Anticoagulation Management Tool

Installation/Implementation Guide

(Patch OR\*3.0\*516)



Initial Release: March 2010

Revised: January 2020

Department of Veterans Affairs (VA)

Office of Enterprise Development (OI&T)

Product Development (PD)

Revision History

| Date | Description of Change | Author |
| --- | --- | --- |
| Jan 2020 | Patch OR\*3\*516 | D. Michael |
| May 2019 | Patch OR\*505 | D. Michael |
| Jan 2019 | Patch OR \*489 – Added the [Installation Instruction](#OR489) | D. Michael |
| Nov 2018 | Patch OR\*3.0\*491 | C. Wilbur |
| May 2018 | Patch OR \*463 | C. Wilbur |
| Feb 2018 | Patch OR \*447 | H. Chipman |
| May 2015 | Patch OR \*391 | T. Robinson |
| Sep 2013 | Patch OR \*354 | K. Kellick |
| Sept 2011 | Patch OR \*339 | K. Kellick |
| Mar 2010 | Initial Release | C Arceneaux  E Ridley |

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# Introduction

This tool was developed at the Portland VA Medical Center to help simplify the complex, time consuming processes required to manage outpatients on anticoagulation medication.

The tool enables the user to enter, review, and continuously update all information connected with patient anticoagulation management. With the Anticoagulation Management Tool (AMT), one can order lab tests, enter outside lab results and graphically review lab data, enter notes, complete encounter data, complete the consults if consults are used to initiate entry into the Anticoagulation clinic, and print a variety of patient letters. Upon exiting the program all activities within the program are viewable on an Anticoagulation flow sheet located on the Computerized Patient Record System (CPRS) Reports tab. AMT provides clinic staff a mechanism of ensuring continuous patient monitoring *with a built-in mechanism that alerts staff when patients haven’t been monitored in a timely period.* A Lost to Follow-up list is maintained to ensure that staff knows of patients who need attention.

Patch OR\*3.0\*516 is made up of a MUMPS patch and a new Windows executable file (AntiCoagulate.exe) that resolves several reported incidents with the software.

## Scope

The scope of this manual covers the installation steps performed by a Pharmacy Service Automated Data Processing Application Coordinator (ADPAC) or Clinical Application Coordinator (CAC). Other steps, such as performing the Kernel Installation and Distribution System (KIDS) install and downloading the ZIP file from the anonymous server used for software distribution are performed by members of the Information Technology (IT) or Information Resources Management (IRM) staff, depending on the size and organization of your medical center. These steps are covered in the Patch Description that accompanies the server side (M) code of this application.

The remainder of the manual is from the initial installation of AMT and previous patches. The information should help the users configure AMT.

## Screen Capture Conventions

In this manual, user responses are shown in bold type. In most cases, you need only enter the first few letters to increase speed and accuracy. Pressing the Return or Enter key, which is indicated by the symbol <Enter>, must follow every response you enter. This symbol is not shown, but is implied, following bold type entries.

Enter a caret, indicated by the symbol (^), at almost any prompt to terminate the line of questioning and return to the previous level in the routine. Continue entering up-arrows to exit the system.

## Online Help

In the VistA roll and scroll interface, online help is available at almost any prompt in the software by entering a single question mark (?). This will provide information to help you answer the prompt. In some instances, entering double (??) or triple (???) question marks will provide more detailed information.

The Anti-Coagulation Management (AMT) tool executable also has online help that can be accessed by using the Help | Contents menu item. Users can then use the Contents, Index, or Search features to locate information about the various features of the AMT tool.

# Installation of Patch OR\*3.0\*516

The authoritative source for instructions pertaining to the installation for OR\*3.0\*516 Anticoagulation Management Tool (AMT) is the patch description available on FORUM.

## Pre-Conditions

**Note:** It is advisable that ALL users of the AMT software be signed off the system before installing the new version.

Before the AMT can be installed, the following packages and patches must be installed and fully patched in your accounts.

|  |  |
| --- | --- |
| Application Name | Version |
| Authorization/Subscription Utility (ASU) | V. 1.0 |
| Consult/Request Tracking | V. 2.5 |
| Kernel | V. 8.0 |
| Laboratory | V. 5.2 |
| Order Entry/Results Reporting (OE/RR) | V. 3.0 |
| Patient Care Encounter (PCE) | V. 1.0 |
| RPC Broker | V 1.1 |
| Text Integration Utilities (TIU) | V 1.0 |
| ToolKit | V. 7.3 |
| VA FileMan | V. 22.0 |

## Software Retrieval

To obtain the current client-side and server-side software, use FTP to retrieve OR\_3\_0\_516.ZIP from one of the following OI Field Offices' ANONYMOUS.SOFTWARE directories:

| OI Field Office | FTP Address | Directory |
| --- | --- | --- |
| Hines | [ftp.fo-hines.med.va.gov](ftp://ftp.fo-hines.med.va.gov) | anonymous.software |
| Salt Lake City | [ftp.fo-slc.med.va.gov](ftp://ftp.fo-slc.med.va.gov) | anonymous.software |

The software distribution includes these files:

|  |  |  |
| --- | --- | --- |
| File Name | Retrieval Format | Size |
| OR\_3\_0\_516.ZIP | BINARY | 2.91 MB |

The ZIP file will contain the following files so that sites can install as they would like (the EXE, CHM, and RAV files should be placed in the files they are locally configured within the existing tool):

* ANTICOAGULATE.EXE
* ANTICOAG\_HELP\_FILE.CHM
* ANTICOAGULATE.MAP
* CVISIT.RAV
* MAPPT NO FAX LABS.RAV
* MAPPT.RAV

## Server-Side Installation

The ORAMTTR MUMPS routine is updated as part of patch OR\*3.0\*516, and the parameter definition (ORAM GUI VERSION) is updated to the version number of the most recent AMT GUI (AntiCoagulate.EXE).

1. Choose the PackMan message containing this patch and invoke the INSTALL/CHECK MESSAGE PackMan option.
2. Select Kernel Installation & Distribution System Option: Installation

1 Load a Distribution

2 Verify Checksums in Transport Global

3 Print Transport Global

4 Compare Transport Global to Current System

5 Backup a Transport Global

6 Install Package(s)

Restart Install of Package(s)

Unload a Distribution

1. From this menu, must use the **[Backup a Transport Global]** option to create a back out Patch
2. Also, from this menu, you may elect to use the following options:

* Compare Transport Global to Current System
* Verify Checksums in Transport Global
* Use the Install Package(s) options and select the package OR\*3.0\*516

1. When prompted **Want KIDS to INHIBIT LOGONs during the install? NO//**, respond **NO**.
2. When prompted **Want to DISABLE Scheduled Options, Menu Options, and Protocols? NO//**, respond **NO**.

## Configuring Clinics with Default Codes and Additional Indications

After successful installation of AMT, IT staff should confer with local CACs and AMT users to:

1. Set the appropriate values for the Automatic Primary and Secondary Indications for Care to be used in each Anticoagulation Clinic. To receive proper workload credit, these should be set as follows:

|  |  |
| --- | --- |
| Values | Version |
| Auto Primary Indic for Care (ICD-9-CM) | V58.83 |
| Auto Secondary Indic for Care (ICD-9-CM) | V58.61 |
| Auto Primary Indic for Care (ICD-10-CM) | Z51.81 |
| Auto Secondary Indic for Care (ICD-10-CM) | Z79.01 |

This can be done using the ORAM ANTICOAGULATION CLINIC PARAMETERS VistA option, under the ORAM ANTICOAGULATION SETUP menu.

### Set up the Anticoagulation Parameters per Clinic

Parameters need to be set for one or more clinic locations, using the same Anticoagulation Clinic Parameters option:

**Note:** All that’s required to use the Anticoagulation Management Tool (AMT) for more than one clinic is to repeat the following parameter setup for each clinic.

Before starting the clinic parameter setup, gather the needed information. The following page contains a worksheet for gathering clinic-specific information. Any parameters left blank on this level inherit the Division parameter.

One major addition to the clinic parameters are the CPT codes AMT uses for different kinds of contacts. These codes may be sensitive to variables such as Inpatient or Outpatient as well as the qualifications of the provider. On close examination you may find that a clinic that is offered daily is staffed by a PharmD on Monday, Tuesday, and Friday and an MD on Wednesday and Thursday. In actuality, you have two clinics here with a need for different CPT codes. Consult with the coding experts in your facility for guidance (both clinics should share the same team lists and the team lists will be processed as if there were only one clinic).

Make a copy of it for each clinic you are setting up.

