

Clinical Case Registries (CCR)

Version 1.5



User Manual

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For Patch ROR*1.5*13

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Health Data Systems – Registries

Revision History

Date	Description	Author	Role
December, 2010	Final release for Patch ROR*1.5*13. See Table 12 for Details. <i>Documentation Only change:</i> Moved Resource material formerly in Appendix A, Appendix B, CCR:HIV Registry Pending Patient Worksheet, Appendix C, and Appendix D to main body of text.	Kenneth Rikard Edward Micyus Angela Saunders	Project Manager Delphi Developer M Developer
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1. Orientation

1.1. Clinical Case Registries Software Application

The Clinical Case Registries (CCR) software application supports the maintenance of local and national registries for clinical and resource tracking of care for patients with certain clinical conditions. Registries for [Hepatitis C](#) (CCR:HEPC) and [Human Immunodeficiency Virus](#) (CCR:HIV) are available. This application allows access to important demographic and clinical data on all VHA patients with these conditions, and provides many capabilities to VA facilities that provide care and treatment to patients with these conditions, including clinical categorization of patients and automatic transmission of data to the VA's [National Case Registry](#). It also provides clinical and administrative reports for local medical center use.

CCR accesses several other [Veterans Health Information Systems and Technology Architecture](#) (VistA) files that contain information regarding other diagnoses, prescriptions, surgical procedures, laboratory tests, radiology exams, patient demographics, hospital admissions, and clinical visits. This access allows identified clinical staff to take advantage of the wealth of data supported through VistA.

1.2. Purpose of the Manual

The *Clinical Case Registries User Manual* provides detailed instructions for using the CCR software and its [graphical user interface](#) (GUI). Throughout this document, the acronym CCR always refers to the application and its features, not to the individual registries. The HIV and Hepatitis C registries are referred to as CCR:HIV and CCR:HEPC, respectively.

RESOURCE See [11.1 About CCR:HEPC](#) and [11.2 About CCR:HIV](#) for registry-specific information.

1.3. Recommended Users

The CCR software is designed for use by designated Registry Coordinators, Managers, and Clinicians who are responsible for and provide care to VA patients with registry-specific conditions.

1.4. Typographical Conventions Used in the Manual

Throughout this document, the following fonts and other conventions are used:

Table 1 – Typographical Conventions

Font	Used for...	Examples:
Blue text, underlined	Hyperlink to another document or URL	ftp://fo-slc.med.va.gov
Green text, dotted underlining	Hyperlink within this document	See CCR Patches ROR*1.5*X for details.
Courier New	Patch names, VistA filenames	ROR*1.5*2, XYZ file #798.1
Franklin Gothic Demi	Keyboard keys, button and command icon names, panel, pane and tab names	< F1 >, < Alt >, < L >, < Enter >, [OK], Other Registries
Microsoft Sans Serif	Software Application names	Clinical Case Registries (CCR)
	Registry names	CCR:HIV
	Database field names	Mode field
	Report names	Procedures report
Times New Roman	Normal text	“... designed for use by designated Registry Coordinators, Managers, and Clinicians....”
Times New Roman Italic	Text emphasis	“It is very important...”
	National and International Standard names	<i>International Statistical Classification of Diseases and Related Health Problems</i>
	Document names	<i>Clinical Case Registries User Manual</i>

Table 2 – Graphic Icons

Graphic	Used for...
	Information of particular interest regarding the current subject matter
	A tip or additional information that may be helpful to the user
	A warning concerning the current subject matter
	Information about the history of a function or operation; provided for reference only.
	More information on a specific subject, either in this document or somewhere else.

1.5. Related Documents

These related documents are available at <http://www.va.gov/vdl/application.asp?appid=126>.

- *Clinical Case Registries 1.5 Installation & Implementation Guide*
- *Clinical Case Registries 1.5 Release Notes*
- *Clinical Case Registries 1.5 Technical Manual / Security Guide*

1.6. Disclaimer

Disclaimer: The appearance of external hyperlink references in this manual does not constitute endorsement by the Department of Veterans Affairs (VA) of this Web site or the information, products, or services contained therein. The VA does not exercise any editorial control over the information you may find at these locations. Such links are provided and are consistent with the stated purpose of the VA.

1.7. Navigating Hyperlinks

Throughout this document, you will find hyperlinks of various types like those indicated in [Table 1](#), above. Some will be to other places in this document, while others will take you to websites or other documents stored online. If the hyperlink is to another place in this document, use the web toolbar “back” button () to return to the point in the document where you clicked the link. If the link is external and takes you to a website, use the back button in your browser to return.

If you do not see the back button in the program you are using to read this document, use your program's View menu to turn on the Web toolbar. For example, in Microsoft® Word® first click **View**, then **Toolbars**; make sure the Web toolbar is selected.

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2. Introduction

The Clinical Case Registries (CCR) software application collects data on the population of Veterans with certain clinical conditions, namely Hepatitis C and Human Immunodeficiency Virus (HIV) infections.

Data from the registries is used for both clinical and administrative reporting on both a local and national level. Each facility can produce local reports (information related to patients seen in their system). Reports from the national database are used to monitor clinical and administrative trends, including issues related to patient safety, quality of care, and disease evolution across the national population of patients.

2.1. Overview

This version of the Clinical Case Registries (CCR) introduces a single software package to support both the Hepatitis C Registry and the Human Immunodeficiency Virus (HIV) Registry (former Immunology Case Registry or ICR). Previously, these two registries were created and maintained through two separate software packages. The functional requirements for these registries were substantially the same, so this software has been designed to support both.

The software uses pre-defined selection rules that identify patients with possible Hepatitis C and/or HIV (such as a disease related International Statistical Classification of Diseases and Related Health Problems, ninth edition (ICD-9) code or a positive result on an antibody test) and adds them to the registry in a pending state. Pending patients are reviewed by the local registry coordinator and if the data confirm the diagnosis, the local registry coordinator confirms the patient in the registry.

A nightly background process transmits a set of predefined data via HL7 to the national CCR database at Corporate Data Center Operations (CDCO).¹ Data from both registries is aggregated in the same message. The CCR software creates a limited set of database elements to be stored locally in the VistA system, and focuses on assuring that the local listing is complete and accurate, that the desired data elements are extracted, and that data elements are appropriately transmitted to the national database.



Note: Effective with CCR 1.5.10 (Patch ROR*1.5*10), patients who are on the Pending list *are* selected for this extract.



Note: Effective with CCR 1.5.13 (Patch ROR*1.5*13), the nightly and historical extracts are modified to include ORC and RXE segments for Non-VA medications for registry patients. Non-VA medication data will be pulled if the DOCUMENTED DATE (#11) or the

¹ CDCO was formerly known as the Austin Automation Center (AAC). CDCO is managed by the VHA Center for Quality Management in Public Health (CQMPH).

DISCONTINUED DATE (#6) in the NON-VA MEDS sub-file (#52.2) of the PHARMACY PATIENT file (#55) is within the extract range.

The registries at each facility will store selected HIV and Hepatitis C data from 1985 to the present.

2.2. Software Features and Functions

CCR provides these key features:

- Easy data access and navigation of the data files via the GUI.
- Semi-automatic sign-on to the VistA databases via the web-based GUI; a separate VistA log-in is not required, nor is emulation software such as !KEA or Attachmate Reflection.
- Automated development of local lists of patients with evidence of HIV or Hepatitis C infection.
- Automatic transmission of patient data from the local registry lists to a national database.
- Robust reporting capabilities.

CCR also provides the following functions:

- Tracking of patient outcomes relating to treatment.
- Identification and tracking of important trends in treatment response, adverse events, and time on therapy.
- Monitoring quality of care using both process and patient outcome measures.

2.3. About Clinical Case Registries 1.5

Version 1.5 of the CCR software (published via Patch ROR*1.5*1) introduced a single software package to support both the CCR:HEPC Registry and the CCR:HIV Registry (also called the Immunology Case Registry (ICR)). CCR provides access to both CCR:HIV and CCR:HEPC from a single interface; previously, these two registries were created and maintained through two separate software packages. Since the functional requirements for these registries were substantially the same, they were combined.

CCR 1.5 has also been enhanced by automation of the data collection system and transformed from an administrative database into a clinically relevant tool for patient management.

Each patch released since the original iteration of CCR 1.5 has added improvements and fixes; see [CCR Patches ROR*1.5*X](#) for details.

CCR consists of several parts:

- Data stored in VistA database files

- M Programs in the ROR namespace
- Data Dictionaries necessary to achieve the specified requirements
- A Delphi-based graphical user interface (GUI) “front-end” application
- Relevant Remote Procedure Call (RPC) protocols

2.4. Decommissioned Software

2.4.1. Immunology Case Registry v2.1

Patients from ICR version 2.1 were migrated to CCR:HIV during the installation of patch ROR*1*5 (March 2004). After a transitional period when the two packages were used concurrently, ICR 2.1 was removed from service by patch IMR*2.1*21 (October 2005).

2.4.1.1. Hepatitis C Case Registry v1.0

Hepatitis C Case Registry (HCCR) v1.0 was removed from service with the release of CCR 1.5. Historical patient data from the previous Hepatitis C Registry was migrated to CCR:HEPC.

2.4.2. Automatic Pending Case Identification

Patients with laboratory evidence or registry-related International Statistical Classification of Diseases and Related Health Problems, ninth edition (commonly abbreviated as “ICD-9”) codes will be identified by the system and their records will be added to the registry with a status of ‘pending.’ The registry coordinator or designee will need to periodically review the list of pending patients and confirm any patients that have been verified to have a registry-related condition such as HIV or Hepatitis C.

CCR users are not permitted to manually enter patient information.

Patients confirmed into the registry can be completely deleted from the registry. For example, if a pending patient is determined to not actually have the condition (due to a false positive screening test result, etc.), the registry coordinator will delete that patient.

The official patient registry status codes are now ‘pending’ or ‘confirmed.’ ‘Inactive’ is no longer an option.

2.4.3. ‘Local Fields’ For Customizing Local Registry Specific Data

Using the CCR GUI for both the HIV and Hepatitis C registries, users with administrator keys will be able to define data collection attributes and assign names to them. These local fields will serve as manual toggles in the Patient Data Editor and as filters that can be used in the report selection panels. Titles and descriptions of local fields can be edited as free text fields without deleting all associated information.

2.4.4. CCR Procedures Report

A Procedures report allows you to select multiple CPT codes to produce a report that will list all patients who had the selected CPT codes in a selected date range.

2.4.5. Required Entry of Risk Behavior Information

CCR:HIV only: In order to confirm ‘pending’ patients into the registry in CCR:HIV 1.5, you must complete the Risk Factors tab questions in the Patient Data Editor. If you do not know a patient’s HIV risk behaviors, you can answer ‘unknown’ and update the answers once you obtain more information.

2.5. CCR Patches ROR*1.5*X

Changes provided by patches in the ROR*1.5 series are shown in the following tables. Under “Type,” “E” indicates an enhancement, “F” indicates a fix, and “M” indicates a data modification. Click on the green links below to jump directly to a specific patch.

Patch ROR*1.5*1	Patch ROR*1.5*2	Patch ROR*1.5*3	Patch ROR*1.5*4	Patch ROR*1.5*5	Patch ROR*1.5*6	Patch ROR*1.5*7
Patch ROR*1.5*8	(Patch ROR*1*9: maintenance patch; not documented herein)		Patch ROR*1.5*10	Patch ROR*1.5*13		

2.5.1. Patch ROR*1.5*1

Table 3 – Patch ROR*1.5*1

#	Description	Type
1	Selected (Date) and Selection Rule columns added to the patient list on the Registry tab.	E
2	When a report is opened, the Task Manager tab is activated.	E
3	The Mode field is added to the Local Fields and Other Registries panels of the Report parameters to provide patient <i>include</i> and <i>exclude</i> filters.	E
4	A Delete button is added to the Patient Data Editor dialog box.	E
5	A Patients panel is added to the Procedures report to use selected procedures performed and selected procedures not performed within a date range.	E
6	A Procedures panel is added to the Procedures report to indicate whether a procedure is an inpatient or outpatient one	E
7	The ICD-9 panel of the Diagnoses report is modified to be able to define groups and add ICD-9 codes to the groups.	E

#	Description	Type
8	The Check if patient ever had an AIDS-OI checkbox is automatically selected and the Date of AIDS-OI field is populated if an indicator disease Def box is selected in Section VIII of the CDC form in the Clinical Status section.	E
9	A new patient search parameter is added for the Registry tab: # followed by the patient's 11-digit coded SSN.	E
10	The output format of the Combined Meds and Labs report is modified.	E
11	The Patient Medication History report is modified with the addition of two radio buttons, Consider All and Selected Only to the Select Patient panel.	E
12	Fixed Microsoft® Windows Server 2003® issue.	F
13	Fixed missing CDC bitmap error.	F
14	Fixed incorrect printing of the CDC form.	F

2.5.2. Patch ROR*1.5*2

Table 4 – Patch ROR*1.5*2

#	Description	Type
1	Fixed RPC Broker timeout issue.	F
2	Fixed issues with duplicates in patient list.	F
3	Fixed issues with lower-case characters in lab tests and medications data.	F
4	Fixed issue with Reporting date entry not accepting “-T.”	F
5	Fixed issue with un-checking of local fields in the Patient Data Editor not being saved.	F
6	Fixed issues with run-time errors using \$QUERY on non-Caché platforms.	F
7	Fixed issues with non-SSN patient identifier appearing on reports at non-VA sites.	F

2.5.3. Patch ROR*1.5*3

Table 5 – Patch ROR*1.5*3

#	Description	Type
1	Accommodated Patch RA*5*75 (Radiology), which introduced a Reason for Study data field.	E
2	Addition of Task Control flag (“M”) which signals the system to disable HL7 messaging.	E

2.5.4. Patch ROR*1.5*4

Table 6 – Patch ROR*1.5*4

#	Description	Type
1	Added two additional ICD-9 codes needed for the nightly ROR registry update and data extraction.	E

2.5.5. Patch ROR*1.5*5

Table 7 – Patch ROR*1.5*5

#	Description	Type
1	Fixed issue with Procedures without a Provider not being sent to AAC.	F
2	Added drug identified as needed for nightly ROR registry update and data extraction.	E

2.5.6. Patch ROR*1.5*6

Table 8 – Patch ROR*1.5*6

#	Description	Type
1	Added generic drug Raltegravir to VA GENERIC file #50.6.	E

2.5.7. Patch ROR*1.5*7

Table 9 – Patch ROR*1.5*7

#	Description	Type
1	Added generic drug Etravirine to VA GENERIC file #50.6.	E

2.5.8. Patch ROR*1.5*8

Table 10 – Patch ROR*1.5*8

#	Description	Type
1	Fixed the “access violation” seen when selecting Diagnoses Report (Remedy Tickets HD0000000262208 and HD0000000262209).	F
2	Inserted a Comment Field in the Pending Patient File necessary for tracking special conditions for a patient.	E
3	Added the Comments panel to the Patient Data Editor screen (see 2 above).	E
4	Added the Comment field to Processing Pending Patient screen (see 2 above).	E
5	Added a refresh to the Processing Pending Patient screen when comment is added or deleted (see 2 above).	E
6	Added radio buttons “Include,” “Exclude,” or “Ignore” to provide a filter limiting reports to patients who have diagnoses based on International Classification of Diseases, 9th edition (ICD-9) codes in Common Templates or Your Templates. This filter applies to all reports except the Diagnoses Report.	E
7	Modified the Combined Meds and Labs report to require the user to assign a group name.	E
8	Modified the Combined Meds and Labs report to provide the option to limit lab results to most recent.	F

#	Description	Type
9	Modified the Combined Meds and Labs report to "Include All" or "Selected Only" for lab results (Remedy Ticket HD0000000232223).	E
10	Modified the Combined Meds and Labs report, Pharmacy Prescription Utilization report, and the Patient Medication History report to include a new method of handling Investigational Drugs and Registry Medications on the Medications panel drop-down list.	E
11	<p>Technical Writer review included these updates:</p> <ol style="list-style-type: none"> Changes the sort order of entries in this table to show most recent changes at top. To comply with National Documentation Standards, pagination of introductory material has been revised and minor format changes have been made to headings, table headings and footers. Provides numbered section/paragraph headings. Moves “what’s new” information for all patches to new section: CCR Patches ROR*1.5*X. Adopts use of green dotted-underline text for hyperlinks internal to this document. Adds information about the Remote Procedure Call Broker. Expands information on typographical conventions and notes/warnings icons. Substitutes new pointer diagram for “fuzzy” image previously used. Removes references to “other registries;” the HIV and HEPC registries are the only ones within the current scope of CCR. Adopts use of the term “command icon” to denote dedicated areas on menu bars which can be clicked to perform functions similar to those performed by command buttons. Changes the date associated with the FDA-approved list of generic medicines which are contained in the Generic Registry Medications list from November 2005 to June, 2008. Substituted VistA logo for internal CCR logo on cover to meet OED Documentation Standards requirement. 	

2.5.9. Patch ROR*1.5*10

Table 11 – Changes for Patch ROR*1.5*10

#	Description	Type															
1	<p>Adds new ICD-9 diagnosis groups to the Common Templates:</p> <table> <tr> <td>HCC</td> <td>155.0</td> <td>MAL NEO LIVER, PRIMARY</td> </tr> <tr> <td>Esophageal Varices</td> <td>456.0</td> <td>ESOPHAG VARICES W BLEED</td> </tr> <tr> <td></td> <td>456.1</td> <td>ESOPH VARICES W/O BLEED</td> </tr> <tr> <td></td> <td>456.20</td> <td>BLEED ESOPH VAR OTH DIS</td> </tr> <tr> <td></td> <td>456.21</td> <td>ESOPH VARICE OTH DIS NOS</td> </tr> </table>	HCC	155.0	MAL NEO LIVER, PRIMARY	Esophageal Varices	456.0	ESOPHAG VARICES W BLEED		456.1	ESOPH VARICES W/O BLEED		456.20	BLEED ESOPH VAR OTH DIS		456.21	ESOPH VARICE OTH DIS NOS	M
HCC	155.0	MAL NEO LIVER, PRIMARY															
Esophageal Varices	456.0	ESOPHAG VARICES W BLEED															
	456.1	ESOPH VARICES W/O BLEED															
	456.20	BLEED ESOPH VAR OTH DIS															
	456.21	ESOPH VARICE OTH DIS NOS															

#	Description	Type																																													
2a	Adds LOINC codes to CCR:HIV Patient ID:	M																																													
	<table border="1"> <thead> <tr> <th>LOINC_NUM</th><th>SHORTNAME</th><th>LONG_COMMON_NAME</th></tr> </thead> <tbody> <tr><td>34591-8</td><td>HIV1 Ab Fld Ql EIA</td><td>HIV 1 Ab [Presence] in Body fluid by Immunoassay</td></tr> <tr><td>34592-6</td><td>HIV1 Ab Fld Ql IB</td><td>HIV 1 Ab [Presence] in Body fluid by Immunoblot (IB)</td></tr> <tr><td>43009-0</td><td>HIV1+2 IgG Ser Ql</td><td>HIV 1+2 IgG Ab [Presence] in Serum</td></tr> <tr><td>43010-8</td><td>HIV1+2 Ab XXX Ql</td><td>HIV 1+2 Ab [Presence] in Unspecified specimen</td></tr> <tr><td>43185-8</td><td>HIV 1 & 2 Ab Patrn Ser IB-Imp</td><td>HIV 1 & 2 Ab band pattern [interpretation] in Serum by Immunoblot (IB)</td></tr> <tr><td>43599-0</td><td>HIV1 Ab Ser IF-aCnc</td><td>HIV 1 Ab [Units/volume] in Serum by Immunofluorescence</td></tr> <tr><td>44533-8</td><td>HIV1+2 Ab Ser Donr Ql</td><td>HIV 1+2 Ab [Presence] in Serum from donor</td></tr> <tr><td>44607-0</td><td>HIV1 Ser EIA-Imp</td><td>HIV 1 [interpretation] in Serum by Immunoassay</td></tr> <tr><td>44873-8</td><td>HIV1+2 Ab Ser Ql IB</td><td>HIV 1+2 Ab [Presence] in Serum by Immunoblot (IB)</td></tr> <tr><td>49580-4</td><td>HIV1+2 Ab XXX Ql Rapid</td><td>HIV 1+2 Ab [Presence] in Unspecified specimen by Rapid test</td></tr> <tr><td>49905-3</td><td>HIV1 Ab XXX Ql Rapid</td><td>HIV 1 Ab [Presence] in Unspecified specimen by Rapid test</td></tr> <tr><td>5221-7</td><td>HIV1 Ab Ser Ql IB</td><td>HIV 1 Ab [Presence] in Serum by Immunoblot (IB)</td></tr> <tr><td>53379-4</td><td>HIV1 Ab XXX Ql</td><td>HIV 1 Ab [Presence] in Unspecified specimen</td></tr> <tr><td>54086-4</td><td>HIV1+2 IgG Bld.Dot Ql</td><td>HIV 1+2 IgG Ab [Presence] in Blood dot (filter paper)</td></tr> </tbody> </table>	LOINC_NUM	SHORTNAME	LONG_COMMON_NAME	34591-8	HIV1 Ab Fld Ql EIA	HIV 1 Ab [Presence] in Body fluid by Immunoassay	34592-6	HIV1 Ab Fld Ql IB	HIV 1 Ab [Presence] in Body fluid by Immunoblot (IB)	43009-0	HIV1+2 IgG Ser Ql	HIV 1+2 IgG Ab [Presence] in Serum	43010-8	HIV1+2 Ab XXX Ql	HIV 1+2 Ab [Presence] in Unspecified specimen	43185-8	HIV 1 & 2 Ab Patrn Ser IB-Imp	HIV 1 & 2 Ab band pattern [interpretation] in Serum by Immunoblot (IB)	43599-0	HIV1 Ab Ser IF-aCnc	HIV 1 Ab [Units/volume] in Serum by Immunofluorescence	44533-8	HIV1+2 Ab Ser Donr Ql	HIV 1+2 Ab [Presence] in Serum from donor	44607-0	HIV1 Ser EIA-Imp	HIV 1 [interpretation] in Serum by Immunoassay	44873-8	HIV1+2 Ab Ser Ql IB	HIV 1+2 Ab [Presence] in Serum by Immunoblot (IB)	49580-4	HIV1+2 Ab XXX Ql Rapid	HIV 1+2 Ab [Presence] in Unspecified specimen by Rapid test	49905-3	HIV1 Ab XXX Ql Rapid	HIV 1 Ab [Presence] in Unspecified specimen by Rapid test	5221-7	HIV1 Ab Ser Ql IB	HIV 1 Ab [Presence] in Serum by Immunoblot (IB)	53379-4	HIV1 Ab XXX Ql	HIV 1 Ab [Presence] in Unspecified specimen	54086-4	HIV1+2 IgG Bld.Dot Ql	HIV 1+2 IgG Ab [Presence] in Blood dot (filter paper)	
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3	Updates (by changing date selection criteria) the Microbiology data extraction code to capture missing Microbiology data. Extract now uses “completion date” and/or “date collected.” <i>Prior to this patch, the Microbiology data extraction was pulling data based on the 'completion date' (DATE REPORT COMPLETED, #.03 in the MICROBIOLOGY sub-file #63.05 of the LAB DATA file #63) alone. It was found that many sites do not populate that field, causing microbiology data to be omitted from the nightly extract to the central registry. The extract will now pull data based on the 'date collected' (DATE/TIMESPECIMEN TAKEN, #.01) if the 'completion date' is null.</i>	E																																													
4	Corrects Problem List Extraction by using DATE RESOLVED versus DATE RECORDED . <i>Previously, the Problem List Extraction was pulling data from the wrong field (DATE RECORDED, #1.09) to populate the 'date resolved' field in the extract. Data is now correctly pulled from the DATE RESOLVED field (#1.07) of the PROBLEM file (#9000011).</i>	F																																													

#	Description	Type
5	<p>Adds new OBR and OBX segments to the nightly extract to pull Immunization data and Skin Test data for Registry patients (see <i>CCR Technical Manual</i>).</p> <p><i>The nightly and historical extracts have been enhanced to include OBR and OBX segments for Immunization data and Skin Test data for registry patients. Immunization data and Skin Test data will be pulled if the DATE LAST MODIFIED (#.13 in the VISIT file (#9000010) is within the extract range. For details of the data included in the segments, please refer to the CCR Technical Manual.</i></p>	E
6	<p>Changes nightly data extract to include patients on the Pending list.</p> <p><i>The CCR data extract (both nightly and historical) previously included data for 'confirmed' patients only. It will now include data for 'pending' patients as well. Previously, the DON'T SEND field (#11) in the ROR REGISTRY RECORD file (#798) was set to 'true' when a pending patient was added to the registry. With patch 10, the DON'T SEND field will be set to 'true' for test patients only.</i></p>	E
7	<p>Adds three new reports:</p> <ul style="list-style-type: none"> Model for End-Stage Liver Disease (MELD) Score by Range Body Mass Index (BMI) by Range Renal Function by Range <p><i>These reports can be executed from the GUI application. See the User Manual for additional report information.</i></p>	E
8	Modifies existing report headers to reflect the Other Diagnosis filter (added by ROR*1.5*8)	E
9	Adds ALL REGISTRY MEDICATIONS to the Medications Selection panel via a new [All Registry Meds] button. This is included in the Combined Meds and Labs, Patient Medication History, and Pharmacy Prescription Utilization reports.	E
10	<p>Adds new checkbox to display Pending Comments on the List of Registry Patients report.</p> <p><i>The "List of Registry Patients" report has been enhanced to include a "Pending Comments" column added to the Report Options. If this option is checked, an additional column called Pending Comments will be added as the right-most column of the report. If the Registry Status' Pending check box is not checked, the Pending Comments option will be disabled.</i></p>	E
11	<p>Replaces Direct global and FileMan reads to the International Classification of Diseases, 9th Revision, Clinical Modification (ICD-9-CM) files with calls using supported Application Program Interfaces (APIs).</p> <p><i>To support encapsulation of data in the ICD-9-CM package, direct global and FileMan reads previously used in the ROR namespace were replaced with calls using supported ICD-9-CM APIs. These supported APIs retrieve Diagnosis information needed by the CCR application for the extracts and reports.</i></p>	E

#	Description	Type
12	<p>Modifies Other Diagnosis filter to allow the user to remove group header from the “selected” box when the user removes a group from the “selected” panel.</p> <p><i>If the user highlights the header and presses the delete key, the header will be deleted. In addition, if the user highlights the header and hits the left arrow, the header will be deleted. Previously, the header was not being removed from the selected box.</i></p> <p><i>Reports with the 'Other Diagnoses' filter have been modified to display the selected diagnoses in the report header. One of the three formats shown below will be displayed on the report, depending on what the user selected.</i></p> <p><i>Diagnoses: All</i></p> <p><i>Diagnoses: Include abc, def, etc.</i></p> <p><i>Diagnoses: Exclude abc, def, etc.</i></p>	M
13	Modifies the “Help About” popup to conform to VA standards, including hyperlinks to reference documents.	E
14	Modifies the online help file to make it <u>context-sensitive</u> .	E
15	Updates the GUI application to work toward adherence to the <u>Section 508</u> standards.	M
16	Reports XML code have been updated to address a bug introduced in Internet Explorer 7 that was causing page breaks to not work correctly.	F

2.5.10. Patch ROR*1.5*13

Table 12 – Changes for Patch ROR*1.5*13

#	Description	Type
1	Adds LOINC code 57006 to the VA HEPC entry of the Lab Search criteria in the ROR LAB SEARCH file (#798.9), sub-file LAB TEST (#2).	M
2	Enhances the nightly and historical HL7 extracts to include ORC and RXE segments for Non-VA medications for registry patients. Non-VA medication data will be pulled if the DOCUMENTED DATE (#11) or the DISCONTINUED DATE (#6) in the NON-VA MEDS sub-file (#52.2) of the PHARMACY PATIENT file (#55) is within the extract range.	E
3	Enhances the Patient Medication History report to allow users to select the most recent fill only, or all fills. The report output has been enhanced to include a column displaying the number of fills remaining.	E

#	Description	Type
4	Reports BMI by Range, MELD Score by Range, and Renal Function by Range have been enhanced to allow users to sort the report output by the calculations. The BMI by Range report can be sorted by the BMI score. The MELD Score by Range report can be sorted by the MELD or the MELD-Na score. The Renal Function by Range report can be sorted by the CrCL or the eGFR score.	E
5	All reports (except Outpatient Utilization, Inpatient Utilization, List of Registry Patients, and Current Inpatient List) will allow users to select specific clinics or divisions. All reports (except List of Registry Patients and Current Inpatient List) will allow users to select specific patients.	E
6	When users want to select specific medications in the Combined Meds And Labs report, the Patient Medication History report, or the Pharmacy Prescription Utilization report, the text in the search box will automatically convert to uppercase.	E
7	The CCR GUI application will now check VistA for the CCR server version, and it will display a message if the CCR GUI and the CCR server version are out of sync with each other.	E
8	The CCR GUI was updated to work towards becoming fully compliant with the Section 508 standards and initiatives.	F
9	An historical data extraction for Non-VA meds is added to the ROR HISTORICAL DATA EXTRACTION file (#799 . 6). It will automatically execute during the next nightly extract, and there is no manual intervention required by the sites. The extraction date range for this historical data extraction is 1/1/1985 through current date (installation date).	E
10	Global updates as indicated in Table 13 .	E

Table 13 – Global Updates for Patch ROR*1.5*13

File Name and Number	Action
ROR LAB SEARCH (#798 . 9)	LOINC value 57006 is added to the VA HEPC Lab Search criteria in sub-file LAB TEST (#2).
ROR DATA AREA (#799 . 33)	New entry “Non-VA Meds” is added to the file.
ROR XML ITEM (#799 . 31)	New entries “REFILLS”, “ALL_FILLS”, and “RECENT_FILLS” are added to the file.

File Name and Number	Action
ROR REPORT PARAMETERS (#799.34)	<p><i>Entries modified:</i></p> <p>General Utilization and Demographics Clinic Follow Up Inpatient Utilization Lab Utilization Radiology Utilization Pharmacy Prescription Utilization Registry Lab Tests by Range Patient Medication History Combined Meds and Labs Diagnoses Registry Medications Procedures Outpatient Utilization VERA Reimbursement Report BMI by Range MELD Score by Range Renal Function by Range</p>
DIALOG (#.84)	<p><i>Entries modified:</i></p> <p>7981011.001 Patient Medication History (HTML) 7981011.002 Patient Medication History (CSV) 7981018.001 BMI Report by Range (HTML) 7981018.002 BMI Report by Range (CSV) 7981019.001 MELD Report by Range (HTML) 7981019.002 MELD Report by Range (CSV) 7981020.001 Renal Function by Range (HTML) 7981020.002 Renal Function by Range (CSV) 7981999.001 Common XSL templates (HTML)</p>
REMOTE PROCEDURE (#8994)	New entry “ROR GET M VERSION” is added to the file. This RPC is used to determine whether the CCR GUI application version is in sync with the last CCR M patch installed.
OPTION (#19)	The RPC “ROR GET M VERSION” is added to the RPC list for the existing ROR GUI entry.
ROR HISTORICAL DATA EXTRACTION (#799.6)	Entry “NON-VA MEDS” is added to the file.

2.6. Obtaining Software and Documentation

The CCR 1.5 software distributives and documentation files are available for downloading from the following Office of Information Field Offices (OIFO) [ANONYMOUS SOFTWARE] directories.

Table 14 – Software and Documentation Download Sites

OIFO	FTP Address	Directory
Albany	ftp://fo-albany.med.va.gov	ANONYMOUS . SOFTWARE
Hines	ftp://fo-hines.med.va.gov	ANONYMOUS . SOFTWARE
Salt Lake City	ftp://fo-slc.med.va.gov	ANONYMOUS . SOFTWARE

Documentation is also available on the VistA Document Library (VDL) website. See <http://www.va.gov/vdl/application.asp?appid=126>. The documentation set includes:

- *Installation Guide*
- *Release Notes*
- *Technical Manual / Security Guide*
- *User Manual*
- *User Manual* revision for ROR*1.5*10 (this document)

The CCR software and accompanying guides and manuals are distributed as the following set of files:

Table 15 – Software Distributives

File Name	Contents	Retrieval Format
ROR1_5P13GUI.ZIP	Zipped GUI distributive: ► CCRSETUP.EXE	BINARY
ROR1_5P13DOC1.ZIP	Zipped DOC distributive, which includes both .PDF and .DOC formats: ► User Manual (ROR1_5_13UM)	BINARY
ROR1_5P13DOC2.ZIP	► Installation Guide (ROR1_5_13IG) ► Technical Manual / Security Guide (ROR1_5_13TM) ► Release Notes (ROR1_5_13RN)	BINARY

2.7. Accessibility Features in Clinical Case Registries 1.5

Keyboard shortcuts make the CCR GUI accessible to a wide range of users, including those with limited dexterity, low vision, or other disabilities.^A

RESOURCE See [11.4 below](#) for a complete list of keyboard shortcuts.

2.8. VistA Documentation on the Intranet

Documentation for this product, including all of the software manuals, is available in the VistA Document Library (VDL). The Clinical Case Registries documentation may be found at <http://www.va.gov/vdl/application.asp?appid=126>.

For additional information about the CCR, access the CCR Home Page at the following address: <http://VistA.med.va.gov/ClinicalSpecialties/CCR/>. Training links and information are also available at <http://vaww.VistAu.med.va.gov/VistAu/CCR/>.

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3. About the CCR Interface

CCR acts as a “front-end” application which allows users to access data stored in VistA. It runs on a computer workstation and provides a **graphical user interface** (GUI) which replaces the traditional “**roll’n’scroll**” interface used in VistA.

3.1. Remote Procedure Calls and the Broker

CCR uses a protocol known as a **Remote Procedure Call** (RPC). An RPC enables CCR to communicate directly with (“call”) VistA to find and display, on the user’s workstation, data stored on another computer (the VistA server).

The RPC Broker is “helper” software that allows a computer program to make remote procedure calls from one computer to another, via a network. The Broker establishes a common and consistent foundation for client/server applications written under the VistA umbrella. The Broker acts as a bridge connecting the client application front-end on the workstation (in this case, CCR) to the M-based data and business rules on the server. It serves as the communications medium for messaging between VistA client/server applications. Upon receipt, the message is decoded, the requested remote procedure call is activated, and the results are returned to the calling application. Thus, the Broker helps bridge the gap between the traditionally proprietary VA software and other types of software.

In order to use CCR, the user must have a special kind of VistA option (called a B-type option) assigned on the primary or secondary VistA menu. This option is designed to be run only by the RPC Broker, and cannot be run from the menu system.

Use of CCR also requires that the list of RPC Broker servers which the user is authorized to access be maintained on the workstation. The RPC Broker server to be used is defined by executing the program `serverlist.exe`, which is described in the *RPC Broker Systems Manual* (revised 2005-02-28), which is also available on the VDL. Both `xwb1_1ws.exe` and `serverlist.exe`, which are mentioned in those manuals, are distributed as part of the Broker.

See also http://www.hardhats.org/cs/broker/docs/xwb1_1rn.html for more helpful information about installing and configuring `ServerList.exe`.

3.2. Graphical User Interface Conventions

CCR uses a graphical user interface (GUI) similar to those used in many Microsoft Windows® or Apple Macintosh® programs. If you have already used programs with these screens, the CCR GUI will seem familiar to you. CCR is only implemented on the Microsoft Windows platform at this time.

If you have little or no familiarity with the Microsoft Windows GUI environment, information can be found by accessing the Microsoft Windows Help file. Additionally, brief descriptions of the GUI features used in the CCR application are provided in the following sections.

3.2.1. Windows

An “application window” is the area on your computer screen used by a program. If you have more than one program running at the same time, you can go from one program to another by clicking in each application window. You can also move, close, or minimize the application window to make room for another window. (See Help in Windows for further instructions on these functions.)

The CCR uses the [Multiple Document Interface](#) (MDI). Several “child” windows can be open inside the main “parent” application window at the same time. A child window either provides access to a registry (such as CCR:HIV or CCR:HEPC) or contains a document (such as a report). You can switch between these windows using the Windows menu or [keyboard shortcuts](#).

3.2.2. Pop-up Windows

These are “miniature” windows that pop up within a window to provide or request information. Ordinarily, they require some action before they will disappear. Clicking on buttons with the words **[OK]**, **[Cancel]**, **[Exit]**, or something similar usually closes these windows. Sometimes, they can be closed by pressing the < **Esc** > key.

3.2.3. Windows GUI Elements

The following sections describe typical Windows GUI elements.

3.2.4. Text Box

 Type the desired characters into the text (edit) box. The selected entry will not be effective until you tab away from or otherwise exit from the text box.

3.2.5. Checkbox

A checkbox toggles between a YES/NO, ON/OFF setting. It is usually a square box containing a check mark or X . Clicking the box or pressing the spacebar toggles the checkbox setting. In some instances, checkboxes may be used to provide more than one choice; in such cases, more than one box can be selected. Sometimes, a pre-determined “default” entry will be made for you in a checkbox; you can change the default if needed.

3.2.6. Radio button

 **Female** A radio button, also known as an option button, is a small, hollow circle adjacent to text. Radio buttons appear in sets. Each button represents a single choice and normally only one button may be selected at any one time. Clicking on the radio button places a solid dot in the circle, selecting the option. Clicking a selected radio button de-selects it, removing the dot. As one radio button is selected, others within the category switch off. For example, Male or Female may be offered as choices through two radio buttons, but you can only select one of the choices.

3.2.7. Command buttons and Command icons



A command button initiates an action. It is a rectangular “3-dimensional” shape with a label that specifies what action will be performed when the button is clicked.



Common examples are shown at left. Command buttons that end with three dots indicate that selecting the command may evoke a subsidiary window.



In some cases, a command icon performs the same function, but appears on the menu bar and has a plain, flat appearance. One example is shown at left.



In the text of this document, both command button and command icon names appear inside square brackets. *Examples:* [Search], [Save].

3.2.8. Date field

The date field is identified by “ / / ” or a date format like “mm/dd/yyyy” and will usually have an associated popup calendar (see [Pop-up Calendars](#)). The month and day components of the date must consist of two digits and the year must consist of four digits (*e.g.*, 02/02/1996). The selected entry will not be effective until you tab away from or otherwise exit the date field.

3.2.9. Drop-Down List

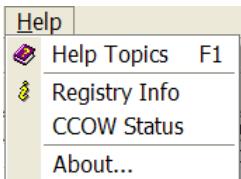
Repeat



A drop-down list is displayed as a box with an arrow button on the right side. Such boxes usually display one entry at a time. Choose from a vertical list of choices that display when you click the downward arrow. Select the entry you want by clicking the list entry.

If None is the last entry, selecting it will clear the list entry. If More... is the last entry, selecting it will display additional options. The selected entry will not be effective until you tab away from or otherwise exit the drop-down list.

3.2.10. List Box



The list box shows a list of items. If more items exist than can be seen in the box, a scroll bar appears on the side of the box. Click the desired entry to select it from the list.

3.2.11. Faded (“Grayed Out”) Choices



Fields or choices (as in list boxes) that appear with faded letters (“grayed out”) are currently unavailable, meaning they cannot be selected.

3.2.12. Keyboard Commands



Keyboard commands can be used throughout the CCR application by pressing and holding the **< Alt >** key and then pressing the appropriate key to perform the command. The key to press in order to perform the command is identified by an underlined character on the screen. For example, the **Task Manager** tab can be displayed by pressing and holding the **< Alt >** key and then pressing the **< T >** key.

Keyboard keys and onscreen buttons are shown in different style brackets throughout this manual to differentiate them from on-screen buttons or menu options: **< Ctrl >** and **< Enter >** are on the keyboard, **[Close]** is a command button or icon on the screen.

RESOURCE See [11.4 below](#) for a complete list of keyboard shortcuts.

3.2.13. Fields with Non-White Background

Items in fields that appear with a non-white background can be selected—but cannot be modified directly in that field.

A	Type of Tests	Most Recent	Date	Lowest	Date	
HepC Ab		POSITIVE	04/19/2006 09:47			

3.2.14. Tab Key

Use the **< Tab >** key or the mouse to move between fields. Do *not* use the **< Enter >** or **< Return >** key, which is usually reserved for the default command button or action.

3.2.15. Changing (Resizing) a Window

Most windows and columns displayed in the CCR application can be resized. To change the size of a window, position the mouse pointer over the right edge of the column or the outside edge of the window, left click, and while holding the mouse button down, move the mouse and “drag” to change the size of the window or column. Position the mouse pointer over one corner and drag diagonally to increase the size of the entire window.



Note: In CCR, changes to the window and column sizes are maintained in subsequent sessions.



Note: Also see [Figure 1 – Resizing the Screen](#) for tips on how to maximize or minimize windows using the keyboard.

3.2.16. Cancel

When used in a prompt, **Cancel** allows you to cancel the action about to be taken. For example, when closing an application, you may be prompted to validate the action to close. If you click the **[Cancel]** button, the application will not close and you will resume from the point at which the close action was initiated.

3.2.17. Close

This command closes the active window. CCR uses a window-within-a-window display. The main application window is the Clinical Case Registries (CCR) window, and the CCR:HEPC or CCR:HIV window is displayed in the child window.

Close the active registry window:

- by selecting **Close** from the **File** menu
- by pressing and holding the < **Ctrl** > key and then pressing < **F4** >
- by clicking on the **X** in upper right corner of the child window
- in report setup windows and pop-ups, by pressing the < **Esc** > key

Close and exit the CCR application:

- by selecting **Exit** from the **File** menu
- by pressing and holding the < **Alt** > key and then pressing the < **F4** > key
- by clicking on the **X** in the upper right corner of the main application window

3.2.18. Edit

This command is used to edit information.

3.2.19. Find

This command is used to find an entry. Enter the search string and click **[OK]**. Note that many searches are case-sensitive and that most searches are “begins with” (rather than “contains”) searches.

3.2.20. Help

Provides generalized help on the application, or specialized help for the area in which you are currently working. The CCR application has an online help file; while running the application, press the < **F1** > key to access help.

3.2.21. OK

Confirms the input and initiates the action defined by the window.

3.2.22. Save

Saves all changes made since the last save action. If you attempt to save and all required fields have not yet been completed, you will receive notification that the required fields must be completed before saving.

3.2.23. Save As

This command is used to export to a file a report produced in CCR. With the report open, clicking on the **Save As...** menu option will produce a save dialog window labeled “Save the report as.” Indicate the file location (folder) where you wish to store the report, name the file and choose the format in which it will be saved.

3.2.24. Search

When at least one character is typed in a lookup dialog box, clicking the **[Search]** button will bring up matching entries. In many cases, leaving the lookup box blank will find all such records.

3.2.25. Selecting Multiple Items from a List

Throughout the CCR application, a variety of lists are available from which you may select one or more items.

To select all items in a range between two separate entries, hold the **< Shift >** key and click on the first item in the range, and then click the last item in the range. The first and last item, as well as all of the items between, will be highlighted.

To select multiple separate entries from a list, hold the **< Ctrl >** key and click each of the items you want to select. In some cases, the number of such items that can be selected may be limited.

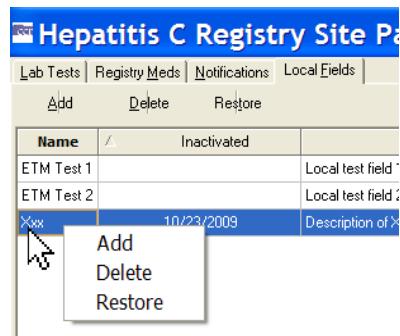
3.2.26. Undo

Undoes all changes made since the last save action and redisplays the original data.

3.2.27. Right-Click Menus

Most Windows-based applications provide some sort of pull-down menu (often called a “context menu”) when you click the right mouse button over a GUI element.

Example:



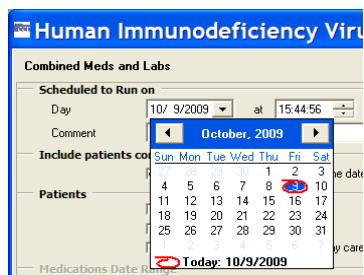
Depending upon which CCR window is open (which is where the term “context menu” comes from), the following right-click menu options will be available:

Window	Right-Click Menu Options
Task Manager tab	New Report, Open Report, View Report, Delete, Refresh
Registry tab	CDC... (<i>in CCR:HIV only</i>), Confirm/Edit..., Delete
Reports window	Back, Forward, Cancel, Copy, Select All, Text Size, Find...

3.2.28. Pop-up Calendars

Pop-up calendars are used throughout the CCR application. The default date display is usually the current date. The default date is highlighted with a red circle.

Example:

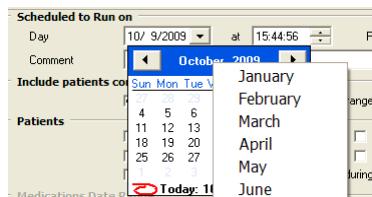


You can select or change the date displayed on the calendar using the methods described in the following table:

Table 16 – Selecting and Changing Date Elements

To Select/Change...	Do this:
---------------------	----------

Month



Click on the month at the top of the calendar to display a list of all months, and then select one.

Or, you can change one month at a time by clicking the left and right arrow buttons.

Day

Click the actual day of the week on the calendar.

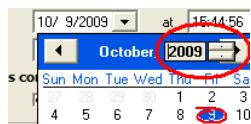
To Select/Change...

Do this:

To select today's date, click the highlighted (circled) date on the calendar display.

Year

Click on the year. Up and down arrow buttons display for you to increase or decrease the year.

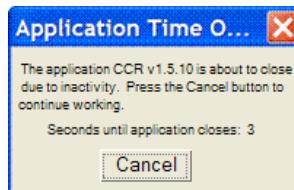


Also see [Navigating the Date Picker Calendar Pop-ups](#) for information on how to use the keyboard for calendar controls.

3.2.29. System Timeout

After you connect to the database, the application extracts the timeout value assigned to you and applies it as the application timeout value. If no value is assigned, the default value of 60 minutes will be used.

If there is no keyboard or mouse activity during the timeout period, the “Application Time Out” message window displays for 15 seconds. If there is still no activity within 15 seconds, the application automatically closes; a countdown of seconds remaining is displayed.



3.2.30. Security Keys

To access CCR, you must have a valid VistA account and must be assigned at least one of the following VistA [security keys](#):

- ROR VA HIV USER or ROR VA HIV ADMIN
- ROR VA HEPC USER or ROR VA HEPC ADMIN
- ROR VA IRM

USER: Users with the ROR VA HIV/HEPC USER key will be displayed on the Show Registry Users window as “User.”



Users will be able to run reports.

ADMIN: Users with the ROR VA HIV/HEPC ADMIN key will be displayed on the Show Registry Users window as “Administrator.”



Administrators will have full GUI access that will enable them to run reports, create local fields, and edit, confirm and delete patient records.

IRM: Users with the ROR VA IRM key will be displayed on the Show Registry Users window as “IRM.”



IRM users will have access to all CCR files in VistA but no access to the GUI. This key should be assigned to the IRM personnel authorized to maintain and troubleshoot the CCR package.

If any unauthorized users access this system, a VA alert will be sent to persons identified to receive registry notifications stating the date and time of the violation and the name of the user who attempted to access the system; a record of the access violation will be written to the Access Violations folder of the Technical Log.

3.3. Assistive Technology

Some of the current features of the CCR navigation may not be intuitive if you are using assistive technology (for example, a screen reader like [JAWS](#)). In addition to using the mouse, each function may also be selected by using keystrokes; these keystrokes are identified in the discussions which follow. At this writing, we don’t know if CCR meets all Section 508 standards. CCR 1.5.13 has, however, been redesigned to support Section 508 initiatives.

3.3.1. Using the < Alt > and < Esc > Keys

In many situations, pressing < Alt > + a letter that represents the function will perform a function (for example, < Alt >+< P > activates the Reports menu).

< Alt >+< F4 > closes the screen (and, in most cases in CCR, closes the application as well).

< Esc > often may be used to close dialog boxes and pop-ups.

3.3.2. Resizing the Screen

Instead of clicking the Maximize button, you can press < Alt >+< space > and then select Maximize by pressing < x >. If you wish to minimize the screen, you may press < Alt >+< space > and then select Minimize by pressing < n >.

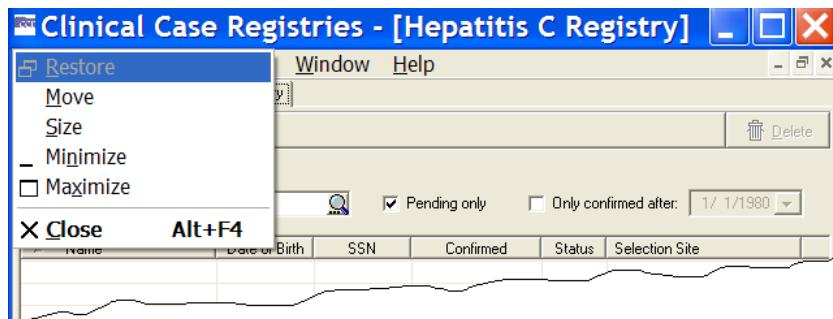


Figure 1 – Resizing the Screen

3.3.3. Changing the Screen Colors and Options

See [7.11.3 below](#) for information on changing screen colors and options for improved accessibility.

3.3.4. Windows Accessibility Shortcuts

The Windows operating system offers a number of accessibility shortcuts which can be useful. These are “toggled” options, meaning that you perform the specified action once to turn the option on and then again to turn it off. You should be aware, however...

Warning: Using some of these options will drastically change the way your computer keyboard functions. If all else fails, reboot your computer to clear any such selections.

Each option will produce a popup confirmation window like those pictured below. Each of these confirmation pop-ups has the same three choice buttons, in this order left to right: **[OK]**, **[Cancel]**, and **[Settings]**. **[OK]** is always the default choice.

3.3.4.1. StickyKeys

StickyKeys lets you use the **< Shift >**, **< Ctrl >** or **< Alt >** keys by pressing one key at a time, rather than having to press these keys in conjunction with another key.

Press **< Shift >** five times to toggle StickyKeys on and off:

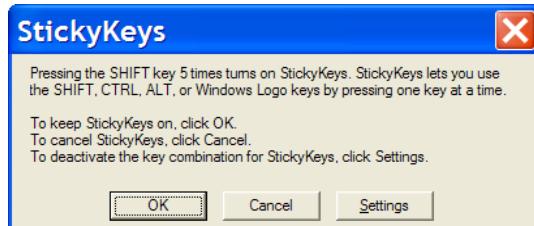


Figure 2 – Turning on StickyKeys

3.3.4.2. FilterKeys

FilterKeys causes Windows to ignore brief or repeated keystrokes and slows down the keyboard repeat rate.

Press down and hold the right-hand **< Shift >** key for eight seconds to toggle FilterKeys on and off:



Figure 3 – Turning On FilterKeys

3.3.4.3. ToggleKeys

ToggleKeys causes a tone to sound when you press the < Caps Lock >, < Num Lock >, or < Scroll Lock > keys.

Press down and hold the < Num Lock > key for five seconds to turn ToggleKeys on and off:

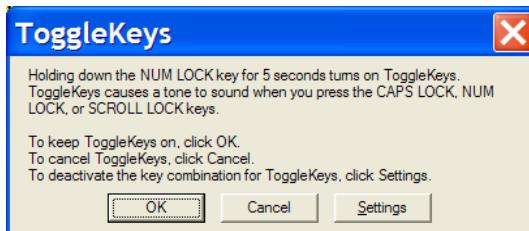


Figure 4 – Turning On ToggleKeys

3.3.4.4. MouseKeys

MouseKeys lets you control the mouse pointer by using the numeric keypad on your keyboard.

Press the left-hand < Alt > key plus the left-hand < Shift > key plus the < Num Lock > key to toggle MouseKeys on and off:

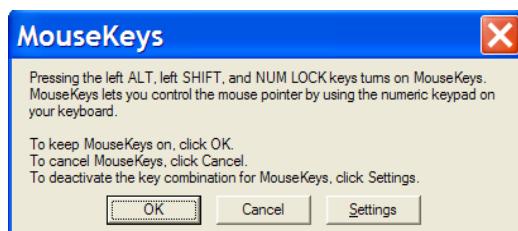


Figure 5 – Turning On MouseKeys

3.3.4.5. HighContrast

HighContrast improves readability for people with visual impairments by applying a special system color scheme and font size.

Press the left-hand < Shift > key plus the left-hand < Alt > key plus the < Print Screen > key to toggle HighContrast on and off:

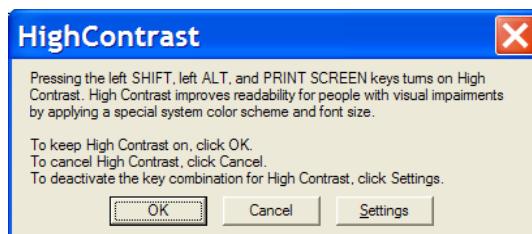


Figure 6 – Turning on HighContrast

3.3.5. Tab Order on Report Setup Screens

On the various report setup screens, the tab order (that is, the order in which screen elements are selected when you press the < Tab > key) is as follows and as shown in [Figure 7](#). The BMI by Range report setup screen is shown, but others are similar.

Tab position “1” is where the cursor rests when the screen first opens.

1. **[Cancel]** button
2. **[Load Parameters]** button
3. **[Save Parameters]** button
4. **[Default Parameters]** button
5. **Scheduled to Run on**
 - Day** field | **Time** field | **Repeat** field
 - Comment** field
6. **Include Patients confirmed in the registry**
 - Before the date range** checkbox | **During the date range** checkbox | **After the date range** checkbox
7. **Report Type**
 - Complete** radio button | **Summary** radio button
8. **[Result Name] Date Range**
 - Most recent** radio button | **as of** radio button | **as of** date field
9. **Result Ranges** checkboxes (if more than one, in order from top to bottom)

Utilization Date Range: The **Year** radio button is selected by default. In that case, the tab following that is the **Year** field, and then the **Fiscal** check box. Each of the following entries assumes that the radio button on that row has been checked.

Year radio button | **Year** field | **Fiscal** checkbox

Quarter radio button | **Year** field | **Fiscal** checkbox | **Quarter** drop-down list (I, II, III, IV)

Custom radio button | **Start Date** field (date picker) | **End Date** field (date picker)

Cutoff radio button | **Cutoff Date** field

10. Other Diagnoses

Ignore radio button

Include Codes radio button

Exclude Codes radio button

Template Type selection field (only if **Include Codes** is selected)

Template names (only if **Include Codes** is selected and a **Template Type** chosen)

11. **Other Registries Mode** selection field (must click or press < **Space** > and then click down arrow or press < **Down** > button to access drop-down list)

12. **Local Fields Mode** selection field (must click or press < **Space** > and then click down arrow or press down < **Down** > button to access drop-down list). Only available if the site has created **Local Fields**.

13. **[Run]** button

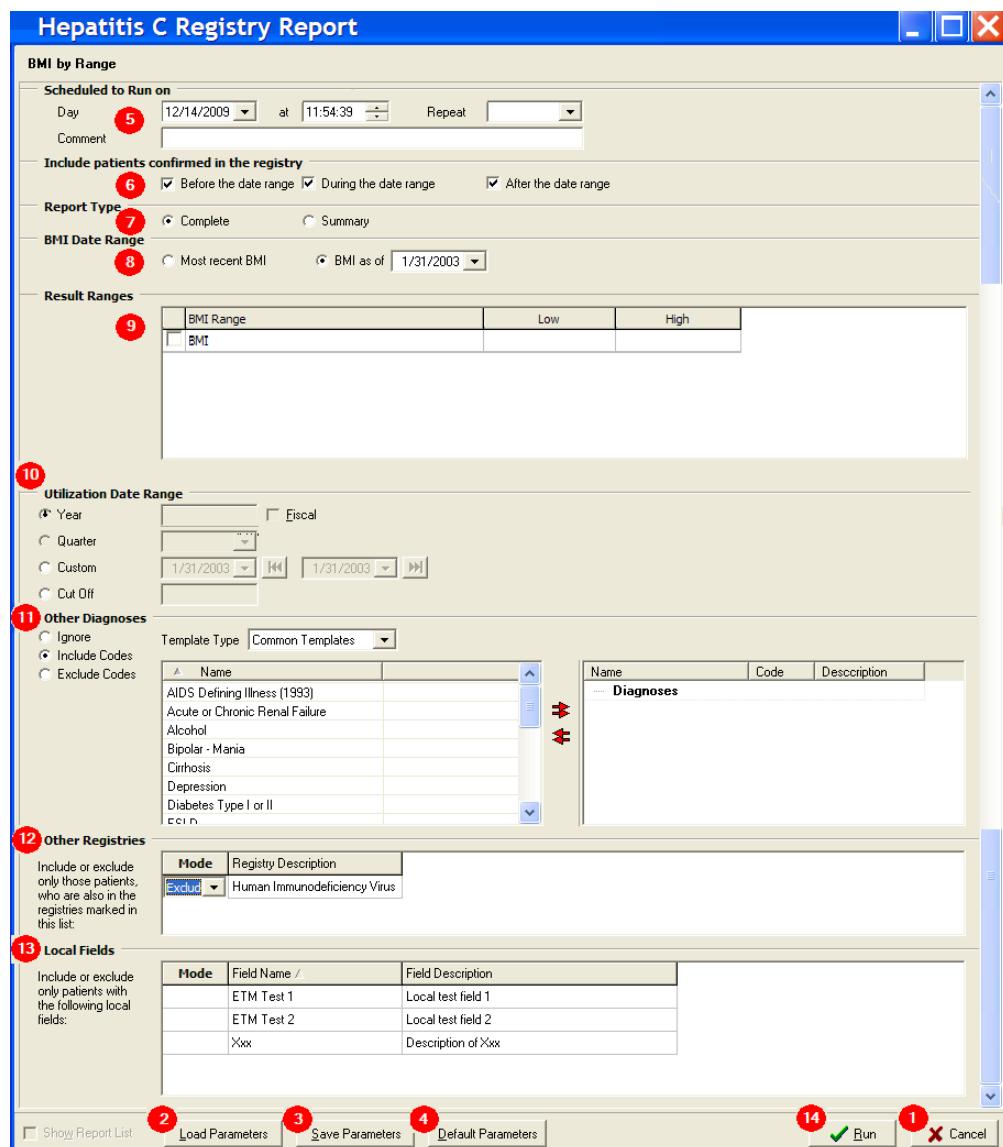


Figure 7 – Report Setup Screen Tab Order

3.3.6. Activating Drop-Down Lists

You can activate drop-down lists from the keyboard. Simply tab to the drop-down list field and press < F4 > or < Alt >+< ↓ > (“Alt” key plus the down arrow key).

3.3.7. Navigating the Date Picker Calendar Pop-ups

Using the date selection pop-up calendars (known as “date pickers”) may be somewhat problematic for those using screen readers such as JAWS. The pop-up date picker calendar is essentially a graphic, rather than text, feature. Although it’s designed for quick navigation using the mouse, the following keys can also be used to navigate the calendar pop-ups:

- < F4 > or < Alt >+< ↓ > (“Alt” key plus the down arrow key) can be used to display the drop-down calendar.
- < Page Up > displays the previous month.
- < Page Down > displays the following month.
- < Ctrl >+< Page Up > displays the same month in the previous year.
- < Ctrl >+< Page Down > displays the same month in the following year.
- < Arrow > keys (left, right, up, down) change the day of the month. If you continue to arrow up, down, left or right, the month will eventually change accordingly.
- < Ctrl >+< Home > jumps to the first day of the month.
- < End > jumps to the last day of the month displayed.
- < Enter > selects date chosen and closes the pop-up.
- < Esc > closes the pop-up without making a selection (but remember that you must make a selection before you can proceed to the next step).

3.3.8. Dual-List Controls

CCR contains a number of “dual-list” controls. For example, a list of “available” names (of drugs, etc.) may be displayed on the left side of such a control.

You may choose one or more of the names and move it to the “selected” list on the right side of the control by clicking a right-pointing arrow command icon in the center between the two lists, or the double right-pointing arrow to move all the names to the selected list.

Likewise, you may choose a selected name and remove it from the selected list by clicking a left-pointing arrow command icon, or click the left-pointing double arrow to remove all of the names from the selected list.

Effective with CCR 1.5.13, you may use < Enter > instead of the command icons to move individual names from one list to the other.

In addition, when a dual-list control is selected and a screen reader is active:

- The column header for the left-hand list is changed to Available Name and the right-hand column header is changed to Selected Name.
- The left- and right-pointing arrows and double arrows are changed to words (Add, Remove, Add All and Remove All).

3.3.9. Row and Header Information in Grids

In any data table or grid (where rows and columns are displayed)...

- < Insert >+< ↓ > (“Insert” key plus the down arrow key) will cause JAWS to say the current row and header information. See your JAWS manual for more information.

3.3.10. Context-Sensitive Menus

- **< Shift >+< F10 >** will display context-sensitive menus where appropriate.

4. Local Registry Population and Update

4.1. Initial Data Load

Initial creation of the CCR patient lists were based on the patient lists in the CCR:ICR and CCR:HEPC Registries.

4.2. Population of the Local Registry

This method of populating the local registry will occur during each of the automatic nightly updates.

The CCR application searches inpatient files, outpatient files, and the problem list to identify patients with registry-specific ICD-9 codes, and searches the laboratory files for positive registry-specific antibody test results. These ICD-9 codes and antibody tests are defined for each registry. As CCR recognizes the earliest instance of data that indicates a positive result, it adds the patient to the registry with a status of “pending.” These pending patients must be reviewed locally, and either confirmed as having the registry-specific condition, or deleted from the registry.

If review of a pending patient indicates that the patient is not truly infected— for example, the coding was done in error— the patient should be deleted from the registry. After this action is taken for a patient, the software will not again select the same patient based on the same data. If there are multiple instances of erroneous coding for the same patient, the system will recognize the subsequent instance of such coding and again add the patient to the registry as a pending patient. Local facilities should take appropriate action to correct any miscoding identified in the record.

In the event that a patient is confirmed in the registry and later information reveals that the patient is not positive for the monitored condition, that patient should be deleted from the registry.

4.3. Deceased Check

A check of the Patient file will be performed for each patient in the local registry to validate whether or not the patient is deceased. If a registry coordinator becomes aware of a patient death that is not reflected in the record, he or she should contact the appropriate Medical Administration Service (MAS) or Decedent Affairs staff to have the death recorded in the system.

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5. Signing On and Opening a Clinical Case Registry

Access to the HIV and HEPC registries is obtained through the Clinical Case Registries package. You must first sign on to the CCR to open either of these registries.

You can sign onto CCR after the application has been added to your Computerized Patient Record System (CPRS) Tools menu or installed on your workstation and you have been assigned a security key by your local Automated Data Processing Application Coordinator (ADPAC) or Information Security Officer (ISO).

To start the CCR application, follow these steps:

1.  Select CCR from your Tools menu within CPRS, or double-click the CCR shortcut on your desktop.

Note: The first time you run the program from a shortcut, especially if you are working from a remote location, you may see the following or a similar warning. This is a Microsoft Windows message, wanting to know if you wish to permit the CCR application permission to “break though” the Windows firewall in order to make the connection to the server.



