

# RPMS Diabetes Management System

## Diabetes Register Audit Preparation 2026

01/13/2026

**Indian Health Service**



# Diabetes Audit Team



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DMS Business Analyst

**Area Diabetes Consultants and Support Staff**

# Today's Presentation

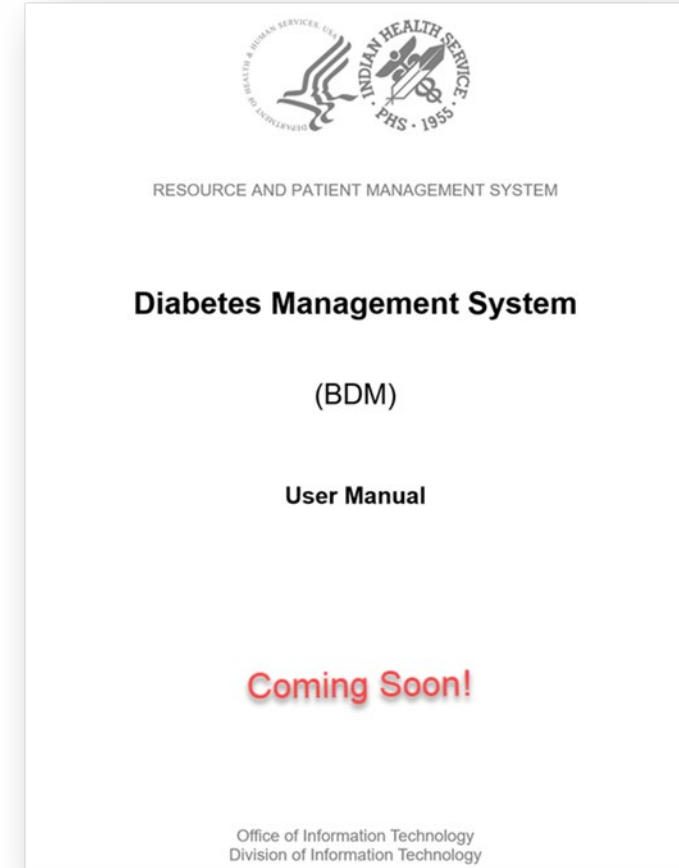
- Keys for managing an RPMS Diabetes Register
- Review and Update an RPMS Diabetes Register Patient Profile
- DXNR – DM Diagnosis Not on Register
- INA – List Possible Inactive Patients
- PAR - Possible INA, LTF, TRANS Pts to move to Active
- PLDX – Patients w/no Diagnosis of DM on Problem List
- NDOO – DM Patients w/no Recorded DM Date of Onset
- Miscellaneous register topics that are frequently asked

# 2026 Audit Resources



- **Diabetes Management System (DMS) Manual**

- Go to source for all things DMS
- New version available in January 2026, with release of Version 2.0 Patch 19



# RPMS Security Keys



## Diabetes Management System

- **BDMZMENU**—This key allows access to the main Diabetes Management System Menu.
- **BDMZ REGISTER MAINTENANCE**—This key allows access to the Register Maintenance menu option which includes Patient Management and register reports.

## Case Management System

- **ACMZMENU**—This key allows access to the **Case Management System** main menu.

## PCC Management Reports

- **APCLZMENU**—This key allows access to the **PCC Management Reports** main menu.

## QMan

- **AMQQZMENU**—This key allows access to QMAN.
- **AMQQZCLIN**—This key allows access to clinical data in QMAN.

## Health Summary (Generate Multiple Health Summaries)

- **APCHSMGR**—This key allows the user to create health summary types. This is only necessary if the user wants to create a summary type that differs from the DIABETES STANDARD type.

Found in DMS  
Manual and RPMS  
Checklist & Audit  
Instructions

IHS CORE MENU, then  
ACM Case Management System  
^ACM

\*\*\*\*\*  
\*\* CASE MANAGEMENT SYSTEM \*\*  
\*\*\*\*\*

CR	Create/Modify Register Structure
AU	Add Authorized Users
BL	Build Supporting Lists
DL	Display Supporting List
AD	Add/Delete Patients
DE	Data Entry
RG	Report Generation
RD	Resource Directory
QMAN	Q-Man (PCC Query Utility)
DEL	Delete Entire Register
CLM	Custom Letter Management
ECR	Display/Edit Register Creator
LTR	Manage Recall Letters
PDM	Install Pre-Diabetes Register
IDR	Install IHS Diabetes Register

Select Case Management System Option: AU Add Authorized Users

\*\*\*\*\*

\*\* CASE MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

REGISTER SELECTION UTILITY

ANTICOAGULATION  
IHS DIABETES  
IHS PRE-DIABETES

DIALYSIS HDN  
DM in Pregnancy  
SDPI Diabetes Program

REGISTER: IHS DIABETES

\*\*\*\*\*

\*\* IHS DIABETES\*\*

\*\*\*\*\*

## AUTHORIZED USERS

You are NOT the Creator of this Register  
Therefore, you cannot Add Users!

Contact the Register Developer – RABBIT,ROGER– for more information.

**\*\*You will need to edit that register and add yourself as the creator of that registry\*\***

**Remember the name of the register. You will need to type it in later.**



\*\*\*\*\*  
\*\* CASE MANAGEMENT SYSTEM \*\*  
\*\*\*\*\*

CR	Create/Modify Register Structure
AU	Add Authorized Users
BL	Build Supporting Lists
DL	Display Supporting List
AD	Add/Delete Patients
DE	Data Entry
RG	Report Generation
RD	Resource Directory
QMAN	Q-Man (PCC Query Utility)
DEL	Delete Entire Register
CLM	Custom Letter Management
ECR	Display/Edit Register Creator
LTR	Manage Recall Letters
PDM	Install Pre-Diabetes Register
IDR	Install IHS Diabetes Register

Select Case Management System Option: **ECR Display/Edit Register Creator**

Select Register: **IHS DIABETES**

\*\*\*\*\*  
\*\* CASE MANAGEMENT SYSTEM \*\*  
\*\*\*\*\*

REGISTER TYPE: IHS DIABETES	ABBREVIATION:DM
DATE ESTABLISHED: APR 10,2000	REGISTER DEVELOPER:POSTMASTER
VIEW ALL LIST ENTRIES:NO	PCC PROBLEM LIST:YES
ALLOW LAYGO FOR LIST ENTRIES:NO	RESTRICT CATEGORY USE:YES
ELEMENTS:COMPLICATIONS	
ELEMENTS:DIAGNOSES	
ELEMENTS:REGISTER DATA	
REGISTER CREATOR:RABBIT,ROGER// COYOTE, WYLIE	

\*\*\*NOW you can add a user to that registry!

\*\*\*\*\*

\*\* CASE MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

REGISTER SELECTION UTILITY

ANTICOAGULATION  
IHS DIABETES  
IHS PRE-DIABETES

DIALYSIS HDN  
DM in Pregnancy  
SDPI Diabetes Program

REGISTER: IHS DIABETES

\*\*\*\*\*

\*\* IHS DIABETES\*\*

\*\*\*\*\*

## AUTHORIZED USERS

Select AUTHORIZED USER:YOSEMITE,SAM

Are you adding 'YOSEMITE,SAM' as a new AUTHORIZED USER (the 1<sup>ST</sup>  
for this CMS REGISTER TYOE)? NO//Y (yes)

If you are ever creating a new registry that you would like to run the Diabetes Management System on, then the title of the register must contain the word “diabetes”

Below, only the registers in yellow would show up in the Diabetes Management System

```
*****  
** CASE MANAGEMENT SYSTEM **  
*****
```

#### REGISTER SELECTION UTILITY

ANTICOAGULATION  
IHS DIABETES  
IHS PRE-DIABETES

DIALYSIS HDN  
DM in Pregnancy  
SDPI Diabetes Program

# Patient Lists for the Annual DM WebAudit



- DMS Diabetes Register – Active Status
  - What we will be covering today
  - Most of these activities can be done before the DMS Patch 19 release and availability of the 2026 WebAudit tools.
  - Periodic register updates and running reports throughout the year is suggested.
- Fileman template using QMAN (see DMS Manual D.3.2)
- Other EHR Systems

# DMS Diabetes Register Status Definitions (local)



- Your facility may have locally defined categories for each Diabetes Register status
- The DMS Manual has a list of “suggested” definitions
- It is important to know your **local** definition of these categories

# DMS Diabetes Register Status Definitions (suggested)



- **A-Active:** patients who receive their primary healthcare at a facility and who have had care at that facility within the last year
- **I-Inactive:** patients who have not been seen within the last two years
- **T-Transient:** patients seen at the clinic within the past year but who do not receive their primary diabetes care at the facility and only visit the clinic periodically for medications or other services
- **U-Unreviewed:** patients on the Register who have not had a chart review yet
- **D-Deceased:** patients documented in Patient Registration with a date of death
- **N-Non-IHS:** patients who receive their diabetes care at another facility
- **L-Lost to Follow-Up:** patients seen at your facility within the past two years but who have not had a visit in the last year



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## \*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch 19)

### MAIN MENU

RM Register Maintenance ...