#### Anticoagulation Management Clinic Parameter Worksheet:

|  |  |
| --- | --- |
| Parameter | Value (Clinic) |
| Clinic Name |  |
| Anticoagulation Team (All) |  |
| Anticoagulation Team (Complex) |  |
| Address Line 1 |  |
| Address Line 2 |  |
| Address Line 3 |  |
| Clinic Phone Number |  |
| Clinic FAX Number |  |
| Toll Free Phone Number |  |
| Point of Contact Name |  |
| Signature Block Name or Clinic |  |
| Signature Block Title |  |
| Consult Link Enabled (Y or N) |  |
| Consult Request Service Name |  |
| PCE Link Enabled (Y or N) |  |
| Auto Primary Indic for Care (ICD-9-CM) |  |
| Auto Secondary Indic for Care (ICD-9-CM) |  |
| Auto Primary Indic for Care (ICD-10-CM) |  |
| Auto Secondary Ind for Care (ICD-10-CM) |  |
| Simple Phone Visit (CPT) |  |
| Complex Phone Visit (CPT) |  |
| Letter To Patient (CPT) |  |
| Orientation Class (CPT) |  |
| Initial Office Visit (CPT) |  |
| Subsequent Visit (CPT) |  |
| Anticoagulation VISIT Clinic Location |  |
| Anticoagulation PHONE Clinic Location |  |
| Anticoagulation NON-COUNT Clinic |  |
| Default Pill Strength |  |
| Include Time with Next INR Date (Y or 0) |  |
| Look-back Days for Appointment Matching |  |
| Look-ahead Days for Appointment Matching |  |

Here is an example of the clinic parameter setup:

Select GUI Parameters Option: **COAG** GUI Anticoagulation Parameters

D Division-wide Anticoagulation Parameters

C Anticoagulation Clinic Parameters

Select GUI Anticoagulation Parameters Option: C Anticoagulation Clinic Parameters

Select CLINIC: **SLC - ANTICOAGULATION** CPRSPROVIDER,SEVEN

Anticoagulation Clinic Params for Location: SLC - ANTICOAGULATION

------------------------------------------------------------------------------

Clinic Name

Anticoagulation Team (All)

Anticoagulation Team (Complex)

Address Line 1

Address Line 2

Address Line 3

Clinic Phone Number

Clinic FAX Number

Toll Free Phone Number

Point of Contact Name

Signature Block Name or Clinic

Signature Block Title

Consult Link Enabled

Consult Request Service Name

PCE Link Enabled

Automatic Indication for Care

Simple Phone Visit (CPT)

Complex Phone Visit (CPT)

Letter To Patient (CPT)

Orientation Class (CPT)

Initial Office Visit (CPT)

Subsequent Visit (CPT)

Anticoagulation VISIT Clinic Location

Anticoagulation PHONE Clinic Location

Anticoagulation NON-COUNT Clinic

Default Pill Strength

Include Time with Next INR Date

Look-back Days for Appointment Matching

Look-ahead Days for Appointment Matching

------------------------------------------------------------------------------

Clinic Name: Anticoagulation Main

Anticoagulation Team (All): Anticoagulation M3 Replace **<Enter>**

Anticoagulation Team (Complex): **AMT6A**

Address Line 1: **VA Medical Center**

Address Line 2: **0001 Nonexistent Drive**

Address Line 3: **Salt Lake City, UT 84148**

Clinic Phone Number: **(801)000-0092x2222**

Clinic FAX Number: (**801)000-1096**

Toll Free Phone Number: 1-(800)000-4012

Point of Contact Name: **Anticoagulation Clinic**

Signature Block Name or Clinic: **Clinical Pharmacist**

Signature Block Title: **Anticoagulation Clinic**

Consult Link Enabled: **YES**

Consult Request Service Name: **ANTICOAGULATION MANAGEMENT** ANTICOAGULATION

 MANAGEMENT

PCE Link Enabled: **YES**

Auto Primary Indic for Care (ICD-9-CM): **V85.83**

Auto Secondary Indic for Care (ICD-9-CM): V58.61

Auto Primary Indic for Care (ICD-10-CM): Z51.81

Auto Secondary Ind for Care (ICD-10-CM): Z79.01

Simple Phone Visit (CPT) : **<Enter>**

Complex Phone Visit (CPT) : **<Enter>**

CPT codes entered for the clinic override the codes entered for the division. Leave these blank if the division level codes work.

Letter To Patient (CPT) : **<Enter>**

Orientation Class (CPT) : **<Enter>**

Initial Office Visit (CPT) : **<Enter>**

Subsequent Visit (CPT) : **<Enter>**

Anticoagulation VISIT Clinic Location: Anticoagulation Main

Anticoagulation PHONE Clinic Location: Anticoagulation Main

Anticoagulation NON-COUNT Clinic: Anticoagulation Main (NON-COUNT)

Default Pill Strength: **5**

Include Time with Next INR: YES

Look-back Days for Appointment Matching: **<Enter>**

Look-ahead Days for Appointment Matching: **<Enter>**

Anticoagulation Clinic Params for Location: SLC - ANTICOAGULATION is now:

------------------------------------------------------------------------------

Clinic Name: Anticoagulation Main

Anticoagulation Team (All): Anticoagulation M3 Replace **<Enter>**

Anticoagulation Team (Complex): **AMT6A**

Address Line 1: **VA Medical Center**

Address Line 2: **0001 Nonexistent Drive**

Address Line 3: **Salt Lake City, UT 84148**

Clinic Phone Number: (**801)000-0092x2222**

Clinic FAX Number: (**801)000-1096**

Toll Free Phone Number: 1-(800)000-4012

Point of Contact Name: **Anticoagulation Clinic**

Signature Block Name or Clinic: **Clinical Pharmacist**

Signature Block Title: **Anticoagulation Clinic**

Consult Link Enabled: **YES**

Consult Request Service Name: **ANTICOAGULATION MANAGEMENT**

PCE Link Enabled: **YES**

Auto Primary Indic for Care (ICD-9-CM): **V85.83**

Auto Secondary Indic for Care (ICD-9-CM): V58.61

Auto Primary Indic for Care (ICD-10-CM): Z51.81

Auto Secondary Ind for Care (ICD-10-CM): Z79.01

Simple Phone Visit (CPT) :

Complex Phone Visit (CPT) :

Letter To Patient (CPT) :

Orientation Class (CPT) :

Initial Office Visit (CPT) :

Subsequent Visit (CPT) :

Anticoagulation VISIT Clinic Location: Anticoagulation Main

Anticoagulation PHONE Clinic Location: Anticoagulation Main

Anticoagulation NON-COUNT Clinic: Anticoagulation Main (NON-COUNT)

Default Pill Strength: **5**

Include Time with Next INR: YES

Look-back Days for Appointment Matching:

Look-ahead Days for Appointment Matching:

------------------------------------------------------------------------------

Enter RETURN to continue or '^' to exit:

D Division-wide Anticoagulation Parameters

C Anticoagulation Clinic Parameters

Select GUI Anticoagulation Parameters Option:

1. (Optional) Sites can review the items used in the two parameters for additional indications for care: ORAM INDICATIONS FOR CARE and ORAM I10 INDICATIONS FOR CARE.

## Client Installation Instructions

The software distribution includes following files:

* ANTICOAG\_HELP\_FILE.CHM – the Windows help file
* ANTICOAGULATE.EXE – the Windows executable file

### Placement of Client Software: Local vs. Network

ANTCOAGULATE.EXE and the help file ANTICOAG\_HELP\_FILE.CHM need to be copied to a common directory on each workstation used by AMT Clinicians (e.g., C:\Program Files (x86)\VistA\Anticoagulate), or placed on a shared network directory (e.g., \\vhaisl*XYZ*\Anticoagulate), at the site's discretion. Network latency may result in longer launch times, if a network directory is chosen. However, this cost may be offset by increased ease of applying software updates.

You may wish to consider the following rule of thumb:

If the number of workstations on which the client software would need to be installed and updated exceeds ten, then you may wish to place the client software on a shared network directory. Otherwise, place the software locally, to optimize performance.

Regardless of the decision, the ANTICOAGULATE.EXE and ANTICOAG\_HELP\_FILE.CHM files must be installed together in the same directory for the online help feature to function properly.

**Important:** Also, please note that the Tools Menu execution of the program does not work unless the .exe is in the same directory on each workstation.

### Network Installation

If you have run the software from a server, you can still do that.

To install the ANTICOAGULATE.EXE and ANTICOAG\_HELP\_FILE.CHM on a server, use the following steps:

1. Replace the old versions of the files on the server.
2. From the .zip file, move the manuals to the appropriate location where users can access them.
3. Verify that the new version of AMT is working.
4. If the new version is working correctly, you can delete the old help files with the .hlp and .cnt extensions.

### Manual Client Installation

To install the application manually on each workstation, the site can copy the OR\_3\_0\_516.zip locally and then unzip the files and place the files in the appropriate locations. The default location is c:\program files (x86)\vista\AMT. The person installing the software can choose to change the location.

**Note:** Remember that the ANTICOAGULATE.EXE is usually run from the Tools menu in CPRS. You will need to ensure that it is installed in the same location for the Tools menu item to work correctly. Also, remember that the ANTICOAGULATE.EXE and ANTICOAG\_HELP\_FILE.CHM files must be in the same directory for the help file to work correctly.

## Obtaining Available Documentation Instructions

The following documents will be distributed with OR\*3.0\*516. It will be located on the [VA Document Library (VDL)](http://www.va.gov/vdl/application.asp?appid=188).

* ORAMIG.PDF – Acrobat version of this manual
* ORAMIG.DOCX – Microsoft Word version of this manual

As with all software releases, the .PDF versions of the documentation is the official version and the one you should rely on for further distribution of the entire manual. The .DOCX files are a courtesy to medical centers who want to divide out parts of the manuals, optionally with local.

# Part B: Configuration from Previous AMT Version

This part of the manual is retained for sites to have previous configuration information only.

## Pre-Conditions

Before the AMT can be installed, the following packages and patches must be installed and fully patched in your accounts.

|  |  |
| --- | --- |
| Application Name | Version |
| Authorization/Subscription Utility (ASU) | V 1.0 |
| Consult/Request Tracking | V 2.5 |
| Kernel | V 8.0 |
| Laboratory | V 5.2 |
| Order Entry/Results Reporting (OE/RR) | V 3.0 |
| Patient Care Encounter (PCE) | V 1.0 |
| RPC Broker | V 1.1 |
| Text Integration Utilities (TIU) | V 1.0 |
| ToolKit | V 7.3 |
| VA FileMan | V 22.0 |
| Visit Tracking | V 2.0 |

## Client Installation Instructions:

This information was from the previous patches and is retained here for the site’s reference.

The ZIP file will contain the following files so that sites can install as they would like:

### OR\*3.0\*489

There was an update to the Windows executable file (AntiCoagulate.exe) to make it compatible with Windows 10.

The installation for patch OR\*3.0\*489 contained the file OR\_30\_489.ZIP.

The ZIP file contained the following files:

* AntiCoagulate.exe
* Anticoag\_help\_file.hlp
* Anticoag help file.cnt
* AntiCoagulate.map
* CVisit.rav
* MAppt No FAX Labs.rav
* MAppt.rav

### OR\*3.0\*491

There was an update to the Windows executable file (AntiCoagulate.exe) that resolves several reported incidents with the software.

The installation for patch OR\*3.0\*491 contained the file OR\_30\_491.ZIP.