Figure 8 – Windows Security Warning

1.  Click the [Unblock] button.

After you unblock the program (if necessary), the Connect To window displays:

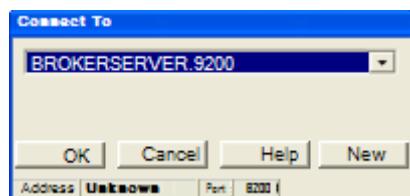


Figure 9 – Connect To Pop-up

If you are launching CCR from CPRS Tools, the correct account information will automatically appear. If you are launching CCR from a desktop icon, you may need to ask your IRM support person for the account information to enter.



Note: The Connect To window appears only if the site has multiple servers; otherwise the VistA Sign-on window automatically displays as shown in step 2.

2. Click **[OK]**.

After connecting to the appropriate account, the VistA Sign-on window opens.

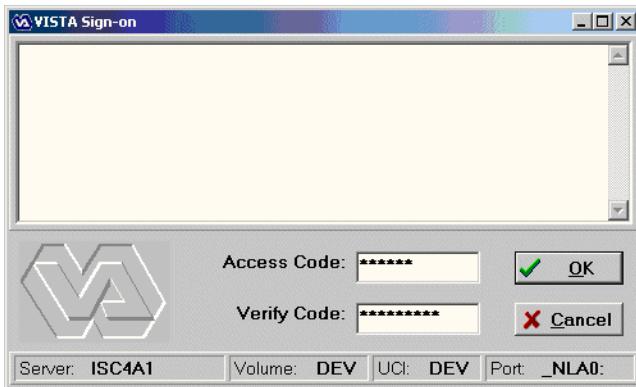


Figure 10 – VistA Sign-on Window

Type your CPRS access code into the Access Code field and press < Tab > (or click in the Verify Code field).



Note: If you launch CCR from CPRS Tools and your workstation is configured for [Clinical Context Object Workgroup](#) standard (CCOW) and Single Sign-On, the VistA Sign-on window will not open at this point. You will be automatically signed in to CCR using your CPRS access code and verify code.



Note: You may also type both the access code followed by a semicolon < ; > and then the verify code in the Access Code box. After you have done this, press < Enter > or click **[OK]**.

3. Type your CPRS verify code into the Verify Code field and press < Enter > or click **[OK]**.
The Select a Registry window opens.



Figure 11 – Select a Registry Pop-up

4. Click a registry name to select it, and then click [OK].

The selected registry opens in the main CCR window. If you have access to only one registry, it will open automatically.

You can also set up your desktop shortcut to specify which registry is to open automatically.

RESOURCE See [11.5 below](#) for information on command-line switches for use in the shortcut.

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6. Registry Window Menus

The Registry Window Menus are displayed in the menu bar near the top of the window. The menus are File, Registry, Reports, Window, and Help.



When you click one of these, a list of menu options (a “drop-down” list) is displayed. Note that although the same menu list is presented throughout the session, the choices available from the drop-down list may vary depending on which registry is in use, which operation is being carried out at the time, and which role(s) you are assigned.

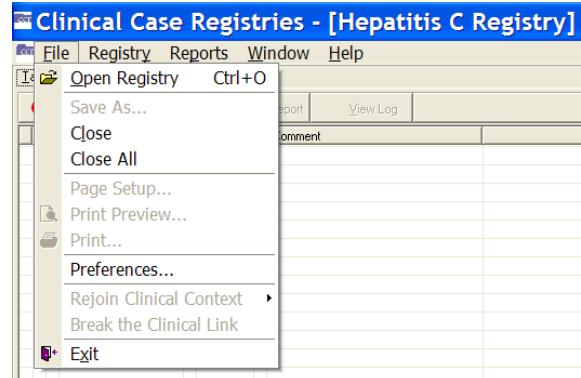
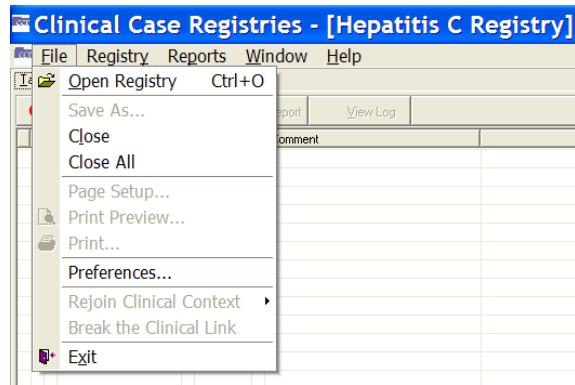


Figure 12 – Sample Menu Drop-Down List

6.1. File Menu

The File Menu displays the following menu options (note how some options may be “grayed out”):



- Open Registry
- Save As... | Save As...
- Close
- Close All
- Page Setup or Page Setup
- Print Preview... or Print Preview...
- Print... or Print...
- Preferences
- Rejoin Clinical Context | Rejoin Clinical Context
- Break the Clinical Link | Break the Clinical Link
- Exit

Figure 13 – File Menu Drop-Down List

6.1.1. File | Open Registry menu option

The File, Open Registry menu option is used to open a CCR session. More than one CCR session can be opened at the same time. The registry displayed is named in the blue bar located at the top of the window.



When you first run the application, you may be asked which registry you wish to use (see right). To view the number and type of all open sessions, or to select another open session to view, go to the [Window Menu](#).

The selected registry opens in the main CCR window. If you have access to only one registry, it will open automatically.

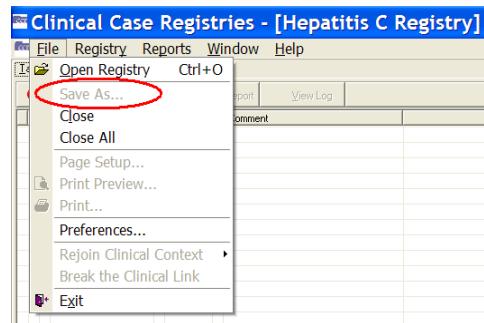


Figure 14 – Select a Registry Pop-up

You can also set up your desktop shortcut to specify which registry is to open automatically.

RESOURCE See [11.5 below](#) for information on command-line switches for use in the shortcut.

6.1.2. File | Save As menu option



The Save As menu option on an active report window opens a window used to export reports produced in CCR. This menu option will be unavailable (“grayed out”) when the active window is not a report.

Figure 15 – File | Save As menu option

6.1.3. File | Close and Close All menu options

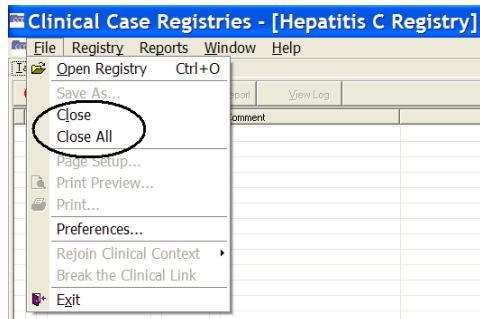


Figure 16 – File | Close & Close All menu options

The Close menu option closes only the active window that is displayed. The Close All menu option closes all child windows listed in the [Window Menu](#).

6.1.4. File | Page Setup, Print Preview, and Print menu options

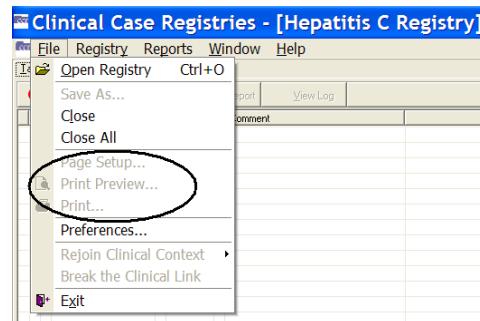


Figure 17 – File | Page Setup & Print menu options

These options are available only when a report is selected as the active window.

The Page Setup menu option launches the Page Setup window from which you can set margins, paper source, paper size, page orientation, and other layout options.

The Print Preview menu option will show how the file will appear when you print it.

The Print menu option opens the Print window from which you can print the active document and select printing options.

These three menu options are normally used to format and print reports from the registry data. They will be unavailable ("grayed out") when the active window is not a report.

6.1.5. File | Preferences menu option

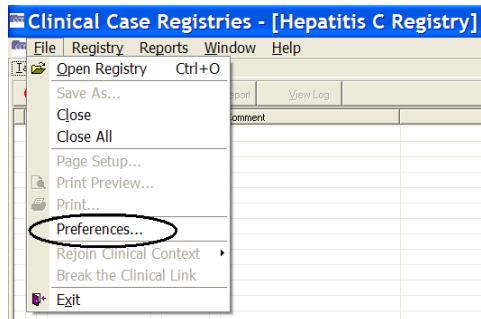


Figure 18– File | Preferences menu option

The Preferences... menu option allows you to customize general and appearance-related settings that affect the CCR window and its behavior.

6.1.6. File | Rejoin Clinical Context menu option

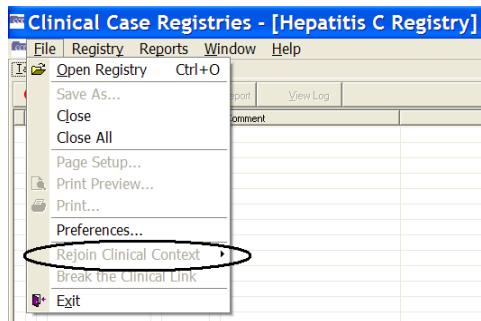


Figure 19– File | Rejoin Clinical Context menu option

This menu option enables you to participate in a CCOW Clinical Context and synchronize your CCR clinical data with other CCOW-compliant applications. For example, when CCR and CPRS are both open and are sharing a context, if you change to a different patient in one application, the other application will change to that patient as well.

If CCOW is installed, then by default, the CCOW link is automatically active. You can tell whether CCOW is running by observing the bottom right-hand corner of the CCR window.

 In the illustration at right, CCOW is not active, and the user has right-clicked the “no” symbol to display the options, which are grayed-out in this sample:

- Rejoin and Use Application Data
- Rejoin and Use Global Data
- Break the Clinical Link

If CCOW were active, these options would be available for the user.



6.1.7. File | Break the Clinical Link menu option

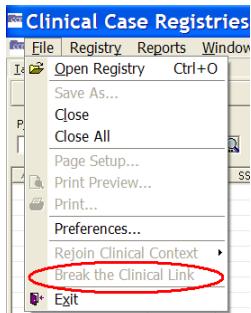


Figure 20– File | Break the Clinical Link menu option

When a CCOW Clinical Context link is active (allowing you to work on two different patients when multiple CCOW-compliant applications are open), this menu option enables you to discontinue the link. For example, if CCR and CPRS are both open and you would like to open a different patient file in each application, select Break the Clinical Link to de-synchronize the clinical data.

6.1.8. File | Exit menu option

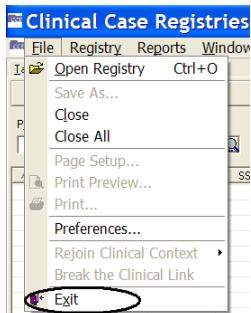
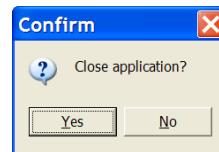


Figure 21– File | Exit menu option

The Exit menu option is used to close the CCR application and all open sessions. You will be prompted to confirm this selection:



6.2. Registry Menu

Clicking on Registry automatically takes you to the Registry tab and displays the following menu options:



- Edit... | Edit... or Confirm... | Confirm... (depending on circumstances; see below)
- CDC... (only if CCR:HIV is open)
- Show Registry Users...
- Edit Site Parameters...

Figure 22 – Registry Menu Drop-Down List

6.2.1. Registry | Confirm/Edit menu option



Figure 23 – Registry | Confirm/Edit menu option

This menu option will appear as Confirm... or Edit... depending on which patient is selected. If you select a patient with a status of Pending, the Confirm... menu option will allow you to open the patient record and verify that the patient does or does not belong in the registry. If you select a patient who has already been confirmed in the registry, the Edit... menu option allows you to update the patient's record. If you have not yet selected a patient, the option will be unavailable ("grayed-out").

6.2.2. Registry | CDC menu option (CCR:HIV only)

If CCR:HIV is open, and at least one patient has been found, clicking this option opens a window designed according to the CDC case report form. Select information already in the system (demographic data) is automatically inserted into the form. For information on the CDC form, see page [112](#).

6.2.3. Registry | Show Registry Users menu option

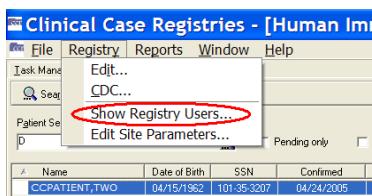


Figure 24 – Registry | Show Registry Users menu option

This menu option displays the Users of the Registry window. From this window, you can view the names of CCR users, their Internal Entry Number (IEN), and the type(s) of user access granted to each user.

CCR users can be granted one or more of the following types of access:

- User – can generate reports but not enter/ edit patient data
- Admin – can enter/edit patient data or registry parameters and generate reports
- IRM – can install, remove or change programming

#	Name	IEN (D-U-N)	User	Admin..	IRM
1	CCUSER,EIGHT	52065230		*	*
2	CCUSER,EIGHTEEN	52065204			
3	CCUSER,ELEVEN	52065231	*	*	*
4	CCUSER,FIFTEEN	713	*	*	*
5	CCUSER,FIVE	52065232			*
6	CCUSER,FOUR	52065218			*
7	CCUSER,FOURTEEN	52065235	*	*	
8	CCUSER,NINE	52065238		*	*
9	CCUSER,NINETEEN	52065236			*
10	CCUSER,ONE	52065222			*
11	CCUSER,SEVEN	52065240			*
12	CCUSER,SEVENTEEN	52065224			*
13	CCUSER,SIX	52065221			*
14	CCUSER,SIXTEEN	170	*	*	
15	CCUSER,TEN	52065233	*	*	*
16	CCUSER,THIRTEEN	52065239		*	*
17	CCUSER,THREE	52065225		*	*
18	CCUSER,TWELVE	52065241			*
19	CCUSER,TWENTY	52065217			*
20	CCUSER,TWENTYONE	52065223	*	*	

Figure 25 – Registry Users List

The type of access that is granted to a user is controlled by the assignment of Security Keys. For more information about security keys, see page [28](#).

6.2.4. Registry | Edit Site Parameters menu option

This menu option displays the Site Parameters window. From this window, you can add or remove values that define the system profile for each registry at the local facility. You will not be able to edit any of the national CCR values.

Use the following four tabs to set your local Site Parameters:

- Lab Tests
- Registry Meds
- Notifications
- Local Fields

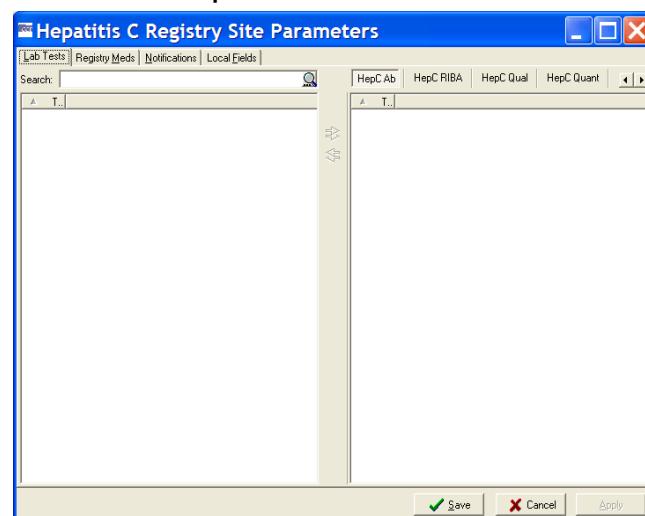


Figure 26 – Registry | Edit Site Parameters menu option

6.2.4.1. Lab Tests tab

Lab Tests From this tab, you can indicate which local lab tests (orderable items), from the LAB TEST file #60, are used for reporting registry-specific results. These values are used for reports throughout the CCR.



Important: If a facility has used numerous local names to refer to these tests over the years, then all of these test names should be selected, including those that have been “Z’d out” (a lab test that is no longer in use and has one or more “Z” characters appended to the beginning of the test name). **This is especially important at merged facilities.** Registry coordinators should confer with their clinical staff and Lab ADPAC to assure that all variations of test names are entered.

6.2.4.2. Registry Meds tab

| [Registry Meds](#) | From this tab, you can view two lists of medications used in the active registry: Local Registry Medications, and Generic Registry Medications.

- The Local Registry Medications list identifies registry-related drugs and dosages used at the facility but not already included in the National Registry Medication list. This list appears in the upper right pane and can be modified by local registry coordinators. In general there will be no or very few medications that are not already included in the National Registry Medication list.
- The Generic Registry Medications list contains all generic medications relevant to the registry that have been approved by the FDA as of June, 2008. The VA generic name is used because it includes all formulations and strengths of the drug. Local names for these medications are not displayed in this list. The Generic Registry Medications list appears in the lower right pane, and cannot be modified locally. As new medications receive FDA approval and are placed on the VA formulary, the National Registry Medications list in ROR REGISTRY PARAMETERS File #798.1 will be updated.

In most cases, the local coordinator will not need to add to this list. An exception might be when a new medication (not just a different dosage form, but a new medication altogether) to treat the registry specific condition is FDA approved. It can take some time for the VA Generic name to be set up in the local system, and patients may receive the new medication prior to the VA Generic name being set up. In this situation the local dispensing pharmacy creates a local drug name for the new drug, which the coordinator can add to the Local Registry Medications list. When the VA Generic name is installed in the system, the local Pharmacy ADPAC links any previously created local drug names to the new VA Generic name.

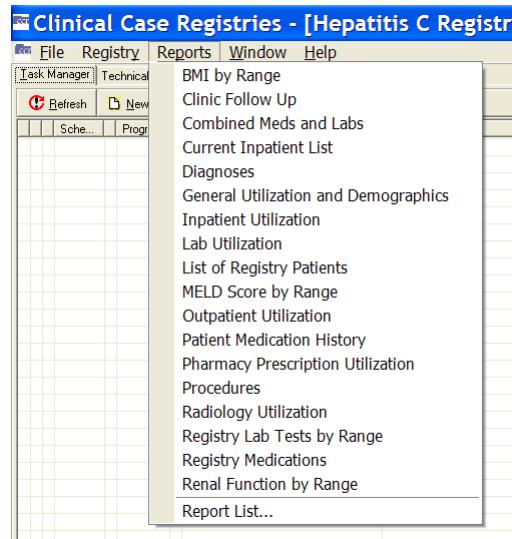
6.2.4.3. Notifications tab

Notifications | From this tab, you can add to or remove from the list of people who have been identified as registry coordinators or who have been selected to receive notifications. These users will receive alerts generated by the CCR system when a registry error occurs, such as a problem in the transmission of data or attempted access by an unauthorized user. Notifications are typically sent to the IRM support person and the registry coordinator.

6.2.4.4. Local Fields tab

Local Fields | From this tab, you can create and define fields to track pertinent aspects of care for your local environment. For example, you can set up fields in the Hepatitis C registry to document sustained viral response and another to note that a patient refused a liver biopsy. These fields can be applied to a patient through the Patient Data Editor screen. Local fields are available to all users of the registry and are registry specific – if you create a field in CCR:HEPC, it will not appear in CCR:HIV.

6.3. Reports Menu



The Reports menu displays the list of reports that are available to you, and also offers a Report List option. When you select a report from the list, a secondary Registry Reports window displays the specific parameters and criteria that you can select to generate the report. The Task Manager tab of the GUI is automatically activated when the Reports menu is opened.^B

For details on individual reports, see [Registry Reports](#).

Figure 27 – Reports Menu Drop-Down List



The Report List... option provides you with an alternate method of generating reports.

When you select this option, a secondary Registry Reports window displays two panes.

Figure 28 – Reports | Report List menu option

The left pane, under the heading List of Reports, displays an alphabetical list of the reports that are available to you. From this List of Reports, you can select the report to generate. The selected report is identified with an arrow.

The right pane displays the specific parameters and criteria that you can select to generate the report.

Figure 29 – Sample Report Setup Screen

For details on individual reports, see [Registry Reports](#).

6.4. Window Menu

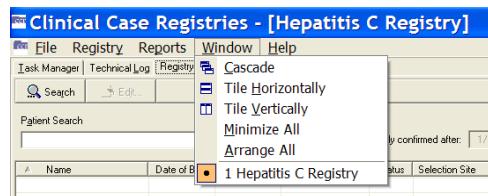


Figure 30 – Window Menu Drop-Down List

- The Cascade menu option allows you to cascade the view of all open windows. Cascading the windows stacks them so that each window title bar is visible.
- The Tile menu options – Tile Horizontally and Tile Vertically – allow you to view the windows in these display modes.
- The Minimize All menu option places the open windows in the minimized mode, meaning that the window is not open and cannot be viewed, but the title of the window is displayed in the bottom part of the CCR window.
- The Arrange All menu option arranges the icons of minimized child windows in the bottom part of the CCR main window.

In the area below the Arrange All menu option, you can view the number of open windows, including registry windows and any reports that are being viewed. The open windows are listed numerically in the order in which they were opened.

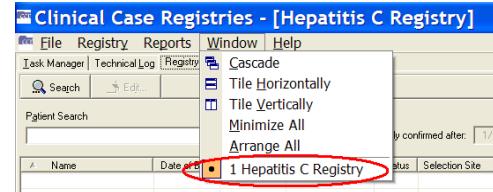


Figure 31 – Window | Active Registry

- The current active window is identified with a bullet. To activate another window, click the desired window on the drop-down menu.

6.5. Help Menu

The Help menu displays the following menu options:



- Help Topics
- Registry Info
- CCOW Status
- About...

Figure 32 – Help Menu Drop-Down List

6.5.1. Help | Help Topics menu option

- The CCR Online Help file is launched from the Help Topics menu option, or by pressing < F1 >. The drop-down Help menu offers you the Help Topics page (sort of a table of contents for the help file), while < F1 > offers you help related to the specific screen and entry field that you are viewing when you press the key. Help files include instructions, procedures, and other information to help you use the CCR application. *Note:* The display you see in the actual help file may vary from the illustration below.

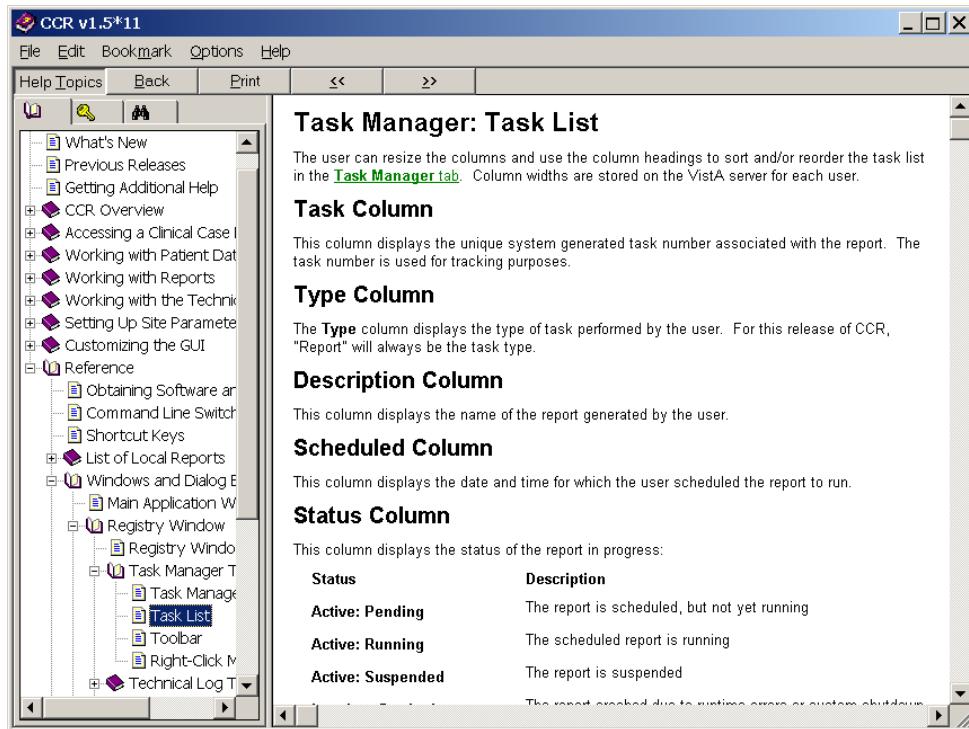
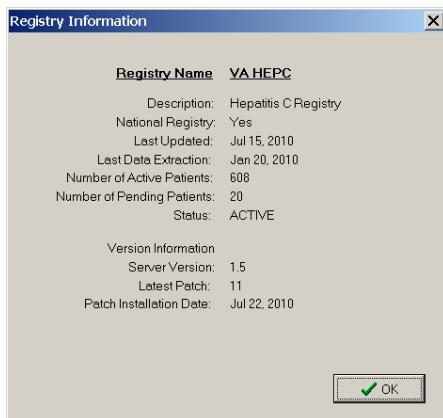


Figure 33 – Sample Online Help Page

6.5.2. Help | Registry Info menu option

The Registry Information pane is launched from the Help | Registry Info menu option.



This pane displays basic information about the active registry including the following items:

- Date of the last registry update (the date any changes were made to your local registry list)
- Date of the last data extraction
- Number of active and pending patients in the registry during the last update
- Server version, latest patch number, and the patch installation date

Figure 34 – Help | Registry Info pop-up

6.5.3. Help | CCOW menu option

CCOW allows VistA applications to synchronize their clinical context based on the [HL7 Clinical Context Object Workgroup](#) standard. In simple terms, this means that if CCOW-compliant applications are sharing context and one of the applications changes to a different patient, the other applications will change to that patient as well.

The CCOW Status pane is launched from the CCOW menu option. It displays information about whether or not the [Contextor](#) software has been installed, and whether the application is participating in a clinical context.

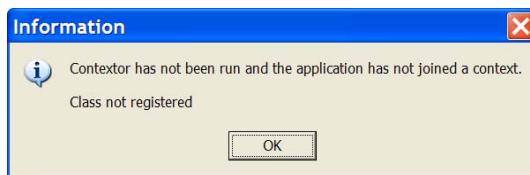


Figure 35 – Contextor Status pane

For more information about the CCOW standards for VistA applications, see the Workgroup web site at: <http://vaww.VistA.med.va.gov/ccow/>.

6.5.4. Help | About CCR menu option

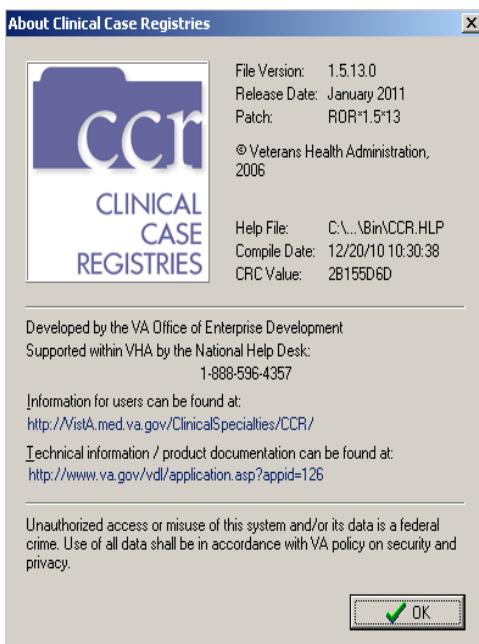


Figure 36 – Help | About pane

This menu option displays the About Clinical Case Registries pane. It shows basic information about the current file version including the release date, patch number, where the Clinical Case Registries software was developed and the software compile date. Click [OK] or press the < Esc > key to close the pane.

For CCR 1.5.10, this window was modified to meet current VA GUI Standards and Conventions requirements.

Use this option to determine which version of the **GUI** that you have installed. If the **GUI** and **VistA** software versions do not match, you may encounter problems with the application. For example, if your site has installed Patch ROR*1.5*13, your GUI should also be at Patch level 13.

7. Setting Up Site-Specific Parameters

Each medical center or site that uses CCR can set the following parameters:

- [Lab Tests](#)
- [Registry Medications](#)
- [Notifications](#)
- [Local Fields](#)
- [Preferences](#) (default settings)

7.1. Adding Lab Tests

Use the Lab Tests tab on the Site Parameters window to indicate which local lab tests (local test names) should be used to report HIV- or Hepatitis C-specific results.



Note: These parameters must be set up in order for the Registry Lab Tests By Range report to work properly.

1. From the Registry menu, select Edit Site Parameters. The same choices are available for either registry. Click the Lab Tests tab.



2. On the right pane, select a lab test category by clicking its tab. Note that the selected tab (HepC Ab in the example below) appears to be “depressed” on screen.

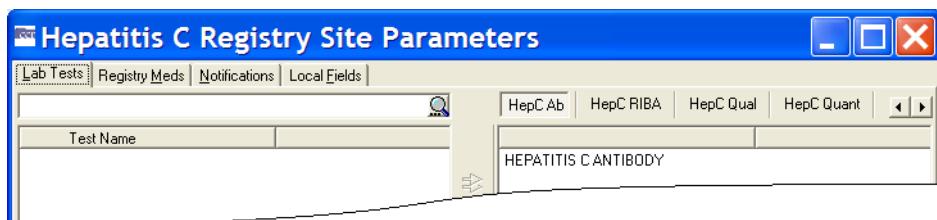


Figure 37 – Site Parameters panes

Depending on the size of the window, some of the available tabs may not appear at first. If this is the case, either expand the window, or use the left and right scroll buttons to display more choices.

CCR:HIV tabs include CD4 count, CD4 %, HIV Viral Load, HIV Ab and HIV Western blot.

CCR:HEPC tabs include HepC Ab, HepC RIBA, HepC Qual, HepC Quant, and HepC Genotype.

3. In the search box on the left pane, type a partial or full name of the test you want to add in the Target field, and then press < Enter > or click the [Start Search] command icon (magnifying glass) ().



Note: The system will search for tests using *begins with* criteria. That is, the search will find tests whose names *begin with* the letters typed in the target field. If the characters you supply are merely *contained in* the test name, the test will not be found.



Important: [Search] entries must be in ALL UPPER-CASE characters. Using lower-case or mixed-case entries will not work!



Important: When you start a search, the magnifying glass icon changes to a red X (). (although you may not see this, if the search is a short one). Click the X (or press < Ctrl >+< Alt >+< C >) to stop the search at any time.

The left-side pane displays the test(s) which match the criteria in the Target field. From the left-hand pane, select the test(s) that you want to add to the tab you have selected in the right-side pane, and then click the right arrow () to transfer the selected test(s) to the right-side pane. You can add *all* the tests shown on the left-side pane by clicking the double right arrow ():

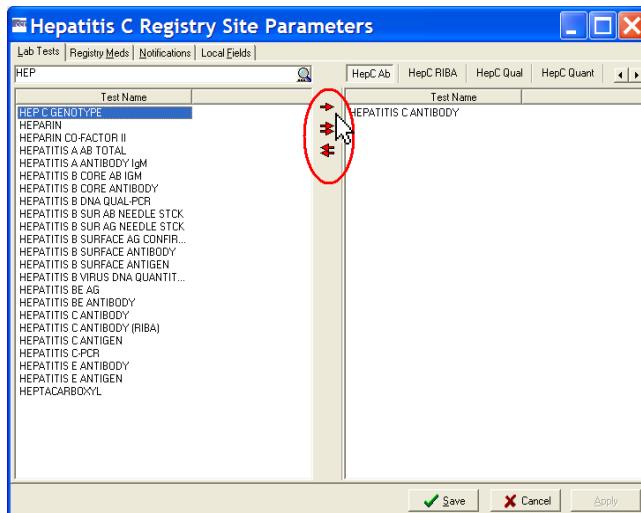


Figure 38 – Adding Tests to Site Parameters

Conversely, you can use the double left arrow to remove all tests from the right pane.

See also [3.3.8 above](#) for information on using assistive technology with this and similar screens.



Important: If a facility has used numerous local names to refer to these tests over the years, then all of these test names should be selected, including those that have been “Z’d out” (a lab test that is no longer in use and has one or more “Z” characters appended to the beginning of the test name). **This is especially important at merged facilities.** Registry coordinators should confer with their clinical staff and Lab ADPAC to ensure that all variations of test names are entered.

4. Click the **[Save]** button to save any changes...

...or click **[Cancel]** to close without saving.



Note: You will be prompted to save or cancel your changes if you attempt to close the window without first clicking the **[Save]** button.

7.2. Removing Laboratory Tests

Use the Site Parameters window to remove local lab tests (local test names) from the report categories used to report HIV- and Hepatitis C-specific information.

From the Registry menu, select Edit Site Parameters. The same choices are available for either registry. Click the Lab Tests tab.



On the right pane, select a lab test category by clicking its tab. Note that the selected tab (HepC Ab in the example below) appears to be “depressed” on screen.

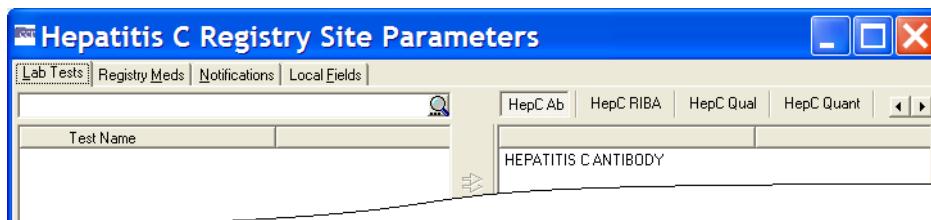


Figure 39 – Site Parameters panes

Depending on the size of the window, some of the available tabs may not appear at first. If this is the case, either expand the window, or use the left and right scroll buttons () to display more choices.

The right-side pane displays a list of the laboratory tests that have been added to each report category type.

1. On the right pane, select a lab test category by clicking its tab. A list of the tests associated with the selected category displays in the right side pane.

2. Select the test(s) from the right side pane that you want to remove. The left red arrow () becomes available. Click the left arrow to delete the selected test(s) from the right side pane.

See also [3.3.8 above](#) for information on using assistive technology with this and similar screens.

3. Click the **[Save]** button to save any changes...

...or click **[Cancel]** to close without saving.



Note: You will be prompted to save or cancel your changes if you attempt to close the window without first clicking the **[Save]** button.

7.3. Adding Registry Medications

(See [Adding Lab Tests](#) for illustrations of adding laboratory tests. The general process of adding Registry Medications is similar.)

Use the Registry Meds tab on the Site Parameters window to identify medications and dosages used at the facility that are not included in the Generic Registry Medications list. The medications included in the Generic Registry Medications are listed in the lower right pane.

Registry medications are used to treat the condition being tracked and not complications of the disease or its treatment. For example, the CCR:HIV tracks [antiretrovirals](#) but not PCP prophylaxis drugs; the CCR:HEPC tracks [peginterferon](#) and [ribavirin](#) but not [epoetin](#).

In most cases, the local coordinator will not need to add to this list. An exception might be when a new medication (not just a different dosage form, but a new medication altogether) to treat the registry specific condition is FDA approved. It can take some time for the VA Generic name to be set up in the local system, and patients may receive the new medication prior to the VA Generic name being set up. In this situation the local dispensing pharmacy creates a local drug name for the new drug, which the coordinator can add to the Local Registry Medications list. When the VA Generic name is installed in the system, the local Pharmacy ADPAC links any previously created local drug names to the new VA Generic name.

1. From the Registry menu, select Edit Site Parameters. The same choices are available for either registry. Click the Registry Meds tab.
2. At the top of the left-side pane, type a partial or full name of the drug you want to add in the Target field, and then press < Enter > or click the **[Start Search]** button (magnifying glass icon).



Note: The system will search for drugs using *begins with* criteria. That is, the search will find drugs whose names *begin with* the letters typed in the target field. If the characters you supply are merely *contained in* the drug name, the test will not be found.



Important: [Search] entries must be in ALL UPPER-CASE characters. Using lower-case or mixed-case entries will not work!



Important: When you start a search, the magnifying glass icon changes to a red X ()(although you may not see this, depending on how long the search takes). Click the X (or press <Ctrl>+<Alt>+<C>) to stop the search at any time.

The left-side pane displays the drugs that match the criteria in the Target field.

3. Select the drug(s) you want to add from the left-side pane, and then click the right arrow or double-click the name to transfer the selected drug(s) to the upper right-side pane. Add all drugs on the left-side pane by clicking the double right arrows.

See also [3.3.8 above](#) for information on using assistive technology with this and similar screens.

4. Click the [Save] button to save any changes...

...or click [Cancel] to close without saving.



Note: You will be prompted to save or cancel your changes if you attempt to close the window without first clicking the [Save] button.

7.4. Removing Registry Medications

(See [Removing Laboratory Tests](#) for illustrations of removing laboratory tests. The general process of removing Registry Medications is similar.)

It is generally *not necessary to remove* a medication from this list unless it was somehow entered in error. Even if a medication used historically becomes outdated and no longer used, it should remain on the list, because removing it would mean the software would omit past instances in which it was used to treat the registry condition. You can remove local names for registry medications from the Registry Meds tab on the Site Parameters window.

1. From the Registry menu, select Edit Site Parameters, and then click the Registry Meds tab.
The upper right-side pane displays a list of the medications identified as being used locally at the facility, in addition to the generic medications listed in the lower right-side pane.
2. From the upper right-side pane, select the drug(s) to remove, and then click the left arrow () to delete the drug(s) from the list.

See also [3.3.8 above](#) for information on using assistive technology with this and similar screens.

3.  Click the **[Save]** button to save any changes...



...or click **[Cancel]** to close without saving.



Note: You will be prompted to save or cancel your changes if you attempt to close the window without first clicking the **[Save]** button.

7.5. Adding Notifications

(See [Adding Lab Tests](#) for illustrations of adding laboratory tests. The general process of adding Notifications is similar.)

Certain users such as IRM staff and Registry Coordinators can receive system-generated notifications and alerts when problems occur with the registry, such as a problem in the transmission of data or attempted access by an unauthorized user. Use this procedure to assign these alerts through the Registry menu.

1. From the Registry menu, select Edit Site Parameters, and then click the Notifications tab.
2.  Enter a partial or full surname of the user you want to add in the Target field at the top of the left hand pane, and then press < **Enter** > or click the **[Start Search]** button (magnifying glass icon).



Note: The system will search for users using *begins with* criteria. That is, the search will find users whose names *begin with* the letters typed in the target field. If the characters you supply are merely *contained in* the user's name, the user will not be found.



Important: **[Search]** entries must be in ALL UPPER-CASE characters. Using lower-case or mixed-case entries will not work!



Important: When you start a search, the magnifying glass icon changes to a red X () (although you may not see this, depending on how long the search takes). Click the X (or press < **Ctrl** >+< **Alt** >+< **C** >) to stop the search at any time.

The left-side pane displays a list of users matching the criteria in the Target field.



Tip: Clicking the [Start Search] button when the Target field is empty will return all selectable user names in the left-side pane. This is the entire list of all people with Vista access and would likely take several minutes to process, often exceeding the system timeout parameter. There are few if any times when this option would be used.

3. From the left-side pane, select the name of the user(s) to add, and then click the right arrow or double-click the name to transfer it to the right-side pane. Add all users on the left-side pane by clicking the double right arrow.

See also [3.3.8 above](#) for information on using assistive technology with this and similar screens.

4. Click the [Save] button to save any changes...

...or click [Cancel] to close without saving.



Note: You will be prompted to save or cancel your changes if you attempt to close the window without first clicking the [Save] button.

7.6. Removing Notifications

(See [Removing Laboratory Tests](#) for illustrations of removing laboratory tests. The general process of removing Notifications is similar.)



Warning: Users who are removed from the Notifications list will no longer receive system-generated alerts when problems occur. However, removing a name from the Notifications list does *not* remove that person's access to the registry.

Notifications are managed through the Notifications tab on the Site Parameters window.

1. From the Registry menu, select Edit Site Parameters, and then click the Notifications tab.



The right-side pane displays a list of users who are currently set to receive notifications.

2. From the right-side pane, select the name of the user(s) to remove, and then click the left arrow to delete the name of the user from the list.

See also [3.3.8 above](#) for information on using assistive technology with this and similar screens.

3. Click the [Save] button to save any changes...

...or click [Cancel] to close without saving.



Note: You will be prompted to save or cancel your changes if you attempt to close the window without first clicking the **[Save]** button.

7.7. Adding Local Fields

Local Fields can be used to track pertinent aspects of care in your local environment. For example, you can add fields to track which patients attended an educational group session, or track a particular test result. These will be available to all users of the registry and are registry specific – if you create a field in CCR:HEPC, it will not appear in CCR:HIV.

From the Registry menu, select Edit Site Parameters.



The same choices are available for either registry.

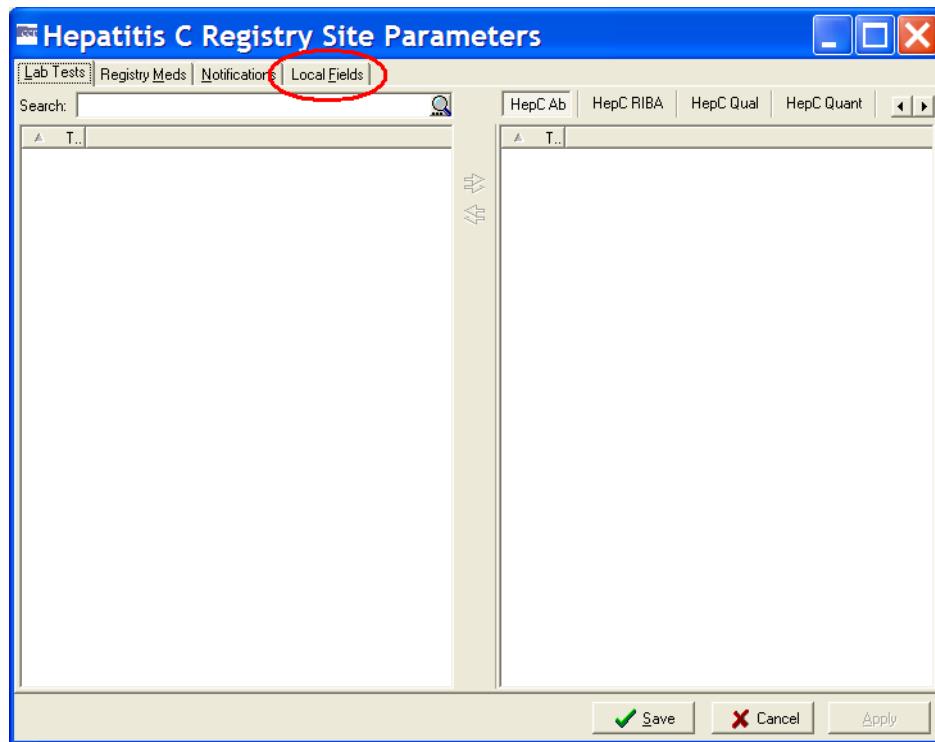


Figure 40 – Edit Site Parameters | Selecting Local Fields tab

| Local Fields | Click the Local Fields tab.

The Local Fields window contains the list of pre-defined local fields, if any...

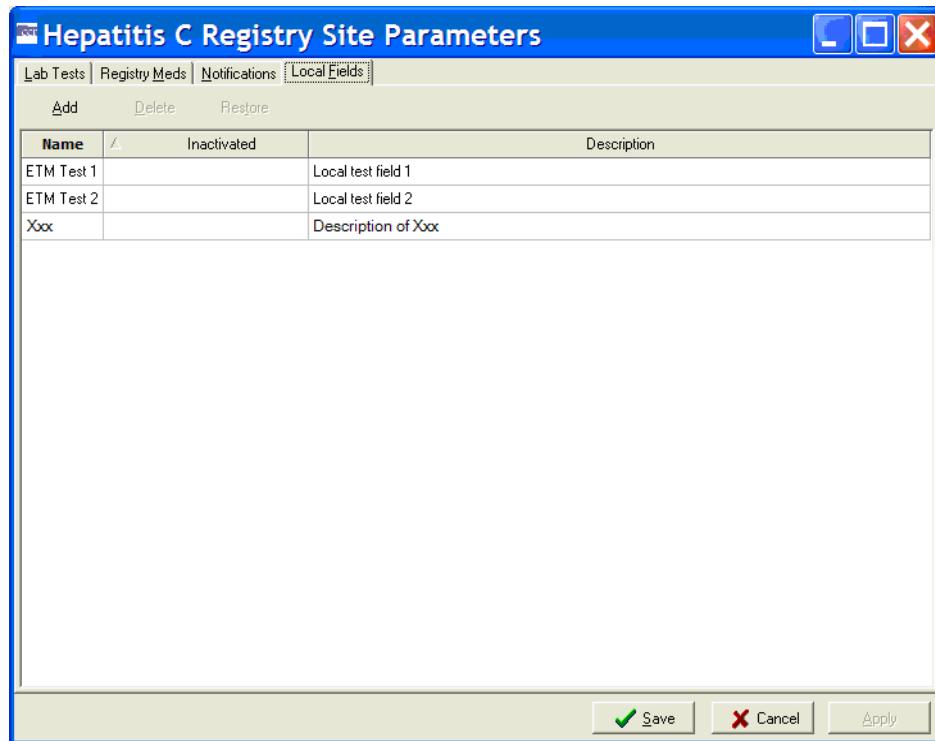


Figure 41 – Edit Site Parameters | Local Fields tab

If no local fields have been defined, the window will be empty, and the [Add] command icon will be available...

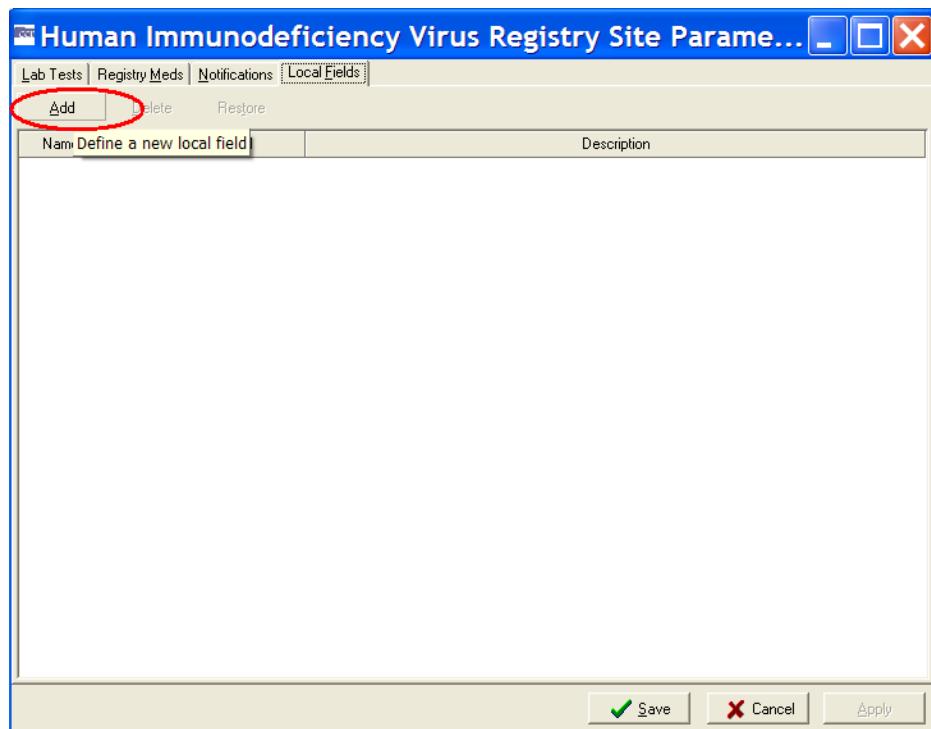


Figure 42 – Edit Site Parameters | Local Fields tab (Add button)

In either case, the process of adding a local field is the same.

1. Click the [**Add**] command icon. A blank entry row appears in the list. Note that the row background is white, indicating fields in which you can enter data:

Name	Inactivated	Description

2. Click inside the Name field and enter a brief label that reflects what the field means. This label will appear in the Patient Data Editor window, so it needs to be clear what the field indicates.
3. Click the Description field and enter a concise description for the new field.

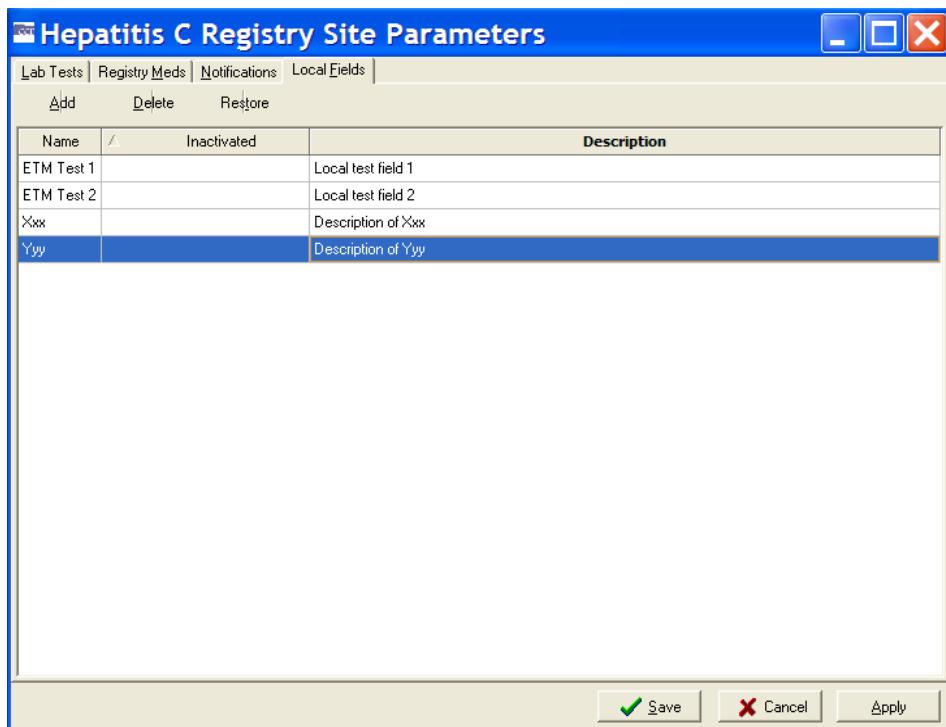


Figure 43 – Edit Site Parameters | Adding a Local Field

- Click [**Apply**] to save the new field and continue to work with local fields, or click [**Save**] to save the new field and close the window. Click [**Cancel**] to close without saving.

To verify that the newly created field is operational, open a patient record in the Patient Data Editor (see [Confirming a Pending Patient Record](#)) and click on the Local Fields tab. The newly-created field will be available there.

7.8. Inactivating or Deleting Local Fields

TIPS **Tip:** If a Local Field is no longer needed, you can deactivate it or delete it. **In most cases it is preferable to deactivate a local field, rather than delete it.** Deactivated local fields remain on this list but no longer appear elsewhere in the registry, such as in the Patient Data Editor window or as choices when running reports. Inactivated fields can be reactivated for use at a later date. Deleted local fields are removed from the system entirely and **cannot** be restored.

- From the Registry menu, select Edit Site Parameters, and then click the Local Fields tab. The Local Fields window opens, containing the list of existing local fields.

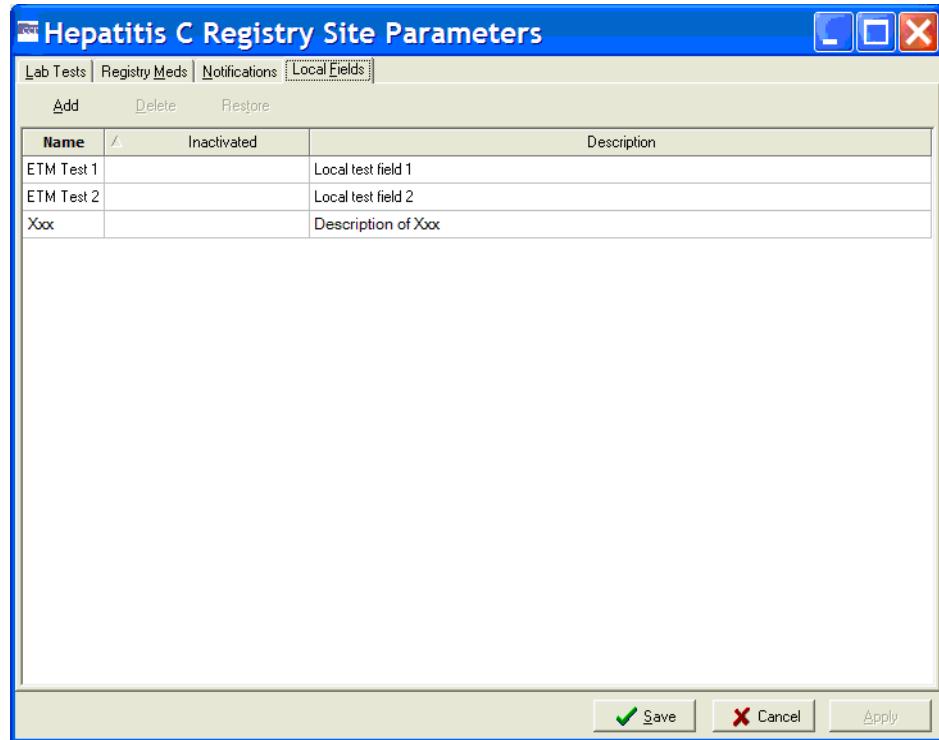


Figure 44 – Edit Site Parameters | Local Fields tab (showing existing Local Fields)

2. **Delete** Note that the **[Delete]** command icon is unavailable. Click a field to select it.
Delete The **[Delete]** command icon becomes available.
3. Click the **[Delete]** command icon. A confirmation dialog box opens:

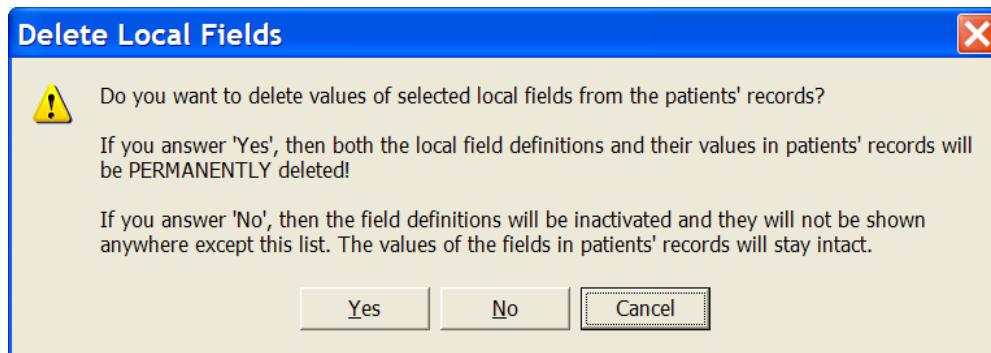


Figure 45 – Delete Local Fields Confirmation pop-up

- Click **[Yes]** to *delete the field* and remove all of its related values from patient records.

- Click [**No**] to *inactivate the field* and leave the related values in patient records. “Inactivated” fields will not appear in the Patient Data Editor window or in reports, but they will appear on this list.
- Click [**Cancel**] to leave the selected field as it is.

7.9. Reactivating Local Fields

If a Local Field has been inactivated, you can reactivate or “restore” it (deleted fields cannot be restored).

1. From the Registry menu, select Edit Site Parameters, and then click the Local Fields tab.

The Local Fields window opens, containing a list of existing local fields. An inactivated local field has a date in the Inactivated column.

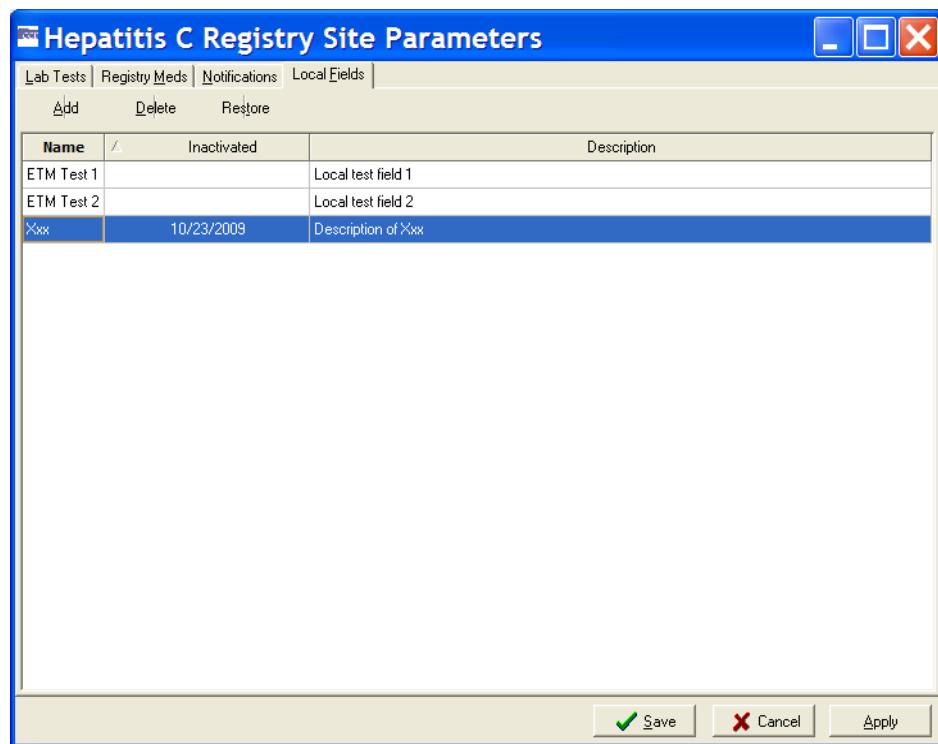


Figure 46 – Edit Site Parameters | Local Fields tab (showing Inactivated Field)

2. Click an inactivated Local Field to select it, and then click the [**Restore**] command icon. Or, right-click the field and select Restore from the context menu:

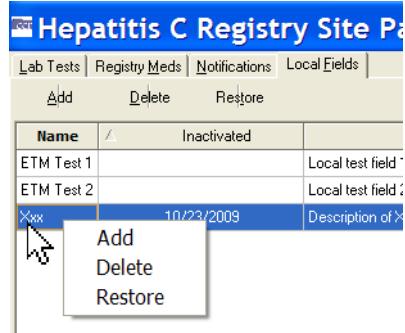


Figure 47 – Edit Site Parameters | Local Fields Context menu

The date is removed from the Inactivated column, and the local field is available to use again.

3. Click [**Apply**] to save the restored field and continue to work with Local Fields...
 - ... or click the [**Save**] button to save the restored field and continue to work with Local Fields...
 - ...or click [**Cancel**] to close the Local Fields pane without saving.

7.10. Confirming Local Field Changes

If you make any changes on the Local Fields pane, you will be prompted to save your work when you close the pane:



Figure 48 – Edit Site Parameters | Local Fields Change confirmation

- Click [**Yes**] to save any changes made and close...
 - ... or click the [**No**] button to discard any changes and close...
 - ...or click [**Cancel**] to close the Local Fields pane without saving any changes.

7.11. Changing System Default Settings

The following settings allow you to customize the way your system performs and how the GUI looks.

7.11.1. Changing the Maximum Number of Patients to Retrieve

You can speed up your searches by limiting the number of patients to be retrieved in each search. Be aware, however, that setting a lower value in registries with large numbers of patients may result in incomplete reports.

1. From the File menu, select Preferences.

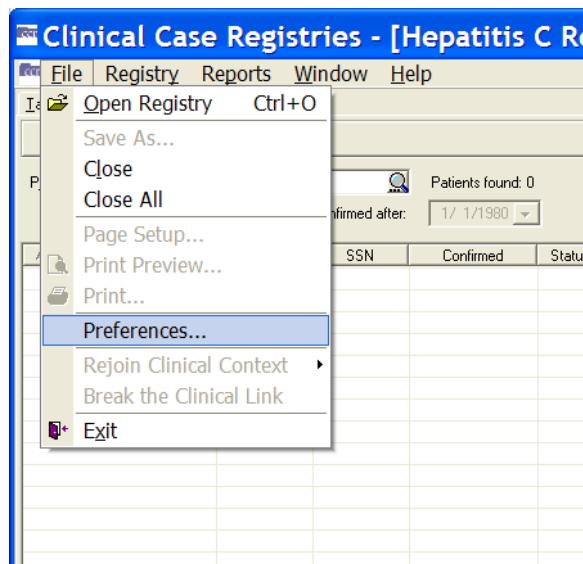


Figure 49 – File | Preferences menu option

The Preferences window displays.

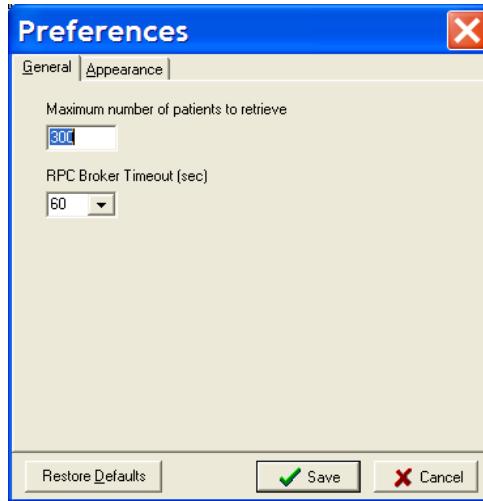


Figure 50 – Preferences window

2. On the General tab of the Preferences window, type the maximum number of patients to retrieve in the applicable field.



Tip: The default number of maximum patients to retrieve is 300. In registries with larger volumes of patients, it will be helpful to set this value fairly high.

3. Click the [**Restore Defaults**] button to restore the default values...
 ...or click the [**Save**] button to save any changes...
 ...or click [**Cancel**] to close without saving.

The Preferences window automatically closes.

7.11.2. Changing the RPC Broker Timeout Parameter

1. Select Preferences from the File menu.

The Preferences window displays. Make sure the General tab is selected.

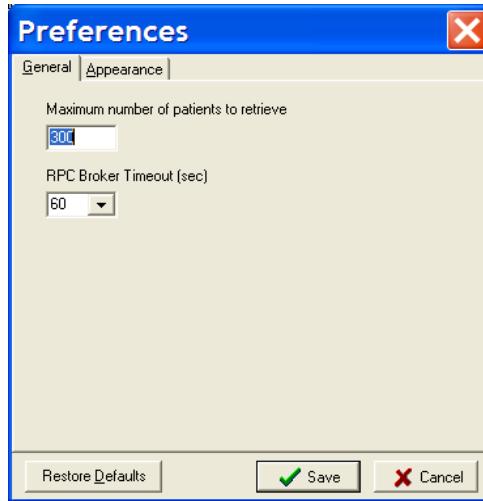


Figure 51 – Preferences window (Broker Timeout)

2. Tab to (or click in) the RPC Broker Timeout (sec) field. Select the number of seconds from the RPC Broker Timeout (sec) dropdown list.



Tip: The default number of seconds before timeout is 60.

3. Click the [**Restore Defaults**] button to restore the default values...
 ...or click the [**Save**] button to save any changes...
 ...or click [**Cancel**] to close without saving.

The Preferences window automatically closes.

7.11.3. Changing the Screen Colors and Options

1. Select Preferences from the File menu.

The Preferences window displays.

