RESOURCE AND PATIENT MANAGEMENT SYSTEM

Outpatient Pharmacy Suite

(PSO)

Installation Guide & Release Notes

Version 6.0
September 1997

Table of Contents

Notice for Beta Test Sites Only!

To install the final version of the outpatient pharmacy suite of software, Beta test sites need only do a routine restore (D ^%RR) of the following file: pso_0600.r

1.0   Overview of the Outpatient Pharmacy Suite Installations

The Outpatient Pharmacy Suite consists of six individual operations described in each section of this guide that MUST be performed in the following order:

1. Outpatient Pharmacy Pre Version 6 Conversion

   File Names: apsp0600.r

2. Outpatient Pharmacy V 6.0 File Names: pso_0600.r (including PSO*, PSN*, VAD* and APSP*, and APSX, GMRA, APCHS7 namespaced routines)

3. IHS Outpatient Pharmacy V 6.0

4. National Drug File V 3.0

   File Names: psn_0300.g

5. Allergy Tracking V 3.0 6. IHS Outside Rx V 1.00 7.   Tips for an Easy Conversion to V 6.0

> **Note**:   You should read this entire installation manual before attempting to install the pharmacy suite of software

2.0   Installation Notes for Pre Version 6 Conversion

Prefix: APSP

Current Version: 6.0

> Very Important Note: One or two days before installing Outpatient
> Pharmacy, you will need to run a Pre-Version 6 Conversion
> Routine. This routine will check your PRESCRIPTION
> FILE for PROVIDERS that cannot be converted to the
> NEW PERSON FILE (200) because of a possible missing
> "A3" NODE in the old PERSON FILE (16) or if the
> provider field is set to null. A MAIL MESSAGE will be
> sent to the person running the routine. It will list the
> prescription number(s) and the provider name(s) that
> cannot be converted or it will state that all prescriptions can
> be converted. If the provider is set to null, the provider in
> the mail message is UNKNOWN.
> If prescriptions cannot be converted, the prescription must
> be edited and the "A3" link needs to be set in the PERSON
> FILE (16). Instructions on how to edit prescriptions with
> bad pointers will be included in the mail message. After
> editing all prescriptions that cannot be converted, this
> routine must be run again to produce a mail message
> showing no conversion problems. A flag will also be set in
> a pharmacy parameter file that will allow your Outpatient
> V 6.0 inits to run.

Remember:

You must run this routine ONE or TWO days before attempting to install Outpatient
Pharmacy V 6.0. Also, other beta sites suggest you do a Global Save of the PSNDF
global the day before you install the National Drug File. Doing so will save time on
install day.

> **Note**:   This is VERY IMPORTANT. If Outpatient Pharmacy V
> 6.0 has been successfully installed on your system and the
> provider conversion ran to completion and your site was a
> Beta test site, you do not need to run it again! You may
> proceed with installing Outpatient Pharmacy V 6.0.

2.1   General Information

It is recommended that the terminal output during the installation be captured using an auxport printer attached to the terminal at which you are performing the software installation. This will insure a printed audit trail if any problems should arise.

2.2   Contents of Distribution

apsp0600.r - routine APSP61P

 REQUIREMENTS.   INSTALLATION INSTRUCTIONS FOR PRE VERSION 6 CONVERSION ROUTINE In all UCIs which will be running this Pre-Version 6 Conversion routine: 1. Although there is no need to disable logins, I recommend that this routine be queued to run during low user periods. 2. Do a routine restore from the file <apsp0600.r> which will restore routine (APSP61P). Enter command: D ^%RR 3.   Set your key variables by entering the following commands: 1. At the programmer prompt enter D ^XUP <return> 2. Enter your access code and press <return> twice. 4. Enter D ^APSP61P <return>

2.3   Contents of Distribution

apsp0600.r - routine APSP61P

2.4   Requirements

The following software, programs and utilities must be installed before successful installation may begin: (1) Kernel V 8.0 or later, (2) FileMan V 21 or later, (3) Outpatient Pharmacy V 5.06 2.4.

2.5   Before You Begin: Installation Issues

The following provides information about the installation instructions for pre-version 6 conversion routine.

In all UCIs which will be running this Pre-Version 6 Conversion routine:

1. Although there is no need to disable logins, I recommend that this routine be queued to run during low user periods.

2. Do a routine restore from the file <apsp0600.r> which will restore routine (APSP61P). Enter command: D ^%RR

3. Set your key variables by entering the following commands:

    a. At the programmer prompt enter D ^XUP <return>

b. Enter your access code and press <return> twice.

4. Enter D ^APSP61P <return>

Pre Verison 6 Conversion routine has been queued!

Check your mailbox in a while for a conversion notice!

5. You should check your mail periodically for one of the following Pre-Version 6 Conversion messages:

```
All Providers who are authorized to write prescriptions MUST have an entry
in the In the following fields in the New Person:

53.1 AUTHORIZED TO WRITE MED ORDER - Must be set to 'Yes" 53.5 PROVIDER
CLASS – Must have a valid provider class

Your hospital Administrator can provide you with a list of current
Providers.

Pharmacy will not be able to fill prescriptions issued by providers if this
information Is missing.
```

Included in the 'Tips' section of this manual is an example of a "Search File Entries" which can setup using the FileMan Search option. It will provide a current list of all persons who have not been inactivated and are missing the above information.

Message #1 Example – if invalid providers are found

```
Subj: Prescriptions with bad provider pointers [# xxxx]
From: Postmaster (DSD –RPMS)(Sender: MOORE ,EDGAR)in 'IN' basket.
                                                                    Page 1
-----------------------------------------------------------------------------
Following is a list of prescriptions found that could have invalid
providers.

Please edit these prescriptions using 'Edit Prescription' option located
under the RX (Prescriptions) Menu

RX 179 Provider: UNKNOWN - meaning no provider entry RX 250 Provider:
HOLIDAY ,DOC - meaning bad 'A3' pointer

Select MESSAGE Action: IGNORE (in IN basket)//
```

Message #2 Example – when provider pointers are okay:

```
Subj: Prescriptions with bad provider pointers [# xxxx]
From: Postmaster (DSD –RPMS)(Sender: MOORE ,EDGAR)in 'IN' basket.
                                                                    Page 1
-----------------------------------------------------------------------------
All pointer values are convertible !! All is well in file #52. Select
MESSAGE Action: IGNORE (in IN basket)//
```

3.0   Installation Notes for Outpatient Pharmacy

Prefix: PSO

Current Version: 6.0

> Warning: Once you tart the installation of the Outpatient Pharmacy
> Suite software you must completely install all packages in
> this suite. Logins MUST remain disabled !! **This is for
> Pharmacy Users Only**
> Please make sure that you have sufficient disk space to
> backup the old PSNDF global and space available for the
> new global. Some systems may protect globals from being
> killed and require special permissions to allow you to do
> so.

1. To save time on the day of the install, do a global save of the National Drug File
   (PSNDF) and a routine save of PS* and APSP* namespace routines a day or two
   before the install date.

2. During the installation of the National Drug File you will be instructed to kill the
   PSNDF global and during the init process, the software also tries to kill the
   PSNVRT global. These globals may be protected, and must be unprotected first.
   Do this using ^%GCH.

3. Also, it would be wise to stop journalling until after the inits are done.

4. Make sure you print a copy of the following site parameters using the VA
   FileMan >INQUIRE TO FILE ENTRIES> before starting inits.

   a. Pharmacy Site File (59)

   b. IHS System File (sub-file Pharmacy System) (1800009)

5. When all Pharmacy users are off the system, record the last prescription number
   from the Prescription File (52). To do this, enter the following command and
   write the number in the 3rd piece of the 0 node of the ^PSRX global.

Example: D ^%G

    Global selector: ^PSRX
    Enter output device <0> <return>
    Do you want to scroll? <N> Yes
    How many lines per screen? <23>

```
^PSRX(0)=@PRESCRIPTION^52I^7777777^6543211
                                ^
.                               |
.                               |------>7777777 is the 3rd piece & last Rx
number.
<> enter ^ and exit the global lister
```

6. Read the "Tips" section of the Installation Guide before starting the installation
    process.

> **Note:** This is VERY IMPORTANT. It is strongly recommended
> that you do a DIFROM on your Pharmacy Site File (59)
> WITH data to create a set of routines in your own
> namespace which will allow you to recreate this file in the
> event that the initialization process does not complete.
> Doing this will allow you to restore your site file if
> necessary. I also recommend you do an 'Inquire to file
> entries' for all division(s) in your Pharmacy Site File so that
> you'll have a hard copy of your parameters if needed.

    * Running DIFROM can be done the same day that you will be installing
    Outpatient Pharmacy!

