



Update _2_0_391

Clinical Reminders

VA-DIABETES SELF-MANAGEMENT

Install Guide

May 2024

Product Development
Office of Information Technology
Department of Veterans Affairs

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Introduction

In November of 2019, VA and DOD jointly obtained recognition status from the American Diabetes Association (ADA) for its Virtual Diabetes Self-Management Training (DSMT)/Diabetes Self-Management Education and Support (DSMES) program (#006585).

In an effort to standardize and expand the program, numerous resources were developed, including power points, patient handbooks, a facilitator guide, implementation toolkit, CPRS template and a power BI Dashboard. The Power BI Dashboard will extract health factor data from the CDW.

Sites that are interested in offering the DSMES template must register for training. This training is a 6-hour virtual DSMES Train the Facilitator program that is offered approximately 4 times per year. To register for the training, you may contact Jamie Olsen or Mary Julius. You will then be sent a link for a Teams form to be completed. **Please do not make these templates available until someone at your site that has completed the training!**

If you are not sure if someone at your site has completed the training, please reach out to REDACTED

UPDATE_2_0_391 contains 1 Reminder Exchange entry:
UPDATE_2_0_391 VA-DIABETES SELF-MANAGEMENT

The exchange file contains the following components:

REMINDER GENERAL FINDINGS

- 1 VIEW PROGRESS NOTE TEXT

TIU TEMPLATE FIELD

- 2 TEXT (1-10 CHAR) REQ
- 3 WP 2
- 4 VCL LINK
- 5 WORD 2 LINES RQ
- 6 WORD PROCESSING (NOT REQUIRED)
- 7 ED BOX 50 REQ
- 8 WORD 2 LINES
- 9 TEXT (1-30 CHAR) REQ

HEALTH FACTORS

- 10 VA-REMINDER UPDATES [C]
- 11 VA-UPDATE_2_0_391
- 12 DIABETES [C]
- 13 VA-DSME SMART TAKING MEDICATIONS
- 14 VA-DSME SMART REDUCING RISKS
- 15 VA-DSME SMART PROBLEM SOLVING
- 16 VA-DSME SMART MONITORING
- 17 VA-DSME SMART HEALTHY EATING

18 VA-DSME SMART HEALTHY COPING
 19 VA-DSME SMART BEING ACTIVE
 20 VA-DSME MODULE 3
 21 VA-DSME MODULE 8
 22 VA-DSME MODULE 7
 23 VA-DSME MODULE 6
 24 VA-DSME MODULE 5
 25 VA-DSME MODULE 4
 26 VA-DSME MODULE 2
 27 VA-DSME MODULE 1
 28 VA-DSME REDUCING RISKS SMART GOAL DISCONTINUED
 29 VA-DSME REDUCING RISKS SMART GOAL DIGRESSION FROM
 GOAL
 30 VA-DSME REDUCING RISKS SMART GOAL SOME PROGRESS
 31 VA-DSME REDUCING RISKS SMART GOAL NOT ACHIEVED
 32 VA-DSME REDUCING RISKS SMART GOAL ACHIEVED
 33 VA-DSME HEALTHY COPING SMART GOAL DISCONTINUED
 34 VA-DSME HEALTHY COPING SMART GOAL DIGRESSION FROM
 GOAL
 35 VA-DSME HEALTHY COPING SMART GOAL SOME PROGRESS
 36 VA-DSME HEALTHY COPING SMART GOAL NOT ACHIEVED
 37 VA-DSME HEALTHY COPING SMART GOAL ACHIEVED
 38 VA-DSME PROBLEM SOLVING SMART GOAL DISCONTINUED
 39 VA-DSME PROBLEM SOLVING SMART GOAL DIGRESSION
 FROM GOAL
 40 VA-DSME PROBLEM SOLVING SMART GOAL SOME PROGRESS
 41 VA-DSME PROBLEM SOLVING SMART GOAL NOT ACHIEVED
 42 VA-DSME PROBLEM SOLVING SMART GOAL ACHIEVED
 43 VA-DSME TAKING MEDS SMART GOAL DISCONTINUED
 44 VA-DSME TAKING MEDS SMART GOAL DIGRESSION FROM
 GOAL
 45 VA-DSME TAKING MEDS SMART GOAL SOME PROGRESS
 46 VA-DSME TAKING MEDS SMART GOAL NOT ACHIEVED
 47 VA-DSME TAKING MEDS SMART GOAL ACHIEVED
 48 VA-DSME MONITORING SMART GOAL DISCONTINUED
 49 VA-DSME MONITORING SMART GOAL DIGRESSION FROM GOAL
 50 VA-DSME MONITORING SMART GOAL SOME PROGRESS
 51 VA-DSME MONITORING SMART GOAL NOT ACHIEVED
 52 VA-DSME MONITORING SMART GOAL ACHIEVED
 53 VA-DSME HEALTHY EATING SMART GOAL DISCONTINUED
 54 VA-DSME HEALTHY EATING SMART GOAL DIGRESSION FROM
 GOAL
 55 VA-DSME HEALTHY EATING SMART GOAL SOME PROGRESS
 56 VA-DSME HEALTHY EATING SMART GOAL NOT ACHIEVED
 57 VA-DSME HEALTHY EATING SMART GOAL ACHIEVED
 58 VA-DSME BEING ACTIVE SMART GOAL DISCONTINUED
 59 VA-DSME BEING ACTIVE SMART GOAL DIGRESSION FROM
 GOAL
 60 VA-DSME BEING ACTIVE SMART GOAL SOME PROGRESS
 61 VA-DSME BEING ACTIVE SMART GOAL NOT ACHIEVED
 62 VA-DSME BEING ACTIVE SMART GOAL ACHIEVED
 63 VA-DSME TYPE OTHER
 64 VA-DSME TYPE GDM
 65 VA-DSME TYPE 2

