



VOCB PATCH DECISION (VPD) FORM TRAINING

Vista Office Change Control Board (VOCB)



VA



U.S. Department of Veterans Affairs

Office of Information and Technology
Enterprise Program Management Office



Welcome and Introduction

- **Presenter**

- Presented by the VistA Office

- **Purpose**

- To train staff with responsible roles and other interested stakeholders on the VOCCB Patch Decision (VPD) Form and VistA Patch Electronic Health Record Modernization (EHRM) Decision Process

Agenda

- Training Information
- Learning Objectives
- VistA Patch EHRM Decision Process [Overview](#)
- Specific Training per Role
 - Project Manager ([slide 9](#))
 - OEHRM VistA Patch Analyst ([slide 22](#))
 - VistA Office Change Control Board (VOCCB) Decision 1 ([slide 29](#))
 - Enterprise Testing Services (ETS) Analyst ([slide 39](#))
 - VistA Office Change Control Board (VOCCB) Decision 2 ([slide 47](#))
 - Information Technology and Operations (ITOPS) ([slide 56](#))

Helpful Information for this Training

To benefit from the presentation as much as possible, please do the following:

- Mute your phone
- Plan for ½ hour of training (some groups require less)
- To follow along creating a new VOCCB Patch Decision Form navigate to:
 - <https://dvagov.sharepoint.com/:u:/r/sites/OITEPMOVistAOffice/SitePages/VOCCB%20PD.aspx>
- To follow along working with the VPD Form navigate to the VOCCB Patch Decision Form list:
 - <https://dvagov.sharepoint.com/sites/OITEPMOVistAOffice/Lists/VistAPatchReview/AllItems.aspx>

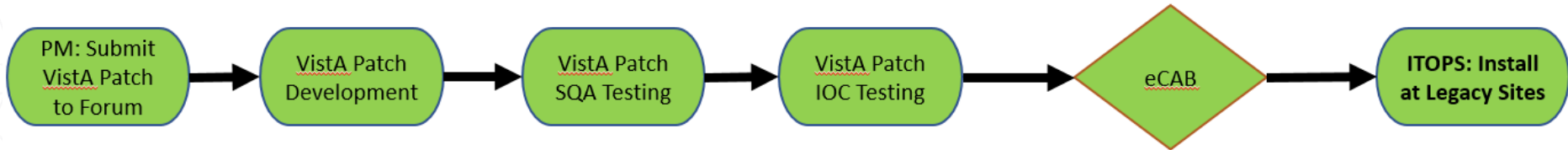
Learning Objectives

After this training, you should:

- Understand the VOCCB Patch Decision Process
- Understand how the VOCCB Patch Decision Process relates to the Legacy VistA Patch Lifecycle
- Know how to start a new VistA Patch Decision (VPD) Form
- Know how to navigate to the VPD Form List
- Know how to perform your responsibilities according to your Role
- Know who to contact with questions, issues, or feedback

VistA Patch EHRM Decision Process Overview

VistA Patch Lifecycle

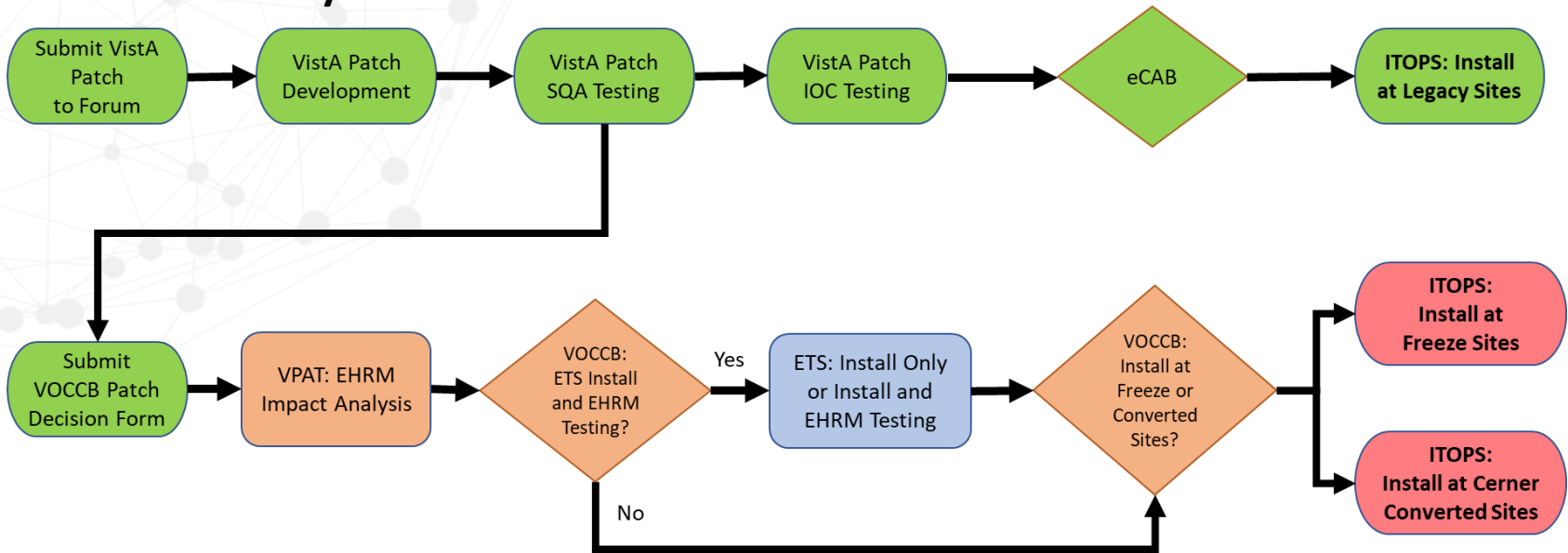


A simple summary view of the “legacy” VistA patch development and installation lifecycle

- The VistA patch is submitted to Forum
- The patch is developed
- The patch is SQA tested
- The patch is IOC tested
- The Enterprise Change Advisory Board (eCAB) approves or disapproves installation of the patch at “legacy” VistA sites during their blackout period
- ITOPS installs the patch at legacy VistA sites

VistA Patch EHRM Decision Process Overview

VistA Patch Lifecycle in Parallel with OEHRM Cerner Transition

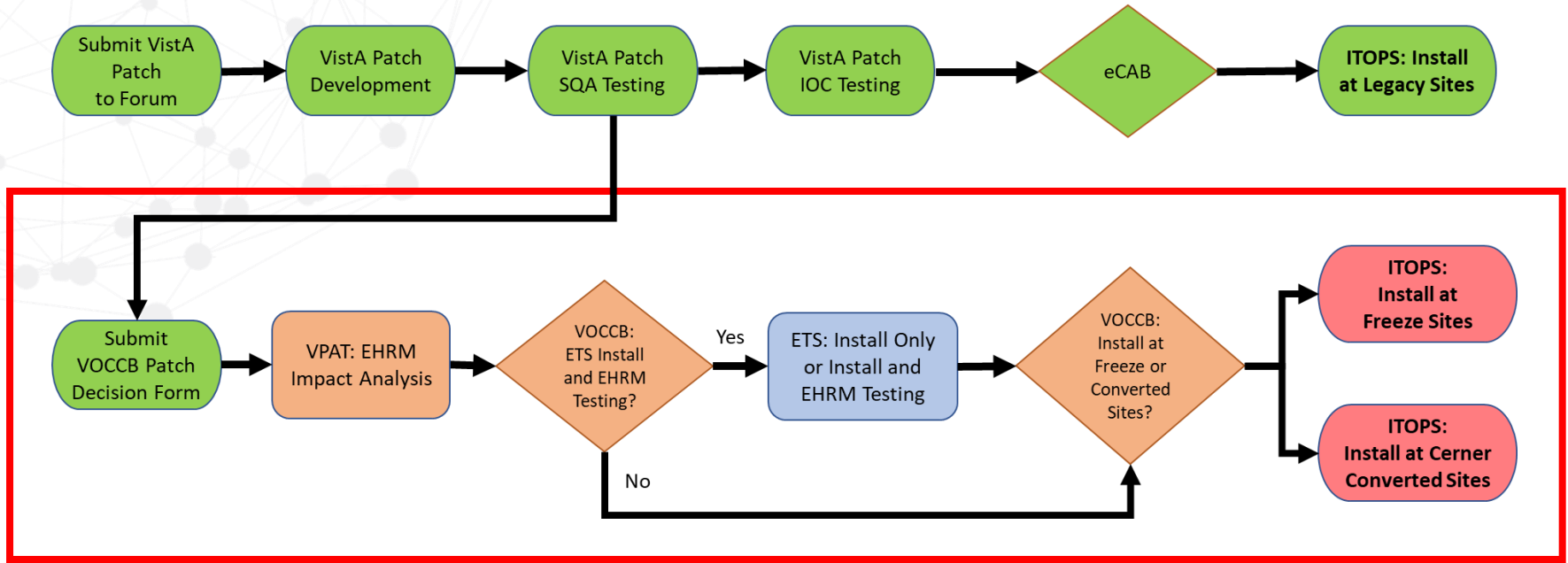


A simplified summary view adding the EHRM VOCCB Review Process

- The PM submits a VistA Patch Decision (VPD) Form when patch is ready for IOC testing (including patches that are Informational only)
- OEHRM VistA Patch Analysis Team (VPAT) analyzes patch for EHRM impact, updates VPD Form
- VOCCB Decision 1: ETS Install and EHRM Testing
- ETS Install –OR– ETS Install with EHRM Testing, update VPD Form
- VOCCB Decision 2: Install at Freeze Sites and Cerner Converted Sites
- ITOPS installs patch at Freeze Sites and Cerner Converted Sites