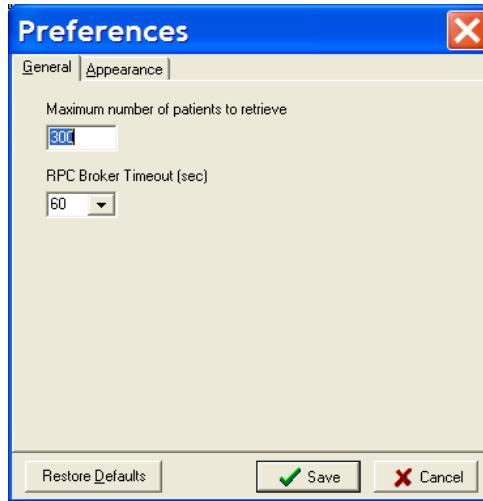


Figure 52 – Preferences window (General tab displayed)

2. Click the Appearance tab. The Appearance pane displays:

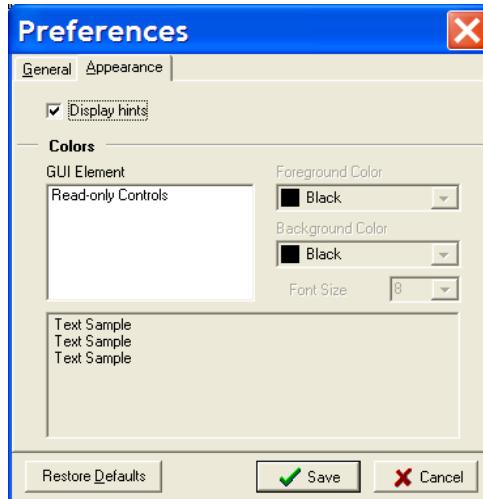


Figure 53 – Preferences window (Appearance tab displayed)

3. **Display hints** Click the Display Hints checkbox to enable **tool tips** throughout the application.
4. Click a GUI Element name (for example, *Read-only Controls*) to select it and activate the color options.

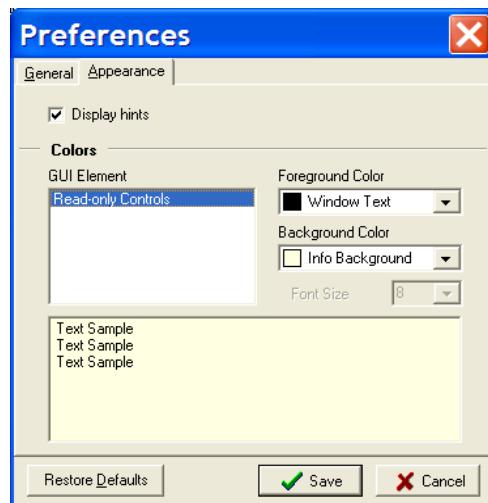


Figure 54 – Preferences window (Appearance | Colors)

5. Select a Foreground Color from the drop-down list to set the text color for the selected element. You may select from approximately 20 actual colors, or match the element to some color scheme already set for your Windows installation.

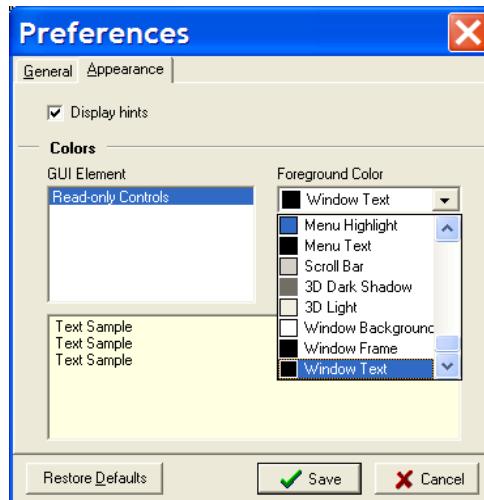


Figure 55 – Preferences window (Appearance | Colors | Foreground)

6. **[Restore Defaults]** Click the **[Restore Defaults]** button to restore the default values...
[Save] ...or click the **[Save]** button to save any changes...
[Cancel] ...or click **[Cancel]** to close without saving.
 If you select **[Save]** or **[Cancel]**, the Preferences window automatically closes. Otherwise, continue below.
7. Select a Background Color from the drop-down list to set the background color for the selected element. Repeat the process shown above to modify Background Color. Again,

you may select from approximately 20 actual colors, or match the element to some color scheme already set for your Windows installation. Be careful not to select a background color that's the same color as the foreground color previously selected!

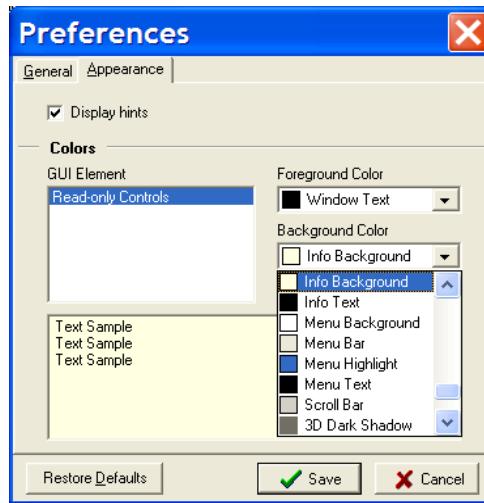


Figure 56 – Preferences window (Appearance | Colors | Background)

The selected colors are shown in the Text Sample box at the bottom of the Options window.

8. Click the [Restore Defaults] button to restore the default values...
 ...or click the [Save] button to save any changes...
 ...or click [Cancel] to close without saving.

The Preferences window closes and selected colors and options are displayed throughout the GUI.

7.11.4. Restoring Default GUI Settings

1. From the File menu, select Preferences.

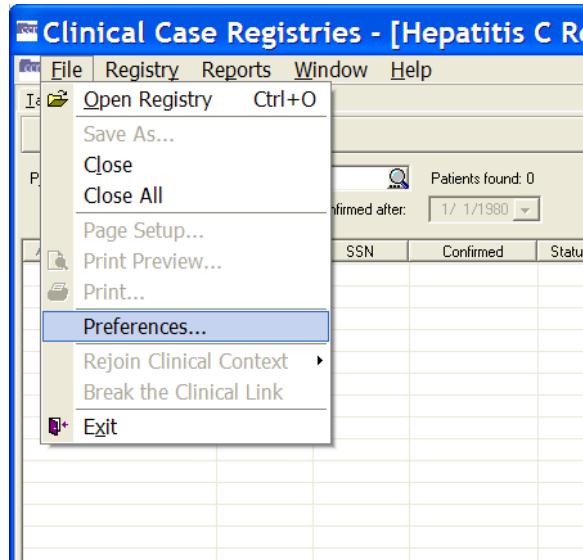


Figure 57 – File | Preferences menu option

The Preferences window displays:

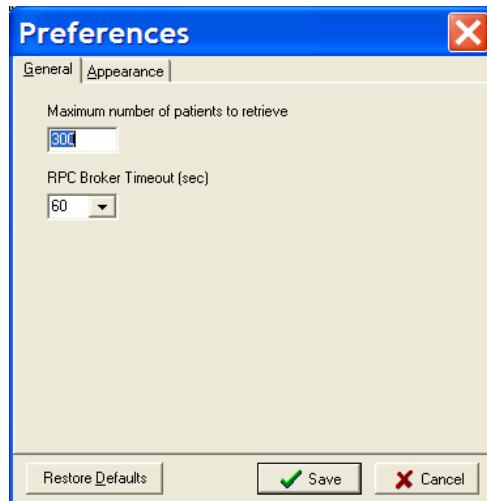


Figure 58 – Preferences window (General tab displayed)

2. Click the [Restore Defaults] button.

The system defaults are displayed in the Preferences window.

3. Click the [Save] button to save any changes...

The system defaults are restored for all options and the Preferences window automatically closes.

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8. Registry Window Tabs

When you open a registry, a “child” window is displayed inside the main application window. This window contains registry-specific interface elements. When the registry window is activated, the main menu of the application is updated with the registry-specific menus and options.

The main Registry window is divided into sections that are accessible through the Task Manager, Technical Log, and Registry tabs.

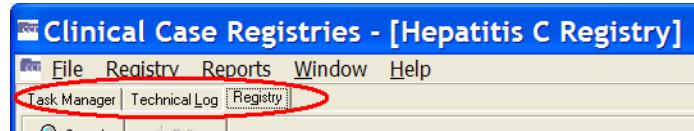


Figure 59 – Three Major Tabs

8.1. Task Manager tab

The Task Manager tab displays a list of the reports that a user has generated. Each report is associated with a task number. Adjacent to the task number is the name of the report, the date and time that the report is scheduled to run, the status of the report, its progress, the date and time the report was completed and any comments that were entered when the report was selected.

T.	Type	Description	Sche...	Status	Progress	Completed	Comment
126327	Report	Current Inpatient List		Inactive: Finished		04/01/2009 13:52	

Figure 60 – Task Manager tab



Tip: Completed reports appear on the Task Manager tab for 14 days after they finish running, at which point they are automatically deleted from the list. To save a report for use beyond that 14 day period, see the instructions [on page 89](#).

You can sort the information displayed on the Task Manager tab in ascending or descending order by clicking the column headings.

From the Task Manager tab, you can view completed reports, generate new reports, delete generated reports from the list, and check the status of reports that are in progress.

8.1.1. Task column

Task The Task column displays the unique system generated task number associated with the report. The task number is used for tracking purposes. This column is frequently displayed with all except the letter “T” hidden; you may have to expand the column width to see the full label.

8.1.2. Type column

Type The Type column displays the type of task performed by the user. For this release of the CCR, the task type will always be Report.

8.1.3. Description column

Description The Description column displays the name of the report.

8.1.4. Scheduled column

Scheduled The Scheduled column displays the date and time at which the report is scheduled to run.

8.1.5. Status column

Status The Status column displays the status of the report in progress. The following table lists the status values and their meanings.

Table 17 – Task Manager Status Column Entries

Status	Description
Active: Pending	The report is scheduled, but not yet running
Active: running	The scheduled report is running
Active: Suspended	The report is suspended
Inactive: Crashed	The report crashed due to runtime errors or system shutdown

Status	Description
Inactive: Errors	The report was completed with errors (the results can be incomplete)
Inactive: Finished	The scheduled report was completed successfully
Inactive: Interrupted	The report was stopped by the user (using the VistA Menu option)
Stopping	The user attempted to delete the report task, but the report has not yet been deleted from the system.

8.1.6. Progress column

 The Progress column displays the progress of the report as a percentage of completion.

8.1.7. Completed column

 The Completed column displays the date and time the report completed running.

8.1.8. Comment column

 The Comment column displays the text from the Comment field on the Report setup window, if any. This column displays up to 60 characters.

8.1.9. Refresh button

 The [Refresh] button updates the Task Manager tab by displaying any new data on the status of reports that has been added since the window was accessed.



Note: Clicking the [Refresh] button does *not* update the data contained in a report that has already completed.

8.1.10. New Report button

 The [New Report] button displays the Registry Reports window from which you can select and generate new reports.

8.1.11. Open Report button

 The [Open Report] button allows you to view a selected report.

 If no report is selected in the Task Manager tab, this button will be deactivated (“grayed out”).

8.1.12. View Log button

 The [View Log] button switches the main window display from the Task Manager tab to the Technical Log tab and displays detail for the selected report. See the [Technical Log Tab](#) section (page 94) for more information.

 If no report is selected in the Task Manager tab, this button will be unavailable (“grayed out”).

8.1.13. Delete button

 The [Delete] button allows you to delete a selected report from the Task Manager tab display. You will be prompted to confirm that the selected report should be deleted.

 If no report is selected, the [Delete] button will be unavailable (“grayed out”).

8.1.14. Right-Click Menu options

The following menu options are available from the Task Manager tab display when you click the right mouse button anywhere on the tab:

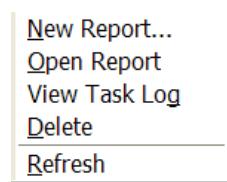


Figure 61 – Task Manager Context Menu options

- New Report...
- Open Report
- View Task Log
- Delete
- Refresh

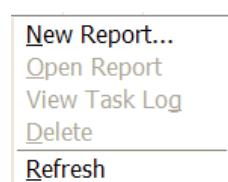


Figure 62 – Task Manager Context Menu options (some unavailable)

The Open Report, View Task Log, and Delete menu options are only activated and selectable when you click the right-side mouse button on a task. If you right-click elsewhere, these options are unavailable (“grayed out”).

8.2. Managing Reports from the Task Manager view

8.2.1. Viewing a Report

Use the [Open Report] button from the Task Manager tab to view a selected report:

1. From the task list in the Task Manager window, select the report you want to view.

Task	Type	Description	Scheduled	Status	Prog.
3339211	Report	MELD Score by Range		Inactive: Finished	
3339342	Report	MELD Score by Range		Inactive: Finished	
3343632	Report	BMI by Range		Inactive: Finished	
3345185	Report	Renal Function by Range		Inactive: Finished	
3346125	Report	Combined Meds and Labs		Inactive: Finished	
3353159	Report	MELD Score by Range		Inactive: Finished	
3353546	Report	Renal Function by Range		Inactive: Finished	
3396780	Report	BMI by Range		Inactive: Finished	
3396963	Report	Combined Meds and Labs		Inactive: Finished	
3397137	Report	Combined Meds and Labs		Inactive: Finished	
3397316	Report	Combined Meds and Labs		Inactive: Finished	
3397363	Report	Combined Meds and Labs		Inactive: Finished	

Figure 63 – Task Manager tab Showing Status Column

Note: Check the Status column to be sure that the report has finished running (Inactive:Finished).

- Once you select a report, the [Open Report] button becomes available. Click the [Open Report] button, or double-click the selected report.

The selected report displays; the BMI by Range report is seen here as an example.

Registry:		VA HEP C	Report Created:		10/13/2009 @ 12:17																					
Utilization Date Range:		01/01/2009 - 12/31/2009	Task Number:		3343632																					
Patients:		Added on any date	Last Registry Update:		07/13/2009																					
Options:		Complete Report	Last Data Extraction:		10/07/2009																					
Other Diagnoses:		All																								
Lab Results: BMI - numeric results not less than 1 and not greater than 1000																										
This report contains confidential patient information and must be handled in accordance with established policies.																										
<table border="1"> <thead> <tr> <th>BMI Categories</th> <th>BMI Values</th> <th>Number of Patients</th> </tr> </thead> <tbody> <tr> <td>Underweight</td> <td><18.5</td> <td>13</td> </tr> <tr> <td>Normal weight</td> <td>18.5-24.9</td> <td>183</td> </tr> <tr> <td>Overweight</td> <td>25.0-29.9</td> <td>190</td> </tr> <tr> <td>Class I Obesity</td> <td>30.0-34.9</td> <td>96</td> </tr> <tr> <td>Class II Obesity</td> <td>35-39.9</td> <td>27</td> </tr> <tr> <td>Class III Obesity</td> <td>>=40</td> <td>16</td> </tr> </tbody> </table>						BMI Categories	BMI Values	Number of Patients	Underweight	<18.5	13	Normal weight	18.5-24.9	183	Overweight	25.0-29.9	190	Class I Obesity	30.0-34.9	96	Class II Obesity	35-39.9	27	Class III Obesity	>=40	16
BMI Categories	BMI Values	Number of Patients																								
Underweight	<18.5	13																								
Normal weight	18.5-24.9	183																								
Overweight	25.0-29.9	190																								
Class I Obesity	30.0-34.9	96																								
Class II Obesity	35-39.9	27																								
Class III Obesity	>=40	16																								
#	Patient Name	SSN	Date of Death	Vital	Date	Result	BMI																			
1	CCRPATIENT,ONE	3617		Height Weight	02/10/2006 10/04/2006	72 201	27.3																			
2	CCRPATIENT,TWELVE	1492		Height Weight	11/05/2002 11/04/2007	72 148.6	22.9																			

Figure 64 – Sample Report Output



Note: If the report is large, it may take several minutes for the report to display. The screen will temporarily appear blank and the words “Loading and Transforming the report” will appear in the bottom left hand corner while the report is loading for display. Please be patient.

To open multiple reports for viewing, minimize the open report or select the registry name from the Window menu, then repeat steps 1 and 2. Or, press < **Ctrl** > + < **F6** > to switch back to the Task Manager view, and then repeat steps 1 and 2.

8.2.2. Copying Text from a Report

When viewing a report, you can copy and paste the report text.

1. While viewing the report output, right-click anywhere on the report display.

The right-click pop-up menu displays.

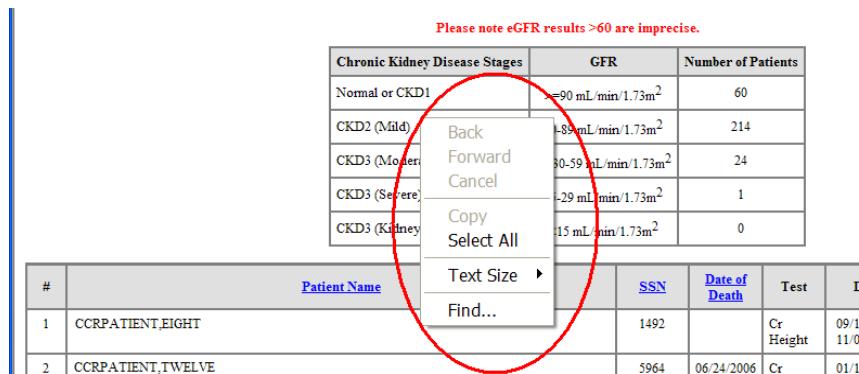


Figure 65 – Sample Report Output (showing Context menu)

2. From the right-click menu, choose Select All.

The text of the report is highlighted:

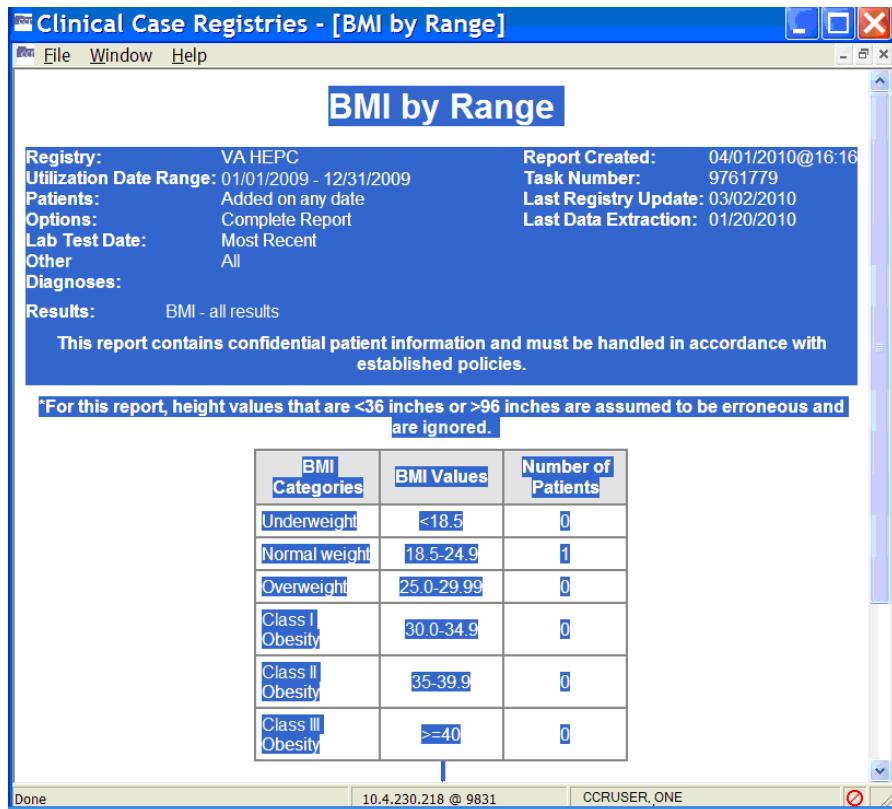


Figure 66 – Sample Report Output (showing all content selected)

3. From the right-click menu, select Copy.
4. Place the cursor in the document where you want to paste the report output, then press < Ctrl > + < V >, or select Paste from the right-click menu.

The report text will be pasted to the selected location.



Note: The above procedure will copy the report data as text. To be able to sort and otherwise manipulate the data in a report, use the Save as command on the File menu to export to a file which you can then open in another program (e.g., Excel or Access) instead of using this copy-and-paste function.

8.2.3. Changing the Text Size of a Report

You can change the size of the text in the report output.

1. While viewing the report output, right-click anywhere on the report display.
The right-click pop-up menu displays.

2. Select Text Size, and then select the desired text size from the options displayed.

8.2.4. Finding Text on a Report

Use the Find option on the right-click menu while viewing a report to search for a word or term in the report.

1. While viewing the report output, right-click anywhere on the report display.
The right-click pop-up menu displays.
2. Click Find. The Find window displays:

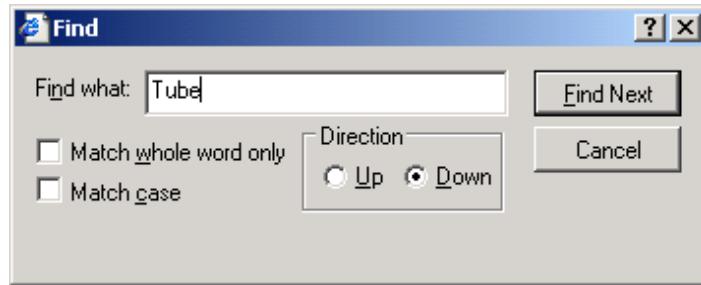


Figure 67 – Report Output Find pop-up

3. **Find what:** Type the word or term you want to find in the **Find what:** field.
 - Match whole word only** You can search for a match to the whole word only...
 - Match case** ... or match by case (the default search is case-insensitive).
- Up** **Down** You can also search up or down the report by selecting a radio button.
4. **Find Next** Click the **[Find Next]** button to find the next instance of the selected word or term.
5. **Cancel** Click **[Cancel]** to close the Find dialog popup.

8.2.5. Sorting/Ordering the Information on a Report

When viewing a report, you can change the order in which the information is presented by clicking the heading of a column. All tables of the same type are sorted in the same way. For example, if you sort an Outpatient Drugs table by Number of Fills in the Pharmacy Prescription Utilization, then this kind of table will be sorted in the same way in all other sections of the report.

#	Patient Name	SSN	Date of Death	Test	Date	Result	CrCL	eGFR
1	CCRPATIENT,ELEVEN	0001		Cr Height	09/11/2000 04/07/1999	1 74	74	74
2	CCRPATIENT,ONE	0003		Cr Height	09/11/2000 01/23/2003	1 69.5	92	81
3	CCRPATIENT,SIX	0055		Cr Height	09/11/2000 11/14/2001	1 66	70	76
4	CCRPATIENT,TWELVE	0079	04/15/2003	Cr Height	09/11/2000 07/28/2000	1 73	102	82
5	CCRPATIENT,TWO	0106		Cr Height	09/11/2000 02/03/2007	1 72	83	76
6	CCRPATIENT,SIXTEEN	0107		Cr Height	09/11/2000 01/26/2006	1 73	85	76
7	CCRPATIENT,TWENTYTWO	0114		Cr Height	09/11/2000 10/16/2000	1 69	65	74

Figure 68 – Sample Report Output (showing sort column)



Note: Some columns cannot be sorted. Column headings that can be used for sorting are indicated with **Bold, Blue, Underlined** text. The above sample shows the report sorted on the **SSN** column.

The information in the selected column will be displayed in either ascending or descending order and the items in the associated columns will be reordered accordingly. The report columns only sort in either ascending or descending order.

8.2.6. Saving a Report

You can save report output to an alternate location from an active report window; for example, you can export it for use in another application.



Important: Reports which contain patient information must be handled in accordance with established policies for confidential medical information.

1. While viewing the selected report, select the File menu, and then choose Save As.

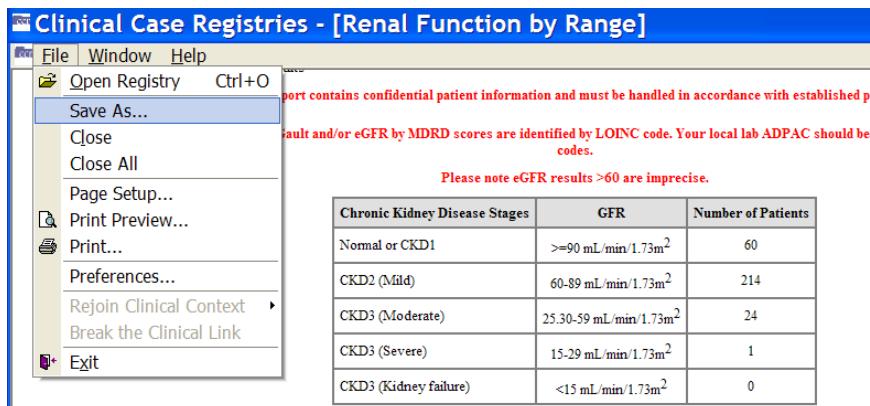


Figure 69 – Sample Report Output (“Save As” to file)

The Save the Report As window displays:

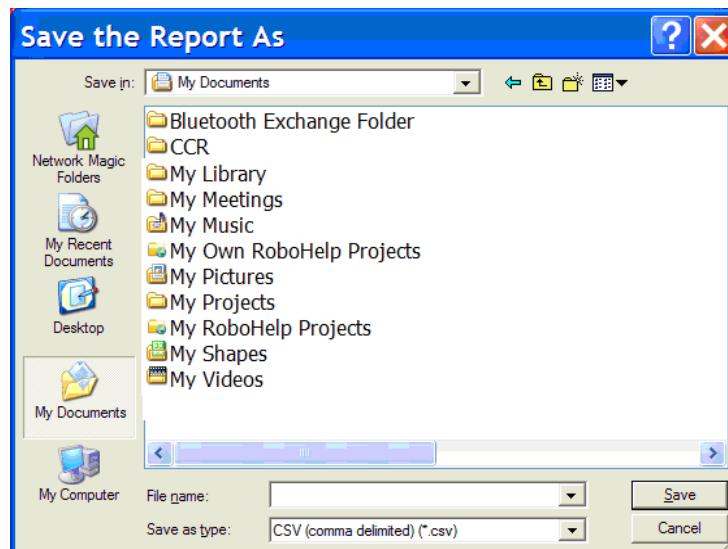


Figure 70 – Sample Report Output (“Save As” dialog)

2. Select the location to which to save the report (the “My Documents” folder is shown here).
3. Enter a name for the report in the File name field. To facilitate later use, use a name that indicates what is in the report and the date it was run—e.g., “HIV Inputs 2009-Jan-05.csv”.
4. Select a format from the Save as type drop down list. Reports can be saved in the following formats:
 - Comma-Separated values file (*.csv)
 - HTML Document (*.htm, *.html)

- **XML** Document (*.xml)

5. Click [**Save**].

The Save the Report As window automatically closes; the report is saved to the selected location.

8.2.7. Exporting a Report to Excel or Access

Saving a report in comma-separated values (.csv) format automatically exports (saves) the contents of the report to a file in a location determined by you during the save process.

Reports that contain multiple tables based upon the selected report parameters will be saved in separate .CSV files. The number of separate files for each saved report will depend on the report that is generated and the report parameters you selected. A sequential number will be appended to the names of the additional files.

The following list describes how the tables for each of the reports will be saved as separate files:

Table 18 – Report Files

Report	Files
BMI by Range	Patients, Summary table
Clinical Follow Up	Single file (Summary not saved)
Combined Meds and Labs	Medications Lab Results
Current Inpatient List	Single File
Diagnoses	ICD-9 Codes Patients
General Utilization and Demographics	Patients All summary tables
Inpatient Utilization	Stays Distribution of Utilization Among Bed Sections Occurrences of Missing Bed Section ID Highest Number of Stays Highest Number of Days
Lab Utilization	Results Laboratory Tests Patients with Highest Utilization
List of Registry Patients	Single file
MELD Score by Range	Single file
Outpatient Utilization	Stops Distribution of Utilization among clinics Highest Utilization of Stop Codes
Patient Medication History	Separate file for each patient

Report	Files
Pharmacy Prescription Utilization	Fills Outpatient Drugs Patients with Highest Utilization of Fills Doses Inpatient Drugs Patients with Highest Utilization of Doses Summary with Fills and Doses
Procedures	ICD-9 Codes Patients
Radiology Utilization	Procedures Patients with Highest Utilization
Renal Function by Range	Patients, Summary table (if user selects eGFR by MDRD)
Registry Lab Tests by Range	Single file
Registry Medications	Single file
VERA Reimbursement (for CCR:HIV only)	Registry Medications Patients

8.2.8. Printing a Report

You can print the report from an active report window. The font size selected for the report window affects the corresponding printout; therefore, it is recommended to select smaller fonts before printing wide reports.

 **Important:** Use only secure printers to produce reports that contain patient information. When you print a report that contains patient information, retrieve it from the printer as soon as possible.

1. While viewing the selected report, select Print from the File menu.

The Print window displays:

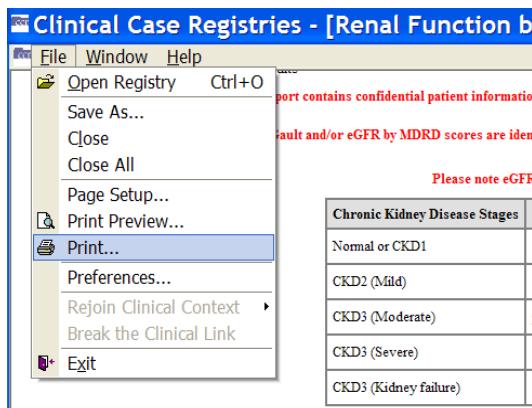


Figure 71 – File | Print menu option

2. From the Print window, if necessary, select the printer from which to print the report and select the printing options.
3. Click Apply if different printing options were selected from the Print window, and then click [**Print**].

The selected report prints.



Note: You can also print a report after saving it in .CSV, .HTML, or .XML format using the appropriate applications: Microsoft Word, Microsoft Excel, Microsoft Access, etc.

8.2.9. Deleting a Report

You can delete a report from the Task Manager tab.

1. From the Task Manager tab, select the report you want to delete. To select more than one report, hold down the < **Ctrl** > key and click each report name to select it.
2. Select [**Delete**].

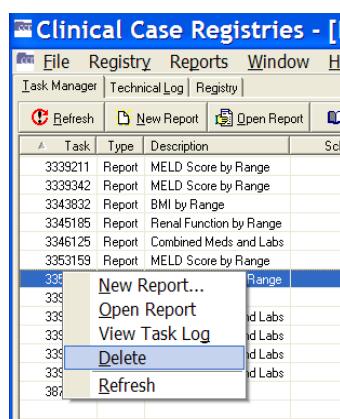


Figure 72 – Task Manager tab (Report Task Selected for Deletion)

You will be prompted to confirm the delete command.

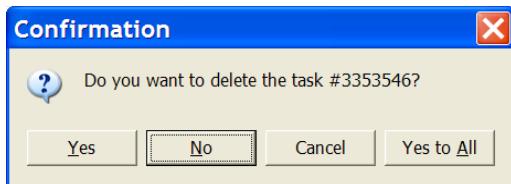


Figure 73 – Task Deletion Confirmation pop-up

3. Click [Yes] or [Yes to All] to delete the report(s).



Note: Reports are automatically deleted 14 days after the date on which they were generated.

8.2.10. Closing a Report

Close an active report window by selecting Close from the File menu. Or, in most cases, press the < Esc > key. You can also close a report by clicking the in the upper right corner of the *report window*:



Caution: Clicking the on the Clinical Case Registries window will also close the CCR application. A prompt will display asking you to confirm:

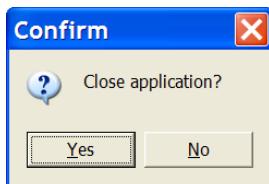


Figure 74 – Close Window Confirmation pop-up

8.2.11. Technical Log tab



Tip: Information on the Technical Log tab will not be used by most clinicians; the following is included primarily for reference purposes.

Technical Log The Technical Log tab displays information regarding processes that are scheduled and performed in the registry. The tasks and events associated with registry processes are logged and displayed in a folder tree view in the left pane of the Technical Log tab view. Each folder in the tree is displayed with its associated task type and the date/time when the task occurred. The folders in the tree view are displayed chronologically for the past 7 days in descending order, with the most recent tasks at the top of the list. You can use the date range parameters to view more than seven days.

You can expand the folders to view the message details of the logged tasks. When a task is selected from the tree view, the message details about the task are displayed in the right pane. The types of message details that can be displayed include Warning, Information, Database Error, Data Quality, and Error.

This table shows the icons that are displayed adjacent to the messages associated with the logged tasks:

Table 19 – Technical Tab Message Icons

Icon	Description
	Informational Message: These messages present general information.
	Data Quality Message: These messages present information about problems with data quality. You can inform the IRM group with the details regarding these messages, though this is not mandatory.
	Warning Message: These messages are largely informational with the exception of the “Registry VA is awaiting ACK” warning. If this warning is the most recent message in the log, the IRM group should be notified; you can assume that an acknowledgment for the last extract has not yet been received.
	Database Error Message: The IRM group should be informed of the details within these messages.
	Error Message: <i>The IRM group MUST be informed of the details of these messages.</i> The message “Error(s) during processing of the patient data” indicates that the processing of the patient stopped but the job itself continued processing. All other Error Messages indicate that the running process had to stop due to the error.

8.2.12. From: and To: Date fields

  The From: and To: date fields allow you to adjust the display of the Technical Log tab, by displaying those tasks and events that occurred within a selected date range. The default Technical Log view includes tasks that occurred within one week of the current date, and the date range can be expanded to include earlier activities.

8.2.12.1. Refresh button

 The [Refresh] refresh button updates the Technical Log display with new activities that have taken place since the last time the window was refreshed.

8.2.12.2. Types of Logged Activities

The following types of activities are displayed in the Technical Log:

Table 20 – Technical Log Activity Types

Activity Type	Description
Data Extraction	Indicates that data was extracted from the registry. The activity details include the start and end dates and times of each extraction, the number of patients processed, the number of patients processed with errors, the processing rate and the registries updated.
Report	Indicates that a user generated a report. The activity details include the start and end date and time the report was generated and the task number.
Registry Update	Indicates that an update was made to the active registry. The activity details include the start and end dates and times of each update, the number of patients processed, the number of patients processed with errors, the processing rate and the registries updated.
Access Violation	Indicates that an unauthorized user attempted to access CCR data. An alert will display on the unauthorized user's window stating that access is denied. Simultaneously and for each violation, those CCR users who receive notifications will receive an alert, and the name of the unauthorized user is recorded in the Technical Log along with the unauthorized action.

8.2.12.3. Managing Logged Activities from the Technical Log tab

Viewing the Technical Log

1. Click the Technical Log tab to display the Technical Log window.

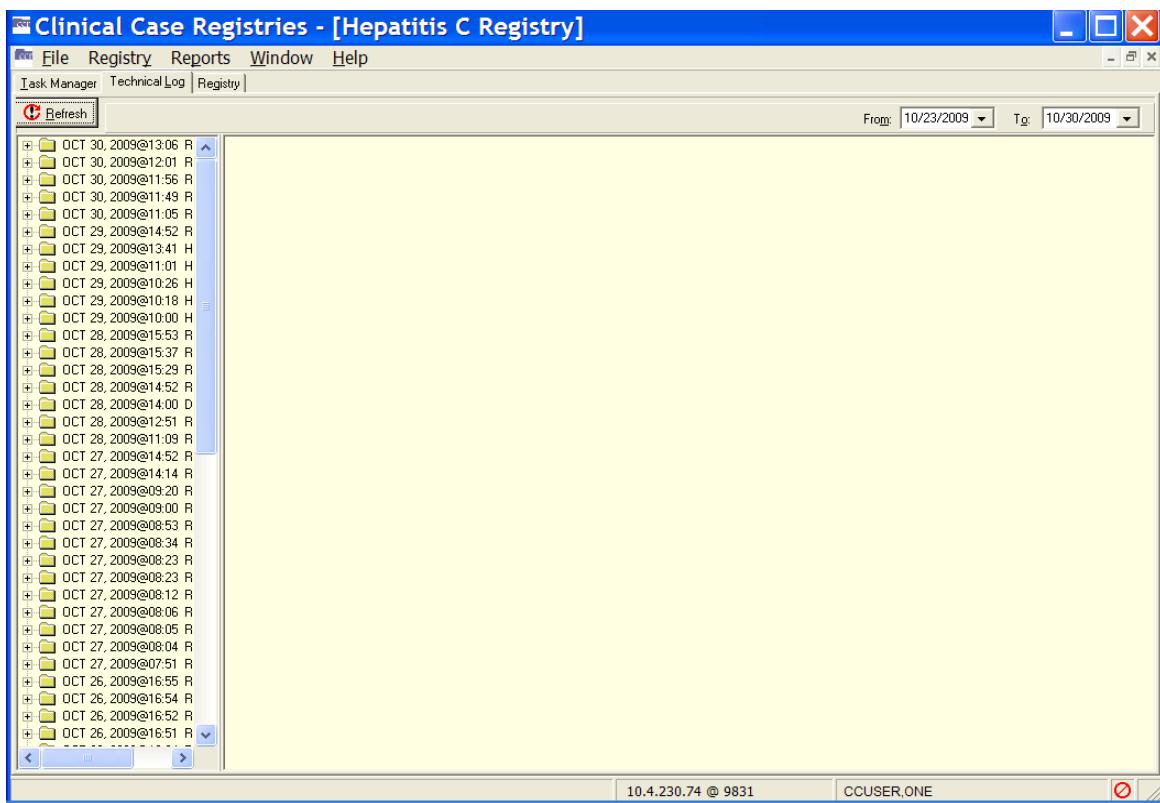


Figure 75 – Technical Log tab

2. Using the From: and To: date fields, select a date range from the drop-down calendars.
3. Click the [Refresh] button to display the activities that fall within the selected date range.
4. You can resize the left pane to see more information. Or, you can “hover” your mouse pointer over the folder title to get a tip on what the contents are:

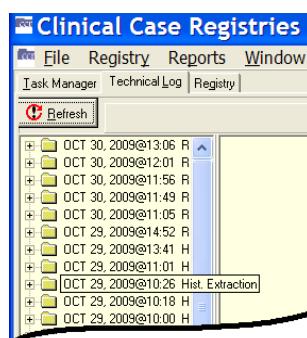


Figure 76 – Technical Log tab (showing "tip" for one task folder)

You can select (left-click on) a folder name to get an overall picture of what's in that folder:

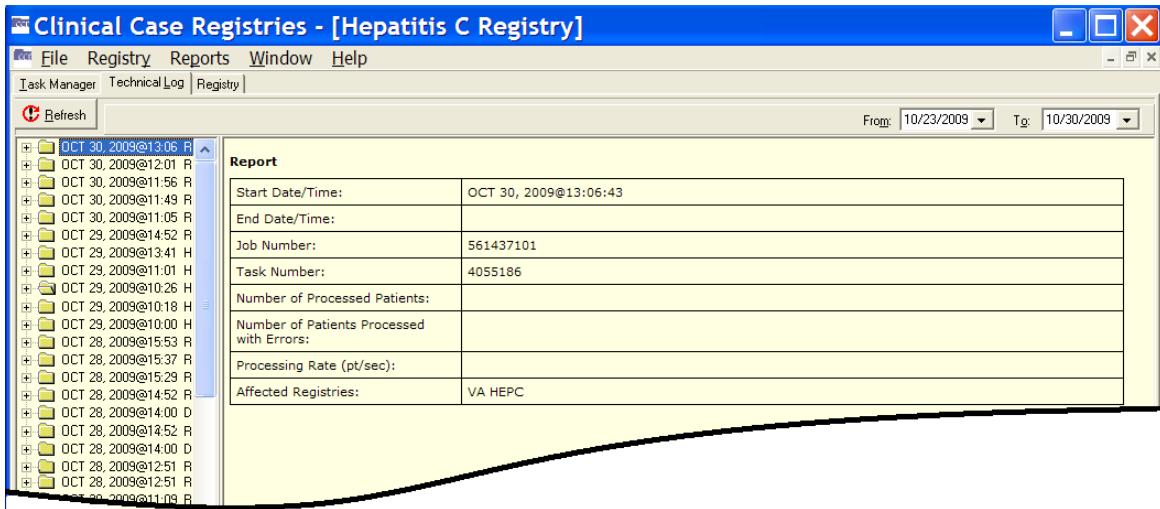


Figure 77 – Technical Log tab (showing summary for selected folder)

Viewing Activity Details

1. In the left pane, click the plus-sign (+) next to the activity folder to expand the heading and view all the messages associated with the selected activity. Information regarding the selected activity will display in the right pane.
2. Click the message you want to view in the left pane. Information regarding the selected message will display in the right pane.

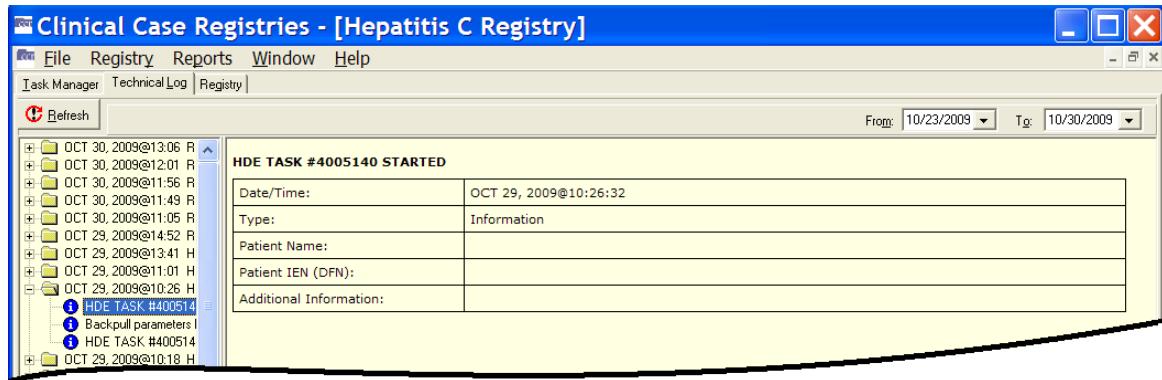


Figure 78 – Technical Log tab (showing summary and detail for selected folder)

3. Repeat as necessary to view all the associated messages and details.

8.3. Registry tab

Registry The Registry tab displays the primary interface for selecting patients and performing patient-related tasks. From the Registry tab, you can search for existing patients, confirm a

pending patient, edit a patient's record, and generate, view, and print a CDC form for a patient (CCR:HIV only).

The Registry tab is automatically activated when the Registry menu is selected, or if the Registry tab label is clicked:

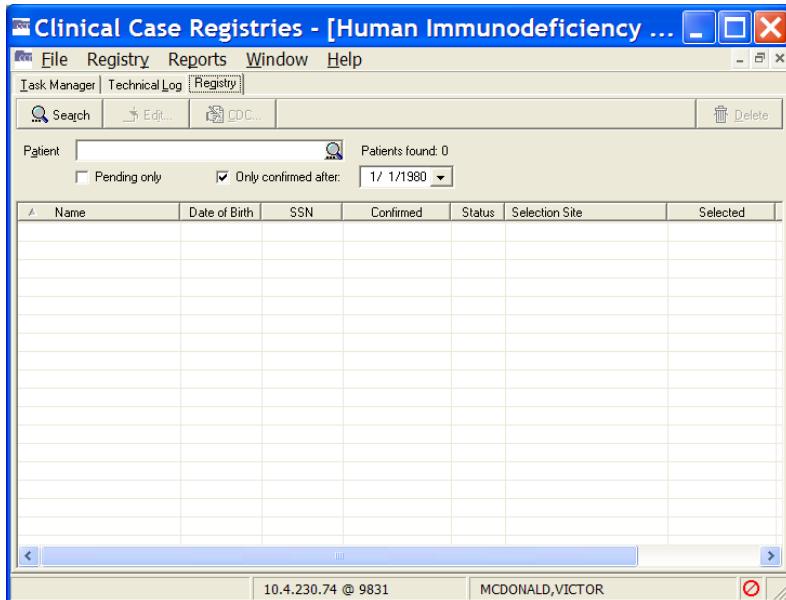


Figure 79 – Registry tab

8.3.1. Search button

The **[Search]** button activates the search function based on the searchable information in the Patient field and/or on the additional search options.

The system will search for names that *begin with* the characters typed in the Patient field, not based upon whether the string of characters is *contained* within a word. For example, typing “Car” in the target field would return “Carter” and “Carmichael,” but not “McCarthy.”

If no search criteria are provided, CCR will attempt to return all patient records; this requires considerable time, possibly exceeding system timeout parameters, and should not generally be attempted.

Tip: You can also use the **[Search]** command icon (inside the Patient name field) in place of the **[Search]** button.

When you run the search, the results are displayed. The following example shows only those patients confirmed into the registry after the date specified (Only confirmed after):

The screenshot shows the 'Clinical Case Registries - [Human Immunodeficiency Virus Registry]' application window. The 'Registry' tab is active. At the top, there are menu options: File, Registry, Reports, Window, Help. Below the menu is a toolbar with buttons for Task Manager, Technical Log, Registry, Search, Edit, and CDC. A status bar at the bottom shows 'Patients found: 32'. The main area is a table with the following data:

Name	Date of Birth	SSN	Confirmed	Status	Selection Site	Selected	Selection Rule	Pending Comment
CCRPATIENT,EIGHT	10/14/1957	101-27-5276	01/29/2009	Confir...		08/14/2002	ICD-9 code in outpatient file	
CCRPATIENT,EIGHTEE	05/17/1958	101-29-3642	03/05/2009	Confir...		02/09/1999	ICD-9 code in outpatient file	
CCRPATIENT,ELEVEN	04/22/1959	311-61-0492	06/30/2005	Confir...		06/23/2005	ICD-9 code in problem list	Testing
CCRPATIENT,FIFTEEN	05/25/1942	564-57-3253	03/01/2005	Confir...		02/16/2005	ICD-9 code in outpatient file	
CCRPATIENT,FIVE F	04/15/1962	101-35-3207	04/24/2005	Confir...		04/10/2005	ICD-9 code in outpatient file	
CCRPATIENT,FOUR	01/14/1932	101-40-6058	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,FOURTEE	02/08/1962	101-06-6911	09/01/2005	Confir...		08/31/2005	ICD-9 code in problem list	
CCRPATIENT,NINE N	03/02/1966	101-36-6212	10/25/1996	Confir...		10/25/1996	ICD-9 code in outpatient file	
CCRPATIENT,NINETEE	10/23/1949	101-48-7717	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,ONE	11/22/1960	101-57-8332	08/23/2001	Confir...		08/23/2001	ICD-9 code in problem list	
CCRPATIENT,SEVEN	01/14/1962	101-06-9034	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,SEVENTE	09/26/1950	101-83-5312	04/12/2000	Confir...		04/12/2000	ICD-9 code in inpatient file	
CCRPATIENT,SIX S	08/15/1952	101-61-1477	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,SIXTEEN	01/21/1961	101-90-2321	04/10/2004	Confir...		02/22/1994	ICD-9 code in inpatient file	
CCRPATIENT,TEN T	02/24/1946	101-50-0384	02/11/1999	Confir...		02/11/1999	ICD-9 code in outpatient file	
CCRPATIENT,THIRTEE	07/26/1968	101-47-2989	04/10/2004	Confir...		07/17/1990	ICD-9 code in inpatient file	
CCRPATIENT,THREE	06/14/1948	101-83-8044	08/02/2000	Confir...		08/02/2000	ICD-9 code in inpatient file	
CCRPATIENT,TWELVE	10/11/1958	101-87-3105	03/21/2001	Confir...		03/21/2001		
CCRPATIENT,TWENTY	05/28/1966	101-65-1754	10/10/2001	Confir...				
CCRPATIENT,TWENTY	07/19/1949	"						
CCRPATIENT,TWO								

Figure 80 – Registry tab (search results displayed)

8.3.2. Confirm/Edit button

This button may be labeled [Confirm] or [Edit], depending on which patient is selected. If you select a patient with a status of Pending, the [Confirm] button will allow you to open the patient record and verify that the patient does or does not belong in the registry. If you select a patient who has already been confirmed in the registry, the [Edit] button allows you to update the patient's record.

8.3.3. CDC button

The [CDC] button is only available in CCR:HIV (note that it does *not* appear in the sample list above, since that list is for CCR:HEPC only). It allows you to access the CDC window (see [CDC Window below](#)) for a selected patient. You can enter information on a new CDC form, or edit, view, and print an existing form.

8.3.4. Delete button

The [Delete] button allows you to delete a record for a patient from the registry. You will be prompted to confirm before the patient record is deleted.

If a patient record is deleted because the patient was selected for the registry based on erroneous coding or a false positive test result, that patient will not be selected again based on the same instance of erroneous coding or false positive test result. However, if there are multiple instances of erroneous coding or additional false positive tests results, the patient will be selected and placed in Pending status sequentially based on each instance. If such situations are observed, it is advisable to address the local coding issue.

8.3.5. Patient field

 You can enter searchable information in the Patient field to search for a patient or list of patients to view in the Patient Display list.

 Note the magnifying glass icon inside the Patient field box. You may click this to start the patient search, rather than using the [Search] button on the menu bar.

Searchable information includes the patient's full last name, the first one or more characters of the patient's last name, the patient's SSN, the last four digits of the patient's SSN, or a combination of the first letter of the patient's last name and the last four digits of the patient's SSN. You can also use # followed by the patient's 11-digit coded SSN (#12345678910) as a search parameter.^c



Note: When the coded SSN is valid and the corresponding patient is in the registry, the patient's record populates the list of patients; otherwise, the list of patients is cleared.



Note: If your search returns no records, the following message will display. Click on the [OK] button to close the message and continue.



Figure 81 – "No registry records" pop-up

8.3.6. Pending only checkbox

Pending only The Pending only checkbox allows you to search for patients in the registry who have a status of Pending. Patients with Pending status must be validated and then confirmed by the Coordinator before their records are added to the registry. Data for a patient with a Pending status will not be sent to the national registry and will not be included in the reports until the patient has been confirmed.

8.3.7. Only Confirmed After checkbox

Only confirmed after: The Only confirmed after checkbox allows you to search for patients in the registry who were added to the registry after a selected date. When you check this box, the adjacent date field is activated and you can enter a date.

8.3.8. Patient List Display

The Patient List displays the patients whose records match the search criteria in the Patient field. The patient records will be displayed alphabetically according to their last names. Note that in this case, the search box was left blank—which returned all 82 records. Be careful doing this kind of search unless you are sure that the number of records is fairly low!

Clinical Case Registries - [Human Immunodeficiency Virus Registry]								
File Registry Reports Window Help								
Task Manager Technical Log Registry								
Patient	Search	Edit...	CDC...	Patients found: 32				Delete
<input type="checkbox"/> Pending only	<input checked="" type="checkbox"/> Only confirmed after:	1/ 1/1980						
Name	Date of Birth	SSN	Confirmed	Status	Selection Site	Selected	Selection Rule	Pending Comment
CCRPATIENT,EIGHT	10/14/1957	101-27-5276	01/29/2009	Confir...		08/14/2002	ICD-9 code in outpatient file	
CCRPATIENT,EIGHTEE	05/17/1958	101-29-3642	03/05/2009	Confir...		02/09/1999	ICD-9 code in outpatient file	
CCRPATIENT,ELEVEN	04/22/1959	311-61-0492	06/30/2005	Confir...		06/23/2005	ICD-9 code in problem list	Testing
CCRPATIENT,FIFTEEN	05/25/1942	564-57-3253	03/01/2005	Confir...		02/16/2005	ICD-9 code in outpatient file	
CCRPATIENT,FIVE F	04/15/1962	101-35-3207	04/24/2005	Confir...		04/10/2005	ICD-9 code in outpatient file	
CCRPATIENT,FOUR	01/14/1932	101-40-6058	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,FOURTEE	02/08/1962	101-06-6911	09/01/2005	Confir...		08/31/2005	ICD-9 code in problem list	
CCRPATIENT,NINE N	03/02/1966	101-36-6212	10/25/1996	Confir...		10/25/1996	ICD-9 code in outpatient file	
CCRPATIENT,NINETEE	10/23/1949	101-48-7717	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,ONE	11/22/1960	101-57-8332	08/23/2001	Confir...		08/23/2001	ICD-9 code in problem list	
CCRPATIENT,SEVEN	01/14/1962	101-06-9034	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,SEVENTE	09/26/1950	101-83-5312	04/12/2000	Confir...		04/12/2000	ICD-9 code in inpatient file	
CCRPATIENT,SIX S	08/15/1952	101-61-1477	04/10/2004	Confir...		04/10/2004	Included from old registry	
CCRPATIENT,SIXTEEN	01/21/1961	101-90-2321	04/10/2004	Confir...		02/22/1994	ICD-9 code in inpatient file	
CCRPATIENT,TEN T	02/24/1946	101-50-0384	02/11/1999	Confir...		02/11/1999	ICD-9 code in outpatient file	
CCRPATIENT,THIRTEE	07/26/1968	101-47-2989	04/10/2004	Confir...		07/17/1990	ICD-9 code in inpatient file	
CCRPATIENT,THREE	06/14/1948	101-83-8044	08/02/2000	Confir...		08/02/2000	ICD-9 code in inpatient file	
CCRPATIENT,TWELVE	10/11/1958	101-87-3105	03/21/2001	Confir...		03/21/2001		
CCRPATIENT,TWENTY	05/28/1966	101-65-1754	10/10/2001	Confir...				
CCRPATIENT,TWENTYC	07/19/1949							
CCRPATIENT,TWO								

Figure 82 – Registry tab (displaying search results)

The following columns are displayed in the Patient List:

Name	Date of Birth	SSN	Confirmed	Status	Selection Site	Selected	Selection Rule	
------	---------------	-----	-----------	--------	----------------	----------	----------------	--

- Name
- Date Of Birth
- SSN
- Confirmed (date)
- Status
- Selection Site
- Selected (date)^D
- Selection Rule
- Pending Comment (only if Pending patients have been selected)

You can resize these columns, and you can click any column heading to sort or reorder the Patient List display by that heading.



Note: The Date of Death and Sex columns, formerly displayed on this screen, were removed per revised requirements.^E

8.3.8.1. Name column

Name

The Name column displays the full name of the patient. The names are listed alphabetically by last name.

8.3.8.2. Date of Birth column

 The Date of Birth column displays the patient's date of birth.

8.3.8.3. SSN column

 The SSN column displays the patient's Social Security Number.

8.3.8.4. Confirmed column

 The Confirmed column displays the date that the patient was confirmed in the registry.

For patients whose records existed in the Hepatitis C Case Registry, the Confirmed column displays the date of the patient's addition to the Hepatitis C Case Registry – either at the initial creation of the registry or subsequent selection by the nightly update. For patients whose records existed in ICR 2.1, this column displays the date of their earliest selection rule. For patients whose records existed in the ICR 2.1 but who did not have a selection criterion, the Confirmed column displays the date the CCR:ICR was created. For patients subsequently added to CCR:ICR, the Confirmed column displays the date that the patient was confirmed in the registry. For all subsequent patient entries in either the CCR:HEPC or CCR:HIV, the Confirmed column displays the date that the patient was confirmed in the registry.

8.3.8.5. Status column

 The Status column displays the registry status of the patient:

- Pending patients have been identified by the system as having positive test results or registry-related ICD-9 codes, and must be reviewed and confirmed/deleted by the registry coordinator.
- Confirmed patients have been reviewed by the registry coordinator and found to have a registry-related condition such as HIV or Hepatitis C.

8.3.8.6. Selection Site column

 For multidivisional facilities, the Selection Site column displays the clinical site where the initial triggering ICD-9 code or positive laboratory test was entered, if it can be determined. This column will be empty for older patients.

8.3.8.7. Selected column

 The Selected column displays the date of the earliest selection rule to simplify the processing of pending patients.^F

8.3.8.8. Selection Rule column

 The Selection Rule column displays the short description of the earliest selection rule to simplify the processing of pending patients.

8.3.8.9. Pending Comment column

 The Pending Comment column displays the comment (if any) entered during the pending review process.

8.4. Using the Registry tab

8.4.1. Searching for Patients

You can search for patients in the registry by using the Patient field and setting additional search options.

1. Enter searchable information about the patient in the Patient field.

Searchable information includes the patient's last name, the first one or more characters of the patient's last name, the patient's SSN, the last four digits of the patient's SSN, or a combination of the first letter of the patient's last name and the last four digits of the patient's SSN.^G You can also use # followed by the patient's 11-digit coded SSN (#12345678910) as a search parameter.

2. Select additional search criteria if necessary:

Check the Pending Only checkbox to limit the search to patients with a status of Pending.

Check the Only confirmed after: checkbox and select a date to limit the search to patients who were added to the registry after the selected date.



Note: You cannot search using both the Pending only and the Only confirmed after registry entry date criteria.

3. Click the [Search] button or press < Enter > to start the search.



Tip: You can also use the [Search] command icon  (inside the Patient name field) in place of the [Search] button.

The system will search for names that begin with the characters typed in the Patient field, not based upon whether the string of characters is contained within a word. For example, typing “car” in the target field would return “Carter” and “Carmichael,” but not “McCarthy.”

When the search begins, the Patients Found indicator automatically updates as patients are found to match the search criteria. The patient(s) matching the search criteria will be displayed in the Patient List display.



Note the magnifying glass icon inside the Patient field box. You may click this to start the patient search, rather than using the [Search] button on the menu bar.



Note: The system will search for records using *begins with* criteria. That is, the search will find records for patients whose names *begin with* the letters typed in the target field. If the characters you supply are merely *contained in* the patient name, the record will not be found.



Important: [Search] entries must be in ALL UPPER-CASE characters. Using lower-case or mixed-case entries will not work!



Important: When you start a search, the magnifying glass icon changes to a red X (☒) (although you may not see this, depending on how long the search takes). Click the X (or press < Ctrl >+< Alt >+< C >) to stop the search at any time.



Note: If your search returns no records, the following message will display. Click on the [OK] button to close the message and continue.



Figure 83 – "No registry records" pop-up

If the search criteria return too many patient records to display, you will be prompted to narrow your search criteria. After you press [OK], the screen will display the initial part of the results of your search. You can then work with the partial results, or narrow your search criteria further.

Alternately, in order to display more patients, you can adjust the parameter that controls the maximum number of patients to retrieve. For more information, see [Changing the Maximum Number of Patients to Retrieve](#), page 71.

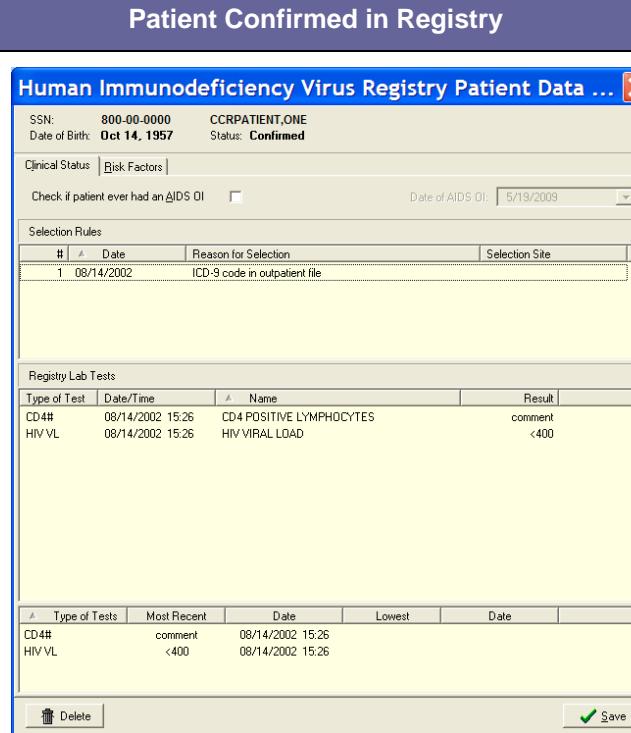
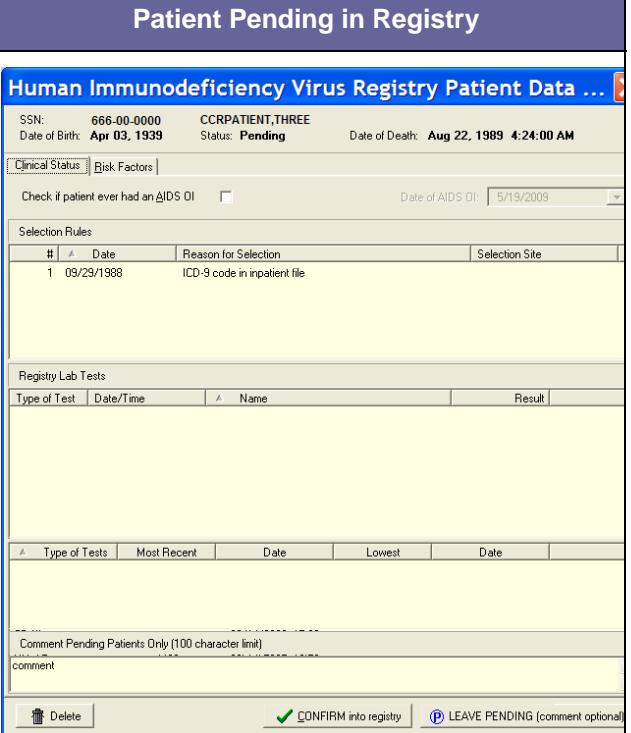
8.4.2. Deleting a Patient

You can delete a patient with a status of ‘Pending’ or ‘Confirmed’ from the CCR by using the **Delete** button or the right-click menu from the Patient List display.

1. Select the confirmed or pending patient you want to delete from the Patient List display.
2. Click the [**Delete**] button or select Delete from the right-click menu. The confirmation dialog box displays.
3. Click [**Yes**] to complete the delete process or click [**No**] to cancel.

8.4.3. Using the Patient Data Editor Window {xe “Patient Data Editor:window”}Window

The Patient Data Editor window is accessed from the Registry tab, and is used to edit a patient’s record. Note the Comment pane available for the patient pending in the registry (on the right, below); this feature was added for CCR 1.5.8.^H See [Figure 88](#) for more details.

Patient Confirmed in Registry		Patient Pending in Registry	
			
Figure 84 – Patient Data Editor (Patient Confirmed)		Figure 85 – Patient Data Editor (Patient Pending)	

You can edit a patient’s record using the fields, buttons, and checkbox options displayed on the following tabs:

1. Clinical Status tab – available in all registries. [See 8.4.4 below.](#)
2. Risk Factors tab – available in CCR:HIV only. [See 8.4.5 below.](#)

3. Local Fields tab – available in all registries and customized at the local level. Usage is optional. See [8.4.6 below](#).

Basic identifying information is included at the top of the window, showing the SSN, patient name, date of birth, and status.



Note: If the patient does not belong in the registry...

Click the [Delete] button in the bottom left corner of the window. The Patient Data Editor closes and a Delete patient pop-up displays. Click [Yes] to remove the patient from the registry.¹

See [Figure 86](#) and surrounding text for more information on using the Patient Data Editor.

8.4.4. Clinical Status tab

The Clinical Status tab on the Patient Data Editor window allows you to enter or view information regarding the patient's current clinical status.

8.4.5. Risk Factors tab

In CCR:HIV, the Risk Factors tab lists a series of questions from the CDC form regarding HIV risk behavior. Check Yes, No, or Unk. (unknown) for each question. These questions must be answered to confirm a patient into the CCR:HIV.

8.4.6. Local Fields tab

The Local Fields tab allows you to enter registry-specific information regarding the patient's health history in locally configured fields (see page [64](#) for details).

8.4.7. Confirming a Pending Patient Record

When patient records are first selected by the CCR, their status is marked as Pending. These patient records are identified via the automatic nightly registry update process and must be validated before being confirmed in the registry. The local Registry Coordinator at each facility will be authorized to validate pending patients and change their status to Confirmed.

Confirmed Positive – A patient is considered Confirmed Positive if he or she has a positive antibody screening test result and a positive result on confirmatory testing. If confirmatory testing has been done, the results are displayed in the lower sections of the Patient Data Editor window.