The ZIP file contained the following files:

* AntiCoagulate.exe
* Anticoag\_help\_file.hlp
* Anticoag help file.cnt
* AntiCoagulate.map
* CVisit.rav
* MAppt No FAX Labs.rav
* MAppt.rav

### OR\*3.0\*463

There was an updated Mumps routine in this patch (ORAM1), and a new executable for Outside HCT, NFL-AMT to resolve reported closure issues and problems entering notes.

The installation for patch OR\*3.0\*463 contained the file OR\_30\_463.ZIP.

The ZIP file contained the following files:

* AntiCoagulate.exe
* Anticoag\_help\_file.hlp
* Anticoag help file.cnt
* AntiCoagulate.map
* CVisit.rav
* MAppt No FAX Labs.rav
* MAppt.rav

### OR\*3.0\*447

AMT was previously updated to become two factor authentication (2FA) compliant. The Anticoagulation Management Tool (GUI) required an upgrade to Delphi version XE8 to implement the new Remote Procedure Call (RPC) Broker allowing compliance. Patch OR\*3.0\*447 was the patch that accomplished that update. OR\*3.0\*447 was made up of an informational MUMPS patch and a Windows executable file (AntiCoagulate.exe).

The installation for patch OR\*3.0\*447 contained the file OR\_30\_447.ZIP.

The ZIP file will contain the following files:

* AntiCoagulate.exe
* Anticoag\_help\_file.hlp
* Anticoag help file.cnt
* AntiCoagulate.map
* CVisit.rav
* MAppt No FAX Labs.rav
* MAppt.rav

### OR\*3.0\*391

AMT was previously updated for the International Classification of Diseases, Tenth Revision (ICD-10) coding system when it is implemented. Patch OR\*3.0\*391 was the patch that accomplished that update.

The installation for patch OR\*3.0\*391 contained the file OR\_30\_391.zip and OR\_30\_391.KID.

The ZIP file contained the following files:

* AMT\_1\_0\_391\_7.msi
* AntiCoagulate.exe
* Anticoag\_help\_file.chm
* The manual set:
  + ORAMIG.DOC
  + ORAMIG.PDF
  + ORAMTM.DOC
  + ORAMTM.PDF
  + ORAMUM.DOC
  + ORAMUM.PDF

The M routines for patch OR\*3.0\*391 were included in the OR\_3\_391.KID. After downloading the files, perform the server install of the OR\*3.0\*391 released patch by following these steps:

1. Verify that patch OR\*3.0\*361 is installed on system before attempting to install OR\*3.0\*391.
2. From the Kernel Installation & Distribution System menu, select the Installation menu:

KIDS Main Menu (XPD MAIN):

Edits and Distribution ...

Utilities ...

Installation ...

Patch Monitor Main Menu ...

Select Kernel Installation & Distribution System <TEST ACCOUNT> Option: INstallation

1. From this menu, choose to Load a Distribution and enter the location of the Host File OR\_3\_391.KID.

1 Load a Distribution

2 Verify Checksums in Transport Global

3 Print Transport Global

4 Compare Transport Global to Current System

5 Backup a Transport Global

6 Install Package(s)

Restart Install of Package(s)

Unload a Distribution

Select Installation <TEST ACCOUNT> Option: LOad a Distribution

Enter a Host File: <Path to KID File>OR\_30\_391.KID

KIDS Distribution saved on Jan 28, 2015@09:55:11

Comment: OR\*3\*391 TEST v7

This Distribution contains Transport Globals for the following Package(s):

OR\*3.0\*391

Distribution OK!

Want to Continue with Load? YES// <Enter>

Loading Distribution...

OR\*3.0\*391

Use INSTALL NAME: OR\*3.0\*391 to install this Distribution.

1. From the same menu, you may select to use the following options: (when prompted for INSTALL NAME, enter OR\*3.0\*391).

Use INSTALL NAME: OR\*3.0\*391 to install this Distribution.

1 Load a Distribution

2 Verify Checksums in Transport Global

3 Print Transport Global

4 Compare Transport Global to Current System

5 Backup a Transport Global

6 Install Package(s)

Restart Install of Package(s)

Unload a Distribution

Select Installation <TEST ACCOUNT> Option: 2 Verify Checksums in Transport Global

Select INSTALL NAME: OR,391 OR\*3.0\*391 4/17/15@11:52:51

=> OR\*3\*391 TEST v7 ;Created on Jan 28, 2015@09:55:11

This Distribution was loaded on Apr 17, 2015@11:52:51 with header of

OR\*3\*391 TEST v7 ;Created on Jan 28, 2015@09:55:11

It consisted of the following Install(s):

OR\*3.0\*391

Want each Routine Listed with Checksums: Yes// <Enter> YES

DEVICE: HOME// <Enter> TELNET PORT

PACKAGE: OR\*3.0\*391 Apr 17, 2015 11:57 am PAGE 1

-------------------------------------------------------------------------------

ORAM Calculated 83839096

ORAM1 Calculated 175474289

ORAM2 Calculated 58023259

ORAMSET Calculated 59301848

ORAMX Calculated 169673089

ORAMX1 Calculated 81414252

ORY391 Calculated 58110854

7 Routines checked, 0 failed.

Sites can also do the following:

* 1. The option PRINT TRANSPORT GLOBAL is an optional function for the installation of this patch. It can provide printed documentation of the components contained in the KIDS build, but again it is optional.
  2. The option COMPARE TRANSPORT GLOBAL TO CURRENT SYSTEM can be run because there is a routine included in this patch that is already on your system. All other routines in the patch are new routines.
  3. The option to BACKUP A TRANSPORT GLOBAL should be run also because there is one routine already on your system, but all the other routines installed are new to the system.

1. To install the patch, select option #6 INSTALL PACKAG(S)

1 Load a Distribution

2 Verify Checksums in Transport Global

3 Print Transport Global

4 Compare Transport Global to Current System

5 Backup a Transport Global

6 Install Package(s)

Restart Install of Package(s)

Unload a Distribution

Select Installation <TEST ACCOUNT> Option: 6 Install Package(s)

Select INSTALL NAME: OR,391 OR\*3.0\*391 4/17/15@12:07:28

=> OR\*3\*391 TEST v7 ;Created on Jan 28, 2015@09:55:11

This Distribution was loaded on Apr 17, 2015@12:07:28 with header of

OR\*3\*391 TEST v7 ;Created on Jan 28, 2015@09:55:11

It consisted of the following Install(s):

OR\*3.0\*391

Checking Install for Package OR\*3.0\*391

1. When Prompted "Want KIDS to INHIBIT LOGONs during the install? O//" respond NO.
2. When Prompted "Want to DISABLE Scheduled Options, Menu Options, and Protocols? NO//" respond NO.

Want KIDS to INHIBIT LOGONs during the install? NO// <Enter>

Want to DISABLE Scheduled Options, Menu Options, and Protocols? NO// <Enter>

Enter the Device desired to print the Install messages.

Queue the install by entering a 'Q' at the device prompt.

Enter a '^' to abort the install.

DEVICE: HOME// <Enter> HOME

OR\*3.0\*391

───────────────────────────────────────────────────────────────────────────────

Installing Recurrent PE = 416.2

Installing TIA = 435.9

Installing Valve-Mech = V43.3

Installing Valve-Tissue = V42.2

Updating Routine file...

Updating KIDS files...

OR\*3.0\*391 Installed.

Apr 17, 2015@12:09:32

Not a production UCI

NO Install Message sent

───────────────────────────────────────────────────────────────────────────────

┌────────────────────────────────────────────────────────────┐

100% │ 25 50 75 │

Complete └────────────────────────────────────────────────────────────┘

Install Completed

### OR\*3.0\*307

The installation for patch OR\*3.0\*307 contained the file OR\_30\_307.zip. This file was a bundled .ZIP archive and included the following files:

* ANTICOAG HELP FILE.cnt – the help table of contents file
* ANTICOAG\_HELP\_FILE.HLP – the Windows help file
* ANTICOAGULATE.EXE – the Windows executable file
* CVISIT.RAV – the template file for missed visits
* MAPPT.RAV – the template file for new dosages
* MAPPT NO FAX LABS.RAV – alternate template file for new dosages
* ORAMIG.PDF – Acrobat version of this manual
* ORAMIG.DOC – Microsoft Word version of this manual
* ORAMTM.PDF – Acrobat version of the Technical Manual
* ORAMTM.DOC – Microsoft Word version of the Technical manual
* ORAMUM.PDF – Acrobat version of the User Manual
* ORAMUM.DOC – Microsoft Word version of the User Manual

Sites were instructed to unZIP file OR\_30\_307.ZIP to a temporary location either on a server or on a furnished workstation depending upon local policies for software installation.

As with all software releases, the .PDF versions of the documentation are the official versions and the ones to be relied on for further distribution of the entire manual. The .DOC files are a courtesy to medical centers who want to divide out parts of the manuals, optionally with local.

The help files previously consisted of the ANTICOAG HELP FILE.cnt and ANTICOAG\_HELP\_FILE.HLP. With the new help file Anticoag\_help\_file.chm, the previous help files can be removed.

### Other File Placement

|  |  |
| --- | --- |
| Note | It is against VA security policy to use FAXed results from an outside laboratory |

The CVISIT.RAV, MAPPT.RAV, and MAPPT NO FAX LABS.RAV files should be placed in a shared network directory on a file server. These are Rave Reports Template files, which define the format for Letters that assigned clinicians will send to patients enrolled in the Anticoagulation Management Clinic.

VA Security Policy does NOT allow FAXed results from outside laboratories. Therefore, the letters must not reference faxed results from outside laboratories. To remove that reference in the letters, rename the file MAPPT.RAV to some other name, for example: MAPPT0.RAV, then rename the file MAPPT NO FAX LABS.RAV to MAPPT.RAV. The path to this directory will be identified for the application when the Division-wide Parameters are set, as described in the Installation/ Implementation Guide.