3.1   Example of DIFROM of File 59

1. At the programmer prompt enter D ^XUP <return>

2. Enter your access code and press <return>

3. Enter **D P^DI** and press <return>

4. Enter **D ^DIFROM** <return>

5. Enter the Name of the Package (2-4 characters): AZFM

> **Note**: Your local name space can be chosen for the DIFROM.
>   This is only a suggestion.

```
I am going to create a routine called 'AZFMINIT'
 Is that OK? YES Enter Yes <return>
 Would you like to include DATA Dictionaries? YES// <return>

THEN PLEASE LIST THE FILES THAT YOU WISH TO TRANSPORT:
Select FILE: 59 PHARMACY SITE < --------Enter 59 <return>

UPDATE THE DATA DICTIONARY: YES
 ASSIGN A VERSION NUMBER: NO
 SCREEN TO DETERMINE DD UPDATE: NO
 MAY USER OVERRIDE DD UPDATE: NO
 DATA COMES WITH FILE: YES
```

```
 MERGE OR OVERWRITE SITE'S DATA: OVERWRITE
 MAY USER OVERRIDE DATA UPDATE: NO
 Select FILE: <return>

Now you must enter the information that goes on the second line of the INIT
routines. Package Name: This is a required response. Enter '^' to exit.
   Package Name :
 AZFM Version: 1 Date Distributed : T

 Do you want to include all the templates? YES/  YES
 Would you like to include OPTIONS? YES//  NO
 Would you like to include BULLETINS? YES//  NO
 Would you like to include SECURITY KEYS? YES//  NO
 Would you like to include FUNCTIONS? YES//  NO
 Would you like to include ROUTINES? YES//  NO
 Would you like to include HELP FRAMES? YES//  NO
 Would you like security codes sent along: NO//  YES
 Would you like this sent via the network: NO// <Return>
 Maximum Routine Size (200 - 9999) :  4000// <Return>

...SORRY, THIS MAY TAKE A FEW MOMENTS

   ZFMI001 HAS BEEN FILED...
   AZFMI002 HAS BEEN FILED...
   AZFMI003 HAS BEEN FILED...
   . . . . .
   AZFMINIT HAS BEEN FILED...
```

> **Note**: Remove these routines from your system 7-10 days after
> this installation if no problems are noted with the new
> install.

3.2   General Information

It is recommended that the terminal output during the installation be captured using
an auxport printer attached to the terminal at which you are performing the software
installation. This will insure a printed audit trail if any problems should arise.

3.3   Contents of Distribution

pso_0600.r - routines including PSO*, PSN*, VAD*, APSP*, APCHS7, APSX, and
GMRA.

> **Note**: VAD* routines supply the interface between patient-related
> globals and outpatient pharmacy package. Some APSP*
> and PSN* routines are called by the PSO init routines,
> therefore, they must be loaded with the PSO* routines.

3.4   Requirements

The following software, programs and files must be installed on the system before successful installation can begin: (1) Kernel V 8.0 or later, (2) FileMan V 21 or later, (3) Outpatient Pharmacy V 5.06 or later, (4) National Drug File V 2.0 including running the conversion rematch option within V 2.0., (5) The Outpatient Pharmacy Pre-Version 6 Conversion program in Section I.

3.5   Installation Instructions

In all UCIs which will be running the Outpatient Pharmacy (OutPharm), do the following:

1. Disable logins or ensure all users are off your system.

2. If you have previously installed OutPharm on your system you'll need to do a routine save of PS* and APSP* routines which you should already have if you loaded the Outpatient Pharmacy package. Enter command:

```
D ^%RS
 Enter output device <HFS> <press return>
 File Name: (use your local name space) <return>
 Enter size of save medium (if applicable): <return>
 Enter comment for dump header :PS* and APSP* routines V 5.06

Routine selector: PS*
                  APSP*
```

> Note: *Saving PS* and APSP* now will save you from having to
>   do so in other installs associated with this package. PS*
>   also includes all inpatient namespaced routines (i.e., PSJ*,
>   PSIV*, and PSG*).

* Remove this routine save file from your system 7-10 days after installation if no problems noted with the new install.

3. Delete the old PSO*, PSN* and APSP* V 5.06 routines.

3.6   Journaling: How to Stop and Re-start During the Installation Process

> **Note**:   Journaling Utilities may vary depending on the type of
>   system your RPMS software is installed on!!! The
>   following instructions are for sites running on IBM RISC
>   systems.

Stopping and Re-Starting journaling in a UCI involves running two different utilities (JRNL and UCIMGR).

CAUTION!!! BE CAREFUL when you select these options and DO NOT modify other parameters!

To STOP the journaling process on your system you must do the following:

1. Switch to your Manager UCI from your production UCI by entering the following code:

   a. D ^%ZUCI <return>

   b. SWITCH TO NEW UCI

      You are now in PRD,IHS. Note: Your production UCI name may be different.

   c. Enter new UCI: MGR <return>

      You have switched to MGR,IHS

2. Enter the Journal Utility: [MGR,SMA]>D ^JRNL <return>

```
                    MSM – Journal Utility
                     28 –AUG-97  2:42 PM

Journaling is enabled, $J=3, name=J2970827.001, block=392
#SETs(48,753), # KILLs(15,229), # TSTARTs(0), # TCOMMITs(0),
#TABORTs(0)
%Full=2.6

Select Journal Option:

    1 – Activate (Start) Journaling
    2 – Deactivate (Stop) Journaling
    3 – Show (Display) Journal Spaces
    4 – Configure Journaling
    5 – Mark Journal Space as Reusable
    6 – Switch to New Journal Space
    7 – Restore ( Dejournal) From Journal Space
    8 – Print a Journal
    9 – Cross-System Journaling Options

Select Option: 2 <return> – Deactivate (Stop) Journaling

Ok to stop journaling? <N> YES <return>

Note: Be sure to restart journaling after all Inits are done !!!
```

3. Enter the UCI Management Utility: [MGR,SMA]>D ^UCIMGR <return>

```
MSM - UCI Management Utility

Available Functions:

     1 - Create New UCI
     2 - Rename Existing UCI
     3 - List UCI Status
     4 - Edit UCI Parameters
     5 - Delete Existing UCI
     6 - User Logon Identifier Edit
     7 - Edit UCI Routine Search Paths

Select Option: 4 <return> - Edit UCI Parameters

Select volume group <0 > : ^L <return>

Currently mounted volume groups:

(0) SMA (1) DSD (2) APD (3) VAH

Select volume group <0 > : 3 <return>

Enter name of UCI: ^L <return>
Volume group index : 3
Volume group name : VAH

UCI  UCI  Global     Routine    Rtn Exp/Data Exp/Ptr exp/   Jrnl stat/
Indx Name Directory Directory Exp Lim Exp  Lim Exp Lim      Pword/Lib
   1 MGR  0:2        0:3      1/NONE    1/NONE    1/NONE NO//1  R G
   2 VAH  0:14848    0:6656 14/NONE   30/NONE   30/NONE NO//1  R G

Enter name of UCI: VAH <return>

Enter map number for global data expansion area <0:30>: <return>

Global Data Expansion Limit <NONE>: <return>

Enter map number for global pointer expansion area <0:30>: <return>

Global Pointer Expansion Limit <NONE>: <return>

Enter map number for routine expansion area <0:14>: <return>

Routine Expansion Limit <NONE>: <return>

Journal entire UCI <YES>: NO <return> --> Remember to re-set this field to
                                           Yes after all Inits are done!!!!!
Password <>: <return>
Library UCI <1>: <return>

D ^%RDEL

Routine selector: PS*
                 APSP*
                 -PSG*
                 -PSIV*
                 -PSJ*
```

> Note: IMPORTANT?? You MUST remember to put a minus ' - '
> sign before the PSG*, PSIV*, and PSJ* routine sets.
> Failure to do so will remove your Inpatient Pharmacy
> routines !!

4. Do a routine restore from the file <pso_0600.r> which should include (1309)
    routines. Enter command: D ^%RR

5. Set your key variables by doing the following:

    D ^XUP - Enter your access code and press <return> until you are back to the
    prompt.

    D P^DI Press <return> back to the prompt.

