



**Update \_2\_0\_435**

**Clinical Reminders**

**VA-MEDICAL FOSTER HOME CONSULT RESPONSE**

**Install Guide**

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Product Development  
Office of Information Technology  
Department of Veterans Affairs

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## **Introduction**

### Description:

- There is a mandate for this national documentation template through Cleland Dole Section 165.
- There is currently no standardized consult for referrals to the Medical Foster Home (MFH) Program. A standardized consult will streamline referrals.
- Context of Use: Staff members, providers, social workers, and/or registered nurses (RNs) identify a Veteran who is living independently needing a higher level of care. If the Veteran is interested in learning more about the program. Staff enters a MFH consult. The MFH Coordinator reviews and follows up with the Veteran about eligibility and potential placement options within the MFH program.

UPDATE\_2\_0\_435 contains 1 Reminder Exchange entry:

### **UPDATE\_2\_0\_435 VA-MEDICAL FOSTER HOME CONSULT RESPONSE**

**The exchange file contains the following components:**

#### **TIU TEMPLATE FIELD**

VA-WORD

#### **HEALTH FACTORS**

VA-REMINDER UPDATES [C]  
VA-UPDATE\_2\_0\_435  
VA-MEDICAL FOSTER HOME [C]  
VA-MFH CONTACT INFO  
VA-MFH NOT ACCEPTED OTHER REASON  
VA-MFH NOT ACCEPTED NO MFHS IN DESIRED LOCATION  
VA-MFH NOT ACCEPTED NO MFHS TO MEET NEEDS  
VA-MFH NOT ACCEPTED REQUEST WITHDRAWN BY VETERAN  
VA-MFH NOT ACCEPTED VET HAS NO FUNDS NOT ELIGIBLE  
FOR VA FUNDS  
VA-MFH NOT ACCEPTED DOES NOT MEET CRITERIA FOR MFH  
VA-MFH VETERAN MEETS CRITERIA FOR MFH  
VA-MFH MAILED MFH INFO TO VETERAN  
VA-MFH UNABLE TO CONTACT VET TO DISCUSS MFH  
REFERRAL 3 ATTEMPTS  
VA-MFH VETERAN CONTACTED TO DISCUSS MFH REFERRAL  
VA-MFH VETERAN CHART NOT REVIEWED  
VA-MFH VETERAN OUTSIDE MEDICAL RECORDS REVIEWED  
VA-MFH VETERAN CHART REVIEWED  
VA-MFH REFERRAL SOURCE HOMELESS PROGRAM

VA-MFH REFERRAL SOURCE OTHER  
VA-MFH REFERRAL SOURCE SHORT TERM REHAB  
VA-MFH REFERRAL SOURCE ASSISTED LIVING  
VA-MFH REFERRAL SOURCE LTC FACILITY  
VA-MFH REFERRAL SOURCE INPATIENT  
VA-MFH REFERRAL SOURCE HBPC  
VA-MFH REFERRAL SOURCE PRIMARY CARE  
VA-MFH REFERRAL SOURCE COMMUNITY AGENCY  
VA-MFH REFERRAL SOURCE FAMILY/FRIEND  
VA-MFH REFERRAL SOURCE SELF

**REMINDER TERM**

VA-REMINDER UPDATE\_2\_0\_435

**REMINDER DIALOG**

VA-MEDICAL FOSTER HOME CONSULT RESPONSE

**Install Details**

This update is being distributed as a web host file. The address for the host file is:  
[https://REDACTED/UPDATE\\_2\\_0\\_435.PRD](https://REDACTED/UPDATE_2_0_435.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 5 minutes.

## Install Example

Go to Reminder exchange in Vista.

To Load the exchange file, use LWH. The URL is [https://REDACTED/UPDATE\\_2\\_0\\_435.PRD](https://REDACTED/UPDATE_2_0_435.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
```

You will see a message indicating the file was loaded successfully.

Search and locate an entry titled **UPDATE\_2\_0\_435 VA-MEDICAL FOSTER HOME CONSULT RESPONSE TEMPLATE** in reminder exchange.