66 VA-DSME TYPE 1
67 VA-DSME TYPE PRE-DIABETES
68 HOMELESSNESS SCREENING [C]
69 VA-MONEY TO BUY FOOD-YES CURRENT CONCERN
70 VA-FOOD 12MO ACTUALLY RAN OUT SOMETIMES
71 VA-FOOD 12MO ACTUALLY RAN OUT OFTEN
72 VA-FOOD 12MO WORRY RUN OUT SOMETIMES
73 VA-FOOD 12MO WORRY RUN OUT OFTEN
74 VA-HOMELESSNESS FOOD SHORTAGE YES
75 VA-MONEY TO BUY FOOD-NO CURRENT CONCERN
76 VA-FOOD 12MO ACTUALLY RAN OUT NEVER
77 VA-FOOD 12MO WORRY RUN OUT NEVER
78 VA-HOMELESSNESS FOOD SHORTAGE NO
79 VA-DSME DDS2 POSITIVE
80 VA-DSME DDS2 NEGATIVE

REMINDER SPONSOR

81 OFFICE OF NUTRITION AND FOOD SERVICES

REMINDER TERM

82 VA-REMINDER UPDATE_2_0_391
83 VA-HOMELESSNESS FOOD SHORTAGE YES
84 VA-HOMELESSNESS FOOD SHORTAGE NO

REMINDER DEFINITION

85 VA-DSME SMART GOALS HS OBJECT
86 VA-BL DIABETES SELF-MANAGEMENT FOOD INSECURITY

HEALTH SUMMARY COMPONENT

CLINICAL REMINDERS FINDINGS
CLINICAL REMINDERS LAST DONE

HEALTH SUMMARY TYPE

87 VA-DSME SMART GOALS
88 REMINDERS LAST DONE

HEALTH SUMMARY OBJECTS

89 VA-DSME SMART GOALS (TIU)
90 REMINDERS LAST DONE (TIU)

TIU DOCUMENT DEFINITION

91 VA-DSME SMART GOALS
PATIENT SEX
PATIENT RACE
PATIENT AGE
92 REMINDERS LAST DONE

REMINDER DIALOG

93 VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE

Install Details

This update is being distributed as a web host file. The address for the host file is:
https://REDACTED/UPDATE_2_0_391.PRD

The file will be installed using Reminder Exchange, programmer access is not required.

Installation:

=====

This update can be loaded with users on the system. Installation will take less than 10 minutes.

Install Example

Step 1 – (must be completed first) Load the Mental Health Instruments

You will first load the instruments using the INSTRUMENT EXCHANGE Menu (YTQ INSTRUMENT EXCHANGE) in Vista. If you do not have access to this menu, you will need to go through your facility process to request a new Vista menu. The new instrument you will load is DDS2

THIS IS NOT REMINDER EXCHANGE

Use this url for install REDACTED/CR_DDS2_B1.JSON

```
+      Enter ?? for more actions
CE (Create New Entry)  CH (Create Host File)  DR Trial Install <Dry Run>
RB (Rebuild Entry)    LH Load Host File        IE Install Exchange Entry
DL Delete Entry        LU Load from URL         BR Browse Specification
Select Action: Next Screen// LH Load Host File
Enter file name: [REDACTED] CR_DDS2_B1.JSON
```

This will load: CR-DDS2 v1
created on: 09/01/2023@10:55:38
source: MELDRUM@CAMP MASTER

Description ---

(no description)

Do you want to continue? Yes// YES

CR-DDS2 v1 loaded.