6.   >D ^PSOINIT Example of init follows:

```
This version (#6.000) of 'PSOINIT' was created on 3-SEP-1997. ( at
DSDHQ1/DEV, BY VA FileMan v.21.0)

I HAVE TO RUN AN ENVIRONMENT CHECK ROUTINE.

                          W A R N I N G

As described in the documentation, this initialization will, among other
things, move the PHARMACY SITE FILE (file 59).

Data from this file will be moved into a temporary location by the pre -
init routine and restored to its new location by a post-init routine.

If you do not let the initialization process run to completion, the file
will not exist in either its old or new location and

Outpatient Pharmacy WILL NO LONGER BE ABLE TO FUNCTION.
```

7. It is strongly recommended that you do a DIFROM on File 59 with data to create
    a set of routines in your own namespace which will allow you to recreate this file
    in the event that the initialization process does not complete.

```
Have you done the DIFROM as suggested?
 Do you want to continue with this process ?: (Y/N): N//
 Yes I AM GOING TO SET UP THE FOLLOWING FILES:

50 DRUG (Partial Definition) Note: You already have the 'DRUG' File. 50.073 DUE
QUESTIONNAIRE
 Note: You already have the 'DUE QUESTIONNAIRE' File.
 50.0731 DUE ANSWER SHEET
 Note: You already have the 'DUE ANSWER SHEET' File.

 50.0732 DUE QUESTION
 Note: You already have the 'DUE QUESTION' File.

 50.0733 DUE SECTION
```

```
 Note: You already have the 'DUE SECTION' File

 50.416 DRUG INGREDIENTS (partial Definition) Note: You already have the 'DRUG
INGREDIENTS' File.

 50.605 VA DRUG CLASS Note: You already have the 'VA DRUG CLASS' File.

 50.9 DRUG COST Note: You already have the 'DRUG COST' File.

 51 MEDICATION INSTRUCTION Note: You already have the 'MEDICATION INSTRUCTION' File.

 51.5 ORDER UNIT Note: You already have the 'ORDER UNIT' File.

 52 PRESCRIPTION Note: You already have the 'PRESCRIPTION' File.

 52.11 PATIENT NOTIFICATION (RX READY)
 Note: you already have the 'PATIENT NOTIFICATION (RX READY)' File.

 52.4 RX VERIFY Note: You already have the 'RX VERIFY' File.

 52.41 *REFILL WITH NON VERIFIED NEWS

 52.5 RX SUSPENSE Note: You already have the 'RX SUSPENSE' File.

 52.52 CLOZAPINE PRESCRIPTION OVERRIDES

 52.8 PHARMACY ARCHIVE

 52.9 PHARMACY PRINTED QUEUE Note: You already have the 'PHARMACY PRINTED QUEUE'
File.

 53 RX PATIENT STATUS Note: You already have the 'RX PATIENT STATUS' File.

 54 RX CONSULT Note: You already have the 'RX CONSULT' File.

 55 PHARMACY PATIENT Note: You already have the 'PHARMACY PATIENT' File.

 56 DRUG INTERACTION (including data) Note: You already have the 'DRUG INTERACTION'
File. Screen on this data dictionary did not pass -- DD will
 not be installed!
 I will overwrite your data with mine.

 58.8 DRUG ACCOUNTABILITY STATS 59 OUTPATIENT SITE
 *BUT YOU ALREADY HAVE 'PHARMACY SITE' AS FILE #59!
 Shall I change the NAME of the file to OUTPATIENT SITE?
 NO//  YES

 59 OUTPATIENT SITE
 Note: You already have the 'OUTPATIENT SITE' File.

 59.1 OUTPATIENT AMIS DATA

 59.12 OUTPATIENT PHARMACY MANAGEMENT DATA

 59.2 WAITING TIME

 59.3 GROUP DISPLAY

 59.7 PHARMACY SYSTEM
 Note: You already have the 'PHARMACY SYSTEM' File.
```

```
59.9    *PHARMACY FUNCTIONS
Note: But YOU ALREADY HAVE 'PHARMACY FUNCTIONS' AS FILE #59.9! Shall I change the
NAME of the file to *PHARMACY FUNCTIONS? NO// YES 59.9 *PHARMACY FUNCTIONS But you
already have the '*PHARMACY FUNCTIONS' as

File 59.9!
 Shall I change the NAME of the file to *PHARMACY  FUNCTIONS? NO//  YES


59.9               * PHARMACY  FUNCTIONS

But you already have the '*PHARMACY FUNCTIONS' as File  59.9!
 Shall I replace your file with mine? NO// YES
 Do you want to keep the Data? NO/ /  YES
 Do you want to keep the Templates? NO/ / YES

 200 NEW PERSON (Partial Definition)
 Note: You already have the 'NEW PERSON' File.
 Shall I write over the existing Data Definition? YES//
 Yes

 9009032.3 APSP INTERVENTION TYPE (including data)
 Note: You already have the 'APSP INTERVENTION TYPE'
 File.
 I will overwrite your data with mine.

 9009032.4 APSP INTERVENTION
 Note: You already have the 'APSP INTERVENTION' File.

 9009032.5 APSP INTERVENTION RECOMMENDATION ( including
 data)
 Note: You already have the 'APSP INTERVENTION
 RECOMMENDATION' File.
 I will overwrite your data with mine.

SHALL I OVER FILE SECURITY CODES? No// YES <press
 return>
 Note: This package also contains SORT TEMPLATES
 SHALL I WRITE OVER EXISTING SORT TEMPLATES OF THE SAME NAME? YES// Note: This
package also contains INPUT TEMPLATES
      SHALL I WRITE OVER EXISTING INPUT TEMPLATES OF THE SAME NAME? YES// Note: This
package also contains PRINT TEMPLATES
      SHALL I WRITE OVER EXISTING PRINT TEMPLATES OF THE SAME NAME? YES//

Note: This package also contains FUNCTIONS
      SHALL I WRITE OVER EXISTING FUNCTIONS OF THE SAME NAME? YES//

Note: This package also contains HELP FRAMES
      SHALL I WRITE OVER EXISTING HELP FRAMES OF THE SAME NAME? YES// Note: This
package also contains SECURITY KEYS SHALL I WRITE OVER EXISTING SECURITY KEYS OF THE
SAME NAME? YES// Note: This package also contains OPTIONS
      SHALL I WRITE OVER EXISTING OPTIONS OF THE SAME NAME? YES//

ARE YOU SURE EVERYTHING'S OK? No// YES

Changing 'PSRPH' key to 'PSORPH'

Note: There is a long pause where the system is processing and does not prompt the
user.

OK now moving PHARMACY SITE file into temporary
```

```
 location
 ...Excuse me, let me put you on 'hold' for a
 second........................
 ......................................................
 .....................

Compiling Cross-Reference(s)  of File 52.

...SORRY, LET ME PUT YOU ON 'HOLD' FOR A SECOND...
 .
 .
 PSOXZA* ROUTINES FILED. ( total of 7)
 .
 .
 Compiling Cross-Reference(s) of file 55.
 ...SORRY, LET ME PUT YOU ON 'HOLD' FOR A SECOND ..
 .
 .
 PSJXR* ROUTINES FILED (total of 21)
 .
 PSO HELP FRAMES FILED (total of 27)
 .
 PSO OPTIONS FILED (total of 171)
 .
 Compiling PSO INTERVENTION EDIT Input Template of File
 9009032.4......
 'APSPT04' ROUTINE FILED ........
 'APSPT041' ROUTINE FILED.
 Compiling PSO INTERVENTION NEW Input Template of File
9009032.4......
 'APSPT05' ROUTINE FILED ........
 'APSPT051' ROUTINE FILED.
 Compiling PSO INTERVENTIONS Print Template of File
 9009032.4..............
 'APSPT16' ROUTINE FILED .......
 NOTE FILE SECURITY -CODE PROTECTION HAS BEEN MADE
 ALL OUTPATIENT PHARMACY OPTIONS ARE 'OUT OF ORDER'
 UNTIL ALL CONVERSIONS
 HAVE COMPLETED! IF CONVERSIONS HAVE BEEN COMPLETED THE
 OPTIONS WILL BE
 AVAILABLE ONCE THE INSTALL FINISHES.
 ......................................................
 Now reconstructing file 59

The job to repoint all the prescriptions to the NEW
 PERSON File has been queued. Until this and other jobs
 have finished, Outpatient Pharmacy options will remain
 OUT OF SERVICE until all background jobs have
 completed.
```

> **Note**: If any pointer values were unable to be converted, a mail
> message entitled "prescriptions with bad provider pointers"
> will be sent to the installer of the inits. These discrepancies
> should be resolved before outpatient pharmacy users are
> allowed back on the system.

```
The job to move the Clozapine data in the drug file to a new global location and to
cleanup the "P" and "P", "A" nodes in the PHARMACY PATIENT File(#55) has been
queued.

The job to update the provider information in the NEW PERSON File from the PROVIDER
File (#6) has been queued.

Please monitor these background jobs until they have run to completion and restart
them if necessary.

Site parameters may need to be reviewed and/or re -entered before Outpatient
Pharmacy goes online.

If the conversion of the PROVIDER File pointer values does not complete after
necessary corrections, run the routine 'PSOPVCON'.

NOTE: ALL OUTPATIENT PHARMACY OPTIONS WILL REMAIN OUT OF SERVICE UNTIL ALL
BACKGROUND JOBS HAVE COMPLETED!!
                          **** Finished ****
```

END OF OUTPATIENT PHARMACY INITS

3.7   Assigning Options and Security Keys

Note: All 'PSO' options must be manually ADDED to your
customized menus. (i.e., AK* namespace primary menu
options).