The directory where the .RAV files are located is specified in the parameter setup. In the case of the ANTICOAGULATE.EXE file an example of the parameter setup is given in the [Set up Tools Menu Option for Anticoagulation Management](#Tools_setup) section. By default, the .CNT and .HLP files must be in the same directory. In the case of the two .RAV files an example of the parameter setup is given in the [Set up the Anticoagulation Parameters per Division](#Params_setup) section.

## Reports

The KIDS install places menu options for reports on the server but does not place them into a personal menu structure. These are:

* Anticoagulation Complication Report [ORAM COMPLICATIONS REPORT]
* All Anticoagulation Patients [ORAM PATIENT LIST ALL]
* Complex Anticoagulation Patients [ORAM PATIENT LIST COMPLEX]
* Next Lab Patient List [ORAM PATIENT LIST NEXT LAB]
* Single Patient TTR [ORAM ROSENDAAL SINGLE PT TTR]
* Calculate TTR (Rosendaal Method) [ORAM ROSENDAAL TTR REPORT]

TTR stands for Time in Therapeutic Range.

The installation also provides two umbrella menu options that provide access to these reports:

* Anticoagulation Management Reports [ORAM REPORTS MENU]

This option includes the commands:

C Anticoagulation Complication Report

R Calculate TTR (Rosendaal Method)

S Single Patient TTR

P Anticoagulation Patient Lists

* Anticoagulation Patient Lists ORAM PATIENT LIST MENU

This includes the commands:

A All Anticoagulation Patients

C Complex Anticoagulation Patients

These reports must be assigned to the clinic personnel who need them in the performance of their duties.

To have access to the reports on the menu, users must have them assigned to their menu tree.

## Auto Sign-on

The Anticoagulation Management Tool (AMT) can work more effectively if a site allows users to have Auto Sign-on enabled. If a site desires to enable Auto Sign-on the following steps can be employed.

* IRM will decide to turn on Auto Sign On for a personal site by editing the KERNEL SYSTEMS PARAMETERS file (#8989.3). Within 8989.3 set the fields DEFAULT AUTO SIGN-ON to Yes (or 1) and the field DEFAULT MULTIPLE SIGN-ON LIMIT to 2 or greater.
* In the NEW PERSON File (#200) each clinic worker using the Anticoagulator GUI needs to have the field MULTIPLE SIGN-ON set to ALLOWED. This field is accessed through the EVE editing program.
* The RPC client broker (ClAgent.exe) must be installed and running on each clinic workstation.

Auto Sign-on is different from Single Sign-on, which relies on Clinical Context Object Workgroup (CCOW) to work and is not supported by AMT.

# Steps for Implementation

1. Assign Menus
2. Check for or Create:
   1. Team Lists
   2. TIU Document Definitions
   3. Clinic Locations
   4. Consult Service
   5. DSS Unit
3. Option ORMGR - CPRS Manager Menu

Set up the Anticoagulation Parameters per Division

Set up the Anticoagulation Parameters per Clinic

1. Set up Tools Menu Option for Anticoagulation Management
2. Set Daily Tasks

Run ORAM SET TEAMS

## Assign Menus

ORAM ANTICOAGULATION CONTEXT is the option used by this application to communicate with the Kernel Broker. AntiCoagulate.exe cannot run on a workstation unless this menu option or programmer access mode are obtained. All users of this application must have this menu assigned to them as a secondary menu or as part of their primary menu tree.

Users with administrative duties should also have the one or more of the following menus assigned:

* Anticoagulation Management Reports [ORAM REPORTS MENU]
* Anticoagulation Patient Lists [ORAM PATIENT LIST MENU]

## Check for or Create the following:

Before entering the parameter values that determine the behavior of the application, check the system to see whether there are Team Lists, TIU Document Titles, Hospital Locations, Consult Service, and DSS ID entries that can be used for the Anticoagulation Management Tool (AMT) with little or no modifications.

Note:

|  |  |
| --- | --- |
| Note | 1. Be sure to make note of the results of this step for use in step 3, [Option ORMGR - CPRS Manager Menu](#Set_Parameters). |
|  |

### Team Lists

Use the Team List Mgmt Menu option [ORLP TEAM MENU] to check whether existing team lists may suffice. In most cases the creation of two new team lists will be needed:

1. **Anticoagulation Team (All)**

The Anticoagulation Team (ALL) list, shows all patients scheduled for that team for that day AND any patients NOT completed on previous days. Patients drop off this list as they are completed in the Anticoagulation Management Tool (AMT).

1. **Anticoagulation Team (Complex)**

The Anticoagulation Team (COMPLEX) patient list pulls out the complex patients so that they are not lost on the larger list (they appear on both lists).

Patients drop off these lists as they are completed in AMT.

This is a FileMan listing for the two team lists that are used for AMT.

NAME: **ANTICOAGULATION TEAM (ALL)** TYPE: TEAM PATIENT MANUAL

UPPER CASE: ANTICOAG ALL CREATOR: CPRSPROVIDER,SEVEN

CREATION D/T: MAY 20, 2003

USER: CPRSPROVIDER,SIX

MEMBER: CP. . .

. . .

NAME: **ANTICOAGULATION TEAM (COMPLEX)** TYPE: MANUAL REMOVAL/AUTOLINK ADDITION

UPPER CASE: ANTICOAG COMPLEX CREATOR: CPRSPROVIDER,SEVEN

SUBSCRIBE: YES CREATION D/T: SEP 05, 2003

USER: CPRSPROVIDER,SIX

USER: CPRSPROVIDER,ONE

USER: CPRSPROVIDER,SEVEN

MEMBER: CP. . .

Please note that it is not necessary to use exactly these same team names because the link between these teams and AMT is explicitly set in the GUI Anticoagulation Parameters.

### TIU Document Definitions

The Anticoagulation Management Tool (AMT) uses three (3) parameters to store TIU note titles that document an initial visit, an interim or routine visit, and the discharge visit. Use the Edit Document Definitions [TIUF EDIT DDEFS MGR] option to check whether adequate titles are already defined to support these, or create a new Document Class for Anticoagulation, along with these Titles:

* 1. **Anticoagulation Initial Note**

This is the TIU Document Title that identifies the Anticoagulation Initial Assessment Note, which is entered for the patient's first visit upon enrollment in the Clinic.

* + - 1. **Anticoagulation Interim Note**

This is the TIU Document Title that identifies the Anticoagulation Interim Note, which is entered during the patient's ongoing treatment by the Anticoagulation clinic.

* + - 1. **Anticoagulation Discharge Note**

This is the TIU Document Title that identifies the Anticoagulation Discharge Note, which is entered upon the patient's discharge from the Anticoagulation clinic.

Note:

|  |  |
| --- | --- |
| Note | If the VHA ENTEPRISE STANDARD TITLEs, as shown in the screen capture, is not used, then use the Title Mapping Utilities … [TIU MAP TITLES MENU] to map the titles used to VHA ENTRPRISE STANDARD TITLEs. |

Make a note of the titles for use in the parameter setup outlined [below](#Set_Parameters). Here is a FileMan inquiry from the TIU Document Definition file (8925.1) covering documents needed for Anticoagulation Management:

NAME: **ANTICOAG INITIAL NOTE ELECTRONIC**

PRINT NAME: ANTICOAG INITIAL NOTE

TYPE: TITLE CLASS OWNER: CLINICAL COORDINATOR

STATUS: ACTIVE SUPPRESS VISIT SELECTION: YES

VHA ENTERPRISE STANDARD TITLE: INITIAL EVALUATION NOTE

MAP ATTEMPTED: DEC 07, 2006@14:58:44 MAP ATTEMPTED BY: BRENK,THOMAS M

TIMESTAMP: 59372,53350

NAME: **ANTICOAG DISCHARGE** PRINT NAME: ANTICOAG DISCHARGE

TYPE: TITLE CLASS OWNER: CLINICAL COORDINATOR

STATUS: ACTIVE

VHA ENTERPRISE STANDARD TITLE: PHARMACY COUNSELING DISCHARGE NOTE

MAP ATTEMPTED: DEC 07, 2006@13:35:43 MAP ATTEMPTED BY: BRENK,THOMAS M

TIMESTAMP: 59457,48152

NAME: **ANTICOAGULATION** PRINT NAME: ANTICOAGULATION

TYPE: TITLE CLASS OWNER: CLINICAL COORDINATOR

STATUS: ACTIVE SUPPRESS VISIT SELECTION: YES

VHA ENTERPRISE STANDARD TITLE: PHARMACY NOTE

MAP ATTEMPTED: DEC 07, 2006@13:37:03 MAP ATTEMPTED BY: BRENK,THOMAS M

TIMESTAMP: 58834,55125

### Clinic Locations

Use the Set up a Clinic [SDBUILD] option to check whether existing Clinics can be used in place of these, or to create new Clinic Locations:

1. **Anticoagulation VISIT Clinic Location**

This should be a Clinic for FACE to FACE visits. The program does not care if **the same clinic is used for both the phone and face to face, but for PCE credit** they must be COUNT CLINICS.

1. **Anticoagulation PHONE Clinic Location**

This should be a Clinic for Telephone visits. The program does not care if you use the same clinic for both the phone and face to face, but for PCE credit they must be COUNT CLINICS.

1. **Anticoagulation NON-COUNT Clinic**

This is a NON-COUNT clinic location, which will be used for notes only, when no PCE data is recorded.

If you have only one physical anticoagulation clinic, we strongly urge that you use these names.