VistA Patch EHRM Decision Process Overview

VistA Patch Lifecycle in Parallel with OEHRM Cerner Transition



Today's training focuses on your role in the EHRM Review and Decision Process



Training for the Role of Project Manager for the VOCCB Patch Decision (VPD) Form



VA

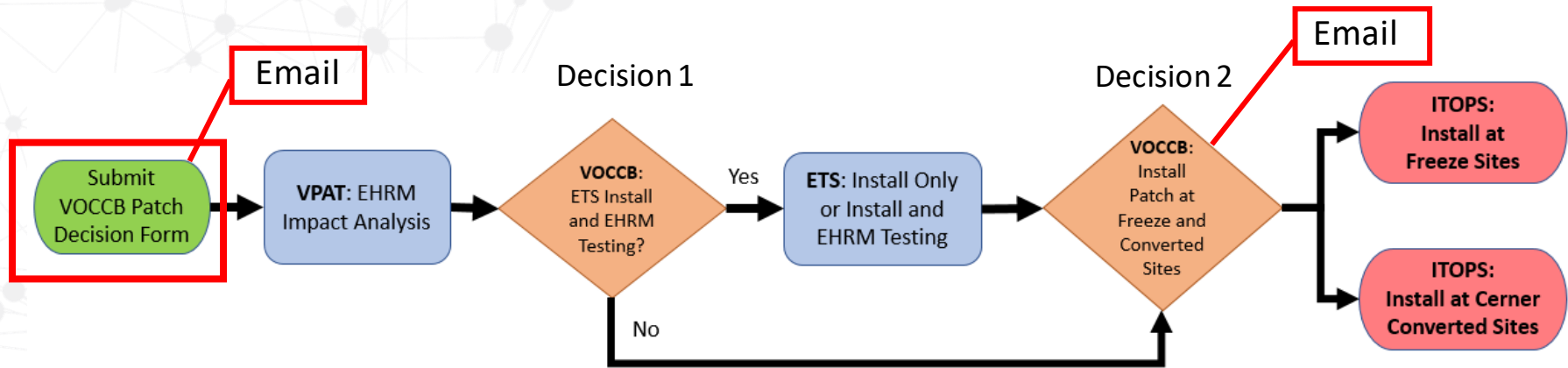


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Project Manager Training



Where in the Process does the Project Manager (PM) engage?

- Submit the VistA Patch Decision (VPD) Form
- Receive the VPD Submission Notification Email
- Receive follow up emails from the VOCCB (e.g., Resend Patch to ETS)
- Respond to requests for additional information as needed
- Receive notification Email after VOCCB Decision 2: Site Installation

Project Manager Training

Navigate to the New VPD Form Homepage:

<https://dvagov.sharepoint.com/sites/OITEPMOVistAOffice/SitePages/VOCCB%20PD.aspx>

- When you are ready to submit a VPD Form (have all the information gathered (e.g., namespaces, patch is IOC ready, etc.) click on the New VPD Form URL link.
- Answer whether the patch is ready for IOC Testing or is Informational Only.
- Fill in the form, attach your Full PD (pulled from Forum) and any other appropriate files, and submit.
- Some fields are required, labeled with a red asterisk. *
- The VistA Office SharePoint site will send you a confirmation email.
- You'll receive an email from the final VOCCB install decision.

Please create a temporary user to submit requests if you have access to any of the state resources.
If you have access to the state resources, please create a temporary user. Please create a temporary user. Please create a temporary user.

VOCCB Patch Decision Form
Version 1.0
February 2021

Please complete this VOCCB Patch Decision Form and click Submit.
(Indicates a required field.)

Vista Patch Name:

Patch Description (Attachment):

Project Manager Email:

Application Coordinator:

PM, please work with your developers or Application Coordinator to answer the next two questions.

(1) Will this patch have significant impact on end users' workflow, either clinical or administrative? Possible Workflow Impact:

(2) Will Training be required for end users about functionality of this patch?

Additional Patch Information:

Priority:

Patch Package Dependencies:

Replacement and/or Enhancement?

Testable Start Date for IOC:

Testable Rollout Release Date:

Category: ☐ Beta Dictionary ☐ Input Template ☐ Print Template ☐ Narrative ☐ Test Template

Namespaces touched by Patch: ☐ None ☐ Patient Record Flags: VPR, SD, SI ☐ Interfacing Console: GIM/IC ☐ HIT Adapter: GIM/IC, RA ☐ Provider: GIM/IC, TI ☐ Centralized Scheduling Solution: SD, SD, SD, GIM/IC, DVNA ☐ Central Record Manager Plan: EPR ☐ Release Record Manager Plan: EPR

This patch MUST be used to ITS, as described below, immediately.

If this patch will be used through Horizon as a Horizon message, please forward the build to ITS@ITS-PAHILL-STATE@HHS.MDPAHILL-STATE.GOV.

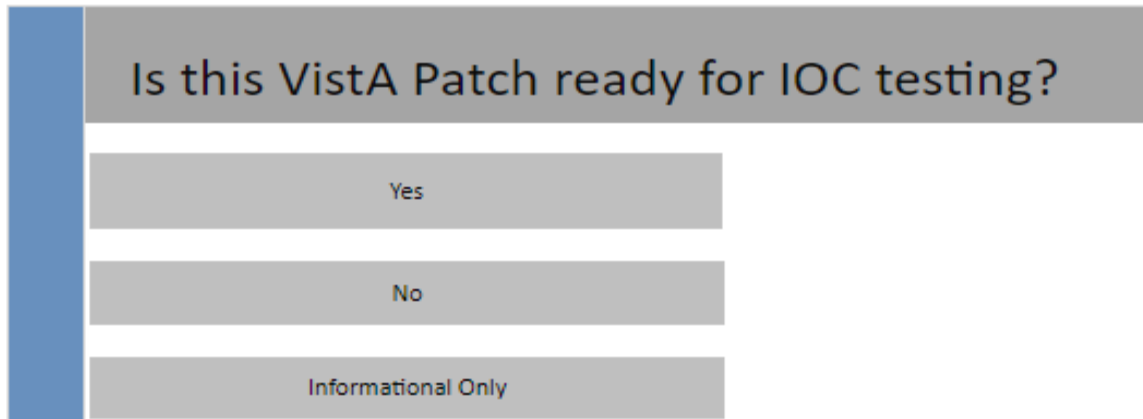
If there is a hard file distribution, please be immediately associated with the patch, please send it to the folder in the software library or the file(s) built to VA.CIT@HHS.MDPAHILL-STATE@HHS.MDPAHILL-STATE.GOV.

☐ I certify that I understand that I must send the patch to ITS immediately, unless the patch is informational only and does not require modification within 10 days, to avoid the risk of being rejected.

Submit

Project Manager Training

- SharePoint will first ask you if the VistA patch is ready for IOC Testing



Is this VistA Patch ready for IOC testing?

Yes

No

Informational Only

- If it is IOC ready, answer “Yes” and proceed to complete the form.
- If it is an “Informational Only” patch click that box and proceed to complete the form.
- If it is not IOC ready SP will ask you to return when the VistA patch is ready for IOC testing.

Please ensure that the VistA patch has successfully completed SQA testing and is ready for IOC testing before submitting a VPD Form for the patch. For assistance please contact OITVOCCB@va.gov.
Thank you.

Close

Project Manager Training

Filling out the VPD Form (part one)

Required fields (*)

The screenshot shows a form with the following fields and instructions:

- 1** VistA Patch Name: Text input field with a red asterisk (*) indicating it is required.
- 2** Patch Description Attachment: Button labeled "Click here to attach a file" with a red asterisk (*) indicating it is required.
- 3** Project Manager Email: Text input field with a red asterisk (*) indicating it is required.
- 4** Application Coordinator: Text input field with a red asterisk (*) indicating it is required.
- Instruction: "PM, please work with your developers or Application Coordinators to answer the next two questions."
- 5** 1) Will this patch have significant impact on end users' workflow, either clinical or administrative?
5a Possible Workflow Impact: Text input field with a red asterisk (*) indicating it is required.
- 6** 2) Will Training be required for end user about functionality of this patch? Text input field with a red asterisk (*) indicating it is required.

1. VistA Patch Name
2. Full PD Attachment
3. PM Email address
4. AC Email address

- Coordinate with your Developers to answer:
5. Is there significant end-user workflow impact?
 - a. Describe the workflow impact (required if 5 is "Yes")
 6. Is training required for end-users?

Project Manager Training

Required fields (*)

Filling out the VPD Form (part two)

8. Add Patch Info

9. Priority (Mandatory, Emergency)

10. Pkg Dependencies

11. Sustainment, Enhancement, both?

12. IOC Start Date

13. Nat'l Release Date

14. Category

15. Namespaces Touched

8

9

10

11

12

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The screenshot shows a web form titled 'Additional Patch Information'. It contains several input fields and a list of checkboxes. Red arrows point from the 'Required fields (*)' text to the asterisks on the following fields: Priority, Patch Package Dependencies, Tentative Start Date for IOC, Tentative National Release Date, and Namespaces Touched by Patch.

Additional Patch Information	
Priority	
Patch Package Dependencies	
Sustainment and/or Enhancement?	
Tentative Start Date for IOC	
Tentative National Release Date	
Category	<input type="checkbox"/> Data Dictionary <input type="checkbox"/> Input Template <input type="checkbox"/> Print Template <input type="checkbox"/> Routine <input type="checkbox"/> Sort Template <input type="checkbox"/> Patch Template
Namespaces Touched by Patch	<input type="checkbox"/> None <input type="checkbox"/> Patient Record Flags: VPR, DG, XU <input type="checkbox"/> Interfacility Consults: GMRC <input type="checkbox"/> HL7 Adaptor: GMRC, RA <input type="checkbox"/> Prosthetics: GMRC, TIU <input type="checkbox"/> Centralized Scheduling Solution: SD, OR, DG, GMRC, DVBA <input type="checkbox"/> Dental Record Manager Plus: DENT <input type="checkbox"/> Telecare Record Manager Plus: DSIT <input type="checkbox"/> Software Patch

This patch MUST be sent to ETS, as described below, immediately.