1. The following menu options may be assigned to designated persons:

    PSO MANAGER - should be assigned to the Head Pharmacist, the Package
    Coordinator, the Site Manager and authorized OIRM staff.

    PSO USER1 – Pharmacist

    PSO USER2 - All pharmacy technicians and other pharmacy personnel.

2. The following Security Keys should be assigned.

    PSORPH - should be assigned to all Pharmacists, the Package Coordinator, the
    Site Manager and authorized OIRM staff.

    PSOA PURGE - should be assigned to the package coordinator and/or any person
    who will be responsible for archiving prescriptions.

    CORE MENU SECURITY KEYS

        PSOMCORE - Pharmacy Manager
        PSOPCORE – Pharmacy Pharmacist
        PSOTCORE - Pharmacy Technician

3. You may now review the IHS Outpatient Pharmacy Installation Notes. Do not enable logins until after you have completed all of the Outpatient Pharmacy Suite installations.

4. The PSOI* routines may be removed from your system after a successful installation (7 to 10 days after this installation if no problems noted).

4.0   Installation Notes for IHS Outpatient Pharmacy

Prefix: APSP

Current Version: 6.0

4.1   General Information

It is recommended that the terminal output during the installation be captured using an auxport printer attached to the terminal at which you are performing the software installation. This will insure a printed audit trail if any problems should arise.

4.2   Contents of Distribution

NOTE: APSP* routines are included with the pso_0600.r file.

4.3   Requirements

- Kernel V 8.0 or later
- FileMan V 21 or later.
- Outpatient Pharmacy V 6.0
- National Drug File V 2.0 including running the conversion rematch option within V 2.0.

4.4   Installation Instructions

In all UCIs which will be running the IHS Outpatient Pharm (IHSOP):

1. Disable logins or ensure all users are off your system.

2. No need to do a routine save (^%RS), routine delete (^%RDEL) or a routine restore (^%RR) of APSP* routines if you completed steps 4b, 4c,and 4d in the Outpatient Pharmacy (PSO) installation Section II.

   (Total APSP Routines = 175)

3. Set your key variables by doing the following:

   D ^XUP - Enter your access code and press <return> until you are back to the prompt.

   D P^DI Press <return> back to the prompt.

4.   >D ^APSPINIT

```
This version (#6.0) of 'APSPINIT' was created on 3-SEP-1997 (at DSDHQ1/DEV ,  by VA
FileMan v.21.0)

I AM GOING TO SET UP THE FOLLOWING FILES:

      9009031 APSP PREPACK LOG
Note: You already have the 'APSP PREPACK LOG' File.
Shall I write over the existing Data Definition? YES//
      9009031.1 APSP PREPACK LABELS
Note: You already have the 'APSP PREPACK LABELS' File.
Shall I write over the existing Data Definition? YES//
      9009031.2 APSP PREPACK LOCATION
Note: You already have the 'APSP PREPACK LOCATION' File.
Shall I write over the existing Data Definition? YES//
      9009031.3 APSP MANUFACTURER
Note: You already have the 'APSP MANUFACTURER' File.
Shall I write over the existing Data Definition? YES//
      9009032 APSP DUE REVIEW
Note: You already have the 'APSP DUE REVIEW' File.
Shall I write over the existing Data Definition? YES//
      9009032.1 APSP DUE STUDY
Note: You already have the 'APSP DUE STUDY' File.
Shall I write over the existing Data Definition? YES//
      9009032.2 APSP DUE CRITERIA
Note: You already have the 'APSP DUE CRITERIA' File.
Shall I write over the existing Data Definition? YES//
      9009032.6 APSP PRIMARY CARE VISIT
Note: You already have the 'APSP PRIMARY CARE VISIT' File.
Shall I write over the existing Data Definition? YES//
      9009032.7 APSP ASSESSMENT
*BUT YOU ALREADY HAVE 'APSP ASSESSMENT' AS FILE #9009032.7!
Shall I write over the existing Data Definition? YES// YES
      9009032.7 APSP ASSESSMENT
Note: You already have the 'APSP ASSESSMENT' File.
Shall I write over the existing Data Definition? YES//

   9009033 APSP CONTROL
   9009034 APSP INFORMATION TOPIC

SHALL I WRITE OVER FILE SECURITY CODES? No// Yes

NOTE: This package also contains BULLETINS
SHALL I WRITE OVER EXISTING BULLETINS OF THE SAME NAME? Yes//

NOTE: This package also contains SORT TEMPLATES
SHALL I WRITE OVER EXISTING SORT TEMPLATES OF THE SAME NAME? Yes//

NOTE: This package also contains INPUT TEMPLATES
SHALL I WRITE OVER EXISTING INPUT TEMPLATES OF THE SAME NAME? Yes//

NOTE: This package also contains PRINT TEMPLATES
SHALL I WRITE OVER EXISTING PRINT TEMPLATES OF THE SAME NAME? Yes//

NOTE: This package also contains SECURITY KEYS
SHALL I WRITE OVER EXISTING SECURITY KEYS OF THE SAME NAME? Yes/

NOTE: This package also contains OPTIONS
```

```
 SHALL I WRITE OVER EXISTING OPTIONS OF THE SAME NAME?  Yes//

ARE YOU SURE EVERYTHING'S OK? No//  YES

...SORRY,  HOLD ON ..................................
 'APSP ED FAIL'  BULLETIN FILED -- Remember to add mail
 groups for new bulletins.
 'APSP LINK FAIL V' BULLETIN FILED -- Remember to add
 mail group for new bulletins.
 'APSP LINK FAIL VMED' BULLETIN FILED -- Remember to add
 mail groups for new bulletins .......................

'APSP AFTER HOURS PRESCRIPTION' Option Filed
'APSP CHRONIC MED PROFILE' Option Filed
'APSP CONTROLLED DRUG USE' Option Filed
'APSP DAILY PRESCRIPTION LOG' Option Filed
'APSP DELETE OUTSIDE RX' Option Filed
'APSP DISCHARGE RX' Option Filed
'APSP DISPLAY OUTSIDE RX' Option Filed
'APSP DRUG RECALL' Option Filed
'APSP DUE' Option Filed
'APSP DUE DRUG EDIT' Option Filed
'APSP DUE EDIT ENTRY' Option Filed
'APSP DUE MAIN' Option Filed
'APSP DUE NEW ENTRY' Option Filed
'APSP DUE REPORT' Option Filed
'APSP DUE REVIEW DELETE' Option Filed
'APSP DUE STUDY DELETE' Option Filed
'APSP DUE STUDY EDIT' Option Filed
'APSP DUE STUDY ENTER' Option Filed
'APSP DUE STUDY PRINTOUT' Option Filed
'APSP DUE VIEW' Option Filed
'APSP EDIT OUTSIDE RX' Option Filed
'APSP ENTER OUTSIDE RX' Option Filed
'APSP IHS CONTROL' Option Filed
'APSP INFORMATION ENTER/EDIT' Option Filed
'APSP INFORMATION MENU' Option Filed
'APSP INFORMATION PRINT' Option Filed
'APSP INFORMATION VIEW' Option Filed
'APSP INVENTORY BY LOCATION' Option Filed
'APSP INVENTORY LIST' Option Filed
'APSP OTC RX' Option Filed
'APSP OUTSIDE RX' Option Filed
'APSP OUTSIDE RX MENU' Option Filed
'APSP PATIENT INSTRUCTIONS' Option Filed
'APSP PREPACK EXP REPORT' Option Filed
'APSP PREPACK LABEL' Option Filed
'APSP PREPACK LOCATION' Option Filed
'APSP PREPACK LOCATION REPORT' Option Filed
'APSP PREPACK LOG' Option Filed
'APSP PREPACK LOG DELETE' Option Filed
'APSP PREPACK LOG REPORT' Option Filed
'APSP PREPACK MAIN MENU' Option Filed
'APSP PREPACK MANUFACTURER' Option Filed
'APSP QA MAIN MENU' Option Filed
'APSP SITE PARAMETER' Option Filed
'APSP SUMMARY LABEL' Option Filed
 'APSP TOTAL DRUGS DISPENSED' Option Filed
```

> **Note**;   Several Input and Print Template will be compiled and
> displayed (not shown).

```
OK, I'M DONE.
NOTE FILE SECURITY-CODE PROTECTION HAS BEEN MADE
```

5. ASSIGNING OPTIONS - All 'APSP' options will automatically be inserted into
    the primary Outpatient Pharmacy (PSO) menus.

6. You may now review the National Drug File Installation Notes in Section IV. Do
    not enable logins until after you have completed all of the Outpatient Pharmacy
    Suite installations.

7. The APSPI* routines may be removed from your system after a successful
    installation (7 to 10 days after this installation if no problems noted).

