



RESOURCE AND PATIENT MANAGEMENT SYSTEM

# **EHR GPRA Cervical Cancer Screening (PAP Smear)**

## Announcement and Agenda

December 18-20, 2012

Office of Information Technology (OIT)  
Albuquerque, New Mexico

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## 1.0 General Information

### 1.1 Purpose of Training

The United States long-term goal is for 93.0% of female patients ages 21-65 to receive a Pap Smear at least once every three years by the year 2020 (Healthy People 2020). This intensive three-day, hands-on, e-learning activity is designed for teams of professionals who share the responsibility of targeting the Health People 2020 goal for Cervical Cancer Screening using PAP Smear Technology to include (a) Women's Health Professionals, (b) GPRA Coordinators, (c) Quality Management Professionals, (d) Case Managers, (e) Clinical Informaticists, (f) Health Information Management Professionals, and (g) Medical Laboratory Professionals.

Participants will be introduced to the configuration and continued maintenance of the RPMS clinical applications that impact collection of Pap Smear structured data and integrate into both the Electronic Health Record and iCare. Workflow processes and clinical quality reports will also be examined. Participants will acquire skills necessary to (a) configure RPMS Site Parameters, (b) edit CPT codes for Laboratory PAP Smear tests, (c) populate PAP Smear Taxonomies, (d) create Women's Health Summaries and Data Objects, (e) integrate PAP Smears with EHR Orders [Quick Orders, Order Sets, Generic Orders and Order Menus], (f) configure the Electronic Health Record for optimal data collection of ICD-9 & CPT Codes. Participants will use the RPMS database, Electronic Health Record, and iCare clinical applications at their own facility for this e-learning activity.

### 1.2 Prerequisites

Participants must have a background in the Resource Patient Management System Electronic Health Record [RPMS-EHR] healthcare documentation. Each participant must have access to a computer with internet connection and a separate telephone line to dial into the web conferencing number. Participants must also have access to their facility's RPMS EHR system [roll and scroll, EHR GUI], iCare/CMET, CRS Reports, VA Fileman, and Women's Health Package as the Clinical Applications Coordinator [CAC] and Laboratory Information System Manager [LISM]. It is highly recommended that someone who can assign keys and access to menus be available at the time of the offering of this course so that access can be granted to users during this activity.

### 1.3 Accreditation

- No Continuing Education will be offered for this activity

## 2.0 Learning Objectives

- Examine the Importance of the GPRA Cervical Cancer Screening PAP Smear Measure
- Configure the Critical Components of RPMS Clinical Applications and Electronic Health Record for Accurate Data Capture
- Identify Workflow Processes that Include all the Activities Necessary to Comply with the Measure
- Align Workflow with Clinical Documentation of PAP Smear Data in the Appropriate RPMS Clinical Applications
- Identify Underlying RPMS Applications that Affect Compliance with this Measure
- Generate Useful Reports to Monitor Performance
- Perform Hands-on Exercises
- Improve Provision of Women's Health Care Within Indian Health Service

### 3.0 Instructors and Facilitators

- David Taylor, MHS, RPh, PA-C, RN, OIT EHR Training & Deployment Manager
- Phil Taylor, BA, RN (Contractor), Medsphere Systems Corporation Clinical Applications Specialist
- Deborah Burkybile, MSN, RN, CPC, OIT USET EHR Training and Deployment Specialist
- Mike Allen, MIS, RPh, OIT USET EHR Clinical Pharmacy Consultant
- Mollie Ayala, MHI, OIT USET EHR Coordinator
- Cathy Whaley, PMP (Contractor), Data Networks Corporation EHR Project Manager
- Megan Powers, MSIM, MBA, (Contractor) CRS Project Lead
- Kathy Ray CNM, Parker Indian Hospital Clinical Application Coordinator
- Susan Richards, MSN, OIT EHR Reminders Federal Lead
- Mary Ann Niesen, PharmD, OIT EHR Clinical Informaticist
- Catherine Moore, MT(ASCP) OIT Vista Imaging Federal Lead
- Janna Morris, MPA, MT(ASCP), OIT USET EHR Clinical Laboratory Consultant
- Pam Spaeth, MT(ASCP), OIT USET EHR Clinical Laboratory Consultant