If this patch will be sent through Forum as a Packman message, please forward the build to G.ETSTC.PATCH.INSTALL.GROUP@FO-BAYPINES.MED.VA.GOV.
If there is a host file, distribution, global or executable associated with the patch, please send ETS the path to the folder in the Software Library or the file(s) itself to VA.OIT.EPMD.ETS.TSEI.VAOITEPMDTSTSEI@va.gov

☐ I certify that I understand that I must send the patch to ETS immediately, unless the patch is Informational Only or does not require modification within VistA, in order for this form to be reviewed.

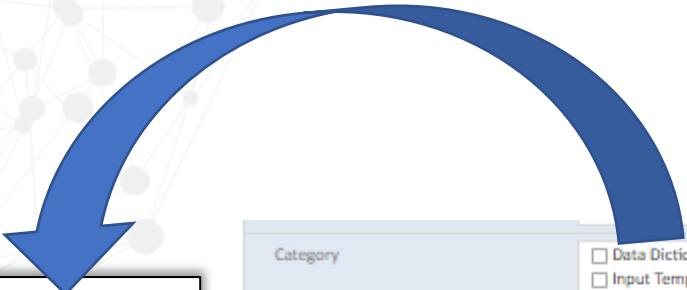
Submit

Project Manager Training

Filling out the VPD Form (Categories)

Categories

- ☐ Data Dictionary
- ☐ Input Template
- ☐ Print Template
- ☐ Routine
- ☐ Sort Template
- ☐ Database
- ☐ Enhancement
- ☐ Patch for a Patch
- ☐ Informational
- ☐ Other



Category

- ☐ Data Dictionary
- ☐ Input Template
- ☐ Print Template
- ☐ Routine
- ☐ Sort Template

Namespaces Touched by Patch

- ☐ None
- ☐ Patient Record Flags: VPR, DG, XU
- ☐ Interfacility Consults: GMRC
- ☐ HL7 Adaptor: GMRC, RA
- ☐ Prosthetics: GMRC, TIU
- ☐ Centralized Scheduling Solution: SD, OR, DG, GMRC, DVBA
- ☐ Dental Record Manager Plus: DENT
- ☐ Telecare Record Manager Plus: DSIT

This patch MUST be sent to ETS, as described below, immediately.

If this patch will be sent through Forum as a Packman message, please forward the build to G.ETSTC_PATCH_INSTALL_GROUP@FO-BAYPINES.MED.VA.GOV.

If there is a host file, distribution, global or executable associated with the patch, please send ETS the path to the folder in the Software Library or the file(s) itself to VA_OIT_EPMO_ETS_TSEI_VAOITPMDETSTSEI@va.gov

☐ I certify that I understand that I must send the patch to ETS immediately, unless the patch is Informational Only or does not require modification within VistA, in order for this form to be reviewed.

Submit

Project Manager Training

Filling out the VPD Form (Namespaces, Send Patch Reminder, and Submit)

Namespaces

- ☐ NONE
- ☐ Patient Record Flags (PRF) – VPR, DG, XU
- ☐ Interfacility Consults (IFC) – GMRC
- ☐ HL7 Adaptor – GMRC, RA
- ☐ Prosthetics – GMRC, TIU
- ☐ Centralized Scheduling Solution (CSS) – SD, OR, DG, GMRC, DVBA
- ☐ Dental Record Manager Plus (DRM Plus) – DENT
- ☐ Telecare Record Manager Plus (TRM Plus) – DSIT
- ☐ Caribou (CLC) – DSIB

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The screenshot shows a web form with a scrollable list of namespaces. A blue arrow points from the 'Namespaces' list in the top-left box to the 'Namespaces' section of the form. Below the list, a red text box states: 'This patch MUST be sent to ETS, as described below, immediately.' followed by instructions on how to send the patch via email to GETECH_PATCH_INSTALL_GROUP@FO-BAYPINES.MED.VA.GOV. At the bottom, there is a checkbox (highlighted with a red dashed box) and a certification statement: 'I certify that I understand that I must send the patch to ETS immediately, unless the patch is Informational Only or does not require modification within Vista, in order for this form to be reviewed.'

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Submit

16. Reminder to send Patch to ETS

17. Submit the VPD Form (SP sends you a VPD Form Submission Notification email)

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Project Manager Training

The PM receives an email notifying them that the VPD Form was successfully submitted:

*"[Submitted by First.Last@va.gov]
The VistA Office Change Control Board has received your below VistA Patch Review request. This email thread will be used for further status notifications, follow up action items and any needed discussion regarding your request."*

VistA Patch Name	LEX*2.0*137/(CPT*6.0*103
Patch Description Attachment	
Project Manager Email	Jennifer.Azok@va.gov
Application Coordinator	
PM, please work with your developers or Application Coordinators to answer the next two questions.	
1) Will this patch have significant impact on end users' workflow, either clinical or administrative?	No Possible Workflow Impact: N/A
2) Will Training be required for end user about functionality of this patch?	No
Additional Patch Information	CODE SET FY22 1ST QTR INTERIM UPDATE: COVID-19. This patch contains three changes from FY21 4th Qtr (effective Jul 30, 2021).
Priority	Emergency
Patch Package Dependencies	LEX*2.0*136
Sustainment and/or Enhancement?	Both Enhancement and Sustainment
Tentative Start Date for IDC	9/15/2021
Tentative National Release Date	9/30/2021
Category	<input checked="" type="checkbox"/> Data Dictionary <input type="checkbox"/> Input Template <input type="checkbox"/> Print Template <input checked="" type="checkbox"/> Routine <input type="checkbox"/> Sort Template <input checked="" type="checkbox"/> Database <input checked="" type="checkbox"/> Enhancement <input type="checkbox"/> Patch for a Patch <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Other
Namespaces Touched by Patch	<input checked="" type="checkbox"/> None <input type="checkbox"/> Patient Record Flags: VPR, DG, XU <input type="checkbox"/> Interfacility Consults: GMRC <input type="checkbox"/> HL7 Adaptor: GMRC, RA <input type="checkbox"/> Prosthetics: GMRC, TIU <input type="checkbox"/> Centralized Scheduling Solution: SD, DR, DG, GMRC, DVBA <input type="checkbox"/> Dental Record Manager Plus: DENT <input type="checkbox"/> Telecare Record Manager Plus: DSIT <input type="checkbox"/> Caribou: DSIB
<p>This patch MUST be sent to ETS, as described below, immediately.</p> <p>If this patch will be sent through Forum as a Packman message, please forward the build to G.ETSTC.PATCH.INSTALL.GROUP@FO-BAYPINES.MED.VA.GOV.</p> <p>If there is a host file, distribution, global or executable associated with the patch, please send ETS the path to the folder in the Software Library or the file(s) itself to VA.OIT.EPMD.ETS.TSEI.VAOIT.EPMD.ETS.TSEI@va.gov</p> <p><input checked="" type="checkbox"/> I certify that I understand that I must send the patch to ETS immediately, unless the patch is informational Only or does not require modification within VistA, in order for this form to be reviewed.</p>	

Project Manager Training

IOC Testing Updates

If defects are discovered during IOC testing of the VistA patch it is very important that the PM update the VPD Form with that information. This is especially true if the patch was recommended for EHRM testing by ETS as a result of VOCCB Decision 1.

It is critical that VOCCB review the latest version of the patch that will be nationally released.

- Did the version of this VistA patch change during IOC Testing? (Yes or No)
 - If yes, please describe the patch changes

Did the version of this Patch change during IOC Testing?	<input type="text"/>
Describe Patch Changes	<input type="text"/>
Is IOC testing completed for this Patch?	<input type="text"/>

- Let the VOCCB know if IOC testing has been completed for this patch.
- And then, of course, Save the VPD form.
- The VOCCB will determine next steps (e.g., consult with PM on whether additional ETS-ET EHRM testing is indicated, or re-review the VPD form from the start with an updated Patch Description document).

Project Manager Training

Site Installation Decision (VOCCB Decision 2)

SharePoint sends a notification email with the results of VOCCB Decision 2: Site Installation to the PM when the VPD Form is updated :

The VistA Office Change Control Board has reviewed your patch request for VPD-302 and made the following decisions:

Current Freeze Sites:

Columbus

Recommend VistA patch WEBE*3*10 for Installation at Freeze Sites?: VOCCB Approved to Install

Current Converted Sites:

Spokane

Recommend VistA patch WEBE*3*10 for Installation at Cerner Converted Sites?: VOCCB Approved to Install

Project Manager Training

Questions?

Please feel free to contact the VistA Office Change Management team at OITVOCCB@va.gov with additional questions, issues, and feedback.





Training for the Role of OEHRM VistA Patch Analyst for the VOCCB Patch Decision (VPD) Form



VA

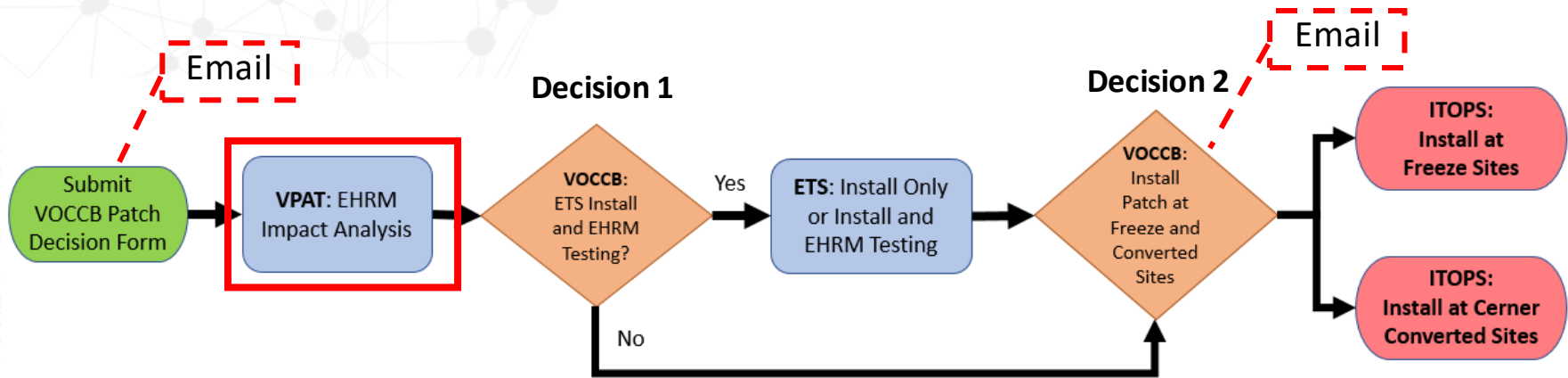


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OEHRM Vista Patch Analyst Training



Where in the Process does the OEHRM Vista Patch Analyst engage?