AS Audit Setup ...

AR Audit Reporting ...

PDM Prediabetes Menu ...

Select Diabetes Management System Option:

# Menu Items to Update the Register

- **AS** Audit Setup
  - Reports to help clean up Diabetes Register
  - Taxonomy review/updates (upcoming Webinar)
  - Identify patients with potential errors
- **RM** Register Maintenance
  - Update patient information in the Diabetes Register
- **RR** Register Reports
  - Identify patients without a diabetes date of onset

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## \*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

### VERSION 2.0 (Patch19) MAIN MENU

RM Register Maintenance ...

AS Audit Setup ...

AR Audit Reporting ...

PDM Prediabetes Menu ...

Select Diabetes Management System Option: **AS**

## AUDIT SETUP

DXNR Patients with DM Diagnosis and not on Register  
INA List Possible Inactive Pts in the DM Register  
PAR Possible INA, LTF, TRANS Pts to move to Active  
PLDX Patients w/no Diagnosis of DM on Problem List  
FRPT Find a Register patient by YOB, MOB, Birth Sex

---

LMR List Labs/Medications Used at this Facility  
TC Check Taxonomies for the 2026 DM Audit  
TU Update/Review Taxonomies for 2026 DM Audit  
VTAX View/Print Any Taxonomy Used by the Diabetes Audit  
VSML View a SNOMED List Used by the Diabetes AUDIT  
DAL Display Audit Logic

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DQC 2026 Data Quality Check Report

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ASPR Prior Years Diabetes Audit Setup (DM21-DM25) ...

# Patients w/ Diabetes not on the Diabetes Register



## AS Audit Setup Menu

### DXNR – Patients with DM Diagnosis and not on the Register

- This report will list patients who are not on ANY diabetes register but who have had a visit with a diagnosis of diabetes in a specified date range.
- Useful if the register has not been kept up to date during the year.
- Has the option if the facility is multi-divisional with multiple registers. You can enter each of the register names.

## AUDIT SETUP

**DXNR** Patients with DM Diagnosis and not on Register  
INA List Possible Inactive Pts in the DM Register  
PAR Possible INA, LTF, TRANS Pts to move to Active  
PLDX Patients w/no Diagnosis of DM on Problem List  
FRPT Find a Register patient by YOB, MOB, Birth Sex  
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LMR List Labs/Medications Used at this Facility  
TC Check Taxonomies for the 2026 DM Audit  
TU Update/Review Taxonomies for 2026 DM Audit  
VTAX View/Print Any Taxonomy Used by the Diabetes Audit  
VSML View a SNOMED List Used by the Diabetes AUDIT  
DAL Display Audit Logic  
-----  
DQC 2026 Data Quality Check Report  
-----  
ASPR Prior Years Diabetes Audit Setup (DM21-DM25) ...

Select Audit Setup Option: **DXNR** Patients with DM Diagnosis and  
not on Register

## ^DXNR

This report will list patients who are not on any diabetes register but who have had a visit with a diagnosis of diabetes in a date range specified by the user. If you are multi-divisional with multiple registers you can enter all of the register names. Only patients who are not on ANY of the registers will be displayed on the list.

Enter Register Name: **IHS** (can also type?? If not sure)

1 IHS DIABETES REGISTER

2 IHS PRE-DIABETES REGISTER

CHOOSE 1-2: **1 IHS DIABETES REGISTER**

Enter Another Register Name: (add additional registries)

Enter Another Register Name: **[Enter]**

Enter Beginning Visit Date: 1/1/2025 (JAN 01, 2025)

Enter Ending Visit Date: 12/31/2025 (DEC 31, 2025)

How many diagnoses must the patient have had in that time period:  
(1-99): 3// 1

Select one of the following:

- P PRINT the List
- B BROWSE the List on the Screen
- S Create Search Template
- D Create Delimited Output file

Output Type: P// P or B



Output Type: P// BROWSE the List on the Screen

Select one of the following:

- I Include ALL Patients
- E **Exclude DEMO Patients**
- O Include ONLY DEMO Patients

Demo Patient Inclusion/Exclusion: E// **[ENTER]**

\*\*\*\*\* CONFIDENTIAL PATIENT INFORMATION \*\*\*\*\*



DEMO HOSPITAL (INST)

Patients NOT on any of the following Registers:

**2026 IHS DIABETES REGISTER Register**

with at least **1 visits** with a DX of Diabetes between

**Jan 01, 2025 and Dec 31, 2025**

PATIENT NAME	HRN	DOB	COMMUNITY	LAST VISIT DXS	# DM DX	LAST DM DX
-----						
<b>JALAPENO,JOLLY</b>	125369	03/04/1950	ALBUQUERQU	01/24/25	2	12/09/25
Seen at: DEMO HOSPI						
<b>LOBO,LOUIE</b>	116258	01/01/1960	ZUNI PUEBL	11/08/25	2	11/08/25
Seen at: DEMO HOSPI						
<b>MOUSE,MICKEY</b>	385465	01/01/1957	BROKEN ARR	06/21/25	3	08/21/25
Seen at: DEMO HOSPI						

# Identified Using DXNR

## Patients with DM Diagnosis not on a Register.

- Review EHR patient charts
  - Verify the patient was seen in a qualifying clinic
  - Use “Last DM Dx” column to guide where to look
- Data for Register completeness
  - Type of Diabetes diagnosed in the Problem List
  - DM Date of Onset (may take some digging)
  - A determination of what register status is most appropriate
- If applicable, add patients to Register.

## Return back to the Main Menu:

- **RM** Register Maintenance
- **PM** Patient Management
  - Update patient information in the registry.



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**\*\* DIABETES MANAGEMENT SYSTEM \*\***

\*\*\*\*\*

VERSION 2.0 (Patch 19)

MAIN MENU

**RM Register Maintenance ...**

AS Audit Setup ...

AR Audit Reporting ...

PDM Prediabetes Menu ...

Select Diabetes Management System Option: **RM**

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\*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch 19)

REGISTER MAINTENANCE

- RM Register Management ...
- PM Patient Management
- CGM Enter/Edit Continuous Glucose Monitoring Data
- DMU Update Diabetes Patient Data
- AP Add Patients from Template
- DEL Delete Patient from the Register
- LM Letter Management ...
- RR Register Reports ...
- DPCS Display a Patient's DIABETES CARE SUMMARY

Select Register Maintenance Option: PM

## ^PM Patient Management

### Select DIABETES Register

No.	Register Name	# Active	# members	Last patient update members
-----				
1	IHS DIABETES REGISTER	10	10	12/08/2025
2	IHS PRE-DIABETES REGISTER	6	6	12/02/2025

Which REGISTER: (1-2): 1

Register being checked to update status of deceased patients.