No Confirmation Available – If the patient has a positive result on a screening test or was selected on the basis of a registry related ICD-9 code but no confirmatory test has been done, the registry coordinator will need to look in CPRS (labs, progress notes, including remote data) to see if there is information that confirms the diagnosis. If such data is not found, the patient should not be confirmed and should retain their Pending status until confirmation is available. The registry coordinator should report such cases to the provider (usually the one who ordered the screening antibody test) to order confirmatory testing. If the provider knows that the patient was confirmed positive at another facility, he or she should document that fact in a Progress note and enter the diagnosis on the Problem List. The registry coordinator can use that information to confirm the patient.

Negative Confirmatory Result – In some cases a patient may be selected because of a positive result on a **screening** test but then have a negative result on **confirmatory** testing. In such cases the coordinator should delete the patient from the registry, and the patient will not be selected again based on the same test result. If the screening test is repeated at a later date and the result is again positive, the patient would be selected again based on that new test result.

To review the list of pending patients:

1. On the Registry tab, leave the patient field blank and click the Pending only checkbox, and then click the [**Search**] button. The system searches for Pending patients, then displays them in the Patient List:

Name	Date of Birth	SSN	Confirmed	Status	Selection Site	Selected	Selection Rule	Pending Comment
CCRPATIENT,EIGHT	08/31/1941	101-40-0148		Pendi...		01/09/2004	ICD-9 code in problem list	
CCRPATIENT,EIGHT...	2/02/1948	101-85-0111		Pendi...		08/30/2005	ICD-9 code in problem list	
CCRPATIENT,ELEVEN	11/15/1946	101-93-5538		Pendi...		01/10/2001	ICD-9 code in problem list	1234567890123456789 12...
CCRPATIENT,FIFTEEN	01/15/1953	101-26-9865		Pendi...		05/24/2000	ICD-9 code in problem list	
CCRPATIENT,FIVE	10/15/1957	101-29-0324		Pendi...		03/23/2000	ICD-9 codes in outpatient file	
CCRPATIENT,FOUR	06/17/1956	422-83-0840		Pendi...		12/17/2004	ICD-9 code in problem list	
CCRPATIENT,NINE	07/02/1958	101-30-2124		Pendi...		06/20/2000	ICD-9 code in problem list	
CCRPATIENT,ONE	10/13/1956	101-67-5097		Pendi...		01/30/2007	ICD-9 code in problem list	
CCRPATIENT,SEVEN	08/20/1960	101-04-0076		Pendi...		06/13/2001	ICD-9 code in problem list	
CCRPATIENT,SIX : G...	08/07/1953	101-60-1924		Pendi...		05/24/2000	ICD-9 code in problem list	
CCRPATIENT,SIXTEEN	08/29/1955	101-84-0614		Pendi...		11/04/2004	HepC Ab test positive	
CCRPATIENT,TEN : L...	02/15/1946	101-47-0692		Pendi...		08/24/2000	ICD-9 code in problem list	

Figure 86 – Registry tab (displaying only Pending Patients)

2. Double-click the patient to be validated, or select the patient with a single click and then click the [**Confirm**] button. Use this method even if you are not certain that you wish to confirm; you can leave the patient in Pending status if you decide not to confirm. The Patient Data Editor window displays:

Hepatitis C Registry Patient Data Editor

SSN:	123-45-6789	CCR PATIENT_TWELVE	Status: Pending	Date of Death: May 20, 1996
Date of Birth: Nov 22, 1935				
Clinical Status Local Fields				
Selection Rules				
#	Date	Reason for Selection	Selection Site	
1	04/30/1996	HepC Ab test positive		
2	04/13/2006	Included from old registry		
Registry Lab Tests				
Type of Test	Date/Time	Name	Result	
HepC Ab	04/30/1996 07:00	HEPATITIS C ANTIBODY	POSITIVE	
Comment Pending Patients Only (100 character limit)				
<input type="button" value="Delete"/> <input checked="" type="button" value="CONFIRM into registry"/> <input type="button" value="LEAVE PENDING (comment optional)"/>				

Figure 87 – Patient Data Editor (Record Selected for Confirmation)

3. Review the patient information and decide whether this patient belongs in the registry. (If there is insufficient information shown in the Patient Data Editor, then CPRS may be your best source for determining if the patient belongs in the registry.)
 - Note the (optional) Comment pane available for the patient pending in the registry (at the bottom of the Patient Data Editor screen):

Comment Pending Patients Only (100 character limit)

Figure 88 – Comment for Pending Patients

100 characters are allowed for the comment. Any comment entered is automatically deleted once the patient is confirmed into the registry. This feature was introduced in CCR 1.5.8.

- If the patient belongs in the registry, click the **[CONFIRM into registry]** button near the bottom right corner of the window. The confirmed patient's status is set to Confirmed, and the current date will be displayed in the Confirmed column in the Patient List.
- If you do not wish to confirm or delete, click the **[LEAVE PENDING]** button in the bottom right corner of the window. Entering a comment in this case is optional.

-  If the patient does *not* belong in the registry, click the [Delete] button in the bottom left corner of the window. The Patient Data Editor closes and a Delete patient pop-up displays. Click [Yes] to remove the patient from the registry.¹



Important: Opening a Pending patient record and clicking [**CONFIRM into registry**] will automatically confirm the patient in the registry. If you are not sure whether to validate the patient, click [**LEAVE PENDING**]. The patient will retain Pending status.

8.4.8. Editing a Patient Record

Follow this procedure to edit or update a patient record. This procedure is typically used by CCR:HIV users to add or update information regarding AIDS-defining opportunistic infections (AIDS-OI) or HIV risk behavior information. This procedure is also used in both CCR:HIV and CCR:HEPC to update information in Local Fields.

1. In the Registry tab view, search for the patient to be edited. The patient(s) matching the search criteria are displayed in the Patient List.
2. Double-click the patient name, or click the patient name and then click the [Edit] button. The Patient Data Editor window displays. See [Figure 86](#) and surrounding text for information about the optional Pending Comment which became available with CCR 1.5.8.

Hepatitis C Registry Patient Data Editor

SSN: 000-09-0987	CCRPATIENT,ELEVEN		
Date of Birth: Dec 02, 1948	Status: Pending		
<input type="button" value="Clinical Status"/> <input type="button" value="Local Fields"/>			
Selection Rules			
#	Date	Reason for Selection	Selection Site
1	08/30/2005	ICD-9 code in problem list	
2	04/19/2006	Included from old registry	
Registry Lab Tests			
Type of Test	Date/Time	Name	Result
HepC Ab	04/19/2006 09:47	HEPATITIS C ANTIBODY	POSITIVE
<input type="button" value="Type of Tests"/> <input type="button" value="Most Recent"/> <input type="button" value="Date"/> <input type="button" value="Lowest"/> <input type="button" value="Date"/>			
HepC Ab POSITIVE 04/19/2006 09:47			
Comment Pending Patients Only (100 character limit)			
<input type="button" value="Delete"/> <input checked="" type="button" value="CONFIRM into registry"/> <input type="button" value="LEAVE PENDING (comment optional)"/>			

Figure 89 – Patient Data Editor (Record Selected for Editing)

3. In the Clinical Status tab view, check the Check if patient ever had an AIDS-OI checkbox and enter the date of the diagnosis in the Date of AIDS OI box. (CCR:HIV only).



Note: The Check if patient ever had an AIDS-OI checkbox is automatically selected and the Date of AIDS-OI field is populated. If an indicator disease Def box is selected in Section VIII of the CDC form in the Clinical Status section.^K

- a. If the Check if patient ever had an AIDS-OI checkbox is previously selected (manually or automatically), neither its status nor the date is automatically updated when indicator diseases are updated.
 - b. The Date of AIDS OI field uses the date of the first indicator disease listed on the CDC form.
 - c. Because the indicator disease date only uses month and year to populate the Date of AIDS OI field, the day is always 1.
 - If month is omitted, January is used.
 - If both month and year are omitted, current month and year are used.
4. In the Patient History tab view, click the Yes, No, or Unk (Unknown) checkboxes to update the patient's HIV risk behavior information. (CCR:HIV only)

5. In the Local Fields tab view, click the checkboxes to add or update information as necessary. The Local Fields tab may not be visible if your site does not use local fields.
6. When you have completed your entries in the Patient Data Editor, click the appropriate button to close the window:
 - **[Delete]** to delete the patient from the registry; you will be asked to confirm the delete action
 - **[Save]** to save the changes made to the record
 - **[CONFIRM into registry]** to confirm the patient into the registry
 - **[LEAVE PENDING]** to leave the patient in Pending status; that is, you are *not* confirming the patient into the registry
 - **[Cancel]** to close the Patient Data Editor window without saving the changes

8.4.9. Deleting a Patient Record

Follow these steps to delete a patient record:

1. In the Registry tab view, search for the patient to be deleted. The patient(s) matching the search criteria are displayed in the Patient List.
2. Click the name of patient to be deleted, and then click **[Delete]**, or select Delete from the right-click menu. The confirmation dialog box displays.
3. Click **[Yes]** to complete the delete process, or click **[No]** to cancel.

8.5. CDC Window



Note: The CDC window is available only in CCR:HIV. You must have found at least one patient before using this window.

 You can open the CDC window using the **[CDC]** button on the Registry tab; by selecting CDC from the Registry menu; or by selecting CDC from the right-click menu in the Patient List:

Figure 90 – CDC Window

The CDC window allows you to enter the information necessary to complete the 10 sections of the CDC Adult HIV/AIDS Confidential Case Report for a patient, edit some of the fields, and view and print a patient's existing CDC report.

The CDC window displays two panes.

The left pane contains CDC parameter groups, a list of the ten sections of the CDC report.

The right pane displays the form used to enter the patient's data.

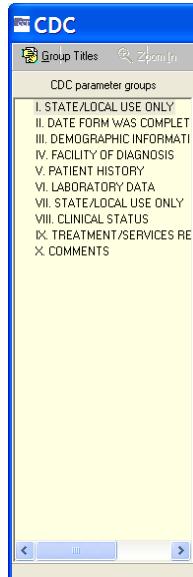


Figure 91 – CDC Window (Parameter Groups pane)

Figure 92 – CDC Window (Patient Data pane)

You can navigate to each of the 10 sections of the CDC report by using the scroll bar, or by clicking the Group Title of the desired section under CDC parameter groups in the left pane.



You can hide or display this pane by clicking the [Group Titles] command icon.

The following tabs are displayed above the right pane of the CDC window:

- Form
- Preview
- Preview (page 2)

8.5.1. Form tab

The Form tab displays the GUI through which you can enter a patient's information. The information is displayed on the completed Adult HIV/AIDS Confidential Case Report.

8.5.2. Preview tab

The Preview tab display shows you how the CDC report will appear when printed. The Preview tab displays the first page of the 2-page CDC Adult HIV/AIDS Confidential Case Report, which contains sections I through VI.

8.5.3. Preview (page 2) tab

The Preview (page 2) tab display shows you how the CDC report will appear when printed. The Preview (page 2) tab displays the second page of the 2-page CDC Adult HIV/AIDS Confidential Case Report, which contains sections VII through X.

8.5.4. Print icon



The [Print] command icon allows you to print the selected patient's CDC report.

8.5.5. Print Blank icon



The [Print Blank] command icon allows you to print a blank CDC report.

8.5.6. Save button



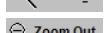
The [Save] button saves the information entered from the CDC Form tab and automatically closes the CDC window.

8.5.7. Cancel button



The [Cancel] button closes the CDC form without saving any changes made.

8.5.8. Zoom In and Zoom Out icons



The [Zoom In] and [Zoom Out] command icons allow you to incrementally enlarge or reduce the Preview and Preview (page 2) tab displays within the CDC window.

8.5.9. Fit Width icon

 The **[Fit Width]** command icon automatically adjusts the size of the Preview and Preview (page 2) display to fit the width of the CDC window.

8.5.10. Zoom 1:1 icon

 The **[Zoom 1:1]** command icon automatically enlarges the Preview and Preview (page 2) tab display at a 1:1 ratio.

8.5.11. AutoFit checkbox

 The AutoFit checkbox automatically adjusts the size of the form so that it fits the width of the window when the window is resized.

8.5.12. Close the CDC form

When you have completed your entries on the CDC form, close the CDC window by doing one of the following on any of the ten CDC form parts:

- **[Save]** to save the record
- **[Cancel]** to cancel any changes to CDC information

8.6. Viewing a Patient's CDC Report

1. From the Registry tab, select a patient from the Patient List display.
2.  Click the **[CDC]** button.

The CDC window displays the selected patient's CDC report. Use the Preview and Preview (page 2) tabs to view how the CDC report will appear when printed.

8.7. Printing a Patient's CDC Report

1. From the Registry tab, select a patient from the Patient List display.
 2.  Click the **[CDC]** button.
- The CDC window displays the selected patient's CDC report. Use the Preview and Preview (page 2) tabs to view how the CDC report will appear when printed.
3.  Click the **[Print]** command icon. The Print dialog displays (note that your options may vary from those shown here):

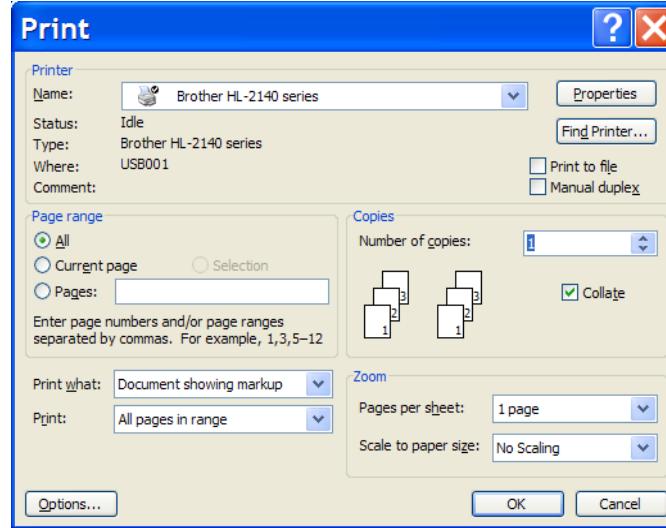


Figure 93 – Print dialog

- Select any necessary printing options from the Print dialog, and then click [OK].

8.8. Entering Information on a Patient's CDC Report

The following procedure can be used to create a new CDC report for a patient, or edit the information on a patient's existing CDC report.

- From the Registry tab, select the patient from the Patient List display.
- Click the [CDC] button. The multi-part CDC window displays:

The CDC window displays the following information for a patient:

- I. STATE/LOCAL USE ONLY**
 - Name: DEGON ROCKY (2620415)
 - Address: 823 DURHAM PL
 - City: BENSalem
 - County: BUCKS
 - State: PENNSYLV
 - Zip: 19020
- II. DATE FORM WAS COMPLETED**
 - Date: 12/10/2009
- III. DEMOGRAPHIC INFORMATION**
 - Diagnostic Status At Report: HIV Infection (Not AIDS), AIDS
 - Age (Years): 41
 - Date Of Birth: 4/15/1962
 - Current Status: Alive
 - Date of Death: (empty field)
 - Sex: Male
 - Ethnicity: Hispanic, Unk.
 - Race: (select one or more)
 - American Indian/Alaska Native
 - Asian
 - Black or African American
 - Native Hawaiian or Other Pacific Islander
 - White
 - Unk.
 - Country Of Birth: U.S.
 - U.S. Dependencies/Possessions including Puerto Rico: (empty field)
 - Other (specify): (empty field)
 - Residence at Diagnosis: City: (empty field), State: (empty field), County: (empty field)

Figure 94 – CDC Window

3. Make sure the Form tab is selected.
4. From the Form tab, use the [**Group Titles**] command icon or the scroll bar to navigate to the field(s) you want to enter/edit.
5. After entering the patient's information or editing the existing information, click [**Save**].

The patient's CDC report is saved and the CDC window automatically closes.

Detailed information regarding each of the Group Title sections of the CDC report is provided in the following figures and accompanying text.

Figure 95 – Sections I, II, and III of the CDC Form

8.8.1. SECTION I – STATE AND LOCAL USE ONLY

I. STATE/LOCAL USE ONLY Information in this section is **read-only** and cannot be entered or edited from the Form tab. The address is obtained from PATIENT file #2. If there is an error in the address, contact Patient Registration to correct the Patient File which will then populate the CDC form with the corrected information.

8.8.2. SECTION II – DATE FORM WAS COMPLETED

II. DATE FORM WAS COMPLETED The current date is the default date and will be displayed automatically. To change the date, enter or select from the drop-down calendar the date that the CDC report form was completed. The date must be the current date or earlier. A future date cannot be entered.

8.8.3. SECTION III – DEMOGRAPHIC INFORMATION

III. DEMOGRAPHIC INFORMATION

The following information can be entered or edited from this section:

- The patient's diagnostic status at the time of the report, and the age of the patient at the time of the diagnosis.
- The patient's country of birth, and the city, state, county, and country in which the patient resided at the time of the diagnosis.

The other fields in section III are **read-only** and cannot be entered or edited from the Form tab. The date of birth, current status, sex, ethnicity and race information is obtained from the Patient File #2. If there are errors in these fields, please contact Patient Registration to correct the Patient File which will then populate the CDC form with the corrected information.

The screenshot shows the CDC Form software interface. On the left, a vertical menu lists sections I through X. Sections IV and V are currently visible. Section IV, 'FACILITY OF DIAGNOSIS', contains fields for Facility Name, City, State, County, Facility Setting (with options for Public, Private, Federal, and Unknown), and Facility Type (with options for Physician, HMO, Hospital, Inpatient, and Other). Section V, 'PATIENT HISTORY', contains a list of medical history items with checkboxes for Yes, No, and Unknown. Examples include 'Sex with male', 'Sex with female', 'Injected nonprescription drugs', 'Received clotting factor for hemophilia/coagulation disorder', 'HETEROSEXUAL relations with any of the following', and various blood transfusion and transplant recipient categories. At the bottom right of the form window are 'Save' and 'Cancel' buttons.

Figure 96 – Sections IV and V of the CDC Form

8.8.4. SECTION IV – FACILITY OF DIAGNOSIS

IV. FACILITY OF DIAGNOSIS

The following information can be entered or edited from this section:

- Facility Name – Enter the name of the facility where the patient was diagnosed.
- City – Enter the name of the city in which the facility is located.
- State – From the drop-down list, select the name of the state in which the facility is located.
- Country – Enter the name of the country in which the facility is located.

- Facility Setting – Select the appropriate facility setting by clicking a checkbox: Public, Private, Federal, or Unk. (unknown).
- Facility Type – Select the appropriate facility type by clicking a checkbox: Physician, HMO; Hospital, Inpatient; or Other. If Other, enter the type of facility in the field provided.

8.8.5. SECTION V – PATIENT HISTORY

V. PATIENT HISTORY The Patient History section is **read-only** and displays the information entered from the Risk Factors tab on the Patient Data Editor window.

8.8.6. SECTION VI – LABORATORY DATA

The screenshot shows the 'VI. LABORATORY DATA' section of the CDC Laboratory Data form. It includes fields for HIV antibody tests (HIV-1 EIA, HIV-1/HIV-2 combination EIA, HIV-1 Western blot/IFA, Other HIV antibody test) with checkboxes for Pos, Neg, Ind, and Not Done, and a 'Specify' field. Below this is a section for Positive HIV detection tests with fields for culture, antigen, PCR/DNA/RNA probe, and a 'Specify' field. The next section is for Detectable Viral Load Test, which includes a dropdown for Test Type, a 'Specify type' field, and fields for COPIES/ML and MM/YY. It also includes a note about HIV laboratory tests not being documented. The final section is for Immunologic Lab Tests, which includes fields for CD4 Count (cells/mL), CD4 Percent, and CD4 Count (cells/ml), along with a note about first <200ml or <14%. At the bottom right are 'Save' and 'Cancel' buttons.

Figure 97 – Section VI of the CDC Form

VI. LABORATORY DATA

This section is divided into four subsections:

8.8.6.1. 1. HIV ANTIBODY TESTS AT DIAGNOSIS (Indicate first test):

1. HIV ANTIBODY TESTS DIAGNOSIS: (Indicate FIRST test): If the tests listed in this section were performed, use the checkboxes and fields to indicate the month and year (MM/YY) the test(s) were performed and one of the following results:

- **Pos** Pos (positive)
- **Neg** Neg (negative)
- **Ind** Ind (indeterminate)

Not Done Use the Not Done checkbox to indicate that a test was not performed. If a test other than those listed was used, enter the name of the Other HIV antibody test in the field provided, and use the checkboxes to record the outcome of the test.

8.8.6.2. 2. POSITIVE HIV DETECTION TEST (Record earliest test)

2. POSITIVE HIV DETECTION TEST (Record earliest test): Use the checkboxes to select the type of test. Enter the month and year (MM/YY) of the test in the field provided. If a test other than the ones listed was used, specify the type of test in the field provided.

8.8.6.3. 3. DETECTABLE VIRAL LOAD TEST (record most recent test)

3. DETECTABLE VIRAL LOAD TEST (Record most recent test): Select one of the following test types from the Test Type drop-down list:

A screenshot of a Windows-style dropdown menu. The title bar says 'Test Type'. The menu contains four items: 'NASBA (Organon)', 'RT-PCR (Roche)', 'bDNA (Bayer)', and 'Other'. The 'Other' option is preceded by a small square icon.

- NASBA (Organon)
- RT-PCR (Roche)
- bDNA (Bayer)
- Other

Enter the COPIES/ML for the selected test type in the fields provided.

If applicable, enter the month and year (MM/YY) and test type of the last documented negative HIV test in the fields provided.



Note: Data *must* be entered manually, even if the test was performed at the VA facility, and data entered here does *not* become part of the patient's record in CPRS or CCR.

Use the applicable checkbox to indicate whether the HIV diagnosis is documented by a physician. If the Yes checkbox is selected, enter the date the physician documented the HIV diagnosis in the field provided.

8.8.6.4. 4. IMMUNOLOGIC LAB TESTS

4. IMMUNOLOGIC LAB TESTS: Type the applicable CD4 counts and percentages, and the month and year (MM/YY) of each of the tests in the fields provided.



Note: Data must be entered manually, even if the test was performed at the VA facility, and data entered here does *not* become part of the patient's record in CPRS or CCR.

Figure 98 – Sections VII and VIII of the CDC Form

8.8.7. SECTION VII – STATE AND LOCAL USE ONLY

VII. STATE/LOCAL USE ONLY Note that background of the Physician field is other than white, indicating that you cannot type directly into the field. You must use the [**Select**] button to insert the name of the physician in the Physician field.

1. **Select** Click the [**Select**] button.

The VistA User Selector window displays:

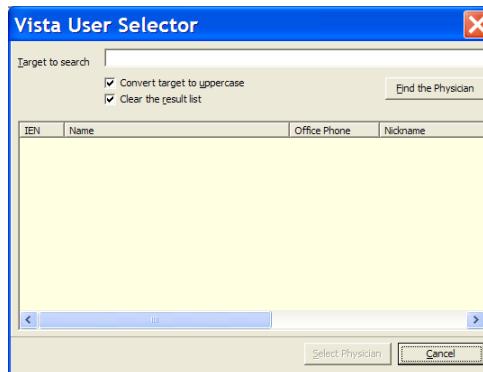


Figure 99 – VistA User Selector pop-up

The Medical Record No. field is automatically populated with the selected patient's medical record number.

2.  Type the full or partial last name of the physician, then press < Enter > or click [Find the Physician].

The list will update to display those physician names that match the search criteria.

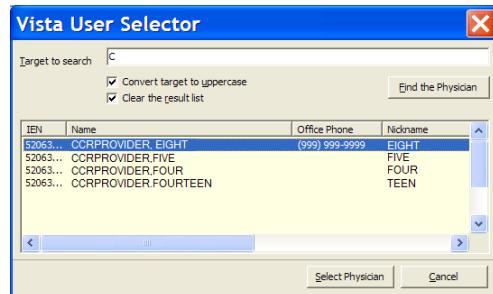


Figure 100 – VistA User Selector (showing search results)

3. Select the name of the physician from the list, and then click [Select Physician].

The VistA User Selector window automatically closes and the selected name will be displayed in the Physician field of the CDC form.

The selected physician's Phone number and Hospital information will be automatically populated in the fields provided. The current user's name and phone number automatically populate the Person Completing Form and Phone fields.

8.8.8. SECTION VIII – CLINICAL STATUS

VIII. CLINICAL STATUS

CLINICAL RECORD REVIEWED:		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
ENTER DATE PATIENT WAS DIAGNOSED AS:		MM/YY	
Asymptomatic (including acute retroviral syndrome and persistent generalized lymphadenopathy) Symptomatic (not AIDS).			
AIDS INDICATOR DISEASES			
Candidiasis, bronchi, trachea, or lungs	<input type="checkbox"/> Def.	<input type="text"/>	
Candidiasis, esophageal	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
Carcinoma, invasive cervical	<input type="checkbox"/> Def.	<input type="text"/>	
Coccidioidomycosis, disseminated or extrapulmonary	<input type="checkbox"/> Def.	<input type="text"/>	
Cryptococcosis, extrapulmonary	<input type="checkbox"/> Def.	<input type="text"/>	
Cryptosporidiosis, chronic intestinal (> 1 mo. duration)	<input type="checkbox"/> Def.	<input type="text"/>	
Cytomegalovirus disease (other than in liver, spleen or nodes)	<input type="checkbox"/> Def.	<input type="text"/>	
Cytomegalovirus retinitis (with loss of vision)	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
HIV encephalopathy	<input type="checkbox"/> Def.	<input type="text"/>	
Herpes simplex: chronic ulcer(s) (> 1 mo. duration); or bronchitis, pneumonitis, or esophagitis	<input type="checkbox"/> Def.	<input type="text"/>	
Histoplasmosis, disseminated or extrapulmonary	<input type="checkbox"/> Def.	<input type="text"/>	
Isporiasis, chronic intestinal (> 1 mo. duration)	<input type="checkbox"/> Def.	<input type="text"/>	
Kaposi's sarcoma	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
Lymphoma, Burkitt's (or equivalent term)	<input type="checkbox"/> Def.	<input type="text"/>	
Lymphoma, immunoblastic (or equivalent term)	<input type="checkbox"/> Def.	<input type="text"/>	
Lymphoma, primary in brain	<input type="checkbox"/> Def.	<input type="text"/>	
Mycobacterium avium complex or M. kansasi, disseminated or extrapulmonary	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
M. tuberculosis, pulmonary	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
M. tuberculosis, disseminated or extrapulmonary	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
Mycobacterium of other species or unidentified species, disseminated or extrapulmonary	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
Pneumocystis carinii pneumonia	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
Pneumonia, recurrent, in 12 mo. period	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
Progressive multifocal leukoencephalopathy	<input type="checkbox"/> Def.	<input type="text"/>	
Salmonella septicemia, recurrent	<input type="checkbox"/> Def.	<input type="text"/>	
Toxoplasmosis of brain	<input type="checkbox"/> Def.	<input type="checkbox"/> Pres.	<input type="text"/>
Wasting syndrome due to HIV	<input type="checkbox"/> Def.	<input type="text"/>	
Def. = Definitive diagnosis Pres. = Presumptive diagnosis		RVCT CASE NO.:	<input type="text"/>
If HIV tests were not positive or were not done, does this patient have an immunodeficiency that would disqualify him/her from the AIDS case definition? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unk.			
		<input type="button" value="Save"/>	<input type="button" value="Cancel"/>

Figure 101 – Section VIII of the CDC Form

Note: When an indicator disease Def checkbox is selected, the Check if patient ever had an AIDS-OI checkbox and the Date of AIDS-OI field are automatically populated on the Patient Data Editor in the Clinical Status tab of the Registry tab.^L

All reporting areas (i.e., the 50 states, the District of Columbia, Puerto Rico, and other U.S. jurisdictions in the Pacific and Caribbean) report tuberculosis (TB) cases to the CDC using a standard case report form. If the selected patient has been diagnosed with M. tuberculosis, pulmonary and/or M. tuberculosis, disseminated or extrapulmonary, type the applicable Report of a Verified Case of Tuberculosis case number in the RVCT CASE NO. field.

Use the applicable checkboxes to indicate whether the patient's clinical record was reviewed.

Enter the month and year (MM/YY) the patient was diagnosed as asymptomatic or symptomatic in the fields provided.

Use the checkboxes to select the applicable AIDS INDICATOR DISEASES. Use the Def. checkbox to indicate a definitive diagnosis and the Pres. checkbox (when provided) to indicate a presumptive diagnosis. Enter the month and year (MM/YY) of the diagnosis for each selected disease in the field provided.

Use the applicable checkbox to indicate whether in the absence of positive HIV test results, the patient has an immunodeficiency that would disqualify him/her from the AIDS case definition. Select Yes, No, or Unk. (unknown).

8.8.9. SECTION IX – TREATMENT/SERVICES REFERRALS (optional)

IX. TREATMENT/SERVICES REFERRALS (OPTIONAL) This section of the CDC report is optional.

The screenshot shows the CDC Form interface with the following details:

- Section IX: TREATMENT/SERVICES REFERRALS (OPTIONAL)**
- Has this patient been informed of his/her HIV infection?** Yes No Unk.
- This patient's partners will be notified about HIV exposure and counseled by:** Health department Physician/provider Patient Unk.
- This patient is receiving or has been referred for:**
 - HIV related medical services**: Yes No Unk.
 - Substance abuse treatment services**: Yes No NA Unk.
- This patient received or is receiving:**
 - Antiretroviral therapy**: Yes No Unk.
 - PCP prophylaxis**: Yes No Unk.
- This patient has been enrolled at:**
 - Clinical Trial**: NIH-sponsored Other None Unk.
 - Clinic**: HRSA-sponsored Other None Unk.
- This patient's medical treatment is PRIMARILY reimbursed by:**
 - Medicaid**
 - Private insurance/HMO**
 - No coverage**
 - Other Public Funding**
 - Clinical trial/government program**
 - Unknown**
- FOR WOMEN:**
 - This patient is receiving or has been referred for gynecological services**: Yes No Unk.
 - Is this patient currently pregnant?**: Yes No Unk.
 - Has this patient delivered live-born infants?**: Yes No Unk.
- If delivered after 1977, provide birth information for the most recent birth**: Child's Date of Birth:

Figure 102 – Section IX of the CDC Form

Use the applicable checkboxes to indicate:

- Whether the patient has been informed of his/her HIV infection
- Whether the patient's partners will be notified about HIV exposure, and the resource that will be used to provide counseling
- The types of services to which the patient has been referred or is receiving
- Whether or not the patient is receiving or has received anti-retroviral therapy and/or PCP prophylaxis
- Whether or not the patient has been enrolled in a clinical trial, and whether the clinical trial is NIH sponsored
- Whether or not the patient has been enrolled in a clinic and whether the clinic is HRSA sponsored

- The *primary* source of reimbursement for the patient's treatment

FOR WOMEN: The **FOR WOMEN** subsection allows you to enter information specific to female patients. This subsection will be unavailable for male patients.

Use the applicable checkboxes to indicate:

- If the patient is receiving or has been referred to gynecological services
- If the patient is currently pregnant
- If the patient has delivered live born infants. If Yes is checked, complete these additional fields:

Select the Child's Date of Birth, and then enter the name of the hospital at which the child was born, the city and state in which the hospital is located, and the child's Soundex and Patient Numbers in the fields provided.

8.8.10. SECTION X – COMMENTS

X. COMMENTS Type your comments in the field provided. The Comments field can accommodate 300 characters.

The screenshot shows the CDC Form interface with the following details:

- Substance abuse treatment services:** Checkboxes for Yes, No, NA, and Unk.
- Anti-retroviral therapy:** Checkboxes for Yes, No, and Unk.
- PCP prophylaxis:** Checkboxes for Yes, No, and checked Unk.
- This patient has been enrolled at:**
 - Clinical Trial:** Checkboxes for NIH-sponsored, Other, None, and Unk.
 - Clinic:** Checkboxes for HRSA-sponsored, Other, None, and Unk.
- This patient's medical treatment is PRIMARILY reimbursed by:**
 - Medicaid:** Checked
 - Private insurance/HMO:** Unchecked
 - No coverage:** Unchecked
 - Other Public Funding:** Unchecked
 - Clinical trial/government program:** Unchecked
- FOR WOMEN:**
 - This patient is receiving or has been referred for gynecological services:** Unchecked
 - Is this patient currently pregnant?** Unchecked
 - Has this patient delivered live-born infants?** Unchecked
- If delivered after 1977, provide birth information for the most recent birth:**
 - Hospital of birth:** [Text input]
 - Child's Date of Birth:** [Text input] (e.g., 4/16/2009)
 - Child's Soundex:** [Text input]
 - City:** [Text input]
 - State:** [Text input]
 - Child's State Patient No.:** [Text input]
- X. COMMENTS:** A large text area for entering comments, with a **Save** button and a **Cancel** button below it.

Figure 103 – Section X of the CDC Form



Click the **[Save]** button to save any changes, or...



Click **[Cancel]** to close without saving.

9. Registry Reports

A key benefit of the CCR is its reporting capability. Approximately eighteen standard reports are available in both Clinical Case Registries, and one additional report is available in CCR:HIV.

All of these reports are set up from the Reports menu. You can set specific reporting options for each report, and schedule a date and time for the report to run. After the report is generated, you can view, save, and print the report from the Task Manager tab.

Improved reporting functionality allows clinicians and administrators to:

- Track important aspects of care through customizable report parameters, including “*not*” logic (for example, find patients on drug X who *did not* have a particular lab test)~
- Save report parameters for later re-use
- [Search] the population of patients co-infected with both Hepatitis C and HIV, and return results on a single integrated report
- Create patient-based Divisional reporting

See the [Local Reports](#) section, starting on page [137](#), for detailed information and examples of each report.

9.1. Registry Reports Window

The Registry Reports window is the window from which you can select the specific parameters and criteria used to generate the selected report. The Registry Reports window can be displayed in a single pane, or 2-pane mode. When the Registry Reports window is accessed from the Report menu, Report List menu option, or the **New Report** button, it is displayed in the 2-pane mode:

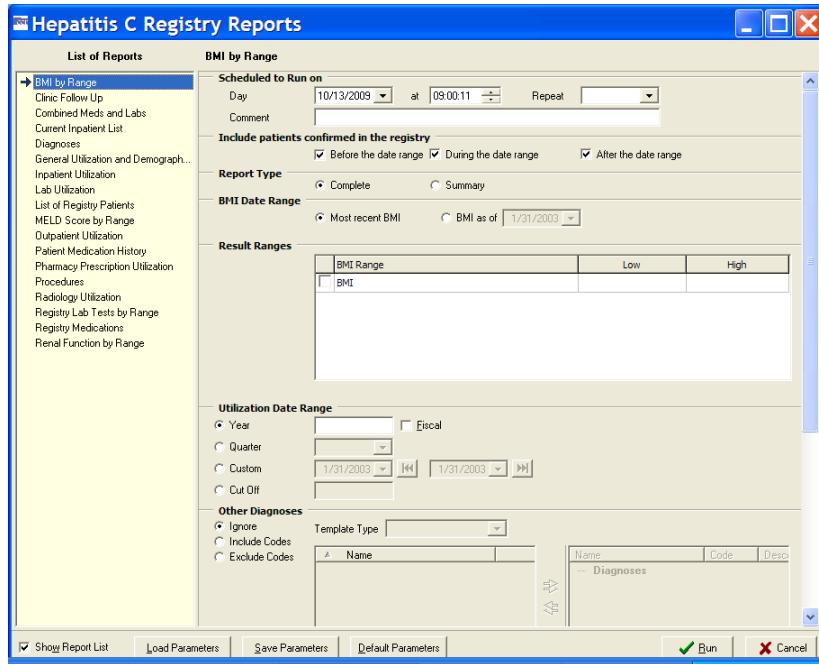


Figure 104 – Sample Report Setup window, Double-Pane Mode

The left pane displays the List of Reports from which you can select a report to run. The right pane displays the reporting criteria that you can select for the report.

You can hide or display the List of Reports via the Show Report List box. To show the reports in single-pane mode, uncheck the Show Report List box:

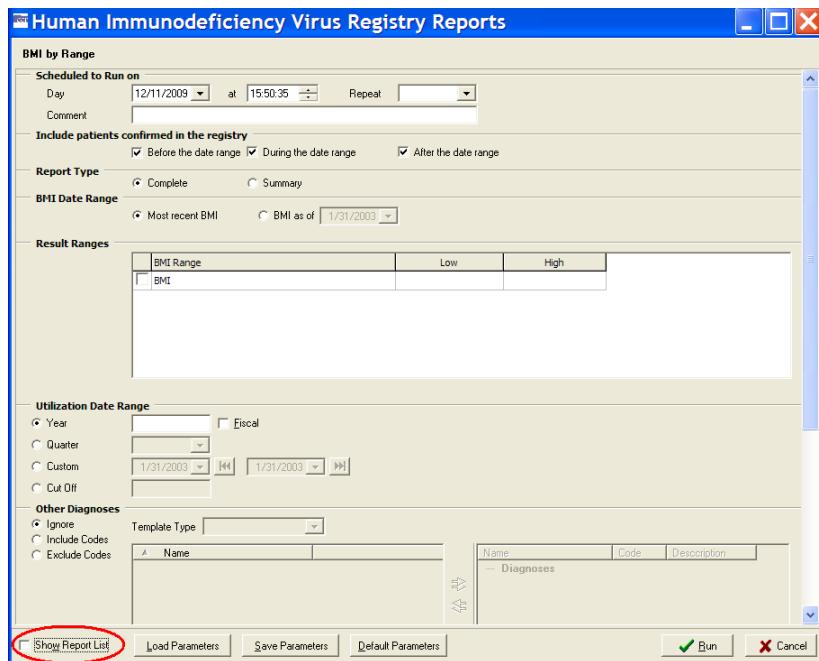


Figure 105 – Sample Report Setup window, Single-Pane Mode (showing "Show Report List" option)

9.1.1. Accessing the Registry Reports Window

You can access the Registry Reports window using the following methods:

- Select a report from the Reports menu
- Select Reports List from the Reports menu
- Click the **[New Report]** button in the Task Manager view
- Select New Report from the right-click menu in the Task Manager view

9.1.1.1. Reports Menu

The Reports menu displays the list of all available reports. When you select a report from the list, a secondary Registry Reports window displays the specific parameters and criteria that you can select to generate the report.

- You can also select Report List from the Reports menu. When you select this option, the Registry Reports window displays a list of all available reports on the left side of the window. You can select a report to generate from this List of Reports, and the selected report is identified with an arrow. The right-side pane displays the specific parameters and criteria that you can select to generate the report.

9.1.1.2. New Report button and right-click menu option

From the Task Manager tab view, you can access the Registry Reports window by clicking the **[New Report]** button, or by selecting New Report from the right-click menu.

The Registry Reports window displays a list of all available reports on the left side of the window. You can select a report to generate from this List of Reports, and the selected report is identified with an arrow. The right pane displays the specific parameters and criteria you can select to generate the report.

9.1.2. Date Range parameters

Most registry reports allow you to set Date Range parameters to determine the window of time from which to capture the data for the report.

If date range parameters are incorrectly set, a warning will prompt you to check the Report Period parameters when you click the [Run] button. For example, if a Quarter is selected but no Year, you will be warned that the Year or Quarter value is not valid.

See [Pop-up Calendars](#) on page 27 for information on how to use the various pop-up calendar functions.

Table 21 – Date Range Parameters

Date	Parameters
Year	Enter the four digit year in YYYY format. The Year date range parameter will include all relevant data within the selected calendar year (January 1 through December 31) on the report. Check the Fiscal box to include all data within the selected fiscal year (October 1 through September 30) on the report.
Quarter	Select a quarter (I – IV) from the drop-down list. Used with the Year date range parameter, the Quarter parameter allows you to include on the report only relevant data within the selected quarter of the selected year. The appropriate date range is automatically selected for calendar or fiscal quarters.
Custom	Use the Custom date range parameter to include on the report only relevant data within a selected date range inclusive of the selected start and end dates of the date range. Enter the start date of the date range in the left-side field, or click the left arrow button next to the field to automatically set the date field to 12/30/1899 to include all data. Enter the end date in the right-side field, or click the right arrow button next to the field to set the date field to the current date.
Cut Off	Define a time range to be included on the report using the Cutoff option. Enter a value for the amount of time, in days, to “go back” from the current date, using digits and the < W > and < M > keys to specify the number in weeks or months. For example, enter 20 in the Cut Off field to include data from the last 20 days through the current day on the report. 30W will include data from the last 30 weeks through the current day, and 2M will include data from the last two months through the current day.

9.1.3. Include Patients Confirmed in the Registry checkboxes

Many of the reports allow you to include patients who were added to the registry before, during, and/or after the selected date range by checking one or more of the checkboxes provided. An error message will display if no checkbox is selected.

9.1.4. Other Registries modes

“Modes” replace the checkboxes formerly available in this section.^M

Many of the reports include patients who appear in the registry that you are signed into with the option to include/exclude^N patients who are in any other registry selected to which the user has keys. Currently there are only two registries – Hepatitis C and HIV. If you are signed into CCR:HIV, the option to select another registry is set to Hepatitis C. Conversely, when you are signed into CCR:HEPC, the option is set to HIV. See [selecting a mode](#) for instructions on using the Mode selector.

The software checks the registries associated with specified patients and/or registries not associated with specified patients. If not marked, the registries are ignored.

9.1.5. Load / Save / Default Parameters buttons

The [**Load Parameters**] and [**Save Parameters**] buttons allow you to save and later reuse a report set up. These buttons are located at the bottom of the Registry Reports window and are available for all reports.

The [**Default Parameters**] button allows you to clear current values and load default parameters for a report.^O

When you click [**Save Parameters**], all the selections you have made in each section of the Registry Reports window will be stored as a template.

When you click [**Load Parameters**], two lists of saved templates will be displayed—Common Templates are issued with the software package and are available to all users; Your Templates are available only to you, not to all registry users – and you can select one to automatically “fill in” the fields of the report form.

When you load a template, it will overwrite what you have already entered on a screen. Once a template is opened, you can modify the parameters to meet your current needs.

You can delete a template by selecting it and then clicking the  button next to the template list selector (at right, shown as

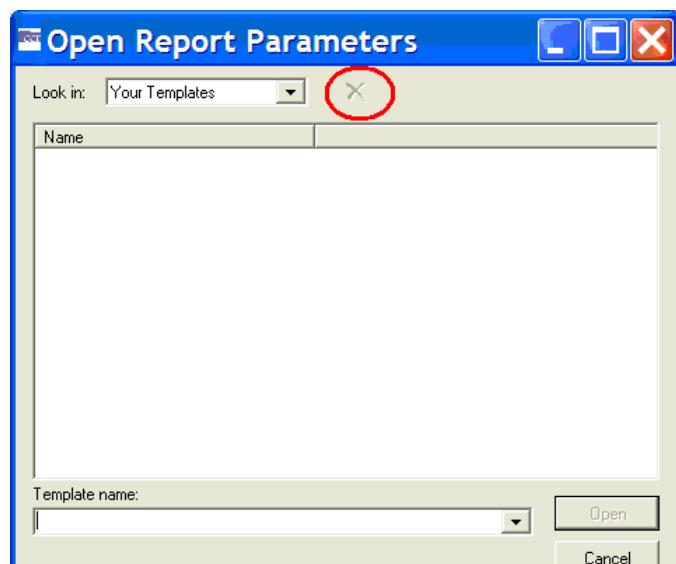


Figure 106 – Open Report Parameters pop-up (showing

“grayed out”).

“Delete” command icon)

9.2. Generating a Report

The following is a general procedure for selecting and setting up a report in CCR; not all of these options and settings are available in each report, but the process is substantially the same for all reports. If you want detailed information for a particular report, see the [Local Reports](#) section, starting on page [137](#).

1. Select a report from the Reports menu. The Registry Reports window displays the reporting criteria selections for the selected report.
2. Select a Date Range, if applicable, for the selected report. See the [Date Range Parameters](#) topic for more information.
3. Select a date and time in the Scheduled to Run on section. If no other date and time are specified, the report will begin running immediately.



Note: Some reports require little processing and can quickly retrieve and display the data for the selected report. However, reports that are likely to require more processing time – such as those with large numbers of patients and/or several variables – should be scheduled to run on a date and time when VistA server resources are not being used as heavily.

4. Select a Repeat interval, if desired: select **1D** to repeat this report each day after its first run, or select **1M** to repeat it one month from its first run. To run this report on the first of each month at 4:00 AM, select **1M(1@4AM)**. Leave this field blank if repeated reporting is not required.
5. Check one or more of the Include Patients Confirmed to the Registry checkboxes to include patients who were added to the registry before, during, and/or after the selected date range, or any combination of the three. See [Include Patients Confirmed in the Registry](#) for more information.



Note: Patch ROR*1.5*10 introduced a new capability for several reports by adding a new [All Registry Meds] button on the **Medications panel** for the Combined Meds and Labs, Patient Medication History, and Pharmacy Prescription Utilization reports.

6. **All Registry Meds** The [All Registry Meds] button defaults to not available (“grayed out”).
All Registry Meds The button becomes available when you choose Selected only (rather than Include all) under **Medications**:

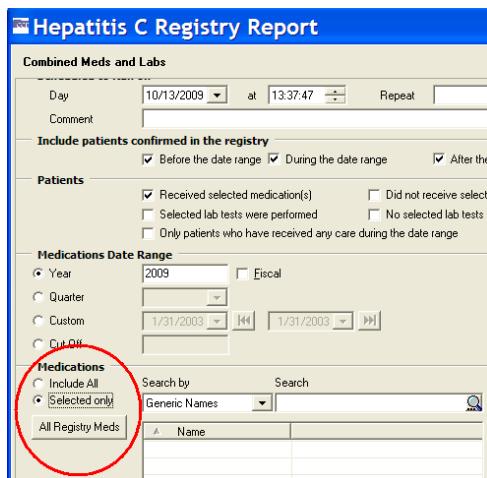


Figure 107 – Medications pane, showing "All Registry meds" button

When the [All Registry Meds] button is clicked, all the Registry medications are displayed, and you may select one or more medications to be included in the report. Before selecting any medications, however, you must enter a name for the first group in the field on the right-hand pane. If you do not do so, you will see an error popup:



Figure 108 – Group Name Reminder pop-up

Enter the Group Name...

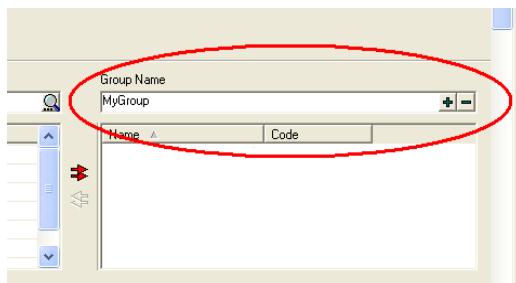


Figure 109 – Entering and Adding the Group Name

...and then click the large plus sign () button to add the group to the right column. The Group Name (for example, “MyGroup”) is then displayed in the right column of the pane:

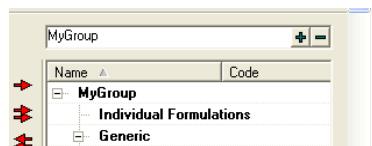


Figure 110 – Group Name Displayed

Make your selection(s) from the left-hand column by clicking on the medication name and then clicking the right arrow to move the medication to the right column of the pane. Select and click the left arrow (only available when at least one medication is in the right column) to remove that medication from your list. Use the double arrows to move *all* medications to/from the right column.

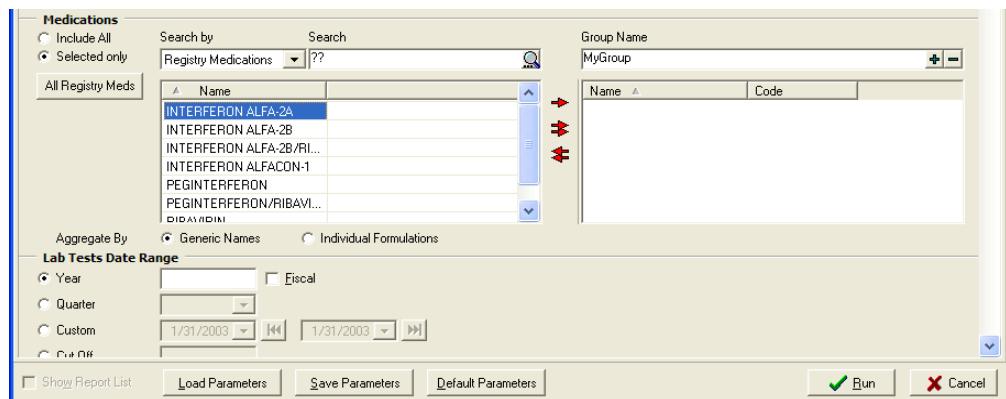


Figure 111 – Selecting Medications

7. Select the additional criteria specific to the selected report that you want to include. Refer to the [Local Reports](#) section for detailed information regarding each of the reports.
8. Click the [**Run**] button to request the report.

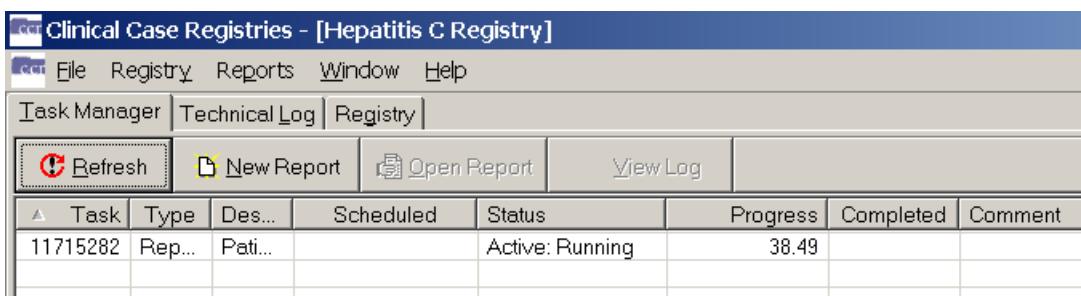


Figure 112 – Requested Report in Task Manager

The Task Manager tab will display the reports that have been requested. If the report is scheduled to run in the future, the date and time the report is scheduled to run will be

displayed in the Scheduled column. The Status column will display the status of the report being run. The Progress column will display the progress of the report as a percentage of completion.



Click the [Refresh] button to update the Progress column.

The generated report will be displayed in Task Manager for two weeks. After two weeks, the system will automatically delete the report from the list. You can access the report at any time during the two-week window to view, sort, print, delete, and/or save the report to an alternate location. Refer to the [Managing Reports from Task Manager](#) section for more information.

9.2.1. Scheduling a Report

Use the Scheduled to Run on section of the Registry Reports window to set a date, time, and frequency to run the selected report.

1. Enter the date on which you want to report to run in the Day field.
2. Select a time for the report to run in the At field. Click the hour in the time field, and then use the arrow buttons to select the hour. Repeat this process for minutes, seconds, and AM/PM options.
3. To run the selected report once, leave the Repeat field empty. To automatically repeat the report, select a time interval from the Repeat drop-down list:
 - Select **1D** to run the report once each day at the selected time.
 - Select **1M** to run the report monthly on the same date each month.



Note: Be sure that the date selected for monthly recurring reports occurs in each subsequent month. For example, a monthly recurring report that is set to run on the 31st will not be produced for months that have less than 31 days

- Select **1M(1@4AM)** to run the report on the first day of each month at 4AM.



Note: Enter a future date to prevent the report from running immediately.

Enter a comment up to 60 characters in the Comment field. This Comment will display on the Task Manager (but not on the finished report itself) and can be used to provide report characteristics to help distinguish reports if you are running multiple reports.

- When you have completed each section of the report window, click [Run] to queue the report.

9.2.2. Discontinuing a Scheduled Report

If a report that is scheduled to run repeatedly at specified intervals is no longer needed, you can discontinue the report in the future by performing the following steps:

- In the Task Manager tab view, locate the task description for the next date and time the report is scheduled to run. Click the task to select it. Note that when a task is selected, the **[Delete]** button comes active:

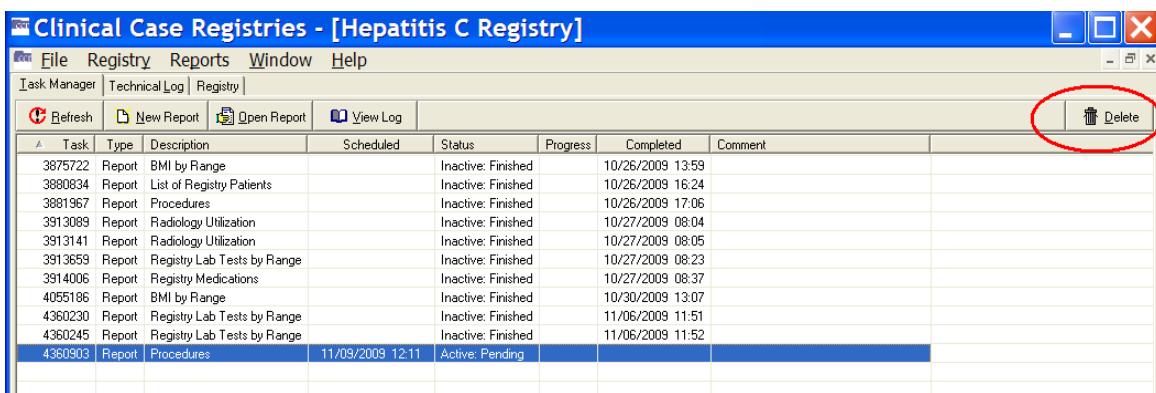


Figure 113 – Report Selected (note Delete button available)

- Click the **[Delete]** button, or select Delete from the right-click menu. A confirmation dialog box displays.

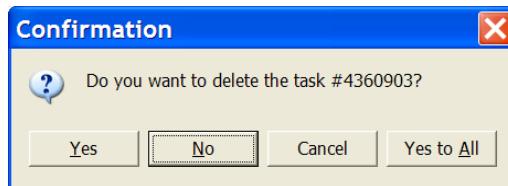


Figure 114 – Task Deletion Confirmation pop-up

- Click **[Yes]** (or **[Yes to All]** if more than one task has been selected). The scheduled report(s) will be discontinued.

10. Local Reports

Approximately eighteen local reports are available to both registries, and one additional report is available in CCR:HIV. These reports are intended to be set up and printed at local user sites and only contain local information.

10.1. Report Setup screens

When you select a report, you are presented with the Report setup screen (left, below). The illustrations below show the Combined Meds and Labs report, but the others are similar.

Effective with CCR 1.5.8, a filter has been added to allow you to specify whether to ignore, include or exclude specific diagnoses from the report. This filter is available for all reports *except* for the Diagnoses report.

SECTION/PANE TITLE	MORE INFO
← Report title	10.1.1 below
← Scheduled to run on pane	10.1.2 below
← Include patients... pane	10.1.3 below
← Patients pane	10.1.4 below
← Date range pane	10.1.5 below
← Report elements to include pane	10.1.6 below
← Date Range pane	10.1.5 below
← Report elements to include pane.	10.1.6 below
← Date Range pane	10.1.5 below
← Divisions pane	10.1.8 below
← Clinics pane	10.1.9 below

The screenshot shows the 'Combined Meds and Labs' report setup screen. It includes sections for 'Scheduled to Run on', 'Include patients confirmed in the registry', 'Patients', 'Medications Date Range', 'Medications', 'Lab Tests Date Range', 'Utilization Date Range', 'Divisions', and 'Clinics'. Each section contains dropdown menus, checkboxes, and search fields. To the right of the screenshot, a table maps each section to a detailed description in another part of the manual.

Figure 115 – Parts of the Report Setup Screen (1 of 2)

10.1.1. Report Title

The report title is displayed at the top of the report screen.

10.1.2. Scheduled To Run On pane

1. Select a date and time in the Scheduled to Run on section. If no other date and time are specified, the report will begin running immediately.



Note: Some reports require little processing and can quickly retrieve and display the data for the selected report. However, reports that are likely to require more processing time – such as those with large numbers of patients and/or several variables – should be scheduled to run on a date and time when VistA server resources are not being used as heavily.

2. Select a Repeat interval, if desired: select **1D** to repeat this report each day after its first run, or select **1M** to repeat it one month from its first run. To run this report on the first of each month at 4:00 AM, select **1M(1@4AM)**. Leave this field blank if repeated reporting is not required.
3. Enter a Comment in the field provided, if desired.

10.1.3. Include patients confirmed in the registry pane

Set the **Include patients confirmed in the registry** parameters (see the [Generating a Report](#) topic for detailed instructions, page 132).

10.1.4. Patients pane

You may specify which groups of patients you wish to be included on the report. For example, on the Combined Meds and Labs report, you may select patients who...

- Received (or did not receive) selected medication(s)
- On whom selected lab tests were (or were not) performed
- Only patients who received any kind of care during the specified period

10.1.5. Date range pane(s)

Most registry reports allow you to set Date Range parameters to determine the window of time from which to capture the data for the report. Depending on the report, one or more **Date range** selections may be made. For example, in the **Combined Meds and Labs** report, you may specify date ranges for **Medications**, **Lab Tests**, and **Utilization**.

If date range parameters are incorrectly set, a warning will prompt you to check the Report Period parameters when you click the [Run] button. For example, if a Quarter is selected but no Year, you will be warned that the Year or Quarter value is not valid.

See [Pop-up Calendars](#) on page 27 for information on how to use the various pop-up calendar functions.

Table 22 – Date Range Parameters

Date	Parameters
Year	Enter the four digit year in YYYY format. The Year date range parameter will include all relevant data within the selected calendar year (January 1 through December 31) on the report. Check the Fiscal box to include all data within the selected fiscal year (October 1 through September 30) on the report.
Quarter	Select a quarter (I – IV) from the drop-down list. Used with the Year date range parameter, the Quarter parameter allows you to include on the report only relevant data within the selected quarter of the selected year. The appropriate date range is automatically selected for calendar or fiscal quarters.
Custom	Use the Custom date range parameter to include on the report only relevant data within a selected date range inclusive of the selected start and end dates of the date range. Enter the start date of the date range in the left-side field, or click the left arrow button next to the field to automatically set the date field to 12/30/1899 to include all data. Enter the end date in the right-side field, or click the right arrow button next to the field to set the date field to the current date.
Cut Off	Define a time range to be included on the report using the Cutoff option. Enter a value for the amount of time, in days, to “go back” from the current date, using digits and the < W > and < M > keys to specify the number in weeks or months. For example, enter 20 in the Cut Off field to include data from the last 20 days through the current day on the report. 30W will include data from the last 30 weeks through the current day, and 2M will include data from the last two months through the current day.

10.1.6. Report elements to include pane

All reports give you some latitude as to what elements are included in the report. All have the options **Include all** and **Selected only**, which allow you to specify whether you want to see all the data about the report subject. For example, in the Combined Meds and Labs report, you can specify all medications or select certain medications (or groups of medications) to be included. In that same report, you can specify that you want to see results on all lab tests, or only selected ones.

Note that the Combined Meds and Labs report offers the option to **Include All** or **Selected only**. There is also an option to **Display all** or **Only most recent in time period** lab tests. Both option sets were added with CCR 1.5.8.

10.1.7. Utilization Date Range pane

Set the Utilization Date Range (see the [Generating a Report](#) topic for detailed instructions on date ranges, [page 140](#)).

10.1.8. Divisions

Use the Divisions panel to select one or more Divisions to be included in the report. **Include All** and **Selected only** appear on the Divisions panel.^P

- Click **Include All** to report on all divisions. If you choose **Include All**, the report considers all registry patients.

- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected division(s).

10.1.9. Clinics

Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click Include All to select all clinics to be included the report
- Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

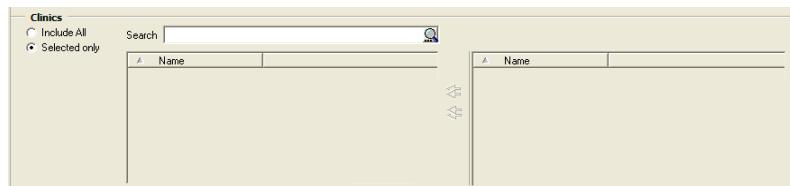


Figure 116 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [Search] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

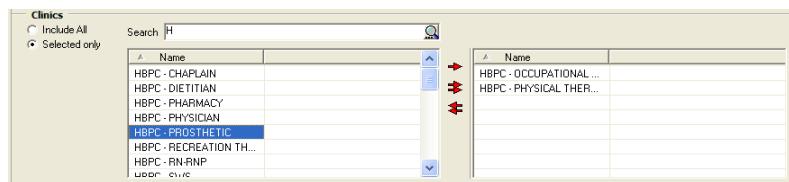


Figure 117 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.

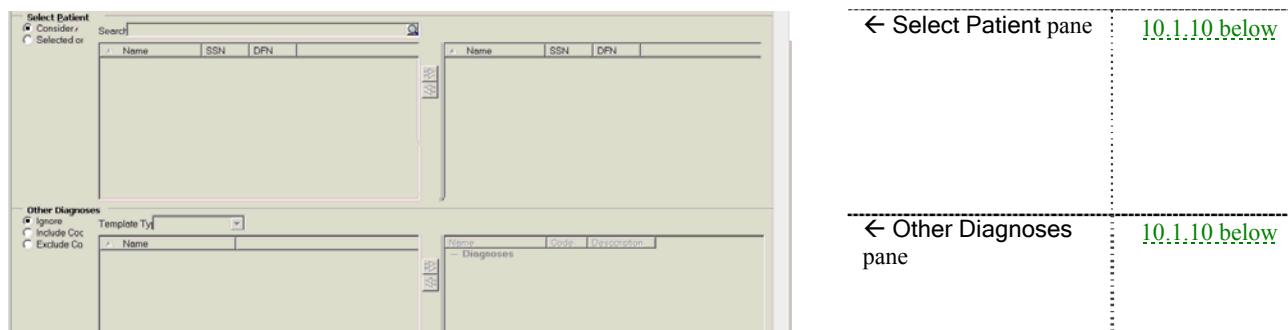
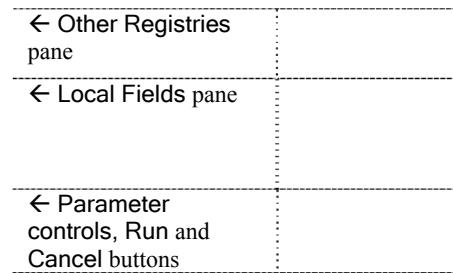


Figure 118 – Parts of the Report Setup Screen (2 of 2)



10.1.10. Select Patient

Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.

- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [Search] button.
- A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.