```
+Item  Entry                                     Source                                     Date Packed
694    UPDATE_2_0_435 VA-MEDICAL
        FOSTER HOME CONSULT RESPONSE
695    UPDATE_2_0_44 VA-MHRRTP
        TEMPLATES
696    UPDATE_2_0_444 VA-COMMUNITY
        CARE TEMPLATE UPDATE
697    UPDATE_2_0_45 VA-MATERNITY
        CARE COORDINATOR NOTE
698    UPDATE_2_0_46 VA-MH TOBACCO
        USE SCREEN
+      + 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 (1-922): 694
```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry

Enter the number that corresponds with your entry titled **UPDATE\_2\_0\_435 VA-MEDICAL FOSTER HOME CONSULT RESPONSE** (*in this example it is entry 694, it will vary by site*) that is dated 06/12/2024.

```

Package Version: 2.0P65

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-MEDICAL FOSTER HOME CONSULT RESPONSE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_435

Keywords:

Components:

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

```

At the **Select Action** prompt, type **IA** for Install all Components and hit enter.  
**For all new entries in any category you will choose I to Install**  
**SKIP any items in any category you are prompted to overwrite.**

You will then be prompted to install the dialog component.

```

Packed reminder dialog: VA-MEDICAL FOSTER HOME CONSULT RESPONSE [NATIONAL DIALOG

```

| Item | Seq.   | Dialog Findings  | Type    | Exists |
|------|--------|--|---------|--------|
| 1    |        | VA-MEDICAL FOSTER HOME CONSULT RESPONSE                  | dialog  |        |
| 2    | 5      | VA-GP MEDICAL FOSTER HOME CONSULT RESPONSE               | group   |        |
|      |        | Finding: *NONE*  |         |        |
| 3    | 5.3    | VA-BLANK LINE DIALOG & NOTE                              | element | X      |
|      |        | Finding: *NONE*  |         |        |
| 4    | 5.5    | VA-GP MEDICAL FOSTER HOME CONSULT REFERRED BY            | group   |        |
|      |        | Finding: *NONE*  |         |        |
| 5    | 5.5.5  | VA-MEDICAL FOSTER HOME CONSULT REFERRED BY               | element |        |
|      |        | ASSISTED LIVING  |         |        |
|      |        | Finding: VA-MFH REFERRAL SOURCE ASSISTED LIVING (HEALTH  |         | X      |
|      |        | FACTOR)  |         |        |
| 6    | 5.5.10 | VA-MEDICAL FOSTER HOME CONSULT REFERRED BY               | element |        |
|      |        | COMMUNITY AGENCY   |         |        |
|      |        | Finding: VA-MFH REFERRAL SOURCE COMMUNITY AGENCY (HEALTH |         | X      |
|      |        | COMMUNITY AGENCY)  |         |        |

```

+      + 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 the dialog – **VA-MEDICAL FOSTER HOME CONSULT RESPONSE**

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

```

Packed reminder dialog: VA-MEDICAL FOSTER HOME CONSULT RESPONSE [NATIONAL DIALOG
VA-MEDICAL FOSTER HOME CONSULT RESPONSE (reminder dialog) installed from exchang
Item  Seq.  Dialog Findings                                     Type  Exists
  1    VA-MEDICAL FOSTER HOME CONSULT RESPONSE             dialog  X
  2    5 VA-GP MEDICAL FOSTER HOME CONSULT RESPONSE         group   X
      Finding: *NONE*
  3    5.3 VA-BLANK LINE DIALOG & NOTE                     element  X
      Finding: *NONE*
  4    5.5 VA-GP MEDICAL FOSTER HOME CONSULT REFERRED BY   group   X
      Finding: *NONE*
  5    5.5.5 VA-MEDICAL FOSTER HOME CONSULT REFERRED BY   element  X
      ASSISTED LIVING
      Finding: VA-MFH REFERRAL SOURCE ASSISTED LIVING (HEALTH  X
            FACTOR)
  6    5.5.10 VA-MEDICAL FOSTER HOME CONSULT REFERRED BY  element  X
      COMMUNITY AGENCY
      Finding: VA-MFH REFERRAL SOURCE COMMUNITY AGENCY (HEALTH  X
            FACTOR)
+      + 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

```

When the dialog has completed installation, you will then be returned to this screen. At the **Select Action** prompt, type **Q**.

```

Package Version: 2.0P65

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-MEDICAL FOSTER HOME CONSULT RESPONSE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_435

Keywords:

Components:

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

```

You will then be returned to this screen. At the **Select Action** prompt, type **Q**.

Install complete.