THIS SYSTEM CONTAINS CONFIDENTIAL PATIENT INFORMATION COVERED  
BY THE PRIVACY ACT. UNAUTHORIZED USE OF THIS DATA IS ILLEGAL

\*\*\*\*\*

\*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch 19)  
DEMO HOSPITAL (INST)  
MAIN MENU - DKB DIABETES REGISTER

Select PATIENT NAME: **Jalapeno**

JALAPENO,JOLLY                      F 03-04-1950 XXX-XX-5544    TST 125369

**JALAPENO,JOLLY is not on  
the IHS DIABETES REGISTER**

Add this client to the Register? NO// **Yes**

## Register Data

**PATIENT: JALAPENO, JOLLY**

AGE: 73

ADDRESS: 159 SPICY BLVD, ALBUQUERQUE, NM, 87125

DOB: 03/04/1950

PHONE: 5051239874

HRN: 125369

PRIM CARE PROV: ALLEN, MICHAEL

RES: ALBUQUERQUE

**STATUS: ACTIVE**

WHERE FOLLOWED:

CASE MGR:

CONTACT:

ENTRY DATE: MAR 6, 2023

LAST EDITED:

**DIAGNOSIS: (NO DIAGNOSIS ON FILE FOR THIS PATIENT)**

COMMENTS:

LOCAL OPTION:

LOCAL OPTION TEXT:

- Previous Screen Q Quit ?? for More Actions

**1 Register Status**

6 Comments

11 Health Summary

2 Where Followed

7 Local Option Entry

12 DM Care Summary (DPCS)

3 Case Manager

8 Last Visit

13 Print Letter

4 Client Contact

9 Review Appointments Q Quit

**5 DX/Date of Onset**

10 Audit Status

Select Action: Quit// 5 DX/Date of Onset



# Register Diagnoses

## DIABETES RELATED PROBLEMS ON THE PROBLEM LIST

PROB #	DX	PROVIDER NARRATIVE	DATE OF ONSET	STATUS
--------	----	--------------------	---------------	--------

TST3	E11.9	Diabetes mellitus		ACTIVE
------	-------	-------------------	--	--------

Register Diagnosis

NO.	Diagnosis	ONSET DATE
-----	-----------	------------

(None on the DM Register)

- Previous Screen Q Quit ?? for More Actions

1 Add Diagnosis 2 Edit Diagnosis 3 Delete Diagnosis

Select Action:Quit// 1

NO. DIAG

-----

- 1 GESTATIONAL DM
- 2 TYPE 1
- 3 **TYPE 2**
- 4 IMPAIRED GLUCOSE TOLERANCE
- 5 PREDIABETES

Which DIAGNOSIS(S): (1-7): **3**

PATIENT: JALAPENO,JOLLY

DIAGNOSIS: TYPE 2 (populates)

DATE OF ONSET: MAY 1, 2025 (add date)

SEVERITY:

---

Exit **Save** Refresh

Enter a command or '^' followed by a caption to jump to a specific field.

**COMMAND: S** Press <PF1>H for help Insert

Returns to this prompt.

**COMMAND: E** Press <PF1>H for help Insert



# Identifying Potential Inactive Patients

## AS Audit Setup Menu

### INA - List Possible Inactive Pts in the DM Registry

- This report will find patients who have not been seen during the Audit period and are still marked as “active” in the Register.
- This report can be useful at sites that have large numbers of patients in the Register where the status might not be accurate.
- Patients on this list can be changed to “something other than active” so they will not be included in the Audit.

## AUDIT SETUP

DXNR Patients with DM Diagnosis and not on Register

INA List Possible Inactive Pts in the DM Register

PAR Possible INA, LTF, TRANS Pts to move to Active

PLDX Patients w/no Diagnosis of DM on Problem List

FRPT Find a Register patient by YOB, MOB, Birth Sex

-----  
LMR List Labs/Medications Used at this Facility

TC Check Taxonomies for the 2026 DM Audit

TU Update/Review Taxonomies for 2026 DM Audit

VTAX View/Print Any Taxonomy Used by the Diabetes Audit

VSML View a SNOMED List Used by the Diabetes AUDIT

DAL Display Audit Logic

-----  
DQC 2026 Data Quality Check Report

-----  
ASPR Prior Years Diabetes Audit Setup (DM22-DM25) ...

Select Audit Setup Option: **INA**

**^INA**

This report will list patients who are on the diabetes register who have not had a visit to a set of primary care clinics in a date range defined by the user.

The report provides a way to identify patients who could possibly be inactivated in the register.

### Select DIABETES Register

No.	Register Name	# Active members	# members	Last patient update
-----				
1	IHS DIABETES REGISTER	10	10	12/08/2025
2	IHS PRE-DIABETES REGISTER	6	6	12/02/2025

Which REGISTER: (1-3): **1**

Select the Patient Status for this report

Select one of the following:

A	ACTIVE
I	INACTIVE
T	TRANSIENT
U	UNREVIEWED
D	DECEASED
N	NON-IHS
L	LOST TO FOLLOW-UP
NON	NONCOMPLIANT

0 All Register Patients

Which Status: A// [ENTER]



Enter the list of clinics that you have determined to be primary care clinics.  
You can enter them 1 at a time or enter a taxonomy using the '[' notation.

Enter CLINIC: [BGP PRIMARY CARE CLINICS    BGP PRIMARY CARE CLINICS]

Members of BGP PRIMARY CARE Taxonomy =>

GENERAL	(01)
DIABETIC	(06)
INTERNAL MEDICINE	(13)
PEDIATRIC	(20)
FAMILY PRACTICE	(28)
WELL CHILD	(24)

Enter ANOTHER CLINIC: 50 CHRONIC DISEASE    (50)

Enter ANOTHER CLINIC: 69 ENDOCRINOLOGY (69)

Enter ANOTHER CLINIC: D5 PHARMACY PRIMARY CARE (D5)

Want to save this CLINIC group for future use? No// [ENTER]

Want to save this CLINIC group for future use? No// **Y (Yes)**  
Group name: **2026 AUDIT CLINICS**

Are you adding '2026 AUDIT CLINICS' as a new TAXONOMY (the 3338TH)? No// **Y (Yes)**

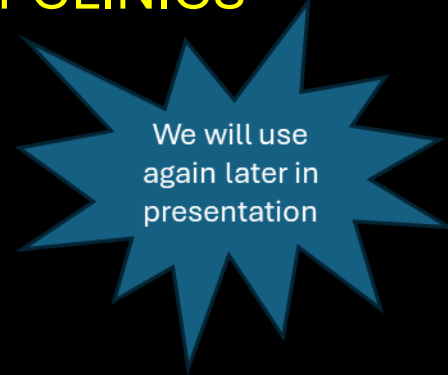
**TAXONOMY BRIEF DESCRIPTION: 2026 AUDIT CLINICS**

EXTENDED DESCRIPTION:

No existing text

Edit? NO// **[ENTER]**

Select TERMS/KEYWORDS: **[ENTER]**



We will use  
again later in  
presentation

Enter the list of clinics that you have determined to be primary care clinics.  
You can enter them 1 at a time or enter a taxonomy using the '[' notation.

Enter CLINIC: [2026 [Enter]

1 2026 AUDIT CLINICS 2026 AUDIT CLINICS

2 2026 OTHER CLINICS NON AUDIT CLINICS

CHOOSE 1-2: 1 2026 AUDIT CLINICS 2026 AUDIT CLINICS]

Don't forget  
the [  
by the letter p!

Members of 2026 AUDIT CLINICS Taxonomy =>

GENERAL

DIABETIC

INTERNAL MEDICINE

PEDIATRIC

WELL CHILD

FAMILY PRACTICE

CHRONIC DISEASE

ENDOCRINOLOGY

PHARMACY PRIMARY CARE CLINIC

Enter ANOTHER CLINIC: [ENTER]

[back to completing INA report]

Enter the time frame to look for visits.

