**Update _2_0_458**

**Clinical Reminders**

**VA-WH BRIEF INTAKE TEMPLATE**

**Install Guide**

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Product Development
Office of Information Technology
Department of Veterans Affairs

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# Introduction

This is a new reminder dialog template that can be used for a GYN quick intake:

Goal: to capture pertinent clinical information with data elements that can be used elsewhere:

- Designed to be incorporated into existing local CPRS templates, such as female intake forms, to standardize the capture of WH data elements.
- Pulls forward into the template data that doesn't change (menarche, menopause) or changes infrequently (gravida/para) to avoid double documentation.
- In the future some of the data will populate the WH Panel on the coversheet (LMP, menarche, Gravida/Para), with a CPRS update.
- Use will inform relevant clinical reminders (i.e. history of hysterectomy captured here will turn off the cervical cancer screening clinical reminder).

Users of this template can include, UAP, LVN/LPN, RN, SW, Clinical Pharmacists

UPDATE_2_0_458 contains 1 Reminder Exchange entry:

**UPDATE_2_0_458 VA-WH BRIEF INTAKE TEMPLATE**

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

**REMINDER DIALOG LINK TYPE**
> WH HYSTERECTOMY DATE

**TIU TEMPLATE FIELD**
> VA-WORD
> VA-DATE ONLY R

**HEALTH FACTORS**
> VA-REMINDER UPDATES [C]
> VA-UPDATE_2_0_458
> VA-WH INTAKE [C]
> VA-WH AGE OF MENOPAUSE
> VA-WH TYPE OF DELIVERY CESAREAN SECTION
> VA-WH TYPE OF DELIVERY VAGINAL
> VA-WH LIVE BIRTHS
> VA-WH MISCARRIAGES/ECTOPICS/TERMINATIONS
> VA-WH PRETERM PREGNANCIES
> VA-WH FULL TERM PREGNANCIES
> VA-WH GRAVIDA
> VA-WH PARITY

WOMENS CV SCREEN PROV CATEGORY [C]
VA-WH HYSTERECTOMY BENIGN
VA-WH PERIOD LENGTH
VA-WH MENSTRUAL CYCLE LENGTH
VA-WH GYN BRIEF INTAKE NOTE
VA-WH AGE OF FIRST MENARCHE

**REMINDER TAXONOMY**
VA-WH CIN II/III OR GREATER CARCINOMA
VA-WH SUPRACERVICAL HYSTERECTOMY
VA-WH TOTAL HYSTERECTOMY W CERV AND UTERUS
VA-WH TOTAL HYSTERECTOMY W BIL SAL
VA-WH POST MENOPAUSAL BLEEDING
VA-WH MENOPAUSE

**REMINDER TERM**
VA-REMINDER UPDATE_2_0_458
VA-WH BL AGE OF MENOPAUSE 60
VA-WH BL AGE OF MENOPAUSE 59
VA-WH BL AGE OF MENOPAUSE 58
VA-WH BL AGE OF MENOPAUSE 57
VA-WH BL AGE OF MENOPAUSE 56
VA-WH BL AGE OF MENOPAUSE 55
VA-WH BL AGE OF MENOPAUSE 54
VA-WH BL AGE OF MENOPAUSE 53
VA-WH BL AGE OF MENOPAUSE 52
VA-WH BL AGE OF MENOPAUSE 51
VA-WH BL AGE OF MENOPAUSE 50
VA-WH BL AGE OF MENOPAUSE 49
VA-WH BL AGE OF MENOPAUSE 48
VA-WH BL AGE OF MENOPAUSE 47
VA-WH BL AGE OF MENOPAUSE 46
VA-WH BL AGE OF MENOPAUSE 45
VA-WH BL AGE OF MENOPAUSE 44
VA-WH BL AGE OF MENOPAUSE 43
VA-WH BL AGE OF MENOPAUSE 42
VA-WH BL AGE OF MENOPAUSE 41
VA-WH BL AGE OF MENOPAUSE 40
VA-WH BL TYPE OF DELIVERY
VA-WH BL GRAVIDA/PARITY
VA-AGE >51
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 18
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 17

VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 16
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 15
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 14
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 13
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 12
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 11
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 10
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 9
VA-WH BL AGE OF FIRST MENSTRUAL PERIOD 8