## 4.0 Detailed Agenda

**All times are Mountain Time!  
Tuesday**

<b>Start</b>	<b>Topic</b>	<b>TAB#</b>
10:00 AM	Welcome, Introductions, Think Tank Login, Review Adobe Connect Etiquette: <b>Mollie Ayala &amp; Catherine Whaley</b> At the end of this session participants should be able to: <ul style="list-style-type: none"> <li>• Correctly Log into Adobe Connect and ThinkTank®</li> <li>• Utilize Necessary Features of Adobe Connect and ThinkTank®</li> <li>• Demonstrate Utilization of Adobe and ThinkTank® Features</li> <li>• Review the Agenda and Activities for the Week</li> <li>• Locate and Download Training Materials</li> </ul>	Tab 1
10:30 AM	EHR/ GPRA PAP Smear Overview <b>David Taylor</b> At the end of this session participants should be able to: <ul style="list-style-type: none"> <li>• Configure the “Demo Patients Only” Parameter within the RPMS Electronic Health Record</li> <li>• Compare &amp; Contrast the RPMS Clinical Applications that Impact the GPRA Cervical Cancer Screening PAP Smear Measure</li> </ul>	Tab 2
11:00 AM	Overview of GPRA PAP Measures <b>Megan Powers</b> At the end of this session participants should be able to: <ul style="list-style-type: none"> <li>• Analyze the GPRA PAP Smear Measure</li> <li>• Explain the Logic behind the Measure</li> <li>• Develop a Workflow to Enable Accurate and Complete Data Entry</li> </ul>	Tab 3
11:30 AM	GPRA PAP Smear and CRS Reporting Systems/ CRS Reporting Logic for PAP Smear <b>Megan Powers, MSIM, MBA, CRS Project Lead</b> At the end of this session participants should be able to: <ul style="list-style-type: none"> <li>• Explain the Logic of the CRS PAP Smear Measure</li> <li>• Generate a Cervical Cancer Screening (PAP Smear) Report for the Facility</li> <li>• Examine Compliance with the GPRA Cervical Cancer Screening (PAP Smear) Measure</li> <li>• Identify Steps in both the RPMS Configuration and Clinical Workflow that Contribute to Success in Meeting the Measure</li> </ul>	Tab 3
12:00 Noon	Lunch	

<b>Start</b>	<b>Topic</b>	<b>TAB#</b>
1:00 PM	<p>EHR Women's Health Encounter Documentation</p> <p><b>Kathy Ray</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Document a Women's Health Encounter from Beginning to End</li> <li>• Identify Data Elements Requiring Documentation for the GPRA Cervical Cancer Screening (PAP Smear)</li> <li>• Examine EHR VueCentric Components that Impact the GPRA Cervical Cancer Screening (PAP Smear) to include: (a) Problem List, (b) Laboratory, (c) Reports, (d) Orders, (e) Refusals, (f) Reproductive Factors, (g) Purpose of Visit, (h) Superbill, and (i) Referrals</li> </ul>	Tab 4
1:30 PM	<p>Review of PAP Technology</p> <p><b>Janna Morris and Pam Spaeth</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Compare and Contrast the Different types of PAP Testing Technology</li> <li>• Configure the Laboratory Package According to the Type of PAP Test Used</li> <li>• Assign the Appropriate CPT Codes to the Type of PAP Laboratory Test</li> </ul>	Tab 5
2:00 PM	<p>User Configuration</p> <p><b>Phil Taylor</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Determine that Each Site has Designated Users Assigned Necessary Keys and Menus for: <ul style="list-style-type: none"> <li>○ Clinical Reporting System (CRS) Reports</li> <li>○ Taxonomy Edit</li> <li>○ iCare/CMET Package Manager - Site Parameters</li> <li>○ Women's Health as Package Manager</li> <li>○ Laboratory LR Keys and VA Fileman with Access to File 60 &amp; IHS Lab CPT Codes.</li> <li>○ EHR CAC Menu</li> </ul> </li> </ul>	Tab 6
3:00 PM	<p>Women's Health Package</p> <p><b>Kathy Ray</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Configure the RPMS Women's Health Package for Optimal Use</li> <li>• Identify Workflow Processes that to Enable Accurate and Complete Data Entry</li> <li>• Maintain Women's Health Registry</li> <li>• Generate Abnormal result lists in Women's Health Package</li> <li>• Generate Needs Past Due report</li> <li>• Enter results Into Women's Health Package/PCC/Laboratory Package</li> </ul>	Tab 7
4:30 PM	End of Day	