- Upon learning of a new Vista patch in Forum, an Analyst from the Vista Patch Analysis Team (VPAT) conducts an EHRM Impact Analysis on the patch
- The OEHRM Vista Patch Analyst submits the results of the EHRM Impact Analysis to the VPD Form
- VPAT representatives on the VOCCB will receive VPD Form submission notification emails and final VOCCB decision results notification emails

OEHRM VistA Patch Analyst Training

Navigate to the VPD Form List Homepage:

<https://dvagov.sharepoint.com/sites/OITEPMOVistAOffice/Lists/VistAPatchReview/AllItems.aspx>

- When you are ready to submit the VistA patch EHRM Impact Analysis results to the VPD Form click on the VPD Form List URL link.
- The top part of the form shows the information the PM entered
- You'll fill in the OEHRM VistA Patch Analysis portion of the form from the drop-down list, attach the analysis report, and save.
- VPAT representatives on the VOCCB will receive VPD Form submission emails and final VOCCB decision results emails

VistA Patch Name: Test*123*45

Patch Description Attachment: [Click here to attach a file](#)
EHRM Impact-Test-123-45.txt
PD-Test-123-45.txt

Project Manager Email: david.walters@va.gov

Application Coordinator: Walters, David J. (Government CIO), Health Program Management Office and Technical Support

Will this patch have significant impact on end users' workflow, either clinical or administrative? No
Possible Workflow Impact:

Will Training be required for end user about functionality of this patch? Yes

Additional Patch Information: It's pretty

Priority: Mandatory

Patch Package Dependencies: Must be installed with GMRC*45*90

Sustainment or Enhancement? ☐ Sustainment ☒ Enhancement

Tentative Start Date for IOC: 3/15/2021

Tentative National Release Date: 4/3/2021

None

OEHRM VPAT Analysis Status:
SD*5.3*783

OEHRM VistA Patch Analysis Team Review Status: No
OEHRM VistA Patch Analysis Comments: No EHRM Impact
Potential EHRM Impact
FYI Only

OEHRM VistA Patch Analysis Team Report Attached: ☐

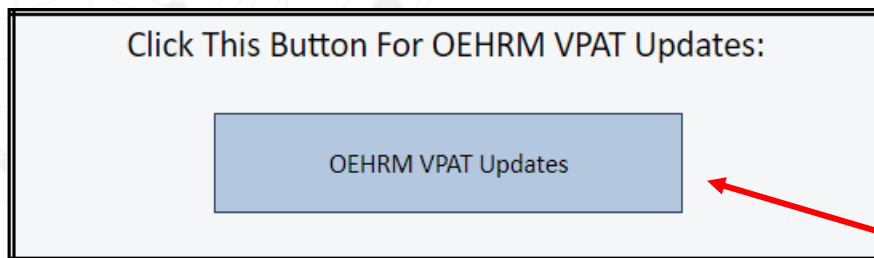
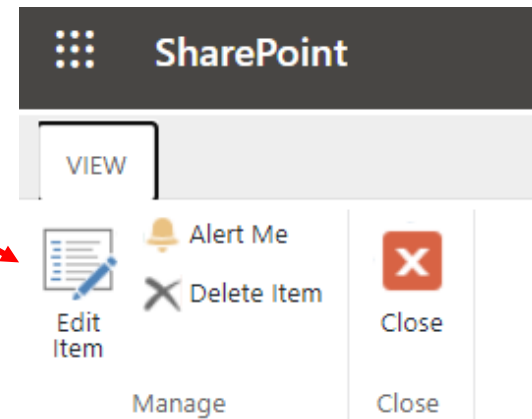
OEHRM VistA Patch Analyst Training

- When you arrive at the VPD List page, choose the “Received for OEHRM VPAT Analysis Updates” view
- This view lists all VPD forms that the VOCCB Analyst has marked as “Ready for VOCCB Review”
- Select the VPD Form to update by clicking on the VistA Patch Name link, by selecting the row in the list and choosing a top menu action, or by choosing Open from the vertical ellipsis to the right of the VistA Patch Name.

<div><div>+ New</div><div>Edit</div><div>Share</div><div>Copy link</div><div>Comment</div><div>Delete</div><div>Automate</div><div>...</div></div> <div>1 selected</div> <div>Received, for OEHRM VPAT Analysis Updates</div>							
VOCCB Patch Decision ☆							
VPD ID	VistA Patch Name	Additional Patc...	VPAT Comments	Namespaces	End User Impact	Training Requir...	Priority
VPD-232	DG*5.3*1058	To be installed at freeze sites at cutover		Patient Record Flags: VPR, DG, XU	No	No	Mandatory
VPD-301	MHV*1*67	This informational patch describes the changes going into the My HealthVet National release 2100.0 on		None	Yes	No	Mandatory

OEHRM VistA Patch Analyst Training

Click on the Edit Item icon to put the VPD Form in edit mode.



Click on the “OEHRM VPAT Updates” button to open the OEHRM VPAT section to add the VistA patch EHRM impact analysis results.




You may want to read through the VistA patch information that the PM entered in the top section. Scroll down to the section labeled “OEHRM VPAT Analysis Status.”

A screenshot of the 'OEHRM VPAT Analysis Status' form. The form has a gray header with the title 'OEHRM VPAT Analysis Status:' and the identifier 'MHV*1*63'. Below the header, there are three sections. The first section is 'OEHRM VistA Patch Analysis Team Review Status' with a dropdown menu showing 'No EHRM Impact'. The second section is 'OEHRM VistA Patch Analysis Comments' with a text area containing '6/10/21 - Informational'. The third section is 'OEHRM VistA Patch Analysis Team Report Attached' with a checkbox that is currently unchecked.

OEHRM Vista Patch Analyst Training


OEHRM VPAT Analysis Status: SD*5.3*783	
OEHRM Vista Patch Analysis Team Review Status	No EHRM Impact
No EHRM Impact Potential EHRM Impact FYI Only	
OEHRM Vista Patch Analysis Comments	
OEHRM Vista Patch Analysis Team Report Attached	<input type="checkbox"/>

- Click on the drop-down list (DDL) arrow and select the Vista patch EHRM impact analysis results:
 - No EHRM Impact
 - Potential EHRM Impact
 - FYI Only
- If you choose *No EHRM Impact* you can save the VPD Form – you're finished

EDIT		
		
Save	Close	Paste
Commit	Clipboard	
Vista Office Newsle		

OEHRM VPAT A MAG*3.0*258	
OEHRM Vista Patch Analysis Team Review Status	Potential EHRM Impact
OEHRM Vista Patch Analysis Comments	5/18/21- Regression Test
OEHRM Vista Patch Analysis Team Report Attached	<input checked="" type="checkbox"/>

- If you choose *Potential EHRM Impact* you must check the Attachment box, attach your Impact Analysis Report, and then Save the form

Patch Description Attachment	Click here to attach a file
 EHRM Impact-Test-123-45.txt	
 PD-Test-123-45.txt	

OEHRM VistA Patch Analyst Training

- If you choose *FYI Only* (usually because the patch is Informational only), the site will execute a series of programmed updates to the form:
 - Add “Informational Only” in the VPAT Comments field
 - Change the FR: ETS Decision field to "Do Not Install"
 - Enter "FYI Only" into the FR: ETS Decision Notes field
 - Change the CC: ETS Decision field to "Do Not Install"
 - Enter "FYI Only" into the CC: ETS Decision Notes field
 - Change the Ready for Decision 2 field to 'Yes'
 - Prepare to Send the Decision 1 ETS email out (it changes the edit view)
- Review the Decision 1: ETS email and choose the “Review and Save” button to send the email
- SharePoint will queue this VPD Form for the next Decision 2: Installation review

OEHRM VistA Patch Analyst Training

- Once you've saved the updated VPD Form no further action is required.
- SharePoint will send an email to the VOCCB Analyst notifying them that the EHRM Impact Analysis has been added to the VPD Form.
- At this point the VOCCB Analyst will add the VPD-ID to the list of VistA patches to be reviewed for "VOCCB Decision 1: ETS Install and EHRM Test" at the next scheduled VOCCB meeting, or if the patch was Informational Only the VOCCB Analyst will add the VPD-ID to the list of VistA patches to be reviewed for "VOCCB Decision 2: Installation at Sites" at the next scheduled VOCCB meeting.

Questions?

Please feel free to contact the VistA Office Change Management team at OITVOCCB@va.gov with additional questions, issues, and feedback.