Press return to continue...

Once the DDS2 is loaded, you will need to install

```
Instrument Exchange File Entries
```

Entry	Source	Created
1	CCICM20 FOR REMINDER	
2	CCICM20-B3	
3	CR-DDS2 v1	
4	CR-NEWS-B10	
5	CR-PASS-1-B8	
6	CR-PASS-2-B4	
7	VFQ20-READY-FOR-REMINDER	
8	YS*5.01*121 NEW INSTRUMENTS	
9	YS*5.01*121 UPDATES	
10	YS*5.01*123 INSTRUMENT UPDATE	

```
+ Enter ?? for more actions
CE (Create New Entry)  CH (Create Host File)  DR Trial Install <Dry Run>
RB (Rebuild Entry)    LH Load Host File      IE Install Exchange Entry
DL Delete Entry        LU Load from URL       BR Browse Specification
Select Action: Next Screen// IE Install Exchange Entry
Enter a number (1-91): 3
```

Find entry named “CR-DDS2 v1” and then select IE. In this instance, you would select number 3 to install. When prompted to Use verbose mode, you will choose **YES**

Step 2 –Install the reminder exchange file

To Load the exchange file, use LWH.

The URL is https://REDACTED/UPDATE_2_0_391.PRD

```
+ + Next Screen - Prev Screen ?? More Actions
CFE Create Exchange File Entry LHF Load Host File
CHF Create Host File LMM Load MailMan Message
CMM Create MailMan Message LR List Reminder Definitions
DFE Delete Exchange File Entry LWH Load Web Host File
IFE Install Exchange File Entry RI Reminder Definition Inquiry
IH Installation History RP Repack
Select Action: Next Screen// LWH Load Web Host File
Input the URL for the .prd file:
https://REDACTED/UPDATE_2_0_391_9.PRD
```

You should see a message that the file was loaded successfully.

https://[redacted]/UPDATE_2_0_391_9.PRD successfully loaded.

Search and locate an entry titled UPDATE_2_0_391 VA-DIABETES SELF-MANAGEMENT in reminder exchange.

+Item	Entry	Source	Date Packed
567	UPDATE_2_0_391 VA-DIABETES SELF-MANAGEMENT		
568	UPDATE_2_0_392 VA-TELEONCOLOGY PROGRAM TEMPLATES		
569	UPDATE_2_0_393 VA-DIGITAL DIVIDE UPDATE		
570	UPDATE_2_0_393 VA-DIGITAL DIVIDE UPDATE		
571	UPDATE_2_0_393 VA-DIGITAL		

+ + Next Screen - Prev Screen ?? More Actions >>>

CFE Create Exchange File Entry LHF Load Host File
CHF Create Host File LMM Load MailMan Message
CMM Create MailMan Message LR List Reminder Definitions
DFE Delete Exchange File Entry LWH Load Web Host File
IFE Install Exchange File Entry RI Reminder Definition Inquiry
IH Installation History RP Repack

Select Action: Next Screen// IFE Install Exchange File Entry
Enter a list or range of numbers (1-823): 567

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry
Enter the number that corresponds with your entry titled UPDATE_2_0_391 VA-DIABETES SELF-MANAGEMENT (in this example it is entry 567, it will vary by site) that is dated 4/26/2024

```
Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_391

Keywords:

Components:

+      Enter ?? for more actions                                >>>
IA  Install all Components          IS  Install Selected Component
Select Action: Next Screen// IA  ←
```

Select IA to install all components and hit enter

Once this is done, you will be able to use action IA for Install all Components and hit enter.

For all new entries in any category you will choose **I to Install**

For Health Factors that exist, but are different you will **OVERWRITE**

For Reminder Terms that exist, but are different, you will **Merge**

For Health Summary type (if presented), you will **SKIP**

You will be prompted to install the VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE Dialog component. You will choose IA to install this component

Packed reminder dialog: VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE [NATIONAL DIA

Item	Seq.	Dialog Findings	Type	Exists		
1		VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE	dialog			
2	1	VA-DNA/DSME USER INSTRUCTION Finding: *NONE*	element			
3	2 00	SPACER BOTH Finding: *NONE*	element	X		
4	10	VA-DIABETES EDUCATION MASTER GP Finding: *NONE*	group			
5	10.10	VA-DIABETES NEEDS ASSESSMENT MASTER GP Finding: *NONE*	group			
6	10.10.10	VA-DNA PLATFORM GP Finding: *NONE*	group			
7	10.10.10.10	VA-DNA PLATFORM FACE TO FACE	element			
+ + Next Screen - Prev Screen ?? More Actions						
DD	Dialog Details		DT	Dialog Text	IS	Install Selected
DF	Dialog Findings		DU	Dialog Usage	QU	Quit
DS	Dialog Summary		IA	Install All		
Select Action: Next Screen// IA						

At the **Select Action** prompt, type IA to install dialog VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE

All dialog components for VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE are new.