**HEALTH SUMMARY TYPE**
VA-WH DELIVERY TYPE C
VA-WH DELIVERY TYPE V
VA-WH LIVE BIRTHS
VA-WH PREG LOSSES
VA-WH PT PREG
VA-WH FT PREG
VA-WH GRAVIDA/PARITY
VA-WH AGE OF FIRST PERIOD

**HEALTH SUMMARY OBJECTS**
VA-WH DELIVERY TYPE C (TIU)
VA-WH DELIVERY TYPE V (TIU)
VA-WH LIVE BIRTHS (TIU)
VA-WH PREG LOSSES (TIU)
VA-WH PT PREG (TIU)
VA-WH FT PREG (TIU)
VA-WH GRAVIDA/PARITY (TIU)
VA-WH AGE OF FIRST MENSTRUAL PERIOD (TIU)

**TIU DOCUMENT DEFINITION**
VA-WH DELIVERY TYPE C
VA-WH DELIVERY TYPE C
VA-WH LIVE BIRTHS
VA-WH PREG LOSSES
VA-WH PT PREG
VA-WH FT PREG
VA-WH GRAVIDA/PARITY
VA-WH AGE OF FIRST MENSTRUAL PERIOD

**REMINDER DIALOG**
VA-WH BRIEF INTAKE 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_458.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_458.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_458 VA-WH BRIEF INTAKE TEMPLATE TEMPLATE** in reminder exchange.

```
+Item   Entry                              Source            Date Packed
   722  UPDATE_2_0_458 VA-WH BRIEF
        INTAKE TEMPLATE
   723  UPDATE_2_0_46 VA-MH TOBACCO
        USE SCREEN
   724  UPDATE_2_0_47 VA-HEPATITIS B
        IMMUNIZATIONS
   725  UPDATE_2_0_48 MISC UPDATE 6
   726  UPDATE_2_0_49 VA-SUICIDE
        BEHAVIOR AND OVERDOSE REPORT
   727  UPDATE_2_0_5 MISC UPDATE 1
+              + 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 (1-948): 722
```

At the **Select Action** prompt, enter **IFE** for Install Exchange File Entry
Enter the number that corresponds with your entry titled UPDATE_2_0_458 VA-WH BRIEF INTAKE TEMPLATE *(in this example it is entry 722, it will vary by site)* that is dated 08/13/2024.

```
Package Version: 2.0P65

Description:
The following Clinical Reminder items were selected for packing:
REMINDER DIALOG
  VA-WH BRIEF INTAKE NOTE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_458

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-WH BRIEF INTAKE NOTE [NATIONAL DIALOG]

 Item  Seq. Dialog Findings                               Type      Exists
   1     VA-WH BRIEF INTAKE NOTE                           dialog      X

   2   10 VA-GP WH INTAKE NOTE MASTER GROUP                group       X
           Finding: *NONE*
   3   10.5 VAL-WH INTAKE NOTE VERSION                     element     X
           Finding: *NONE*
   4   10.8 VA-BLANK LINE DIALOG & NOTE                    element     X
           Finding: *NONE*
   5   10.10 VA-WH INTAKE AGE FIRST PERIOD*                element     X
           Finding: VA-WH AGE OF FIRST MENARCHE (HEALTH FACTOR)        X
   6   10.11 VA-WH INTAKE AGE OF MENOPAUSE*                element     X
           Finding: *NONE*
   7   10.15 VA-GP WH INTAKE HAVING PERIODS QUESTION       group       X
           Finding: VA-WH GYN BRIEF INTAKE NOTE (HEALTH FACTOR)        X
   8   10.15.10 VA-GP WH INTAKE HAVING PERIODS             group       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// IA
```

At the **Select Action** prompt, type **IA** to install the dialog – **VA-WH BRIEF INTAKE NOTE**
Install reminder dialog and all components with no further changes: Y//ES

```
Packed reminder dialog: VA-WH BRIEF INTAKE NOTE [NATIONAL DIALOG]
VA-WH BRIEF INTAKE NOTE (reminder dialog) installed from exchange file.
 Item  Seq. Dialog Findings                               Type      Exists
   1     VA-WH BRIEF INTAKE NOTE                           dialog      X

   2   10 VA-GP WH INTAKE NOTE MASTER GROUP                group       X
           Finding: *NONE*
   3   10.5 VAL-WH INTAKE NOTE VERSION                     element     X
           Finding: *NONE*
   4   10.8 VA-BLANK LINE DIALOG & NOTE                    element     X
           Finding: *NONE*
   5   10.10 VA-WH INTAKE AGE FIRST PERIOD*                element     X
           Finding: VA-WH AGE OF FIRST MENARCHE (HEALTH FACTOR)        X
   6   10.11 VA-WH INTAKE AGE OF MENOPAUSE*                element     X
           Finding: *NONE*
   7   10.15 VA-GP WH INTAKE HAVING PERIODS QUESTION       group       X
           Finding: VA-WH GYN BRIEF INTAKE NOTE (HEALTH FACTOR)        X
   8   10.15.10 VA-GP WH INTAKE HAVING PERIODS             group       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
```

