meet new Joint Commission requirements (EC.02.03.01) for surgery during the Time Out Safety Checklist. The current VISTA surgical package nursing intraoperative note cannot be updated to address the new requirement. Contact for any questions: Lisa Warner

UPDATE\_2\_0\_68 contains 1 Reminder Exchange entry:

**UPDATE\_2\_0\_68 VA-NUR SUR FIRE RISK ASSESSMENT**

**The exchange file contains the following components:**

### **TIU TEMPLATE FIELD**

WORD 2 LINES

JMP TEXT BOX-TWO LINES

### **EDUCATION TOPICS**

NONE

### **HEALTH FACTORS**

VA-REMINDER UPDATES

VA-UPDATE\_2\_0\_68

VA-OR FIRE RISK [C]

VA-FIRE RISK A NO

VA-FIRE RISK A YES

VA-FIRE RISK B NO

VA-FIRE RISK B YES

VA-FIRE RISK C NO

VA-FIRE RISK C YES

VA-FIRE RISK D NO

VA-FIRE RISK D YES

VA-FIRE RISK E NO

VA-FIRE RISK E YES

VA-FIRE RISK OUTCOME 1

VA-FIRE RISK OUTCOME 2

### **REMINDER SPONSOR**

OFFICE OF NURSING SERVICES

### **REMINDER TERM**

VA-REMINDER UPDATE\_2\_0\_68

### **REMINDER DIALOG**

VA-NUR SUR FIRE RISK ASSESSMENT

## Install Details

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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\\_68.PRD](http://vista.med.va.gov/reminders/UPDATE_2_0_68.PRD)**

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

Installation:

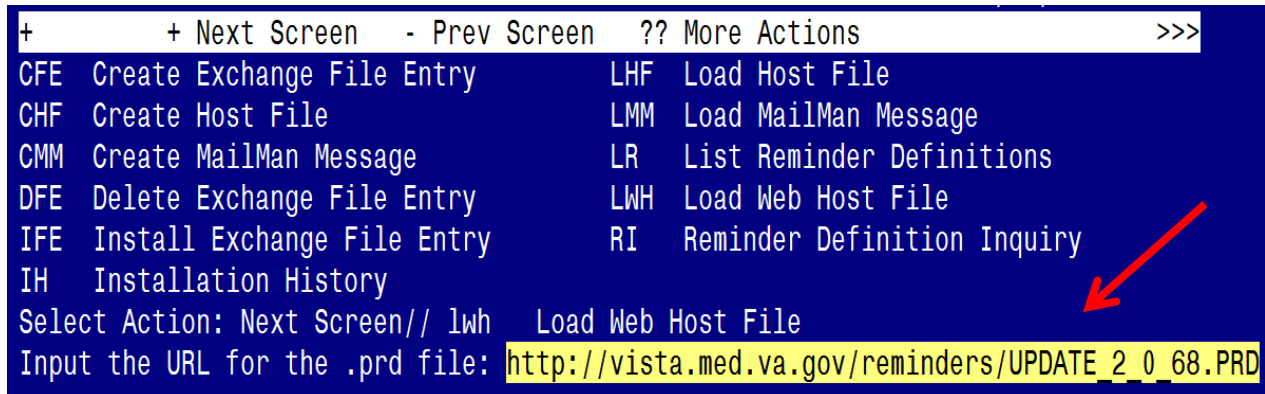
=====

This update can be loaded with users on the system. Installation will take **less than 15 minutes**.

## Install Example

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

A screenshot of the Vista Reminder Exchange menu. The menu is displayed on a dark blue background with white text. At the top, there are navigation options: '+ Next Screen', '- Prev Screen', '?? More Actions', and '>>>'. Below these are several menu items, each with a code and a description: CFE Create Exchange File Entry, CHF Create Host File, CMM Create MailMan Message, DFE Delete Exchange File Entry, IFE Install Exchange File Entry, IH Installation History, LHF Load Host File, LMM Load MailMan Message, LR List Reminder Definitions, LWH Load Web Host File, and RI Reminder Definition Inquiry. The 'LWH Load Web Host File' option is highlighted with a red arrow. Below the menu items, the prompt 'Select Action: Next Screen// lwh' is shown, followed by 'Load Web Host File'. Below that, the prompt 'Input the URL for the .prd file:' is shown, followed by the URL 'http://vista.med.va.gov/reminders/UPDATE\_2\_0\_68.PRD' which is highlighted in yellow.

