

Provider Prescription Drug Monitoring Program

Documentation – Retrieving Data

Per IHS Chapter 32, (<https://www.ihs.gov/ihm/pc/part-3/p3c32/>) prescribers and pharmacists shall access the appropriate state PDMP at specified times throughout the course of caring for a patient receiving a controlled substance prescription.

It is recommended to document PDMP monitoring through the use of a patient education code.

The PDMP education code can be accessed through a variety of methods in RPMS EHR, described in a separate document.

These are examples of FileMan reports that can be run to retrieve the documentation of any PDMP education codes from RPMS

These reports are examples – they can be taken “as is” or modified to fit local needs.

The highlighted text are items that will need to be typed by the user.

The italicized text are hints or additional information for the person running the report.

If you would like to export the report to an Excel file, make sure you are using a telnet client that can be resized and which allows logging.

Set the telnet client to a width of 180 columns, otherwise the output will wrap

Option 1

FileMan Report to list all patient education codes containing “PDMP” by patient, including date/time entered and the person who entered the education code.

```
Select Systems Manager Menu Option: FM VA FileMan

      VA FileMan Version 22.0

      Enter or Edit File Entries
      Print File Entries
      Search File Entries
      Modify File Attributes
      Inquire to File Entries
      Utility Functions ...
      Data Dictionary Utilities ...
      Transfer Entries
      Other Options ...
```

Select VA FileMan Option: **SEarch** File Entries

OUTPUT FROM WHAT FILE: DRUG// **V PATIENT ED**

-A- SEARCH FOR V PATIENT ED FIELD: .01 TOPIC

-A- CONDITION: CONTAINS

-A- CONTAINS: PDMP

-B- SEARCH FOR V PATIENT ED FIELD: 1216 DATE/TIME ENTERED *Use this field to limit your search to certain time frame.*

-B- CONDITION: GREATER THAN

-B- GREATER THAN DATE: 12.31.18 (DEC 31, 2018) *Use a date to limit your search if desired – note that the date is not inclusive and will return results for anything beyond the entered. For example – if you want to include Jan 1, 2019 you need to make the search look for a date greater than 12/31/2018.*

-C- SEARCH FOR V PATIENT ED FIELD: <enter>

IF: AB TOPIC CONTAINS (case-insensitive) "PDMP"

and DATE/TIME ENTERED GREATER THAN the entire day JAN 15,2019 (1.15.19)

OR: <enter>

STORE RESULTS OF SEARCH IN TEMPLATE: <enter>

SORT BY: NUMBER// @NUMBER

START WITH NUMBER: FIRST// <enter>

WITHIN NUMBER, SORT BY: <enter>

FIRST PRINT FIELD: PATIENT NAME

THEN PRINT FIELD: .01 TOPIC

THEN PRINT FIELD: 1216 DATE/TIME ENTERED

THEN PRINT FIELD: 1217 ENTERED BY

THEN PRINT FIELD: <enter>

Heading (S/C): V PATIENT ED SEARCH// <enter>

STORE PRINT LOGIC IN TEMPLATE: <enter>

DEVICE: HOME;180;9999 VIRTUAL

Example Output:

V PATIENT ED SEARCH FEB 5,2019 14:45 PAGE 1

PATIENT NAME	TOPIC	DATE/TIME ENTERED	ENTERED BY
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DOE, JOHN	Chronic pain-PDMP	JAN 16,2019 13:28	PHARMACIST, JOE
DOE, JANE	Irreversible pulpitis-PDMP	JAN 17,2019 10:36	PHARMACIST, BARB

Option 2

A FileMan report listing patients in a given timeframe who received a controlled substance prescription with a day supply > 7 days and also has a patient education topic including PDMP documented on the visit, as well as who documented the education topic and when

```
Select Systems Manager Menu Option: FM VA FileMan
```

```
VA FileMan Version 22.0
```

```
Enter or Edit File Entries
```

```
Print File Entries
```

```
Search File Entries
```

```
Modify File Attributes
```

```
Inquire to File Entries
```

```
Utility Functions ...
```

```
Data Dictionary Utilities ...
```

```
Transfer Entries
```

```
Other Options ...
```

