



RESOURCE AND PATIENT MANAGEMENT SYSTEM

Behavioral Health System v4.0 One-Day Data Entry

Announcement and Agenda

May 2015

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1.0 General Information

1.1 Purpose of Training

The focus of this training is on direct provider entry of clinical data and other functionality in BHS v4.0 GUI. Some of the functionality featured in this training includes electronic signature, and simplified data entry.

Over the course of the one-day training the following areas will be covered: Data Entry Menu: to record, display and print clinical data related to client care including individual and group encounters, suicide reporting forms, administrative/community activities, and case management information

The training consists of lecture with demonstrations of the tool, and hands-on exercises using individual computer terminals and a simulated training database.

1.2 Prerequisites

Familiarity with a keyboard, mouse, and working in a Windows environment

1.3 Intended Audience

The target audience is any provider, clinical supervisor, health care administrator, or RPMS support staff located at a facility that uses, or is implementing RPMS BHS v4.0.

1.4 Course Material

- BHS v4.0 Patch 4 Data Entry Training Manual:
http://www.ihs.gov/rpmsbh/includes/themes/newihstheme/display_objects/documents/training/BHS_Patch4_DE_Man.pdf
- Purpose of Visit Job Aid:
http://www.ihs.gov/rpmsbh/includes/themes/newihstheme/display_objects/documents/training/PurposeofVisitProbCodeList.pdf
- Activity Codes Job Aid:
http://www.ihs.gov/rpmsbh/includes/themes/newihstheme/display_objects/documents/training/ActivityCodeSheet.pdf
- ICD-9 v Code Job Aid:
http://www.ihs.gov/rpmsbh/includes/themes/newihstheme/display_objects/documents/training/ICD9vCodes.pdf

1.5 References

- RPMS Help Desk:
<http://www.ihs.gov/Helpdesk/>
- RPMS Feedback:
<http://www.ihs.gov/rpms/index.cfm?module=feedback&option=add&newquery=1>
- RPMS Behavioral Health:
<http://www.ihs.gov/rpmsbh/>
- Indian Health Service Division of Behavioral Health:
<http://www.ihs.gov/dbh/>
- Indian Health Service Home Page:
<http://www.ihs.gov>
- Indian Health Service Patient Education Program:
<http://www.ihs.gov/forproviders/patiented/>
- Indian Health Service Clinical Reporting System (GPRA+):
<http://www.ihs.gov/crs/>

2.0 Learning Objectives

At the conclusion of this course participants should be able to:

- Come to an understanding of the relationship between the Resource and Patient Management System (RPMS) suite of applications and the behavioral health application.
- Understand the various navigation features of BHS.
- Enter patient-related visit documentation.
- Enter the optional Case Management feature of BHS.
- Understand how and when to document Suicide Reporting Forms.
- Document non-patient related activities.

3.0 Detailed Agenda

Topic	Duration
Introduction/Logistics	15 min.
RPMS and BHS v4.0 Overview	15 min.
Log on to BHS v4.0 GUI and review: <ul style="list-style-type: none"> • Menu Tree • Buttons for Patient • Help File • Health Summary • Face Sheet 	45 min.
Break	15 min.
Visit Encounters: <ul style="list-style-type: none"> • One Patient • All Patients • Browse Visits • BH Problem List • PCC Problem List 	120 min.
Lunch	60 min.
Visit Encounters (Group Encounters)	60 min.
Break	15 min.
Suicide Reporting Forms (One Patient; All Patients); Case Management	60 min.
Administrative and Community Activities	25 min.
Final Questions and Answers/Course Evaluation	20 min.

Contacts

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