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\\_68.PRD](http://vista.med.va.gov/reminders/UPDATE_2_0_68.PRD)**

A screenshot of a success message displayed on a dark blue background with white text. The message reads: 'http://vista.med.va.gov/reminders/UPDATE\_2\_0\_68.PRD successfully loaded.' A red arrow points to the end of the message.

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\_68 VA-NUR SUR FIRE RISK ASSESSMENT** in reminder exchange.

+Item	Entry	Source	Date Packed
123	UPDATE_2_0_68 VA-NUR SUR FIRE RISK ASSESSMENT	PLOTT@SALT LAKE CI	02/22/2019@12:22
124	UPDATE_2_0_7	MONTGOMERY@SALT LAKE CI	10/06/2015@11:24
125	UPDATE_2_0_70 VA-VHA CHOICE/PC CC APPROVAL FOR MEDICAL CARE	GRIFFITH@SALT LAKE CI	12/14/2018@07:59
126	UPDATE_2_0_71 VA-ORAL CARE TEMPLATE	SMALLEY@SALT LAKE CI	12/20/2018@09:50
127	UPDATE_2_0_8 ALC FOLLOW-UP ONLY	MONTGOMERY@SALT LAKE CI	02/03/2017@09:26
128	UPDATE_2_0_8 MH UPDATES	MONTGOMERY@SALT LAKE CI	01/20/2017@12:26
+    + 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		
Select Action: Next Screen// 123			

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry  
Enter the number that corresponds with your entry titled **UPDATE\_2\_0\_68 VA-NUR SUR FIRE RISK ASSESSMENT** (in this example it is entry 123 it will vary by site)

Component	Category	Exists
Source: PLOTT,JOSEPH G at SALT LAKE CITY		
Date Packed: 02/22/2019@12:22:10		
Package Version: 2.0P35		
Description:		
The following Clinical Reminder items were selected for packing:		
REMINDER DIALOG		
VA-NUR SUR FIRE RISK ASSESSMENT		
REMINDER TERM		
VA-REMINDER UPDATE_2_0_68		
Keywords:		
Components:		
+    Enter ?? for more actions    >>>		
IA	Install all Components	IS   Install Selected Component
Select Action: Next Screen//		

At the **Select Action** prompt, type **IA** for Install all Components and hit enter.  
 Select Action: Next Screen// **IA Install all Components**

You will see several prompts, for all new entries you will choose **I to Install**

For the following 'existing' entry choose **S to Skip**:

TIU TEMPLATE FIELD entry named WORD 2 LINES already exists but the packed component is different, what do you want to do?

Select one of the following:

- C Create a new entry by copying to a new name
- O Overwrite the current entry
- U Update
- Q Quit the install
- S Skip, do not install this entry

Enter response: O// **s Skip, do not install this entry**

**You will be prompted to install the reminder dialog component:**

Packed reminder dialog: VA-NUR SUR FIRE RISK ASSESSMENT [NATIONAL DIALOG]				
Item	Seq.	Dialog Findings	Type	Exists
1		VA-NUR SUR FIRE RISK ASSESSMENT	dialog	
2	10	VA-NUR SUR FIRE RISK ASSESSMENT VERSION Finding: *NONE*	element	
3	20	VA-GP NUR OR PART B FIRE BOX Finding: *NONE*	group	
4	20.5	VA-GP NUR OR PART B FIRE Finding: *NONE*	group	
5	20.5.5	VA-GP NUR OR K SPACE Finding: *NONE*	group	
6	20.5.10	VA-GP NUR OR PART B FIRE INTER Finding: *NONE*	group	
7	20.5.10.5	VA-GP NUR OR PART B FIRE INTER ALCOHOL Finding: *NONE*	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//				

At the **Select Action** prompt, type **IA** to install the dialog – **VA-NUR SUR FIRE RISK ASSESSMENT**

Select Action: Next Screen// **IA Install All**

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

Packed reminder dialog: VA-NUR SUR FIRE RISK ASSESSMENT [NATIONAL DIALOG]						
VA-NUR SUR FIRE RISK ASSESSMENT (reminder dialog) installed from exchange file.						
Item	Seq.	Dialog Findings	Type	Exists		
1		VA-NUR SUR FIRE RISK ASSESSMENT	dialog	X		
2	2	VA-NUR SUR FIRE RISK ASSESSMENT VERSION Finding: *NONE*	element	X		
3	5	VA-GP NUR OR PART B FIRE BOX Finding: *NONE*	group	X		
4	5.5	VA-GP NUR OR PART B FIRE Finding: *NONE*	group	X		
5	5.5.5	VA-GP NUR OR K SPACE Finding: *NONE*	group	X		
6	5.5.10	VA-GP NUR OR PART B FIRE INTER Finding: *NONE*	group	X		
7	5.5.10.5	VA-GP NUR OR PART B FIRE INTER ALCOHOL Finding: *NONE*	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	

When the dialog has completed installation, you will then be returned to this screen. At the **Select Action** prompt, type **Q**.

