Drug Accountability Upload 3.0

Deployment, Installation, Back-Out, and Rollback Guide (DIBR)

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Department of Veterans Affairs (VA)

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Revision History

Date	Version	Description	Author
5/2024	1.0	PSA*3.0*85: Upgrade GUI Application to Delphi 11.3	BAH

Artifact Rationale

This document describes the Deployment, Installation, Back-out, and Rollback Guide for new products going into the VA Enterprise. The plan includes information about system support, issue tracking, escalation processes, and roles and responsibilities involved in all those activities. Its purpose is to provide clients, stakeholders, and support personnel with a smooth transition to the new product or software, and should be structured appropriately, to reflect particulars of these procedures at a single or at multiple locations.

Per the Veteran-focused Integrated Process (VIP) Guide, the *Deployment, Installation, Back-out, and Rollback Guide* is required to be completed prior to Critical Decision Point #2 (CD #2), with the expectation that it will be updated throughout the lifecycle of the project for each build, as needed.

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1 Introduction

This document describes how to deploy and install the Drug Accountability Upload (DAU) PSA_MCKESSON_UPLOAD.exe Version 3.0.85.1, Veterans Information Systems Technology and Architecture (VistA) informational patch PSA*3.0*85, as well as how to back-out the product and rollback to a previous state.

1.1 Purpose

The purpose of this guide is to provide a single, common document that describes how, when, where, and to whom the DAU application will be deployed and installed, as well as how it is to be backed out and rolled back, if necessary. The guide also identifies resources, and communication methods. Specific instructions for installation, back-out, and rollback are included in this document.

1.2 Dependencies

Drug Accountability Upload (DAU) is dependent on a VistA instance to upload data to.

1.3 Constraints

This patch is intended for a fully patched VistA system.

2 Roles and Responsibilities

Table 1 identifies the technical and support personnel who are involved in the deployment of PSA*3.0*85. The VIP Triad (commonly referred to as the three in a box) will meet and approve deployment and installation.

Table 1: Deployment, Installation, Back-out, and Rollback Roles and Responsibilities

Team	Phase / Role	Tasks	Project Phase (See Schedule)
Veterans Affairs (VA) Office of Information and Technology (OIT), VA OIT Health Product Support, and developers	Deployment	Plan and schedule deployment	Planning
Site personnel in conjunction with local or regional Information Technology (IT) support	Deployment	Determine and document the roles and responsibilities of those involved in the deployment	Planning
Field Testing (Initial Operating Capability (IOC), Health Product Support Testing and VIP Triad	Deployment	Test for operational readiness	Testing
Health Product Support and Field Operations	Deployment	Execute deployment	Deployment
Site personnel in conjunction with local or regional OIT support	Installation	Plan and schedule installation	Deployment
Facility Chief Information Officer (CIO) and OIT support, which may be local or regional	Back-out	Confirm availability of back-out instructions and back-out strategy (what are the criteria that trigger a back-out)	Deployment
VA OIT, VA OIT Product Support, and Government Chief Information Office (GCIO) Development Team	Post Deployment	Hardware, Software and System Support	Warranty

3 Deployment

The deployment is planned as a standard national release in support of the Drug Accountability program.

3.1 Timeline

This is considered a mandatory release and installation at the site will be required within the constraints of the compliance period for the release.

3.2 Site Readiness Assessment

This section discusses the locations that will receive the deployment of the PSA_MCKESSON_UPLOAD.exe (which is included in VistA informational patch PSA*3.0*85).

3.2.1 Deployment Topology (Targeted Architecture)

The PSA_MCKESSON_UPLOAD.exe graphical user interface (GUI) Version 3.0.85.1 included with PSA*3.0*85 is to be nationally released to all Veterans Affairs medical centers (VAMCs) and will be deployed to each requesting client as an executable.

3.2.2 Site Information (Locations, Deployment Recipients)

The IOC sites are:

Coatesville VAMC (Coatesville, PA)
Tampa VAMC (Tampa, FL)

Upon national release, all VAMCs will receive PSA*3.0*85 VistA Informational Patch, which will contain specific information for the location and retrieval of the executable.

3.2.3 Site Preparation

There is no special preparation required for PSA*3.0*85. A fully patched VistA system is the only requirement.

The following table describes preparation required by the site prior to deployment.

Table 2: Site Preparation

Site/Other	Problem/Change Needed	Features to Adapt/Modify to New Product	Actions/Steps	Owner
N/A				

3.3 Resources

3.3.1 Facility Specifics

The following table lists facility-specific features required for deployment.

Table 3: Facility-Specific Features

Site	Space/Room	Features Needed	Other
N/A			

3.3.2 Hardware

The following table describes hardware specifications required at each site prior to deployment.

Table 4: Hardware Specifications

Required Hardware	Model	Version	Configuration	Manufacturer	Other
Existing VistA systems					

Please see the Roles and Responsibilities table in Section 2 above for details about who is responsible for preparing the site to meet these hardware specifications.

3.3.3 Software

The following table describes software specifications required at each site prior to deployment.

Table 5: Software Specifications

Required Software	Make	Version	Configuration	Manufacturer	Other
Fully patched Drug Accountability Package within VistA		3.0			

Please see the Roles and Responsibilities table in Section 2 above for details about who is responsible for preparing the site to meet these software specifications.

3.3.4 Communications

The sites that are participating in initial operating capability (IOC) testing will use the Patch Tracking message in Outlook to communicate with the developers and product support personnel.

3.3.4.1 Deployment/Installation/Back-Out Checklist

Table 6 provides a checklist to be used to capture the coordination effort and document the day/time/individual when each activity is completed. The deployment and installation will be performed by on-site support personnel once PSA*3.0*85 is nationally released.