**Wednesday**

<b>Start</b>	<b>Topic</b>	<b>TAB#</b>
10:00 AM	Women's Health Package (Continued)	Tab 7
12:00 AM	Lunch	
1:00 PM	Laboratory Setup and "File 60", Reference Lab, Lab Taxonomies, Quick Order Setup, and Generic Nursing Orders with TIU Template <b>Janna Morris and Pam Spaeth</b> At the end of this session participants should be able to: <ul style="list-style-type: none"> <li>• Describe the ways in which PAP smear results or information pass to PCC</li> <li>• Examine the Importance of Proper Configuration of Laboratory Tests</li> <li>• Ensure Laboratory Tests are Associated with the Correct CPT Codes</li> <li>• Create an EHR PAP Quick Order, Quick Order Menu, and Generic Order</li> <li>• Import TIU Template for Use in a Generic PAP Smear Order</li> </ul>	Tab 8
4:30 PM	End of Day	

## Thursday

10:00 AM	<p>Women's Health VA Health Summary &amp; Data Objects</p> <p><b>Phil Taylor</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Ensure the pap smear results are accessible to the Provider</li> <li>• Build a Women's Health Summary</li> <li>• Create a Women's Health VA Health Summary and Health Summary Object</li> <li>• Review a TIU Data Object for PAP Smears</li> </ul>	Tab 9
11:00 AM	<p>EHR ICD-9 Picklists and CPT Superbills for GPRA PAP Smear</p> <p><b>David Taylor</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Create an ICD-9 Picklist for Womens Health</li> <li>• Create a CPT Picklist for Womens Health</li> <li>• Examine the Process for Creating Associations in the CPT Pick List</li> </ul>	Tab 10
12:00 NOON	Lunch	
1:00 PM	<p>CMET in iCare</p> <p><b>Kathy Ray</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Using iCare, find patients due for PAP Smear</li> <li>• Generate Reminder Letters</li> <li>• Generate and Review Reports to determine the capture of structured pap smear data</li> <li>• Generate result letters and follow-up recommendation letters in EHR TIU for use in iCare/CMET</li> <li>• Configure different desired letters in EHR TIU for use in iCare/CMET</li> <li>• Future Developments in WH/CMET/iCare</li> </ul>	Tab 11
3:00 PM	<p>Vista Imaging and Note Titles (Demonstration)</p> <p><b>Catherine Moore</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Identify Appropriate Note Titles for PAP Smear Results</li> <li>• Examine Vista Imaging Configuration for PAP Smear Results</li> <li>• Delineate a Workflow Process to Ensure Documents are Scanned Appropriately</li> </ul>	Tab 12
3:30 PM	<p>EHR Reminders for PAP</p> <p><b>Susan Richards and Mary Ann Niesen</b></p> <p>At the end of this session participants should be able to:</p> <ul style="list-style-type: none"> <li>• Describe PAP reminder function/overview</li> <li>• Test functionality of loaded reminder</li> <li>• Discuss Need to Keep Reminders Updated</li> </ul>	Tab 13
4:00 PM	<p>Wrap-up, Questions, Identify Office Hour Sessions</p> <p><b>All</b></p>	
4:30 PM	End of Day	