10.1.11. Other Diagnoses

OPTIONAL Note that the report also offers the option to **Ignore**, **Include** or **Exclude** Codes in Other Diagnoses. This was added with CCR 1.5.8. In this pane:

- Select Ignore to ignore any other diagnoses that may be present.
 - Select Include Codes to specify which other diagnosis codes should be considered.
 - Select Exclude Codes to specify which diagnosis codes should *not* be considered.
- In the latter two cases, you will be able to specify Your Templates (if you have any defined) or Common Templates to be used.
- From the pull-down list, select one of the template classes. The list of templates appears in the left pane:

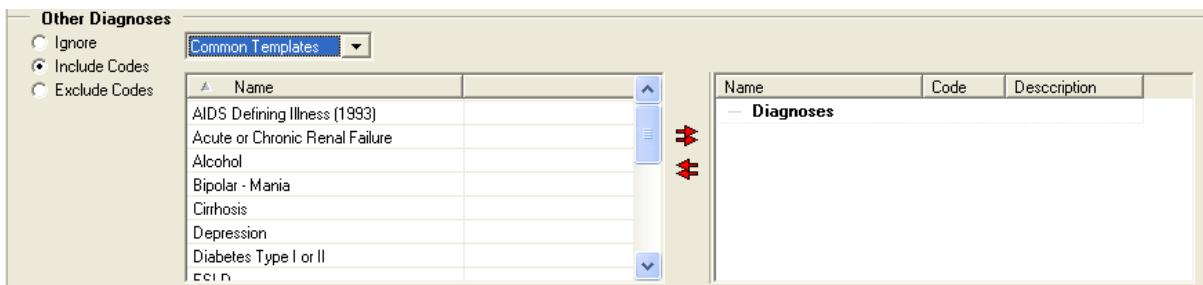


Figure 119 – Other Diagnoses pane

- Highlight the desired template name. The red right arrow () command icon becomes available above the double arrows; click the arrow to move the template to the right pane. In this case, the Alcohol template was selected and moved to the right pane:

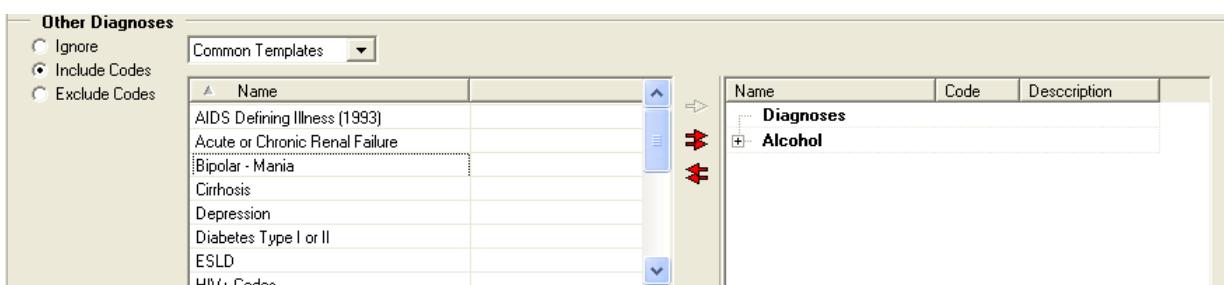


Figure 120 – Other Diagnoses pane (selecting individual Codes to be included)

- Note the plus sign (+) to the left of the template name. Click to expand the template and display the diagnosis names associated with that template:

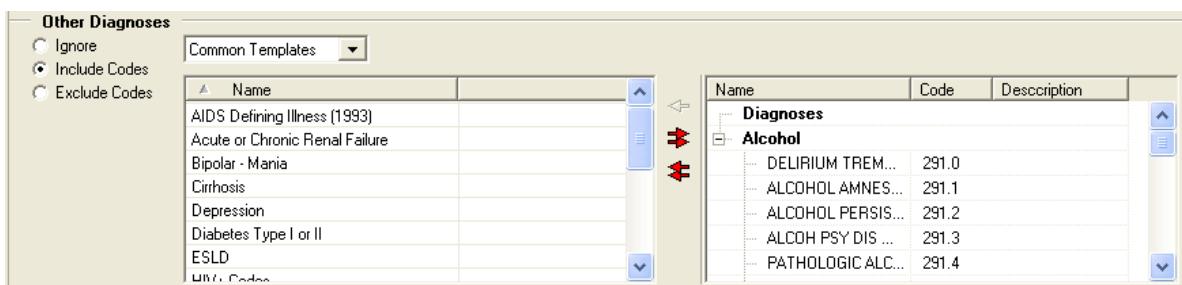


Figure 121 – Other Diagnoses pane (selecting All Codes)

- Or, use the double right arrow () to move all the diagnosis templates to the right pane.
- Once the diagnoses are displayed in the right pane, you can select one or more and use the left red arrow () to remove that specific diagnosis from the right-hand panel. Or, use the double left arrow () to remove all the diagnoses from the right-hand panel.

See [3.3.8 above](#) for information about other keyboard commands you can use instead of the arrows.

In CCR 1.5.8, when you used this filter and then removed a previously-selected group of diagnoses from the right pane, the group header would remain in the right pane. Effective with CCR 1.5.10, you may also remove the header from the selected panel. Highlight the group header and press the [Delete] key to remove the header. Or, highlight the group header and click the left red arrow to delete the header.



Note: Patch ROR*1.5*10 added a new ICD-9 diagnosis group to the Common Templates:

Hepatocellular Carcinoma (HCC): 155.0	Esophageal varices: 456.0, 456.1, 456.20, 456.21
<i>HCC is a primary malignancy (cancer) of the liver. Most cases of HCC are secondary to either a viral hepatitis infection (hepatitis B or C) or cirrhosis (alcoholism being the most common cause of hepatic cirrhosis). It is also known as primary liver cancer or hepatoma.</i>	<i>Esophageal varices are fragile, swollen veins at the base of the muscular tube (esophagus) that serves as the conduit between the mouth and the stomach.</i>
<i>ICD-9 155.0: Malignant neoplasm of liver primary</i>	<i>456.0: Esophageal varices with bleeding 456.1: Esophageal varices without bleeding 456.20: Esophageal varices in diseases classified elsewhere with bleeding 456.21: Esophageal varices in diseases classified elsewhere without bleeding</i>

10.2. Report Details

Each report is described in detail in the next few sections, including step-by-step instructions for setting up the report and a sample of the report output.

The following reports are available in both Registries:

- [BMI by Range](#)
- [Clinic Follow Up](#)
- [Combined Meds and Labs](#)
- [Current Inpatient List](#)
- [Diagnoses](#)
- [General Utilization and Demographics](#)
- [Inpatient Utilization](#)
- [Lab Utilization](#)
- [List of Registry Patients](#)
- [MELD Score by Range](#)
- [Outpatient Utilization](#)
- [Patient Medication History](#)
- [Pharmacy Prescription Utilization](#)
- [Procedures](#)
- [Radiology Utilization](#)
- [Registry Lab Tests by Range](#)

- [Registry Medications](#)
- [Renal Function by Range](#)

One additional report is available in CCR:HIV:

- [VERA Reimbursement](#)

10.3.BMI by Range

The BMI by Range report is one of three “by range” reports introduced by Patch ROR*1.5*10. It provides a list of patients whose body mass index (BMI) is within a user-specified range (low to high) and within a specified date range or the most recent observation. A complete or summary report is available.

10.3.1. Generating a BMI by Range report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then BMI by Range. The BMI by Range report window opens.

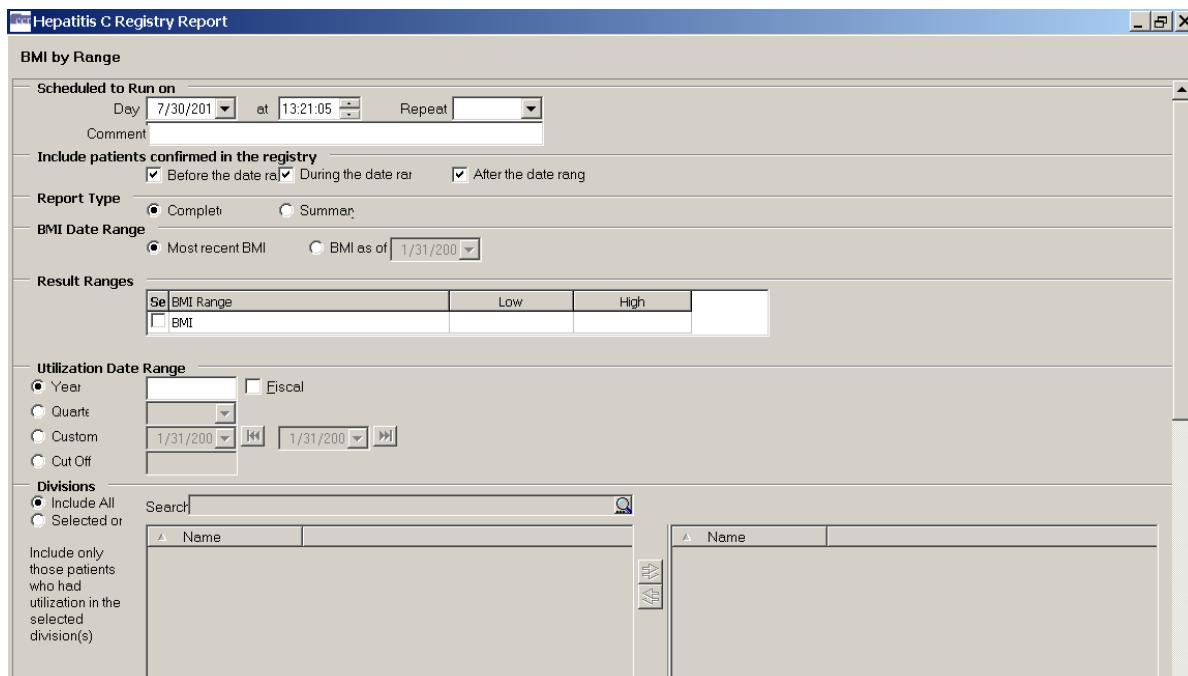


Figure 122 – BMI by Range Report Setup Screen (1 of 2)

1. Set the Scheduled to Run on and Include patients confirmed in the registry parameters (see the [Generating a Report](#) topic for detailed instructions).
2. Using the radio buttons, select the Report Type: Complete or Summary.
3. Specify the BMI Date Range by checking either “Most recent BMI” or “BMI as of.” In the latter case, enter the “as of” date.

- Set the Result Ranges for the BMI report by checking the box and entering the low and high values as appropriate.



Note: Effective with CCR 1.5.10 (Patch ROR*1 . 5 *10), if you do not select (check) BMI in the **Result Ranges** panel, the report will display the BMI score.

- Utilization Date Range.** Set the **Utilization Date Range** (see the [Generating a Report](#) topic for detailed instructions on date ranges, page [132](#)).
- Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.^Q

- Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.
- Click **Selected only** to report on patient(s) seen in one or more specific divisions. If you choose **Selected only**, the report includes only those patients who had utilization in the selected Division(s).

Hepatitis C Registry Report

BMI by Range

Clinics
 Include All
 Selected or
 Include only those patients who had utilization in the selected clinic(s)

Select Patient
 Consider all
 Selected or

Other Diagnoses
 Ignore
 Include Co
 Exclude Co

Other Registries
 Include or exclude only those patients, who are also in the Local Fields

Local Fields
 Include or exclude only patients with the following local fields:

Mode	Registry Description
	Human

Mode	Field Name	Field Description
	ETM Test 2	Local test field 2
	Xxx	Description of Xxx

Show Report List

Figure 123 – BMI by Range Report Setup Screen (2 of 2)

7. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
 - Click **Include All** to select all clinics to be included the report
 - Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

Clinics

Include All
 Selected only

Search []

Name

Figure 124 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

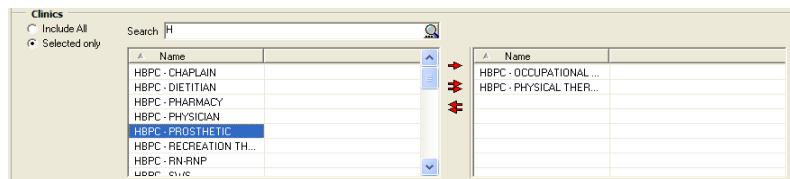


Figure 125 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
- Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
 - OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
 - OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^R

11. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^s Note that **Local Fields** choices will only be seen if your site has created any local fields.
12. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

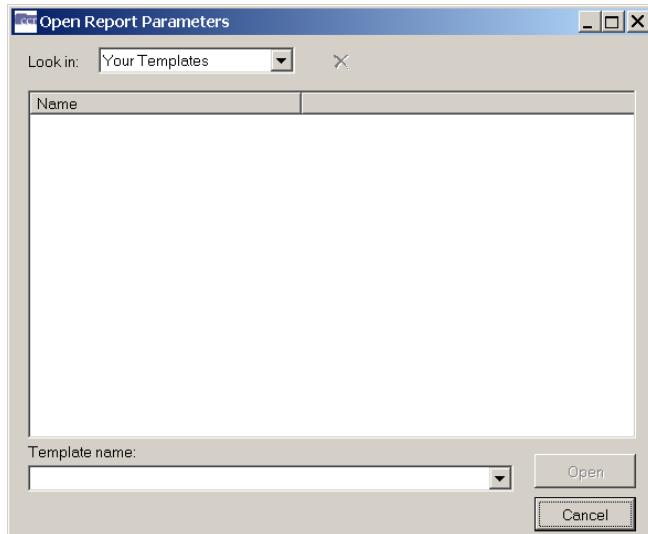


Figure 126 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click [**Open**]. The associated diagnosis codes are loaded into the Registry Reports window. Or, click [**Cancel**] to stop the selection process.

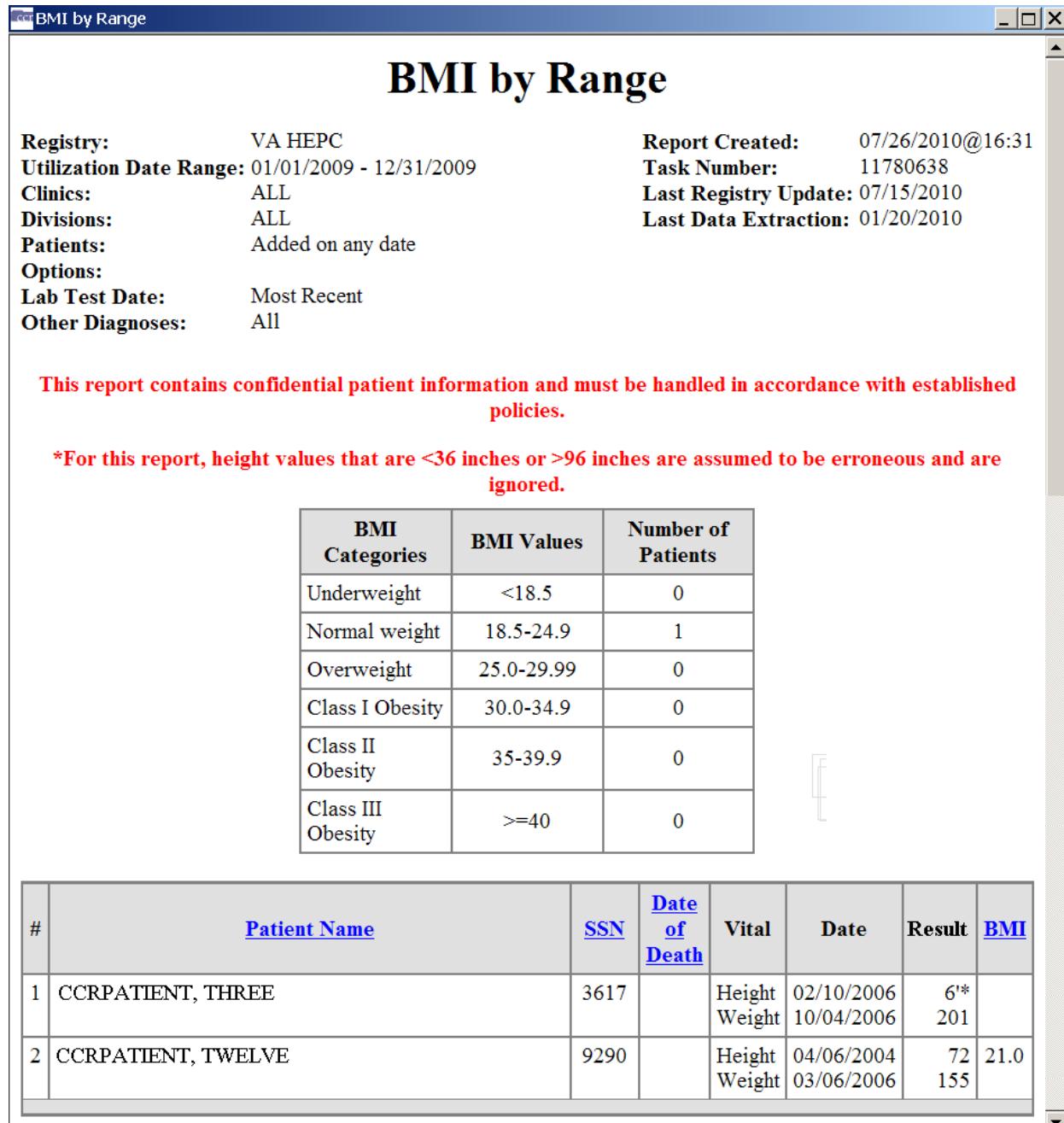


Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

13. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
14. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
15. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.3.2. Sample Output – BMI by Range report

The output of the BMI by Range report:



BMI Categories	BMI Values	Number of Patients
Underweight	<18.5	0
Normal weight	18.5-24.9	1
Overweight	25.0-29.99	0
Class I Obesity	30.0-34.9	0
Class II Obesity	35-39.9	0
Class III Obesity	>=40	0

#	Patient Name	SSN	Date of Death	Vital	Date	Result	BMI
1	CCRPATIENT, THREE	3617		Height Weight	02/10/2006 10/04/2006	6'* 201	
2	CCRPATIENT, TWELVE	9290		Height Weight	04/06/2004 03/06/2006	72 155	21.0

Figure 127 – BMI by Range Report Output



Note: Effective with CCR 1.5.10 (Patch ROR*1.5*10), for patients where the Height is <36 or >96 or contains ‘CM’ (measurement in centimeters is invalid), the Result field will contain the invalid result with “*” next to it, and the BMI will be blank (not calculated).



Note: You can sort the output by clicking on any of the underlined blue column headings. Effective with CCR 1.5.13 (Patch ROR*1.5*13), you can sort by the calculated results (BMI, in this case).



Note: Effective with CCR 1.5.13 (Patch ROR*1.5*13), the nightly and historical extracts are modified to include ORC and RXE segments for Non-VA medications for registry patients. Non-VA medication data will be pulled if the DOCUMENTED DATE (#11) or the DISCONTINUED DATE (#6) in the NON-VA MEDS sub-file (#52.2) of the PHARMACY PATIENT file (#55) is within the extract range.

10.4.Clinic Follow Up Report

The Clinic Follow Up report is designed to help you identify patients who have or have not attended specified clinics in your health care system. This report displays a list of living patients who were or were not seen in selected clinics, and/or received any care during the selected date range selected.

10.4.1. Generating a Clinic Follow Up report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then Clinic Follow Up. The Clinic Follow Up report window opens:

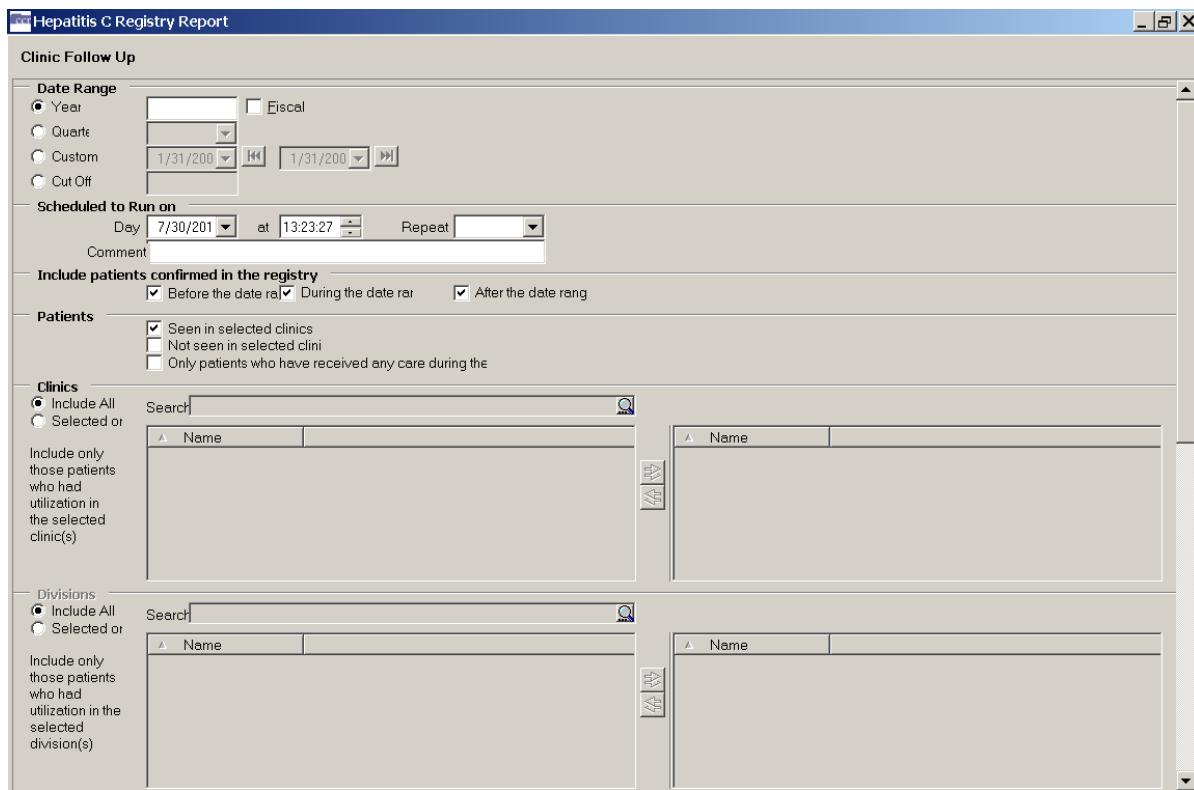


Figure 128 – Clinic Follow Up Report Setup Screen (1 of 2)

2. **Date Range, Scheduled to Run On, and Include Patients.** Set the Date Range, Scheduled to run on, and Include patients confirmed in the registry parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. **Patients.** Check one or more Patients checkboxes to include the following types of patients:
 - Seen in selected clinics includes patients seen (with a completed encounter) in the specified clinics. Patients who had appointments but were “no shows” or who cancelled the appointment will not show up as “Seen.”
 - Not seen in selected clinics includes patients who were *not* seen in the specified clinics, including patients who died during or after the time period.
 - Only patients who have received care during the date range includes patients that have received some care of any type (clinic visit, inpatient stay, pharmacy refill, etc.) during the selected date range.
 - If this checkbox is unchecked, the report will check all living patients in the registry against the selected clinics.
 - Check this box in conjunction with the Not seen in selected clinics box to find a list of patients who had some type of utilization at your facility but who were not seen in the selected clinics.

4. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click **Include All** to select all clinics to be included the report
- Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:



Figure 129 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.



Figure 130 – Clinic Follow Up Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
5. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.^T

- Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.
- Click **Selected only** to report on patient(s) seen in one or more specific divisions. If you choose **Selected only**, the report includes only those patients who had utilization in the selected Division(s).

The screenshot displays the second part of the Clinic Follow Up Report Setup screen. The interface is divided into several sections:

- Select Patient:** A panel with radio buttons for "Consider /" and "Selected or". Below is a search bar with fields for Name, SSN, and DFN, and a "Search" button.
- Other Diagnoses:** A panel with radio buttons for "Ignore", "Include Co", and "Exclude Co". It includes a "Template Type" dropdown and a "Name" search field.
- Other Registries:** A panel titled "Include or exclude only those patients, who are also in the Local Fields". It contains a table with columns "Mode" and "Registry Description", showing "Human" as the entry.
- Local Fields:** A panel titled "Include or exclude only patients with the following local fields:". It contains a table with columns "Mode", "Field Name", and "Field Description", listing "ETM Test 2" and "Xxx".
- Buttons:** At the bottom are buttons for "Show Report List", "Load Parameters", "Save Parameters", "Default Parameters", "Run" (with a green checkmark), and "Cancel" (with a red X).

Figure 131 – Clinic Follow Up Report Setup Screen (2 of 2)

6. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the **[Search]** button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
7. **OPTIONAL Other Diagnoses.** In this section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.

8. **OPTIONAL Other Registries** In this section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^U

Mode	Registry Description
	Human Immunodeficiency Virus

Include or exclude only those patients, who are also in the registries marked in this list.

Figure 132 – Clinic Follow Up Report Setup Screen (Other Registries pane)

Note that you must click in the space immediately below the Mode button to display the drop-down list arrow:

Mode	Registry Description
	Human Immunodeficiency Virus

Include or exclude only those patients, who are also in the registries marked in this list.

Figure 133 – Clinic Follow Up Report Setup Screen (Other Registries pane), highlighting Mode

And finally click the arrow to see the choices and make your selection:

Mode	Registry Description
Include	Human Immunodeficiency Virus
Exclude	

Include or exclude only those patients, who are also in the registries marked in this list.

Figure 134 – Clinic Follow Up Report Setup Screen (Other Registries pane), highlighting Mode Choices

9. **OPTIONAL Local Fields.** If you have added Local Fields to your registry database, you will also have the option to include or exclude these local fields from the report (see [Adding Local Fields](#) for more information, page 64).^V In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on. Note that **Local Fields** choices will only be seen if your site has created any local fields.
10. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button. The Open Report Parameters popup displays:

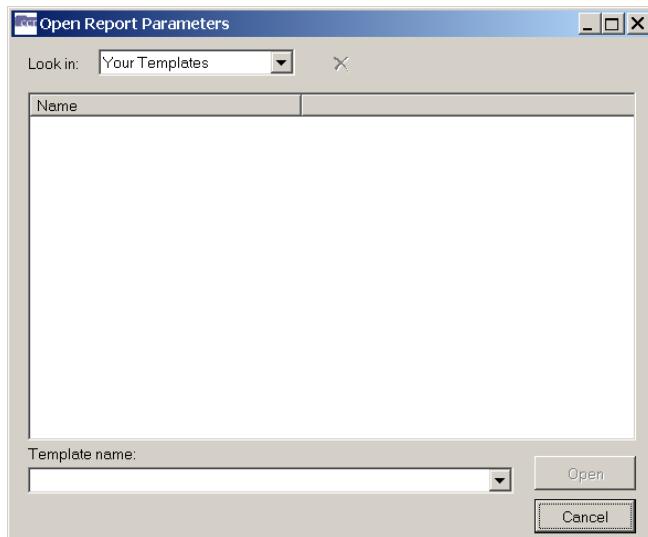


Figure 135 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. Or, click **[Cancel]** to stop the selection process.

11. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
12. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
13. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

10.4.2. Sample Output – Clinic Follow Up Report

This example shows the Clinic Follow Up report:

Clinic Follow Up					
Registry:	VA HEP C	Report Created:	12/20/2005@15:39		
Date Range:	03/01/2004 - 04/30/2004	Task Number:	31791		
Patients:	Added on any date, Seen	Last Registry Update:	12/18/2005		
Clinics:	ALL	Last Data Extraction:	12/18/2005		
This report contains confidential patient information and must be handled in accordance with established policies.					
#	Patient Name	SSN	Date of Death	Seen	Last Seen Date
1	CCRPATIENT,EIGHT	9851		Yes	03/05/2004
2	CCRPATIENT,EIGHTEEN	5704		Yes	03/03/2004
3	CCRPATIENT,ELEVEN	5964		Yes	03/04/2004
4	CCRPATIENT,FIFTEEN	6059		Yes	03/03/2004
5	CCRPATIENT,FIVE	6232		Yes	03/03/2004
6	CCRPATIENT,FOUR	6970		Yes	03/04/2004
7	CCRPATIENT,FOURTEEN	2513		Yes	03/01/2004
8	CCRPATIENT,NINE	8714		Yes	03/04/2004
9	CCRPATIENT,NINETEEN	5095		Yes	03/03/2004
10	CCRPATIENT,ONE	1290		Yes	03/01/2004
11	CCRPATIENT,SEVEN	3083		Yes	03/02/2004
12	CCRPATIENT,SEVENTEEN	8636		Yes	03/05/2004
13	CCRPATIENT,SIX	3638		Yes	03/01/2004
14	CCRPATIENT,SIXTEEN	5677		Yes	10/20/2005
15	CCRPATIENT,TEN	9471		Yes	03/02/2004

Figure 136 – Clinic Follow Up Report Output

10.5. Combined Meds and Labs report

The Combined Meds and Labs report is a complex report that identifies patients in the registry who received specific medication and/or specific laboratory tests within a specified date range. This report can be run for pharmacy alone, laboratory alone, or both. In addition, a range can be placed on numeric lab test results to permit searching for patients with particular values.

This report identifies patients using the following basic logic:

- People who did or did not receive medication(s) (single or groups) and/or
- People who did or did not receive lab test(s) (you can filter values for numeric tests)
- People who had some type of utilization

The date ranges can vary between these three areas to permit, for example, the viewing of labs for an extended period beyond the prescription period. These three main filters along with specific medication and lab test selection can be used to run queries of the following types:

- Find patients with particular lab results who are not receiving medication for this condition (*e.g.*, high cholesterol who are not on a statin).
- Find patients receiving a medication who are not receiving appropriate monitoring (*e.g.*, on ribavirin who have not had a CBC).

Queries can also be constructed to answer complex questions such as “Are patients on contraindicated drug combinations and if there is a lab test marker for toxicity or treatment failure, who has abnormal labs?”

Both the input screen and the output format of the Combined Meds and Labs report were modified for CCR 1.5.^w

When both Received selected medication(s) *and* Selected lab tests were performed are selected, the report contains a set of meds tables and a set of labs tables by patient.

Example: Patient A – Meds, Labs; Patient B – Meds, Labs

Meds table is sorted by medication names in ascending order.

Labs table is sorted by test names in ascending order and then by result dates in descending order.

When either Received selected medication(s) *or* Selected lab tests were performed is selected, the report contains lists of patients in separate labs tables and meds tables.

When both Did not receive selected medication(s) *and* No selected lab tests were performed are selected, the report contains a list of patients who have neither labs nor meds.

The Only patients who have received any care during the date range checkbox is mainly used with Did not receive selected medication(s) and No selected lab tests were performed.

10.5.1. Generating a Combined Meds and Labs report

The procedure for setting up this report is the same for both Registries.

1. **Report Window.** In the main Registry window, select the Reports menu and then choose Combined Meds and Labs from the list. The report window opens.

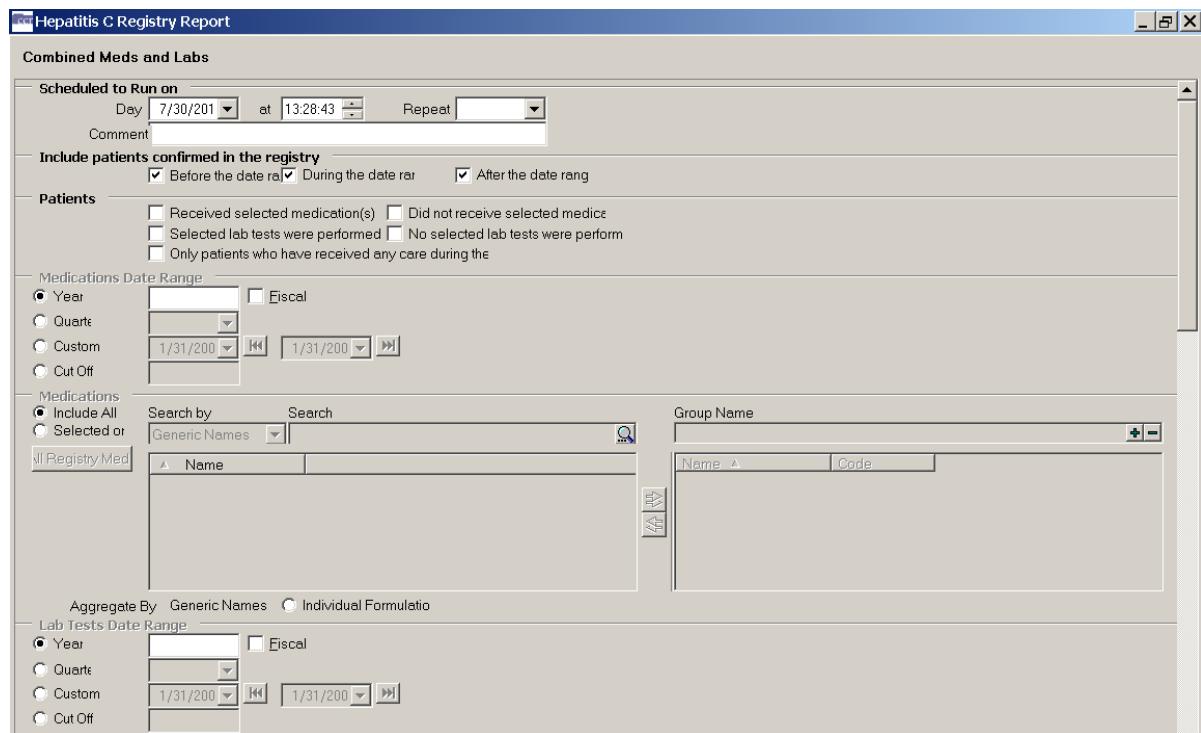


Figure 137 – Combined Meds and Labs Report (1 of 3)

Lab Tests

Include All
 Selected or

Search

Name

Display Only most recent in time per

Utilization Date Range

Year
 Quarter
 Custom
 Cut Off

Fiscal

1/31/2000 1/31/2000

Divisions

Include All
 Selected or

Search

Name

Clinics

Include All
 Selected or

Include only those patients who had utilization in the selected clinic(s)

Search

Name

Figure 138 – Combined Meds and Labs Report (2 of 3)

Select Patient

Consider /
 Selected or

Search

Name	SSN	DFN

Other Diagnoses

Ignore
 Include Co
 Exclude Co

Template Ty

Search

Name

Name	Code	Description
Diagnoses		

Other Registries

Include or exclude only those patients who are also in the Local Fields

Mode	Registry Description
	Human

Local Fields

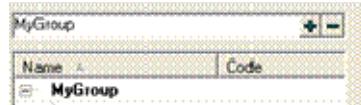
Include or exclude only patients with the following local fields:

Mode	Field Name	Field Description
	ETM Test 2	Local test field 2
	Xxx	Description of Xxx

Show Report List Load Parameters Save Parameters Default Parameters Run Cancel

Figure 139 – Combined Meds and Labs Report (3 of 3)

2. **Scheduled to run on.** Set Scheduled to run on and Include patients confirmed in the registry parameters (see the [Generating a Report](#) topic for detailed instructions, page 132).
 3. **Patients.** Check one or more Patients checkboxes to include the following types of patients:
 - Received selected medication(s) includes patients who received the medications specified in the Medications section, during the Medications Date Range.
 - Did not receive selected medication(s) includes patients who did not receive any of the medications specified in the Medications section, during the Medications Date Range.
 - Selected lab tests were performed includes patients who received the lab test(s) specified in the Lab Tests section, during the selected Lab Date Range.
 - No selected lab tests were performed includes patients who did not receive the lab test(s) specified in the Lab Tests section, during the Lab Date Range.
 - Only patients who have received care during the date range includes patients that have received care of any type (clinic visit, inpatient stay, pharmacy refill, etc.) during the **Utilization Date Range**. If this checkbox is unchecked, the report will check all living patients in the registry against the selected medications and/or lab tests.
 4. **Medications Date Range and Medications.** If a medications-related box is checked in the **Patients** section, set a Medications Date Range and select one or more Medications:
 - Click **Include All** to select all medications for inclusion in the report
 - Click **Selected only** to specify one or more particular medications to be included in the report. Use the medication selection panes to find and select the meds:
 - Select a type of medication name from the drop-down list. Medications are listed by formulation, VA generic name, VA Drug class codes or names, and by other registry-specific groups (registry meds, investigational drugs).
 - Enter the first few letters of the medication in the left-side field and click the **[Search]** button. A list of matching meds is displayed below the search field. When you are using the search box to select specific medications for this report, the text in the search box will automatically convert to uppercase.
 - Select a medication name. The right arrow () command icon then appears. Click the arrow to move the selected medication to the right pane. The medications will be automatically categorized in the list. Repeat this procedure until all desired meds are selected and appear in the right pane.
- You can use Groups to find patients who received a combination of medications:
- Before selecting any medications, type a name for the first group in the field on the right-hand pane, and then click the large plus sign () button. The Group Name is then displayed in the right pane:



- [Search] for and select the medications to be included in this group, and then click the right-arrow → command icon to move them to the right pane. The medications will be automatically categorized under the Group name in the list.
- Type a name for the next group in the right-side field, and then click the plus-sign button to add the new group name to the Medications list in the right pane. Add medications to this group using the steps above.
- Repeat this process to create as many groups as you need. The report will look for patients that have at least one prescription fill from each group.

CCR uses “*or*” logic within a group, and “*and*” logic between groups. If you have only one group on your report, the report includes any patient who received at least one drug in the group. If you have multiple groups, it includes patients who received at least one medication from ALL groups.

- To remove a selected medication, click the name of the medication in the right pane and click the left arrow command icon.



Note: Selected medications remain on the selected list, so be sure to remove them if you do not want to include them the next time you run this report.

The screenshot shows the 'Medications' section of the report setup. A dropdown menu is open, showing options: 'Include All' (radio button unselected), 'Selected only' (radio button selected), 'Generic Names' (selected item, highlighted in blue), 'Formulations', 'VA Class Codes', 'VA Class Names', 'Registry Medications', and 'Investigational Drugs'. Below the dropdown, there is a 'AggregateBy' section with two radio buttons: 'Generic Names' (selected) and 'Individual Formulations'. On the right side of the screen, there is a list pane with a header 'Name' and 'Code' and a list area below it.

Figure 140 – Combined Meds & Labs Report Setup Screen (showing Generic Medication Names)

Review your selections by clicking the + or – signs to expand or collapse the lists in the right pane.

- Investigational Drugs and Registry Medications. CCR 1.5.8 introduced a new method of handling Investigational Drugs and Registry Medications.



History: Prior to Patch ROR*1.5*8, there was a default group on the right pane called Medications which included checkbox options for Registry Medications and Investigational Drugs. Consequently, the drop-down only had four options (Formulations, Generic Names, VA Class Codes and VA Class Names).

Now, Investigational Drugs and Registry Medications appear on the drop-down list:

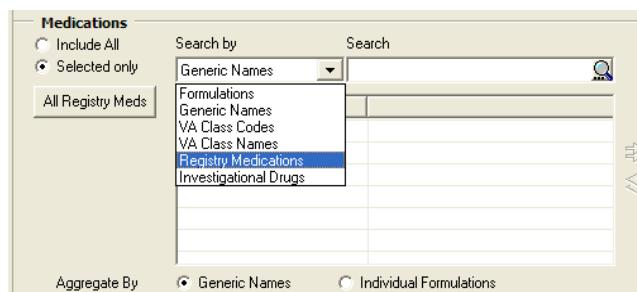


Figure 141 – Combined Meds & Labs Report Setup Screen (showing Registry Medication and Investigational Drugs Names)

When you enter a Group name (MyName in this example) and then click the “add” () button, the sub-groups Individual Formulations, Generic and Drug Classes appear in the right hand pane:

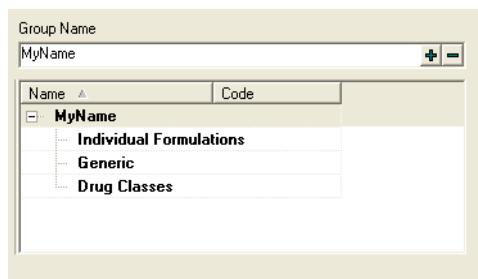


Figure 142 – Combined Meds & Labs Report Setup Screen (showing Group Name)



Note: If you select Investigational Drugs then the bottom left hand panel would display all the drugs with the VA Drug Class Code = IN140 (in the HEPC registry) or IN150 (in the HIV registry).

Since the drop down already has the option to select based on VA Class Code, if you select Investigational Drugs that should trigger the routine to retrieve drugs based on VA Class Code 140 or 150 as appropriate.

5. Aggregate By. You can format the output report in one of two ways.

Aggregate By Generic Names Individual Formulations

Click an Aggregate By option radio button to format the final report by either the *generic name* or by *individual formulations*. Use the formulation

option for investigational drugs or newly-approved medications where a Generic Name does not yet exist in the local pharmacy file.



Tip: If a medication is missing on a report, re-run it using individual formulations to see if it shows up.



Note: Using these radio buttons does not affect the report set-up form.

6. **Lab Tests Date Range.** If a lab-related box is checked in the **Patients** section, set a Lab Tests Date Range and select one or more Lab Tests:

- Click **Include All** to select all lab tests to be included the report
- Click **Selected only** to specify one or more particular tests to be included in the report. Use the lab test selection panes to locate and select the tests:
 - Enter the first few letters of the lab test name and then click the [**Search**] button. A list of matching lab tests is displayed below the search field.
 - Select a lab test name and then click the right arrow () to move the test to the right pane. Optionally, enter a Low and/or High value to search for a particular result on that test. (Decimals are acceptable, but do not use commas in these fields.)
 - Repeat this procedure until all desired tests are selected and appear in the right pane.
 - To remove a selected test, click the name of the clinic in the right pane, and then click the left arrow command icon.



Note: If more than one test is selected, the report will include patients with *any one* of those tests in the selected time period. The Low and High ranges will place an additional filter on the test such that the patient must have at least ONE result within the range to be included in the report. The search is *inclusive* of the values listed in low and high fields, and if only a low or high value is listed, the report will return patients with a result above the low or below the high, respectively.

7. **Lab Tests.** CCR 1.5.8 added a new feature: the ability to **Include All** or **Selected only**. There is also an option to **Display all** or **Only most recent in time period**. Click the appropriate radio button to make this selection:

The screenshot shows a software interface for selecting lab tests. At the top left, there is a label 'Lab Tests'. Below it are two radio buttons: 'Include All' (unchecked) and 'Selected only' (checked). To the right of these buttons is a search bar with a magnifying glass icon. Further to the right are two more radio buttons: 'Display all' (unchecked) and 'Only most recent in time period' (unchecked). The 'Display all' and 'Only most recent in time period' buttons are highlighted with a red oval.

8. **Utilization Date Range.** If the Only patients who... box is checked in the **Patients** section, set a Utilization Date Range (see the [Generating a Report](#) topic for detailed instructions on date ranges, page [132](#)).

9. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.^x

- Click Include All to report on all Divisions. If you choose Include All, the report considers all registry patients.
- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).

10. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click Include All to select all clinics to be included the report
- Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

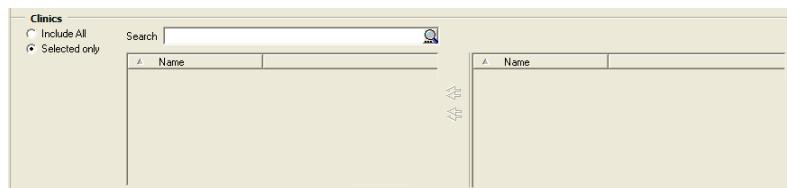


Figure 143 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [Search] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.



Figure 144 – Clinic Follow Up Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.

11. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.
 - a. To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - b. To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - c. To move all the names to the right pane, click the double right arrows.
 - d. To move all the names back to the left pane, click the double left arrows.
12. **OPTIONAL Other Diagnoses.** In this section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
13. **OPTIONAL Other Registries.** Here, you select a Mode (to *include* in or *exclude* from the report), patients with HIV/HEPC co-infection, who also meet the above criteria (see [selecting a mode](#) for more information)^y
14. **OPTIONAL Local Fields.** Select a Mode (to *include* in or *exclude* from the report output), patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on. (See [Adding Local Fields](#) for more information, page [64](#)).^z
14. **OPTIONAL Load Parameters.** If parameters have previously been saved (see [Save Parameters](#), below), the parameters can be loaded. Click the [**Load Parameters**] button. The Open Report Parameters popup displays:

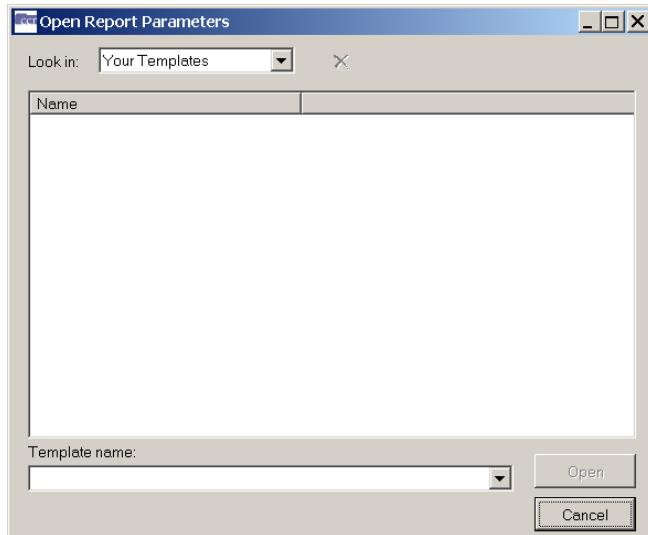


Figure 145 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**. Then look in the Common Templates list to select a condition, and then click [**Open**]. The associated diagnosis codes are loaded into the Registry Reports window.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

Template Name. Select the template name from the pull-down list provided and click [**Open**]. Or, click [**Cancel**] to stop the selection process.

15. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
16. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
17. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.5.2. Sample Output – Combined Meds & Labs Report

This example shows the Combined Meds and Labs report:

Combined Meds and Labs Report						
Registry:	VA HIV	Report Created:	01/09/2006@09:14			
Labs Date Range:	01/31/2005 - 06/30/2005	Task Number:	51644			
Meds Date Range:	04/01/2005 - 06/30/2005	Last Registry Update:	12/19/2005			
Comment:	ZDV 605Q2, HGB 605 q2-3	Last Data Extraction:	10/27/2005			
Patients:	Added on any date, Selected lab tests were preformed, Received selected medication(s)					
Meds:	Aggregate by Generic Names					
	Medications					
	Generic Names					
	ZIDOVUDINE					
Lab Tests:	HGB					
This report contains confidential patient information and must be handled in accordance with established policies.						
Medications						
#	Patient Name	SSN	Date of Death	Medication Name		
1	CCRPATIENT,EIGHTEEN	0950		ZIDOVUDINE		
2	CCRPATIENT,ELEVEN	0169		ZIDOVUDINE		
Lab Results						
#	Patient Name	SSN	Date of Death	Date	Test Name	Result
1	CCRPATIENT,EIGHTEEN	0950		04/25/2005	HGB	15.8
2	CCRPATIENT,ELEVEN	0169		02/28/2005	HGB	10.9
				06/20/2005	HGB	11.6

Figure 146 –Combined Meds & Labs Report Output

10.6.Current Inpatient List Report

The Current Inpatient List report lists the names of patients who are assigned an inpatient bed at the time the report is run. If no active patients are currently inpatients, no report will be generated; however, a notification alert will be sent to the requestor of the report.



Note: To identify a list of inpatients during a specific time period, use the [Inpatient Utilization report](#) instead of this one.

10.6.1. Generating a Current Inpatient List report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select Current Inpatient List from the Reports menu. The Current Inpatient List report window opens:

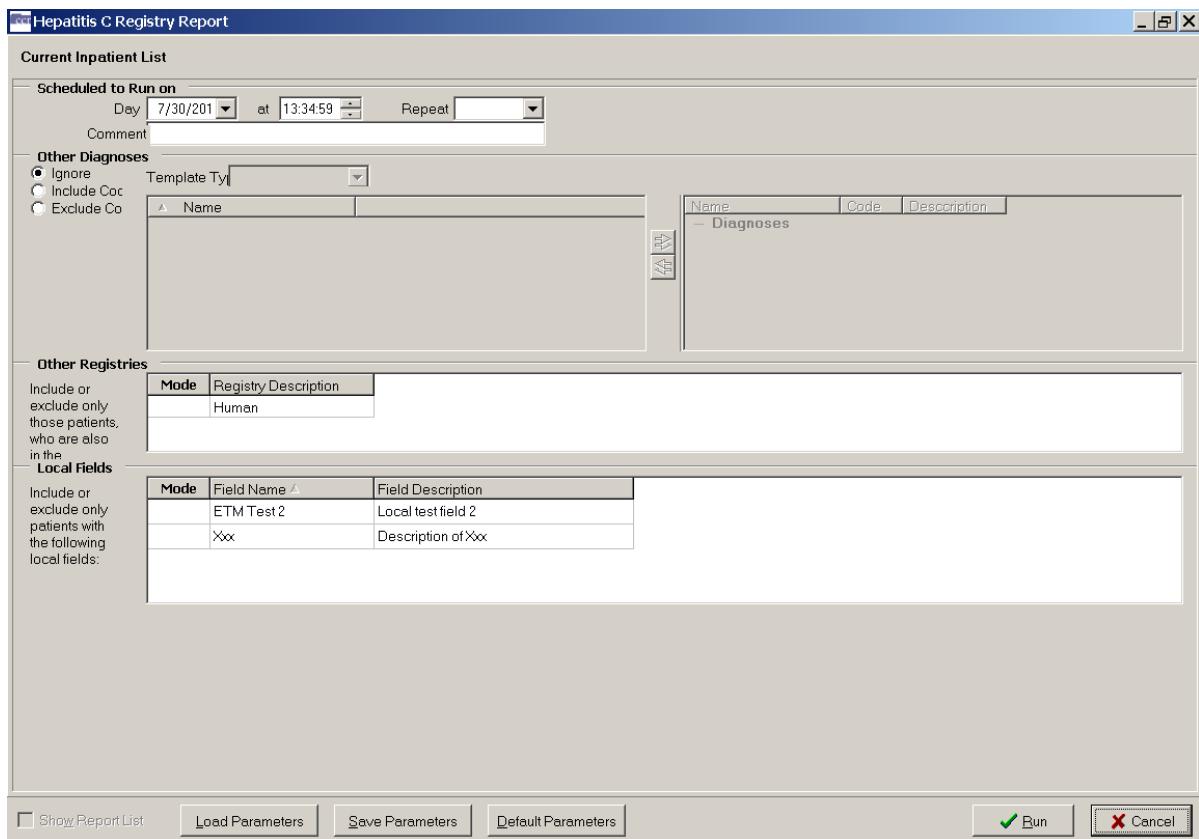


Figure 147 – Current Inpatient List Report Setup Screen

- Scheduled to run on** and **Comment**. Set the Scheduled to run on parameters and enter a Comment, if necessary (see the [Generating a Report](#) topic for detailed instructions, page 132).
- OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is **Ignore**, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
- OPTIONAL Other Registries.** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.
- OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64). ^{AA} Note that **Local Fields** choices will only be seen if your site has created any local fields.

6. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button. The Open Report Parameters popup displays:

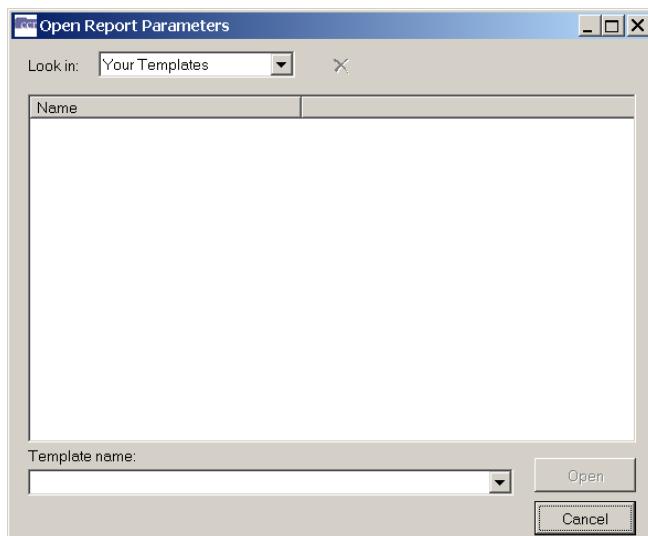


Figure 148 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**. Then look in the Common Templates list to select a condition, and then click [**Open**]. The associated diagnosis codes are loaded into the Registry Reports window.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

Template Name. Select the template name from the pull-down list provided and click [**Open**]. Or, click [**Cancel**] to stop the selection process.

7. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
8. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
9. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.6.2. Sample Output – Current Inpatient List report

This example shows the Current Inpatient List report, sorted by Patient Name:

Current Inpatient List					
Registry:	VA HEPIC	Report Created:	12/18/2005 @ 1:05		
#	Patient Name	SSN	Date of Death	Ward	Room/Bed
1	CCRPA TIENT,EIGHT	9031		3SE	3D32-29
2	CCRPA TIENT,EIGHTEEN	3704		3SE	3D36-33
3	CCRPA TIENT,ELEVEN	5964		1B0	1E146-17
4	CCRPA TIENT,FIFTEEN	6039		3SE	3D35-33
5	CCRPA TIENT,FIVE	4252		1B0	1E143-14
6	CCRPA TIENT,FOUR	4670		2NE	2B32-3
7	CCRPA TIENT,FOURTEEN	2513		4SW	4D60-39
8	CCRPA TIENT,NINE	3714		1B0	1E104-43
9	CCRPA TIENT,NEETEEN	5075		1SE	3E19-1
10	CCRPA TIENT,ONE	1299		4SW	4B16-5
11	CCRPA TIENT,SEVEN	3033		1B0	1E121-39
12	CCRPA TIENT,SEVENTEEN	3636		4SW	4D54-15
13	CCRPA TIENT,SIX	3638		3SE	3D30-22
14	CCRPA TIENT,SIXTEEN	5677		1B0	1E116-54
15	CCRPA TIENT,THIRTY	9471		4PM	4M11-1

Figure 149 – Current Inpatient List Report Output

10.7. Diagnoses Report

The Diagnoses report identifies patients who have particular ICD-9 codes for a particular condition. The system searches completed admissions, outpatient visits, and entries in the Problem List file for ICD-9 codes assigned to any registry patients within the selected date range.

The Diagnoses report selects a patient only when the patient has at least one ICD-9 code from each non-empty group; otherwise all patient diagnoses are disregarded and not included in counts.^{BB}

Remember that the “ignore, include or exclude” filter (see [Figure 119 – Other Diagnoses pane](#)) is *not* available for this report.

10.7.1. Generating a Diagnoses report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then choose Diagnoses. The Diagnoses report window opens:

Hepatitis C Registry Report

Diagnoses

Date Range

- Year Fiscal
- Quarter
- Custom
- Cut Off

Scheduled to Run on

Day at Repeat
Comment

Include patients confirmed in the registry

Before the date range During the date range After the date range

Report Type

Complete Summary

ICD-9

Include All Selected or

Search by Search

Name	Code	Description
<input type="button" value="Add"/>		

Group Name

Name	Code	Description
— Diagnoses		

Divisions

Include All Selected or

Include only those patients who had utilization in the selected division(s)

Search

Name
<input type="button" value="Add"/>

Search

Name
<input type="button" value="Add"/>

Figure 150 – Diagnoses Report (1 of 2)

Clinics

Include All Selected or

Include only those patients who had utilization in the selected clinic(s)

Select Patient

Consider / Selected or

Search

Name
<input type="button" value="Add"/>

Other Registries

Include or exclude only those patients who are also in the

Local Fields

Include or exclude only patients with the following local fields:

Mode	Field Name	Field Description
Human	ETM Test 2	Local test field 2
	Xxx	Description of Xxx

Show Report List

Figure 151 – Diagnoses Report (2 of 2)

2. Set the Date Range, Scheduled to run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Select a Report Type:
 - Complete report includes summary tables and a list of patients with specific codes
 - Summary report includes a summary table listing the number of patients with any of the specified codes
4. Select one or more diagnoses in the ICD-9 section:



Note: The updated ICD-9 selection panel allows you to define groups and add ICD-9 codes to the groups. The OR logic is used for codes inside the groups and the AND logic is used between the groups.^{cc}

The codes of each predefined ICD-9 list are associated with the group of the same name. When a list is loaded, the content of the target ICD-9 list is not cleared, but rather the new group is added to the list.

Example: Load the Hepatitis C and Diabetes Type I or II lists. The target ICD-9 list contains both groups, and other report parameters are not affected.

The name of the default group is Diagnoses.

- Click **Include All** to select all ICD-9 codes for inclusion in the report.
 - Click **Selected only** to specify one or more particular ICD-9 codes to be included in the report. Use the selection panes to locate and select the codes:
 - Enter all or part of the description or diagnosis code, and then click the **[Search]** button. A list of matching diagnoses is displayed below the search field.
 - Select a diagnosis, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired diagnoses are selected and appear in the right pane.
 - To remove a selected code, click the name of the code in the right pane and click the left arrow button.
5. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.^{DD}

 - Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.

- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).
6. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
- Click Include All to select all clinics to be included in the report
 - Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:



Figure 152 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

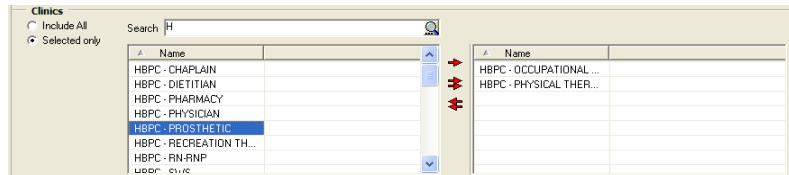


Figure 153 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
7. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.

- To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
8. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is **Ignore**, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
9. **OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{EE}
10. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{FF} Note that **Local Fields** choices will only be seen if your site has created any local fields.
11. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

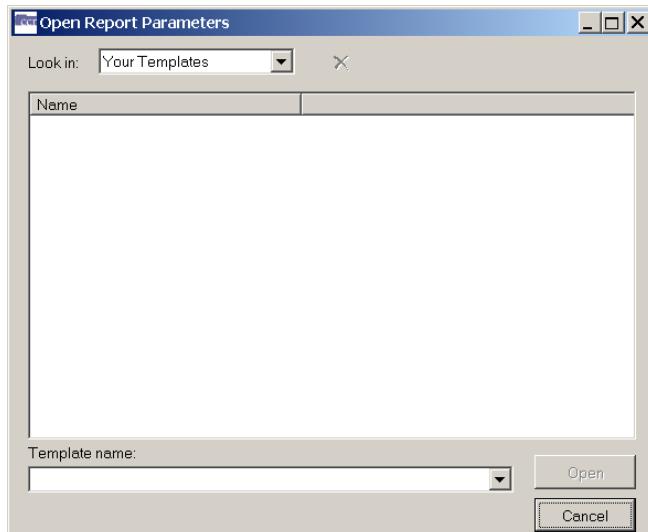


Figure 154 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. The associated diagnosis codes are loaded into the Registry Reports window. Or, click **[Cancel]** to stop the selection process.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

12. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
13. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
14. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

10.7.2. Sample Output – Diagnoses report

This example shows the Diagnoses report with the Complete option selected:

Diagnoses					
Registry:	VA HEP C	Report Created:	12/19/2005@12:15		
Date Range:	07/01/2004 - 09/30/2004	Task Number:	2828		
Comment:	Sample report for User Manual	Last Registry Update:	04/18/2005		
Patients:	Added on any date	Last Data Extraction:	04/18/2005		
Options:	Complete Report				
ICD-9:	ALL				
<i>This report contains confidential patient information and must be handled in accordance with established policies.</i>					
Number of Patients	Number of Codes	Number of Different Codes			
926	20060	1111			
ICD-9 Codes					
#	Code	Diagnosis	Number of Patients	Number of Codes	
1	008.8	VIRAL ENTERITIS NOS	1	1	
2	011.90	PULMONARY TB NOS-UNSPEC	1	4	
3	031.9	MYCOBACTERIAL DIS NOS	1	1	
4	038.11	STAPH AUREUS SEPTICEMIA	1	1	
5	038.9	SEPTICEMIA NOS	1	1	
Patients					
#	Patient Name	SSN	Date of Death	ICD-9	
				Code	Diagnosis
19	CCRPATIENT,EIGHT	9380		070.54	CH HEP C W/O COMA
20	CCRPATIENT,FOUR	9815		070.51	HEPATITIS C W/O COMA
				078.11	OTHER DIS VIR&CHLA/CONDY ACUM
21	CCRPATIENT,SEVEN	0140		070.51	HEPATITIS C W/O COMA
				401.9	HYPERTENSION NOS
22	CCRPATIENT,SIXTEEN	1736		070.30	VIR HEP B W/O COMA, W/O DELTA
◀ ▶					
Source					
Code	Description				
I	Inpatient file				
O	Outpatient file				
PB	Problem list				

Figure 155 – Diagnoses Report Output

10.8.General Utilization and Demographics Report

The General Utilization and Demographics report provides a list of patients with specified types of utilization during a defined period. Additional demographic information, such as age and race, can be included in the final report. Patients that have been inactivated due to death are included in this report if they utilized health care within the selected date range.

10.8.1. Generating a General Utilization and Demographics report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then choose General Utilization and Demographics. The report window opens:

Hepatitis C Registry Report

General Utilization and Demographics

Date Range
 Year Fiscal
 Quarter
 Custom
 Cut Off

Scheduled to Run on
Day at Repeat
Comment:

Include patients confirmed in the registry
 Before the date ran During the date ran After the date ran

Report Type
 Complete Summary

Type of Utilization
 Include All Selected or
 Allergy IV Drugs Outpatient Pharmacy
 Cytopathology Laboratory Radiology
 Inpatient Data Microbiology Surgical Pathology
 Inpatient Pharma Outpatient Clinic Visit

Report Options
 Age Race and Ethnicity SSN
 Confirmation Date Risk Type of Utilization
 Date of Birth Selection Date Sex
 Date of Death

Divisions
 Include All Selected or
 Search

Name

Name

Include only those patients who had utilization in the selected division(s)

Figure 156 – General Utilization and Demographics Report Setup Screen (1 of 3)

Clinics
 Include All Selected or
 Search

Name

Include only those patients who had utilization in the selected clinic(s)

Select Patient
 Consider / Selected or
 Search

Name	SSN	DFN

Name	SSN	DFN

Other Diagnoses
 Ignore Include Co- Exclude Co-
 Template Ty
 Search

Name

Name	Code	Description

Figure 157 – General Utilization and Demographics Report Setup Screen (2 of 3)

Other Registries	
Include or exclude only those patients who are also in the Local Fields	Mode Registry Description Human

Mode	Field Name	Field Description
	ETM Test2	Local test field 2
	Xxx	Description of Xxx

Show Report List

Figure 158 – General Utilization and Demographics Report Setup Screen (3 of 3)

2. Set the Date Range, Scheduled to run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Select a Report Type:
 - Complete report includes a list of all patients who had utilization in the selected date range
 - Summary report includes a summary table of demographics and utilization types
4. Check one or more Types of Utilization checkboxes to include them in the report:
 - Allergy – patient had an allergy added
 - Cytopathology – a test performed
 - Inpatient Data – in an inpatient bed section
 - Inpatient pharmacy – unit dose medication orders, not necessarily dispensed
 - IV Drugs – any IV, including fluids, piggy packs, syringes, TPN (if in the system)
 - Laboratory – any laboratory test (except Microbiology)
 - Microbiology – any microbiology test
 - Outpatient Clinic Stop – any clinic stop
 - Outpatient Pharmacy – any original, refill, or partial prescription based on Fill date, not Release date (Fill is when the pharmacy put the medication in the bottle, Release is when it is actually given to the patient)
 - Radiology – any procedure performed
 - Surgical Pathology – any test performed

These 11 clinical areas can be used in any combination. If a patient died during the specified date range, they will be included in the report if they had utilization.