Table 6: Deployment/Installation/Back-Out Checklist

Activity	Day	Time	Individual who completed task
Deploy			
Install			
Back-Out			

4 Installation

4.1 Pre-installation and System Requirements

Download and extract the executable to an accessible folder. Create a shortcut of the executable, and place it on the user's desktop.

A fully patched VistA Drug Accountability Package is required.

4.2 Platform Installation and Preparation

Not applicable for PSA*3.0*85.

4.3 Download and Extract Files

The PSA*3.0*85 patch description will be transmitted as a MailMan message from the National Patch Module (NPM) and this message can be pulled from there. The Zip file contains the executable and can be found, along with the end-user documentation, on the SOFTWARE directory.

https://download.vista.med.va.gov/index.html/SOFTWARE/

Redacted versions of the PSA*3.0*85 end-user documentation will be available on the VistA Document Library (VDL).

https://www.va.gov/vdl/application.asp?appid=87

Table 7: Associated Patch Files

File	Description
PSA_MCKESSON_UPLOAD_P85.ZIP	Contains the executable
PSA_MCKESSON_UPLOAD.exe	PSA*3.0*85 GUI Version 3.0.85.1
PSA_3_P85_DIBR.DOCX	Microsoft Word version of the Deployment, installation, back-out, roll back guide
PSA_3_P85_DIBR.PDF	Portable document format (PDF) version of the Deployment, installation, back-out, roll back guide
PSA_3_P85_UM.DOCX	Microsoft Word version of the User Manual
PSA_3_P85_UM.PDF	PDF version of the User Manual

4.4 Database Creation

Not applicable to DAU.

4.5 Installation Scripts

Not applicable to DAU.

4.6 Cron Scripts

Not applicable to DAU.

4.7 Access Requirements and Skills Needed for the Installation

Staff will need access to FORUM's NPM to view the patch description. Staff will also need access and the ability to download the zip file from the SOFTWARE directory. The executable is to be installed by each site's or region's designated VA OIT IT Operations Service, Enterprise Service Lines, or VistA Applications Division.

4.8 Installation Procedure

DAU is a standalone application.

To install the application:

Note: For backup purposes, users can retrieve a backup copy of the previous PSA_MCKESSON_UPLOAD.exe Version 3.0.83.1 from the PSA_MCKESSON_UPLOAD_P83.ZIP file located on the SOFTWARE directory.

1. Extract the PSA_MCKESSON_UPLOAD_P85.ZIP file. Refer to Section 4.3 for the Zip file location.
2. Create a shortcut of the PSA_MCKESSON_UPLOAD.exe Version 3.0.85.1. Set specific server and port information to the target properties. For example:

   C:\%folder location%\PSA_MCKESSON_UPLOAD.exe s=xxx-sup.vha.med.va.gov p=190xxx
3. Place a copy of the shortcut on the user's desktop.

4.9 Installation Verification Procedure

Execute the application. Click on "Help" then "About" and verify the version is 3.0.85.1. Confirm an invoice can be uploaded. An invoice may automatically present or the user may need to select an invoice to begin the upload process. Users may be prompted to confirm their Personal Identification Verification (PIV) card by entering their Personal Identification Number (PIN). Upon login, the application should return a successful upload message to the user. Login to VistA and verify the invoice has been uploaded.

4.10 System Configuration

Not applicable to DAU.

4.11 Database Tuning

Not applicable to DAU.

5 Back-Out Procedure

Back-out pertains to returning to the last known good operational state of the software and appropriate settings. Retrieve the backup copy of the PSA_MCKESSON_UPLOAD.exe Version 3.0.83.1 as instructed in Section 4.8 and restore the version to the C:\ drive.

5.1 Back-Out Strategy

A decision to back out could be made during Site Mirror Testing, during Site Production Testing, or after National Release to the field (VAMCs). The best strategy decision is dependent on the stage of testing during which the decision is made.

5.2 Back-Out Considerations

Changes implemented with PSA_MCKESSON_UPLOAD.exe Version 3.0.85.1 distributed in VistA Informational Patch PSA*3.0*85 will be reverted by restoring the executable to the previous version, 3.0.83.1.

5.2.1 Load Testing

Not applicable to DAU.

5.2.2 User Acceptance Testing

User Acceptance Testing for DAU is performed during the development of the DAU application. Testing will be conducted with a test user.

5.3 Back-Out Criteria

Back-out will be considered if there is a catastrophic failure that causes loss of function for the DAU.

5.4 Back-Out Risks

There are no back-out risks.

5.5 Authority for Back-Out

The Facility CIO has the final authority to proceed with the back-out and accepts the associated risks.

5.6 Back-Out Procedure

DAU is a standalone executable and does not require any special modification for removal. To remove DAU, delete the Version 3.0.85.1 executable off of the user's desktop. Restore the PSA_MCKESSON_UPLOAD.exe Version 3.0.83.1 in the C:/. Create a new shortcut, set specific server and port information to the target properties, and copy to the user's desktop. Execute the application and verify that the Version is 3.0.83.1.

5.7 Back-out Verification Procedure

Ensure the executable or shortcut on the user's desktop for Version 3.0.85.1 is removed and PSA_MCKESSON_UPLOAD.exe Version 3.0.83.1 has been restored.

6 Rollback Procedure

Not applicable for PSA*3.0*85.

6.1 Rollback Considerations

Not applicable for PSA*3.0*85.

6.2 Rollback Criteria

Not applicable for PSA*3.0*85.

6.3 Rollback Risks

Not applicable for PSA*3.0*85.

6.4 Authority for Rollback

Not applicable for PSA*3.0*85.

6.5 Rollback Procedure

Not applicable for PSA*3.0*85.

6.6 Rollback Verification Procedure

Not applicable for PSA*3.0*85.