# VistA Primary Developer Review Checklist



Department of Veterans Affairs

October 2022

Version 1.8

Revision History

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| --- | --- | --- | --- |
| Date | Version | Description | Author |
| October 2022 | 1.8 | Updated ICR Information, HL7 Mailgroup name, links to PAL, TRM | SAC Work Group |
| June 2020 | 1.7 | Updated Distribution Group for HL7 Message Admin | M Programming Standards Work Group |
| July 2019 | 1.6 | Updated to reflect organizational and process changes | Software Engineering |
| October 2018 | 1.5 | Moved Template Revision History Table to the end of the Template and reset Document Revision History for completed artifact revisions | Quality Continuous Improvement Organization (QCIO) |
| March 1, 2016 | 1.4 | Updated to include check for bundled patches | Product Development |
| February 2016 | 1.3 | Modified mail group for submission of Data Dictionary Change Approvals to VA OIT OED VistA DBA | Process Management |
| March 2, 2015 | 1.2 | Updated to include Build Review Section | Product Development |
| May 2014 | 1.1 | Upgraded to MS Office 2007-2010 format, updated to current ProPath documentation standards, and edited for Section 508 conformance | Process Management |
| January 2014 | 1.0 | Initial Version | Process Management |

## M Code Primary Developer’s Checklist

## (Updated October 2022)

Use this checklist to complete the primary developer’s activities including any additional items directed by your Development Manager or Team Leader.

It is the developer’s responsibility to complete the checklist and assure that is sent to the Project Manager.

If a new test version is required to address issues identified by reviews or testing, a new Primary Developer Checklist, along with other items listed in item 16 will be resubmitted to the Project Manager.

Patch Number: PX\*1\*XX

Completed by:

Test Version:

Date Checklist Completed:

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| --- | --- | --- | --- |
| # | Primary Developer’s Checklist | OK/NA | Entries of NA Requires Comments |
| 1 | Request and receive approval from the Database Administrator (DBA) for all Data Dictionary (DD) changes before the patch is sent to Software Quality Assurance (SQA). Submissions for Data Dictionary approvals are sent to the **VA OIT VISTA DBA GROUP (**OEDVistADBA@va.gov)mail group in Outlook. |  |  |
| 2 | Request and receive approval for all new or updated Integration Control Registrations (ICRs) before the patch is sent to SQA.   * Utilize the ICR Look Up Tool at [ICR Lookup (va.gov)](https://oitctxwbdcsp1.r02.med.va.gov/DDVR0TSVR/csp/r1icrlist/R1ICRList.csp) to find ICRs that match each routine’s external reference. Use the ICR list returned and look for the best match from ‘Supported’ ICRs first, ‘Controlled Subscription’ ICRs second, and ‘Private’ ICRs third. * Request new ICR or updates to an existing ICR by submitting an ICR Request Intake Form at this link [VistA Office - Integration Control Registration (ICR) Request Intake Form (sharepoint.com)](https://dvagov.sharepoint.com/sites/OITEPMOVistAOffice/SitePages/Integration%20Control%20Registration%20(ICR)%20Request%20Intake%20Form.aspx) * Check for activation, ICR updates added and/or subscriber added in the FORUM ICR, for each ICR request, before the patch is sent to SQA. * Refer to the **OIT DSO SPM Health VistA Office Integration Control Registrations** ([icrs@va.gov](file:///C:/Users/VHAISLREDINP/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/HYMOE38X/icrs@va.gov)) mail group for any questions related to ICRs. |  |  |
| 3 | Run ^XINDEX before creating the build and check for errors that might be reported. |  |  |
| 4 | Run ^%RCHECK before creating the build and check for errors that might be reported. ^%RCHECK will provide additional checks not identified in ^XINDEX. |  |  |
| 5 | Review all necessary components of the patch for compliance with the Department of Veterans Affairs M Programming Standards and Conventions (SAC). The current version of the SAC is available on the VA’s Technical Reference Model (TRM) web site at this link: [VA Cache Programming Standard](https://trm.oit.va.gov/VAStandardPage.aspx?tid=13133) and in the Documents tab of the SAC Work Group SharePoint site: [Standards and Conventions - Home (sharepoint.com)](https://dvagov.sharepoint.com/sites/oitspmsaccomm/) |  |  |
| 6 | Validate that any approved exemptions from Department of Veterans Affairs M Programming Standards and Conventions (SAC) are documented in routines. Existing exemptions can be found on FORUM, using the SACC Exemptions.xslx located in the Documents tab of the SAC Work Group SharePoint site: [Standards and Conventions - Home (sharepoint.com)](https://dvagov.sharepoint.com/sites/oitspmsaccomm/) |  |  |
| 7 | Request and receive approval from the HL7 Messaging Coordinator, if applicable, before the patch is sent to SQA. Submissions for HL7 Messaging approval are sent to the **OIT DSO SPM Health Services - Messaging Administration (**VAOITPDADCTA\_MSGADM@va.gov**)** mail group in Outlook**.** |  |  |
| 8 | Validate that Required Builds are properly documented in the Kernel Installation & Distribution System (KIDS) Build and listed as Associated Patches in the NPM entry. For examples, reference the National Patch Module Guide provided in Process Asset Library (PAL) at this link: [Home - Process Asset Library (sharepoint.com)](https://dvagov.sharepoint.com/sites/OITProcessAssetLibrary/home.aspx?OR=Teams-HL&CT=1630512060331) |  |  |
| 9 | Some applications like Kernel suite of applications, FileMan, Consolidated Mail Outpatient Pharmacy (CMOP), and others are installed in non-typical VistA Instances that do not run all VistA applications. As a result, their patches cannot be bundled with other application builds.  If this is a multi-product release, confirm that this build does not include patches that cannot be bundled. |  |  |
| 10 | Update the National Patch Module (NPM) with all necessary information and latest build. |  |  |
| 11 | Install the patch from the National Patch Module (NPM) in another account to verify the build installs correctly. This includes, but is not limited to, the following items:   * No errors upon installation. * Environment Checks are successful. * Pre-Installation Routines are successful. * Post Installation Checksums match the NPM patch description. * ^DDs are updated correctly. * Menus and Options are updated correctly. * Other components are installed correctly. * Data Conversions are successful. * Post Installation functions are successful. * ad hoc testing of affected package options and functions performed after installation is successful. |  |  |
| 12 | Validate that the installation instructions are accurate in the Installation Guide and/or Patch Description. |  |  |
| 13 | Complete the Product Component Testing phase, including a test of all modifications.  A capture of the test results is required. A copy is submitted to the Project Manager and if requested to SQA. |  |  |
| 14 | An appropriate Back Out Plan has been identified, created, and tested. The complexity of the plan is dependent upon the release and can range from steps in the patch description to a separate patch that automates the backout procedure. |  |  |
| 15 | Create the draft of the patch-tracking message on FORUM, Outlook, or SharePoint (based on your Product Line’s approach). Patch Tracking should include the test site’s points of contact, the SQA Analyst, the Enterprise Portfolio Management Division (EPMD) Application Coordinator, and other team members. |  |  |
| 16 | Upon completion, the following items will be submitted to the Project Manager via Outlook:   * Primary Developer Checklist * FORUM Patch Tracking Message Number (if applicable) * Data Dictionary Approval Message (if applicable) * Location of the host file, if being released via a host file * Installation Guide (when applicable) * HL7 Messaging Approval (when applicable) * Testing Service Report (when applicable) * ICR approvals (when applicable) * Back-Out Plan has been created   The Project Manager will notify SQA that the patch is ready for review via Outlook. |  |  |