5. Check one or more Report Options to include detailed demographic information on your population with utilization:

- Age – calculated at the midpoint of the specified date range, or at the time of death if applicable. The summary also reports average and median age for the selected population.
 - Confirmation Date – the date confirmed into the registry. With the initial CCR 1.5 registry build, all Hepatitis C registry patients were assigned the same confirmation date, as this information was new at the time for that registry.
 - Date of Birth – as listed in the local VistA patient file.
 - Date of Death – as listed in the local VistA patient file.
 - Race – categorized as: American Indian or Alaska Native, Asian, Black or African American, Declined to answer, Multiple values, No data, Unknown by patient, and White. Taken from the local VistA patient file.
 - Risk (HIV Registry only) – reflects the Patient History questions in the Patient Data Editor.
 - Selection Date – The first date that a selection rule criteria was found for the patient
 - Sex – Male or Female, as listed in the VistA patient file.
 - SSN – the full Social Security Number. **CAUTION:** Take special care to protect this confidential patient information when viewing or printing this report.
 - Type of Utilization – a list of type(s) of utilization found for a given patient.
6. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:
- Include All and Selected only appear on the Divisions panel.^{GG}
- Click Include All to report on all Divisions. If you choose Include All, the report considers all registry patients.
 - Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).
7. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
- Click Include All to select all clinics to be included the report
 - Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

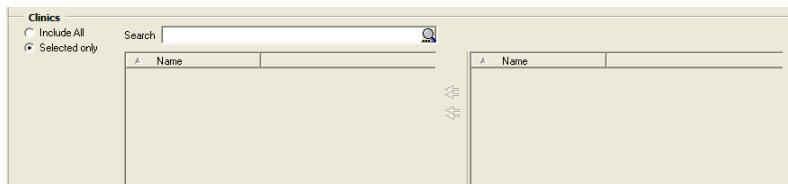


Figure 159 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

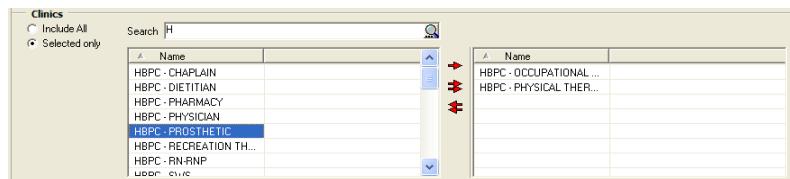


Figure 160 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
8. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
9. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
10. **OPTIONAL Other Registries.** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.

11. **OPTIONAL** **Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{HH} Note that **Local Fields** choices will only be seen if your site has created any local fields.
12. **OPTIONAL** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
13. When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.

10.8.2. Sample Output – General Utilization and Demographics report

This example shows the complete General Utilization and Demographics report.

General Utilization and Demographics																																												
Registry:	TA HEP		Report Created:	12/19/2005@12:57																																								
Date Range:	07/01/2004 - 09/30/2004		Task Number:	2630																																								
Patients:	Added during the date range		Last Registry Update:	04/18/2005																																								
Options:	Complete Report		Last Data Extraction:	04/18/2005																																								
Utilization:	Allergy, Laboratory, Radiology																																											
<i>This report contains confidential patient information and must be handled in accordance with established policies.</i>																																												
<i>Note: Age of patient is calculated as a mid-point, which is the middle of the report date range. If a patient was born after this date then the field will be empty. If a patient died before this date then the age is calculated as of date of death.</i>																																												
#	Patient Name	SSN	Date of Birth	Age	Sex	Risk Factors	Selection Date	Utilization																																				
3	CCRPATIENT_EIGHT	6031	03/25/1967	37	MALE		08/20/2004	R, A, L																																				
4	CCRPATIENT_EIGHTEEN	3432	01/01/1944	60	MALE		08/09/2004	L																																				
5	CCRPATIENT_FIVE	2606	05/05/1950	54	MALE		07/09/2004	L																																				
6	CCRPATIENT_NINETEEN	2158	09/01/1934	50	MALE		07/26/2004	R, L																																				
7	CCRPATIENT_SEVENTEEN	3888	10/04/1954	49	MALE		08/23/2004	R, L																																				
8	CCRPATIENT_THREE	2051	12/23/1937	66	MALE		08/01/2004	R, L																																				
9	CCRPATIENT_TWO	0389	11/12/1951	52	MALE		07/30/2004	R, L																																				
Utilization <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Code</th> <th>Description</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>Allergy</td> <td>6</td> </tr> <tr> <td>C</td> <td>Cytopathology</td> <td></td> </tr> <tr> <td>I</td> <td>Inpatient Days</td> <td></td> </tr> <tr> <td>IP</td> <td>Inpatient Pharmacy</td> <td></td> </tr> <tr> <td>IV</td> <td>IV Drugs</td> <td></td> </tr> <tr> <td>L</td> <td>Laboratory</td> <td>44</td> </tr> <tr> <td>M</td> <td>Microbiology</td> <td></td> </tr> <tr> <td>O</td> <td>Outpatient Clinic Stop</td> <td></td> </tr> <tr> <td>OP</td> <td>Outpatient Pharmacy</td> <td></td> </tr> <tr> <td>R</td> <td>Radiology</td> <td>29</td> </tr> <tr> <td>SP</td> <td>Surgical Pathology</td> <td></td> </tr> </tbody> </table>									Code	Description	Count	A	Allergy	6	C	Cytopathology		I	Inpatient Days		IP	Inpatient Pharmacy		IV	IV Drugs		L	Laboratory	44	M	Microbiology		O	Outpatient Clinic Stop		OP	Outpatient Pharmacy		R	Radiology	29	SP	Surgical Pathology	
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Sex Summary <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Sex</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>FEMALE</td> <td>1</td> </tr> <tr> <td>MALE</td> <td>45</td> </tr> </tbody> </table>									Sex	Count	FEMALE	1	MALE	45																														
Sex	Count																																											
FEMALE	1																																											
MALE	45																																											
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Date of Birth	Count																																											
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Selection Date	Count																																											
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Age Summary <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Age</th> <th>Count (Value)</th> </tr> </thead> <tbody> <tr> <td>20+</td> <td>1</td> </tr> <tr> <td>30+</td> <td>2</td> </tr> <tr> <td>40+</td> <td>13</td> </tr> <tr> <td>50+</td> <td>24</td> </tr> <tr> <td>60+</td> <td>3</td> </tr> <tr> <td>70+</td> <td>1</td> </tr> <tr> <td>80+</td> <td>2</td> </tr> <tr> <td>Average</td> <td>52.35</td> </tr> </tbody> </table>									Age	Count (Value)	20+	1	30+	2	40+	13	50+	24	60+	3	70+	1	80+	2	Average	52.35																		
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70+	1																																											
80+	2																																											
Average	52.35																																											

Figure 161 – General Utilization and Demographics Report Output

10.9. Inpatient Utilization Report

The Inpatient Utilization report provides a list of patients or summary data on patients who were hospitalized in a specified period, with the option of additional filters.

10.9.1. Generating an Inpatient Utilization report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then choose Inpatient Utilization. The report window opens:

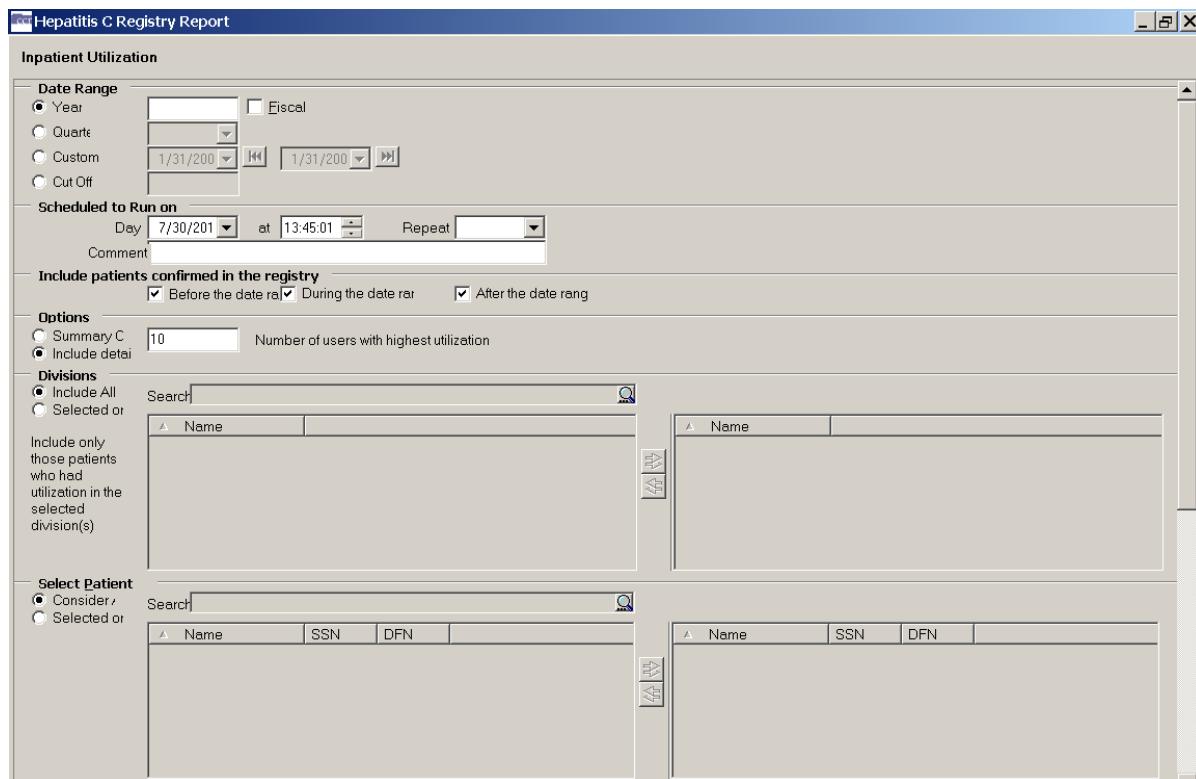


Figure 162 – Inpatient Utilization Report Setup Screen (1 of 2)

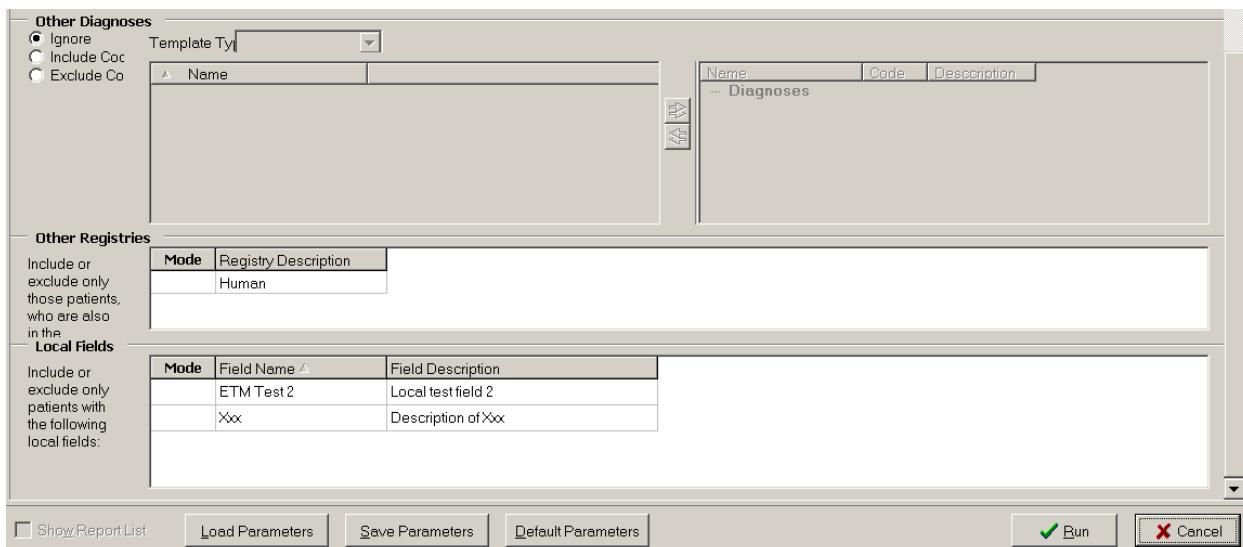


Figure 163 – Inpatient Utilization Report Setup Screen (2 of 2)

2. Set the Date Range, Schedule to run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions. page [132](#)).
3. Select a report Options setting:
 - Click Summary Only to include total counts for numbers of patients and number of admissions.
 - Click Include details and set a Number of users with highest utilization value to include a list of the highest-utilizing patients and the number of stays and number of days utilized during the report period. To see this level of detail on all patients, enter a number equal to (or greater than) the number of all patients in the registry
4. **Divisions.** Check one or more Divisions to select one or more locations where inpatient care is provided:
 - Click Include All to include all divisions in the report
 - Click Selected only to specify one or more specific divisions to be included in the report. Use the selection panes to locate and select the codes:
 - Enter all or part of the division name, and then click the [Search] button. A list of matching locations is displayed below the search field.
 - Select a division, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired divisions are selected and appear in the right pane.
 - To remove a selected division, click its name in the right pane, and then click the left arrow button.
5. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click **Include All** to select all clinics to be included the report
- Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:



Figure 164 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the **[Search]** button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

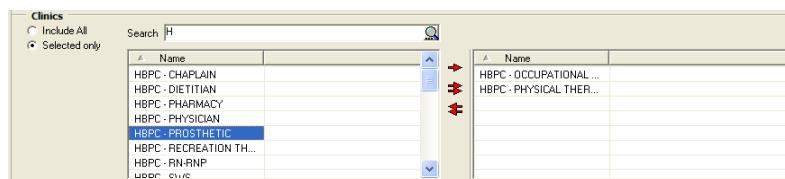


Figure 165 – Clinic Follow Up Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
6. **Select Patient.** Click **Selected only** to specify one or more particular patients to be included in the report. If you choose **Selected only**, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the **[Search]** button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.

- To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
7. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. . See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
8. **OPTIONAL Other Registries.** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.
9. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).¹¹ Note that **Local Fields** choices will only be seen if your site has created any local fields.
10. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button. The Open Report Parameters popup displays:

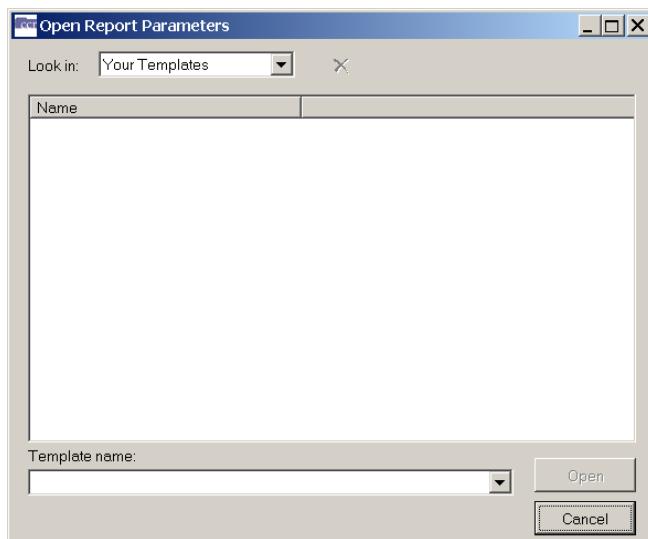


Figure 166 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click [**Open**]. Or, click [**Cancel**] to stop the selection process.

11. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].

12. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
13. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.9.2. Sample Output – Inpatient Utilization report

This example shows the Inpatient Utilization report with the Include Details option selected.

Inpatient Utilization									
Registry:	VA HEP C	Report Created:	12/09/2005@10:06						
Date Range:	04/01/2005 - 06/30/2005	Task Number:	80871						
Comment:	Top 20 Utilization, 2Q05	Last Registry Update:	12/06/2005						
Patients:	Added on any date	Last Data Extraction:	12/06/2005						
Divisions:	ALL								
MaxUtil:	5 (maximum number of patients with highest utilization to display)								
<i>This report contains confidential patient information and must be handled in accordance with established policies.</i>									
Number of Patients	Number of Stays	Number of Days	Median Length of Stay (MLOS)	Average Length of Stay	Number of Short Stays				
21	21	1890	90.0	90.0	0				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Number of Patients</th><th style="text-align: center;">Number of Stays</th></tr> </thead> <tbody> <tr> <td style="text-align: center;">21</td><td style="text-align: center;">1</td></tr> </tbody> </table>						Number of Patients	Number of Stays	21	1
Number of Patients	Number of Stays								
21	1								
Distribution of Utilization among Bed Sections									
<i>Because of hospital stays split among multiple bed sections, information by bed section may not match the totals for complete hospital stays presented in the summary and highest utilization tables.</i>									
#	Bed Section	Number of Patients	Number of Stays	Number of Days	MLOS				
1	GENERAL SURGERY	3	3	270	90.0				
2	GENERAL(ACUTE MEDICINE)	6	6	540	90.0				
3	HIGH INTENSITY GEN PSYCH INFAT	2	2	180	90.0				
Highest Utilization									
<i>5 patient(s) with highest utilization by number of stays</i>									
#	Patient Name	SSN	Number of Stays	Number of Days	Number of Short Stays				
1	CCRPATIENT,FOURTEEN	3333	1	90	0				
2	CCRPATIENT,ONE	1244	1	90	0				
3	CCRPATIENT,SIXTEEN	4886	1	90	0				
4	CCRPATIENT,TWELVE	2242	1	90	0				
5	CCRPATIENT,TWO	8835	1	90	0				

Figure 167 – Inpatient Utilization Report Output

10.10. Lab Utilization Report

The Lab Utilization report provides a list of the number of lab orders and lab results during the selected date range. The report can be run for either individual tests or for panels (e.g., Hgb or

CBC). This report includes only information about the *number* of tests performed, not about the results. The report only includes completed tests and does not cover the microbiology package.

10.10.1. Generating a Lab Utilization report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then choose Lab Utilization. The report window opens:

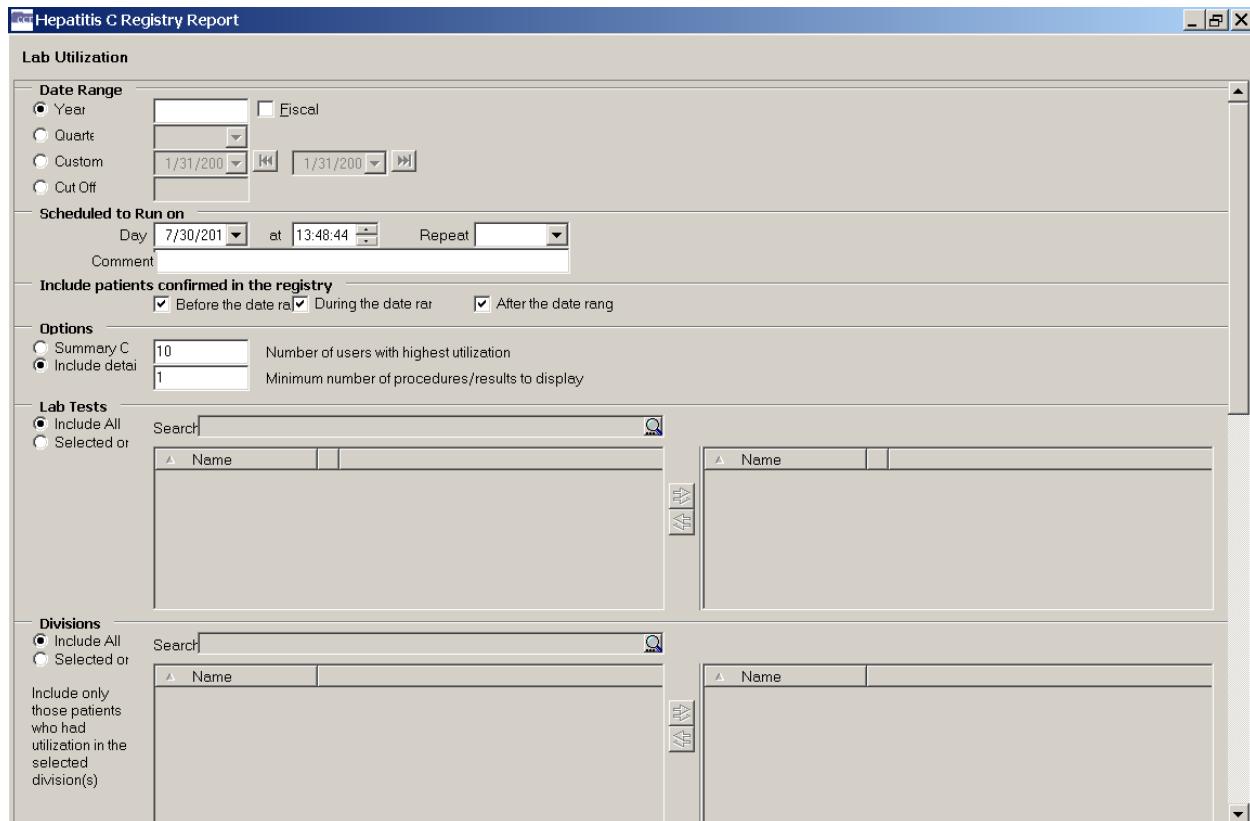


Figure 168 – Lab Utilization Report Setup Screen (1 of 3)

Clinics

Include All
 Selected or

Include only those patients who had utilization in the selected clinic(s)

Select Patient

Consider /
 Selected or

Other Diagnoses

Ignore
 Include Co
 Exclude Co

Template Ty

Name	SSN	DFN

Name	SSN	DFN

Name	Code	Description
- Diagnoses		

Figure 169 – Lab Utilization Report Setup Screen (2 of 3)

Other Registries

Include or exclude only those patients, who are also in the Local Fields

Mode	Registry Description
	Human

Include or exclude only patients with the following local fields:

Mode	Field Name	Field Description
	ETM Test2	Local test field 2
	Xxx	Description of Xxx

Show Report List

Figure 170 – Lab Utilization Report Setup Screen (3 of 3)

2. Set the Date Range, Schedule to run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Select a report Options setting:
 - Click Summary Only to include total counts for numbers of patients and number of admissions.
 - Click Include details to request details on the patients with highest utilization and/or for tests with at least a minimum number of results. Set the Number of users with highest utilization to a number equal to or greater than the total number of patients in the registry if you want to see all lab utilization for all registry patients. Set the

Minimum number of procedures / results to display to 1 to include every lab test or procedure that is selected in the report.

4. Select one or more Lab Tests:

- Click **Include All** to select all lab tests to be included the report
- Click **Selected only** to specify one or more particular tests to be included in the report. Use the lab test selection panes to locate and select the tests:
 - Enter the first few letters of the lab test name, and then click the **[Search]** button. A list of matching lab tests is displayed below the search field.
 - Select a lab test name, and then click the right arrow button to move it to the right pane. Repeat this procedure until all desired tests are selected and appear in the right pane.
 - To remove a selected test, click the name of the clinic in the right pane, and then click the left arrow button.

15. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.^{JJ}

- Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.
- Click **Selected only** to report on patient(s) seen in one or more specific divisions. If you choose **Selected only**, the report includes only those patients who had utilization in the selected Division(s).

16. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click **Include All** to select all clinics to be included the report
- Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

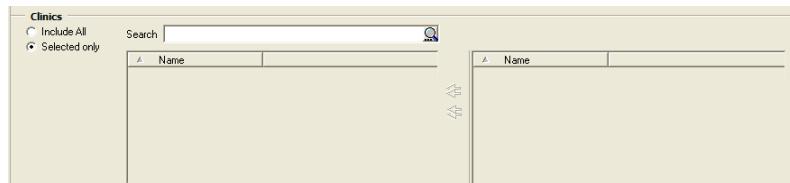


Figure 171 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the **[Search]** button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.

- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

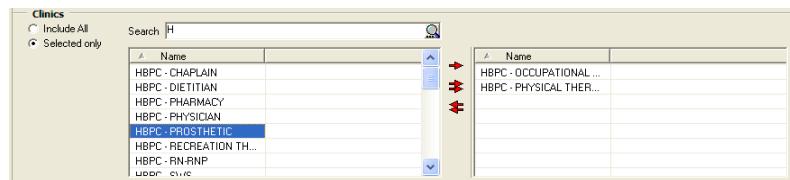


Figure 172 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
17. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [Search] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
5. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
6. **OPTIONAL Other Registries.** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria. (In the future, this feature will allow you to find subset populations across a variety of registries.)^{KK}
7. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so

on (see [Adding Local Fields](#) for more information, page 64).^{LL} Note that **Local Fields** choices will only be seen if your site has created any local fields.

8. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button. The Open Report Parameters popup displays:

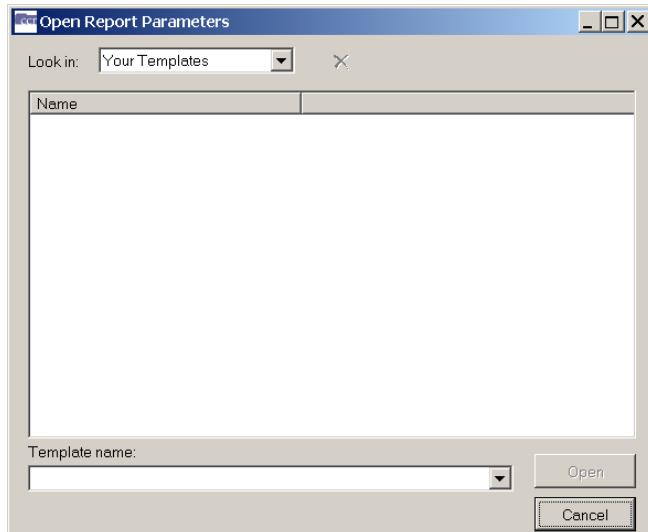


Figure 173 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click [**Open**]. Or, click [**Cancel**] to stop the selection process.

9. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
10. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
11. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.10.2. Sample Output – Lab Utilization report

This example shows the Laboratory Utilization report:^{MM}

Laboratory Utilization						
Registry:	VA.HIV	Report Created:	06/05/2006@15:18			
Date Range:	01/01/2005 - 12/31/2005	Task Number:	1785383			
Patients:	Added on any date	Last Registry Update:				
MaxUtil:	10 (maximum number of patients with highest utilization to display)	Last Data Extraction:				
MinTest:	5 (minimum number of times a Lab test should be performed to be included in the report)					
Lab Tests:	ALL					
This report contains confidential patient information and must be handled in accordance with established policies.						
Number of Patients		Number of Orders	Number of Results	Number of Different Tests		
1		1	20	20		
Number of Patients		Number of Results				
1		20				
Laboratory tests performed 5 times or more						
No data has been found.						
10 patient(s) with highest utilization by number of results						
#	Patient Name	SSN	Date of Death	Number of Orders	Number of Results	Number of Different Tests
1	CCRPATIENT.TWENTY 8	0000		1	20	20

Figure 174 – Lab Utilization Report Output

10.11. List of Registry Patients Report

The List of Registry Patients report displays a complete list of patients in the local registry. Users can select from patients who are pending validation into the registry or those already validated/confirmed or both. Registry specific information (such as date confirmed and some patient identifiers) can be printed with this report.

10.11.1. Generating a List of Registry Patients report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select List of Registry Patients from the Reports menu. The report window opens.

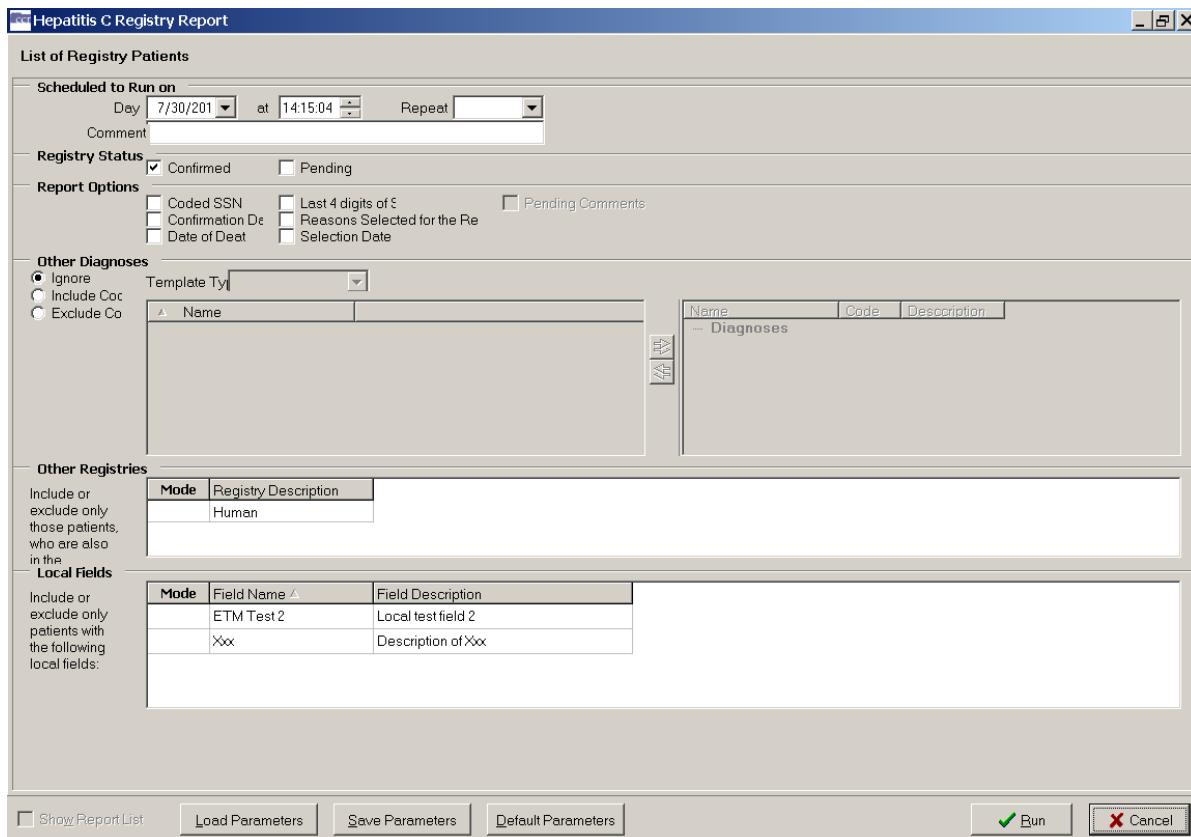


Figure 175 – List of Registry Patients Setup Screen

2. Set the Schedule to run on parameters and enter a Comment, if necessary (see the [Generating a Report](#) topic for detailed instructions, page 132).
 3. In the **Registry Status** section, check the appropriate box to include Confirmed, Pending or Both types of patients in the report. Note that you must check Pending in order to make the Pending Comment checkbox in the **Report Options** section available.
 4. Check one or more Report Options checkboxes to include the field on the report. An additional column heading will be added to the report for each checkbox that is checked. The Pending Comment checkbox is available only if you checked Pending in the **Registry Status** section.
- Coded SSN – a scrambled patient identifier that the [Center for Quality Management in Public Health](#) (CQM) staff use when communicating with the field about patient safety or quality of care issues. When you receive a list of patients using the Coded SSN from CQM, you can run the report to match this 11 digit number with the actual patient name.
 - Confirmation date – the date the patient's status was changed from pending to confirmed
 - Date of Death – taken from the local VistA patient file
 - Last 4 digits of SSN – the patient's actual SSN, not the Coded SSN

- Reasons Selected for the Registry – the selection rule (ICD-9 codes or lab test results) that identified the patient as a pending patient for the registry.
- Selection Date – the earliest date that a registry specific selection rule was found.
- Pending Comments – comments that may have been entered for a patient still in Pending status. Checking this option causes the report to include any comments that have been entered. This option is not enabled unless the Pending box under **Registry Status** (above) has been checked.

The image consists of two side-by-side screenshots of a software application's configuration interface. Both screenshots show a 'Registry Status' section with two checkboxes: 'Confirmed' (checked) and 'Pending' (unchecked in the top one, checked in the bottom one). Below this is a 'Report Options' section containing several checkboxes: 'Coded SSN', 'Confirmation Date', 'Date of Death', 'Last 4 digits of SSN', 'Reasons Selected for the Registry', and 'Selection Date'. In the top screenshot, the 'Pending Comments' checkbox is unchecked. In the bottom screenshot, it is checked. Red circles with arrows point from the text descriptions in the list above to these specific checkboxes in both screenshots.

5. **OPTIONAL** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
6. **OPTIONAL** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.
7. **OPTIONAL** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{NN} Note that **Local Fields** choices will only be seen if your site has created any local fields.
8. **OPTIONAL** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a name for the template and click [**Save**].
9. When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.

10.11.2. Sample Output – List of Registry Patients report

This example shows the List of Registry Patients report, with the Reasons Selected for the Registry report option included:^{oo}

The screenshot shows a Windows application window titled "Clinical Case Registries - [List of Registry Patients]". The menu bar includes "File", "Window", and "Help". The main title is "List of Registry Patients". On the left, there are filter settings: "Registry: VA HEP C", "Patients: Confirmed", and "Other Diagnoses: All". On the right, there are report details: "Report Created: 10/26/2009@16:24", "Task Number: 3880834", "Last Registry Update: 07/13/2009", and "Last Data Extraction: 10/07/2009". Below the filters, it says "Other Registries: Human Immunodeficiency Virus Registry (Include)". A red note at the top of the list area states: "This report contains confidential patient information and must be handled in accordance with established policies." The main content is a table with columns "#", "Patient Name", and "Reasons". The table lists 8 patients from "CCRPATIENT.EIGHT" to "CCRPATIENT.TWO", each with a detailed reason for inclusion. At the bottom, there are status indicators: "Done", "10.4.230.74 @ 9831", "CCRUSER.ONE", and a refresh button.

#	Patient Name	Reasons
1	CCRPATIENT,EIGHT	Included from old registry ICD-9 code in problem list ICD-9 codes in outpatient file
2	CCRPATIENT,FIVE	Included from old registry ICD-9 code in problem list
3	CCRPATIENT,FOUR	Included from old registry ICD-9 code in problem list
4	CCRPATIENT,ONE	Included from old registry ICD-9 code in problem list ICD-9 codes in outpatient file
5	CCRPATIENT,SEVEN	Included from old registry ICD-9 code in problem list
6	CCRPATIENT,SIX	Included from old registry ICD-9 code in problem list ICD-9 codes in outpatient file
7	CCRPATIENT,THREE	Included from old registry ICD-9 code in problem list
8	CCRPATIENT,TWO	Included from old registry ICD-9 code in problem list

Figure 176 – List of Registry Patients Output

10.12. MELD Score by Range

The MELD Score by Range Report is new for Patch ROR*1.5*10, and is one of three new “by range” reports. It provides a list of patients and their MELD (or MELD-Na) scores within a user-specified range (low to high score) and either the most recent score or observations during a specified date range. The report includes the most recent Model for End-Stage Liver Disease (MELD) and/or MELD with Incorporation of Serum Sodium (MELD-Na) score for patients in registry with the ability to limit results to a range of MELD or MELD-Na scores and the ability to limit results to patients with utilization in a user specified range.

 **Notes:** Effective with CCR 1.5.10 (Patch ROR * 1 . 5 * 10):

1. For patients where a value cannot be calculated because there are no lab tests, the lab Result field will be blank and the MELD (and/or MELD-Na) column will be blank.
2. Results will be ignored if the SPECIMEN TYPE (file 63.04, field #.05) contains UA or UR.

3. For patients where the Creatinine result is >12 (invalid), earlier results will be checked for a valid value. If no valid value is found, the Result field will contain the invalid result with “*” next to it, and both scores will be blank (not calculated).
4. For patients where the Sodium result is <100 or >180 (invalid), earlier results will be checked for a valid value. If no valid value is found, the Result field will contain the invalid result with “*” next to it, and the MELD-Na score will be blank (not calculated).
5. If you do not select (check) either report (MELD or MELD-Na) in the **Result Ranges** panel, the report will display both scores.

10.12.1. Generating a MELD Score by Range Report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, Reports menu, select MELD Score by Range. The report window opens.

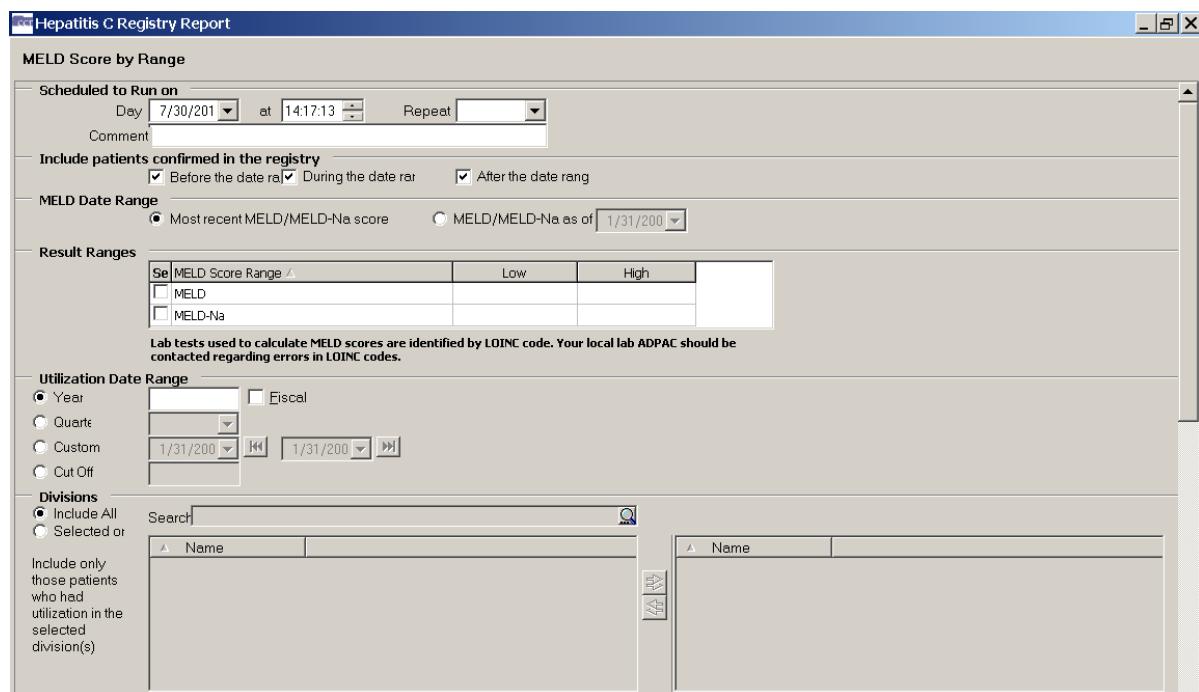


Figure 177 – MELD Score by Range Report Setup Screen (1 of 3)

Clinics

Include All
 Selected or

Include only those patients who had utilization in the selected clinic(s)

Select Patient

Consider /
 Selected or

Other Diagnoses

Ignore
 Include Co
 Exclude Co

Template Typ []

Name	SSN	DFN

Name	SSN	DFN

Name	Code	Description
— Diagnoses		

Figure 178 – MELD Score by Range Report Setup Screen (2 of 3)

Other Registries

Include or exclude only those patients, who are also in the

Mode	Registry Description
Human	

Local Fields

Include or exclude only patients with the following local fields:

Mode	Field Name	Field Description
	ETM Test 2	Local test field 2
	Xxx	Description of Xxx

Show Report List

Figure 179 – MELD Score by Range Report Setup Screen (3 of 3)

2. Set the **Scheduled to Run on** and **Include patients...** parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Set the **MELD Date Range** by checking either Most recent MELD/MELD-Na score or MELD/MELD-Na as of. In the latter case, enter the “as of” date.



Note: Effective with CCR 1.5.10 (Patch ROR*1.5*10), if you do not select (check) either report (MELD or MELD-Na) in the **Result Ranges** panel, the report will display both scores.

4. Set the **Result Ranges** for the MELD, MELD-Na, or both reports by checking the desired range(s) and entering the low and high values as appropriate.
5. Set the **Utilization Date Range** (see the [Generating a Report](#) topic for detailed instructions on date ranges, page [132](#)).
6. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:
Include All and Selected only appear on the Divisions panel.^{PP}
 - Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.
 - Click **Selected only** to report on patient(s) seen in one or more specific divisions. If you choose **Selected only**, the report includes only those patients who had utilization in the selected Division(s).
7. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
 - Click **Include All** to select all clinics to be included the report
 - Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

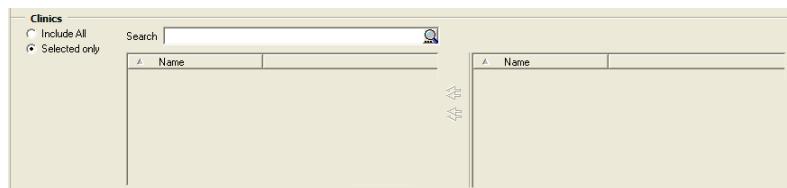


Figure 180 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the **[Search]** button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

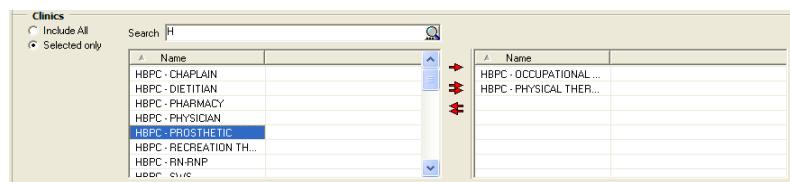


Figure 181 – Clinic Follow Up Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.

8. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
9. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
10. **OPTIONAL Other Registries.** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{QQ}
11. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{RR} Note that **Local Fields** choices will only be seen if your site has created any local fields.
12. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
13. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
14. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.12.2. Sample Output – MELD Score by Range Report

This example shows the MELD Score by Range report:

Clinical Case Registries - [MELD Score by Range]

MELD Score by Range

Registry:	VA HIV	Report Created:	01/25/2010@10:31
Utilization Date Range:	01/01/2010 - 12/31/2010	Task Number:	140672
Patients:	Added on any date	Last Registry Update:	01/24/2010
Options:	Complete Report	Last Data Extraction:	01/24/2010
Lab Test Date:	Most Recent		
Other Diagnoses:	All		

This report contains confidential patient information and must be handled in accordance with established policies.

Lab tests used to calculate MELD scores are identified by LOINC code. Your local lab ADPAC should be contacted regarding errors in LOINC codes.

***For this report, creatinine values >12 mg/dL are assumed to be erroneous and are ignored. Sodium values <100 or >180 meq/L are also assumed to be erroneous and are ignored.**

#	Patient Name	SSN	Date of Death	Test	Date	Result	MELD	MELD-Na
1	CCRPATIENT,FIVE	8286		Bili Cr INR Na	12/24/2009 01/05/2010 12/21/2004 01/05/2010	0.5 4.0 0.97 145	20	20
2	CCRPATIENT,ONE	1372		Bili Cr INR Na	04/13/2005 04/18/2005 03/03/2005 04/18/2005	0.3 0.6 1.10 137	7	7
3	CCRPATIENT,TEN	1024		Bili Cr INR Na	02/03/2005 01/21/2010 05/22/2003 02/03/2005	0.3 4.0 1.19 137	22	22
4	CCRPATIENT,TWO	0500		Bili Cr INR Na	01/06/2004 01/06/2004 01/06/2004	0.4 0.9 137		

Calculation Formulas

Description	Formula
MELD	$(0.957 * \ln(\text{Serum Cr}) + 0.378 * \ln(\text{Serum Bilirubin}) + 1.120 * \ln(\text{INR}) + 0.643) * 10$ NOTES: Ln is 'natural log' Lower limit of 1 for all variables with creatinine capped at 4
MELD-Na	MELD calculation + 1.59 * (135 - Serum Na) NOTE: Minimum value for Serum Na is 120 mmol/L and the maximum is 135 mmol/L

Figure 182 – MELD Score by Range Report Output



Note: Effective with CCR 1.5.10 (Patch ROR*1.5*10):

- An asterisk (“*”) will be shown next to values out of range for Cr and Sodium, unless a valid value was found on earlier date.
- Test results from UR and UA specimen types containing UR or UA will be excluded.



Note: You can sort the output by clicking on any of the underlined blue column headings. Effective with CCR 1.5.13 (Patch ROR*1.5*13), you can sort by the calculated results (MELD or MELD-Na, in this case).

10.13. Outpatient Utilization report

The Outpatient Utilization report provides a count of outpatient clinic utilization during the specified date range with an option to identify patients with the highest utilization. There is no specific detail on which patients went to which clinics or when they went—use the [Clinic Follow Up](#) report for that purpose.

10.13.1. Generating an Outpatient Utilization report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select Outpatient Utilization from the Reports menu. The report window opens:

Hepatitis C Registry Report

Outpatient Utilization

Date Range

- Year Fiscal
- Quarter
- Custom
- Cut Off

Scheduled to Run on

Day at Repeat
Comment

Include patients confirmed in the registry

Before the date ran During the date ran After the date ran

Options

Summary C Number of users with highest utilization
 Include detail

Divisions

Include All Name
 Selected or Name

Include only those patients who had utilization in the selected division(s)

Select Patient

Consider / Selected or Name
 SSN DFN Name SSN DFN

Figure 183 – Outpatient Utilization Report Setup Screen (1 of 2)

Other Diagnoses

Ignore Template Type
 Include Co Name
 Exclude Co Name Diagnoses

Other Registries

Include or exclude only those patients, who are also in the Local Fields

Mode	Registry Description
	Human

Local Fields

Include or exclude only patients with the following local fields:

Mode	Field Name /	Field Description
	ETM Test 2	Local test field 2
	Xxx	Description of Xxx

Show Report List Load Parameters Save Parameters Default Parameters Run Cancel

Figure 184 – Outpatient Utilization Report Setup Screen (2 of 2)

2. Set the **Date Range**, **Scheduled to run on**, and **Include Patients...** parameters (see the [Generating a Report](#) topic for detailed instructions, page 132).
3. Select a report **Options** setting:
 - Click **Summary Only** to include total counts for numbers of patients and number of tests.
 - Click **Include details** and set a Number of users with highest utilization value to include a list of the highest-utilizing patients and the number of stops during the report period. To see utilization for all patients, enter a number equal to (or greater than) the number of all patients in the registry.
4. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:
Include All and Selected only appear on the Divisions panel.^{ss}
 - Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.
 - Click **Selected only** to report on patient(s) seen in one or more specific divisions. If you choose **Selected only**, the report includes only those patients who had utilization in the selected Division(s).
5. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
 - Click **Include All** to select all clinics to be included the report
 - Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

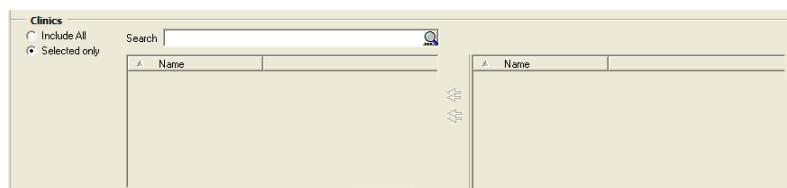


Figure 185 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the **[Search]** button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

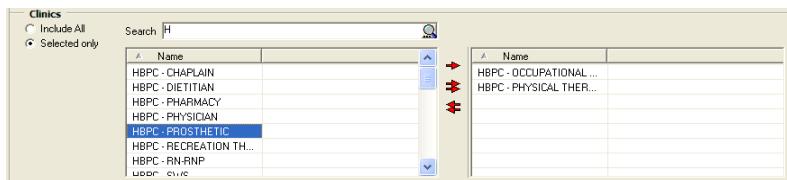


Figure 186 – Clinic Follow Up Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
6. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
 7. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
 8. **OPTIONAL Other Registries.** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{TT}
 9. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{UU} Note that **Local Fields** choices will only be seen if your site has created any local fields.
 10. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].

11. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
12. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.13.2. Sample Output – Outpatient Utilization report

The following example shows the Outpatient Utilization report with the Include Details option selected:

Clinical Case Registries - [Outpatient Utilization]

File Window Help

Outpatient Utilization

Registry:	VA HIV	Report Created:	10/28/2009@13:06
Date Range:	01/01/2005 - 12/31/2005	Task Number:	3965531
Patients:	Added on any date	Last Registry Update:	10/08/2009
Other Diagnoses:	All	Last Data Extraction:	10/08/2009

Divisions: ALL
MaxUtil: 10 (maximum number of patients with highest utilization to display)

This report contains confidential patient information and must be handled in accordance with established policies.

A total of 1.00 visit is given for outpatient activity on a given date. A 'stop' is credited for each entry of a stop code, while a 'visit' is split among each stop credited on a given date. Thus, a single visit with two stop codes credited will show as 0.5 visit for each stop code.

Number of Patients	Number of Visits	Number of Stops
9	135	312

Number of Patients	Number of Stops
1	124
1	102
1	35
1	30
2	5
2	4
1	3

Distribution of Utilization among Clinics

#	Stop Code	Clinic	Number of Patients	Number of Visits	Number of Stops
1	101	EMERGENCY UNIT	2	1.33	3
2	102	ADMITTING/SCREENING	5	4.33	9
3	104	PULMONARY FUNCTION	1	0.20	1
4	105	X-RAY	2	4.57	12
5	107	EKG	1	0.22	2
6	108	LABORATORY	6	9.58	27
7	109	NUCLEAR MEDICINE	1	1.40	3
8	117	NURSING (2ND ONLY)	7	17.85	49
9	125	SOCIAL WORK SERVICE	4	4.67	7
10	147	TELEPHONE/ANCILLARY	2	4.50	5
11	150	COMPUTERIZED TOMOGRAPHY (CT)	1	0.58	2

Highest Utilization

10 patient(s) with highest utilization by number of stop codes

#	Patient Name	SSN	Number of Visits	Number of Stops	Number of Different Stops
1	CCRPATIENT,EIGHT	3105	63	124	19
2	CCRPATIENT,FIVE	1532	37	102	26
3	CCRPATIENT,FOUR	0384	13	35	11
4	CCRPATIENT,NINE	0492	12	30	8
5	CCRPATIENT,ONE	6911	3	5	5
6	CCRPATIENT,SEVEN	3253	3	5	3
7	CCRPATIENT,SIX	8578	2	4	4
8	CCRPATIENT,THREE	1477	1	4	2
9	CCRPATIENT,TWO	3207	1	3	3

Done 10.4.230.74 © 9831 CCUSER.ONE

Figure 187 – Outpatient Utilization Report Output

10.14. Patient Medication History Report

The Patient Medication History report provides all inpatient and outpatient prescription fills for selected patients over a specified time period. This report searches inpatient unit dose, IV medications, and outpatient prescriptions for any or specified prescription fills.



Note: Effective with CCR 1.5.13 (Patch ROR*1.5*13), this report is enhanced to allow users to select the most recent fill only, or all fills. The report output has been enhanced to include a column displaying the number of fills remaining.

10.14.1. Generating a Patient Medication History report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select Patient Medication History from the Reports menu. The report window opens:

The screenshot shows the 'Patient Medication History' report setup window. It includes fields for Date Range (Year, Quarter, Custom, Cut Off), Scheduled to Run on (Day, at, Repeat), Activity (Inpatient, Outpatient checked), Report Options (Display all fill, Only most recent fill in time per), Medications (Search by Generic Names, Group Name), Divisions (Search, Name list), and a note about including patients with utilization in selected divisions.

Figure 188 – Patient Medication History Report Setup Screen (1 of 3)

2. **Date Range, Scheduled to Run on and Activity.** Set a Date Range, Scheduled to run on, and Activity parameters (see the [Generating a Report](#) topic for detailed instructions, page 132).

3. **Report Options.** Select a report option: Display all fill or Only most recent in time period.
4. **Medications.** Select one or more Medications:
 - Click **Include All** to select all medications to be included the report
 - Click **Selected only** to specify one or more particular medications to be included in the report. Use the medication selection panes to find and select the meds:
 - Select a type of medication name from the drop-down list. Medications are listed by formulation, VA generic name, VA Drug class codes or names, and by other registry-specific groups (registry meds, investigational drugs).
 - Enter the first few letters of the medication in the left-side field and click the [**Search**] button. A list of matching meds is displayed below the search field. When you are using the search box to select specific medications for this report, the text in the search box will automatically convert to uppercase.
 - Select a medication name, and then click the right arrow to move it to the right pane. The medications will be automatically categorized in the list. Repeat this procedure until all desired meds are selected and appear in the right pane.

You can use Groups to find patients who received a combination of medications:

- Before selecting any medications, type a name for the first group in the right-side field, and then click the large plus sign (+) button. The Group Name is listed inside the right pane.
- [**Search**] for and select the medications to be included in this group, and then click the right-arrow button to move them to the right pane. The medications will be automatically categorized under the Group name in the list.
- Type a name for the next group in the right-side field, and then click the plus-sign button to add the new group name to the Medications list in the right pane. Add medications to this group using the steps above.
- Repeat this process to create as many groups as you need. The report will look for patients that have at least one prescription fill from each group.

CCR uses “*or*” logic within a group, and “*and*” logic between groups. If you have only one group on your report, the report includes any patient who received at least one drug in the group, but if you have multiple groups, it includes patients who received at least one medication from *all* groups.

5. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and **Selected only** appear on the Divisions panel.^{VV}

- Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.

- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).

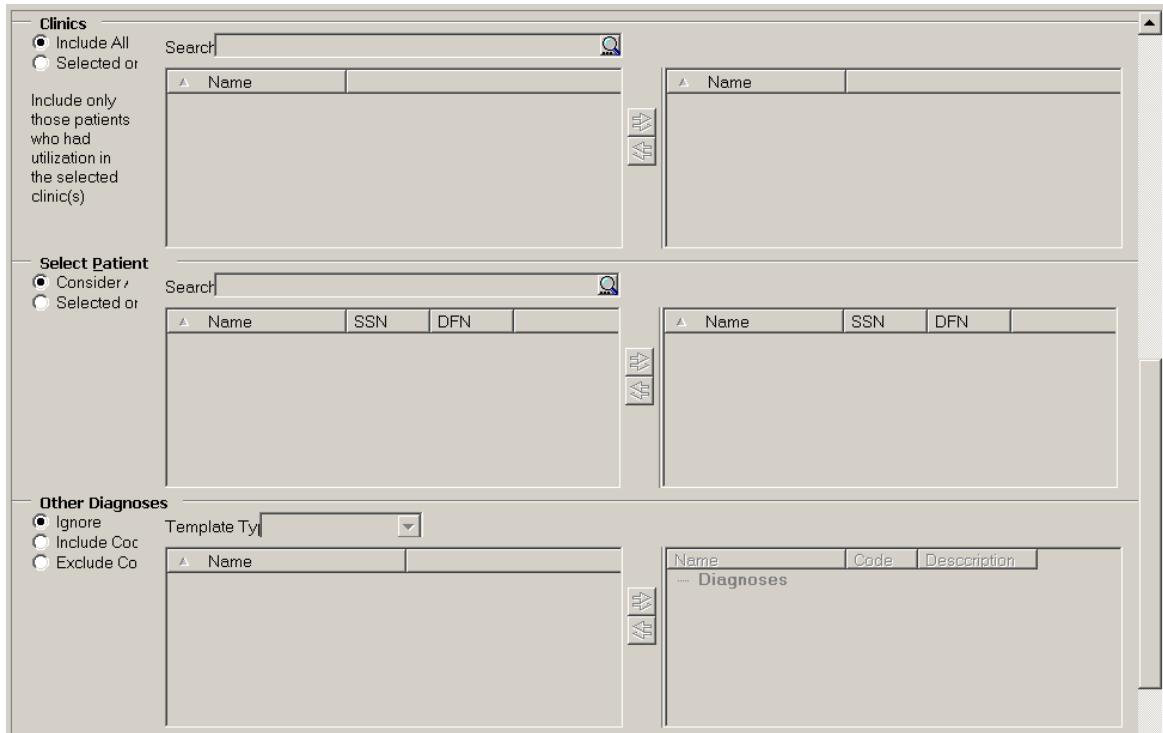


Figure 189 – Patient Medication History Report Setup Screen (2 of 3)

6. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click Include All to select all clinics to be included the report
- Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

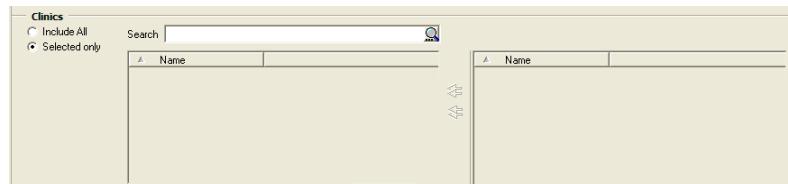


Figure 190 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [Search] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.

- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

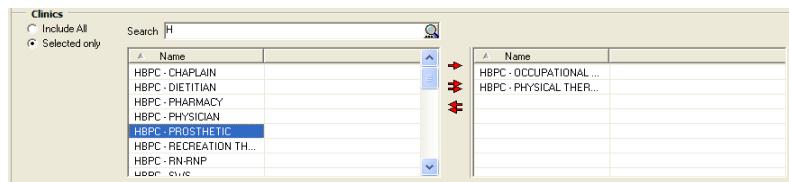


Figure 191 – Clinic Follow Up Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
7. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [Search] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
 8. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.

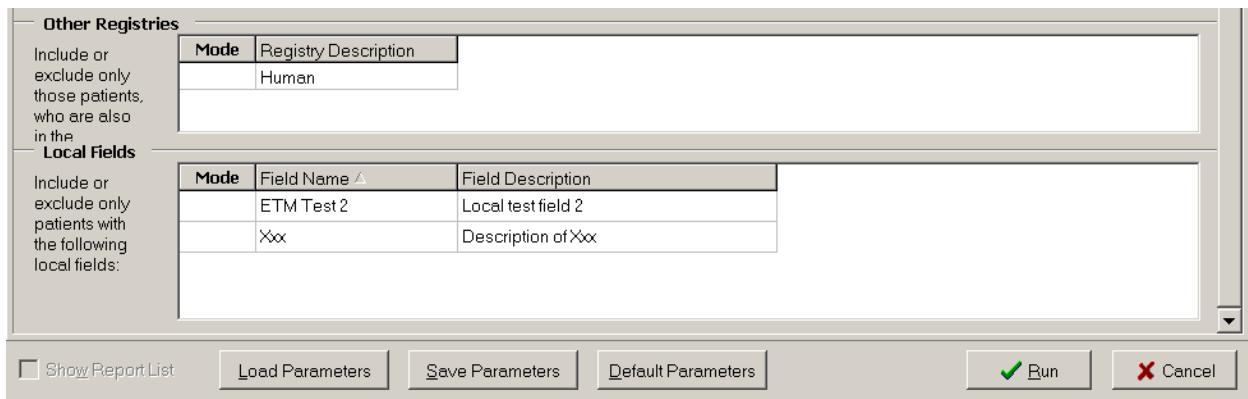


Figure 192 – Patient Medication History Report Setup Screen (3 of 3)

9. **OPTIONAL Other Registries.** In the **Other Registries** section, select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria. (In the future, this feature will allow you to find subset populations across a variety of registries.)^{WW}
10. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{XX} Note that **Local Fields** choices will only be seen if your site has created any local fields.
11. **OPTIONAL Load Parameters.** If parameters have previously been saved (see [Save Parameters](#), below), the parameters can be loaded. Click the [**Load Parameters**] button. The Open Report Parameters popup displays:

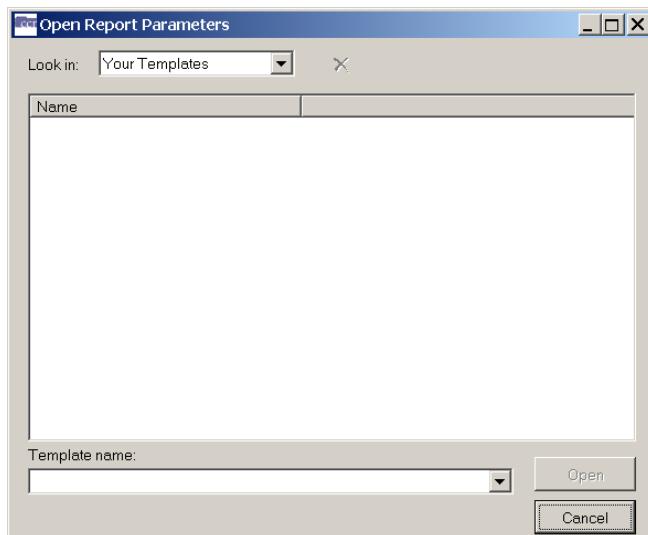


Figure 193 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. Or, click **[Cancel]** to stop the selection process.

12. **OPTIONAL** **Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
13. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
14. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

10.14.2. Sample Output – Patient Medication History report

This example shows the Patient Medication History report:^{YY}

Patient Medication History						
Registry:	VA HIV	Report Created:	05/26/2006@10:13			
Date Range:	10/04/1981 - 05/26/2005	Task Number:	1761456			
Patients:	Both Inpatients and Outpatients	Last Registry Update:				
Meds:	ALL	Last Data Extraction:				
<i>This report contains confidential patient information and must be handled in accordance with established policies.</i>						
Note:	Age of patients is calculated as of the date when the report is run (05/26/2006). If a patient died then the age is calculated as of date of death.					
CCRPATIENT.Seventeen						
#	Patient Name	SSN	Date of Birth	Age	Date of Death	
1	CCRPATIENT.Seventeen	.0000	01/01/1960	40	02/01/2000	
Drug History						
Date	Ex#	Type	Drug Name	Generic Name	Days Supply	Fill Type
03/20/1996	1678	ORIGINAL	DIGOXIN (LANOXIN) 0.125MG TAB		30	WINDCW
07/24/1996	1590	ORIGINAL	AMINOPHYLLINE 100MG TAB		30	WINDCW
02/13/1998	1729	ORIGINAL	DIGOXIN (LANOXIN) 0.125MG TAB		90	WINDCW
07/15/1998	1754	ORIGINAL	GLYBURIDE 2.5MG TAB		30	WINDCW

Figure 194 – Patient Medication History Report Output

10.15. Pharmacy Prescription Utilization Report

The Pharmacy Prescription Utilization report provides a count of prescriptions filled during a specified date range, with the option of identifying patients with the highest utilization. This report does not include information about specific medications filled by individual patients; use the [Patient Medication History](#) report for that information.

10.15.1. Generating a Pharmacy Prescription Utilization report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select Pharmacy Prescription Utilization from the Reports menu. The report window opens:

Hepatitis C Registry Report

Pharmacy Prescription Utilization

Date Range
• Year Fiscal
• Quarter
• Custom 1/31/2000 1/31/2000

Scheduled to Run on
Day 7/30/2011 at 14:25:03 Repeat
Comment:

Include patients confirmed in the registry
 Before the date range During the date range After the date range

Activity
 Inpatient Outpatient

Options
 Summary C 10 Number of users with highest utilization
 Include details

Medications
 Include All Selected or Registry Med

Search by Search
Generic Names

Group Name

Name

Aggregate By Generic Names Individual Formulation

Divisions
 Include All Selected or Search
Name

Include only those patients who had utilization in the selected division(s)

Figure 195 – Pharmacy Prescription Utilization Report Setup Screen (1 of 3)

Clinics

Include All
 Selected or

Include only those patients who had utilization in the selected clinic(s)

Select Patient

Consider /
 Selected or

Other Diagnoses

Ignore
 Include Co
 Exclude Co

Template Typ []

Name	SSN	DFN

Name	SSN	DFN

Name	Code	Description
Diagnoses		

Figure 196 – Pharmacy Prescription Utilization Report Setup Screen (2 of 3)

Other Registries

Include or exclude only those patients, who are also in the Local Fields

Mode	Registry Description
Human	

Include or exclude only patients with the following local fields:

Mode	Field Name	Field Description
ETM Test2 Local test field 2		
Xxx Description of Xxx		

Show Report List

Figure 197 – Pharmacy Prescription Utilization Report Setup Screen (3 of 3)

2. Set the Date Range, Schedule to run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Check one or more Activity checkboxes to include Inpatients, Outpatients, or both.
4. Select a report Options setting:
 - Click Summary Only to include total counts for numbers of patients and number of tests.
 - Click Include details and enter a Number of users with highest utilization value to specify the number of patients to display who have the highest utilization by number of pharmacy fills. To include all utilization for all registry patients, enter a number equal to or greater than the total number of patients in the registry.
5. Select one or more Medications:

- Click **Include All** to select all medications to be included the report
- Click **Selected only** to specify one or more particular medications to be included in the report. Use the medication selection panes to find and select the meds:
 - Select a type of medication name from the drop-down list. Medications are listed by formulation, VA generic name, VA Drug class codes or names, and by other registry-specific groups (registry meds, investigational drugs).
 - Enter the first few letters of the medication in the left-side field and click the **[Search]** button. A list of matching meds is displayed below the search field. When you are using the search box to select specific medications for this report, the text in the search box will automatically convert to uppercase.
 - Select a medication name, and then click the right arrow to move it to the right pane. The medications will be automatically categorized in the list. Repeat this procedure until all desired meds are selected and appear in the right pane.