## **Post Installation**

### **1. Setup of Note Title.**

**If your facility already has this note title created, you can move to step 2.**

The suggested note title to create to associate with this template is:

#### **MEDICAL FOSTER HOME CONSULT**

VHA Enterprise Standard Title: **CONSULT**

**Add to the CONSULTS document class.**

***Note:** Comprehensive information on Creating new Document Classes and Titles can be found beginning on page 54 of the TIU/ASU Implementation Guide at the following link: [http://www.va.gov/vdl/documents/Clinical/CPRS-Text Integration Utility \(TIU\)/tiuim.pdf](http://www.va.gov/vdl/documents/Clinical/CPRS-Text%20Integration%20Utility%20(TIU)/tiuim.pdf)*

### **2. Make the Dialog templates available to be attached to a Personal or Shared templates or to be able to attach the dialog to a progress note title.**

Select Reminder Managers Menu <TEST ACCOUNT> 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 <TEST ACCOUNT> 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: **?**

- 435 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, 390 is not present so I will use 390.

Select Display Sequence: **390**

Are you adding 390 as a new Display Sequence? Yes// **YES**

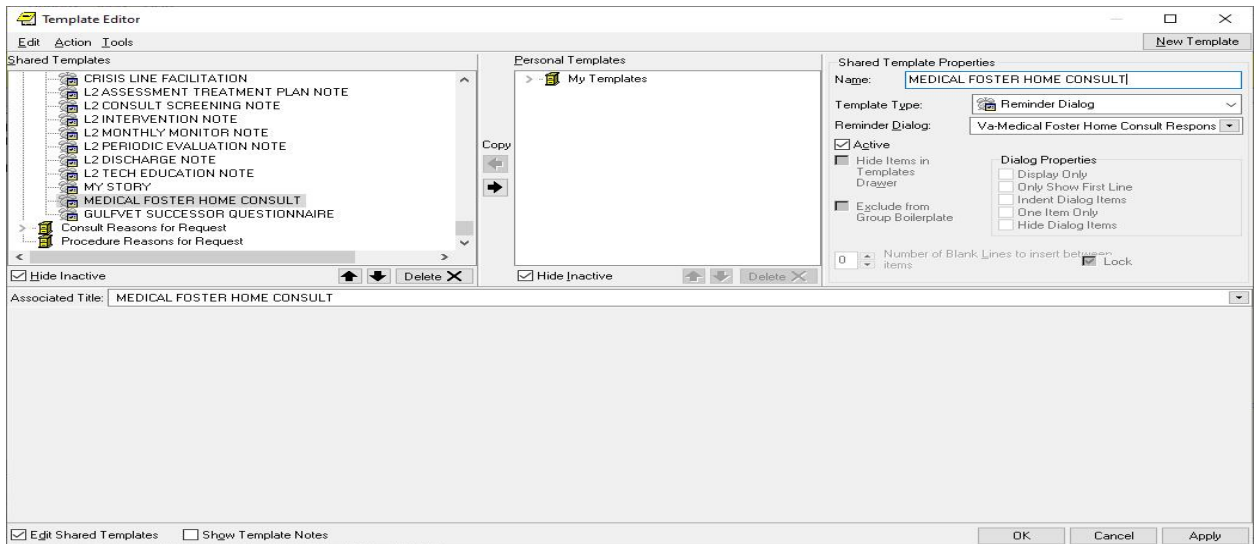
Display Sequence: 390// **<Enter>** 390

Clinical Reminder Dialog: **VA-MEDICAL FOSTER HOME CONSULT RESPONSE** reminder dialog NATIONAL  
 ...OK? Yes// **<Enter>** (Yes)

### 3. Connect the template to your note title.

If your facility already has this linked, please update the linked template to be the national VA-MEDICAL FOSTER HOME CONSULT RESPONSE template.

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



Type in the following information:

Name: **MEDICAL FOSTER HOME CONSULT**

Template Type: **Reminder Dialog**

Reminder Dialog: **VA-MEDICAL FOSTER HOME CONSULT RESPONSE**

Associated Title: **MEDICAL FOSTER HOME CONSULT**

— then click Apply.

**NOTE:** *If there are any questions or problems during the installation, please notify your local IT support to log a national help desk ticket or contact the VA Service Desk and have them submit a national ticket to:*

*Category: Affected Service*

*Affected Service: VistA - Clinical Reminders*