Training for the Role of VOCCB Member: Decision 1 for the VOCCB Patch Decision (VPD) Form



VA

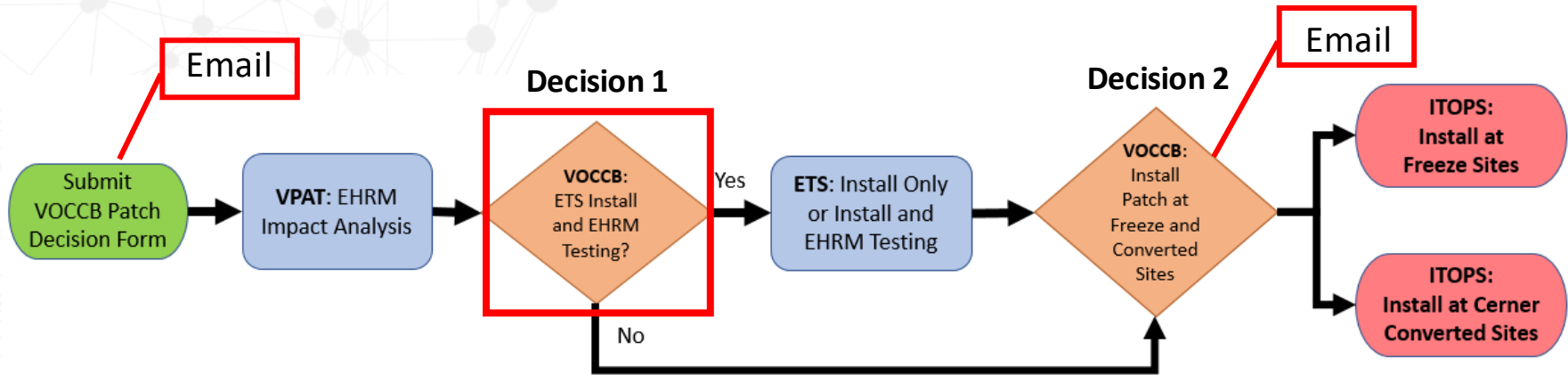


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VOCCB Decision 1: ETS Install and EHRM Testing Training



Where in the Process does the VOCCB Meeting Decision 1: ETS Install and EHRM Testing engage?

- After the PM submits the VPD Form and VPAT updates the VPD Form with their EHRM Impact Analysis, the VOCCB Analyst will add the patch to the next VOCCB Meeting for Decision 1
- During the VOCCB meeting the Board Members review the patch and EHRM Impact Analysis information and decide whether the patch should be installed at ETS (without EHRM testing), installed at ETS with EHRM testing, sent straight to Decision 2: Site Installation without ETS install or EHRM testing, or placed “On Hold”
- VOCCB stakeholders receive VPD Form submission notification emails and final VOCCB decision results notification emails

VOCCB Decision 1: ETS Install and EHRM Testing Training

Once the VOCCB Analyst has determined that the VPD Form is ready for VOCCB review and the VPAT EHRM Impact Analysis results have been added, the VOCCB Analyst adds the VPD-ID and Patch Name to the Decision 1 section of the Agenda for the next scheduled VOCCB meeting.

During the VOCCB meeting¹ the Board reviews the patch information and the results of the impact analysis and makes TWO decisions for each VistA patch on the list:

- 1) Whether to recommend ETS Install and EHRM Testing for Freeze sites, and
- 2) Whether to recommend ETS Install and EHRM Testing for Cerner Converted sites

VOCCB Standing Agenda:

VOCCB Decision 1: ETS Install and EHRM Testing

- For Freeze sites: Install Only, Install and EHRM Test, Do Not Install at ETS, or "On Hold"
- For Cerner Converted sites: Install Only, Install and EHRM Test, No ETS Install or EHRM Test, or "On Hold"

VOCCB Decision 2: Site Installation

- For Freeze sites: Approved to Install, Do Not Install, Submit to OEHRM, or "On Hold"
- For Cerner Converted sites: Approved to Install, Do Not Install, Return to OIT, or Submit to OEHRM

"On Hold" Patch Review

- Approved to Install, Return for Remediation

Dashboard Review

- Patches Submitted to OEHRM for Root Cause Analysis
- VOCCB Metrics

Logistics/Housekeeping/CPI (Monthly)

¹ Refer to the VOCCB Charter for meeting frequency, board composition, rules on quorum, and rules on voting

VOCCB Decision 1: ETS Install and EHRM Testing Training

Once the VOCCB Meeting quorum has been reached and recorded the VOCCB Analyst opens the “VOCCB Decision 1: ETS” list view to display the VPD Forms to be reviewed by the VOCCB for Decision 1.

+ New Share Export Automate Integrate ...							
VOCCB Decision 1: ETS* Filter Info							
VOCCB Patch Decision ☆							
VPD ID	VistA Patch Name	FR: Form Status	CC: Form Status	Priority	Training Requir...	End User Impact	Possible Work I...
VPD-232	DG*5.3*1058	EHRM Analysis: Potential Impact	EHRM Analysis: Potential Impact	Mandatory	No	No	
VPD-301	MHV*1*67	EHRM Analysis: No Impact	EHRM Analysis: No Impact	Mandatory	No	Yes	Impact will be on MHV Users who are designated as "Advanced", as this designation will be going away. A strong concentrated effort to promote Advanced Premium users continues.
VPD-302	WEBE*3*10	EHRM Analysis: No Impact	EHRM Analysis: No Impact	Emerge...	No	No	

VOCCB Decision 1: ETS Install and EHRM Testing Training

The VOCCB follows the guidelines in the VOCCB Decision Criteria Reference Document to determine their recommendations to ETS for each patch.

VOCCB Decision 1: ETS Install and EHRM Testing

- For Freeze sites: Install Only, Install and EHRM Test, No ETS Install or EHRM Test, or “On Hold”
- For Cerner Converted sites: Install Only, Install and EHRM Test, No ETS Install or EHRM Test, or “On Hold”

1) Whether to recommend ETS Install and EHRM Testing for Freeze sites:

- Install at ETS only, no EHRM Testing required (no EHRM impact expected)
- Install at ETS and conduct EHRM Testing (potential EHRM impact)
- Do not install or test at ETS, send to VOCCB Decision 2: Site Installation
 - *For use with Informational “enterprise server” patches or those known to cause issues at Freeze sites*
- Place “On Hold” for later review

2) Whether to recommend ETS Install and EHRM Testing for Cerner Converted sites:

- Install at ETS only, no EHRM Testing required (no EHRM impact expected)
- Install at ETS and conduct EHRM Testing (potential EHRM impact)
- Do not install or test at ETS, send to VOCCB Decision 2: Site Installation
 - *For use with Informational “enterprise server” patches or those known to cause issues at Cerner Converted sites*
- Place “On Hold” for later review

VOCCB Decision 1: ETS Install and EHRM Testing Training

The VOCCB Scribe records the two Board decisions for each patch into the VPD Form.

VOCCB Meeting Decision 1: ETS MHV*1*63	
Freeze Sites at Time of Submission	<input type="text" value="Columbus"/>
Ready for ETS EHRM Testing for Freeze Sites?	<input type="text" value=""/>
VOCCB Decision Notes for ETS EHRM Testing	<input type="text" value=""/>
Cerner Converted Sites at Time of Submission	<input type="text" value="Spokane"/>
Ready for ETS EHRM Testing for Cerner Converted Sites?	<input type="text" value=""/>
VOCCB Decision Notes for ETS EHRM Testing	<input type="text" value=""/>
<input type="button" value="Send Email"/>	

VOCCB Decision 1: ETS Install and EHRM Testing Training

The VPD Form lists sites that are in Freeze status at this time (Columbus).

VOCCB Meeting Decision 1: ETS
MHV*1*63

Freeze Sites at Time of Submission	Columbus
Ready for ETS EHRM Testing for Freeze Sites?	<div>Install without EHRM Test Install with EHRM Test Do Not Install on ETS On Hold</div>
VOCCB Decision Notes for ETS EHRM Testing	
Cerner Converted Sites at Time of Submission	
Ready for ETS EHRM Testing for Cerner Converted Sites?	
VOCCB Decision Notes for ETS EHRM Testing	

Send Email

Choose the VOCCB Board Decision 1 from the “Ready for ETS EHRM Testing for Freeze Sites?” DDL.

- *Install without EHRM Test*
- *Install with EHRM Test*
- *Do Not Install on ETS*
- *On Hold*

Record any notes about the VOCCB decision in the “VOCCB Decision Notes for ETS EHRM Testing” field, if it becomes required (based on the decision recorded).

- You’re not done yet – next you enter the decision for Cerner Converted sites...

VOCCB Decision 1: ETS Install and EHRM Testing Training

VOCCB Meeting Decision 1: ETS MHV*1*63	
Freeze Sites at Time of Submission	<input type="text" value="Columbus"/>
Ready for ETS EHRM Testing for Freeze Sites?	<input type="text" value=""/>
VOCCB Decision Notes for ETS EHRM Testing	<input type="text" value=""/>
Cerner Converted Sites at Time of Submission	<input type="text" value="Spokane"/>
Ready for ETS EHRM Testing for Cerner Converted Sites?	<input type="text" value=""/>
VOCCB Decision Notes for ETS EHRM Testing	<input type="text" value=""/>
<input type="button" value="Send Email"/>	

VOCCB Decision 1: ETS Install and EHRM Testing Training

The VPD Form lists sites that are in Cerner Converted status at this time (Spokane).

Freeze Sites at Time of Submission	Columbus
Ready for ETS EHRM Testing for Freeze Sites?	<input type="checkbox"/>
VOCCB Decision Notes for ETS EHRM Testing	
Cerner Converted Sites at Time of Submission	Spokane
Ready for ETS EHRM Testing for Cerner Converted Sites?	<input type="checkbox"/>
VOCCB Decision Notes for ETS EHRM Testing	<div>Install without EHRM Test Install with EHRM Test Do Not Install on ETS On Hold</div>

Choose the VOCCB Board decision from the “Ready for ETS EHRM Testing for Cerner Converted Sites?” DDL.

- *Install without EHRM Test*
- *Install with EHRM Test*
- *Do Not Install on ETS*
- *On Hold*

Record any notes about the VOCCB decision in the “VOCCB Decision Notes for ETS EHRM Testing” field, if it becomes required (based on the decision recorded).

Choose the “Send Email” button to review the email to send to ETS. **NOTE** that you cannot send the email until the decisions are recorded for **both** Freeze and Cerner Converted sites.