5.0   Installation Notes for the National Drug File

Prefix: PSN

Current Version: 6.0

> **IMPORTANT NOTICE**: You must have loaded and installed the
> national drug file V 2.0 and run the conversion rematch
> option within V 2.0 before you can load V 3.0 !!

5.1   General Information

It is recommended that the terminal output during the installation be captured using
an auxport printer attached to the terminal at which you are performing the software
installation. This will insure a printed audit trail if any problems should arise.

5.2   Contents of Distribution

psn_0300.g – globals

WARNING!! This package will consume +22.5 MB of disk space !! Please make
sure that you have sufficient disk space to backup the old PSNDF global and space
available for the new global.

NOTE: PSN* routines are included with the pso_0600.r file.

5.3   Requirements

The following software, programs and packages must be installed on your system
before successful installation can begin:

- Kernel V 8.0 or later
- FileMan V 21 or late
- Outpatient Pharmacy V 6.0
- National Drug File V 2.0 or later and have run the conversion rematch option.
- Mailman v7.1 or later

5.4   Installation Instructions

In all UCIs which will be running the National Drug File (NDF):

1. Disable logins or ensure all users are off your system.

2. No need to do a routine save (^%RS), routine delete (^%RDEL) or a routine
   restore (^%RR) of PSN* routines if you completed steps 4b, 4c,and 4d in the
   Outpatient Pharmacy (PSO) Installation Section II. (Total   PSN* routines = 490)

3. Do a global save of the ^PSNDF global by entering command: **D ^%GS**

NOTE: Remove this global save from your system 7-10 days after this installation
if no problems noted with the new install. Note that you must unprotect the PSNDF
and PSNVRT globals.

```
                 %GCH GLOBAL CHARACTERISTICS UTILITY
(Use this option to allow killing of the old PSNDF and PSNVRT globals)

Global selector: ^
[MIH,DSD]>D ^%GCH

        MSM - Global Characteristics Utility

Global selector: ^PSNDF

Global selector: ^PSNVRT

Select OPTION
     1 Collating Sequence
     2 Global Growth
     3 Protection
     4 Journaling
     5 Allow/Prevent KILL

Enter option for ^PSNDF: 5 Allow/Prevent KIL

Prevent KILL of Entire Global for ^PSNDF <Y> : NO
Prevent KILL of Entire Global for ^PSNVRT <Y> : NO

Select OPTION
```

4. Kill the old ^PSNDF global by entering command: K ^PSNDF

5. Load the new NDF global file (psn_0300.g) in your system by entering command:
   D ^%GR

   > **Note:** VA Installation manual states it will take 2 to 3 hours to
   >   restore the PSNDF global.

6. Set your key variables by doing the following:

   D ^XUP - Enter your access code and press <return> until you are back at the
   prompt.

   D P^DI - Press <return> back at the prompt

7. >D ^PSNINIT

```
This version (#3.0) of 'PSNINIT' was created on 3-SEP-1997        ( at DSDHQ1/DEV,
by VA Fileman V.21.0)

I HAVE TO RUN AN ENVIRONMENT CHECK ROUTINE.

I need to delete the following files:
    DRUG INGREDIENTS (50.416)
    VA DRUG CLASS (50,605)
    DOSAGE FORM (50.606)
    DRUG UNITS (50.607)
    PACKAGE TYPE (50.608)
    PACKAGE SIZE (50.609)
    DRUG MANUFACTURER   (55.95)

If you wish to retain a copy of these files, you may wish to backup these files
before going any further.

If you start this ^PSNINIT routine, you must let it run to completion.
Are you sure you want to continue ? Yes

I AM GOING TO SET UP THE FOLLOWING FILES:

50 DRUG (Partial Definition)

Note: You already have the 'DRUG' File.

50.416 DRUG INGREDIENTS (including data) Note: You already have the 'DRUG
INGREDIENTS' File. I will OVERWRITE your data with mine.

50.6 NATIONAL DRUG Note: You already have the 'NATIONAL DRUG' File

50.605 VA DRUG CLASS (including data) Note: You already have the 'VA DRUG CLASS'
File. I will OVERWRITE your data with mine.

50.606 DOSAGE FORM (including data) Note: You already have the 'DOSAGE FORM' File. I
will OVERWRITE your data with mine.

50.607 DRUG UNITS (including data) Note: You already have the 'DRUG UNITS' File. I
will OVERWRITE your data with mine.

50.608 PACKAGE TYPE (including data) Note: You already have the 'PACKAGE TYPE' File.
I will OVERWRITE your data with mine.

50.609 PACKAGE SIZE (including data) Note You already have 'PACKAGE SIZE' File. I
will OVERWRITE your data with mine.

50.612 NATIONAL DRUG TRANSLATION Note: You already have the 'NATIONAL DRUG
TRANSLATION' File.

51.2 MEDICATION ROUTES (including data) Note: You already have the 'MEDICATION
ROUTES' File. Want my data merged with yours? YES

55.95 DRUG MANUFACTURER (including data) Note: You already have the 'DRUG
MANUFACTURER' File. I will OVERWRITE your data with mine.

56 DRUG INTERACTION (including data)
Note: You already have the 'DRUG INTERACTION' File. I will OVERWRITE your data with
mine.
```

```
59.7 PHARMACY SYSTEM (Partial Definition) Note You already have the 'PHARMACY
SYSTEM' File. SHALL I WRITE OVER FILE SECURITY CODES? No// YES

Note: This package also contains SORT TEMPLATES
 SHALL I  WRITE OVER EXISTING SORT TEMPLATES OF THE
 SAME NAME? Yes//

Note: This package also contains INPUT TEMPLATES
 SHALL I  WRITE OVER EXISTING INPUT TEMPLATES OF THE
 SAME NAME? Yes//

Note: This package also contains PRINT TEMPLATES
 SHALL I  WRITE OVER EXISTING PRINT TEMPLATES OF THE
 SAME NAME? Yes//

Note: This package also contains SECURITY KEYS
 SHALL I  WRITE OVER EXISTING SECURITY KEYS OF THE SAME
 NAME? Yes//

Note: This package also contains OPTIONS
 SHALL I  WRITE OVER EXISTING OPTIONS OF THE SAME NAME?
 Yes//

YOU SURE EVERYTHING'S OK? No// Yes

I Am Deleting Your "DRUG INGREDIENTS" File.

I Am Deleting Your "VA DRUG CLASS" File So That It Can
 Be Updated.

I Am Deleting Your "DOSAGE FORM " File So That It Can
 Be Updated.

I Am Deleting Your "DRUG UNITS" File So That It Can Be
 Updated.

I Am Deleting Your "PACKAGE TYPE" File So That It Can
 Be Updated.

I Am Deleting Your "PACKAGE SIZE" File So That It Can
 Be Updated.

I Am Deleting Your "DRUG MANUFACTURER" File So That It
 Can Be Updated.

I Am Deleting Your "[PSNFRMHDR"" print template.

I Am Deleting Your "[PSNMTH" menu option.

I Am Deleting Your "NATIONAL DRUG CONVERSION" File.

...SORRY, JUST A MOMENT PLEASE .......................
'PSNAUTO' Option Filed
'PSNBLD' Option Filed
'PSNCLS' Option Filed
'PSNDRUG' Option Filed
'PSNEXC' Option Filed
'PSNFRMLY' Option Filed
'PSNLDG' Option Filed
'PSNMCLS' Option Filed
```

```
'PSNMGR' Option Filed
'PSNMRG' Option Filed
'PSNOCLS' Option Filed
'PSNPFN' Option Filed
'PSNRPT' Option Filed
'PSNSTCL' Option Filed
'PSNSUBM' Option Filed
'PSNSUPLY' Option Filed
'PSNVAGN' Option Filed
'PSNVER' Option Filed
'PSNVFY' Option Filed
'PSNVIEW' Option Filed
'PSNXACL' Option Filed ...........
NOTE THAT FILE SECURITY-CODE PROTECTION HAS BEEN MADE I have to run a Post-
Initialization routine. I will do some cleanup on your drug file. Let me put you on
hold while I do this.
.....................................................
INITIALIZATION PROCESS HAS FINISHED.
```

5.5   Assigning Options and Security Keys

NOTE: Before you can implement this package you'll need to review the National Drug File Technical and User Manuals!

Assign the PSNMGR option and the PSNMGR key to the package coordinator.

1. A Post-Initialization routine will run at the end of this installation. If it does not run to completion, you may restart the Post-Initialization by running ^PSNCRSH from programmer mode.

2. You may now review the Allergy Tracking Installation Notes in Section V. Do not enable logins until after you have completed all of the Outpatient Pharmacy Suite installations.

3. The PSNI* routines may be removed from your system after a successful installation (7 to 10 days after this installation if no problems noted).

