

# Master Operational Manual

This **Master Operational Manual** covers every step of the VHP (Vermont Health Platform) lifecycle, from generating an idea with AI to interacting with it in the Chat application.

**Prerequisite:** Open your terminal and navigate to your project root:

```
``bash
cd ~/Vermont-Health-Platform
``
---
```

## ### Phase 1: Content Generation (Gemini)

**Goal:** Create a structured JSON article using the latest protocol.

### 1. The "Golden Key" Prompt

You must copy this **entire block** into Gemini for every new article.

**File Location:** `frontend/sanity/prompt\_template\_v7.txt` (Save this locally for safekeeping).

```
``text
*** SYSTEM INSTRUCTIONS: HTR CONTENT PROTOCOL v7.0 ***
```

ROLE: Chief Research Officer (HTR).  
TASK: Generate a valid JSON payload for the "policyAnalysis" schema.

#### 1. STRICT OUTPUT RULES

- Output **ONLY** a single, raw JSON object. No markdown formatting (no ``json`).
- No conversational text.
- Do NOT escape quotes inside the Data Table. Provide it as a standard JSON Array.
- VIDEO RULE: The "url" field **MUST** be a raw string (e.g., "[https://youtube.com/](https://youtube.com/)..."). Do NOT format it as a Markdown link.

#### 2. CATEGORY ENFORCEMENT (Must match Navbar)

Use **ONLY** these slugs for the 'category' field based on the chosen Pillar:

- A. IF PILLAR = "Policy"
- "regulation" (Regulation & Legislation)
  - "mandates" (Public Health Mandates)
  - "global" (Global & Comparative Policy)
  - "feasibility" (Policy Feasibility Studies)
- B. IF PILLAR = "Economics"
- "value" (Value-Based Care Models)
  - "market" (Market & Finance)
  - "cea" (Labor & Workforce Strategy)
  - "investment" (Healthcare Investment Trends)
- C. IF PILLAR = "Technology"
- "ai" (AI & Machine Learning)
  - "digital" (Digital Health & Telemedicine)
  - "security" (Data Security & Governance)
  - "workflow" (Tech-Enabled Workflow)

#### 3. SCHEMA DEFINITION

```
{
  "_type": "policyAnalysis",
  "title": "String",
  "slug": { "current": "kebab-case-slug" },
  "publishedAt": "YYYY-MM-DDTHH:mm:ssZ",
  "status": "Active",
  "pillar": "Policy" | "Economics" | "Technology",
```

```
"category": "String (See List Above)",
"impactLevel": "Critical" | "High" | "Medium",
"summary": "2-3 sentence abstract.",
"body": [
  {
    "_type": "block",
    "style": "normal",
    "children": [{ "_type": "span", "text": "Paragraph text." }]
  },
  {
    "_type": "block",
    "style": "h2",
    "children": [{ "_type": "span", "text": "Header Text" }]
  },
  {
    "_type": "block",
    "style": "blockquote",
    "children": [{
      "_type": "span",
      "text": "The quote text.",
      "marks": ["highlight-economics"]
    }]
  },
  {
    "_type": "code",
    "title": "Table Caption",
    "language": "json",
    "code": [
      { "Metric": "Value A", "Result": "Value B" },
      { "Metric": "Value C", "Result": "Value D" }
    ]
  },
  {
    "_type": "video",
    "url": "INSERT_REAL_URL_HERE",
    "caption": "Video description"
  },
  {
    "_type": "audio",
    "title": "Episode Title",
    "summary": "Short description of the audio clip."
  }
]
```

\*\*\* TASK PARAMETERS (EDIT THIS PART ONLY) \*\*\*  
TARGET LENGTH: [e.g. 2000 Words]  
INSTRUCTION: Expand on every section to meet this depth. Do not summarize; analyze.

TOPIC: [Insert Topic Here]  
PILLAR: [Insert Pillar Here]  
CATEGORY: [Insert Category Slug Here]  
KEY DATA: [Insert Data Points]

...

**\*\*2. Saving the Output\*\***

- \* Copy the JSON output from Gemini.
- \* Create a new file in: `frontend/sanity/content/`.
- \* **\*\*Naming Convention:\*\*** `articleX.json` (e.g., `article10.json`).
- \* **\*\*Action:\*\*** Paste the JSON and save.