Component	Category	Exists
Source: PLOTT,JOSEPH G at SALT LAKE CITY		
Date Packed: 02/22/2019@12:22:10		
Package Version: 2.0P35		
Description:		
The following Clinical Reminder items were selected for packing:		
REMINDER DIALOG		
VA-NUR SUR FIRE RISK ASSESSMENT		
REMINDER TERM		
VA-REMINDER UPDATE_2_0_68		
Keywords:		
Components:		
+    + Next Screen    - Prev Screen    ?? More Actions    >>>		
IA	Install all Components	IS    Install Selected Component
Select Action: Next Screen// <b>Q</b>		

When the dialog has completed installation, you will then be returned to this screen. At the **Select Action** prompt, type **Q**.

Install complete.

# Post Installation

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## 1. Make the Dialog able to be attached to a Personal/Shared template or 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

*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>** 150

Clinical Reminder Dialog: **VA-NUR SUR FIRE RISK ASSESSMENT**

then **<enter>**

OK? Yes// **<Enter>** (Yes)

## 2. Setup of Note title

The **VA-NUR OPERATING ROOM/PROCEDURE FIRE RISK ASSESSMENT** note title should be created to be used with this reminder dialog template.

Name: **VA-NUR OPERATING ROOM/PROCEDURE FIRE RISK ASSESSMENT**

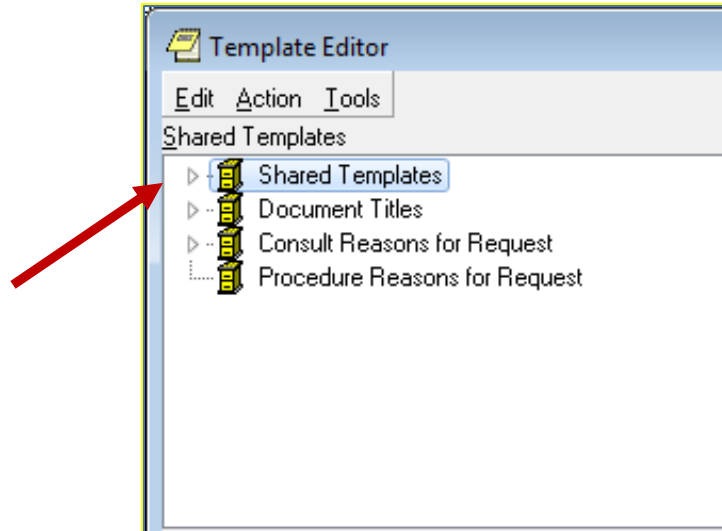
VHA Enterprise Standard Title: **NURSING PROGRESS NOTE**

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

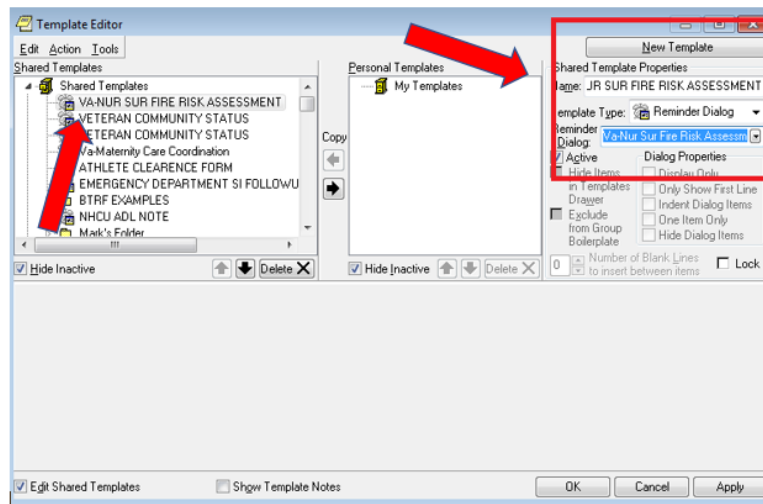


### 3. Add the reminder dialog template as a stand-alone shared template

- Open Template Editor
- Click 'triangle' to left of Shared Templates to expand
- Select the folder(s) that the reminder dialog template should be located