6.0 Installation Notes for Allergy Tracking

Prefix: GMRA

Current Version: 3.0

6.1 General Information

It is recommended that the terminal output during the installation be captured using an auxport printer attached to the terminal at which you are performing the software installation. This will insure a printed audit trail if any problems should arise.

6.2 Contents of Distribution

NOTE: GMRA* routines are included with pso_0600.r file.

6.3 Requirements

The following software, programs and utilities are required to be installed before successful installation can begin: (1) Kernel V 8.0 or later, (2) FileMan V 21 or later, (3) Outpatient Pharmacy V 6.0, (4) IHS Outpatient Pharmacy V 6.0, (5) National Drug File V 3.0 or later.

6.4 Installation Instructions

In all UCIs which will be running the Allergy Tracking package:

1. Disable logins or ensure all users are off your system.

2. No need to do a routine save (^%RS), routine delete (^%REL) or a routine save of GMRA* routines.

   Total GMRA* routines: 146

3. Set your key variables by doing the following:

   D ^XUP - Enter your access code and press <return> until you are back at the prompt.

   D P^DI -Press <return> back to the prompt.

The following example will show those sites who have not previously installed the Allergy Tracking System, how to answer the questions during the installation phase.

4. >D ^GMRAINIT

```
This version (#3.0) of 'GMRAINIT' was created on 3-SEP-1997 (at DSDHQ1/DSD, By VA
FileMan V.21.0)

I HAVE TO RUN AN ENVIRONMENT CHECK ROUTINE
 This conversion will convert data from the Patient file
 and delete that data.
 ARE YOU SURE THIS IS OK? ?

Answer Yes if you really want to convert/delete the Patient file data, else answer
No.

This conversion will convert data from the Patient file and delete that data.
 ARE YOU SURE THIS IS OK? YES
 If I convert any data you may have, would you like the
 converted data to be :
 (1)  Stored in the Allergy Tracking System already
 verified, or
 (2)  Stored in the Allergy Tracking System as
 unverified?
 Choose a number from 1 -2: ?
 PICK 1 IF YOU WANT ALL OF THE ALLERGY DATA AUTOVERIFIED, PICK 2 IF YOU WANT YOUR
ALLERGY VERIFIERS TO REVIEW THE VALIDITY OF ALL OF THE DATA YOU HAVE ON -LINE.

By picking option 1, all of the Patient file data will not need to be verified, if
option 2 is selected all of the patient file data will need to be verified. The ATS
Application Coordinator should be consulted here before answering this question.

If I convert any data you may have, would you like the converted data to be :

(1) Stored in the Allergy Tracking System already verified, or
(2) Stored in the Allergy Tracking System as unverified?
Choose a number from 1 -2: 1

I AM GOING TO SET UP THE FOLLOWING FILES

        120.8 PATIENT ALLERGIES
        120.82 GMR ALLERGIES (including data) I will OVERWRITE your data with mine.
        120.83 SIGN/SYMPTOMS ( including data) I will OVERWRITE your data with
mine.
        120.84 GMR ALLERGY SITE PARAMETERS (including data)
Want my data to overwrite yours? YES
        120.85 ADVERSE REACTION REPORTING

NOTE: This package also contains bulletins

NOTE: This package also contains SECURITY KEYS

NOTE This package also contains OPTIONS

ARE YOU SURE EVERYTHING'S OK? NO// Y (YES)
...SORRY, HOLD ON .........

GMRA ...BULLETINS FILED...
.

GMRA ...Options filed
```

```
NOTE THAT FILE SECURITY-CODE PROTECTION HAS BEEN MADE Removing Group GMRA MARK CHART
from the GMRA MARK CHART BULLETIN

Next I will do GMRAONIT to update your protocol file... This version of 'GMRAONIT'
was created on 10 -NOV-1992
    (at HINES ISC, by OE/RR v2.41)
PROTOCOL INSTALLATION Finally I will QUEUE the database conversion .. PATIENT FILE
CONVERSION QUEUED TO RUN AS TASK NUMBER nnnnn
```

6.5   Assigning Options, Security Keys, and Individuals to MAILGROUPS

NOTE: Before you can implement this package you'll need to review the Allergy Tracking Technical and User Manuals!

There are four major users of the ATS software.

1. Clinical users - These are the doctors, nurses, other clinicians and clerks entering the data into ATS. CORE MENU SECURITY KEY = GMRA – Clinic

2. ATS Verifiers - Users designated by the site who verify the accuracy of the data in ATS. CORE MENU SECURITY KEY = GMRA - Allergy Verify

3. Pharmacy and Therapeutics (P&T) Committee Users -Members of the hospital's P&T Committee. CORE MENU SECURITY KEY = GMRA – Patient

4. Software Developers - These users will be utilizing the data extract utility to display the data in ATS within their specific DHCP/RPMS application or site developed software. CORE MENU SECURITY KEY = GMRA – Supervisor

There are two security keys associated with this package.

1. GMRA-ALLERGY VERIFY - This key will be given to those personnel who will be able to verify allergy/adverse reactions.

2. GMRA-SUPERVISOR - This key will be given to those personnel who will be able to override the security in the Allergy System and allow editing of the data.

Option (GMRA SITE FILE) must be used to setup the site parameters for the Allergy Tracking System.

You may now review the IHS Outside Rx Installation Notes in Section VI. Do not enable logins until after you have completed all of the Outpatient Pharmacy Suite installations.

The GMRAI* routines may be removed from your system after a successful installation.

7.0   Installation Notes for IHS Outside RX

Prefix: APSX
Current Version: 1.0

7.1   General Information

It is recommended that the terminal output during the installation be captured using an auxport printer attached to the terminal at which you are performing the software installation. This will insure a printed audit trail if any problems should arise.

7.2   Contents of Distribution

NOTE: APSX* routines are included with the pso_0600.r file.

7.3   Requirements

The following software, packages, products and utilities must be installed before successful installation may begin:

- Kernel V 8.0 or later,
- FileMan V 21 or later,
- Outpatient Pharmacy V 6.0,
- IHS Outpatient Pharmacy V 6.0

7.4   Installation Instructions

In all UCIs which will be running the IHS Outside Rx (ORX):

1. Disable logins or ensure all users are off your system.

2. No need to do a routine save (^%RS), routine delete (^%RDEL) or a routine restore (^%RR) of APSX routines. Total APSX routines = 10.

3. Set your key variables by doing the following:

   D ^XUP - Enter your access code and press <return> until you are back at the prompt.

   D P^DI - Press <return> back to the prompt.

4. >D ^APSXINIT

```
This version (#1.0) of 'APSXINIT' was created on 3-SEP-1997 (at DSDHQ1/DEV, by VA
FileMan v.21.0)

I AM GOING TO SET UP THE FOLLOWING FILES:

9000010.14 V MEDICATION (Partial Definition) Note: You already have the 'V
MEDICATION' File.

SHALL I WRITE OVER FILE SECURITY CODES? No/ / Yes

Note: This package also contains INPUT TEMPLATES SHALL I WRITE OVER EXISTING INPUT
TEMPLATES OF THE SAME NAME? YES//

ARE YOU SURE EVERYTHING'S OK? No// Yes ...HMMM, HOLD ON ........ OK, I'M DONE.
NOTE FILE SECURITY -CODE PROTECTION HAS BEEN MADE
```

5. ASSIGNING OPTIONS - All 'APSP*' options will automatically be inserted into the primary Outpatient Pharmacy (PSO) menus.

6. Before enabling logins, I recommend that you do a 'Systems Status' and look for any background jobs related to the Outpatient Pharmacy Suite installations that may still be running. Enter command:

    D ^%SS <return>

    > **Note**: Please review the next section, "Tips for an Easy Conversion to V 6.0" before enabling logins.

Enable logins after all background jobs are done.

The APSXI* routines may be removed from your system after a successful installation (7 to 10 days after this installation if no problems are noted).

8.0   Tips for an Easy Conversion to Version 6.0

8.1   Note from the Developer

When you decide to install the Pharmacy Suite of software, I'd like to be notified in advance in order to provide you with technical support. You may contact me, Edgar Moore, the week before you plan to install at (505) 248-4357, or send me an e-mail message.

8.2   Before You Start The Installation Process

1. Study the entire Installation Guide a week before you want to install.

2. Make a hard copy of your current site parameters using FileMan "Print or Inquire to Files" options for the following files:

    Outpatient Site (#59)

    IHS System (#1800009)

3.   Entries in these files must be re-created after the install finishes.

    > **Note**: Make a note of your last known prescription number before installation.

4. The National Drug File (NDF) V 2.0 must be installed, matched, verified and merged before loading this suite of software. Get started now if you have not already finished this.