The following is a FileMan list showing an example of a typical set of hospital locations that can be used for Anticoagulation Management:

FILE 44: HOSPITAL LOCATION

INDEX: 8005 NAME: EC ANTICOAGULATION

ABBREVIATION: COAG TYPE: CLINIC

INSTITUTION: PORTLAND (OR) VAMC

STOP CODE NUMBER: ANTI-COAGULATION CLINIC

SERVICE: MEDICINE PHYSICAL LOCATION: ANTICOAG

DIVISION: PORTLAND NON-COUNT CLINIC? (Y OR N): NO

CREDIT STOP CODE: CLINICAL PHARMACY CLINIC MEETS AT THIS FACILITY?: YES

TYPE EXTENSION: CLINIC WORKLOAD VALIDATION AT CHK OUT: YES

SYNONYM: EANTI

PRINT ACTION PROFILE: YES DEFAULT APPOINTMENT TYPE: REGULAR

PROVIDER: ORPROVIDER,EIGHT

PROVIDER: m

PROVIDER: n

PROVIDER: h  DEFAULT PROVIDER: YES

REQUIRE ACTION PROFILES?: YES ALLOWABLE CONSECUTIVE NO-SHOWS: 2

MAX # DAYS FOR FUTURE BOOKING: 390 MAX # DAYS FOR AUTO-REBOOK: 1

PRIVILEGED USER: MA

PRIVILEGED USER: SC

PROHIBIT ACCESS TO CLINIC?: YES LENGTH OF APP'T: 15

DISPLAY INCREMENTS PER HOUR: 15-MIN OVERBOOKS/DAY MAXIMUM: 25

INDEX: 9727 NAME: EC ANTICOAG PHONE

ABBREVIATION: COAG TYPE: CLINIC

INSTITUTION: PORTLAND (OR) VAMC STOP CODE NUMBER: TELEPHONE/ANCILLARY

SERVICE: MEDICINE DIVISION: PORTLAND

COLLATERAL VISITS? (Y OR N): NO NON-COUNT CLINIC? (Y OR N): NO

CREDIT STOP CODE: ANTI-COAGULATION CLINIC

CLINIC MEETS AT THIS FACILITY?: YES TREATING SPECIALTY: GENERAL MEDICINE

TYPE EXTENSION: CLINIC

 EXTENDED SPECIAL INSTRUCTIONS: Clinic used for the capture of anti-coag

 telephone visits - Event Capture creates appointments in this clinic

 automatically.

 Created to separate telephone from provider contact calls, so that patients

 will not be billed as if they saw a provider when in fact they received a

 telephone call only.

DATE/TIME CLINIC BUILT: NOV 21, 2003@12:14:10

DEFAULT APPOINTMENT TYPE: REGULAR

PROVIDER: ORPROVIDER,EIGHT

REQUIRE ACTION PROFILES?: NO ALLOWABLE CONSECUTIVE NO-SHOWS: 0

MAX # DAYS FOR FUTURE BOOKING: 11 MAX # DAYS FOR AUTO-REBOOK: 1

LENGTH OF APP'T: 15  DISPLAY INCREMENTS PER HOUR: 15-MIN

OVERBOOKS/DAY MAXIMUM: 0

PATTERN DATE: JAN 19, 2004

....(MANY PATTERN DATES)

NonCount example:

INDEX: 7007 NAME: ANTICOAGULATION LAB +

ABBREVIATION: COAG TYPE: CLINIC

INSTITUTION: PORTLAND (OR) VAMC STOP CODE NUMBER: LABORATORY

SERVICE: MEDICINE PHYSICAL LOCATION: COAG

DIVISION: PORTLAND NON-COUNT CLINIC? (Y OR N): YES

CLINIC MEETS AT THIS FACILITY?: YES INCLUDE ON FILE ROOM LISTS?: YES

TYPE EXTENSION: CLINIC WORKLOAD VALIDATION AT CHK OUT: YES

SYNONYM: COAGLAB

TELEPHONE: 5460 OMNICELL INTERFACE: OMNICELL

PRINT ACTION PROFILE: YES CONFIRMATION LETTER: ANTICOAG

EXCLUDE ON INELIGIBLE SCREEN?: Y

 EXTENDED SPECIAL INSTRUCTIONS: DO NOT schedule, reschedule or cancel in this

 clinic, contact Anticoag at ext 52496.

\*\*\* PLEASE NOTE \*\*\*\*

If patient requests sooner or delayed appt than ordered, please send

 priority email to "G.Anticoag".

Always verify current home telephone!!!

PROGRAM: AREA A COAG

DATE/TIME CLINIC BUILT: MAR 03, 1995@11:14:01

DEFAULT APPOINTMENT TYPE: REGULAR

MAF CONFIRM VET APPT: YES, ON MAF 'CONFIRM LIST'

### Consult Service

It is highly recommended that you use a consult request to move new patients into this program. If you opt to not use consults, you can skip this step and mark Consult Enabled to No in the parameter setup. However, the only other feature of VistA that might be useful to is the Additional Signers feature of Progress Notes. If you describe a patient’s condition, then specify a key member of the Anticoagulation Team, that member will get an alert and be able to read the progress not. All-in-all, using a consult is a much more straight-forward procedure.

Use the Set-up Consult Services option [GMRC SETUP REQUEST SERVICES] to determine whether there’s already an Anticoagulation Consult Request Service. If you have only one clinic, then it should be called:

#### Anticoagulation Management

This is the name to the Consult Request Service with which Consult data will be associated for the Anticoagulation clinic. It is used only if the linkage with the Consult Package is enabled.

If there is more than one anticoagulation clinic, then you need a consult service for each of them—appropriately named.

If you are using consults to start anticoagulation management of patients now, you may already have a consult service set up. The pharmacists who use the system (that is, close the consult) need to be users in the Request Service file. To easily allow for coverage and changes to personnel, the whole user class can be assigned. Here is an example of using the Setup Consult Services option [CMRC SETUP REQUEST SERVICES] for Anticoagulation Management:

Select OPTION NAME: **gmrc mgr** Consult Management

RPT Consult Tracking Reports ...

SS Set up Consult Services

SU Service User Management

CS Consult Service Tracking

RX Pharmacy TPN Consults

GU Group update of consult/procedure requests

UA Determine users' update authority

UN Determine if user is notification recipient

NR Determine notification recipients for a service

TD Test Default Reason for Request

LH List Consult Service Hierarchy

PR Setup procedures

CP Copy Prosthetics services

DS Duplicate Sub-Service

IFC IFC Management Menu ...

TP Print Test Page

Select Consult Management Option: **SS** Set up Consult Services

Select Service/Specialty:**ANTICOAGULATION MANAGEMENT**

SERVICE NAME: ANTICOAGULATION MANAGEMENT Replace

ABBREVIATED PRINT NAME (Optional): **Anticoa**  Anticoa

INTERNAL NAME: **ANTICOAGULATION** ANTICOAGULATION

Select SYNONYM: **Coumadin**  Coumadin

SERVICE USAGE:

SERVICE PRINTER: **Pharm01**

NOTIFY SERVICE ON DC: **ALWAYS** ALWAYS

REPRINT 513 ON DC: **NEVER** NEVER

PREREQUISITE:

1>Please be aware that this consult service has required

2>questions which must be answered in order for your consult to be properly

3>addressed.

4>

5>Anticoagulation Program (ACP) will assume management once patient is

6>enrolled into program by attending first orientation class, or \*if\* other

7>arrangements \*are\* made directly with clinic. PCP or designee \*must\* assume

8>management until pt is enrolled into ACP.

9> **<Enter>**

EDIT Option:

PROVISIONAL DX PROMPT: **OPTIONAL** OPTIONAL

PROVISIONAL DX INPUT: **FREE TEXT** FREE TEXT

DEFAULT REASON FOR REQUEST:

1> (Template Not Complete)

2> <Enter>

RESTRICT DEFAULT REASON EDIT: **NO EDITING** NO EDITING

Inter-facility information

IFC ROUTING SITE: **<Enter>**

IFC REMOTE NAME: **<Enter>**

Select IFC SENDING FACILITY: **<Enter>**

SERVICE INDIVIDUAL TO NOTIFY: **CPRSPROVIDER,SEVEN** CPRSPROVIDER,SEVEN

Select SERVICE TEAM TO NOTIFY: **ANTICOAGULATION – ALL** ANTICOAGULATION - ALL

Select NOTIFICATION BY PT LOCATION: **<Enter>**

PROCESS PARENTS FOR NOTIFS: **<Enter>**

Select UPDATE USERS W/O NOTIFICATIONS: **<Enter>**

Select UPDATE TEAMS W/O NOTIFICATIONS: **<Enter>**

Select UPDATE USER CLASS W/O NOTIFS: **PHARMACIST**

Are you adding 'PHARMACIST' as a new UPDATE USER CLASSES W/O NOTIFS (the 1ST

for this REQUEST SERVICES)? No// (No) ??

Select UPDATE USER CLASS W/O NOTIFS: **CLINICAL PHARMACIST**

Are you adding 'CLINICAL PHARMACIST' as a new UPDATE USER CLASSES W/O NOTIFS

(the 1ST for this REQUEST SERVICES)? No// **Y** (Yes)

Select UPDATE USER CLASS W/O NOTIFS: **PHARMACIST**

Are you adding 'PHARMACIST' as a new UPDATE USER CLASSES W/O NOTIFS (the 2ND

for this REQUEST SERVICES)? No// **Y** (Yes)

Select UPDATE USER CLASS W/O NOTIFS: **PHARMACY STUDENT**

Are you adding 'PHARMACY STUDENT' as a new UPDATE USER CLASSES W/O NOTIFS

(the 3RD for this REQUEST SERVICES)? No// **Y** (Yes)

Select UPDATE USER CLASS W/O NOTIFS: **<Enter>**

Select ADMINISTRATIVE UPDATE USER: **CPRSPROVIDER,SEVEN** CPRSPROVIDER,SEVEN

SRC Pharmacy Staff Pharmacist

Are you adding 'CPRSPROVIDER,SEVEN' as a new ADMINISTRATIVE UPDATE USERS (the

2ND for this REQUEST SERVICES)? No// **Y** (Yes)

NOTIFICATION RECIPIENT: **Y** YES

Select ADMINISTRATIVE UPDATE USER:

Select ADMINISTRATIVE UPDATE TEAM:

PROCESS PARENTS FOR UPDATES:

SPECIAL UPDATES INDIVIDUAL: **CPRSPROVIDER,SEVEN**

RESULT MGMT USER CLASS: **<Enter>**

UNRESTRICTED ACCESS: **<Enter>**

Select SUB-SERVICE/SPECIALTY: **<Enter>**

ADMINISTRATIVE: **<Enter>**

Add/Edit Another Service? NO//

### Decision Support System Unit

Decision Support System Extracts (DSS) V. 3.0 provides a means of exporting data from selected Veterans Health Information Systems and Technology Architecture (VistA) modules to a Decision Support System (DSS) resident in the VA Austin Information Technology Center (AITC). This system is the VA's only means of complying with the Congressional mandate for the use of a management system that can assign costs to the product level. DSS unit codes were installed with the DSS application and can be checked both here and in the parameter setup to insure the values are correct.