Enter Beginning Visit Date: **1/1/25** (JAN 01, 2025)

Enter Ending Visit Date: **12/31/25** (DEC 31, 2025)

Select one of the following:

- P PRINT the List
- B BROWSE the List on the Screen

Output Type: P// **B**ROWSE the List on the Screen

Select one of the following:

- I Include ALL Patients
- E Exclude DEMO Patients
- O Include ONLY DEMO Patients

Demo Patient Inclusion/Exclusion: E// xclude DEMO Patients

\*\*\*\*\* CONFIDENTIAL PATIENT INFORMATION \*\*\*\*\*

Patients on the IHS DIABETES Register  
 without a visit between Jan 01, 2025 and Dec 31, 2025

PATIENT NAME	HRN	STATUS	CASE MAN	LAST VISIT	# DM DXS	LAST DM DX
NO CASH,JOHNNY	185963	ACTIVE		01/25/2022	1	02/04/2022
MOUSE,MINNIE	234510	ACTIVE		12/29/2023	1	12/29/2023
PRESLEY,MELVIS	112356	ACTIVE		08/11/2023	1	08/11/2023

End of report. HIT RETURN:

# Identified by INA Report

## Possible inactive patients on the Register.

- Review EHR chart to verify patient has not been seen in a qualifying clinic in the audit year
- If you don't have time to review all, review at least some random listings
- Determine most appropriate Register Status (i.e. Transient, Lost to Follow-up, Inactive, or leave as Active)

## Return back to the Main Menu:

- **RM** Register Maintenance
- **PM** Patient Management
  - Update patient information in the registry as applicable



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**\*\* DIABETES MANAGEMENT SYSTEM \*\***

\*\*\*\*\*

VERSION 2.0 (Patch19)

MAIN MENU

**RM Register Maintenance ...**

AS Audit Setup ...

AR Audit Reporting ...

PDM Prediabetes Menu ...

Select Diabetes Management System Option: **RM**

\*\*\*\*\*

\*\* DIABETES MANAGEMENT SYSTEM \*\*

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VERSION 2.0 (Patch 19)

REGISTER MAINTENANCE

- RM Register Management ...
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- CGM Enter/Edit Continuous Glucose Monitoring Data
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- DEL Delete Patient from the Register
- LM Letter Management ...
- RR Register Reports ...
- DPCS Display a Patient's DIABETES CARE SUMMARY

Select Register Maintenance Option: PM



## Register Data

**PATIENT: NO CASH, JOHNNY**

AGE: 67

ADDRESS: 859 DOLLAR DRIVE, ALBUQUERQUE, NM, 87125 DOB: 04/28/1955

PHONE: 505-555-5555

HRN: 185963

PRIM CARE PROV:

RES: ALBUQUERQUE

**STATUS: ACTIVE**

WHERE FOLLOWED:

CASE MGR:

CONTACT:

ENTRY DATE: DEC 8, 2022

LAST EDITED:

DIAGNOSIS: TYPE 2

ONSET DATE: DEC 1, 2018

COMMENTS:

LOCAL OPTION:

LOCAL OPTION TEXT:

- Previous Screen Q Quit ?? for More Actions

**1 Register Status**

2 Where Followed

3 Case Manager

4 Client Contact

5 DX/Date of Onset

6 Comments

7 Local Option Entry

8 Last Visit

9 Review Appointments

10 Audit Status

11 Health Summary

12 DM Care Summary (DPCS)

13 Print Letter

Q Quit

Select Action: Quit// 1

STATUS: ACTIVE// ??

Choose from:

A ACTIVE

I **INACTIVE**

T TRANSIENT

U UNREVIEWED

D DECEASED

N NON-IHS

L LOST TO FOLLOW-UP

NON NONCOMPLIANT

STATUS: ACTIVE// I **INACTIVE**

## Register Data

**PATIENT: NO CASH,JOHNNY**

ADDRESS: 859 DOLLAR DRIVE,ALBUQUERQUE,NM,87125 DOB: 04/28/1955

PHONE: 505-555-5555

AGE: 67

HRN: 185963

PRIM CARE PROV:

**STATUS: INACTIVE**

RES: ALBUQUERQUE

WHERE FOLLOWED:

CASE MGR:

CONTACT:

ENTRY DATE: DEC 8,2022

DIAGNOSIS: TYPE 2

COMMENTS:

LOCAL OPTION:

LOCAL OPTION TEXT:

LAST EDITED:

ONSET DATE: DEC 1,2018

- Previous Screen Q Quit ?? for More Actions

1 Register Status

2 Where Followed

3 Case Manager

4 Client Contact

5 DX/Date of Onset

6 Comments

7 Local Option Entry

8 Last Visit

9 Review Appointments

10 Audit Status

11 Health Summary

12 DM Care Summary (DPCS)

13 Print Letter

Q Quit

Select Action: **Quit// [ENTER]**

# Moving Patients Back to Active Status



- Patients may have been moved to a “non-active” Diabetes Register status. If the patient has resumed care at the facility during the audit year, then the patient should be included in the Annual Diabetes Audit
- These reports are run using a **new** RPMS function known as **PAR** Possible INA, LTF, TRANS Pts to move to Active

## AUDIT SETUP

DXNR Patients with DM Diagnosis and not on Register

INA List Possible Inactive Pts in the DM Register

PAR Possible INA, LTF, TRANS Pts to move to Active

PLDX Patients w/no Diagnosis of DM on Problem List

FRPT Find a Register patient by YOB, MOB, Birth Sex

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DAL Display Audit Logic

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DQC 2026 Data Quality Check Report

-----  
ASPR Prior Years Diabetes Audit Setup (DM22-DM25) ...

Select Audit Setup Option: **PAR**

## Select DIABETES Register

No.	Register Name	# Active members	# members	Last patient update
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2	IHS PRE-DIABETES REGISTER	6	6	12/02/2025

Which REGISTER: (1-3): **1**

THIS SYSTEM CONTAINS CONFIDENTIAL PATIENT INFORMATION COVERED  
BY THE PRIVACY ACT. UNAUTHORIZED USE OF THIS DATA IS ILLEGAL

\*\*\*\*\*

\*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch 19)  
DEMO HOSPITAL (INST)  
MAIN MENU – IHS DIABETES REGISTER

Select the Patient Status for this report

- 1) INACTIVE
- 2) TRANSIENT
- 3) LOST TO FOLLOW-UP

You can enter a list (e.g. 1, OR 1,2) or a range (e.g. 1-3)

Which status(s) should be included: (1-3): // 1,2,3

Enter the list of clinics that you have determined to be primary care clinics.

You can enter them 1 at a time or enter a taxonomy using the '[' notation.

Enter ANOTHER CLINIC: [2026 Audit Clinics    2026 Audit clinics]

Don't forget  
the [  
by the letter p!

Members of 2026 Audit Clinics Taxonomy =>

GENERAL

DIABETIC

INTERNAL MEDICINE

PEDIATRIC

WELL CHILD

FAMILY PRACTICE

CHRONIC DISEASE

ENDOCRINOLOGY

PHARMACY PRIMARY CARE CLINIC

Enter another clinic: <ENTER>



The following have been selected =>

GENERAL

DIABETIC

INTERNAL MEDICINE

PEDIATRIC

WELL CHILD

FAMILY PRACTICE

CHRONIC DISEASE

ENDOCRINOLOGY

PHARMACY PRIMARY CARE CLINIC

Want to save this CLINIC group for future use? No// (No)

Enter the time frame to look for visits.

Enter Beginning Visit Date: 1/1/2025 (JAN 01, 2025)

Enter Ending Visit Date: 12/31/2025 (DEC 31, 2025)

Select one of the following:

P PRINT the List

B BROWSE the List on the Screen

Output Type: B// PRINT the List

Select one of the following:

I Include ALL Patients

E Exclude DEMO Patients

O Include ONLY DEMO Patients

Demo Patient Inclusion/Exclusion: E// Exclude DEMO Patients

DEVICE: HOME// Virtual

\*\*\*\*\* CONFIDENTIAL PATIENT INFORMATION \*\*\*\*\*

Patients on the IHS DIABETES Register  
with a visit between Jan 01, 2025 and Dec 31, 2025  
who do not currently have a status of Active.

PATIENT NAME	HRN	STATUS	CASE MAN	LAST VISIT	# DM DXS	LAST DM DX
PARDONME,DOLLY	18689	INACTIVE		01/25/2025	1	01/25/2025
SIMPSON,BART	234510	LOSTFU		12/29/2025	1	12/29/2025
PRESLEY,MELVIS	112356	TRANSIENT		08/11/2025	1	08/11/2025

End of report. HIT RETURN:

# Identified by PAR Report

## Possible INA, LTF, TRANS Pts to move to Active

- Review EHR chart to verify patient **was** seen in a qualifying clinic in the audit year
- If you don't have time to review all, review at least some random listings
- Determine most appropriate Register Status (i.e. Active if pt was seen)

## Return back to the Main Menu:

- **RM** Register Maintenance
- **PM** Patient Management
  - Update patient information in the registry as applicable



\*\*\*\*\*

**\*\* DIABETES MANAGEMENT SYSTEM \*\***

\*\*\*\*\*

VERSION 2.0 (Patch19)

MAIN MENU

**RM Register Maintenance ...**

AS Audit Setup ...