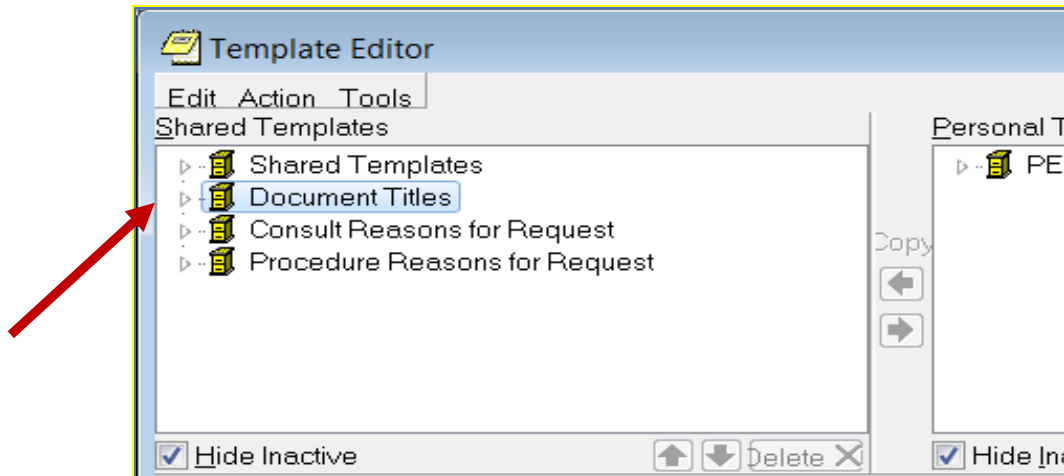
- Click New Template button
- Type **VA-NUR SUR FIRE RISK ASSESSMENT** in the Name box
- Click down arrow and Click on Reminder Dialog in Template Type Box
- Type **VA-NUR SUR FIRE RISK ASSESSMENT** in Reminder Dialog box
- Click Apply



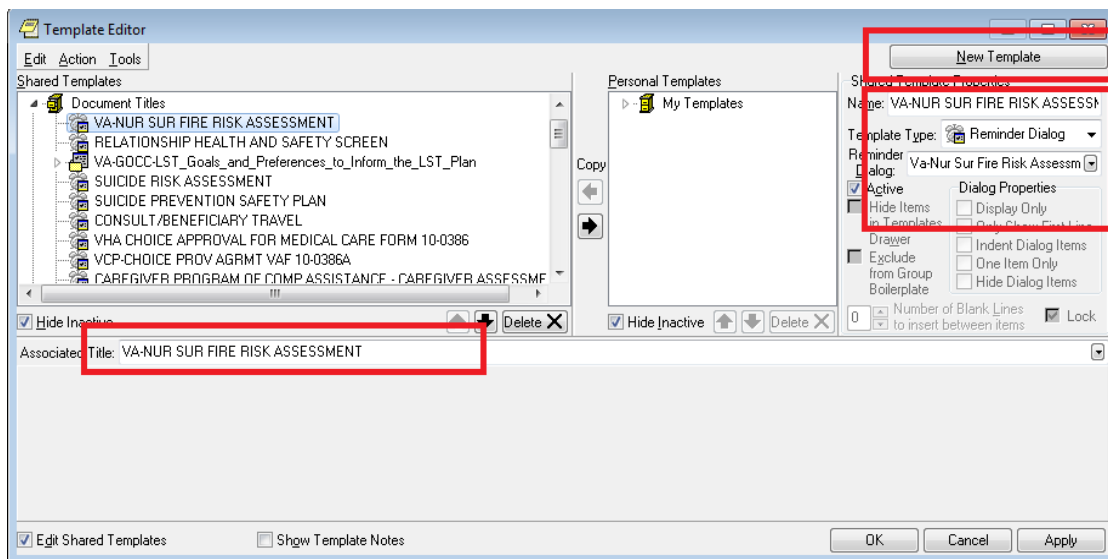
Test the shared template in CPRS to verify that the template opens when selected

### 4. Associate the reminder dialog with the note title

- Open Template Editor
- Click 'triangle' to left of Document Titles to expand



- Click New Template button
- Type **VA-NUR SUR FIRE RISK ASSESSMENT** in the Name box
- Click down arrow and Click on Reminder Dialog in Template Type Box
- Type **VA-NUR SUR FIRE RISK ASSESSMENT** in Reminder Dialog box
- Type **VA-NUR SUR FIRE RISK ASSESSMENT** in Associated Title Box
- Click Apply



Test the progress note title in CPRS to see new template is attached.

*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*