## 5.0 Biographical Sketches

### **CAPT (ret) Michael Allen, MIS, RPh OIT USET EHR Clinical Pharmacy Consultant**

CAPT Allen is a commissioned Officer in the USPHS. He came from a family of pharmacists and holds a BS degree from Idaho State University. He has a Master of Information Systems degree from University of Phoenix. He started with USPHS after working in retail pharmacy for a few years. During his years in IHS he has served in Portland Area, Phoenix Area, and currently is in Tucson Area. His duties have included, besides being a pharmacist: Site Manager, Assistant Site Manager, CAC, Pharmacy Package Administrator, and POS specialist. He serves on the Pharmacy PSG and was recently appointed to the POS Technical Advisory Group. His children are out of the house and he has one granddaughter he misses greatly. He lives in Tucson with his wife and cat.

### **LCDR Mollie Ayala, MHI OIT USET EHR Deployment Coordinator**

LCDR Mollie Ayala is a Commissioned Officer in the United States Public Health Service and has been with the Indian Health Service Office of Information Technology (OIT) since 2009 and the Phoenix Area since 2002. Mollie serves as the EHR Coordinator for all EHR Training and Deployment activities. She is a graduate of Arizona State University with a Master's Degree in Healthcare Innovation (MHI). In addition, she has served in a variety of positions ranging from IT Specialist where she implemented an area level Help Desk system that is still currently providing a centralized level of support for all Phoenix area facilities. She then moved on to become a Revenue Application Coordinator for the Phoenix Area – Management Services Organization. In this position, she was responsible for providing specialized 3rd Party and Accounts Receivable application support for 12 clinics and hospitals.

**CAPT Deborah Burkybile, MSN, RN, CPC  
OIT USET EHR Deployment Specialist**

Deborah has been a Registered Nurse for 32 years. During this time her nursing practice led her to work in a variety of private sector hospitals, clinics, tribal facilities, and for the last 20 years in Indian Health Service. Ms. Burkybile is a citizen of the Cherokee Nation of Oklahoma. She received her commission in the U.S. Public Health Service in 1988 and works from the Nashville Area Office, Indian Health Service where she had served Tribes and IHS facilities in the role of Area Managed Care Consultant. Currently she has been assigned to support the implementation of the Indian Health Service Electronic Health Record by assisting the IHS Office of Information Technology as one of the EHR Implementation Team Consultants. Ms. Burkybile is also a Certified Professional Coder and has worked diligently with the Nashville Area Tribes to train and certify coding professionals at the Service Unit, Tribal, and Urban levels. Health Care Compliance is another field of particular interest and work for Ms. Burkybile. Ms. Burkybile's knowledge and expertise in nursing has enabled her to provide assistance to Indian Health Service, Tribal, and Urban facilities from both clinical and business perspectives with a focus on quality health care service delivery.

**Megan (Powers) Galope, MBA, MSIM (Contractor) Data Networks Corporation  
CRS Project Lead**

Megan is the project lead for the Clinical Reporting System and Uniform Data System projects, and has worked on these projects since 2009. She worked as the Deployment Coordinator for the EHR implementation for five years before transitioning to CRS. Prior to working for IHS, she spent several years as a software programmer and IT consultant. Megan received her MBA and Master of Science in Information Management in 2004 from the W.P. Carey School of Business at Arizona State University.

**Janna Morris, MPA, MT(ASCP)  
OIT USET EHR Clinical Laboratory Consultant**

Janna Morris is a Medical Technologist in the United States Public Health Service and has worked in the Indian Health Service since 1982. Janna is a certified Medical Technologist and formally served as the Laboratory Manager at Rapid City Indian Hospital. Janna has been involved in reference lab interfacing since the early 1990s, and is now currently assigned to OIT and USET as an EHR Clinical Laboratory Consultant.

**Mary Ann Niesen, PharmD  
OIT USET EHR Clinical Informaticist**

CDR Mary Ann Niesen is a Commissioned Officer in the United States Public Health Service and has been in the Indian Health Service full time since 1993. CDR Niesen received her Doctor of Pharmacy from Purdue University in Indiana. She has been assigned to Service Units in the Bemidji, Navajo, Billings, and Aberdeen Areas. CDR Niesen currently serves as a Clinical Informaticist for the IHS Office of Information Technology and is responsible for EHR Testing.