AR Audit Reporting ...

PDM Prediabetes Menu ...

Select Diabetes Management System Option: **RM**

\*\*\*\*\*

\*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch 19)

REGISTER MAINTENANCE

RM Register Management ...  
PM Patient Management  
CGM Enter/Edit Continuous Glucose Monitoring Data  
DMU Update Diabetes Patient Data  
AP Add Patients from Template  
DEL Delete Patient from the Register  
LM Letter Management ...  
RR Register Reports ...  
DPCS Display a Patient's DIABETES CARE SUMMARY

Select Register Maintenance Option: PM

## Register Data

**PATIENT: PARDONME,DOLLY**

AGE: 87

ADDRESS: 231 COUNTRY DRIVE,ALBUQUERQUE,NM,87125 DOB: 04/28/1938

PHONE: 505-555-5555

HRN: 18689

PRIM CARE PROV:

RES: ALBUQUERQUE

**STATUS: INACTIVE**

WHERE FOLLOWED:

CASE MGR:

CONTACT:

ENTRY DATE: DEC 8,2002

LAST EDITED:

DIAGNOSIS: TYPE 2

ONSET DATE: DEC 1,2001

COMMENTS:

LOCAL OPTION:

LOCAL OPTION TEXT:

- Previous Screen Q Quit ?? for More Actions

1 **Register Status**

6 Comments

11 Health Summary

2 Where Followed

7 Local Option Entry

12 DM Care Summary (DPCS)

3 Case Manager

8 Last Visit

13 Print Letter

4 Client Contact

9 Review Appointments

Q Quit

5 DX/Date of Onset

10 Audit Status

Select Action: **Quit// 1 Register Status**

STATUS: ACTIVE// ??

Choose from:

- A ACTIVE
- I INACTIVE
- T TRANSIENT
- U UNREVIEWED
- D DECEASED
- N NON-IHS
- L LOST TO FOLLOW-UP
- NON NONCOMPLIANT

STATUS: ACTIVE// ACTIVE



## Register Data

**PATIENT: PARDONME,DOLLY**

AGE: 87

ADDRESS: 231 COUNTRY DRIVE,ALBUQUERQUE,NM,87125 DOB: 04/28/1938

PHONE: 505-555-5555

HRN: 18689

PRIM CARE PROV:

RES: ALBUQUERQUE

**STATUS: ACTIVE**

WHERE FOLLOWED:

CASE MGR:

CONTACT:

ENTRY DATE: DEC 8,2002

LAST EDITED:

DIAGNOSIS: TYPE 2

ONSET DATE: DEC 1,2001

COMMENTS:

LOCAL OPTION:

LOCAL OPTION TEXT:

- Previous Screen Q Quit ?? for More Actions

1 Register Status

6 Comments

11 Health Summary

2 Where Followed

7 Local Option Entry

12 DM Care Summary (DPCS)

3 Case Manager

8 Last Visit

13 Print Letter

4 Client Contact

9 Review Appointments

Q Quit

5 DX/Date of Onset

10 Audit Status

Select Action: **Quit// [ENTER]**

# Identify Patients Without a Diabetes Diagnosis

## AS Audit Setup Menu

### **PLDX - Patients w/no Diagnosis of DM on Problem List**

- This report displays active patients on the Register with no diagnosis of diabetes on the Problem List, the date of the last diabetes diagnosis, and the total number of diabetes diagnosis
- If there is a large number on this report, review your local documentation process and identify “authorized users” of the DM registers

## AUDIT SETUP

DXNR Patients with DM Diagnosis and not on Register

INA List Possible Inactive Pts in the DM Register

PLDX Patients w/no Diagnosis of DM on Problem List

FRPT Find a Register patient by YOB, MOB, Birth Sex

-----  
LMR List Labs/Medications Used at this Facility

TC Check Taxonomies for the 2026 DM Audit

TU Update/Review Taxonomies for 2026 DM Audit

VTAX View/Print Any Taxonomy Used by the Diabetes Audit

VSML View a SNOMED List Used by the Diabetes AUDIT

DAL Display Audit Logic

-----  
DQC 2026 Data Quality Check Report

-----  
ASPR Prior Years Diabetes Audit Setup (DM21-DM25) ...

Select Audit Setup Option: **PLDX**

\*\*\*\*\*

\*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch19)  
DEMO HOSPITAL (INST)

This report will list patients who do not have Diabetes on their Problem List but who are on a Diabetes Register or who have had at least N diagnoses of diabetes.

Select one of the following:

- R Those who are members of a Register
- D Those with at least N Diabetes Diagnoses

List which subset of patients: R//

# Patients Identified by PLDX

- **Perform an EHR chart review to determine**
  - Does the patient appear to have diabetes or not?
  - **If the patient does appear to have diabetes:**
    - Consult with a medical provider with authority to update the problem list.
    - The patient will need to be added to the DMS Diabetes Register once the diagnosis is confirmed by a medical provider.
    - Be sure to note the diagnosis, date of diagnosis and the applicable register status.
  - **If the patient does NOT appear to have diabetes:**
    - Only patients entered in error should be deleted.
    - If the patient is confirmed to **NOT** have diabetes, the patient should be deleted from the DMS Diabetes Register.

# To Delete or Not Delete...that is the ?



\*\*\*\*\*

\*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch19)

MAIN MENU

**RM** Register Maintenance ...

AS Audit Setup ...

AR Audit Reporting ...

PDM Prediabetes Menu ...

Select Diabetes Management System Option: **RM**

\*\*\*\*\*

\*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch19)

REGISTER MAINTENANCE

RM Register Management ...  
PM Patient Management  
CGM Enter/Edit Continuous Glucose Monitoring Data  
DMU Update Diabetes Patient Data  
AP Add Patients from Template  
DEL Delete Patient from the Register  
LM Letter Management ...  
RR Register Reports ...  
DPCS Display a Patient's DIABETES CARE SUMMARY

Select Register Maintenance Option: DEL



\*\*\*\*\*

## \*\* DIABETES MANAGEMENT SYSTEM \*\*

\*\*\*\*\*

VERSION 2.0 (Patch19)  
MAIN MENU - **IHS DIABETES REGISTER**

PATIENT LOOKUP UTILITY

Select CLIENT

NAME OR CHART: DKB DIABETES REGISTER

NO CASH,JOHNNY

M \*\* SENSITIVE \*\* TST 185963

**\*\*\*\*\* WARNING \*\*\*\*\***

This procedure will delete ALL data for  
JOHNNY NO CASH from the  
**IHS DIABETES REGISTER** register

Are you certain you want to do this? No// **No or Yes**

# Identifying Patients Without a DM Date of Onset

- **DMS** Diabetes Management System
- **RM** Register Maintenance
- **RR** Register Reports
- **NDOO** Find patient that do not have a diabetes date of onset
  - Running this report is important before performing the Annual Diabetes Audit
  - Those with “no date of onset” appear on this report and will be noted as having a Potential Error on the Data Quality Check (DQC) in DMS and the WebAudit

Register Data

PATIENT: JALAPENO,JUNIOR
ADDRESS: 159 SPICY BLVD,ALBUQUERQUE,NM,87125
PHONE: 5051239874
PRIM CARE PROV: ALLEN,MICHAEL
STATUS: ACTIVE
WHERE FOLLOWED:
CASE MGR:
CONTACT:
ENTRY DATE: MAR 6,2023

AGE: 33
DOB: 03/04/1990
HRN: 125369
RES: ALBUQUERQUE

LAST EDITED:

DIAGNOSIS: (NO DIAGNOSIS ON FILE FOR THIS PATIENT)

COMMENTS:
LOCAL OPTION:
LOCAL OPTION TEXT:

- Previous Screen
Q Quit
?? for More Actions

1 Register Status
2 Where Followed
3 Case Manager
4 Client Contact
5 DX/Date of Onset

6 Comments
7 Local Option Entry
8 Last Visit
9 Review Appointments
10 Audit Status

11 Health Summary
12 DM Care Summary (DPCS)
13 Print Letter
Q Quit

Select Action: Quit// 5

\*\*\*\*\*  
\*\*\*\*\*DIABETES MANAGEMENT SYSTEM\*\*\*\*\*  
\*\*\*\*\*

**RM**      **Register Maintenance**

AS      Audit Setup

AR      Audit Reporting

PDM      Prediabetes Menu

\*\*\*\*\*

RM      Register Management

PM      Patient Management

DMU      Update Diabetes patient Data

AP      Add Patients from Template

DEL      Delete Patient from the Register

LM      Letter Management

**RR**      **Register Reports**

DPCS      Display a Patient's DIABETES CARE SUMMARY

## Register Reports Menu

CS	Individual Register Patient Case Summary
MS	Multiple Register Patient Case Summaries
ML	Master List
GEN	Register Patient General Retrieval (Lister)
PR	Patient and Statistical Reports
LPRA	List Patients on a Register w/an Appointment
<b>NDOO</b>	<b>DM Register Pts w/no recorded DM Date of Onset</b>
FU	Follow-up Needed
MRDA	Multiple Registries Community DM Audit

Or simply type ^NDOO after any "Select MENU Option:"

## Select DIABETES Register

Register Name	# Active	# members	Last Update
2023 DKB Diabetes	6	7	11/27/2023
IHS DIABETES	555	623	12/05/2025
IHS PRE-DIABETES	103	232	06/01/2022

Which REGISTER: (1-3): **IHS DIABETES**

Do you want to select register patients with a particular status? Y// **<ENTER>**

Which status: A// **<ENTER>**

Output Type: **P// P(rint) or B(rowse)**

Demo Patient Inclusions/Exclusion: E// **<ENTER>**

**Creates list of names for patients that do not have a DM Date of Diagnosis on file**

# Patients Identified by NDOO Report

- Perform chart reviews
- Note diagnosis (Type 1 vs. Type 2)
- If diabetes is **not** on the problem list – enlist the help of a provider to investigate further
- Search for date of onset of diabetes
  - First time appeared on problem list (click on problem and list appears)
  - Labs – A1c and/or random glucoses over 200
  - Clinic visit narratives – if a transfer pt, then the establish care visit, etc.
- Edit EHR Problem List – add date of diagnosis **if** certain and based on local policy (visible to others and in patient summaries)
- Add to Patient DM Register profile (DMS => RM => PM)

# If Unable to Identify Exact Onset Date

- Ask the patient
- What is accepted in the DM Register
  - Month, Day and Year
  - Month and a Year (will default to 15<sup>th</sup> of the month)
  - Year only (will default to July 1)
- Diabetes Register onset dates **can not** be viewed by other EHR users, **nor** on the Diabetes Pt Care Summary. **So don't stress!**

**Note:** adding the comment “unknown” is acceptable in the Data Quality Check in the WebAudit.



# Register Diagnoses

Only date of onset documented on the EHR problem list can be seen by other EHR users.  
 Problem list entries can be modified using EHR.

## DIABETES RELATED PROBLEMS ON THE PROBLEM LIST

PROB #	DX	PROVIDER NARRATIVE	DATE OF ONSET	STATUS
TST3	E11.9	Diabetes mellitus		ACTIVE
	E10.9	Type 1 Diabetes		INACTIVE

Register Diagnosis

NO. Diagnosis                      ONSET DATE

(None on the DM Register)

- Previous Screen   Q Quit   ?? for More Actions

1 Add Diagnosis    2 Edit Diagnosis    3 Delete Diagnosis

Select Action:Quit// 1

NO. DIAG

--- -----

- 1 GESTATIONAL DM
- 2 TYPE 1
- 3 **TYPE 2**
- 4 IMPAIRED GLUCOSE TOLERANCE
- 5 PREDIABETES

Which DIAGNOSIS(S): (1-7): **3**

PATIENT: JALAPENO,UNIOR

DIAGNOSIS: TYPE 2 (populates)

DATE OF ONSET: MAY 1, 2025 (add date)

SEVERITY:

---

Exit **Save** Refresh

Enter a command or '^' followed by a caption to jump to a specific field.

**COMMAND: S** Press <PF1>H for help Insert

Returns to this prompt.

**COMMAND: E** Press <PF1>H for help Insert

Register Data

PATIENT: JALAPENO, JUNIOR  
 ADDRESS: 159 SPICY BLVD, ALBUQUERQUE, NM, 87125  
 PHONE: 5051239874  
 PRIM CARE PROV: ALLEN, MICHAEL  
 STATUS: ACTIVE  
 WHERE FOLLOWED:  
 CASE MGR:  
 CONTACT:  
 ENTRY DATE: DEC 6, 2025  
 LAST EDITED: DEC 6, 2025  
 AGE: 33  
 DOB: 03/04/1990  
 HRN: 125369  
 RES: ALBUQUERQUE  
 DIAGNOSIS: TYPE 2  
 ONSET DATE: MAY 1, 2025  
 COMMENTS:  
 LOCAL OPTION:  
 LOCAL OPTION TEXT:

- Previous Screen    Q Quit    ?? for More Actions
- |                    |                       |                           |
|--------------------|-----------------------|---------------------------|
| 1 Register Status  | 6 Comments            | 11 Health Summary         |
| 2 Where Followed   | 7 Local Option Entry  | 12 DM Care Summary (DPCS) |
| 3 Case Manager     | 8 Last Visit          | 13 Print Letter           |
| 4 Client Contact   | 9 Review Appointments | Q Quit                    |
| 5 DX/Date of Onset | 10 Audit Status       |                           |

Select Action: Quit// [ENTER]

# QMAN Quirks



- Historically, QMAN was needed for identifying patients that were/were not seen in the audit year so the register status could be updated. Now, you mostly can use INA and PAR reports for this purpose.
- ‘^’ is a jump around tool if used with a menu code, but by itself it is a ‘go back.’
- If you make a mistake, you can not go backwards. You might need to ‘^’ several times to get back to the beginning and you must start your entire search over again.
- “[“ is used when a previously saved template is being recalled. It is found beside the “p” on your keyboard.
- Always do a sampling of chart reviews to verify your report.

# Identifying Patients That May Be on Dialysis



- Patients on dialysis DOES NOT mean they automatically should be excluded from the audit.
- If a facility provides primary care for diabetes patients on dialysis, then these patients should be included in the audit.
- If patients on dialysis receive most of their primary care outside of the facility, they should not be included in the audit.
- A few options in case of exclusion
  - QMAN search. Search the REG for a SCR or eGFR “greater than” or “less than” a given cut point. This is detailed in DMS Manual section 8.2
  - iCARE, Care Management Tab, DM Audit Layout, Export to Excel, Sort by eGFR

RPMS iCare - Diabetes Register Active - Panel View

File Edit Care Mgmt Tools Window Help

Quick Patient Search:

Diabetes Register Active

Total Patients = 558

Patient List Last Updated: Dec 23, 2024 12:56 PM

by KLINGER, KRISTY

Properties

Patient List Reminders Rem Aggregated Natl Measures Natl Aggregated CMBT **Care Mgmt** Diagnostic Tags Flags Referrals Consults Orders

Please Select a Group: DM Audit

Main

Add Remove Copy Patient(s) **Layout** Accept Not Accept Propose Add Tag Reports Note Process

Diabetes Register Active - DM Audit Layout

Template: DM Audit Default

Customize This Panel

System Default

Available Columns:

HbA1c (most recent)

LDL Cholesterol

Total Cholesterol

Triglycerides

UACR

Lipid

Measurement

Blood Pressures

Medication

Other

Add >

< Remove

Display Columns:

Patient Name

HRN

Sex

Age

DOB

BMI

Last Height

Last Weight

CREATININE

Estimated GFR

Up

Down

1. Patient List

2. Care Management Tab

3. DM Audit drop down

4. Layout

5. Customize this Panel

6. Remove all items except those that might have outliers

87

# iCARE Export to Excel

by KLINGER, KRISTY

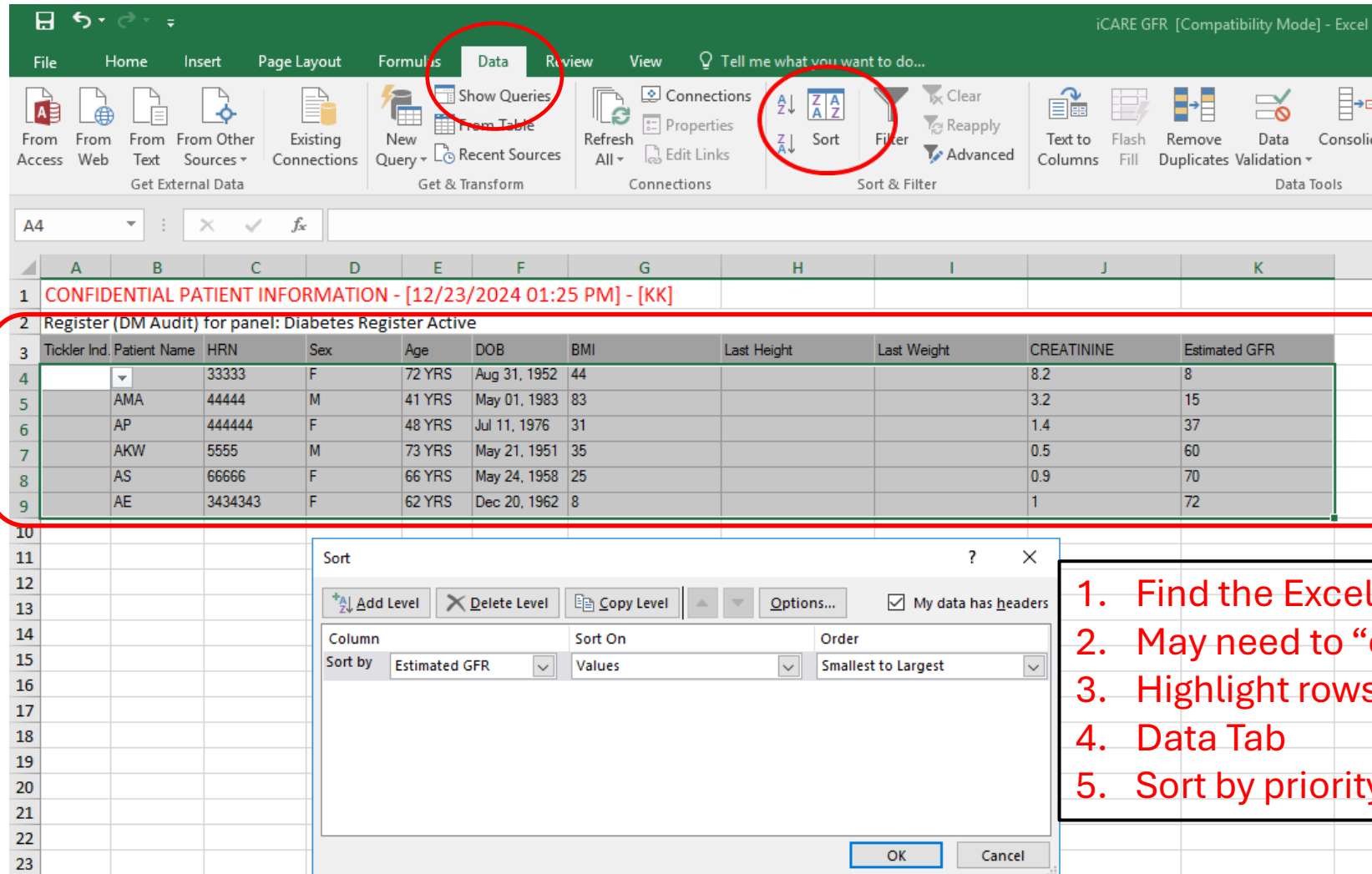
Aggregated Natl Measures Natl Aggregated CMET **Care Mgmt** Diagnostic Tags Flags Referrals Consults Orders

Accept Not Accept Propose Add Tag Reports Note Process

Sex	Age	DOB	BMI	Last Height	Last Weight	CREATININE	Estimated GFR
F	72 YRS	Aug 31, 1952					
F	48 YRS	Jul 11, 1976					
M	73 YRS	May 21, 1951					
F	66 YRS	May 24, 1958					
F	62 YRS	Dec 20, 1962					
M	41 YRS	May 01, 1983					
F	101 YRS	Sep 03, 1923					



# iCARE Export to Excel



The screenshot shows the Microsoft Excel interface with the 'Data' tab selected. The 'Show Queries' and 'Sort' buttons are circled in red. Below the ribbon, a table of patient data is displayed, with rows 4 through 9 highlighted in red. A 'Sort' dialog box is open, showing 'Estimated GFR' selected for sorting from smallest to largest.

1	CONFIDENTIAL PATIENT INFORMATION - [12/23/2024 01:25 PM] - [KK]										
2	Register (DM Audit) for panel: Diabetes Register Active										
3	Tickler Ind.	Patient Name	HRN	Sex	Age	DOB	BMI	Last Height	Last Weight	CREATININE	Estimated GFR
4			33333	F	72 YRS	Aug 31, 1952	44			8.2	8
5		AMA	44444	M	41 YRS	May 01, 1983	83			3.2	15
6		AP	444444	F	48 YRS	Jul 11, 1976	31			1.4	37
7		AKW	5555	M	73 YRS	May 21, 1951	35			0.5	60
8		AS	66666	F	66 YRS	May 24, 1958	25			0.9	70
9		AE	3434343	F	62 YRS	Dec 20, 1962	8			1	72

Sort dialog box settings:

- Column: Estimated GFR
- Sort On: Values
- Order: Smallest to Largest
- My data has headers: ☒

1. Find the Excel file
2. May need to “clean up” the values
3. Highlight rows
4. Data Tab
5. Sort by priority

# Identifying Patients That May Be on Dialysis



- Do EHR chart reviews
- Look for the following in the problem list:
  - Hemodialysis
  - Peritoneal Dialysis
  - Chronic Kidney Disease 5 (CKD 5) on Dialysis

# Reducing Duplicates for Programs with Multiple Sites

- Example: XYZ is the primary service unit, but services the following clinics:
  - ABC – centralized main clinic and inpatient hospital
  - EFG - outlying outpatient clinic with limited services
  - LMN – outlying outpatient clinic with limited services
  - All 3 of these sites report separate DM audits
- In this situation, patients often get seen in multiple clinics within the same service unit and have the potential of being captured in two different audits

# Reducing Duplicates for Programs with Multiple Sites

- Create an iCARE patient panel for one register
  - Export to Excel file
  - Fill cells with a color (i.e. pale green)
- Create another iCARE patient panel for the other register
  - Export to Excel file
  - Fill cells with a different color (i.e. pale blue)
- Copy and paste to combine the data on both Excel spreadsheets
- Sort by Patient Name to look for duplicates
- Do chart reviews to determine which site is more appropriate for patient to be listed under