VOCCB Decision 1: ETS Install and EHRM Testing Training

The VistA Office SharePoint site displays the notification email detailing VOCCB Decision for review.

The VistA Office Change Control Board has reviewed your patch request. Your VPD ID is **VPD-12**. Please include this VPD ID in any Change Requests you submit to the Change Advisory Board (CAB). We have made a decision on the type of testing required, once we get the results back, we will send you our final recommendations.

Recommend VistA patch **Test*123*45** for ETS EHRM Testing for Freeze Sites?:

Install with EHRM Test

Decision Notes:

ETS Install and EHRM Test, potential EHRM impact with GCRM

Current Freeze Sites: Columbus

Recommend VistA patch **Test*123*45** for ETS EHRM Testing for Cerner Converted Sites?:

Install with EHRM Test

Decision Notes:

Current Converted Sites:
Spokane

Choose the “Review and Save” button to send the VOCCB Decision 1 email to ETS for action.

VOCCB Decision 1: ETS Install and EHRM Testing Training

Questions?

Please feel free to contact the VistA Office Change Management team at OITVOCCB@va.gov with additional questions, issues, and feedback.





Training for the Role of ETS Installer or Testing Analyst for the VOCCB Patch Decision (VPD) Form



VA

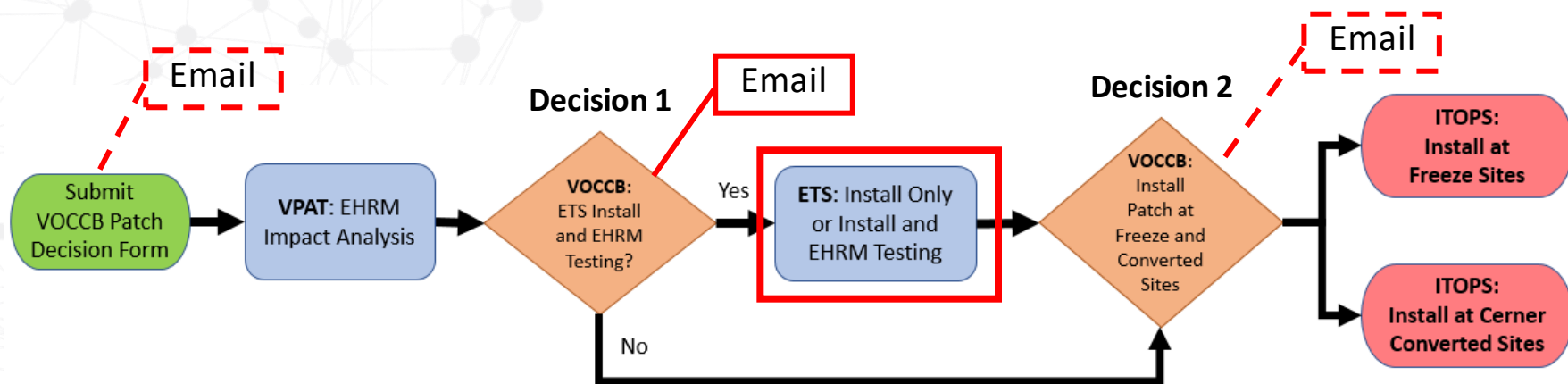


U.S. Department of Veterans Affairs

Office of Information and Technology
Enterprise Program Management Office



Enterprise Testing Services (ETS) Analyst Training



Where in the Process does the ETS Analyst engage?

- Upon receipt of the VOCCB Decision 1 email ETS will either install the VistA patch without EHRM testing or install the VistA patch and conduct EHRM testing
- An ETS Analyst will submit the results of the ETS Install and, if appropriate, the ETS EHRM testing, to the VPD Form
- ETS representatives on the VOCCB will receive VPD Form submission notification emails and VOCCB decision results notification emails

ETS Analyst Training

Navigate to the VPD Form List Homepage:

<https://dvagov.sharepoint.com/sites/OITEPMOVistAOffice/Lists/VistAPatchReview/AllItems.aspx>

- When you are ready to submit the ETS Install and EHRM Testing results to the VPD Form navigate to the VPD Form List page.
- The top part of the form shows the information the PM entered, the VPAT EHRM Impact Analysis results, and VOCCB Decision 1 results.
- You'll fill in the ETS Results portions of the form, attach the ETS Install and EHRM Testing results, and save.
 - There are two ETS sections:
 - *ETS-TSEI Results: Install Admin*
 - *ETS-ET Results: EHRM Testing*
- ETS representatives on the VOCCB will receive VPD Form submission emails and VOCCB decision results emails

The screenshot displays the VPD Form List page. At the top, there are two buttons: "Click This Button For ETS Updates" and "Click This Button For OEHRM VPAT Updates". Below these are two tabs: "ETS Updates" and "OEHRM VPAT Updates". The main form area contains various fields for patch information, including Patch Name, Patch Description, Project Manager Email, Application Coordinator, and various checkboxes for testing and training. A red arrow points from the text "The top part of the form shows the information the PM entered, the VPAT EHRM Impact Analysis results, and VOCCB Decision 1 results." to the top section of the form. Another red arrow points from the text "You'll fill in the ETS Results portions of the form, attach the ETS Install and EHRM Testing results, and save." to the "ETS Results" section, which is highlighted with a red box. The "ETS Results" section includes a "For VOCCB USE" section with a "Ready for VOCCB Review?" checkbox, an "OEHRM VPAT Analysis Status" section with a "VOCCB Meeting Decision 1: ETS" dropdown, and an "ETS Testing Results" section with an "Additional Testing Attachments" checkbox.

ETS Analyst Training

When you arrive at the VPD List page, choose the appropriate list view:

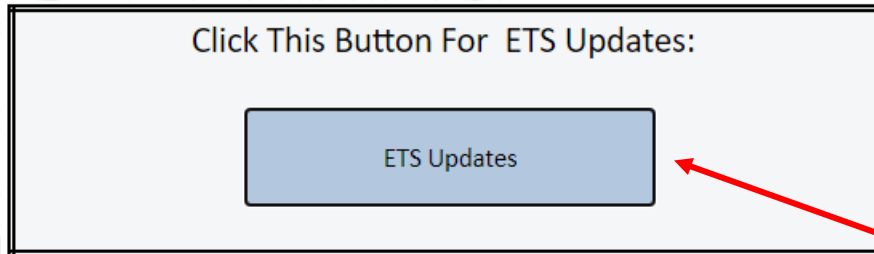
- “Waiting for ETS-TSEI Updates for Freeze Sites” list view,
- “Waiting for ETS-TSEI Updates for Converted Sites” list view,
- “Waiting for ETS-ET EHRM Test Updates for Converted Sites” list view, or
- “Waiting for ETS-ET EHRM Test Updates for Freeze Sites” list view.

Then find the VPD Form with the VistA Patch Name and select it to make your updates.

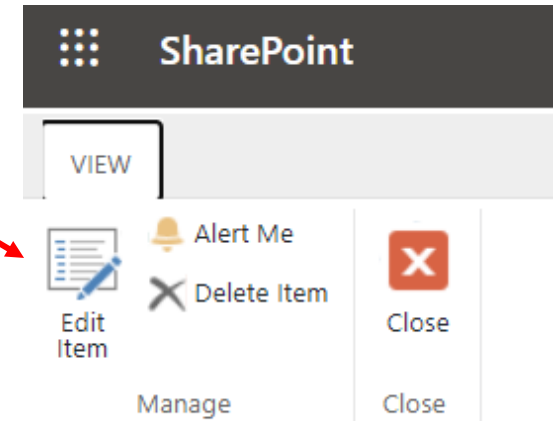
<div><div>+ New</div><div>Share</div><div>Export</div><div>Automate</div><div>Integrate</div><div>...</div></div> <div>Waiting for ETS-TSEI Install Updates for Converted Sites*</div>							
VOCCB Patch Decision ☆							
VPD ID ▾	VistA Patch Name ▾	Priority ▾	CC: Form Status ▾	CC: ETS Decision ▾	CC: ETS Install ▾	CC: ETS Install Notes ▾	FR: Form Status ▾
VPD-286	SD*5.3*794	Mandatory	ETS Install without EHRM Testing	Install without EHRM Test			On Hold
VPD-289	LR*5.2*547	Mandatory	ETS Install without EHRM Testing	Install without EHRM Test			ETS Install witho...
VPD-290	OR*3.0*567	Mandatory	ETS Install without EHRM Testing	Install without EHRM Test			ETS Install witho...
VPD-291	DG*5.3*1061	Mandatory	ETS Install without EHRM Testing	Install without EHRM Test			ETS Install witho...
VPD-296	PSJ*5.0*421	Mandatory	ETS Install without EHRM Testing	Install without EHRM Test			ETS Install witho...

ETS Analyst Training

Click on the Edit Item icon to put the VPD Form in edit mode.



Click the ETS Updates button to open the ETS section to add the ETS Install and EHRM Testing results.



You may want to read through the VistA patch information that the PM entered in the top section.

Scroll down to the sections labeled “ETS-TSEI Results: Install Admin” and “ETS-ET Results: EHRM Testing.”