5. Ensure that you have sufficient disk space on your system before starting the install.

6. Notify your users in advance of your plans to install this software.

7. There are two questions on pages V-2 and V-3 in the Allergy Tracking Install section that should be reviewed by your Pharmacist. The questions are:

```
This conversion will convert data from the Patient file and delete that data. ARE
YOU SURE THIS IS OK? YES

If I convert any data you may have, would you like the converted data to be :

(1) Stored in the Allergy Tracking System already verified, or

(2) Stored in the Allergy Tracking System as Unverified?

Choose a number from 1-2
```

If you've received the User Manuals (Outpatient Manuals will be sent electronically in a PDF format. National Drug File and Allergy manuals will be hard copies), please make them available to your users for review

8.3   On the Day You Install

Follow the Outpatient Pharmacy Suite installation guide to the letter. Read and comply with every step, note and warning.

All pharmacy activity must be blocked (logins disabled) until all packages in this suite have been completely installed. The Outpatient Package relies on both the Allergy Tracking and the National Drug File packages. You will encounter many errors if users are allowed to log on too soon.

8.4   After All of the Installs are Done and Before You Enable Logins

Check and setup your parameters in the Outpatient Site and the APSP Control files for each division that will be accessing your system. See Attachment A.

Check if the "A" cross-reference exist in the new Medication Instruction file using the Global Lister Utility.

```
D ^%G <enter>
 Global select: ^ PS(51,"A"  <enter>
 Enter output device <0> <enter>
 Do you want to scroll? <N> YES <enter>
 How many lines per screen? <23> <enter>
```

If the "A" cross-reference is not present the medication instructions (SIGs) will not expand on the Rx Labels. If this is the case, you will have to re-index this cross-reference using the FileMan Re-Index File option.

> Note: If this cross-reference already exists, then ignore the
>   following instructions.

```
D Q^DI <enter> Select OPTION :  UTILITY FUNCTIONS <enter> Select UTILITY OPTION :
RE-INDEX FILE <enter> MODIFY WHAT FILE :   MEDICATION INSTRUCTION

THERE ARE 8 INDICES WITHIN THIS FILE DO YOU WISH TO RE-CROSS-REF ONE PARTICULAR
INDEX? No// YES <enter>

Select FIELD : NAME <enter>

CURRENT CROSS-REFERENCES:
      1 REGULAR 'B' INDEX OF FILE
```

```
         2 MUMPS 'AIN' INDEX OF FILE 3 MUMPS 'A' INDEX OF FILE WANT TO RE-CROSS-
REFERENCE ONE OF THEM? No/ / YES WHICH NUMBER:
       3 ARE YOU SURE YOU WANT TO DELETE AND RE-X-REF THE 'A' INDEX? No// YES
```

An "Outpatient Pharmacy" entry must be added to the Package field in the PCC
Master control file so that your prescriptions will be passed to PCC.

For example:

```
Select PCC MASTER CONTROL SITE : YOUR SITE NAME
Select PACKAGE :  OUTPATIENT PHARMACY
PASS DATA TO PCC? YES
PACKAGE FLAG :  I//
```

The RPMS SITE file must have an entry in field .08 "Patient Care Component
Present" equal to "YES." This is also related to the Rx/PCC link.

Some Providers may not be selectable if one of the following fields have not been set
in the New Person file.

```
AUTHORIZED TO WRITE MED ORDERS
PROVIDER CLASS
PROVIDER TYPE
```

This can be corrected by the Site Manager using FileMan to edit the New Person file
(200). See Attachment B for a Search example.

Data from the IHS System file will now be stored in a new "APSP Control" file. You
will have to make an entry in this file for each division that will be using your system.
Besides all of the "label" parameters, there are also two new fields that must be set:

1. MANUFACTURER/LOT#/EXP -parameters for manufacturer information:

   - 1 ASK FOR AND DISPLAY ALL MANUFACTURER DATA

   - AS AND DISPLAY EXPIRATION DATA ONLY

   - DON'T ASK OR DISPLAY MANUFACTURER DATA

2. DEFAULT OTHER LOCATION - Used by the Outside Rx Module. This file
   points to the Location File.

The RX Patient Status File (#53) holds valid statuses and other parameters used by
outpatient pharmacy. A Pharmacist should review the parameters in this file.

If your site is a multi-division site and you want to use a different Rx number range
for each division, please contact the Pharmacy Supervisor.

8.5   After You Enable Logins

Average Wholesale Price (AWP) fields have been added to the Drug file and can be edited when you select "Drug Enter/Edit."

Multi-Division sites must insure that all pharmacy users have the proper division(s) defined in the New Person File (#200).

Each Pharmacist must assign themselves an "Electronic Signature Code."

Enter "TBOX" at any menu prompt and select "'Electronic Signature code Edit."

Several options/background jobs will need to be ran that will recompile and/or initialize different data for various reports.

(Maintenance Menu)

- Queue Background Jobs
- Recompile AMIS Data Go back as far as you need to.

(Supervisor Functions)

> **Note**: Details on each of the above options may be found in the
> Outpatient Pharmacy User Manual.

Attachment A

Outpatient Pharmacy Site Parameters

> Note: All parameter pages should be reviewed by the Pharmacy
> Supervisor. Site parameters MUST be set before attempting
> to use this package.

```
Select Outpatient Pharmacy Manager Option: SFUN Supervisor Functions

SITP Site Parameter Enter/Edit

Select Supervisor Functions Option: SITP Site Parameter Enter/Edit
     IHSP IHS Pharmacy Site Parameters
     SPE Site Parameter Enter/Edit

Select Site Parameter Enter/Edit Option: IHS IHS Pharmacy Site Parameters

Select APSP CONTROL PHARMACY SYSTEM : DULCE HEALTH CENTER
 PHARMACY SYSTEM: DULCE HEALTH CENTER//
 DEFAULT PATIENT STATUS: OUTPATIENT//
 LABEL WIDTH: 29//
 PRINTABLE LINES: 8//
 SKIP LINES BEGINNING: 0//
 SKIP LINES END: 1//
 MAIL/WINDOW OPTION: DON'T ASK//
 NUMBER OF LABELS TO SKIP: 1//
 LEFT MARGIN TAB: 0//
 EXPIRATION DATE: 180//
 SUMMARY LABELS: PRINT//
 COMPRESSED LEFT MARGIN: 0//
 COMPRESSED LABEL WIDTH: 30//
 PCC RUNNING: YES//
 PREPACK PRINTABLE LINES: 8//
 PREPACK SKIP LINES BEGINNING: 0//
 PREPACK SKIP LINES END: 1//
 PREPACK LABELS TO SKIP: 1//
 PREPACK LEFT MARGIN: 0//
 PREPACK LABEL WIDTH: 29//
 UNIT DOSE PRINTABLE LINES:
 UNIT DOSE SKIP LINES BEGINNING:
 UNIT DOSE SKIP LINES END:
 UNIT DOSE LABELS TO SKIP:
 UNIT DOSE LEFT MARGIN:
 UNIT DOSE LABEL WIDTH:
 UNIT DOSE LABELS TWO ACROSS:
 UNIT DOSE 2ND LEFT MARGIN:
 PREPACK LABEL LINE 1:
 PREPACK LABEL LINE 2:
 USING PREPACK SYSTEM: y//
 SUMMARY LABEL COPIES:

MANUFACTURER/LOT#/EXP: ASK FOR AND DISPLAY ALL MAN DATA ***New parameter**** / / ?
Select one of the following if your site requires manufacturer information on your
Rx labels. CHOOSE FROM:
    1 ASK FOR AND DISPLAY ALL MAN DATA
```

```
   2 ASK AND DISPLAY EX DATE ONLY
   3 DON'T ASK OR DISPLAY MAN DATA
 MANUFACTURER/LOT#/EXP: ASK FOR AND DISPLAY ALL MAN DATA //

DEFAULT OTHER LOCATION: DULCE HEALTH CENTER/ / ? *** New Parameter *** Enter the
'other' location for your site. This entry will be used when entering outside Rx's.
Answer with LOCATION NAME, or ABBRV, or ASUFAC INDEX, or
 FINANCIAL LOCATION CODE, or PSEUDO PREFIX, or MNEMONIC, or
 ASUFAC CODE
 Do you want the entire 2452-Entry LOCATION List? N (No) DEFAULT OTHER LOCATION:
DULCE HEALTH CENTER// IHSP IHS Pharmacy Site Parameters
 SPE Site Parameter Enter/Edit
 Select Site Parameter Enter/Edit Option: SPE Site Parameter Enter/Edit
 Select SITE NAME :  DULCE HEALTH CENTER 1575
 Would you like to see all site parameters for this division? Y// NO
 NAME: DULCE HEALTH CENTER//
 MAILING FRANK STREET ADDRESS: 300 SAN MATEO//
 AREA CODE: 505//
 PHONE NUMBER: 262-6308//
 MAILING FRANK ZIP+4 CODE: 87108//
 SITE NUMBER: 1575//
 MAILING FRANK CITY: ALBUQUERQUE//
 MAILING FRANK STATE: NEW MEXICO//
 HOLD FUNCTION ?: NO// ?
 Enter 'Y' if the 'Hold' feature will be used at the facility. Choose from:
 1 YES
 0 NO

SUSPENSE FUNCTION ?: NO// ?
Enter if the 'Suspense' feature will be used at the facility.

1    YES
2    NO
PRINT DUE QUESTIONNAIRE: YES/ / ? If DUE Questionnaires are to print during order
entry, enter YES, otherwise NO.
Choose from:
1    YES
2    NO

CANCEL DRUG IN SAME CLASS: YES/ / ?
 Enter yes if you wish prescriptions for drugs in the same class to be
 cancelled.

Choose from:
1    YES
2    NO

REFILL INACTIVE DRUG RXS: NO//
ASK METHOD OF PICKUP: NO//
PASS MEDS ON PROFILE: NO//
PROFILE `SORT BY' DEFAULT: DATE//
COPIES ON NEW: YES//
DRUG CHECK FOR CLERK: YES/ / ?
     Enter yes if clerks should see the duplicate drug warning during order
     entry.
Choose from:
1    YES
2    NO
FEE BASIS SUPPORT: YES/ / ? Enter yes if your pharmacy processes prescriptions for
Fee basis providers.
```

```
Choose from:
1    YES
2    NO


MULTI RX REQUEST FORM: NO//
BARCODES ON REQUEST FORMS: REFILL REQUEST ONLY/ / ?
     Select whether you want barcodes on the single refill request, the
     multi-RX request form or both Choose from:

0 REFILL REQUEST ONLY
1 MULTI RX REQUEST ONLY
2 BOTH

BARCODES ON ACTION PROFILES: NO/ / ? ***Not Required***
Enter 'Yes' if barcodes are to print with action profiles. Printer must be setup for
barcodes.
Choose from:
1    YES
2    NO
VERIFICATION: NO/ / ?
Answer yes if prescriptions entered by a technician must be verified by a
pharmacist.
Choose from:
1    YES
2    NO
DISPLAY GROUP : ?
```