# iCARE Export to Excel

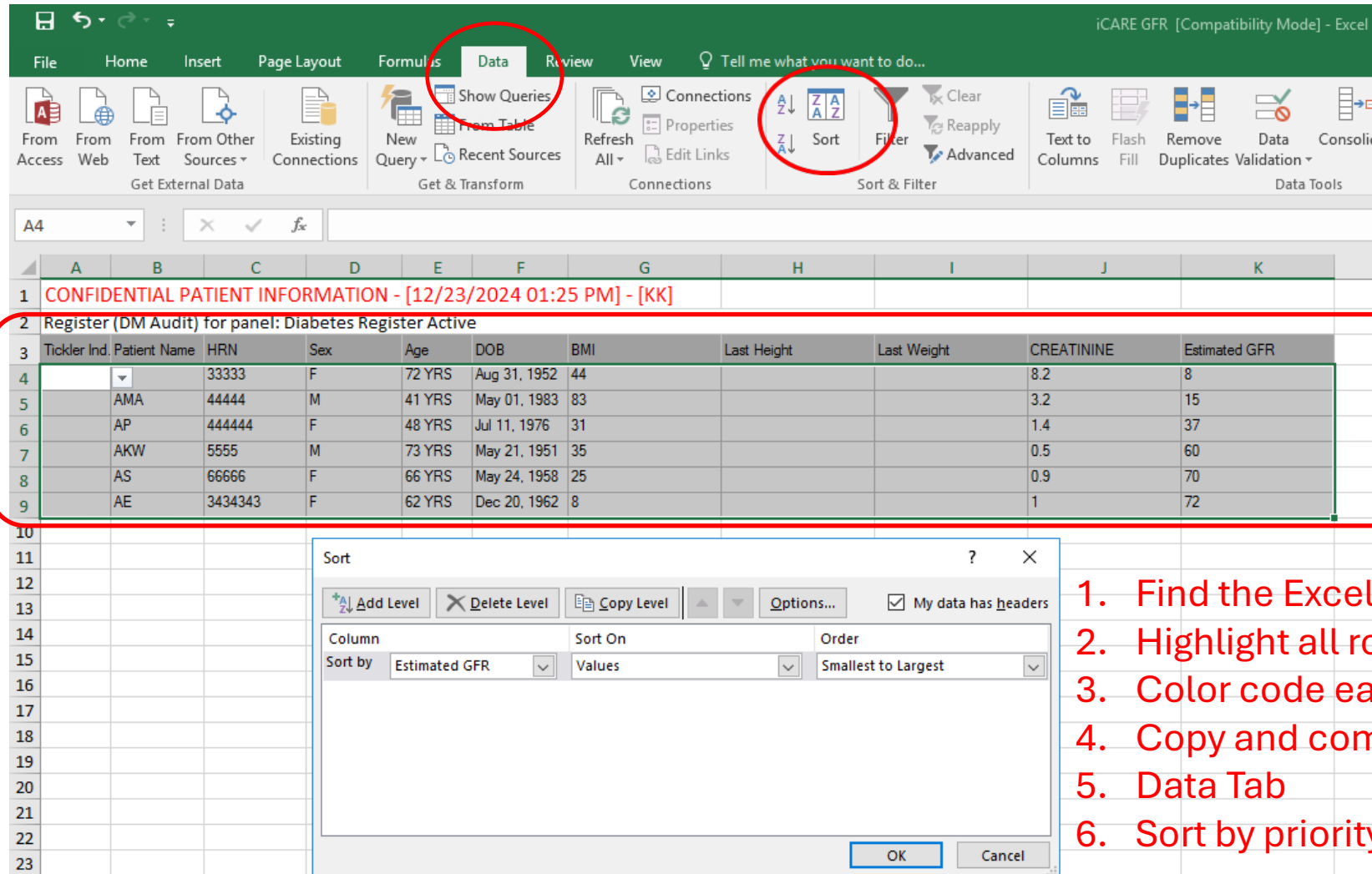
by KLINGER, KRISTY

Aggregated Natl Measures Natl Aggregated CMET **Care Mgmt** Diagnostic Tags Flags Referrals Consults Orders

Accept Not Accept Propose Add Tag Reports Note Process

Sex	Age	DOB	BMI	Last Height	Last Weight	CREATININE	Estimated GFR
F	72 YRS	Aug 31, 1952					
F	48 YRS	Jul 11, 1976					
M	73 YRS	May 21, 1951					
F	66 YRS	May 24, 1958					
F	62 YRS	Dec 20, 1962					
M	41 YRS	May 01, 1983					
F	101 YRS	Sep 03, 1923					

# iCARE Export to Excel



The screenshot shows the Microsoft Excel interface with the 'Data' tab selected. The 'Show Queries' and 'Sort' buttons are circled in red. Below the ribbon, a table of patient data is displayed, with rows 2 through 9 highlighted by a red box. The table has the following columns: Tickler Ind., Patient Name, HRN, Sex, Age, DOB, BMI, Last Height, Last Weight, CREATININE, and Estimated GFR. A 'Sort' dialog box is open, showing 'Estimated GFR' as the sort criteria, with 'Values' selected for 'Sort On' and 'Smallest to Largest' for 'Order'.

2	Register (DM Audit) for panel: Diabetes Register Active										
3	Tickler Ind.	Patient Name	HRN	Sex	Age	DOB	BMI	Last Height	Last Weight	CREATININE	Estimated GFR
4			33333	F	72 YRS	Aug 31, 1952	44			8.2	8
5		AMA	44444	M	41 YRS	May 01, 1983	83			3.2	15
6		AP	444444	F	48 YRS	Jul 11, 1976	31			1.4	37
7		AKW	5555	M	73 YRS	May 21, 1951	35			0.5	60
8		AS	66666	F	66 YRS	May 24, 1958	25			0.9	70
9		AE	3434343	F	62 YRS	Dec 20, 1962	8			1	72

**Sort Dialog Box:**

- Column: Estimated GFR
- Sort On: Values
- Order: Smallest to Largest
- My data has headers: ☒

1. Find the Excel file
2. Highlight all rows
3. Color code each site differently
4. Copy and combine into one Excel
5. Data Tab
6. Sort by priority – patient name

# Reducing Duplicates for Programs with Multiple Sites

Patient Name	HRN	Sex	Age	DOB
	AB-12344			
Mouse,Minnie	EF-34567	F	25	1/1/2000
NoCash,Johnnie	98765	M	80	7/6/1945
Jalapeno,Jolly	852453	M	66	8/4/1959
Coyote,Wylie	857945	M	55	10/9/1970
Simpson,Bart	782242	M	35	7/5/1990
PardonMe,Dolly	541237		75	4/3/1975
	AB-12344			
Mouse,Minnie	EF-34567	F	25	1/1/2000
Coyote,Wylie	857945	M	55	10/9/1970

Patient Name	HRN	Sex	Age	DOB
Coyote,Wylie	857945	M	55	10/9/1970
Coyote,Wylie	857945	M	55	10/9/1970
Jalapeno,Jolly	852453	M	66	8/4/1959
	AB-12344			
Mouse,Minnie	EF-34567	F	25	1/1/2000
	AB-12344			
Mouse,Minnie	EF-34567	F	25	1/1/2000
NoCash,Johnnie	98765	M	80	7/6/1945
Presley,Melvis	55879	M	60	12/12/1965
PardonMe,Dolly	541237		75	4/3/1975
Simpson,Bart	782242	M	35	7/5/1990

# Other Data Outliers

- A similar process can be used for screening for data outliers (height, weight, BMI).
- Data would need to be changed in EHR before Dec 31 to be captured in the current audit.
- Local Health Information Management usually needs to be involved in changing chart data and so can be complicated.



# Audit 2026 Resources

# Audit Resources



1. **Website:** <https://www.ihs.gov/diabetes> -> Select “IHS Diabetes Audit” from menu
  - a. Materials: Form, Instructions, Checklists, RPMS/DMS documentation
  - b. Training: Live, recorded, DMS
  - c. Other information and resources
2. **Support**
  - a. Audit team (WebAudit & general questions): email [diabetesaudit@ihs.gov](mailto:diabetesaudit@ihs.gov)
  - b. [Area Diabetes Consultants](#)/Area Audit Support
  - c. RPMS questions and support (OIT Service Desk):  
<https://www.ihs.gov/Helpdesk/>
  - d. RPMS DMS recorded training:  
<https://www.ihs.gov/rpms/training/recording-and-material-library/>

# Upcoming Audit 2026 Webinars



- **DMS Audit Overview – January 27, 2026**
  - Overview of the DM Audit and using RPMS/DMS programming
- **2026 Audit Orientation – February 3, 2026**
  - General overview of Diabetes Annual Audit and WebAudit system
- **2026 Audit Reports - February 24, 2026**
  - Overview of changes to Audit Reports for 2026 and guidance for reading and reviewing Audit reports

**Please visit the Audit Training webpage for more information:**

<https://www.ihs.gov/diabetes/audit/audittrain/>

All Webinars will be recorded.

**Thank you for attending today's session.**

*We look forward to seeing your data!*