**DSS Unit:** This is the name to the DSS Unit to which the anticoagulation data will be associated. Use VA FileMan to inquire to the DSS Unit File to:

1. Determine whether a DSS Unit for Anticoagulation already exists
2. To create a new DSS Unit if an adequate substitute doesn’t exist.

Note:

|  |  |
| --- | --- |
| Note | This file must not be directly modified using FileMan! Please contact your local DSS coordinator if a DSS unit needs to be added. |

Here is a FileMan printout from the DSS UNIT file (#754):

NAME: **ANTICOAG** SERVICE: MEDICINE

MEDICAL SPECIALTY: AMBULATORY CARE COST CENTER: 820100 Medical

UNIT NUMBER: MMG1 INACTIVE (Y/N): NO

USE FOR EVENT CAPTURE: YES CATEGORY (Y/N): NO

DATA ENTRY DATE/TIME DEFAULT: NOW SEND TO PCE: Send All Records

DSS ID from the clinic stop file (40.7)

NAME: ANTI-COAGULATION CLINIC AMIS REPORTING STOP CODE: 317

COST DISTRIBUTION CENTER: 2110.00 RESTRICTION TYPE: Either

## Set Parameters

Parameters are set on the division and clinic level. Any parameter that is on both levels can be inherited; if not set for clinic the division value is used. The division corresponds to the medical center. One or more clinics can be established in each division—at least one clinic must be defined. (Look in Appendix A: Alternate Workflow at [Clinic Setup](#Clinic_Setup) for a discussion of division/clinic structure.)

Before starting the parameter setup, gather the information you need. Review the screen captures below and make sure you have the correct information for your medical clinic and medical center. Included on the next page is a worksheet that could be used to assist you in this process. Make a copy of it for each Division you are responsible for.

### Anticoagulation Management Division Parameter Worksheet:

|  |  |
| --- | --- |
| Parameter | Value (Division) |
| Your Medical Center Name |  |
| Complete path to network folder where .RAV files are accessible |  |
| The local names for International Normalization Ratio (INR) quick order |  |
| The local names for Complete Blood Count (CBC) quick order |  |
| Track Hematocrit (HCT) or Hemoglobin (Hgb) HGB |  |
| The note titles used for anticoagulation at your site:  Anticoagulation Initial Note Title:  Anticoagulation Interim Note Title:  Anticoagulation Discharge Note Title: |  |
| The Current Procedural Terminology (CPT) codes for  Simple telephone Visit:  Complex Telephone Visit:  Letter to the Patient:  Orientation Class:  Initial Office Visit:  Subsequent Office Visit: |  |
| The Decision Support System (DSS) unit |  |
| DSS ID |  |

### Set up the Anticoagulation Parameters per Division

Starting from the ORMGR option, follow the CPRS Configuration | GUI Parameters | GUI Anticoagulation Parameters menu path, to set up the parameters for each division defined on your VistA system.

DEV5A3:CPRS27>**D ^XUP**

Setting up programmer environment

This is a TEST account.

Terminal Type set to: C-VT320

Select OPTION NAME: **ORMGR** CPRS Manager Menu

CL Clinician Menu ...

NM Nurse Menu ...

WC Ward Clerk Menu ...

PE CPRS Configuration (Clin Coord) ...

IR CPRS Configuration (IRM) ...

Select CPRS Manager Menu Option: **PE** CPRS Configuration (Clin Coord)

AL Allocate OE/RR Security Keys

KK Check for Multiple Keys

DC Edit DC Reasons

GP GUI Parameters ...

GA GUI Access - Tabs, RPL

MI Miscellaneous Parameters

NO Notification Mgmt Menu ...

OC Order Checking Mgmt Menu ...

MM Order Menu Management ...

LI Patient List Mgmt Menu ...

FP Print Formats

PR Print/Report Parameters ...

RE Release/Cancel Delayed Orders

US Unsigned orders search

EX Set Unsigned Orders View on Exit

NA Search orders by Nature or Status

DO Event Delayed Orders Menu ...

LO Lapsed Orders search

PM Performance Monitor Report

Select CPRS Configuration (Clin Coord) Option: **GP** GUI Parameters

CS GUI Cover Sheet Display Parameters ...

HS GUI Health Summary Types

TM GUI Tool Menu Items

MP GUI Parameters - Miscellaneous

UC GUI Clear Size & Position Settings for User

RE GUI Report Parameters ...

NV GUI Non-VA Med Statements/Reasons

EX GUI Expired Orders Search Hours

RM GUI Remove Button Enabled

NON GUI Remove Button Enabled for Non-OR Alerts

CLOZ GUI Edit Inpatient Clozapine Message

COAG GUI Anticoagulation Parameters ...

EIE GUI Mark Allergy Entered in Error

Select GUI Parameters Option: **COAG** GUI Anticoagulation Parameters

D Division-wide Anticoagulation Parameters

C Anticoagulation Clinic Parameters

Select GUI Anticoagulation Parameters Option: **d** Division-wide

Anticoagulation Parameters

Enter Anticoagulation Management Parameters by Division:

Select INSTITUTION NAME: **salt lake city h**CS UT VAMC 660

Anticoagulation Site Params for Division: SALT LAKE CITY HCS

------------------------------------------------------------------------------

Medical Center Name Salt Lake City VAHCS

Complete path to network folder \\VHAISLMul1\OfficeCommon\Anticoagulation Flow

Sheet\

INR Quick Order  LRTZ PT WITH INR OP

CBC Quick Order LRTZ CBC SP ONCE

Hematocrit (HCT) or Hemoglobin (Hgb) HGB

Anticoagulation Initial Note ANTICOAGULATION INITIAL ASSESS

MENT NOTE

Anticoagulation Interim Note ANTICOAGULATION E&M NOTE

Anticoagulation Discharge Note ANTICOAGULATION DISCHARGE NOTE

Simple Phone Visit (CPT) 99364

This is the network share directory where RAV template files were placed.

Complex Phone Visit (CPT) 99363

Letter To Patient (CPT) 99364

Orientation Class (CPT) 99078

Initial Office Visit (CPT) 99363

Subsequent Visit (CPT) 99364

DSS Unit ANTICOAG CLINIC (317/160)

DSS ID ANTI-COAGULATION CLINIC

------------------------------------------------------------------------------

Medical Center Name: Salt Lake City VAHCS Replace **<Enter>**

Complete path to network folder: \\VHAISLMul1\OfficeCommon\Anticoagulation Flow

Sheet\ Replace **<Enter>**

INR Quick Order: INR// **<Enter>** LRTZ PT WITH INR OP LRTZ PT WITH INR OP

CBC Quick Order: CBC// **<Enter>** LRTZ CBC SP ONCE LRTZ CBC SP ONCE

These two orderable items are quick orders set up for the Anticoagulation Clinic. They must have all values populated.

These are the note titles that the tool uses. Your site may have existing note titles or you may need to set some up for this use.

Hematocrit (HCT) or Hemoglobin (Hgb): HCT// **<Enter>** HCT HCT

Initial Note Title: ANTICOAGULATION INITIAL ASSESSMENT NOTE// **<Enter>** ANTICOAGULATION INITIAL ASSESSMENT NOTE TITLE

Std Title: PHARMACY E & M OF ANTICOAGULATION NOTE ANTICOAGULATION INITIAL

 ASSESSMENT NOTE TITLE

Std Title: PHARMACY E & M OF ANTICOAGULATION NOTE

Interim Note Title: ANTICOAGULATION E&M NOTE// **<Enter>** ANTICOAGULATION E&M NOTE TITLE

Std Title: PHARMACY OUTPATIENT E & M OF ANTICOAGULATION NOTE ANTICOAGULAT

ION E&M NOTE TITLE

Std Title: PHARMACY OUTPATIENT E & M OF ANTICOAGULATION NOTE

Discharge Note Title: ANTICOAGULATION DISCHARGE NOTE// **<Enter>** ANTICOAGULATION DISCHARGE NOTE TITLE

Std Title: E & M OF ANTICOAGULATION REPORT ANTICOAGULATION DISCHARGE NOTE

TITLE

Std Title: E & M OF ANTICOAGULATION REPORT

These are Current Procedural Terminology (CPT) codes. You should look them up in the current American Medical Association’s Coding guidelines.

Simple Telephone Visit (CPT): 99364// **<Enter>** 99364 ANTICOAG MGMT, SUBSEQ 99364 ANTICOAG MGMT, SUBSEQ

Complex Phone Visit (CPT): 99363// **<Enter>** 99363 ANTICOAG MGMT, INIT 99363 ANTICOAG MGMT, INIT

Letter to Patient (CPT): 99364// **<Enter>** 99364 ANTICOAG MGMT, SUBSEQ 99364 ANTICOAG MGMT, SUBSEQ

Orientation Class (CPT): 99078// **<Enter>** 99078 GROUP HEALTH EDUCATION 99078 GROUP HEALTH EDUCATION

Initial Office Visit (CPT): 99363// **<Enter>** 99363 ANTICOAG MGMT, INIT 99363 ANTICOAG MGMT, INIT

Subsequent Office Visit (CPT): 99364// **<Enter>** 99364 ANTICOAG MGMT, SUBSEQ 99364 ANTICOAG MGMT, SUBSEQ

Here parameters needs the VistA Descision Support System (DSS) unit.

DSS Unit: ANTICOAG CLINIC (317/160)// **?**

Answer with DSS UNIT NAME, or UNIT NUMBER

Choose from:

ADMISSION 2

And here it’s looking for the corresponding DSS ID.