> **Note**: This field is used with the Bingo Board Options! Not
>   Required. Choose the display group which will be used to
>   display the Prescription-ready messages. Note: Answer
>   with GROUP DISPLAY NAME:

```
SCREEN PROFILES: YES/ / ?
     Enter yes to see a profile on the screen during new & refill entry
Choose from:
1    YES
2    NO
EDIT PATIENT DATA: NO//
EDIT DRUG: NO//
RENEWING RX'S ALLOWED: YES//
PASS MEDS CANCEL: NO//
AUTO SUSPEND: NO//
SHALL COMPUTER ASSIGN RX #S: YES//

PROFILE WITH NEW PRESCRIPTIONS: NO/ / ?
       Enter yes to have a profile printed with labels for new prescriptions.
       Choose from:
           1 YES
           0 NO
MAX REFILLS ON SUPPLIES: 11//
SLAVED LABEL PRINTING: YES/ / ?
       Enter '1' for Yes if slaved printing of Rx labels will be allowed.
       Choose from:
           1 YES
           0 NO
METHADONE PROGRAM: NO//
METHADONE DRUG:
```

```
SITE DEA NUMBER : ? ***Not Required***
Answer must be 9 characters in length. Two alpha characters followed by 7 digits.

SITE (NATIONAL NAME) : ?   Note: Leave this field blank!!
        Enter Site's National Name.
        Pointed-to File does not exist!

DAYS TO PULL FROM SUSPENSE : ?
       Enter the number of days to pull a patient's medication from suspense
for this division. Enter a number between 0 and 10.

NEW LABEL STOCK: NO/ / ?
      If new medication label stock will be used enter '1' for Yes.
      Choose from:
          1 YES
          0 NO

RELATED INSTITUTION: DULCE HEALTH CENTER/ / ?
 Answer with INSTITUTION NAME
 Do you want the entire 2453-Entry INSTITUTION List? N (No)
NARCOTICS NUMBERED DIFFERENTLY: NO//
 NARCOTIC LOWER BOUND: 0//
 NARCOTIC UPPER BOUND: 99999999//
 PRESCRIPTION # LOWER BOUND: 0/ / ?
 Type a Number between 0 and 999999999, 0 Decimal Digits
```

Enter the lowest prescription number for this site. If this is the first time you are entering this field, you should pick a number LARGER than the last prescription number used.

```
PRESCRIPTION # UPPER BOUND: 99999999/ / ? Type a Number between 0 and 999999999, 0
Decimal Digits
```

Enter the largest acceptable prescription number for this site. The difference between this number and the lowest prescription number should be substantial. The system will not allow numbers larger than the one you choose. It will give a warning message and not allow entry of any more prescriptions.

```
LAST PRESCRIPTION # ISSUED (FIELD #2003)
```

> **Note**: This field can only be set using FileManager and MUST be
>   set before allowing Pharmacy Users on the system .!!!!

```
IB SERVICE/SECTION: SYSTEM DEVELOPMENT/ / ? ***Required***
 Answer with SERVICE/SECTION NAME, or ABBREVIATION, or TYPE OF SERVICE
 Do you want the entire 11-Entry SERVICE/SECTION List? N (No)
NARRATIVE FOR COPAY DOCUMENT: *** Not Required***
 1>
NARRATIVE REFILLABLE RX: *** Not Required***
 1>
NARRATIVE NON-REFILLABLE RX: *** Not Required***
 1>
```

```
OUTPATIENT SYSTEM PARAMETERS

DEFAULT OUTPATIENT SITE: DULCE HEALTH CENTER/ / ?
      Enter the name of the site which will be used for OE/RR
    Answer with OUTPATIENT SITE NAME, or SITE NUMBER, or RELATED INSTITUTION
Choose from:
     DULCE HEALTH CENTER 1575

ADMISSION CANCEL OF RXS: NO//
DAYS PRINTED RX STAYS IN 52.5 : ?
Enter from 7 to 90 days printed Rx's are to remain in suspense during the
Purge option.

Currently 'INTERDIVISIONAL' processing 'is' allowed.
      Do you want to change this? : N/ / ?
  ...Please answer 'Yes' or 'No'!!

This question involves the following prompt:
'RX is from another division. Continue? (Y/N)'

Do you want this prompt to appear whenever an action is attempted on the
prescription: Y// ES

Do you want all refill request forms to be processed at a particular division ?: N//
?
 ...Please answer 'Yes' or 'No'!!

Initialization of 'INTERDIVISIONAL PROCESSING' is complete.

Select SITE NAME: -> Enter another division name or <return>

Outpatient Pharmacy software - Version 6.0

Division:  <= Enter your site name to reset the parameters for your device
```

Attachment B

EXAMPLE OF SEARCH FILE FOR ACTIVE PROVIDERS WITH MISSING
CLASS CODE

```
[MIH,DSD]>D Q^DI

VA FileMan 21.0

Select OPTION: 3 SEARCH FILE ENTRIES

OUTPUT FROM WHAT FILE: DRUG// 200 NEW PERSON (303 entries) -A- SEARCH FOR NEW PERSON
FIELD: 53.1 AUTHORIZED TO WRITE MED ORDERS
 -A- CONDITION: CONTAINS
 -A- CONTAINS: Y
 [ WILL APPLY TO: '1' (YES) ]

 -B- SEARCH FOR NEW PERSON FIELD: 53.4 INACTIVE DATE
 -B- CONDITION: 1 NULL

 -C- SEARCH FOR NEW PERSON FIELD: 53.5 PROVIDER CLASS
 -C- CONDITION: 1 NULL

 -D- SEARCH FOR NEW PERSON FIELD:

IF: A&B& C  AUTHORIZED TO WRITE MED ORDERS CONTAINS "Y"
          and INACTIVE DATE NULL and PROVIDER CLASS NULL
 OR:

STORE RESULTS OF SEARCH IN TEMPLATE:

SORT BY: NAME//
START WITH NAME: FIRST//
FIRST PRINT FIELD: NAME
THEN PRINT FIELD: 53.1 AUTHORIZED TO WRITE MED ORDERS
THEN PRINT FIELD: 53.5 PROVIDER CLASS
THEN PRINT FIELD:

 ************************
Heading (S/C): NEW PERSON SEARCH// ACTIVE PROVIDERS W/MISSING PROVIDER CLASS
STORE PRINT LOGIC IN TEMPLATE:
DEVICE: RIGHT MARGIN: 80//
ACTIVE PROVIDERS W/MISSING PROVIDER CLASS AUG 29,1997 12:15 1
                                        AUTHORIZED
                                        TO WRITE
 NAME                                   MED ORDERS  PROVIDER CLASS

  FEELGOOD ,DOCTOR       YES

1 MATCH FOUND.
```