You can use Groups to find patients who received a combination of medications:

- Before selecting any medications, type a name for the first group in the right-side field, and then click the large plus sign (+) button. The Group Name is listed inside the right pane.
- **[Search]** for and select the medications to be included in this group, and then click the right-arrow button to move them to the right pane. The medications will be automatically categorized under the Group name in the list.
- Type a name for the next group in the right-side field, and then click the plus-sign button to add the new group name to the Medications list in the right pane. Add medications to this group using the steps above.
- Repeat this process to create as many groups as you need. The report will look for patients that have at least one prescription fill from each group.

CCR uses “*or*” logic within a group, and “*and*” logic between groups. If you have only one group on your report, the report includes any patient who received at least one drug in the group, but if you have multiple groups, it includes patients who received at least one medication from ALL groups.

- Click an **Aggregate By** option button to aggregate the drugs by generic or individual formulations in the report output.



Note: This button does not affect the report set-up form.

6. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.^{zz}

- Click Include All to report on all Divisions. If you choose Include All, the report considers all registry patients.
- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).

7. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click Include All to select all clinics to be included the report
- Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

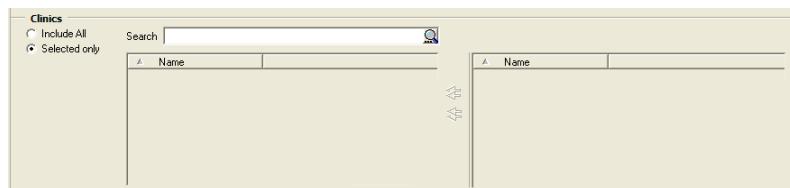


Figure 198 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

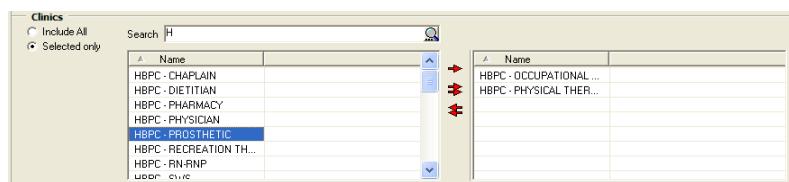


Figure 199 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
8. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.

- A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
9. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is **Ignore**, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
10. **OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{AAA}
11. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{BBB} Note that **Local Fields** choices will only be seen if your site has created any local fields.
12. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

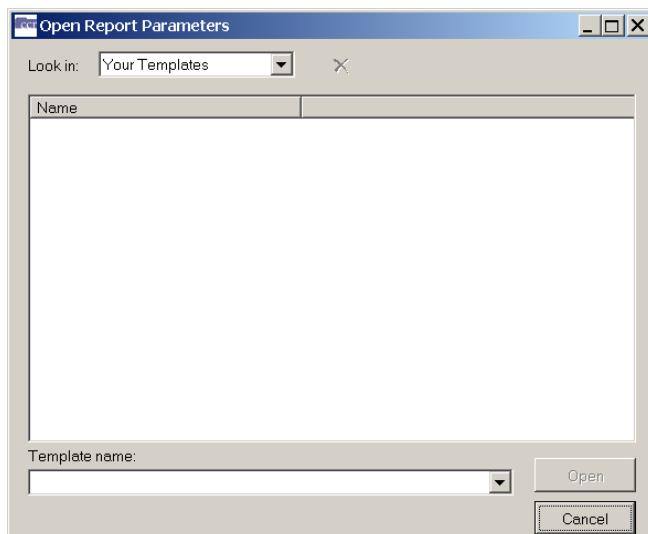


Figure 200 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. The associated diagnosis codes are loaded into the Registry Reports window. Or, click **[Cancel]** to stop the selection process.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

13. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
14. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
15. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

10.15.2. Sample Output – Pharmacy Prescription Utilization report

The report displays utilization statistics for outpatient pharmacy, inpatient pharmacy, or both, depending on which report options were selected. This example shows the Pharmacy Prescription Utilization report:

Pharmacy Prescription Utilization																															
Registry:	VA HEP C																														
Date Range:	01/01/2005 - 12/31/2005																														
Patients:	Added on any date, Both Inpatients and Outpatients																														
Other Diagnoses:	All																														
Meds:	Aggregate by Generic Names ALL																														
MaxUtil:	10 (maximum number of patients with highest utilization to display)																														
This report contains confidential patient information and must be handled in accordance with established policies.																															
Selected Outpatient Activity																															
Number of Patients	Number of Fills	Number of Different Medications																													
297	7924	338																													
<table border="1"> <thead> <tr> <th>Number of Patients</th><th>Number of Fills</th></tr> </thead> <tbody> <tr><td>1</td><td>164</td></tr> <tr><td>1</td><td>138</td></tr> <tr><td>1</td><td>130</td></tr> <tr><td>1</td><td>111</td></tr> <tr><td>1</td><td>102</td></tr> <tr><td>1</td><td>100</td></tr> <tr><td>2</td><td>93</td></tr> <tr><td>2</td><td>89</td></tr> <tr><td>2</td><td>88</td></tr> <tr><td>2</td><td>86</td></tr> <tr><td>1</td><td>85</td></tr> <tr><td>1</td><td>84</td></tr> <tr><td>1</td><td>80</td></tr> <tr><td>1</td><td>79</td></tr> </tbody> </table>		Number of Patients	Number of Fills	1	164	1	138	1	130	1	111	1	102	1	100	2	93	2	89	2	88	2	86	1	85	1	84	1	80	1	79
Number of Patients	Number of Fills																														
1	164																														
1	138																														
1	130																														
1	111																														
1	102																														
1	100																														
2	93																														
2	89																														
2	88																														
2	86																														
1	85																														
1	84																														
1	80																														
1	79																														

Figure 201 – Pharmacy Prescription Utilization Report Output

Outpatient Medications					
#	Drug Name	Number of Patients	Number of Fills	Maximum Number of Fills per Patient	Number of Patients with Max. Utilization
1	MORPHINE	37	258	26	1
2	OXYCODONE	36	224	24	1
3	OMEPRAZOLE	67	207	12	1
4	ALBUTEROL	62	192	11	1
5	LISINOPRIL	56	172	7	2
6	ACETAMINOPHEN/HYDROCODONE	50	162	16	1
7	ACETAMINOPHEN/OXYCODONE	48	142	14	1
8	SILDENAFIL	36	133	12	2
9	CLONAZEPAM	24	131	15	1
10	FLUNISOLIDE	47	130	9	2
11	TRAZODONE	32	128	14	1
12	SIMVASTATIN	42	124	6	2

Figure 202 – Pharmacy Prescription Utilization Report Output (continued)

10 patient(s) with highest utilization by number of fills

#	Patient Name	SSN	Date of Death	Number of Fills	Number of Different Medications
1	CCRPATIENT, EIGHT	3950		164	30
2	CCRPATIENT, EIGHTEEN	3091		138	28
3	CCRPATIENT, ELEVEN	9490		130	28
4	CCRPATIENT, FIFTEEN	2941		111	24
5	CCRPATIENT, FIVE	9098		102	21
6	CCRPATIENT, FOUR	4408		100	19
7	CCRPATIENT, FOURTEEN	9242		93	19
8	CCRPATIENT, NINE	6739		93	27
9	CCRPATIENT, NINETEEN	2827	03/09/2006	89	14
10	CCRPATIENT, ONE	7512		89	22

Selected Inpatient Activity

Number of Patients	Number of Doses	Number of Different Medications
46	1299	179

Number of Patients	Number of Doses
1	160
1	120
1	91
1	89
1	69
1	62
1	60

	5	1
--	---	---

Inpatient Medications

#	Drug Name	Number of Patients	Number of Doses	Maximum Number of Doses per Patient	Number of Patients with Max. Utilization
1	POTASSIUM CHLORIDE	14	76	16	1
2	MORPHINE	17	66	13	1
3	THIAMINE	10	54	17	1
4	LORAZEPAM	14	53	12	1
5	FUROSEMIDE	11	51	21	1
6	FOLIC ACID	11	44	14	1
7	OMEPRAZOLE	14	36	9	1
8	INSULIN	5	33	15	1
9	ACETAMINOPHEN/OXYCODONE	13	29	14	1
10	MAGNESIUM SULFATE	13	29	8	1
11	MULTIVITAMINS	10	29	9	1
12	MINERALS/MULTIVITAMINS	11	28	8	1

Figure 203 – Pharmacy Prescription Utilization Report Output (continued)

10 patient(s) with highest utilization by number of doses

#	Patient Name	SSN	Date of Death	Number of Doses	Number of Different Medications
1	CCRPATIENT, SEVEN	7784	12/26/2005	160	35
2	CCRPATIENT, SEVENTEEN	4159		120	29
3	CCRPATIENT, SIX	5464	03/02/2005	91	28
4	CCRPATIENT, SIXTEEN	8901		89	28
5	CCRPATIENT, TEN	0277	12/05/2005	69	27
6	CCRPATIENT, THIRTEEN	9304	04/14/2006	62	16
7	CCRPATIENT, THREE	9628		60	23
8	CCRPATIENT, TWELVE	0439		45	18
9	CCRPATIENT, TWENTY	1162		45	23
10	CCRPATIENT, TWENTYFIVE	1028		35	18

Highest Combined OP and IP Utilization Summary

#	Patient Name	SSN	Date of Death	Number of Fills	Number of Doses	Number of Different Medications
1	CCRPATIENT, FOUR	9242		93	0	19
2	CCRPATIENT, FOURTEEN	4159		64	120	33
3	CCRPATIENT, NINE	3950		164	0	30
4	CCRPATIENT, NINETEEN	0439		80	45	23
5	CCRPATIENT, ONE	2827	03/09/2006	89	0	14
6	CCRPATIENT, SEVEN	4408		100	0	19
7	CCRPATIENT, SEVENTEEN	9628		46	60	31
8	CCRPATIENT, SIX	9490		130	12	31
9	CCRPATIENT, SIXTEEN	9098		102	23	26
10	CCRPATIENT, TEN	7512		89	0	22
11	CCRPATIENT, THIRTEEN	1028		43	35	23
12	CCRPATIENT, THREE	6739		93	34	35
13	CCRPATIENT, TWELVE	3091		138	0	28
14	CCRPATIENT, TWENTY	7784	12/26/2005	16	160	35
15	CCRPATIENT, TWENTYFIVE	8901		65	89	37
16	CCRPATIENT, TWENTYFOUR	9304	04/14/2006	40	62	20
17	CCRPATIENT, TWENTYONE	5464	03/02/2005	18	91	30
18	CCRPATIENT, TWENTYTHREE	2941		111	0	24
19	CCRPATIENT, TWENTYTWO	0277	12/05/2005	17	69	30
20	CCRPATIENT, TWO	1162		58	45	28

Figure 204 – Pharmacy Prescription Utilization Report Output (continued)

10.16. Procedures Report

The Procedures report provides a list of patients or summary data on patients who had a selected procedure during the specified date range, with the option of additional filters.^{CCC} This report searches on inpatient and outpatient procedures.

The sorting of the Procedures report was changed for CCR 1.5.^{DDD}

- When the report is sorted by patient data, the procedures are grouped by patient.
- When the report is sorted by procedure data, the report is *not* grouped and the patient data is duplicated in each row.



Note: If a patient is not selected for a report, all corresponding procedures are disregarded and not included in counts.

10.16.1. Generating a Procedures report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then choose Procedures. The report window opens:

Figure 205 – Procedures Report Setup Screen (1 of 3)

CPT

Include All Selected or

Search by

A	C...	Name

A	C...	Name

Utilization Date Range

Year Fiscal

Quarter

Custom

Cut Off

Divisions

Include All Selected or

Search

A	Name

A	Name

Include only those patients who had utilization in the selected division(s)

Clinics

Include All Selected or

Search

A	Name

A	Name

Include only those patients who had utilization in the selected clinic(s)

Figure 206 – Procedures Report Setup Screen (2 of 3)

Select Patient

Consider / Selected or

Search

Name	SSN	DFN

Other Diagnoses

Ignore Include Codes Exclude Codes

Template Type

Name

Other Registries

Include or exclude only those patients, who are also in the Local Fields

Mode	Registry Description
Human	

Include or exclude only patients with the following local fields:

Mode	Field Name	Field Description
	ETM Test 2	Local test field 2
	Xxx	Description of Xxx

Show Report List

Figure 207 – Procedures Report Setup Screen (3 of 3)

2. Set the Date Range, Schedule to run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Check one or more Procedures checkboxes to include Inpatient, Outpatient, or both types of procedures. EEE
 - If only Inpatient (ICD-9) procedures are selected, the Procedures report uses “or” logic for ICD-9 codes inside the groups, while using “and” logic between groups.
 - If only Outpatient (CPT) procedures are selected, a patient is added to the Procedures report when the patient has at least one CPT code selected on the CPT report parameters panel.
 - If both Inpatient (ICD-9) and Outpatient (CPT) procedures are selected, a patient is added to the Procedures report when the patient has either at least one inpatient procedure (ICD-9) or at least one selected outpatient procedure (CPT-4).
 - The Procedures panel works in conjunction with the Patients panel (see 4 immediately below).
 - a. If No selected procedures were performed is selected in the Patients panel, the patient is added to the report only when no outpatient procedures and inpatient procedures are found in at least one of the groups.

- b. If Only patients who have received care during the date range is selected in the Patients panel, the patient utilization for the specified date range is reviewed. If there is no patient utilization for the date range, the patient is excluded from the report.
4. Check one or more Patients checkboxes to include in your report patients associated with selected procedures performed or no selected procedures performed in a specified date range. Selecting the Only patients who have received care during the date range checkbox activates the Utilization Date Range Panel.^{FFF}

The Only patients who have received care during the date range checkbox is mainly used in combination with No selected procedures were performed.

- Selected procedures were performed includes patients who received the type of procedure(s) specified in the Procedures section.
- No selected procedures were performed includes patients who did not receive the type of procedure(s) specified in the Procedures section.
- Only patients who have received care during the date range includes patients that have received care of any type (clinic visit, inpatient stay, pharmacy refill, etc.) during the Utilization Date Range. If this checkbox is unchecked, the report will check all living patients in the registry against the procedures.

5. Select a Report Type setting:

- Click Complete for a list of patient names and the procedures they received.
- Click Summary for a total count of patients and procedures during the date range.

6. Select one or more ICD-9 codes:^{GGG}



Note: The ICD-9 selection panel allows you to define groups and add ICD-9 codes to the groups. “*Or*” logic is used for codes inside the groups, while “*and*” logic is used between the groups.

The name of the default group is Procedures.

- Click Include All to include all codes in the report
- Click Selected only to specify one or more particular codes to be included in the report. Use the selection panes to locate and select the codes:
 - Enter a partial or full description of the code, and then click the [Search] button. A list of matching codes is displayed below the search field.
 - Select a code, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired codes are selected and appear in the right pane.
 - To remove a selected code, click the name of the code in the right pane, and then click the left arrow button.

7. Select one or more CPT codes:
 - Click **Include All** to include all codes in the report
 - Click **Selected only** to specify one or more particular codes to be included in the report. Use the selection panes to locate and select the codes:
 - Enter a partial or full description of the code, and then click the **[Search]** button. A list of matching codes is displayed below the search field.
 - Select a code, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired codes are selected and appear in the right pane.
 - To remove a selected code, click the name of the code in the right pane, and then click the left arrow button.



Note: Resources are available to determine the inpatient ICD-9 codes and outpatient CPT-4 codes for specific procedures. Consult with local support staff for the tools available in your facility.

8. If the **Only patients who...** box is checked in the Patients section, set a Utilization Date Range (see the [Generating a Report](#) topic, for detailed instructions on date ranges, page [132](#)).
4. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:
Include All and Selected only appear on the Divisions panel.^{HHH}
 - Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.
 - Click **Selected only** to report on patient(s) seen in one or more specific divisions. If you choose **Selected only**, the report includes only those patients who had utilization in the selected Division(s).
5. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
 - Click **Include All** to select all clinics to be included the report
 - Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

Figure 208 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

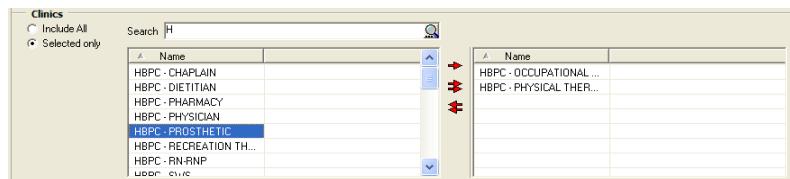


Figure 209 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
- Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
 - Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
 - OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
 - OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{III}

9. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).¹⁰ Note that **Local Fields** choices will only be seen if your site has created any local fields.
10. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

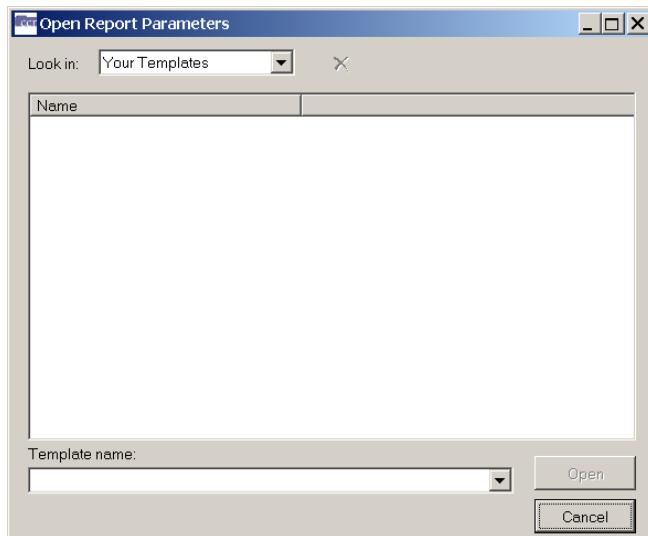


Figure 210 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click [**Open**]. The associated diagnosis codes are loaded into the Registry Reports window. Or, click [**Cancel**] to stop the selection process.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

11. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
12. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
13. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.16.2. Sample Output – Procedures report

The following example shows the complete Procedures report:

Clinical Case Registries - [Procedures]

File Window Help

Procedures

Registry: VA HEP C
Date Range: 01/01/2005 - 12/31/2005
Patients: Added on any date, Both Inpatients and Outpatients, Selected procedures were performed
Options: Complete Report
Other Diagnoses: All

Report Created: 10/26/2009@16:55
Task Number: 3881967
Last Registry Update: 07/13/2009
Last Data Extraction: 10/07/2009

ICD-9: ALL
CPT: ALL

This report contains confidential patient information and must be handled in accordance with established policies.

Number of Patients	Number of Codes	Number of Different Codes
319	15287	524

Procedure Codes

#	Code	Procedure Name	Number of Patients	Number of Codes	Source
1	00.66	PTCA OR CORONARY AATHER	1	1	I
2	00740	ANESTH, UPPER GI VISUALIZE	3	3	O
3	00810	ANESTH, LOW INTESTINE SCOPE	3	3	O
4	00830	ANESTH, REPAIR OF HERNIA	1	1	O
5	10060	DRAINAGE OF SKIN ABSCESS	3	3	O
6	11000	DEBRIDE INFECTED SKIN	1	2	O
7	11042	DEBRIDE SKIN/TISSUE	1	1	O
8	11055	TRIM SKIN LESION	2	3	O
9	11056	TRIM SKIN LESIONS, 2 TO 4	2	4	O
10	11100	BIOPSY, SKIN LESION	3	3	O
11	11402	EXC TR-EXT B9+MARG 1.1-2 CM	1	1	O
12	11440	EXC FACE-MM B9+MARG 0.5 < CM	1	1	O
13	11450	REMOVAL, SWEAT GLAND LESION	1	1	O
14	11720	DEBRIDE NAIL, 1-5	1	1	O
15	11721	DEBRIDE NAIL, 6 OR MORE	12	25	O
16	11730	REMOVAL OF NAIL PLATE	2	2	O

Patients

#	Patient Name	SSN	Date of Death	Code	Procedure Name	Date	Source
1	CCPATIENT,ELEVEN	3617		99212	OFFICE/OUTPATIENT VISIT, EST	06/07/2005	O
				99213	OFFICE/OUTPATIENT VISIT, EST	03/07/2005	O
2	CCRPATIENT,TWELVE	06/24/2006		84460	ALANINE AMINO (ALT) (SGPT)	01/04/2005	O
				82105	ALPHA-FETOPROTEIN, SERUM	01/04/2005	O
				84075	ASSAY ALKALINE PHOSPHATASE	01/04/2005	O
				82140	ASSAY OF AMMONIA	01/04/2005	O
				82150	ASSAY OF AMYLASE	01/04/2005	O
				84550	ASSAY OF BLOOD/URIC ACID	01/04/2005	O
				82565	ASSAY OF CREATININE	01/26/2005	O
				82977	ASSAY OF GGT	01/04/2005	O
				84155	ASSAY OF PROTEIN, SERUM	01/18/2005	O
				84153	ASSAY OF PSA, TOTAL	04/06/2005	O
				84520	ASSAY OF UREA NITROGEN	01/26/2005	O
				84443	ASSAY THYROID STIM HORMONE	04/06/2005	O
				82947	ASSAY, GLUCOSE, BLOOD QUANT	01/26/2005	O

Source

Code	Description
I	Inpatient file
O	Outpatient file

10.4.230.74 @ 9831 CCUSER,ONE

Figure 211 – Procedures Report Output

10.17. Radiology Utilization Report

The Radiology Utilization report provides a count of radiology procedures utilized within the specified date range, with an option to identify the patients with the highest utilization.

10.17.1. Generating a Radiology Utilization report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then choose Radiology Utilization. The report window opens.

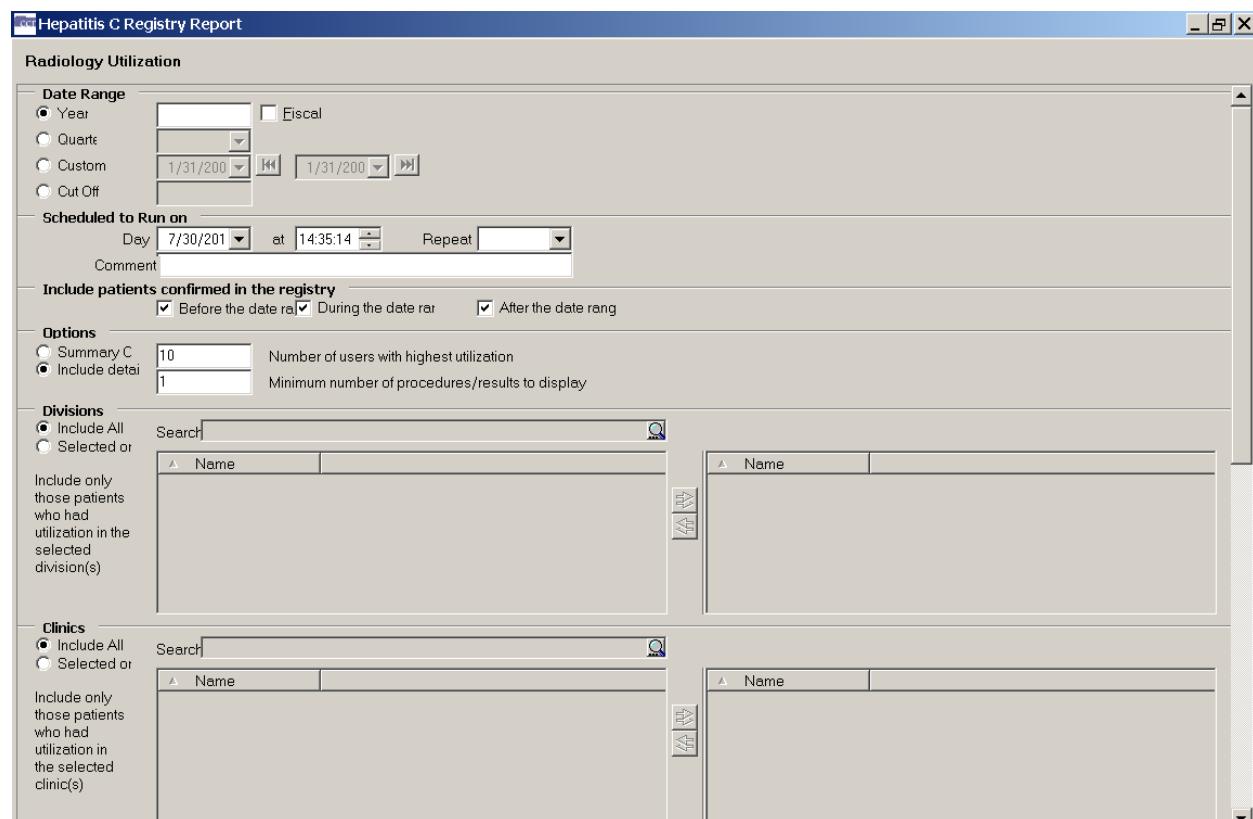


Figure 212 – Radiology Utilization Report Setup Screen (1 of 2)

The screenshot displays the second page of the Radiology Utilization Report Setup. It includes several configuration panels:

- Select Patient:** A panel with two radio button options: "Consider /" (selected) and "Selected or". It features a search bar labeled "Search" and two tables for entering patient information (Name, SSN, DFN).
- Other Diagnoses:** A panel with three radio button options: "Ignore" (selected), "Include Co", and "Exclude Co". It includes a "Template Type" dropdown and a table for entering diagnosis details (Name, Code, Description).
- Other Registries:** A panel with a checkbox for "Include or exclude only those patients who are also in the Local Fields". It contains a table for "Local Fields" (Mode, Field Name, Field Description) with entries like "ETM Test 2" and "Xxx".
- Local Fields:** A panel showing the same table as the Other Registries section.

At the bottom are buttons for "Show Report List", "Load Parameters", "Save Parameters", "Default Parameters", "Run" (with a green checkmark), and "Cancel" (with a red X).

Figure 213 – Radiology Utilization Report Setup Screen (2 of 2)

2. Set the Date Range, Schedule to run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Select a report Options setting:
 - Click Summary Only to include total counts for numbers of patients and number of tests.
 - Click Include details to request details on the patients with highest utilization and/or for tests with at least a minimum number of results. Set the Number of users with highest utilization to a number equal to or greater than the total number of patients in the registry if you want to see all utilization for all registry patients. Set the Minimum number of procedures / results to display to 1 to include every test or procedure that is selected in the report.
4. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:
Include All and Selected only appear on the Divisions panel.^{LLL}
 - Click Include All to report on all Divisions. If you choose Include All, the report considers all registry patients.

- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).
5. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
- Click Include All to select all clinics to be included in the report
 - Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:



Figure 214 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

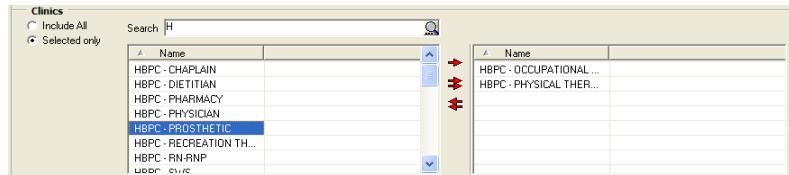


Figure 215 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
6. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.

- To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
7. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is **Ignore**, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
8. **OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{MMM}
9. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page [64](#)).^{NNN} Note that **Local Fields** choices will only be seen if your site has created any local fields.
10. **OPTIONAL Load Parameters.** If parameters have previously been saved (see [Save Parameters](#), below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

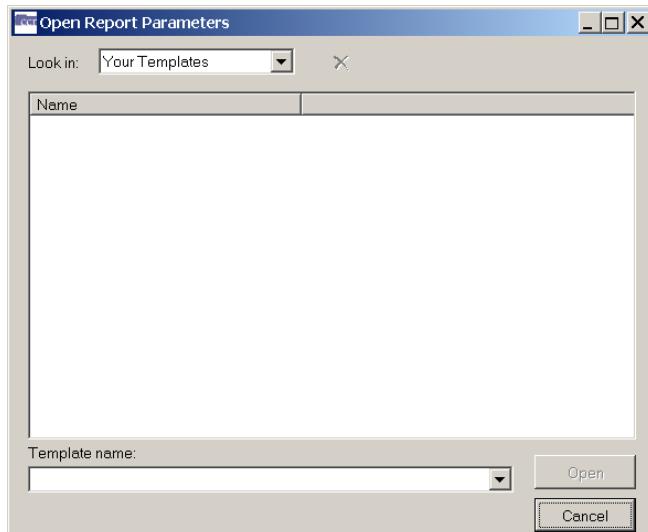


Figure 216 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. The associated diagnosis codes are loaded into the Registry Reports window. Or, click **[Cancel]** to stop the selection process.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

11. **OPTIONAL** **Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
12. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
13. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

10.17.2. Sample Output – Radiology Utilization report

The following example shows the Radiology Utilization report:

Clinical Case Registries - [Radiology Utilization]

File Window Help

Radiology Utilization

Registry: VA HEPC Report Created: 10/27/2009@08:05
 Date Range: 01/01/2004 - 12/31/2004 Task Number: 3913141
 Patients: Added on any date Last Registry Update: 07/13/2009
 Other Diagnoses: All Last Data Extraction: 10/07/2009

MaxUtil: 10 (maximum number of patients with highest utilization to display)
 MinProc: 1 (minimum number of times a procedure should be performed to be included in the report)

This report contains confidential patient information and must be handled in accordance with established policies.

Number of Patients	Number of Procedures	Number of Different Procedures
183	587	79

Procedures performed at least once

#	Name	CPT	Number of Patients	Number of Procedures
1	ABDOMEN 1 VIEW	74000	6	6
2	ABDOMEN 2 + PA CHEST	74022	15	21
3	ABDOMEN 2 VIEWS	74010	3	3
4	ABDOMEN 3 OR MORE VIEWS	74020	4	4
5	ANKLE 2 VIEWS	73600	3	3
6	ANKLE 3 OR MORE VIEWS	73610	6	8
7	BONE IMAGING, THREE PHASE	78315	1	1
8	BONE IMAGING, WHOLE BODY (W/ W	78306	7	7
9	CARDIAC BLOOD POOL IMAGING	78472	1	1
10	CHEST 2 VIEWS PA&LAT	71020	84	116
11	CHEST SINGLE VIEW	71010	19	30

10 patient(s) with highest utilization by number of procedures

#	Patient Name	SSN	Date of Death	Number of Procedures	Number of Different Procedures
1	CCRPATIENT,EIGHT	9775		19	11
2	CCRPATIENT,FIVE	3950		17	14
3	CCRPATIENT,FOUR	1245		14	7
4	CCRPATIENT,NINE	7405	09/21/2004	12	5
5	CCRPATIENT,ONE	4159		12	7
6	CCRPATIENT,SEVEN	4221		11	8
7	CCRPATIENT,SIX	5433	01/13/2005	11	8
8	CCRPATIENT,TEN	1162		9	7
9	CCRPATIENT,THREE	9098		9	9
10	CCRPATIENT,TWO	5031		9	7

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Figure 217 – Radiology Utilization Report Output

10.18. Registry Lab Tests by Range Report

The Registry Lab Tests by Range report allows the user to search for registry-specific lab tests and to filter on results of laboratory tests where the results are in a numeric format. In order for this report to work, the Registry Labs list must be set up and current at your facility; see the [Adding Lab Tests](#) section for details on how to set up local Registry Labs.

10.18.1. Generating a Registry Lab Tests by Range report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select the Reports menu, and then choose Registry Lab Tests By Range. The report window opens.

The screenshot shows the 'Registry Lab Tests by Range' setup screen. It includes fields for Date Range (Year selected, showing 1/31/2000 to 1/31/2000), Scheduled to Run on (Day 7/30/2011 at 14:37:58, Repeat dropdown), and Include patients confirmed in the registry (checkboxes for Before the date range, During the date range, and After the date range). A Result Ranges table lists lab test groups: HepC Ab, HepC GT, HepC Qual, HepC Quant, and HepC RIBA. A note at the bottom states: 'For this report to work, lists of registry-specific Lab tests (Lab Tests tab of the Site Parameters) must be current!'. The Divisions section shows 'Include All' selected. Below it, a search bar and two patient lists are shown.

Figure 218 – Registry Lab Tests by Range Report Setup Screen (1 of 3)

Clinics

Include All
 Selected or

Search

Name

Include only those patients who had utilization in the selected clinic(s)

Select Patient

Consider/
 Selected or

Search

Name	SSN	DFN

Other Diagnoses

Ignore
 Include Co
 Exclude Co

Template Typ

Name

Name	Code	Description
— Diagnoses		

Figure 219 – Registry Lab Tests by Range Report Setup Screen (3 of 3)

Other Registries

Include or exclude only those patients, who are also in the Local Fields

Mode	Registry Description
	Human

Local Fields

Include or exclude only patients with the following local fields:

Mode	Field Name	Field Description
	ETM Test2	Local test field 2
	Xxx	Description of Xxx

Show Report List

Figure 220 – Registry Lab Tests by Range Report Setup Screen (3 of 3)

2. Set the Date Range, Schedule to Run on, and Include Patients parameters (see the [Generating a Report](#) topic for detailed instructions, page 132).
3. Use the Result Ranges panel to select one or more Registry lab tests and set high and low limits for each test's results:
 - Click a Lab Test Group checkbox to select it, and then enter a Low and/or a High value to limit the search for a particular result on that test. Decimals are acceptable, but do not use commas in these fields.

- Specifying low and/or high ranges places an additional filter on the test: a patient must have *at least one result* within the range from each selected test to be included in the report.
 - The report includes results that are equal to the specified low or high and all values in between. If only low or only high values are selected, the report will return patients with a result at or above the low or at or below the high, respectively. For example, if you want a report of patients with a result less than 200, enter 199 as the upper limit.
4. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:
- Include All and Selected only appear on the Divisions panel.^{ooo}
- Click Include All to report on all Divisions. If you choose Include All, the report considers all registry patients.
 - Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).
5. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
- Click Include All to select all clinics to be included the report
 - Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

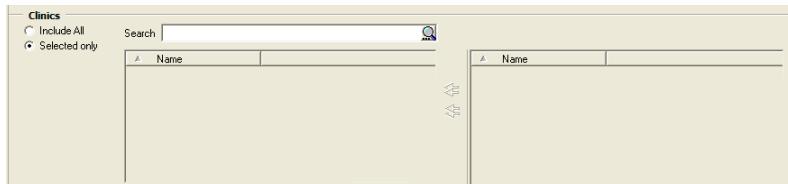


Figure 221 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [Search] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

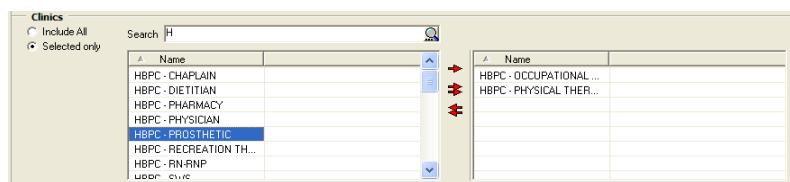


Figure 222 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
6. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
7. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
8. **OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{PPP}
9. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{QQQ} Note that **Local Fields** choices will only be seen if your site has created any local fields.
10. **OPTIONAL Load Parameters.** If parameters have previously been saved (see **Save Parameters**, below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

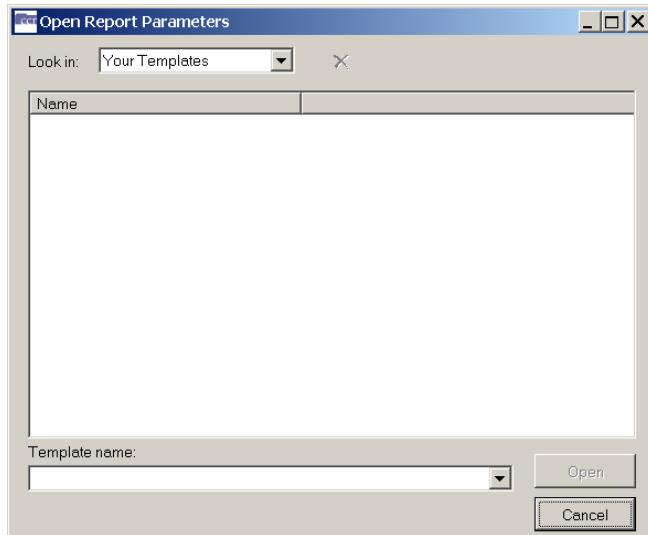


Figure 223 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. The associated diagnosis codes are loaded into the Registry Reports window. Or, click **[Cancel]** to stop the selection process.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

11. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
12. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
13. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

Sample Output – Registry Lab Tests by Range report

This example shows the Registry Lab Tests by Range report output:

Registry Lab Tests by Range						
Registry:	VA HEPC	Report Created:	10/27/2009@08:23			
Date Range:	01/01/2004 - 12/31/2004	Task Number:	3913659			
Patients:	Added on any date	Last Registry Update:	07/13/2009			
Other Diagnoses:	All	Last Data Extraction:	10/07/2009			
This report contains confidential patient information and must be handled in accordance with established policies.						
#	Patient Name	SSN	Date of Death	Laboratory Tests		
				Group	Date	Test Name
1	CCRPATIENT,ELEVEN	0158		HepC Ab	12/07/2004@11:24	HEPATITIS C ANTIBODY
2	CCRPATIENT,FIVE	6503		HepC Ab	08/02/2004@09:00	HEPATITIS C ANTIBODY
3	CCRPATIENT,FOUR	1404		HepC Ab	06/23/2004@08:50	HEPATITIS C ANTIBODY
4	CCRPATIENT,NINE	9290		HepC Ab	01/30/2004@10:01	HEPATITIS C ANTIBODY
5	CCRPATIENT,SEVEN	1597		HepC Ab	11/29/2004@08:27	HEPATITIS C ANTIBODY
				10.4.230.74 @ 9831	CCRUSER,ONE	

Figure 224 – Registry Lab Tests by Range Report Output

10.19. Registry Medications Report

The Registry Medications report provides counts and/or names of patients who received at least one prescription fill for a registry specific medication during a defined period.

10.19.1. Generating a Registry Medications report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select Registry Medications from the Reports menu. The report window opens:

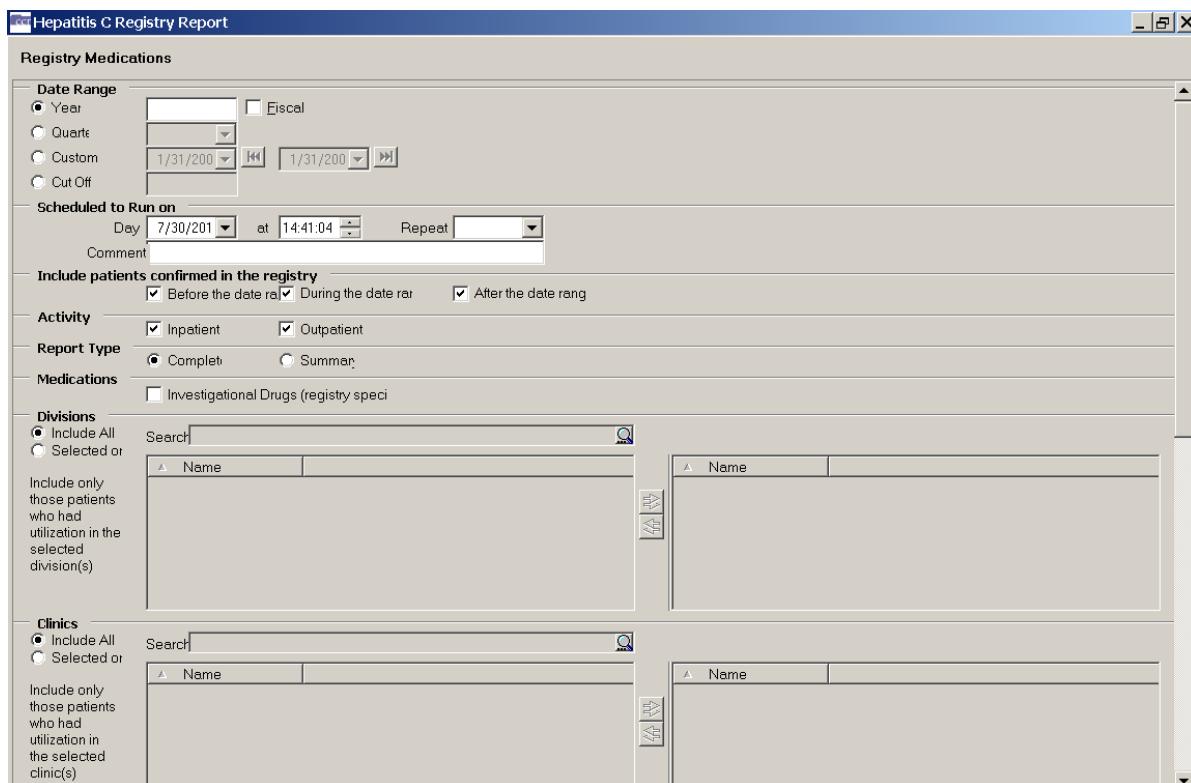


Figure 225 – Registry Medications Report Setup Screen (1 of 2)

Figure 226 – Registry Medications Report Setup Screen (2 of 2)

2. Set a **Date Range**, **Scheduled to Run on**, and **Include Patients...** parameters (see the [Generating a Report](#) topic for detailed instructions, page 132).
3. Check one or more **Activity** checkboxes to include Inpatients, Outpatients, or both.
4. Select a **Report Type** setting:
 - Click Complete for a list of patient names and summary counts.
 - Click Summary for a total count of patients who received registry medications.
5. In the **Medications** panel, check the **Investigational Drugs** checkbox to add investigational medications to your report. If checked, the final report will aggregate by dispensed drug, as investigational medications are not assigned a VA generic name. If this box is not checked, the report will aggregate by generic name.
6. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:
Include All and Selected only appear on the Divisions panel.^{RRR}
 - Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.

- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).
7. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
- Click Include All to select all clinics to be included in the report
 - Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:



Figure 227 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

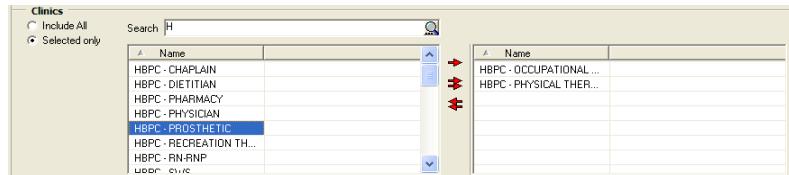


Figure 228 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
8. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
 - A list of matching patients displays below the search field.

- To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
9. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is **Ignore**, so you can skip this section if you don't need to consider other diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.
10. **OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{sss}
11. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page [64](#)).^{TTT} Note that **Local Fields** choices will only be seen if your site has created any local fields.
12. **OPTIONAL Load Parameters.** If parameters have previously been saved (see [Save Parameters](#), below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

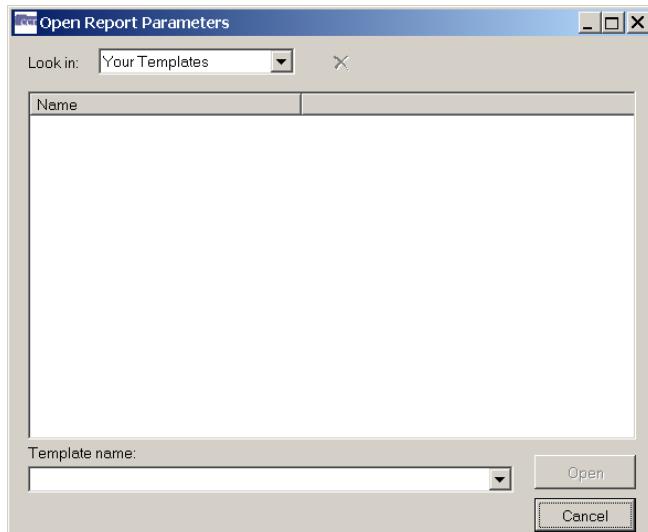


Figure 229 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. The associated diagnosis codes are loaded into the Registry Reports window. Or, click **[Cancel]** to stop the selection process.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

13. **OPTIONAL** **Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
14. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
15. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

10.19.2. Sample Output – Registry Medications report

This example shows the Registry Medications report output, with the Complete option selected:

The screenshot shows a Windows application window titled "Clinical Case Registries - [Registry Medications Report]". The menu bar includes "File", "Window", and "Help". The title bar has standard window controls. The main content area is titled "Registry Medications Report". It displays the following configuration parameters:

Registry:	VA HEPC	Report Created:	10/27/2009@08:34
Date Range:	01/01/2005 - 12/31/2005	Task Number:	3914006
Patients:	Added on any date, Both Inpatients and Outpatients	Last Registry Update:	07/13/2009
Options:	Complete Report	Last Data Extraction:	10/07/2009
Other Diagnoses:	All		

Meds: Aggregate by Generic Names, Registry Medications

This report contains confidential patient information and must be handled in accordance with established policies.

The main data table is titled "Combination of Drugs" and lists patients grouped by drug combination. The columns are "Number of Patients", "Patient Name", "SSN", and "Date of Death".

Number of Patients	Combination of Drugs		
	Patient Name	SSN	Date of Death
9	PEGINTERFERON; RIBAVIRIN		
	CCRPATIENT,ELEVEN	3500	
	CCRPATIENT,FIVE	6333	
	CCRPATIENT,FOUR	9027	
	CCRPATIENT,NINE	9098	
	CCRPATIENT,SEVEN	8677	
	CCRPATIENT,SIX	6739	
	CCRPATIENT,TEN	2408	
	CCRPATIENT,THIRTEEN	5412	
1	RIBAVIRIN		
	CCRPATIENT,FIFTEEN	2987	

At the bottom of the window, there are status bars: "Done", "10.4.230.74 @ 9831", "CCRUSER.ONE", and a small error icon.

Figure 230 – Registry Medications Report Output

10.20. Renal Function by Range report

The Renal Function by Range report is new for Patch ROR*1.5*10, and is one of three new “by range” reports introduced by Patch ROR*1.5*10. It provides a list of patients whose renal function scores are within a user-specified range (low to high scores) and either the most recent score or scores or observations within a specified date range. The report includes the most recent Creatinine Clearance by Cockcroft-Gault or Estimated Glomerular Filtration Rate (eGFR) by Modification of Diet in Renal Disease Study (MDRD) Equation for patients in registry, with the ability to limit it

to a range of Creatinine Clearance or Estimated GFR and ability to limit it to patients with utilization in a user specified range.



Notes: Effective with CCR 1.5.10 (Patch ROR*1.5*10):

The following formulas will be used for the calculations of the Renal Function by Range report:

Cockcroft-Gault = $(140 - \text{age}) \times \text{ideal weight in kilograms} (* 0.85 \text{ if female}) / \text{Creatinine} * 72$

→ *Ideal weight in kilograms calculated:*

Males = $51.65 + (1.85 * (\text{height in inches} - 60))$

Females = $48.67 + (1.65 * (\text{height in inches} - 60))$

MDRD = $175 \times \text{creatinine}^{-1.154} \times \text{age}^{-0.203} \times (1.212 \text{ if Black} - \text{so have to check race field to see if race is 2054-5}) \times 0.742 \text{ if female}$

→ Height will be pulled from the GMRV VITAL MEASUREMENT FILE (#120.5) where VITAL TYPE field (.03) equals HEIGHT. The vital measurement will be pulled from the Rate FIELD (1.2).

→ The patient's information, sex and race, will be determined using data in the PATIENT file (#2) through the ^VADPT API.

Results will be ignored if the SPECIMEN TYPE (file 63.04, field #.05) contains UA or UR.

For patients where the Cr result is >12 (invalid), earlier results will be checked for a valid value. If no valid value is found, the Result field will contain the invalid result with “*” next to it, and both scores will be blank (not calculated).

For patients where the Height is <36 or >96, or contains ‘CM’ (measurement in centimeters is invalid), the Result field will contain the invalid result with “*” next to it, and the CrCL will be blank (not calculated).

If you do not select (check) either report (CrCl or eGFR) in the **Result Ranges** panel, the report will display both scores.

10.20.1. Generating a Renal Function by Range report

The procedure for setting up this report is the same for both Registries.

1. In the main Registry window, select Renal Function by Range from the Reports menu. The report window opens:

Hepatitis C Registry Report

Renal Function by Range

Scheduled to Run on
 7/30/201 at 14:44:26 Repeat
 Comment

Include patients confirmed in the registry
 Before the date range During the date range After the date range

Report Type Complete Summary

Renal Function Date Range
 Most recent renal function Renal function as of

Result Ranges
 Se Renal Function Range ▾ Low High
 Creatinine clearance by Cockcroft-Gault
 eGFR by MDRD

Utilization Date Range
 Year Fiscal
 Quarter
 Custom 1/31/200

Divisions
 Include All Selected or
 Include only those patients who had utilization in the selected division(s)

Search

Name
<input type="button" value="New"/>
<input type="button" value="Edit"/>
<input type="button" value="Delete"/>

Name
<input type="button" value="New"/>
<input type="button" value="Edit"/>
<input type="button" value="Delete"/>

Figure 231 – Renal Function by Range Report Setup Screen (1 of 2)

Clinics
 Include All Selected or
 Include only those patients who had utilization in the selected clinic(s)

Select Patient
 Consider Selected or
 Search

Name	SSN	DFN
<input type="button" value="New"/>	<input type="button" value="New"/>	<input type="button" value="New"/>
<input type="button" value="Edit"/>	<input type="button" value="Edit"/>	<input type="button" value="Edit"/>
<input type="button" value="Delete"/>	<input type="button" value="Delete"/>	<input type="button" value="Delete"/>

Other Diagnoses
 Ignore Template Ty
 Include Co Exclude Co
 Search

Name	Code	Description
— Diagnoses		

Figure 232 – Renal Function by Range Report Setup Screen (2 of 3)

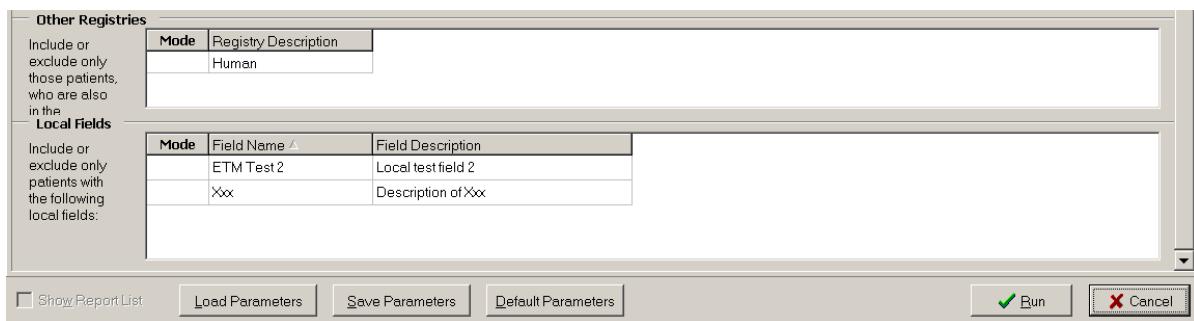


Figure 233 – Renal Function by Range Report Setup Screen (3 of 3)

2. Set the **Scheduled to Run on** date and **Include Patients...** parameters (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
3. Select a **Report Type** setting:
 - Click Complete for a list of patient names and summary counts.
 - Click Summary for a total count of patients who had renal function counts. **Note:** This option is only available when the eGFR by MDRD option is selected under **Result Ranges**.
4. **OPTIONAL** Set the result ranges for the **Creatinine clearance by Cockcroft-Gault, eGFR by MDRD**, or both reports by checking the desired range(s) and (optionally) entering the low and high values as appropriate.
5. Set the **Utilization Date Range** (see the [Generating a Report](#) topic for detailed instructions, page [132](#)).
6. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.^{UUU}

 - Click **Include All** to report on all Divisions. If you choose **Include All**, the report considers all registry patients.
 - Click **Selected only** to report on patient(s) seen in one or more specific divisions. If you choose **Selected only**, the report includes only those patients who had utilization in the selected Division(s).
7. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:
 - Click **Include All** to select all clinics to be included the report
 - Click **Selected only** to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:

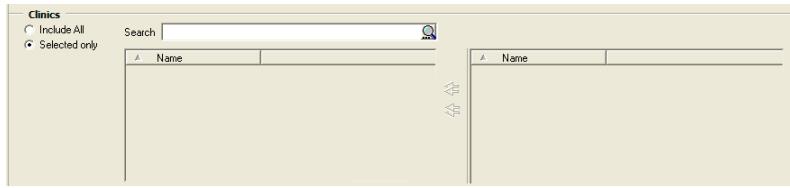


Figure 234 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [Search] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

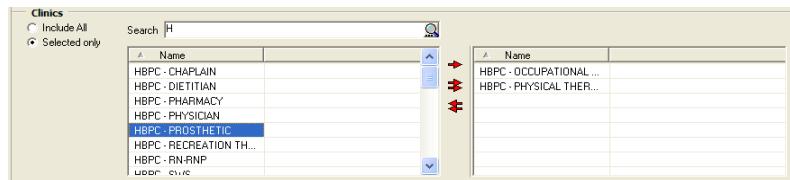


Figure 235 – Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.
8. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.
- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [Search] button.
 - A list of matching patients displays below the search field.
 - To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
 - To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
 - To move all the names to the right pane, click the double right arrows.
 - To move all the names back to the left pane, click the double left arrows.
9. **OPTIONAL Other Diagnoses.** In the **Other Diagnoses** section, set the diagnoses filters. The default setting is Ignore, so you can skip this section if you don't need to consider other

diagnoses. See [Figure 119 – Other Diagnoses pane](#) for explanation of how to use the include/exclude/ignore filter.

10. **OPTIONAL Other Registries.** In the **Other Registries** section, click on the down-arrow to select a Mode, to *include* in or *exclude* from the report, patients with HIV/HEPC co-infection, who also meet the above criteria.^{VVV}
11. **OPTIONAL Local Fields.** In the **Local Fields** section, select a Mode, to *include* in or *exclude* from the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{WWW} Note that **Local Fields** choices will only be seen if your site has created any local fields.
12. **OPTIONAL Load Parameters.** If parameters have previously been saved (see [Save Parameters](#), below), the parameters can be loaded. Click the [**Load Parameters**] button to use a pre-defined set of ICD-9 codes for a particular condition, such as depression or diabetes. The Open Report Parameters popup displays:

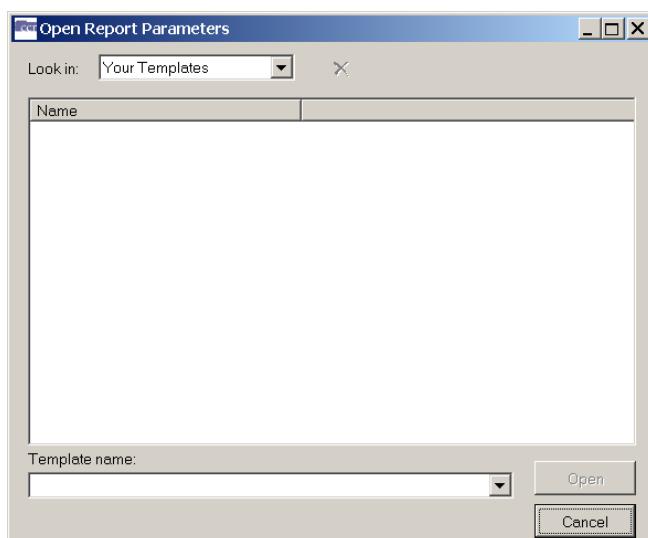


Figure 236 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click [**Open**]. The associated diagnosis codes are loaded into the Registry Reports window. Or, click [**Cancel**] to stop the selection process.



Note: If multiple diagnosis codes are selected, the report will include any patient who has at least one of the selected codes.

13. **OPTIONAL** **Save Parameters.** To save this report set-up for future use, click the [**Save Parameters**] button. The Save Report Parameters as window opens; enter a template name and click [**Save**].
14. **Run.** When all sections have been completed, click [**Run**]. The report is added to the Task Manager tab and will run at the specified date and time.
15. **Cancel.** To discard your entries and cancel the report, click [**Cancel**].

10.20.2. Sample Output – Renal Function by Range report

This example shows the Renal Function by Range report output, with the Complete option selected:

Clinical Case Registries - [Renal Function by Range]

File Window Help

Renal Function by Range

Registry: VA HEPC
 Utilization Date Range: 01/01/2009 - 12/31/2009
 Patients: Added on any date
 Options: Complete Report
 Other Diagnoses: All

Report Created: 10/13/2009@17:56
 Task Number: 3353546
 Last Registry Update: 07/13/2009
 Last Data Extraction: 10/07/2009

Lab Results: Creatinine clearance by Cockcroft-Gault - all results
 eGFR by MDRD - all results

This report contains confidential patient information and must be handled in accordance with established policies.

Lab tests used to calculate Cockcroft-Gault and/or eGFR by MDRD scores are identified by LOINC code. Your local lab ADPAC should be contacted regarding errors in LOINC codes.

*For this report, creatinine values >12 mg/dL are assumed to be erroneous and are ignored. Height values on the CrCL report that are <36 inches or >96 inches are also assumed to be erroneous and are ignored.

Please note eGFR results >60 are imprecise.

Chronic Kidney Disease Stages	GFR	Number of Patients
Normal or CKD1	>=90 mL/min/1.73m ²	52
CKD2 (Mild)	60-89 mL/min/1.73m ²	139
CKD3 (Moderate)	30-59 mL/min/1.73m ²	29
CKD4 (Severe)	15-29 mL/min/1.73m ²	5
CKD5 (Kidney failure)	<15 mL/min/1.73m ²	2

#	Patient Name	SSN	Date of Death	Test	Date	Result	CrCL	eGFR
1	CCRPATIENT,ELEVEN	1492		Cr Height	09/11/2000 11/05/2002	1 72	80	76
2	CCRPATIENT,EIGHT	5964	06/24/2006	Cr Height	01/17/2007 06/21/2006	1.1 69	74	71
3	CCRPATIENT,FIVE	9290		Cr Height	09/11/2000 04/06/2004	1 73	86	7
4	CCRPATIENT,FOUR	5634		Cr Height	02/19/1998 02/27/2006	.9 71	92	95
5	CCRPATIENT,NINE	9928		Cr Height	09/11/2000 05/22/2006	1 64	66	7
6	CCRPATIENT,SEVEN	0158		Cr Height	10/12/2006 01/31/2006	1.2 74	75	6
7	CCRPATIENT,SIX	2226		Cr Height	09/11/2000 05/23/2002	1 72	89	78
8	CCRPATIENT,TEN	4097	07/07/2001	Cr Height	09/11/2000 08/20/1999	1 69	94	

Calculation Formulas

Description	Formula
Cockcroft-Gault	(140-age) * ideal weight in kg (* .85 if female)/(Cr*72) Ideal weight in kg calculated as: male = 51.65+(1.85*(height-60)) female = 48.67+(1.65*(height-60))
eGFR by MDRD	(175 * (Cr ^{-1.154}) * (age ^{.203}) * 1.12 (if Black) * .742 (if female)

Done 10.4.230.74 @ 9831 CCUSER.TWELVE

Figure 237 – Renal Function by Range Report Output



Note: You can sort the output by clicking on any of the underlined blue column headings. Effective with CCR 1.5.13 (Patch ROR*1.5*13), you can sort by the calculated results (CrCL and eGFR, in this case).

10.21. VERA Reimbursement Report

CCR:HIV ONLY The Veterans Equitable Resource Allocation (VERA) Reimbursement report is available only in the CCR:HIV Registry and can provide counts and/or names of patients who meet criteria for complex care or basic care reimbursement based on care received for HIV. The report can also include patients on investigational medications although these patients currently do not receive complex care reimbursement if they receive only investigational antiretrovirals (ARVs). Please note that it is possible that a patient who meets criteria for basic level based on HIV related factors could meet criteria for complex level based on other conditions. Also note that the report logic is based on the current VERA algorithms which may change in the future.

10.21.1. Generating a VERA Reimbursement report



CCR:HIV ONLY This report is only available in the CCR:HIV Registry.

1. In the main Registry window, select the Reports menu, and then choose VERA Reimbursement. The report window opens:

Figure 238 – VERA Reimbursement Report Setup Screen (1 of 3)

2. **Date Range, Scheduled to run on, and Include Patients... Parameters.** Set these parameters (see the Generating a Report topic for detailed instructions, page 132).
3. **Options.** Check one or more **Options** checkboxes to select the type(s) of patients to be included, and/or additional information to appear in the report:

- Complex Care – patients with a clinical AIDS diagnosis as manually entered by local staff on the Patient Data Editor and/or those who have received at least one prescription (inpatient or outpatient) for any ARV in the specified time period, *excluding* investigational ARV drugs.
 - Basic Care – patients with utilization during the period and no clinical AIDS diagnosis and who did not receive an ARV.
 - Include list of patients – provides a full list of patients' names by complex or basic care.
 - Include Summary ARV use table – provides a count of patients that received each medication, grouped by VA Generic name, in the specified time period.
4. **Medications.** In the **Medications** panel, check the Investigational Drugs checkbox to add investigational medications to your report. If checked, the final report will aggregate by dispensed drug, as investigational medications are not assigned a VA generic name. If this box is not checked, the report will aggregate by generic name.

The screenshot shows the VERA Reimbursement Report Setup Screen divided into three main sections:

- Divisions:** Includes a search bar and two radio button options: "Include All" (selected) and "Selected or". Below this is a note: "Include only those patients who had utilization in the selected division(s)".
- Clinics:** Includes a search bar and two radio button options: "Include All" (selected) and "Selected or". Below this is a note: "Include only those patients who had utilization in the selected clinic(s)".
- Select Patient:** Includes a search bar and two radio button options: "Consider" (selected) and "Selected or". Below this is a table with columns: Name, SSN, DFN, and an empty fourth column.

Figure 239 – VERA Reimbursement Report Setup Screen (2 of 3)

5. **Divisions.** Use the Divisions panel to select one or more Divisions to be included in the report:

Include All and Selected only appear on the Divisions panel.

- Click Include All to report on all Divisions. If you choose Include All, the report considers all registry patients.

- Click Selected only to report on patient(s) seen in one or more specific divisions. If you choose Selected only, the report includes only those patients who had utilization in the selected Division(s).