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### ### Phase 2: Importing to CMS (Sanity)

**\*\*Goal:\*\*** Upload the JSON file to the Sanity database.

#### **\*\*1. The Command\*\***

Open your terminal (ensure you are in `Vermont-Health-Platform` root):


```
``bash
# 1. Enter Frontend
cd frontend

# 2. Run Import (Replace 'article10.json' with your actual filename)
node scripts/import.js article10.json
```

...

#### **\*\*2. Success Indicator\*\***

You should see:

>  Imported: "Your Article Title"

#### **\*\*Troubleshooting:\*\***

\* **Error: "Insufficient permissions"** -> Your token in `.env.local` is Viewer, not Editor.

\* **Error: "File not found"** -> You typed the wrong filename or didn't save it in `sanity/content/`.

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### ### Phase 3: Editing & Publishing (Sanity Studio)

**\*\*Goal:\*\*** Finalize the content and make it live.

#### **\*\*1. Launch the Studio\*\***

While still in `frontend/`:

```
``bash
npm run dev
```

...

#### **\*\*2. Access the Interface\*\***

\* Open Browser:

[<http://localhost:3000/studio>](<https://www.google.com/search?q=http://localhost:3000/studio>)

\* Login (if asked) using your Sanity credentials.

#### **\*\*3. The Publishing Workflow\*\***

1. Click **"Policy Analysis"** on the left menu.

2. Click your new article (it will be in the list).

3. **\*\*Check for Validation Errors (Red Icons):\*\***

\* **\*\*Audio:\*\*** If you don't have an MP3, delete the empty Audio block (trash can icon).

\* **\*\*Video:\*\*** Ensure the URL is valid.

\* **\*\*Date:\*\*** Ensure a date is selected.

4. **\*\*Hit "Publish"\*\*** (Green button at bottom right).

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### ### Phase 4: The Frontend (User View)

**\*\*Goal:\*\*** Verify the article looks correct on the website.

**\*\*1. Access the Site\*\***

The site runs on the same server you just started (`npm run dev`).

\* \*\*URL:\*\* [http://localhost:3000](https://www.google.com/search?q=http://localhost:3000)

**\*\*2. Navigation\*\***

- \* Click the **\*\*Menu\*\*** (Hamburger icon) or the **\*\*Pillar Dropdowns\*\*** (Policy, Economics, Tech).
- \* Find your article under the category you assigned (e.g., "Economics -> Value-Based Care").
- \* Click to read. Verify the **\*\*Data Table\*\*** renders correctly and the **\*\*Video\*\*** plays.

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**### Phase 5: The Chat Application (Backend)**

**\*\*Goal:\*\*** Interact with your RAG (Retrieval-Augmented Generation) Chatbot.

**\*\*1. Setup (New Terminal)\*\***

Open a **\*\*new\*\*** terminal window (keep the frontend running in the first one).

```
``bash
# 1. Go to project root
cd ~/Vermont-Health-Platform

# 2. Activate Python Virtual Environment
source backend/venv/bin/activate
# (You should see (venv) in your prompt)

# 3. Enter Backend Directory
cd backend

# 4. Start the Python App
python main.py
```

...

\*(Note: If your entry file is named differently, use `python PITS\_APP/main.py` or similar. Based on our history, `python main.py` is standard).\*

**\*\*2. Access the Chat\*\***

\* \*\*URL:\*\* Typically  
[http://127.0.0.1:5000](https://www.google.com/url?sa=E&source=gmail&q=http://127.0.0.1:5000)  
(Check terminal output for exact port).

**\*\*3. The Workflow\*\***

- \* **\*\*Upload:\*\*** Use the UI to upload PDFs (Policy documents, Reports).
- \* **\*\*Process:\*\*** Click "Process" to let the backend vectorize the text.
- \* **\*\*Chat:\*\*** Ask questions like **\*\*Summarize the impact of inflation on rural hospitals\*\*** to test against your own data.

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**### Summary Checklist**

Component	Key File Location	Command to Run	Local URL
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<b>**Prompt**</b>	`frontend/sanity/prompt_template_v7.txt`	*Copy/Paste to AI*	N/A
<b>**Import**</b>	`frontend/scripts/import.js`	`node scripts/import.js <file>`	N/A
<b>**Studio**</b>	`frontend/sanity/schemaTypes/`	`npm run dev`	`/studio`
<b>**Frontend**</b>	`frontend/app/`	`npm run dev`	`localhost:3000`
<b>**Backend**</b>	`backend/PITS_APP/`	`source venv...` then `python main.py`	`localhost:5000`