Install reminder dialog and all components with no further changes: Y//YES

Once the dialog is installed, you will choose Q to quit

VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE (reminder dialog) installed from exch				
Item	Seq.	Dialog Findings	Type	Exists
1		VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE	dialog	X
2	1	VA-DNA/DSME USER INSTRUCTION Finding: *NONE*	element	X
3	2 00	SPACER BOTH Finding: *NONE*	element	X
4	10	VA-DIABETES EDUCATION MASTER GP Finding: *NONE*	group	X
5	10.10	VA-DIABETES NEEDS ASSESSMENT MASTER GP Finding: *NONE*	group	X
6	10.10.10	VA-DNA PLATFORM GP Finding: *NONE*	group	X
7	10.10.10.10	VA-DNA PLATFORM FACE TO FACE	element	X
+ + Next Screen - Prev Screen ?? More Actions				
DD	Dialog Details		DT Dialog Text	IS Install Selected
DF	Dialog Findings		DU Dialog Usage	QU Quit
DS	Dialog Summary		IA Install All	
Select Action: Next Screen// Q				

At the **Select Action** prompt, type Q to quit

You will then be brought back to this screen. Choose Q to quit and Install is complete

```
Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-DIABETES SELF-MANAGEMENT EDUCATION NOTE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_391

Keywords:

Components:

+      + Next Screen  - Prev Screen  ?? More Actions      >>>
IA  Install all Components          IS  Install Selected Component
Select Action: Next Screen// Q
```

Install complete.

Post Installation

Sites that are interested in offering the DSMES template must register for training. This training is a 6-hour virtual DSMES Train the Facilitator program that is offered approximately 4 times per year. To register for the training, you may contact Jamie Olsen or Mary Julius. Then you will be sent a link for a Teams form to complete. **Please do not make these templates available until you have someone at your site that has completed the training!**

- 1. Dialog element VAL-DSME SLEEP RELATED CONCERNS REFERRAL YES, you may map a quick order for a consult to sleep clinic. The element is also local so you may also change the text on that element to meet your site’s needs or DISABLE if you don’t offer this service.
- 2. Dialog element VAL-DNA RISK TOBACCO RESOURCES CONSULT, you may map a quick order for a consult to tobacco cessation clinic, if your site has one. The element is also local so you may also change the text on that element to meet your site’s needs or DISABLE if you don’t offer this service.
- 3. Dialog element VAL-DNA DDS2 POS BEHAVIORAL HEALTH PROVIDER YES is local and you may change the text based on processes your site uses for alerting a provider about a possible intervention. Quick orders may be mapped if needed.

- Dialog element VAL-DNA DDS2 POS WHOLE HEALTH CLASS YES is local and is already mapped to the national Return To Clinic quick order. You may edit this and the text on the dialog element if needed to meet your site's needs

Return To Clinic

My Quick Orders

Clinic *

Return to clinic date* Time Sensitive

Number of Appointments* Interval in day(s)

Prerequisites: (Check all that apply)