15. **Clinics.** Using the radio buttons, select one or more clinics in the **Clinics** section:

- Click Include All to select all clinics to be included the report
- Click Selected only to specify one or more particular clinics to be included in the report. Use the clinic selection panes to locate and select the clinics:



Figure 240 – Clinic Follow Up Report Setup Screen (Clinics pane)

- Enter the first few letters of the clinic name, and then click the [**Search**] button. A list of matching clinic locations is displayed below the search field. Clinic names are the same ones used in the appointment scheduling process.
- Select a clinic name, and then click the right arrow to move it to the right pane. Repeat this procedure until all desired clinics are selected and appear in the right pane.

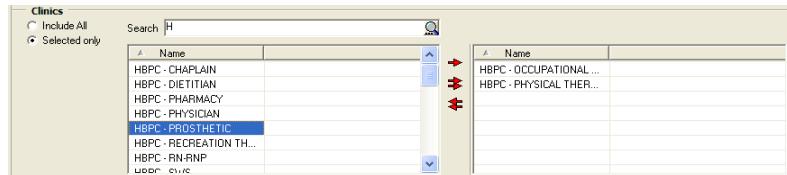


Figure 241 – Clinic Follow Up Report Setup Screen (Clinics pane), showing Clinic Names being selected

- To remove a selected clinic, click the name of the clinic in the right pane and click the left arrow button.

16. **Select Patient.** Click Selected only to specify one or more particular patients to be included in the report. If you choose Selected only, the Other Registries and Local Fields panels are disabled and the report includes only selected patients. If a patient did not receive selected medications, the patient is added to the report anyway with No Data as the indicator.

- Enter the first few letters of the patient's name (default), the last four digits of the SSN, date of birth, age, or date of death and click the [**Search**] button.
- A list of matching patients displays below the search field.

- a. To move a patient to the right pane, select a name and click the single right arrow. Repeat this process until all desired patients are selected and appear in the right pane.
- b. To move a patient back to the left pane, select a name and click the single left arrow. Repeat this process until all desired patients are selected and appear in the left pane.
- c. To move all the names to the right pane, click the double right arrows.
- d. To move all the names back to the left pane, click the double left arrows.

The screenshot shows the 'Other Registries' and 'Local Fields' sections of the VERA Reimbursement Report Setup Screen. The 'Other Registries' section includes a checkbox for 'Include or exclude only those patients, who are also in the Local Fields' and a table with one entry: Mode (Registry Description) Hepatitis C Registry. The 'Local Fields' section includes a checkbox for 'Include or exclude only patients with the following local fields:' and a table with one entry: Mode (Field Name) TestLF and Field Description (Test Field for Local Fields). At the bottom are buttons for Show Report List, Load Parameters, Save Parameters, Default Parameters, Run, and Cancel.

Mode	Registry Description
	Hepatitis C Registry

Mode	Field Name	Field Description
	TestLF	Test Field for Local Fields

Figure 242 – VERA Reimbursement Report Setup Screen (3 of 3)

6. **OPTIONAL Other Registries.** In this section, select a Mode, to *include in* or *exclude from* the report patients with HIV/HEPC co-infection who also meet the above criteria.^{XXX}
7. **OPTIONAL Local Fields.** In this section, select a Mode, to *include in* or *exclude from* the report output, patients associated with the local field. If you select more than one filter, the search will look for people with filter #1 *and* filter #2 *and* filter #3, and so on (see [Adding Local Fields](#) for more information, page 64).^{YYY} Note that **Local Fields** choices will only be seen if your site has created any local fields.
8. **OPTIONAL Load Parameters.** If parameters have previously been saved (see [Save Parameters](#), below), the parameters can be loaded. Click the [**Load Parameters**] button. The Open Report Parameters popup displays:

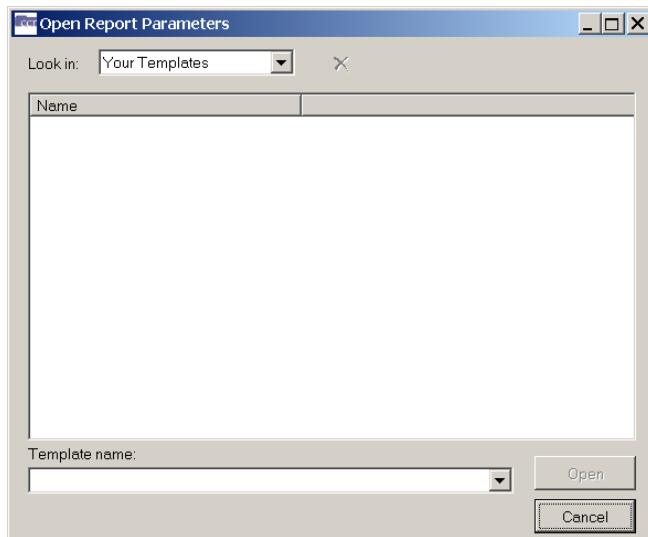


Figure 243 – Open Report Parameters

Look in. From the pull-down list, select **Common Templates** or **Your Templates**.

Template Name. Select the template name from the pull-down list provided and click **[Open]**. Or, click **[Cancel]** to stop the selection process.

9. **OPTIONAL Save Parameters.** To save this report set-up for future use, click the **[Save Parameters]** button. The Save Report Parameters as window opens; enter a template name and click **[Save]**.
10. **Run.** When all sections have been completed, click **[Run]**. The report is added to the Task Manager tab and will run at the specified date and time.
11. **Cancel.** To discard your entries and cancel the report, click **[Cancel]**.

10.21.2. Sample Output – VERA Reimbursement report



CCR:HIV ONLY

This report is only available in the CCR:HIV Registry.

10.21.3.

This example shows the **VERA Reimbursement report** output, with both the Complex Care and Basic Care options selected:

Clinical Case Registries - [VERA Reimbursement Report]

VERA Reimbursement Report

Registry: VA HIV **Report Created:** 10/27/2009@09:04
Date Range: 01/01/2005 - 12/31/2005 **Task Number:** 3915011
Patients: Both Basic and Complex Care, Added on any date **Last Registry Update:** 10/08/2009
Options: List of Patients **Last Data Extraction:** 10/08/2009
Other Diagnoses: All

Meds: Registry and Investigational Medications

This report contains confidential patient information and must be handled in accordance with established policies.

Number of Patients	Number of Basic Care Patients	Number of Complex Care Patients	Number of Patients Received ARV Drugs
2	1	1	0

Patients

#	Patient Name	SSN	Date of Death	AIDS OI	ARV Drugs	Complex Care
1	CCRPATIENT,ELEVEN	1477		No	No	No
2	CCRPATIENT,TWELVE	2404		Yes	No	Yes

Done 10.4.230.74 @ 9831 CCRUSER.ONE

Figure 244 – VERA Reimbursement Report Output

11. Resources

11.1. About CCR:HEPC

11.1.1. Overview

The Hepatitis C Case Registry (CCR:HEPC) contains important demographic and clinical data on all VHA patients identified with Hepatitis C infection. The registry extracts VistA pharmacy, laboratory, and pathology databases in order to provide the key clinical information needed to track disease stage, disease progression, and response to treatment. Data from the Hepatitis C Case Registry is used on the national, regional, and local level to track and optimize clinical care of Hepatitis C infected Veterans served by VHA. National summary information (without personal identifiers) will be available to VA Central Office for overall program management as well as to inform Veterans Service Organizations, Congress, and to other federal public health and health care agencies.

11.1.2. Treatment Recommendations

The CCR software is meant to supplement data gathering that can be used by local clinicians in their patient care management model.

For patients with Hepatitis C infection, VA treatment guidelines for care may be seen at <http://vaww.hepatitis.va.gov>.

11.1.3. Registry Selection Rules

The CCR:HEPC identifies patients with Hepatitis C-related ICD-9 codes, positive Hepatitis C antibody test results, or positive qualitative Hepatitis C RNA test results. The software recognizes the earliest instance of data that indicates Hepatitis C infection and adds the patient to the registry with a status of Pending. These patients must be reviewed and validated locally and when confirmed as having Hepatitis C infection confirmed in the local CCR:HEPC list of registry patients with Hepatitis C.

Patients are automatically added nightly to the local registry list with a status of Pending when one or more of the following ICD-9 diagnosis codes are listed on a patient's problem list, inpatient discharge diagnoses, or outpatient encounter diagnoses:

Table 23 – HEPC Registry Selection via ICD-9 CM Diagnostic Codes

Hepatitis C-related Diagnoses	ICD-9 CM Diagnostic Codes
Hepatitis C Carrier	V02.62
Acute or unspecified Hepatitis C with hepatic coma	070.41
Chronic Hepatitis C with hepatic coma	070.44

Hepatitis C-related Diagnoses	ICD-9 CM Diagnostic Codes
Acute or unspecified Hepatitis C without mention of hepatic coma	070.51
Chronic Hepatitis C without mention of hepatic coma	070.54

The ICD-9 diagnostic codes are maintained as part of the standard software program. Updates will be released as needed in subsequent patches to the software and will be loaded by local IRM staff.

Patients are also automatically added nightly to the local registry with a status of Pending when a positive test result is reported for a Hepatitis C antibody test or a qualitative Hepatitis C RNA viral load. Hepatitis C antibody tests and RNA tests are identified using the following Logical Observation Identifiers Names Codes (LOINCs). Entries bearing the marker **⑩** were created/changed by Patch ROR*1.5*10; code 57006-9 (with marker **⑪**) was added by Patch ROR*1.5*13. Entries new or changed for the current version are shaded in light yellow.



Note: Some of the codes shown here may not yet be valid at the National level.

Table 24 – HEPC Registry Selection via LOINC Codes

Hepatitis C-related Laboratory Tests	LOINC
Hepatitis C Antibody Test	11259, 13955-0, 16128-1, 16129-9, 16936-7, 22327-1, 33462-3, 34162-8, 39008-8, 40762-2, 5198-7, 5199-5
Hepatitis C RIBA Test	24011-9
Hepatitis C virus IgG Ab [Units/volume] in Serum by Immunoassay	57006-9 ⑪
Hepatitis C virus Antibody [Presence] in Body fluid	51657-5 ⑩
Hepatitis C virus Antibody [Presence] in Serum from donor	47441-1 ⑩
Hepatitis C virus Antibody [Presence] in Serum from donor by Immunoassay	47365-2 ⑩

Hepatitis C-related Laboratory Tests	LOINC
Hepatitis C virus RNA [Presence] in Body fluid by Probe & target amplification method	51655-9 <small>⑩</small>
Hepatitis C virus RNA [Presence] in Unspecified specimen by Probe & signal amplification method	48576-3 <small>⑩</small>
Qualitative Hepatitis C RNA Test	11259-9, 5010-4, 5011-2, 5012-0, 6422-0

Positive results are identified as results that are equal to “P” or that contain “POS” “DETEC” or “REACT” and do not contain “NEG” “NON” or “IND.” Comparisons are not case sensitive.



Note: Because this information is a critical factor in the determination of a patient being added to this registry, it is important to validate, with the [Laboratory Information Manager](#), the LOINC Code mapping and how results are entered for the Hepatitis C lab tests.

11.1.4. About Historic Hepatitis C Case Registry patients

All patients in the previous Hepatitis C Case Registry are automatically “grandfathered” into CCR:HEPC as confirmed registry patients. Previous versions of Hepatitis C Case Registry software did not include the use of a “pending” status nor require verification prior to activation in the registry, though local coordinators were tasked to routinely review lists of newly selected patients and delete any found not to meet registry criteria.

At the time the original Hepatitis C Case Registry software was first installed, a background process was run that applied these selection rules to historic data beginning January 1, 1996. For that one-time post installation process only, patients whose only indication of Hepatitis C was ICD-9 codes (i.e., no antibody test result in the system) were required to have at least **two** instances of a Hepatitis C related ICD-9 code in order to be added to the registry. After that initial registry compilation, a single outpatient or inpatient Hepatitis C related ICD-9 code was sufficient to add a patient to the registry.

Facilities who are concerned that their CCR:HEPC patient list includes a large number of patients who were inappropriately added can utilize CCR report functions (e.g., Lab test report to look for confirmatory testing) to identify and delete patients who do not truly meet registry criteria.

11.2. About CCR:HIV

11.2.1. Overview

The CCR:HIV contains important demographic and clinical data on VHA patients identified with HIV infection. The registry extracts data from VistA admissions, allergy, laboratory, outpatient, pathology, pharmacy, and radiology databases. This is done to provide the key clinical

information needed to track disease stage, disease progression, response to treatment, and support administrative reporting.

Data from the CCR:HIV is used on the national, regional, and local level to track and optimize clinical care of HIV-infected Veterans served by VHA. National summary information (without personal identifiers) will be available to VA Central Office for overall program management as well as to inform Veterans Service Organizations, Congress, and other federal public health and health care agencies.

11.2.2. Treatment Recommendations

CCR:HIV is meant to supplement data gathering that can be used by local clinicians in their patient care management model.

For patients with HIV infection, VA recommends clinicians consult the Kaiser Family Foundation-Department of Human Health Services treatment guidelines for HIV care. These guidelines may be seen at <http://www.aidsinfo.nih.gov/guidelines/>.

11.2.3. Registry Selection Rules

The CCR:HIV identifies patients with HIV-related ICD-9 codes or positive HIV antibody test results. The software recognizes the earliest instance of data that indicates HIV infection and adds the patient to the registry with a status of Pending. These patients must be reviewed and validated locally and when confirmed as having HIV infection confirmed in the local CCR:HIV registry list of registry patients with HIV.

Patients are automatically added nightly to the local registry list with a status of Pending when one or more of the following ICD-9 diagnosis codes are listed on a patient's problem list, inpatient discharge diagnoses, or outpatient encounter diagnoses:

Table 25 – HIV Registry Selection via ICD-9 CM Diagnostic Codes

HIV-related Diagnoses	ICD-9 Diagnostic Code
Asymptomatic Human Immunodeficiency Virus [HIV] Infection Status	V08.
Human Immunodeficiency Virus (HIV) Disease	042.x
HIV Causing Other Specific Disorder	043.x
HIV Causing Other Specific Acute Infection	044.x
Human Immunodeficiency Virus, Type 2 (HIV 2)	079.53
Nonspecific Serologic Evidence Of HIV	795.71
Positive Serology/Viral HIV	795.8

The ICD-9 diagnostic codes are maintained as part of the standard software program. Updates will be released as needed in subsequent patches to the software and will be loaded by local IRM staff.

Patients are also automatically added nightly to the local registry pending patient list when a positive test result is reported for an HIV antibody test or HIV Western Blot test. HIV antibody tests and Western Blot tests are identified using the following Logical Observation Identifiers Names Codes (LOINCs).



Note: Some of the codes shown here may not yet be valid at the National level.

Table 26 – HIV Registry Selection via LOINC Codes

HIV-related Laboratory Tests	LOINC
HIV 1 & 2 Antibody band pattern [interpretation] in Serum by Immunoblot (IB)	43185-8
HIV 1 [interpretation] in Serum by Immunoassay	44607-0
HIV 1 And 2 Antibody Test	22357-8, 31201-7, 32602-5, 40733-8, 5223-3, 7918-6
HIV 1 Antibody [Presence] in Body fluid by Immunoassay	34591-8
HIV 1 Antibody [Presence] in Body fluid by Immunoblot (IB)	34592-6, 5221-7
HIV 1 Antibody [Presence] in Unspecified specimen	53379-4
HIV 1 Antibody [Presence] in Unspecified specimen by Rapid test	49905-3
HIV 1 Antibody [Units/volume] in Serum by Immunofluorescence	43599-0
HIV 1 Antibody Test	13499-9, 14092-1, 16974-8, 16975-5, 21007-0, 22356-0, 29327-4, 29893-5, 32571-2, 33866-5, 35437-3, 35438-1, 35438-9, 40732-0, 41143-9, 41144-7, 41145-4, 5220-9, 7917-8
HIV 1 Western Blot Test	21009-6

HIV-related Laboratory Tests	LOINC
HIV 1+2 Antibody [Presence] in Serum by Immunoblot (IB)	44873-8
HIV 1+2 Antibody [Presence] in Serum from donor	44533-8
HIV 1+2 Antibody [Presence] in Unspecified specimen	43010-8
HIV 1+2 Antibody [Presence] in Unspecified specimen by Rapid test	49580-4
HIV 1+2 IgG Antibody [Presence] in Blood dot (filter paper)	54086-4
HIV 1+2 IgG Antibody [Presence] in Serum	43009-0
HIV 2 Antibody Test	22358-6, 30361-0, 33806-1, 33807-9, 5224-1, 5225-8, 7919-4
HIV 2 Western Blot Test	31073-0

Positive results are identified as results that are equal to “P” or that contain “POS” “DETEC” or “REACT” and do not contain “NEG” “NON” or “IND.” Comparisons are *not* case sensitive.



Note: Because this information is a critical factor in the determination of a patient being added to this registry, it is important to validate, with the [Laboratory Information Manager](#), the LOINC Code mapping and how results are entered for the HIV lab tests.

11.3.CCR:HIV Registry Pending Patient Worksheet

HIV Pending Patient Worksheet Name: _____ Last 4: _____ Pt should be added to ICR: YES NO

1. HIV positive test result /other evidence: NONE - delete from registry

- + ELISA date: + Western Blot date:
 + HIV Viral load date: Narrative Note date:

2. HIV Risk info: UNKNOWN

- Sex with male HETEROSEXUAL relations with transfusion recipient with documented HIV infection
 Sex with female HETEROSEXUAL relations with transplant recipient with documented HIV infection
 Injected nonprescription drug HETEROSEXUAL relations with PWA or documented HIV+, risk not specified
 Received clotting factor for hemophilia / Received transfusion of blood/blood component (other than clotting factor)
coagulation disorder Received transfusion of blood/blood component (other than clotting factor)
 HETEROSEXUAL relations with bisexual male Mycobacterium avium complex or M. kansasi, disseminated or extrapulmonary: date
 HETEROSEXUAL relations with injection drug user Received transplant of tissue/organ(s) or artificial insemination
 HETEROSEXUAL relations with person with Worked in health care or clinical laboratory setting
hemophilia/coagulation disorder

3. AIDS OI History NONE

- Candidiasis of bronchi, trachea, or lungs: date
- Candidiasis, esophageal: date
- Cervical cancer, invasive: date
- Coccidioidomycosis, disseminated or extrapulmonary: date
- Cryptococcosis, extrapulmonary: date
- Cryptosporidiosis, chronic intestinal (>1 month's duration): date
- Cytomegalovirus disease (other than liver, spleen, or nodes): date
- Cytomegalovirus retinitis (with loss of vision): date
- Encephalopathy, HIV-related: date
 - Herpes simplex: chronic ulcer(s) (>1 month's duration); or bronchitis, pneumonitis, or esophagitis: date
- Histoplasmosis, disseminated or extrapulmonary: date
- Isosporiasis, chronic intestinal (>1 month's duration) : date
- Kaposi's sarcoma: date
-
- Lymphoma, Burkitt's (or equivalent term): date
- Lymphoma, immunoblastic (or equivalent term): date
- Lymphoma, primary, of brain: date
- Lymphoma, immunoblastic (or equivalent term): date
- Lymphoma, primary, of brain: date
- Mycobacterium avium complex or M. kansasii, disseminated or extrapulmonary: date
- Mycobacterium tuberculosis, any site (pulmonary or extrapulmonary): date
- Mycobacterium, other species or unidentified species, disseminated or extrapulmonary: date
- Pneumocystis carinii pneumonia: date
- Pneumonia, recurrent: date
- Progressive multifocal leukoencephalopathy: date
- Salmonella septicemia, recurrent: date
- Toxoplasmosis of brain: date
- Wasting syndrome due to HIV: date

4. COMMENTS:

11.4.Clinical Case Registries Shortcut Keys

In the following table, two or more keys connected by a comma (,) indicate that the keys should be pressed in succession. Keys connected by a plus sign (+) indicate that the keys should be pressed at the same time.

Window	Option/Text	Shortcut	Action / Opens
Any		< F1 >	Online Help file
Main (Registry)	File menu	< Alt > , < F >	
	Open Registry	< Alt > , < F > , < O >	Select a Registry to open
	Save As...	< Alt > , < F > , < A >	
	Close	< Alt > , < F > , < L >	
	Close All	< Alt > , < F > , < C >	
	Page Setup...		
	Print Preview...		
	Print...	< Alt > , < F > , < P >	
	Preferences		Preferences
	Rejoin Clinical Context...		
	Break the Clinical Link...		
	Exit	< Alt > , < F > , < X >	
	Registry menu	< Alt > , < Y >	
		< Ctrl > + < F6 >	Next registry
		< Shift > + < Ctrl > + < F6 >	Previous registry
		< Ctrl > + < F4 >	Close current registry
	Edit (HIV)	< E >	Human Immunodeficiency Virus Patient Data Editor
	CDC (HIV)	< C >	CDC (Form)
	Show Registry users...	< S >	Users of the (HIV or HEPC) Registry
	Edit Site Parameters...	< D >	
	Confirm (HEPC)	< C >	Hepatitis C Patient Data Editor

Window	Option/Text	Shortcut	Action / Opens
	Show Registry Users	< S >	Users of the (HIV or HEPC) Registry
	Edit Site Parameters	< D >	(HIV or HEPC) Site Parameters
(HIV or HEPC) Site Parameters		< Ctrl > + < Alt > + < C >	Cancel a search (dual-list selectors on site parameters form, patient search)
		< Space >	Move the record between lists (dual-list selectors)
		< Enter >	Edit cell value (local fields)
	Lab Test tab	< Alt > + < L >	
	Registry Meds tab	< Alt > + < M >	
	Notifications tab	< Alt > + < N >	
	Local Fields tab	< Alt > + < F >	
Reports Menu	Reports menu	< Alt > + < P >	
	Clinic Follow Up	< C >	
	Combined Meds and Labs	< O >	
	Current Inpatient List	< U >	
	Diagnoses	< D >	
	General Utilization and Demographics	< G >	
	Inpatient Utilization	< I >	
	Lab Utilization	< L >	
	List of Registry Patients	< S >	
	Outpatient Utilization	< T >	
	Patient Medication History	< P >	
	Pharmacy Prescription Utilization	< H >	

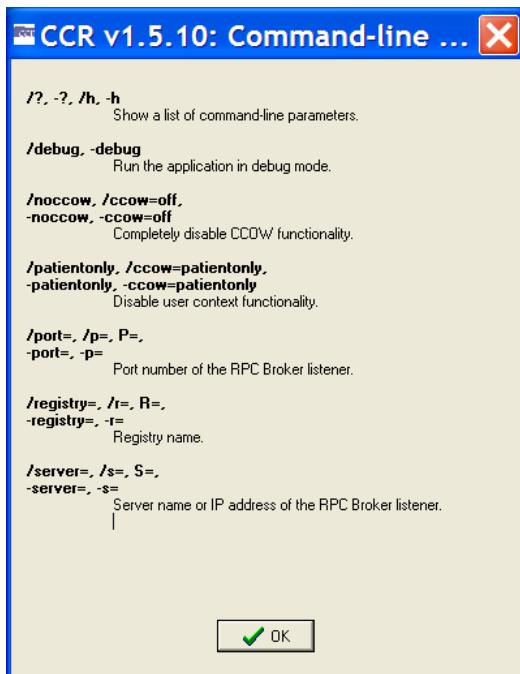
Window	Option/Text	Shortcut	Action / Opens
Window Menu	Procedures	< E >	
	Radiology Utilization	< A >	
	Registry Lab Tests by Range	< Y >	
	Registry Medications	< M >	
	VERA Reimbursement Report (HIV only)	< V >	
	Report List	< R >	List of Reports panel
Help Menu	Window menu	< Alt > + < W >	
	Cascade	< C >	
	Tile Horizontally	< H >	
	Tile Vertically	< V >	
	Minimize All	< M >	
	Arrange All	< A >	
	Help menu	< Alt > + < H >	
	Help Topics	< F1 >	
	Registry Info	< R >	
	CCOW Status	< C >	
	About	< A >	

Window	Option/Text	Shortcut	Action / Opens
Report Parameters			
		< Ctrl > + < Alt > + < C >	Cancel a search (double-pane selectors on report parameters forms, patient search)
		< Space >	Move the record between lists (double-pane selectors)
		< Tab >	Move through the report parameters
		< F1 >	Online Help
	Load Parameters	< L >	
	Save Parameters	< S >	
	Default Parameters	< D >	
	Run	< R >	
		< Ctrl > + < F6 >	Next report output
Task Manager tab		< Shift > + < Ctrl > + < F6 >	Previous report output
		< Ctrl > + < F4 >	Close current report output
		< Alt > + < T >	
		< Delete >	In Task list, delete selected records
	Refresh	< Alt > + < R >	
	New Report	< Alt > + < N >	
Technical Log tab	Open Report	< Alt > + < O >	
	View Log	< Alt > + < V >	
	Delete	< Alt > + < D >	
Registry tab		< Alt > + < G >	

Window	Option/Text	Shortcut	Action / Opens
(HIV or HEPC) Registry Patient Data Editor		< Enter >	(HIV or HEPC) Patient Data Editor
	[Search]	< Alt > + < R >	
	Edit (HIV)	< Alt > + < I >	Human Immunodeficiency Virus Registry Patient Data Editor
	Confirm (HEPC)	< Alt > + < I >	Hepatitis C Registry Patient Data Editor
	CDC (HIV)	< Alt > + < C >	CDC (Form)
	Delete	< Alt > + < D >	
CDC (HIV)		< Alt > + < I >	
		< Enter >	Edit cell value (local fields)
		< Space >	Toggle a checkbox (local fields)
	Clinical Status tab	< L >	
	Risk Factors tab (HIV)	< R >	
	Local Fields tab	< F >	
	Save	< S >	
CDC Form		< Alt > + < C >	
	Form tab	< F >	
	Preview tab	< V >	
	Preview page 2 tab	< 2 >	
	Save	< S >	
		< Tab >	Move through the form parameters
CDC Form		< F >	
	Group Titles (CDC Parameter groups)	< G >	
	Zoom In	< I >	
	Zoom Out	< O >	

Window	Option/Text	Shortcut	Action / Opens
	Fit Width	< W >	
	Zoom 1:1	< 1 >	
	Print	< P >	

11.5.Command Line Switches



Command line switches control basic behavior of the application. They can be appended after the executable name in the Target field of the application shortcut. Names of the switches are case-insensitive.

Switch	Description
/?, /h, -?, -h	Display a dialog box containing a short description of the command line switches accepted by the application
/noccow, /ccow=off-noccow, -ccow=off	Disable the context management) functionality completely.
/ccow=patientonly-ccow=patientonly	Disable the user context functionality (Single Sign-On).
/p=, /port=-p=, -port=, P=	Instruct the application to use a non-standard port number on the VistA server.
/r=, /--r=, -registry=, R=	Forces the GUI to open only the registry with provided name.
/s=, /server=-s=, -server=, S=	Instruct the application to connect to the server defined by the provided host name or IP address.

Examples:

...\\ClinicalCaseRegistries.exe /S=MIRROR /R="VA HIV"

...\\ClinicalCaseRegistries.exe /S="10.3.13.2" /P=9105

...\\ClinicalCaseRegistries.exe -R="VA HIV"

Glossary^{zzz}

A	B	C	D	E	F	G	H	I		K	L	M
N		P		R	S	T	U	V		X		
0-9												

Control-click character to see entries; missing character means no entries for that character.

Term or Acronym	Description
0 - 9	
508	<i>See</i> Section 508

Term or Acronym	Description
A	
AAC	<i>See</i> Corporate Data Center Operations .
Access Code	With each sign-on to VistA , the user must enter two codes to be recognized and allowed to proceed: the Access Code and Verify Code. The Access Code is assigned by IRM Service and is used by the computer to recognize the user. Each user has a unique access code. The only way this code can be changed is for the IRM Service to edit it. When the code is established by IRM, it is encrypted; that is, it is “scrambled” according to a cipher. The code is stored in the computer only in this encrypted form. Thus, even if the access code is viewed, the viewer cannot determine what the user actually types to tell the computer this code. <i>See also</i> Verify Code .
Acquired Immunodeficiency Syndrome (AIDS)	AIDS is a disease of the human immune system caused by the human immunodeficiency virus (HIV). This condition progressively reduces the effectiveness of the immune system and leaves individuals susceptible to opportunistic infections and tumors.
ADPAC	<i>See</i> Automated Data Processing Application Coordinator .
AIDS	<i>See</i> Acquired Immunodeficiency Syndrome .
AIDS-defining Opportunistic Infection (AIDS-OI)	Those illnesses said to be AIDS defining. “Opportunistic infections” are infections that take advantage of a weakened immune system.
AIDS-OI	<i>Acronym for</i> AIDS-defining Opportunistic Infection
AITC	<i>See</i> Austin Information Technology Center
AMIS	<i>See</i> Automated Management Information System
Antiretroviral (medications)	Medications for the treatment of infection by retroviruses , primarily HIV . <i>See also</i> Highly Active Antiretroviral Therapy .
ARV	<i>See</i> Antiretroviral (medications) .
Austin Automation Center (AAC)	<i>See</i> Corporate Data Center Operations
Austin Information	AITC is a recognized, award-winning Federal data center within the Department of

Term or Acronym	Description
Technology Center (AITC)	Veterans Affairs (VA). It provides a full complement of cost-efficient e-government solutions to support the information technology (IT) needs of customers within the Federal sector. AITC has also implemented a program of enterprise “best practice” initiatives with major vendor partners that ensures customers receive enhanced, value-added IT services through the implementation of new technologies at competitive costs.
Automated Data Processing Application Coordinator (ADPAC)	The ADPAC is the person responsible for planning and implementing new work methods and technology for employees throughout a medical center. ADPACs train employees and assist users when they run into difficulties, and needs to know how all components of the system work. ADPACs maintain open communication with their supervisors and Service Chiefs, as well as their counterparts in Fiscal and Acquisitions and Materiel Management (A&MM), or Information Resource Management (IRM).
Automated Management Information System (AMIS)	The VHA Decision Support System (DSS) is a national automated management information system based on commercial software to integrate data from clinical and financial systems for both inpatient and outpatient care. The commercial software is utilized with interfaces developed to transport data into the system from the Veterans Health Information Systems and Technology Architecture (VistA), the National Patient Care Database (NPCD), the Patient Treatment File (PTF), and various VA financial information systems. The VHA began implementation of DSS in 1994. Full implementation was completed in 1999 and DSS is now used throughout the VA healthcare system.

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Term or Acronym	Description
B	
B-Type Option	In VistA , an option designed to be run only by the RPC Broker , and which cannot be run from the menu system.

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Term or Acronym	Description
C	
CCOW	<i>See</i> Clinical Context Object Workgroup
CCR	<i>See</i> Clinical Case Registries
CDC	<i>See</i> Centers for Disease Control and Prevention
CDCO	<i>See</i> Corporate Data Center Operations
Centers for Disease Control and Prevention (CDC)	The CDC is one of the major operating components of the United States Department of Health and Human Services. It includes a number of Coordinating Centers and Offices which specialize in various aspects of public health, as well as the National Institute for Occupational Safety and Health (NIOSH). <i>See</i> http://www.cdc.gov/about/organization/cio.htm
Center for Quality Management in Public Health	CQM, based in the VA Palo Alto Health Care System, functions as part of the VA Public Health Strategic Health Care Group at VA Central Office in Washington, DC. CQM was first established with a primary focus on HIV care; the mission expanded to include

Term or Acronym	Description
(CQM)	Hepatitis C issues in January 2001. In line with the mission of its organizational parent, the CQM mission further expanded to include work on various issues and conditions with public health significance, including operational support and management of data from the Clinical Case Registries (CCR) software.
Clinical Case Registries (CCR)	The Clinical Case Registries (CCR) application collects data on the population of Veterans with certain clinical conditions, namely Hepatitis C and Human Immunodeficiency Virus (HIV) infections.
Clinical Context Object Workgroup (CCOW)	<p>CCOW is an HL7 standard protocol designed to enable disparate applications to synchronize in real-time, and at the user-interface level. It is vendor independent and allows applications to present information at the desktop and/or portal level in a unified way.</p> <p>CCOW is the primary standard protocol in healthcare to facilitate a process called "Context Management." Context Management is the process of using particular "subjects" of interest (e.g., user, patient, clinical encounter, charge item, etc.) to 'virtually' link disparate applications so that the end-user sees them operate in a unified, cohesive way.</p> <p>Context Management can be utilized for both CCOW and non-CCOW compliant applications. The CCOW standard exists to facilitate a more robust, and near "plug-and-play" interoperability across disparate applications.</p> <p>Context Management is often combined with Single Sign On applications in the healthcare environment, but the two are discrete functions. Single Sign On is the process that enables the secure access of disparate applications by a user through use of a single authenticated identifier and password.</p>
Comma-Delimited Values (CDV)	See Comma-Separated Values
Comma-Separated Values (CSV)	“Separated” or “delimited” data files use specific characters (delimiters) to separate its values. Most database and spreadsheet programs are able to read or save data in a delimited format. The comma-separated values file format is a delimited data format that has fields separated by the comma character and records separated by newlines. Excel can import such a file and create a spreadsheet from it.
Computerized Patient Record System (CPRS)	A Computerized Patient Record (CPR) is a comprehensive database system used to store and access patients’ healthcare information. CPRS is the Department of Veteran’s Affairs electronic health record software. The CPRS organizes and presents all relevant data on a patient in a way that directly supports clinical decision making. This data includes medical history and conditions, problems and diagnoses, diagnostic and therapeutic procedures and interventions. Both a graphic user interface version and a character-based interface version are available. CPRS provides a single interface for health care providers to review and update a patient’s medical record, and to place orders, including medications, special procedures, x-rays, patient care nursing orders, diets, and laboratory tests. CPRS is flexible enough to be implemented in a wide variety of settings for a broad spectrum of health care workers, and provides a consistent, event-driven, Windows-style interface.
context-sensitive help	<p>Online help is topic-oriented, procedural or reference information delivered through computer software. It is a form of user assistance. Most online help is designed to give assistance in the use of a software application or operating system, but can also be used to present information on a broad range of subjects.</p> <p>When a user presses the [F1] key while using the GUI application, the application automatically opens the online help file (which is distributed and installed alongside the application file itself).</p> <p>Context-sensitive help is a kind of online help that is obtained from a specific point in the state of the software, providing help for the situation that is associated with that state.</p> <p>Context-sensitive help, as opposed to general online help or online manuals, doesn’t need to</p>

Term or Acronym	Description
	<p>be accessible for reading as a whole. Each topic is supposed to describe extensively one state, situation, or feature of the software.</p> <p>Context-sensitive help can be implemented using tooltips, which either provide a terse description of a GUI widget or display a complete topic from the help file. Other commonly used ways to access context-sensitive help start by clicking a button. One way uses a per widget button that displays the help immediately. Another way changes the mouse pointer shape to a question mark, and then, after the user clicks a widget, the help appears.</p> <p>Context-sensitive help is most used in, but is not limited to, GUI environments. Examples are Microsoft's WinHelp, Sun's JavaHelp or Panviva's SupportPoint.</p>
<i>Contextor</i> software	<p>Sentillion <i>Contextor</i> can be embedded within an application to implement most of CCOW's context participant behaviors. <i>Contextor</i> is compatible with any CCOW-compliant context manager and is designed to simplify writing applications that support the CCOW standard. It includes these development environment components:</p> <ul style="list-style-type: none"> • CCOW-compliant code samples of Windows and Web applications • Development-only version of Sentillion Context Manager • Development tools for simulating and observing the behavior of a context-enabled desktop • Configuration and administration tool
Corporate Data Center Operations (CDCO)	<p>Federal data center within the Department of Veterans Affairs (VA). As a franchise fund, or fee-for-service organization, CDCO-Austin provides cost-efficient IT enterprise solutions to support the information technology needs of customers within the Federal sector. <i>Formerly</i> the Austin Automation Center (AAC); <i>formerly</i> the Austin Information Technology Center (AITC).</p> <p>See http://www.aac.va.gov/index.php.</p>
CPRS	See Computerized Patient Record System
CPT	See Current Procedural Terminology
CQM	See Center for Quality Management in Public Health
CSV	See Comma-Separated Values
Current Procedural Terminology (CPT)	<p>CPT® is the most widely accepted medical nomenclature used to report medical procedures and services under public and private health insurance programs. CPT codes describe a procedure or service identified with a five-digit CPT code and descriptor nomenclature. The CPT code set accurately describes medical, surgical, and diagnostic services and is designed to communicate uniform information about medical services and procedures among physicians, coders, patients, accreditation organizations, and payers for administrative, financial, and analytical purposes. The current version is the CPT 2009.</p> <p><i>Note:</i> CPT® is a registered trademark of the American Medical Association.</p>

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Term or Acronym	Description
	D
Database Integration Agreement (DBIA)	<p>M code is not “compiled and linked,” so any code is open to anyone to call. The same is true for the data. This permits an incredible level of integration between applications, but it is “too open” for some software architects’ liking. The VA has instituted Database Integration Agreements to enforce external policies and procedures to avoid unwanted dependencies.</p>
Data Dictionary	<p>A data structure that stores meta-data, i.e. data about data. The term “data dictionary” has</p>

Term or Acronym	Description
	several uses; most generally it is thought of as a set of data descriptions that can be shared by several applications. In practical terms, it usually means a table in a database that stores the names, field types, length, and other characteristics of the fields in the database tables.
DBIA	<i>See Database Integration Agreement</i>
Delphi	Borland® Delphi® is a software development package that allows creation of applications which allow manipulation of live data from a database. Among other things, Delphi is an object-oriented, visual programming environment used to develop 32-bit applications for deployment in the Windows environment. This is the software that was used to produce the Query Tool application. <i>See also http://www.borland.com/us/products/delphi/index.html.</i>
DFN	File Number—the local/facility patient record number (patient file internal entry number)

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Term or Acronym	Description
E	
Epoetin	Epoetin Alfa is used for treating anemia in certain patients with kidney failure, HIV, or cancer.
Extensible Mark-up Language (XML)	An initiative from the W3C defining an “extremely simple” dialect of SGML suitable for use on the World-Wide Web.
Extract Data Definition	A set of file and field numbers which identify the data that should be retrieved during the extraction process.
Extract Process	This process is run after the update process . This function goes through patients on the local registry and, depending on their status, extracts all available data for the patient since the last extract was run. This process also updates any demographic data held in the local registry for all existing patients that have changed since the last extract. The extract transmits any collected data for the patient to the national database via HL7 .

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Term or Acronym	Description
F	
FDA	<i>See Food and Drug Administration</i>
FileMan	FileMan is a set of M utilities written in the late 1970s and early 1980s which allow the definition of data structures, menus and security, reports, and forms. Its first use was in the development of medical applications for the Veterans Administration (now the Department of Veterans Affairs). Since it was a work created by the government, the source code cannot be copyrighted, placing that code in the public domain. For this reason, it has been used for rapid development of applications across a number of organizations, including commercial products.
firewall	A firewall is a part of a computer system or network that is designed to block unauthorized access while permitting authorized communications. It is a device or set of devices configured to permit, deny, encrypt, decrypt, or proxy all (in and out) computer traffic between different security domains based upon a set of rules and other criteria.
Food and Drug	FDA is an agency of the United States Department of Health and Human Services and is

Term or Acronym	Description
Administration (FDA)	responsible for regulating and supervising the safety of foods, dietary supplements, drugs, vaccines, biological medical products, blood products, medical devices, radiation-emitting devices, veterinary products, and cosmetics. The FDA also enforces section 361 of the Public Health Service Act and the associated regulations, including sanitation requirements on interstate travel as well as specific rules for control of disease on products ranging from pet turtles to semen donations for assisted reproductive medicine techniques.
Function key	A key on a computer or terminal keyboard which can be programmed so as to cause an operating system command interpreter or application program to perform certain actions. On some keyboards/computers, function keys may have default actions, accessible on power-on. For example, <F1> is traditionally the function key used to activate a help system.

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Term or Acronym	Description
Globals	<p>G</p> <p>M uses globals, variables which are intrinsically stored in files and persist beyond the program or process completion. Globals appear as normal variables with the caret character in front of the name. For example, the M statement...</p> <pre>SET ^A("first_name")="Bob"</pre> <p>...will result in a new record being created and inserted in the file structure, persistent just as a file persists in an operating system. Globals are stored, naturally, in highly structured data files by the language and accessed only as M globals. Huge databases grow randomly rather than in a forced serial order, and the strength and efficiency of M is based on its ability to handle all this flawlessly and invisibly to the programmer.</p> <p>For all of these reasons, one of the most common M programs is a database management system. FileMan is one such example. M allows the programmer much wider control of the data; there is no requirement to fit the data into square boxes of rows and columns.</p>
Graphical User Interface (GUI)	<p>A graphical user interface (or GUI, often pronounced “gooey”) is a graphical (rather than purely textual) user interface to a computer. A GUI is a particular case of user interface for interacting with a computer which employs graphical images and widgets in addition to text to represent the information and actions available to the user. Usually the actions are performed through direct manipulation of the graphical elements. A GUI takes advantage of the computer’s graphics capabilities to make the program easier to use.</p> <p><i>Sources:</i></p> <p>http://en.wikipedia.org/wiki/GUI http://www.webopedia.com/TERM/G/Graphical_User_Interface_GUI.html</p> <p><i>See also</i> User Interface</p>
GUI	<i>See:</i> Graphical User Interface

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Term or Acronym	Description
HAART	H <i>See</i> Highly Active Antiretroviral Treatment

Term or Acronym	Description
Health Level 7 (HL7)	One of several American National Standards Institute (ANSI)-accredited Standards Developing Organizations operating in the healthcare arena. "Level Seven" refers to the highest level of the International Standards Organization's (ISO) communications model for Open Systems Interconnection (OSI)—the application level. The application level addresses definition of the data to be exchanged, the timing of the interchange, and the communication of certain errors to the application. The seventh level supports such functions as security checks, participant identification, availability checks, exchange mechanism negotiations and, most importantly, data exchange structuring. HL7 focuses on the interface requirements of the entire health care organization. Source: http://www.hl7.org/about/ .
Hep C; HEPC	Hepatitis C ; the Hepatitis C Registry
Hepatitis C	A liver disease caused by the hepatitis C virus (HCV). HCV infection sometimes results in an acute illness, but most often becomes a chronic condition that can lead to cirrhosis of the liver and liver cancer. See http://www.cdc.gov/hepatitis/index.htm
Highly Active Antiretroviral Treatment (HAART)	Antiretroviral drugs are medications for the treatment of infection by retroviruses, primarily HIV . When several such drugs, typically three or four, are taken in combination, the approach is known as highly active antiretroviral therapy, or HAART. The American National Institutes of Health and other organizations recommend offering antiretroviral treatment to all patients with AIDS .
HIV	See Human Immunodeficiency Virus
HL7	See Health Level 7
HTML	See Hypertext Mark-up Language
Human Immunodeficiency Virus (HIV)	HIV is a lentivirus (a member of the retrovirus family) that can lead to acquired immunodeficiency syndrome (AIDS), a condition in humans in which the immune system begins to fail, leading to life-threatening opportunistic infections. HIV is different from most other viruses because it attacks the immune system. The immune system gives our bodies the ability to fight infections. HIV finds and destroys a type of white blood cell (T cells or CD4 cells) that the immune system must have to fight disease. See http://www.cdc.gov/hiv/topics/basic/index.htm .
hypertext	A term coined around 1965 for a collection of documents (or "nodes") containing cross-references or "links" which, with the aid of an interactive browser program, allow the reader to move easily from one document to another.
Hypertext Mark-up Language (HTML)	A hypertext document format used on the World-Wide Web. HTML is built on top of SGML . "Tags" are embedded in the text. A tag consists of a "<", a "directive" (in lower case), zero or more parameters and a ">". Matched pairs of directives, like "<title>" and "</title>" are used to delimit text which is to appear in a special place or style.

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Term or Acronym	Description

Term or Acronym	Description
ICD-9	<i>International Statistical Classification of Diseases and Related Health Problems</i> , ninth edition (commonly abbreviated as “ICD-9”) provides numeric codes to classify diseases and a wide variety of signs, symptoms, abnormal findings, complaints, social circumstances and external causes of injury or disease. Every health condition can be assigned to a unique category and given a code, up to six characters long. Such categories can include a set of similar diseases. The “-9” refers to the ninth edition of these codes; the tenth edition has been published, but is not in widespread use at this time. <i>See also</i> Current Procedural Terminology
ICN	<i>See</i> Integration Control Number
ICR	<i>See</i> Immunology Case Registry
IEN	<i>See</i> Internal Entry Number
Immunology Case Registry (ICR)	Former name for Clinical Case Registries HIV (CCR:HIV) .
Information Resources Management (IRM)	The service which is involved in planning, budgeting, procurement and management-in-use of VA's information technology investments.
Integration Control Number	The national VA patient record number.
Interface	An interface defines the communication boundary between two entities, such as a piece of software, a hardware device, or a user.
Internal Entry Number (IEN)	The number which uniquely identifies each item in the VistA database.
IRM	<i>See</i> Information Resources Management

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Term or Acronym	Description
	J
JAWS	<i>See</i> Job Access with Speech
Job Access with Speech (JAWS)	Acronym for <i>Job Access with Speech</i> . Refers to a software product for visually impaired users. The software is produced by the Blind and Low Vision Group of Freedom Scientific. See http://en.wikipedia.org/wiki/JAWS_%28screen_reader%29 and http://www.freedomscientific.com/fs_products/software_jaws.asp .

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Term or Acronym	Description
	K
!KEA	Terminal emulation software. No longer in use in VHA; replaced by <i>Reflection</i> .
Keys	<i>See</i> Security Keys

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Term or Acronym	Description
L	
Laboratory Information Manager (LIM)	Manager of the laboratory files in VistA. Additional duties include creation of new tests, interface set-up and maintenance of instruments, coordination with staff outside of lab to create quick orders, order sets and other Computerized Patient Record System functions.
Local Registry	The local file of patients that were grandfathered into the registry or have passed the selection rules and been added to the registry.
Local Registry Update	This process adds new patients (that have had data entered since the last update was run and pass the selection rules) to the local registry.
Logical Observation Identifiers Names and Codes (LOINC)	LOINC® is designed to facilitate the exchange and pooling of clinical results for clinical care, outcomes management, and research by providing a set of universal codes and names to identify laboratory and other clinical observations. The Regenstrief Institute, Inc., an internationally renowned healthcare and informatics research organization, maintains the LOINC database and supporting documentation. <i>See </i> http://loinc.org/
LOINC	<i>See </i> Logical Observation Identifiers Names and Codes

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Term or Acronym	Description
M	
M	M is a procedural, interpreted, multi-user, general-purpose programming language designed to build and control massive databases. It provides a simple abstraction that all data values are strings of characters, and that all data can be structured as multiple dimensional arrays. MUMPS data structures are sparse, using strings of characters as subscripts. M was formerly (and is still commonly) called MUMPS, for <i>Massachusetts General Hospital Utility Multiprogramming System</i> .
Massachusetts General Hospital Utility Multi-Programming System	<i>See </i> M .
MDI	<i>See </i> Multiple Document Interface
Medical SAS Datasets	The VHA Medical SAS Datasets are national administrative data for VHA-provided health care utilized primarily by Veterans, but also by some non-Veterans (e.g., employees, research participants).
Message (HL7)	A <i>message</i> is the atomic unit of data transferred between systems. It is comprised of a group of segments in a defined sequence. Each message has a message type that defines its purpose. For example, the ADT (admissions/discharge/transfer) Message type is used to transmit portions of a patient's ADT data from one system to another. A three character code contained within each message identifies its type. <i>Source:</i> Health Level Seven, Health Level Seven, Version 2.3.1, copyright 1999, p. E-18..

Term or Acronym	Description
	quoted in http://www.va.gov/vdl/VistA_Lib/Infrastructure/Health_Level_7_(HL7)/hl71_6p93sp.doc .
Middleware	In computing, middleware consists of software agents acting as an intermediary between different application components. It is used most often to support complex, distributed applications. The software agents involved may be one or many.
Multiple Document Interface (MDI)	MDI is a Windows function that allows an application to display and lets the user work with more than one document at the same time. This interface improves user performance by allowing them to see data coming from different documents, quickly copy data from one document to another and many other functions. These files have the .MDI filename extension.
MUMPS	See M

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Term or Acronym	Description
N	
Namespace	A logical partition on a physical device that contains all the artifacts for a complete M system, including globals , routines , and libraries. Each namespace is unique, but data can be shared between namespaces with proper addressing within the routines. In VistA, namespaces are usually dedicated to a particular function. The ROR namespace, for example, is designed for use by CCR .
National Case Registry (NCR)	All sites running the CCR software transmit their data to the central database for the registry.
National Patient Care Database (NPCD)	The NPCD is the source data for the VHA Medical SAS Datasets. NPCD is the VHA's centralized relational database (a data warehouse) that receives encounter data from VHA clinical information systems. It is updated daily. NPCD records include updated patient demographic information, the date and time of service, the practitioner(s) who provided the service, the location where the service was provided, diagnoses, and procedures. NPCD also holds information about patients' assigned Primary Care Provider and some patient status information such as exposure to Agent Orange, Ionizing Radiation or Environmental Contaminants, Military Sexual Trauma, and Global Assessment of Functioning.
NPCD	See National Patient Care Database

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Term or Acronym	Description
P	
peginterferon	Peginterferon alfa-2b is made from human proteins that help the body fight viral infections. Peginterferon alfa-2b is used to treat chronic hepatitis C in adults, often in combination with another medication called ribavirin .
protocol	A protocol is a convention or standard that controls or enables the connection, communication, and data transfer between two computing endpoints. In its simplest form, a protocol can be defined as the rules governing the syntax, semantics, and synchronization of communication. Protocols may be implemented by hardware, software, or a combination of the two.

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Term or Acronym	Description
R	
Reflection	Terminal emulation software used to connect personal computers to mainframe servers made by IBM, Hewlett Packard and other manufacturers running UNIX, VMS and other operating systems.
Registry	The VHA Registries Program supports the population-specific data needs of the enterprise including (but not limited to) the Clinical Case Registries , Oncology Tumor Registry, Traumatic Brain Injury Registry, Embedded Fragment Registry and Eye Trauma Registry.
Registry Medication	A defined list of medications used for a particular registry.
Remote Procedure Call (RPC)	A type of protocol that allows one program to request a service from a program located on another computer network. Using RPC, a system developer need not develop specific procedures for the server. The client program sends a message to the server with appropriate arguments and the server returns a message containing the results of the program executed. In this case, the GUI client uses an RPC to log the user on to VistA . And to call up, and make changes to, data that resides on a VistA server. <i>See also</i> Remote Procedure Call (RPC) Broker
Remote Procedure Call (RPC) Broker	A piece of middleware software that allows programmers to make program calls from one computer to another, via a network. The RPC Broker establishes a common and consistent foundation for client/server applications being written under the VistA umbrella. The RPC Broker acts as a bridge connecting the client application front-end on the workstation (in this case, the Delphi Query Tool application) to the M –based data and business rules on the server. It serves as the communications medium for messaging between VistA client/server applications. Upon receipt, the message is decoded, the requested remote procedure call is activated, and the results are returned to the calling application. Thus, the RPC Broker helps bridge the gap between the traditionally proprietary VA software and other types of software. <i>See also</i> Remote Procedure Call (RPC)
Retrovirus	Any of a family of single-stranded RNA viruses having a helical envelope and containing an enzyme that allows for a reversal of genetic transcription, from RNA to DNA rather than the usual DNA to RNA, the newly transcribed viral DNA being incorporated into the host cell's DNA strand for the production of new RNA retroviruses: the family includes the AIDS virus and certain oncogene-carrying viruses implicated in various cancers .
ribavirin	Ribavirin is an antiviral medication. Ribavirin must be used together with an interferon alfa product (such as Peginterferon) to treat chronic hepatitis C.
Roll-and-scroll, roll'n'scroll	“Scrolling” is a display framing technique that allows the user to view a display as moving behind a fixed frame. The scrolling action typically causes the data displayed at one end of the screen to move across it, toward the opposite end. When the data reach the opposite edge of the screen they are removed (i.e., scroll off of the screen). Thus, old data are removed from one end while new data are added at the other. This creates the impression of the display page being on an unwinding scroll, with only a limited portion being visible at any time from the screen; i.e., the display screen is perceived as being stationary while the displayed material moves (scrolls) behind it. Displays may be scrolled in the top-bottom direction, the left-right direction, or both. Traditionally, VistA data displays have been referred to as “roll-and-scroll” for this reason.
ROR	The ROR namespace in M , used for the CCR application and related VistA data files.

Term or Acronym	Description
Routine	A set of programming instructions designed to perform a specific limited task.
RPC	<i>See Remote Procedure Call (RPC)</i>
RPC Broker	<i>See Remote Procedure Call Broker</i>

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Term or Acronym	Description
S	
screen reader	<p>“Screen reader” software is designed to make personal computers using Microsoft Windows® accessible to blind and visually impaired users. It accomplishes this by providing the user with access to the information displayed on the screen via text-to-speech or by means of a braille display and allows for comprehensive keyboard interaction with the computer.</p> <p>It also allows users to create custom scripts using the JAWS Scripting Language, which can alter the amount and type of information which is presented by applications, and ultimately makes programs that were not designed for accessibility (such as programs that do not use standard Windows controls) usable through JAWS.</p>
Section 508	<p>Section 508 of the Rehabilitation Act as amended, 29 U.S.C. Section 794(d), requires that when Federal agencies develop, procure, maintain, or use electronic and information technology, they shall ensure that this technology is accessible to people with disabilities. Agencies must ensure that this technology is accessible to employees and members of the public with disabilities to the extent it does not pose an “undue burden.” Section 508 speaks to various means for disseminating information, including computers, software, and electronic office equipment.</p> <p>The Clinical Case Registry must be 508 compliant, able to extract data as needed including SNOMED codes.</p>
Security Keys	Codes which define the characteristic(s), authorization(s), or privilege(s) of a specific user or a defined group of users. The VistA option file refers to the security key as a “lock.” Only those individuals assigned that “lock” can use a particular VistA option or perform a specific task that is associated with that security key/lock.
Selection Rules	A pre-defined set of rules that define a registry patient.
Sensitive Information	Any information which requires a degree of protection and which should be made available only to authorized system users.
Server	In information technology, a server is a computer system that provides services to other computing systems—called clients—over a network. The server is where VistA M-based data and Business Rules reside, making these resources available to the requesting server.
SGML	<i>See Standardized Generic Markup Language</i>
Single Sign On	Single Sign On is the process that enables the secure access of disparate applications by a user through use of a single authenticated identifier and password.
Site Configurable	A term used to refer to features in the system that can be modified to meet the needs of each local site.
SNOMED	<i>See Systematized Nomenclature of Medicine</i>

Term or Acronym	Description
Standardized Generic Markup Language (SGML)	A generic markup language for representing documents. SGML is an International Standard that describes the relationship between a document's content and its structure. SGML allows document-based information to be shared and re-used across applications and computer platforms in an open, vendor-neutral format.
Systematized Nomenclature of Medicine (SNOMED)	SNOMED is a terminology that originated as the systematized nomenclature of pathology (SNOP) in the early 1960s under the guidance of the College of American Pathologists. In the late 1970s, the concept was expanded to include most medical domains and renamed SNOMED. The core content includes text files such as the concepts, descriptions, relationships, ICD-9 mappings, and history tables. SNOMED represents a terminological resource that can be implemented in software applications to represent clinically relevant information comprehensive (>350,000 concepts) multi-disciplinary coverage but discipline neutral structured to support data entry, retrieval, maps etc.

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Term or Acronym	Description
	T
Technical Services Project Repository (TSPR)	The TSPR is the central data repository and database for VA Health IT (VHIT) project information. <i>See </i> <u>http://tspr.VistA.med.va.gov/tspr/default.htm</u>
Terminal emulation software	A program that allows a personal computer (PC) to act like a (particular brand of) terminal. The PC thus appears as a terminal to the host computer and accepts the same escape sequences for functions such as cursor positioning and clearing the screen. Attachmate <i>Reflection</i> is widely used in VHA for this purpose.
Tool tips	Tool tips are "hints" assigned to menu items which appear when the user "hovers" the mouse pointer over a menu.
TSPR	<i>See </i> <u>Technical Services Project Repository</u>

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Term or Acronym	Description
	U
User Interface	A user interface is the means by which people (the users) interact with a particular machine, device, computer program or other complex tool (the system). The user interface provides one or more means of: <ul style="list-style-type: none"> • Input, which allows the users to manipulate the system • Output, which allows the system to produce the effects of the users' manipulation The interface may be based strictly on text (as in the traditional "roll and scroll" IFCAP interface), or on both text and graphics. In computer science and human-computer interaction, the user interface (of a computer program) refers to the graphical, textual and auditory information the program presents to the user, and the control sequences (such as keystrokes with the computer keyboard and movements of the computer mouse) the user employs to control the program. <i>See also </i> <u>Graphical User Interface</u>

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Term or Acronym	Description
V	
VERA	<i>See</i> Veterans Equitable Resource Allocation
Vergence	<p><i>Vergence®</i> software from Sentillion provides a single, secure, efficient and safe point of access throughout the healthcare enterprise, for all types of caregivers and applications.</p> <p><i>Vergence</i> unifies single sign-on, role-based application access, context management, strong authentication and centralized auditing capabilities into one fully integrated, out-of-the box clinical workstation solution.</p>
	<p><i>See</i> http://www.sentillion.com/solutions/datasheets/Vergence-Overview.pdf.</p>
Verify Code	<p>With each sign-on to VistA, the user must enter two codes to be recognized and allowed to proceed: the <i>Access Code</i> and <i>Verify Code</i>. Like the Access Code, the Verify Code is also generally assigned by IRM Service and is also encrypted. This code is used by the computer to verify that the person entering the access code can also enter a second code correctly. Thus, this code is used to determine if users can verify who they are.</p>
	<p><i>See also</i> Access Code</p>
Veterans Equitable Resource Allocation (VERA)	<p>Since 1997, the VERA System has served as the basis for allocating the congressionally appropriated medical care budget of the Department of Veterans Affairs (VA) to its regional networks. A 2001 study by the RAND Corporation showed that “[in] spite of its possible shortcomings, VERA appeared to be designed to meet its objectives more closely than did previous VA budget allocation systems.”</p>
	<p><i>See</i> http://www.rand.org/pubs/monograph_reports/MR1419/</p>
Veterans Health Information Systems and Technology Architecture (VistA)	<p>VistA is a comprehensive, integrated health care information system composed of numerous software modules.</p> <p><i>See</i> http://www.va.gov/VistA_monograph/docs/2008VistAHealththeVet_Monograph.pdf and http://www.virec.research.va.gov/DataSourcesName/VISTA/VISTA.htm.</p>
Veterans Health Administration (VHA)	<p>VHA administers the United States Veterans Healthcare System, whose mission is to serve the needs of America’s Veterans by providing primary care, specialized care, and related medical and social support services.</p>
VHA	<p><i>See</i> Veterans Health Administration</p>
Veterans Integrated Service Network (VISN)	<p><i>VHA</i> organizes its local facilities into networks called VISNS (VA Integrated Service Networks). At the VISN level, VistA data from multiple local facilities may be combined into a data warehouse.</p>
VISN	<p><i>See</i> Veterans Integrated Service Network</p>
VistA	<p><i>See</i> Veterans Health Information Systems and Technology Architecture</p>

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Term or Acronym	Description
X	
XML	<i>See</i> Extensible Mark-up Language

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Endnotes

^A Patch ROR*1.5*1 October 2006 added accessibility information for Section 508 compliance.

^B Patch ROR*1.5*1 October 2006 added this functionality.

^CPatch ROR*1.5*1 October 2006 updated the set of valid patient search parameters to use # followed by the patient's 11-digit coded SSN.

^D Patch ROR*1.5*1 October 2006 added **Selected** and **Selection Rule** as columns on the list of Patients.

^E Patch ROR*1.5*10 September 2010 removed the Date of Death and Sex columns on the list of Patients.

^F Patch ROR*1.5*1 October 2006 added descriptions for Selected and Selection Rule columns.

^G Patch ROR*1.5*1 October 2006 updated the set of valid patient search parameters to use # followed by the patient's 11-digit coded SSN.

^H Patch ROR*1.5*10 June 2009 added the Comment pane on the Patient Data Editor.

^I Patch ROR*1.5*1 October 2006 added a description of the new button on the Patient Data Editor–Delete.

^J Patch ROR*1.5*1 October 2006 Added a description of the new button on the Patient Data Editor–Delete.

^K Patch ROR*1.5*1 October 2006 added a note to indicate that the AIDS-OI checkbox and its date field are automatically populated when an indicator disease Def box is selected in Section VIII of the CDC form in the Clinical Status section.

^L Patch ROR*1.5*1 October 2006 added a note to indicate that when an indicator disease Def box is selected, the AIDS-OI checkbox and the date field are automatically populated on the Patient Data Editor in the Clinical Status tab of the Registry tab.

^M Patch ROR*1.5*1 October 2006 changed checkboxes to modes in the heading.

^N Patch ROR*1.5*1 October 2006 added “exclude” to the sentence in Other Registries modes.

^O Patch ROR*1.5*1 October 2006 added a description for the new button on each Report setup–Default Parameters.

^P Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^Q Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^R Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^S Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^T Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^U Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^V Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^W Patch ROR*1.5*1 October 2006 added information about the output format of the report; ROR*1.5*10 changed the input screen.

^X Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^Y Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^Z Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{AA} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{BB} Patch ROR*1.5*1 October 2006 added information about the logic for the Diagnoses report with the modified ICD-9 panel.

^{CC} Patch ROR*1.5*1 October 2006 added information about the modified loading of the predefined ICD-9 lists.

^{DD} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{EE} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{FF} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{GG} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{HH} Patch ROR*1.5*1 October 2006 Updated step 7 to reflect the addition of the Mode field to Local Fields.

^{II} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{JJ} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{KK} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{LL} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{MM} Patch ROR*1.5*1 October 2006 added new screen capture of the Lab Utilization report.

^{NN} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{OO} Patch ROR*1.5*1 October 2006 added a new screen capture of the List of Registry Patients report.

^{PP} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{QQ} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{RR} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{SS} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{TT} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{UU} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{VV} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{WW} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{XX} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{YY} Patch ROR*1.5*1 October 2006 added new screen capture of the Patient Medication History report.

^{ZZ} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{AAA} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{BBB} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{CCC} Patch ROR*1.5*1 October 2006 added a statement to reflect the new search parameter.

^{DDD} Patch ROR*1.5*1 October 2006 added information about the sorting logic.

^{EEE} Patch ROR*1.5*1 October 2006 added this step to reflect the addition of the Inpatient/Outpatient checkboxes.

^{FFF} Patch ROR*1.5*1 October 2006 added this step to reflect the addition of the Patients checkboxes.

^{GGG} Patch ROR*1.5*1 October 2006 added this step to reflect the addition of the ICD-9 panel.

^{HHH} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{III} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{JJJ} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{KKK} Patch ROR*1.5*1 October 2006 added screen capture capability for the Procedures report.

^{LLL} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{MMM} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{NNN} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{OOO} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{PPP} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{QQQ} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{RRR} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{SSS} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{TTT} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{UUU} Patch ROR*1.5*1 October 2006 added information about the new functionality of the modified Patient Medication History report.

^{VVV} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{WWW} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{XXX} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Other Registries.

^{YYY} Patch ROR*1.5*1 October 2006 updated this step to reflect the addition of the Mode field to Local Fields.

^{ZZZ} Document revision for Patch ROR*1.5*10, July 2010, added/expanded many definitions and much explanatory material.