ETS-TSEI Results: Install Admin	
MHV*1*63	
ETS-TSEI Install Results for Freeze Sites	<input type="text"/>
Comments on ETS-TSEI Install for Freeze Sites	<input type="text"/>
ETS-TSEI Install Results for Cerner Converted Sites	<input type="text"/>
Comments on ETS-TSEI Install for Cerner Converted Sites	<input type="text"/>
ETS-ET Results: EHRM Testing	
MHV*1*63	
ETS-ET EHRM Testing Results for Freeze Sites	<input type="text"/>
Comments on ETS-ET EHRM Testing for Freeze Sites	<input type="text"/>
ETS-ET EHRM Testing Results for Cerner Converted Sites	<input type="text"/>
Comments on ETS-ET EHRM Testing for Cerner Converted Sites	<input type="text"/>
Additional Testing Attachments	<input type="text"/>

ETS Analyst Training: ETS Install Results

ETS-TSEI Results: Install Admin	
MHV*1*63	
ETS-TSEI Install Results for Freeze Sites	<div>▼</div>
Comments on ETS-TSEI Install for Freeze Sites	<div>Pass Fail Reinstall</div>
ETS-TSEI Install Results for Cerner Converted Sites	<div>▼</div>
Comments on ETS-TSEI Install for Cerner Converted Sites	

- Click on the drop-down list (DDL) arrow to select the ETS-TSEI Install Results for Freeze Sites:
 - Pass*
 - Fail*
 - Reinstall*
- Click on the DDL arrow to select the ETS-TSEI Install Results for Cerner Converted Sites (same choices).
- If you choose *Fail* or *Reinstall* on either “ETS-TSEI Install Results for Freeze Sites” or “ETS-TSEI Install Results for Cerner Converted Sites,” you must fill out the “Comments on ETS-TSEI Install” field.
- You may add an attachment if you like.
- Save the form.

Additional Testing Attachments

Patch Description Attachment

Click here to attach a file

EHRM Impact-Test-123-45.txt

PD-Test-123-45.txt

ETS Analyst Training: ETS EHRM Testing Results


ETS-ET Results: EHRM Testing	
MHV*1*63	
ETS-ET EHRM Testing Results for Freeze Sites	<input type="text"/>
Comments on ETS-ET EHRM Testing for Freeze Sites	<div>Pass Fail Retest</div>
ETS-ET EHRM Testing Results for Cerner Converted Sites	<input type="text"/>
Comments on ETS-ET EHRM Testing for Cerner Converted Sites	<input type="text"/>
Additional Testing Attachments	<input type="text"/>



- Click on the drop-down list (DDL) arrow to select the ETS-ET EHRM Testing Results for Freeze Sites:
 - *Pass*
 - *Fail*
 - *Retest*
- Click on the DDL arrow to select the ETS-ET EHRM Testing Results for Cerner Converted Sites (same choices).
- If you choose *Fail* or *Reinstall* on either “ETS-ET EHRM Testing Results for Freeze Sites” or “ETS-ET EHRM Testing Results for Cerner Converted Sites,” you must fill out the “Comments on ETS-ET EHRM Testing” field.
- You may add an attachment if you like.

• **Save the form**
Additional Testing Attachments



Patch Description Attachment

 Click here to attach a file

 EHRM Impact-Test-123-45.txt
 PD-Test-123-45.txt

ETS Analyst Training

- Once you've saved the updated VPD Form no further action is required.
- SharePoint will send an email to the VOCCB Analyst notifying them that the ETS-TSEI Install and EHRM-ET Testing Results have been added to the VPD Form.
- At this point the VOCCB Analyst will add the VPD-ID to the list of VistA patches to be reviewed for "VOCCB Decision 2: Site Installation" at the next scheduled VOCCB meeting.

Questions?

Please feel free to contact the VistA Office Change Management team at OITVOCCB@va.gov with additional questions, issues, and feedback.





Training for the Role of VOCCB Member: Decision 2 for the VOCCB Patch Decision (VPD) Form



VA

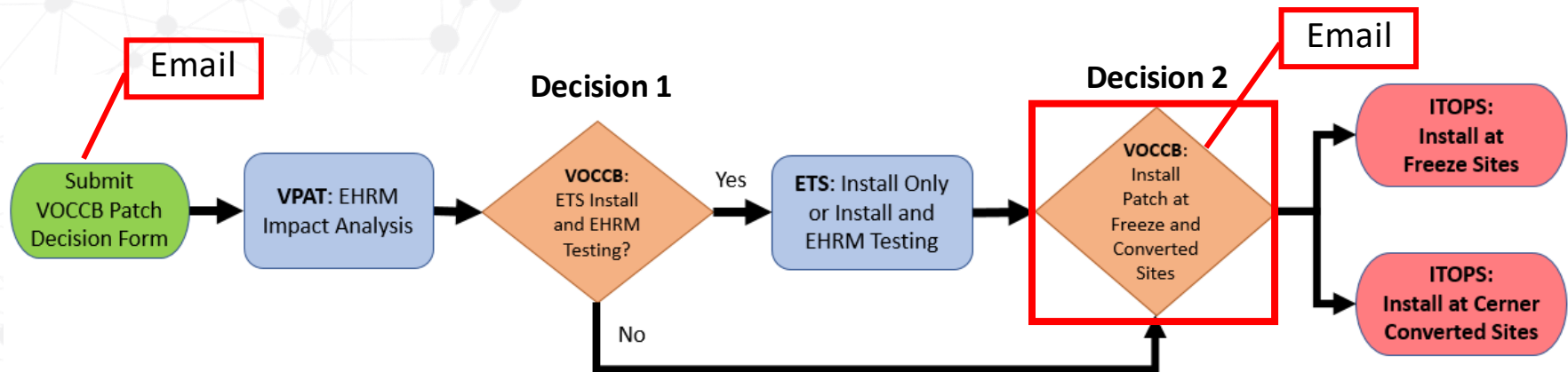


U.S. Department of Veterans Affairs

Office of Information and Technology
Enterprise Program Management Office



VOCCB Decision 2: Site Installation Training



Where in the Process does the VOCCB engage?

- After ETS updates the VPD Form with results of the ETS Install and EHRM Testing the VOCCB Analyst adds the patch to the next VOCCB Meeting for Decision 2
- During the VOCCB meeting the Board Members review the results of the ETS Install and EHRM Testing and decide whether the patch should be approved to be installed at Freeze sites or at Cerner Converted sites
- VOCCB stakeholders receive VPD Form submission notification emails and final VOCCB decision results notification emails

VOCCB Decision 2: Site Installation Training

Once the ETS Install and EHRM Testing results have been added to the VPD Form the VOCCB Analyst adds the VPD-ID and Patch Name to the Decision 2 section of the Agenda for the next scheduled VOCCB meeting.

During the VOCCB meeting¹ the Board reviews the patch information and the results of the impact analysis and makes TWO decisions for each VistA patch on the list:

- 1) Whether to approve installation of the patch at Freeze sites, and
- 2) Whether to approve installation of the patch at Cerner Converted sites

“On Hold” patch review is a special instance of Decision 2 for the VOCCB...

VOCCB Standing Agenda:

VOCCB Decision 1: ETS Install and EHRM Testing

- For Freeze sites: Install Only, Install and EHRM Test, No ETS Install or EHRM Test, or On Hold
- For Cerner Converted sites: Install Only, Install and EHRM Test, No ETS Install or EHRM Test, or On Hold

VOCCB Decision 2: Site Installation

- For Freeze sites: Recommend Installation, Place "On Hold", or Do Not Install
- For Cerner Converted sites: Recommend Installation, Submit to OEHRM for Root Cause Analysis, Return to OIT, or Do Not Install

"On Hold" Patch Review

- Recommend Installation, Return for Remediation

Dashboard Review

- Patches Submitted to OEHRM for Root Cause Analysis
- Patch ETS EHRM Testing Metrics

Logistics/Housekeeping/CPI (Monthly)

¹ Refer to the VOCCB Charter for meeting frequency, board composition, rules on quorum, and rules on voting

VOCCB Decision 2: Site Installation

After the Decision 1 results have been reached and recorded for all VPD Forms on the “VOCCB Decision 1: ETS” list view (the forms drop off the list as the decisions are recorded in the forms) the VOCCB Analyst opens the “VOCCB Decision 2: Install at Sites” list view to display the VPD Forms to be reviewed by the VOCCB for Decision 2.

+ New

Share

Export

Automate

Integrate

...

VOCCB Decision 2: Install at Sites

VOCCB Patch Decision ☆

VPD ID	Vista Patch Name	Priority	FR: ETS Decision	CC: ETS Decision	FR: Form Status	CC: Form Status	FR: ETS Install	CC: ETS Install
VPD-290	OR*3.0*567	Mandatory	Install without EHRM Test	Install without EHRM Test	ETS Install Pass	ETS Install Pass	Pass	Pass
VPD-296	PSJ*5.0*421	Mandatory	Install without EHRM Test	Install without EHRM Test	ETS Install Pass	ETS Install Pass	Pass	Pass
VPD-301	MHV*1*67	Mandatory	Do Not Install On ETS	Do Not Install On ETS	Do Not Insta...	Do Not Instal...		
VPD-302	WEBE*3*10	Emerge...	Do Not Install On ETS	Do Not Install On ETS	Do Not Insta...	Do Not Instal...		

VOCCB Decision 2: Site Installation Training

The VOCCB follows the guidelines in the VOCCB Decision Criteria Reference Document to determine their approvals to ITOPS for each patch.

VOCCB Decision 2: Site Installation

- For Freeze sites: Approve Installation, Place "On Hold", or Do Not Install
- For Cerner Converted sites: Approve Installation, Submit to OEHRM for Root Cause Analysis, Return to OIT, or Do Not Install

1) Whether to recommend installation of the patch at Freeze sites:

- Approve installation of the patch at Freeze sites
- Submit patch to OEHRM for Root Cause Analysis of EHRM Testing Failures
- Place the patch "On Hold" until the site changes from Freeze to Cerner Converted status
 - *See next slide for "On Hold" review*
- Do Not Install the patch at Freeze sites

2) Whether to recommend installation of the patch at Cerner Converted sites:

- Approve installation of the patch at Cerner Converted sites
 - *Recommendation may contain conditions for installation on a site-by-site basis, or based on functional constraints*
- Submit patch to OEHRM for Root Cause Analysis of EHRM Testing Failures
- Return to OIT for rework
- Do Not Install the patch at Cerner Converted sites

The VOCCB Scribe then records the two Board decisions for each patch into the VPD Form and submits the form. The VO SP site sends an email detailing the decisions to ITOPS for action.

VOCCB Decision 2: Site Installation Training

The VOCCB Scribe records the Board decision for each patch for Freeze sites into the VPD Form.