Comments

More Information

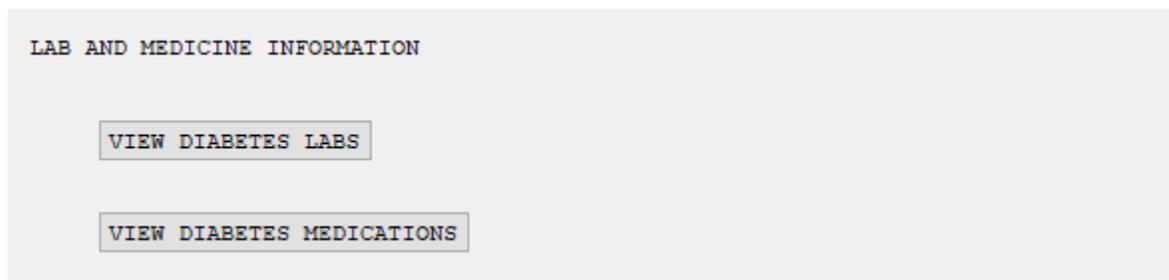
Order Sig

Accept Order

Quit

- Dialog element VAL-DSME PATIENT/FAMILY RESPONSE REFERRAL DIETICIAN is local and may have a quick order for a consult to dietetics. Text of the element may also be changed to meet your site's needs or DISABLE if you don't offer this service.
- Dialog element VAL-DSME PATIENT/FAMILY RESPONSE REFERRAL PHARMACY is local and may have a quick order for a consult to Pharmacy. Text of the element may also be changed to meet your site's needs or DISABLE if you don't offer this service.
- Dialog element VAL-DSME PATIENT/FAMILY RESPONSE REFERRAL OTHER is local. Text of the element may also be changed to meet your site's needs or DISABLE if you don't offer this service.
- Dialog element VAL-DNA CR RESULTS SUMMARY has a Health Summary Object named REMINDERS LAST DONE. The Health Summary Type is REMINDERS LAST DONE. This contains a Health Summary Component of CLD. You may map clinical reminder definitions to this if needed. Examples may be reminders that have to do with diabetes. The element is also local, so you may disable this if you do not want to display this information.
- Dialog elements VAL-DNA DIABETES LABS and VAL-DNA DIABETES MEDS are local, and you may add your local objects to these elements for display of

labs and medications. If your site doesn't have a local object, you may DISABLE these elements for your site. If you do have an object or plan to create one, contact someone in endocrinology for a list of the appropriate labs to display. The group that these elements are part of is also local and is named VAL-DNA LAB AND MEDICINE OBJECTS



10. Create Note Titles:

11. Document Definitions (Manager) → Create Document Definitions → Next Level → Progress Notes → Next Level → Enter document class where the progress note title should go → Title

For DIABETES SELF-MANAGEMENT TRAINING [C], this should be in Document Class named Consult or Consults depending on how your site named the Class

Create the following note title:

DIABETES SELF-MANAGEMENT TRAINING. The VHA Enterprise Standard Title should be **DIABETOLOGY NOTE**

Create second note title:

DIABETES SELF-MANAGEMENT TRAINING [C]. The VHA Enterprise Standard Title should be **DIABETOLOGY CONSULT** → This will go in Consult document class

12. **Make the Dialog template available to be attached to a Personal or Shared template and attach the dialog to a progress note title (LINK feature in this menu for steps 2 and 3).**

Select Reminder Managers Menu Option: **CP** CPRS Reminder Configuration

CA Add/Edit Reminder Categories

CL CPRS Lookup Categories

CS CPRS Cover Sheet Reminder List

MH Mental Health Dialogs Active

PN Progress Note Headers

RA Reminder GUI Resolution Active

TIU TIU Template Reminder Dialog Parameter

DEVL Evaluate Coversheet List on Dialog Finish
DL Default Outside Location
PT Position Reminder Text at Cursor
LINK Link Reminder Dialog to Template
TEST CPRS Coversheet Time Test
NP New Reminder Parameters
GEC GEC Status Check Active
WH WH Print Now Active
Select CPRS Reminder Configuration Option: **TIU** TIU Template Reminder
Dialog Parameter

Reminder Dialogs allowed as Templates may be set for the following:

- 1 User USR [choose from NEW PERSON]
- 3 Service SRV [choose from SERVICE/SECTION]
- 4 Division DIV [SALT LAKE CITY]
- 5 System SYS [NATREM.FO-SLC.MED.VA.GOV]

Enter selection: **5** Choose *the appropriate number for your site. Your site may do this by System or other levels. The example below uses SYSTEM level.*

Setting Reminder Dialogs allowed as Templates for System: NATREM.FO-SLC.MED.VA.GOV

Select Display Sequence:

- 388 VA-COVID-19 TELEPHONE FOLLOW-UP
- 389 VA-SRA-CONSULT RESPONSE (D)

*When you type a question mark above, you will see the list of #'s (with dialogs) that are already taken. Choose a number **NOT** on this list. For this example, 391 is not present so I will use 391.*

Select Display Sequence: **391**

Are you adding 391 as a new Display Sequence? Yes// **YES**

Display Sequence: 391// <Enter> 391

Clinical Reminder Dialog: **VA-DIABETES SELF-MANAGEMENT EDUCATION**

NOTE reminder dialog NATIONAL

...OK? Yes// <Enter> (Yes)

13. Associate the reminder dialog with the note title in CPRS. The reminder dialog should be associated with the two newly created note titles, not put in shared templates folder.

In CPRS, open the Template Editor, expand Document Titles, select the appropriate folder (if applicable), then click New Template (top right-hand corner).