ANTICOAG CLINIC (147) MMG#

ANTICOAG CLINIC (317/160) MMG#

ANTICOAGULATION CLINIC (317) MMG#

RADIOLOGY ONCOLOGY 1

DSS Unit: ANTICOAG CLINIC (317/160)// **<Enter>** ANTICOAG CLINIC (317/160) MMG# ANTICOAG CLINIC (317/160) MMG#

DSS ID: ANTI-COAGULATION CLINIC// **<Enter>** ANTI-COAGULATION CLINIC 317 ANTI-COAGULATION CLINIC 317

Anticoagulation Site Params for Division: SALT LAKE CITY HCS is now:

------------------------------------------------------------------------------

Medical Center Name Salt Lake City VAHCS

Complete path to network folder \\VHAISLMul1\OfficeCommon\Anticoagulation Flow

INR Orderable Item LRTZ PT WITH INR OP

CBC Orderable Item LRTZ CBC SP ONCE

Hematocrit (HCT) or Hemoglobin (Hgb) HGB

Anticoagulation Initial Note ANTICOAGULATION INITIAL ASSESS

MENT NOTE

Anticoagulation Interim Note ANTICOAGULATION E&M NOTE

Anticoagulation Discharge Note ANTICOAGULATION DISCHARGE NOTE

Simple Phone Visit (CPT) 99364

Complex Phone Visit (CPT) 99363

Letter To Patient (CPT) 99364

Orientation Class (CPT) 99078

Initial Office Visit (CPT) 99363

Subsequent Visit (CPT) 99364

DSS Unit ANTICOAG CLINIC (317/160)

DSS ID ANTI-COAGULATION CLINIC

------------------------------------------------------------------------------

Enter RETURN to continue or '^' to exit: **<Enter>**

D Division-wide Anticoagulation Parameters

C Anticoagulation Clinic Parameters

Select GUI Anticoagulation Parameters Option:

### Set up the Anticoagulation Parameters per Clinic

Next, you’ll need to set parameters for one or more clinic locations, using the same Anticoagulation Clinic Parameters option:

Note:

|  |  |
| --- | --- |
| Note | All that’s required to use the Anticoagulation Management Tool (AMT) for more than one clinic is to repeat the following parameter setup for each clinic. |

Before starting the clinic parameter setup, gather the information you need. The following page contains a worksheet is for gathering clinic-specific information. Any parameters left blank on this level inherit the Division parameter.

One major addition to the clinic parameters are the CPT codes AMT uses for different kinds of contacts. These codes may be sensitive to variables such as Inpatient or Outpatient as well as the qualifications of the provider. On close examination you may find that a clinic that is offered daily is staffed by a PharmD on Monday, Tuesday, and Friday and an MD on Wednesday and Thursday. On close examination you actually have two clinics here with a need for different CPT codes. Consult with the coding experts in your facility for guidance. (Both clinics should share the same team lists and the team lists will be processes as if there were only one clinic.)

Make a copy of it for each clinic you are setting up

#### Anticoagulation Management Clinic Parameter Worksheet:

|  |  |
| --- | --- |
| Parameter | Value (Clinic) |
| Clinic Name |  |
| Anticoagulation Team (All) |  |
| Anticoagulation Team (Complex) |  |
| Address Line 1 |  |
| Address Line 2 |  |
| Address Line 3 |  |
| Clinic Phone Number |  |
| Clinic FAX Number |  |
| Toll Free Phone Number |  |
| Point of Contact Name |  |
| Signature Block Name or Clinic |  |
| Signature Block Title |  |
| Consult Link Enabled (Y or N) |  |
| Consult Request Service Name |  |
| PCE Link Enabled (Y or N) |  |
| Automatic Indication for Care (ICD9) |  |
| Simple Phone Visit (CPT) |  |
| Complex Phone Visit (CPT) |  |
| Letter To Patient (CPT) |  |
| Orientation Class (CPT) |  |
| Initial Office Visit (CPT) |  |
| Subsequent Visit (CPT) |  |
| Anticoagulation VISIT Clinic Location |  |
| Anticoagulation PHONE Clinic Location |  |
| Anticoagulation NON-COUNT Clinic |  |
| Default Pill Strength |  |
| Include Time with Next INR Date (Y or 0) |  |
| Look-back Days for Appointment Matching |  |
| Look-ahead Days for Appointment Matching |  |

This is a screen capture of the clinic parameter setup:

Select GUI Parameters Option: **COAG** GUI Anticoagulation Parameters

D Division-wide Anticoagulation Parameters

C Anticoagulation Clinic Parameters

Select GUI Anticoagulation Parameters Option: C Anticoagulation Clinic Parameters

Select CLINIC: **SLC - ANTICOAGULATION** CPRSPROVIDER,SEVEN

Anticoagulation Clinic Params for Location: SLC - ANTICOAGULATION

------------------------------------------------------------------------------

Clinic Name

Anticoagulation Team (All)

Anticoagulation Team (Complex)

Address Line 1

Address Line 2

Address Line 3

Clinic Phone Number

Clinic FAX Number

Toll Free Phone Number

Point of Contact Name

Signature Block Name or Clinic

Signature Block Title

Consult Link Enabled

Consult Request Service Name

PCE Link Enabled

Automatic Indication for Care

Simple Phone Visit (CPT)

Complex Phone Visit (CPT)

Letter To Patient (CPT)

Orientation Class (CPT)

Initial Office Visit (CPT)

Subsequent Visit (CPT)

Anticoagulation VISIT Clinic Location

Anticoagulation PHONE Clinic Location

Anticoagulation NON-COUNT Clinic

Default Pill Strength

Include Time with Next INR Date

Look-back Days for Appointment Matching

Look-ahead Days for Appointment Matching

------------------------------------------------------------------------------

Clinic Name: SLC - Anticoagulation

Anticoagulation Team (All): SLC – Anticoagulation Replace **<Enter>**

Anticoagulation Team (Complex): **SLC**

1 SLC-ANTICOAGULATION (ALL)

2 SLC-ANTICOAGULATION (COMPLEX)

CHOOSE 1-2: **2** SLC-ANTICOAGULATION (COMPLEX) SLC-ANTICOAGULATION (COMPLEX)

Address Line 1: **George E. Wahlen VA Medical Center**

Address Line 2: **500 Foothill Drive**

Address Line 3: **Salt Lake City, UT 84148**

Clinic Phone Number: **(801)582-1565x2222**

Clinic FAX Number: (**801)582-1566**

Toll Free Phone Number: 1-(800)613-4012

Point of Contact Name: **SLC Anticoagulation Clinic**

Signature Block Name or Clinic: **Clinical Pharmacist**

Signature Block Title: **SLC Anticoagulation Clinic**

Consult Link Enabled: **YES**

Consult Request Service Name: **ANTICOAGULATION MANAGEMENT** ANTICOAGULATION

 MANAGEMENT

PCE Link Enabled: **YES**

CPT codes entered for the clinic override the codes entered for the division. Leave these blank if the division level codes work.

Automatic Indication for Care : **V85.83**

Simple Phone Visit (CPT) : **<Enter>**

Complex Phone Visit (CPT) : **<Enter>**

Letter To Patient (CPT) : **<Enter>**

Orientation Class (CPT) : **<Enter>**

Initial Office Visit (CPT) : **<Enter>**

Subsequent Visit (CPT) : **<Enter>**

Anticoagulation VISIT Clinic Location: **SLC**

1 SLC - ANTICOAG (NON-COUNT) CPRSPROVIDER,SEVEN

2 SLC - ANTICOAGULATION CPRSPROVIDER,SEVEN

CHOOSE 1-2: **2** SLC - ANTICOAGULATION CPRSPROVIDER,SEVEN SLC - ANTICOAGULATION

CPRSPROVIDER,SEVEN

Anticoagulation PHONE Clinic Location: **SLC**

1 SLC - ANTICOAG (NON-COUNT) CPRSPROVIDER,SEVEN

2 SLC - ANTICOAGULATION CPRSPROVIDER,SEVEN

CHOOSE 1-2: **2** SLC - ANTICOAGULATION CPRSPROVIDER,SEVEN SLC - ANTICOAGULATION

CPRSPROVIDER,SEVEN

Anticoagulation NON-COUNT Clinic: **SLC**

1 SLC - ANTICOAG (NON-COUNT) CPRSPROVIDER,SEVEN

2 SLC - ANTICOAGULATION CPRSPROVIDER,SEVEN

CHOOSE 1-2: **1** SLC - ANTICOAG (NON-COUNT) CPRSPROVIDER,SEVEN SLC - ANTICOAG (NO

N-COUNT) CPRSPROVIDER,SEVEN

Default Pill Strength: **5**

Include Time with Next INR: YES

Look-back Days for Appointment Matching: **<Enter>**

Look-ahead Days for Appointment Matching: **<Enter>**

Anticoagulation Clinic Params for Location: SLC - ANTICOAGULATION is now:

------------------------------------------------------------------------------

Clinic Name SLC - Anticoagulation

Anticoagulation Team (All) SLC-ANTICOAGULATION (ALL)

Anticoagulation Team (Complex) SLC-ANTICOAGULATION (COMPLEX)

Address Line 1 George E. Wahlen VA Medical Ce

nter

Address Line 2 500 Foothill Drive

Address Line 3 Salt Lake City, UT 84148

Clinic Phone Number (801)582-1565x2222

Clinic FAX Number  (801)582-1565x2232

Toll Free Phone Number 1-(800)613-4012

Point of Contact Name SLC Anticoagulation Clinic

Signature Block Name or Clinic Clinical Pharmacist

Signature Block Title SLC Anticoagulation Clinic

Consult Link Enabled YES

Consult Request Service Name ANTICOAGULATION MANAGEMENT

PCE Link Enabled YES

Automatic Indication for Care V58.83

Simple Phone Visit (CPT)

Complex Phone Visit (CPT)

Letter To Patient (CPT)

Orientation Class (CPT)

Initial Office Visit (CPT)

Subsequent Visit (CPT)

Anticoagulation VISIT Clinic Location SLC - ANTICOAGULATION

Anticoagulation PHONE Clinic Location SLC - ANTICOAGULATION

Anticoagulation NON-COUNT Clinic SLC - ANTICOAG (NON-COUNT)

Default Pill Strength 5

Include Time with Next INR Date Time of Day

Look-back Days for Appointment Matching

Look-ahead Days for Appointment Matching

------------------------------------------------------------------------------

Enter RETURN to continue or '^' to exit:

D Division-wide Anticoagulation Parameters

C Anticoagulation Clinic Parameters

Select GUI Anticoagulation Parameters Option:

## Set up Tools Menu Option for Anticoagulation Management

First, the Anticoagulate.exe file to a reasonable location in your Windows directory structure (e.g., **C:\Program Files\VistA\CPRS\**)

or a network location (e.g., **\\vhaislmul2\Anticoagulate**). This is a local a decision and placement on a network location may increase response times due to network traffic.