VOCCB Meeting Decision 2: Installation at Sites	
MHV*1*63	
Did the version of this Patch change during IOC Testing?	<input type="text"/>
Describe Patch Changes	<input type="text"/>
Is IOC testing completed for this Patch?	<input type="text"/>
Approved for Installation at Freeze Sites?	<input type="text"/>
Freeze Sites Installation Decision Notes	<div>VOCCB Approved to Install Submit to OEHRM On Hold Do Not Install</div>
Approved for Installation at Cerner Converted Site?	<input type="text"/>
Cerner Converted Sites Installation Decision Notes	<input type="text"/>
<input type="button" value="Send Decision Email"/>	

Choose the VOCCB Board Decision 2 from the “Approved for Installation at Freeze Sites?” DDL.

- *VOCCB Approved to Install*
- *Submit to OEHRM*
- *On Hold*
- *Do Not Install*

Record any notes about the VOCCB decision in the “Freeze Site Installation Decision Notes” field (required for any decision other than VOCCB Approved to Install).

VOCCB Decision 2: Site Installation Training

The VOCCB Scribe records the Board decision for each patch for Cerner Converted sites.

VOCCB Meeting Decision 2: Installation at Sites MHV*1*63	
Did the version of this Patch change during IOC Testing?	<input type="text"/>
Describe Patch Changes	<input type="text"/>
Is IOC testing completed for this Patch?	<input type="text"/>
Approved for Installation at Freeze Sites?	VOCCB Approved to Install
Freeze Sites Installation Decision Notes	<input type="text"/>
Approved for Installation at Cerner Converted Site?	<input type="text"/>
Cerner Converted Sites Installation Decision Notes	<div>VOCCB Approved to Install Submit to OEHRM Return to OIT Do Not Install</div> <input type="text"/>

Choose the Board Decision 2 from the “Approved for Installation at Cerner Converted Sites?” DDL.

- *VOCCB Approved to Install*
- *Submit to OEHRM*
- *Return to OIT*
- *Do Not Install*

Record any notes about VOCCB Decision 2 in the “Cerner Converted Sites Installation Decision Notes” field (may include constraints and site-specific notes).

Choose the “Send Decision Email” button to review the email to send to ITOPS. **NOTE** that you cannot send the email until the decisions are recorded for **both** Freeze and Cerner Converted sites.

VOCCB Decision 2: Site Installation Training

The VistA Office SharePoint site displays the notification email detailing VOCCB Decision for review.

The VistA Office Change Control Board has reviewed your patch request for and made the following decisions:

Current Freeze Sites:
Columbus

Recommend VistA patch for Installation at Freeze Sites?:

Current Converted Sites:
Spokane

Recommend VistA patch for Installation at Cerner Converted Sites?:

Choose the “Review and Save the Form” button to send the VOCCB Decision 2 notification email to ITOPS for action. The PM and VOCCB Stakeholders will be copied on the email.

SharePoint removes the VPD Form from the “VOCCB Decision 2: Install at Sites” list view.

VOCCB Decision 2: Site Installation Training

When a site changes from “freeze” status to “Cerner Converted” status or another documented trigger occurs the VOCCB Analyst adds those VPD-IDs and Patch Names to the “On Hold” Patch Review section of the VOCCB Agenda.

"On Hold" Patch Review

- Recommend Installation, Return for Remediation

If a patch was placed “On Hold” for any reason and the documented trigger occurs (e.g., the freeze on the site is lifted) it is resubmitted to the VOCCB for Decision 2 to determine their recommendations for next steps for the patch.

A list of VPD Forms with “On Hold” status may be viewed using the “On Hold” list view.

1) The Board determines next steps based on the reason for the hold and the new status of the patch

The VOCCB Scribe then records the Board decision for each patch into the VPD Form and submits the form. The VO SP site sends an email detailing the decisions to ITOPS and the VOCCB stakeholders for action.

VOCCB Decision 2: Site Installation Training

Questions?

Please feel free to contact the VistA Office Change Management team at OITVOCCB@va.gov with additional questions, issues, and feedback.





Training for the Role of ITOPS Installer/Representative for the VOCCB Patch Decision (VPD) Form



VA

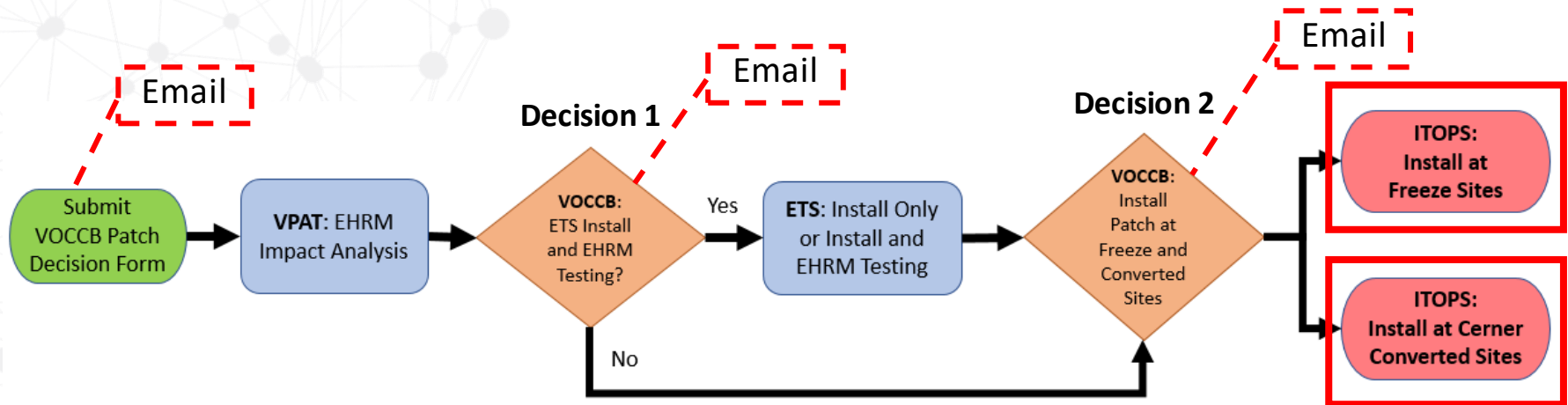


U.S. Department of Veterans Affairs

Office of Information and Technology
Enterprise Program Management Office



ITOPS Training



Where in the Process does ITOPS engage?

- ITOPS representatives on the VOCCB will receive VPD Form submission notification emails and final VOCCB decision results notification emails
- The final “VOCCB Decision 2: Site Installation” notification email will contain specific information about the VOCCB approval to install the VistA patch at Freeze sites or placing them “On Hold” until the freeze is lifted
- The final “VOCCB Decision 2: Site Installation” notification email will contain specific information about the VOCCB approval to install the VistA patch at Cerner Converted sites, including any constraints

ITOPS Training

The VOCCB ITOPS representatives may view the list of VPD Forms to access information about the VOCCB decisions for a Vista patch by using either the

- “ITOPS View: All” list view (which shows all VPD Forms), or
- “ITOPS View: Final Decision” list view (which shows only VPD Forms that have received Decision 2 results)

<div> <div>+ New</div> <div>Share</div> <div>Export</div> <div>Automate</div> <div>Integrate</div> <div>...</div> </div> <div>ITOPS View: All</div> <div></div> <div></div> <div></div>								
VOCCB Patch Decision ☆								
VPD ID	Vista Patch Name	FR: Form Status	FR: Site Installa...	CC: Form Status	CC: Site Installa...	IOC Start Date	Release Date	PM
VPD-302	WEBE*3*10	Received		Received		9/13/2021	9/13/2021	LeAnn.Miller@va.gov; jo.nelson@va.gov
VPD-301	MHV*1*67	Received		Received		9/15/2021	9/15/2021	Gregory.Kirk@va.gov
VPD-298	MHV*1*65	VOCCB Approved t...		VOCCB Appro...		7/14/2021	7/14/2021	Gregory.Kirk@va.gov
VPD-297	MHV*1*64	VOCCB Approved t...		VOCCB Appro...		6/16/2021	6/16/2021	Gregory.Kirk@va.gov
VPD-296	PSJ*5.0*421	ETS Install without E...		ETS Install witho...		9/15/2021	10/11/2021	patricia.wild@va.gov;shi vi.gogia@va.gov;gary.w emer@va.gov
VPD-295	WEBP*1.0*25	VOCCB Approved t...		VOCCB Appro...		9/20/2021	11/29/2021	Andrew.Park1@va.gov
VPD-294	LEX*2.0*137/ICPT*6.0*103	EHRM Analysis: No ...		EHRM Analysis:...		9/15/2021	9/30/2021	Jennifer.Azok@va.gov
VPD-293	EAS*1.0*204	VOCCB Approved t...		VOCCB Appro...		9/9/2021	10/16/2021	Rosaura.Sanchez@va.go v
VPD-292	IVM*2.0*202	VOCCB Approved t...		VOCCB Appro...		9/9/2021	10/11/2021	Rosaura.Sanchez@va.go v
VPD-291	DG*5.3*1061	ETS Install without E...		ETS Install witho...		9/9/2021	9/11/2021	Rosaura.Sanchez@va.go v

ITOPS Training

SharePoint sends the notification email with the results of Decision 2: Installation to the VOCCB ITOPS representative when the VPD Form is updated .

The VistA Office Change Control Board has reviewed your patch request for VPD-302 and made the following decisions:

Current Freeze Sites:

Columbus

Recommend VistA patch WEBE*3*10 for Installation at Freeze Sites?: VOCCB Approved to Install

Current Converted Sites:

Spokane

Recommend VistA patch WEBE*3*10 for Installation at Cerner Converted Sites?: VOCCB Approved to Install

ITOPS Training

Questions?

Please feel free to contact the VistA Office Change Management team at OITVOCCB@va.gov with additional questions, issues, and feedback.

