**Care and Feeding of the Mental Health eScreening (MHE) System**

v2.5

02/01/16

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These are the roles that, at this point in time; we assume are necessary for a successful implementation and maintenance of eScreening at a VA facility. None of the roles below are intended to be FTE positions. Estimates for hardware and accessories are also included.

**eScreening Overview PowerPoint**

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1. **Roles**
   1. **Server Administrator ---OI&T (regional or local)**

Initial tasks:

* Unpack and set-up the server, hook-up to the VHA network.
* Obtain a SSL certificate for the server
* Deploy the MHE software & supporting software: JDK 8 from Oracle, MySQL 5.6.17 community edition, Tomcat, GIT for Windows, & Maven 3.2.2 (See MHE\_0003AB System Admin Manual.pdf)
* Configure the software
* help/guide/assist with the creation of a “Proxy” account for the eScreening system in both TEST and Production VistA systems

Ongoing Tasks:

* Maintain the server
* Troubleshoot issues with connectivity
* Time/effort estimates—15-30 hours for initial set-up, 2 hours per month for maintenance.



* 1. **Hardware Manager/IT Specialist---OI&T**

Ongoing Tasks:

* Manage and configure hardware for Veteran use so that it complies with VA mandates
* Sets up connection for tablets to VA Secure WIFI. A MAC desktop computer is required for configuration.
* Upgrade tablets as needed
* Troubleshoot connection issues
* Work with National & Regional Contacts in VA Enterprise Systems Engineering, Enterprise Mobility Division for compliance of devices ([VAOITSDEMDMAdmin@va.gov](mailto:VAOITSDEMDMAdmin@va.gov)) or regional team. [VAITRegion1CORClientTechnologiesMacTeam@va.gov](mailto:VAITRegion1CORClientTechnologiesMacTeam@va.gov)
* There are several steps that require email communication with regional administrators. The back-and forth nature of the setup can take a few business days.
* Time/effort estimates—1-1.5hrs per iPad.



* 1. **Healthcare Technical Administrator (HTA)--any service/specialty, minimum of one per medical center system**

Ongoing Tasks:

* Unpacks the system and does initial configuration to match facilities version of CPRS/VISTA
* User management (edits & assigns users; changes passwords; activates or inactivates personnel)
* Manages system level settings, such as customizing templates, and the system’s interactions with VistA, including minor troubleshooting
* Assessment management (creates, edits, deletes, & uploads assessments if needed; also can manage Battery errors)
* Edits forms and templates as needed
* works with individuals From OI&T and Informatics
* Must have access to CPRS/VistA for Production and Test Account
* VistA scheduling capabilities for testing purposes is also recommended
* Time/effort estimates -40 hours for initial set-up/verification, 5-15 hours per week to maintain the system depending on volume.



* 1. **Training Coordinator and Implementation Manager---can be the same person as the HTA**

Ongoing Tasks:

* Super User of eScreening system
* Coordinates training of staff for eScreening
* Coordinates Implementation in different clinics
* Works with the Technical Administrator to fulfill the needs of the clinics/veterans
* Work with Public Affairs to inform Veterans of the system i.e. TV monitor ads
* Maintain open SharePoint site to all staff to access training materials and guides.
* Time/effort estimates -1 hour per user training session needed. 20 hours per clinic (total) for implementation support—meetings, planning, & follow-up .

\*\*\*we have other training materials that are not included on this sheet.

* 1. **Informatics/VistA Liaison or Clinical Applications Coordinator----Clinical Informatics**

Initial tasks:

* full access to Production VistA & TEST VistA
* Create/reset local TEST VistA accounts for users (CESAMH testing team/eScreening HTA).
* Knowledgeable about MHA(mental health assistant) data
* could reset and add menus for users in VistA (MHA menus), with proper request documentation
* Assist with the verification of eScreening data in VistA
* create new VistA clinics & note titles in Production VistA & TEST VistA
* Time/effort estimate -5-10 hours for initial set-up.

Ongoing tasks

* check VistA systems for any errors that were being produced by eScreening.
* let the HTA know if any of the elements being used by eScreening were changed or modified
* verified IENs for health factors and other objects in VistA
* Time/effort estimate -1 hour per month for maintenance.

* 1. **Custodial Officer---Service Specific**

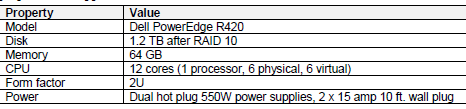
Ongoing Tasks:

* Maintain inventory of hardware, tablets and accessories as specified by facility.

1. **Cost Start-Up/Annual Estimates**

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| --- | --- | --- | --- |
| **Hard Cost Estimate** | | | |
| **Item** | **Estimated cost** | **Quantity** | **Total Price** |
| MAC desktop Computer w/ latest OS\*\* | $2000.00 | 1 | $2000.00 |
| Server large enough to support a VISN\*  Dell Quote # 713042369 on 8/10/15 | $7120.78 | 1 | $7120.78 |
| Apple iPad 4th gen, 16GB, w/screen protector, and AppleCare (2yrs)\*\* | $585.30 | 100 | $58,530.00 |
| Power Strip\*\* | $25.00 | 20 | $500.00 |
| Disinfecting wipes\*\* (100ct) | $14.00 | 50 | $700.00 |
| Griffin MultiDock(10 tablet capacity)\*\* | $650.00 | 10 | $6500.00 |
| TOTAL |  |  | 75,350.78 |
| \*smaller server or virtual server(free if provided by Region) could be purchased/used to reduce cost. | | | |
| \*\*existing VA hardware can be used as eScreening is web-based. Any device that can be connected to the VA secure Internet can run eScreening. | | | |

Current VISN 22 eScreening Server



Data Estimates as of 6/25/15:

-        The test database instance takes up 1.4 GB. (with 15 assessments and approximately 25 modules)

The production database instance is takes up 1.4 GB (with 516 assessments and approximately 30 modules)

-        The test application server is takes 1.1 GB for minimum load only for SDC.

-        The production application server is takes up 3.7 GB only for SDC.

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| --- | --- | --- | --- | --- |
| **Human Resource Estimates** | | | |  |
| **Role** | **GS Level** | **Effort** | **Base Annual Salary** | **MHE Salary** |
| 1.1 Server Administrator -OI&T (regional or local) | 11 | 1/8 | 54,718 | 6,839.75 |
| 1.2 Hardware Manager/IT Specialist | 9 | 1/8 | 45,225 | 5,653.13 |
| 1.3 Healthcare Technical Administrator (HTA) | 9/11 | 4/8 | 54,718 | 27,359.00 |
| 1.4 Training Coordinator and Implementation Manager | 9/11 | 4/8 | 54,718 | 27,359.00 |
| 1.5 Informatics/VistA Liaison or Clinical Applications Coordinator | 12 | 1/8 | 65,586 | 8,198.25 |
| 1.6 Custodial Officer | 9 | 1/8 | 45,225 | 5,653.13 |
| **Annual Total Per Facility** | 81,062.26 | | | |

1. **Technological Limitations**

<http://trm.oit.va.gov/TRMHomePage.asp>

1) The system uses MySQL 5.6.x, this software is approved currently with constraints. This requires discussion with OI&T and ISOs of the facility. Risk Based Decision memos are most likely required.

2) The eScreening software is under review in the TRM. Submission date 11/24/15.   
http://trm.oit.va.gov/ToolRequestPage.asp?treqid=15104