Next, use the GUI Tool Menu Items [ORW TOOL MENU ITEMS] option to create a link to the Executable for specific users who need to access the Anticoagulation Management application:

Select GUI Parameters Option: **TM** GUI Tool Menu Items

CPRS GUI Tools Menu may be set for the following:

1 User USR [choose from NEW PERSON]

2 Location LOC [choose from HOSPITAL LOCATION]

2.5 Service SRV [choose from SERVICE/SECTION]

3 Division DIV [choose from INSTITUTION]

4 System SYS [CPRS27.FO-SLC.MED.VA.GOV]

Enter selection: **1** User NEW PERSON

Select NEW PERSON NAME: **CPRSPROVIDER,SIX** CPRSPROVIDER,SIX CHIEF, MEDICAL

SERVICE

The ampersand (&) allows disabled users to access the program with the keyboard shortcut Alt T then A.

------------ Setting CPRS GUI Tools Menu for User: IRMWORKER,TWO -------------

Select Sequence: **1**

Are you adding 1 as a new Sequence? Yes// YES

Sequence: 1// **<Enter>** 1

Name=Command: &Anticoagulation=c:\progra~1\vista\cprs\anticoagulate.exe s=%SRV

p=%PORT d=%DFN u=%DUZ

Select Sequence: **<Enter>**

Remember, access to this application for specific users is controlled by assigning the option ORAM ANTICOAGULATION CONTEXT to the secondary menu or menu tree of the assigned users.

Note:

|  |  |
| --- | --- |
| Note | It is important to not only install the M portion of this application, but provide for execution of the Windows component. The VA does not use a setup program to do this. Each local VA facility has their own procedures for handling GUI application distribution. It is important that you utilize this procedure to get the executable into appropriate hands. |

## Set Daily Tasks

### Run ORAM SET TEAMS

Team lists are created daily by a task job (option: ORAM SET TEAMS) that needs to be set to run every morning prior to the start of the work day. Local site needs to set this. No team lists forms if this does not run.

To set this up use the option Schedule/Unschedule Options [XUTM SCHEDULE] in the Taskman Management [XUTM MGR] menu as in this example:

Select Taskman Management Option: **SCHEDULE/UNSCHEDULE OPTIONS**

Select OPTION to schedule or reschedule: **ORAM SET TEAMS** Anticoagulation Background Job

Are you adding 'ORAM SET TEAMS' as a new OPTION SCHEDULING (the 134TH)? No// **Y** (Yes)

Edit Option Schedule

Option Name: **ORAM SET TEAMS**

Menu Text: **Anticoagulation Background Job**  TASK ID:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

QUEUED TO RUN AT WHAT TIME: **FEB 13,2010@01:00**

DEVICE FOR QUEUED JOB OUTPUT:

QUEUED TO RUN ON VOLUME SET:

RESCHEDULING FREQUENCY: **1d**

TASK PARAMETERS:

SPECIAL QUEUEING:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Exit Save Next Page Refresh

Enter a command or '^' followed by a caption to jump to a specific field.

COMMAND: Press <PF1>H for help Insert

# Troubleshooting

## Team Lists

**PROBLEM:** Patients with INRs scheduled do not show up on the team list.

**SOLUTION:** There are several things that can interfere with patients showing up on the team list. They are:

1. The nightly job is not running. The nightly job finds each patient scheduled for an INR the next day and places them on either the ALL team list or the COMPLEX team list. Patients stay on the team list until explicitly removed by the tool.
2. You’ve set as your default Patient List the Clinic and not the Team. Often there are clinics with identical names as the teams. In the CPRS Patient Selection dialog, select the radio button next to Team/Personal, then select the correct team name. Click the Save Patient List Settings to make this selection permanent.

## Lab Quick Orders

**PROBLEM:** Lab tests missing some parameters.

While using a quick order in the Anticoagulation Management Tool (AMT), not all the order parameters are being filled out correctly. For example, if a quick order does not have the URGENCY populated, an error occurs when VistA tries to process the order.

**SOLUTION:** Develop quick *orders as completely as possible* for use in conjunction with this AMT application. This may entail building a unique quick order that will only be used by the Anticoagulation application.

Ordering a lab test is triggered by checking a box. There is no prompt to change any order parameters after this, and there really doesn’t need to be a prompt if the order is built as needed. Be sure to populate all fields with values appropriate for the clinic that will use them.

# Appendix A: Alternate Workflow

## Team Lists

### Overview

The Anticoagulation Management Tool (AMT) was designed with certain assumptions about the best way to do things. Unfortunately, not every medical center is run the same way. Here are some of the main assumptions used in putting together this tool:

1. Most contacts through the Anticoagulation Clinic correspond to a lab order. The visits are brief and often conducted over the telephone. So, appointments are set according to the timing of lab orders, not with the VistA Scheduling application.
2. It is essential that patients not be lost from the system, so AMT uses two mechanisms to keep this from happening:
   1. All patients are put on a team list corresponding to their lab appointment. The patient persists on the team list until a visit has been achieved.
   2. Missed visits are always followed up with a reminder letter to the patient.
3. Dosing schedules are easy to mess up. So, the tool does several things to simplify dosing:
   1. Patients are given one strength of pill. The pill strength is kept track of in the tool.
   2. Any change in dosing schedule is followed up with a letter to the patient, thus the patient always has written instructions.
4. Most pertinent patient information is kept in the tool for easy access and reference. Progress notes are only used for initial and final visits.

The requirement is that each VA medical facility that dispenses anticoagulation drugs (specifically Warfarin) have a method in place to track patients on these drugs. You do not have to use the VistA Anticoagulation Management Tool to accomplish this, but you must have something as comprehensive as this tool. This tool does not fit perfectly into every business model, but it can be adapted.

Here are some ways AMT can be adapted to local conditions:

### Multiple Anticoagulation Clinics

Some medical centers with multiple anticoagulation clinics don’t consider the team list approach to be comprehensive enough. They schedule all patients in to their clinics with the VistA Scheduling application. They can then use the reporting features of scheduling to print out Microsoft Excel® spreadsheets of the schedules. This gives a high degree of confidence that clinicians and patients are not being double booked and provides a visual overview of each day’s schedule.

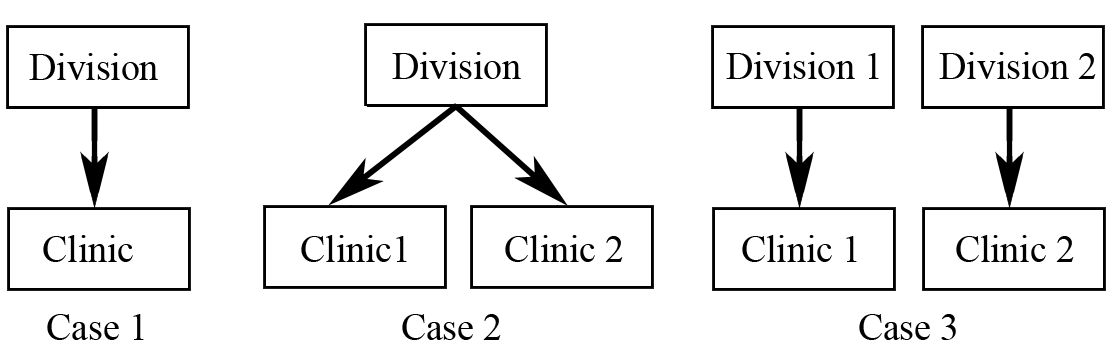
### Scheduling

Some clinics use scheduling because they have more confidence in the scheduling application to help manage appointments, because they need better control over workflow reporting, or because medical center policy dictates that they do. To use scheduling with the Anticoagulation Management Tool (AMT) you must go back and forth between the tool and CPRS. Also, you must take care to keep CPRS on the same patient as in AMT.

When the scheduling package is the main tool for tracking schedules, AMT is still useful to template interview questions, format progress notes, track INRs, and compare no-shows between the tool and the scheduling package. Most important, the tool tracks and displays all INRs throughout the time the patient is in the program, regardless of who ordered the INR or who the patient met with.

## Clinic Setup

When you set up clinic parameters some of the values are inherited from the division. The relationship of division and clinic varies from institution to institution. Here is a representation of some of the possibilities:



Case 1 is the default where there is only one clinic assigned to one division. In this case setting parameters for the division and clinic are sufficient. See the [Set Parameters](#Set_Parameters) section of this manual.

Case 2 is what one would expect in a medical center with several Community Based Outpatient Clinics (CBOCs). In this case you must set parameters for the division and for each of the clinics under it. Any parameters that are missing from the clinic setup are filled in from the corresponding parameter at the division level.

Case 3 is as common as case 2 for integrated medical centers. Before you set up a clinic you need to know what division it is assigned to. Information about clinic division assignments is available from your Medical Administration Systems (MAS) sometimes referred to as Patient Information Management System (PIMS) or Hospital Information Management System (HIMS).

However, your medical center is organized you need to set up both the clinic and the division as in the Set Parameters section of this manual.