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-WH BRIEF INTAKE NOTE

REMINDER TERM
  VA-REMINDER UPDATE_2_0_458

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.**

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

   > WOMENS HEALTH BRIEF INTAKE NOTE

   VHA Enterprise Standard Title: **WOMENS HEALTH NOTE**

   **Add to the document class where clinic notes are located.**

   *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*

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: ==?==
458            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.*==
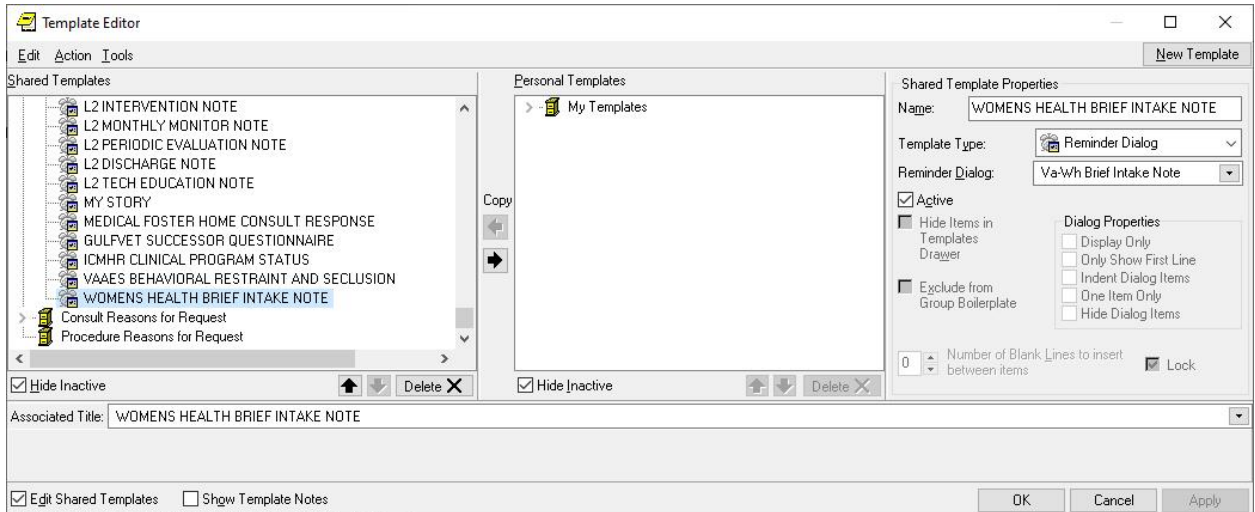
Select Display Sequence: ==**390**==
Are you adding 390 as a new Display Sequence? Yes// ==**YES**==
Display Sequence: 390// ==<Enter>==   390
    Clinical Reminder Dialog: ==**VA-WH BRIEF INTAKE NOTE**== reminder dialog     NATIONAL
       ...OK? Yes// ==<Enter>==  (Yes)

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

   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: **WOMENS HEALTH BRIEF INTAKE NOTE**
   Template Type:  **Reminder Dialog**
   Reminder Dialog:  **VA-WH BRIEF INTAKE NOTE**
   Associated Title: **WOMENS HEALTH BRIEF INTAKE NOTE**
   — then click Apply.

Your facility can also choose to add this to the shared template folder.

**4.     OPTIONAL**: You can also add this template to a local reminder dialog template used for intake if your facility would like for you to do that. The reminder dialog group to add to your local reminder dialog template is VA-GP WH INTAKE NOTE MASTER GROUP.  You can create a local group first if you want it to have a checkbox and add the national group as a sequence to your local group.
Consult with your local Women's Health providers to see if this is appropriate for your site.