**Kathy Ray, CNM, CAC**  
**Parker Indian Hospital Clinical Applications Coordinator**

Kathy is a Clinical Applications Coordinator at Parker IHS, Parker, AZ, since October 2005. During that time she has also (under protest) been the Federal Agency Travel Administrator and implemented GovTrip. Prior to moving to Parker, Kathy had been with the Rosebud Sioux on the Rosebud Indian Reservation in South Dakota as a permanent employee since 1994, and worked there as a locums in 1993. Her job there as a Certified Nurse Midwife was always challenging! Kathy has worked with the Women's Health Package since 1996 – when it was first released. She is currently the Federal Lead for the new Women's Health Package, which will be coming out as a part of iCare. She enjoys working with various RPMS packages and EHR, and training others on how to use them

**Pam Spaeth, MT (ASCP)**  
**OIT USET EHR Clinical Laboratory Consultant**

Pam is a Medical Technologist, receiving her BS in Medical Technology and Chemistry at Concordia College, in Moorhead, MN. She started her career as the Blood Bank Supervisor at a local hospital, from 1976 until 1988. In 1988 she came to the White Earth Health Center in Ogema, MN as the Laboratory Supervisor. She has supervised the Laboratory for 21 years, until recently accepting the position for one of the OIT USET EHR Clinical Consultants. She was on the first Laboratory team to be trained for the RPMS Lab Package at PIMC in 1995. White Earth went live with that in 1996. She was also the PCC+ lead and one of three CACs for the implementation of EHR, which White Earth has been using since May of 2007. She has been a member of the IHS Laboratory PSG since it began.

**CAPT (ret) David R. Taylor, MHS, RPh, PA-C, RN**  
**IHS OIT EHR Training and Deployment Manager**

CAPT (ret) David Taylor is a retired Commissioned Officer in the United States Public Health Service and is a certified physician assistant, registered pharmacist, and registered nurse. He holds more than 35 years of public health, clinical, and clinico- administrative experience in the Indian Health Service (IHS) as both a Commissioned Officer and Federal Employee. Mr. Taylor has served as a pharmacist, physician assistant, quality manager, risk manager, and compliance officer for the Pine Ridge, South Dakota and Cherokee, North Carolina Indian Hospitals. He has also served as an HIV/AIDS/STD consultant, performance improvement consultant, pharmacy consultant, diabetes clinical consultant, and RPMS health informatics consultant for the Nashville Area Indian Health Service. Since 2002 David Taylor has been assigned to the Indian Health Service Office of Information Technology as a National Medical Informatics Consultant and has been charged with both training and deployment of the Meaningful Use of an Electronic Health Record throughout the entire Indian Health Care system. David Taylor was awarded the PHS Meritorious Service Medal (MSM) in recognition for his accomplishments in the EHR arena during his Commission.

**Phil Taylor, BA, RN (Contractor)**  
**Medsphere Systems Corporation**

Phil is a Clinical Consultant for Medsphere Systems Corporation. Phil has been a Registered Nurse for over 35 years. He holds a degree in Nursing from Vincennes University and a B.A. in Classical Studies from Indiana University. Phil provided clinical application support to VA Medical center staff using the VistA electronic medical record system for over 12 years prior to joining Medsphere. Phil's clinical history was primarily in Psychiatric Nursing. Currently Phil's primary responsibilities are providing training support (such as Basic CAC School and EHR for Inpatient) and configuration/setup support to OpenVista/EHR installations.

## **Appendix A: Appendix Title**

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## Document Set-Up Instructions

To set up the Title Page, change the text of the following Title Page styles:

Title Page Style	Text
Title Page	Course Name Select the text only, and replace. Example, EHR for Small Sites
month_year	Month StartDate – EndDate, Year Select text only, and replace Example: June 20 – 25, 2008

**When finished, delete this page from the document.**