Select VA FileMan Option: SEArch File Entries

OUTPUT FROM WHAT FILE: DRUG// VISIT

-A- SEARCH FOR VISIT FIELD: .01 VISIT/ADMIT DATE&TIME

-A- CONDITION: GREATER THAN

-A- GREATER THAN DATE: 12.31.18 (DEC 31, 2018) *Use a date to limit your search if desired - note that the date is not inclusive and will return results for anything beyond the date entered. For example – if you want to include Jan 1, 2019 you need to make the search look for a date greater than 12/31/2018.*

-B- SEARCH FOR VISIT FIELD: V MEDICATION: *Note- include the : in this and other entries in this report where indicated*

By 'V MEDICATION', do you mean the V MEDICATION File,

pointing via its 'VISIT' Field

("AD" Cross-reference)? Yes// Y (Yes)

-B- SEARCH FOR V MEDICATION FIELD: .07 DAYS PRESCRIBED

-B- CONDITION: GREATER THAN

-B- GREATER THAN: 7D

-C- SEARCH FOR V MEDICATION FIELD: MEDICATION:

-C- SEARCH FOR DRUG FIELD: VA CLASSIFICATION

-C- CONDITION: EQUALS

-C- EQUALS: CN101

-D- SEARCH FOR DRUG FIELD: <enter>

-D- SEARCH FOR V MEDICATION FIELD: <enter>

-D- SEARCH FOR VISIT FIELD: V PATIENT ED:

By 'V PATIENT ED', do you mean the V PATIENT ED File,
pointing via its 'VISIT' Field
("AD" Cross-reference)? Yes// Y (Yes)

-D- SEARCH FOR V PATIENT ED FIELD: .01 TOPIC

-D- CONDITION: CONTAINS

-D- CONTAINS: PDMP

-E- SEARCH FOR V PATIENT ED FIELD: <enter>

-E- SEARCH FOR VISIT FIELD: <enter>

IF: ABCD

VISIT/ADMIT DATE&TIME GREATER THAN the entire day JAN 1,2019 (1.1.

19) and V MEDICATION DAYS PRESCRIBED GREATER THAN "7D"

and DRUG VA CLASSIFICATION EQUALS (case-insensitive) "CN101"

and V PATIENT ED TOPIC CONTAINS (case-insensitive) "PDMP"

DO YOU WANT THIS SEARCH SPECIFICATION TO BE CONSIDERED TRUE FOR CONDITION -B-

1) WHEN AT LEAST ONE OF THE 'V MEDICATION' ENTRIES SATISFIES IT

2) WHEN ALL OF THE 'V MEDICATION' ENTRIES SATISFY IT

CHOOSE 1-2: 1// <enter>

DO YOU WANT THIS SEARCH SPECIFICATION TO BE CONSIDERED TRUE FOR CONDITION -C-

1) WHEN AT LEAST ONE OF THE 'V MEDICATION' ENTRIES SATISFIES IT

2) WHEN ALL OF THE 'V MEDICATION' ENTRIES SATISFY IT

CHOOSE 1-2: 1// <enter>

DO YOU WANT THIS SEARCH SPECIFICATION TO BE CONSIDERED TRUE FOR CONDITION -D-

1) WHEN AT LEAST ONE OF THE 'V PATIENT ED' ENTRIES SATISFIES IT

2) WHEN ALL OF THE 'V PATIENT ED' ENTRIES SATISFY IT

CHOOSE 1-2: 1// <enter>

OR: <enter>

STORE RESULTS OF SEARCH IN TEMPLATE:<enter>

SORT BY: VISIT/ADMIT DATE&TIME// @VISIT/ADMIT DATE&TIME

START WITH VISIT/ADMIT DATE&TIME: FIRST// <enter>

WITHIN VISIT/ADMIT DATE&TIME, SORT BY: <enter>

FIRST PRINT FIELD: PATIENT NAME;S1;L30

THEN PRINT FIELD: V MEDICATION:

By 'V MEDICATION', do you mean the V MEDICATION File,
pointing via its 'VISIT' Field

("AD" Cross-reference)? Yes// Y (Yes)

THEN PRINT V MEDICATION FIELD: .01;L30 MEDICATION

THEN PRINT V MEDICATION FIELD: <enter>

THEN PRINT FIELD: V PATIENT ED: <enter>

By 'V PATIENT ED', do you mean the V PATIENT ED File,
pointing via its 'VISIT' Field

("AD" Cross-reference)? Yes// Y (Yes)

THEN PRINT V PATIENT ED FIELD: .01;L50 TOPIC

THEN PRINT V PATIENT ED FIELD: 1217;L30 ENTERED BY

THEN PRINT V PATIENT ED FIELD: 1216;L20 DATE/TIME ENTERED

THEN PRINT V PATIENT ED FIELD: <enter>

THEN PRINT FIELD: <enter>

Heading (S/C): VISIT SEARCH// <enter>

STORE PRINT LOGIC IN TEMPLATE: <enter>

DEVICE: **HOME;180;9999 VIRTUAL** *At this point, you can start the instructions to export your report to an Excel spreadsheet – see below*

Example Output:

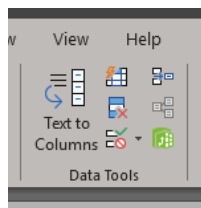
VISIT SEARCH		FEB 5,2019 13:38 PAGE 1		
PATIENT NAME	MEDICATION	TOPIC	ENTERED BY	DATE/TIME ENTERED

DOE, JOHN	CODEINE 30MG/APAP 300MG			
	traZODone 100MG TAB	Chronic Foot Pain-PDMP	PHARMACIST, JOE	JAN 2,2019 09:34
DOE, JANE	MORPHINE SO4 15MG SA TAB			
	CAPSAICIN 0.025% CREAM, TOP	Chronic Back Pain-PDMP	PHARMACIST, BARB	JAN 3,2019 08:16

If you would like to transfer your report output to an Excel spreadsheet, follow these directions:

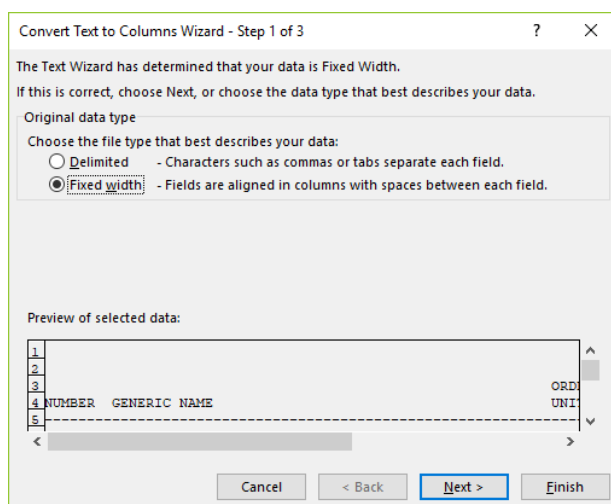
1. Right before the DEVICE prompt in any report, set the telnet client to a width of 180 columns (if not already done), and turn on session logging. Your telnet client may use different terms for the column width and for logging; consult with your IT department if you need help finding these settings.
2. Once the width and logging are set, enter this at your DEVICE prompt: **HOME;180;9999 VIRTUAL**
3. If needed, ENTER to run the search. The search results will display on the screen.
4. Stop the telnet logging, or quit the RPMS session, and navigate to the log file.
Most Telnet clients will produce the log in a text file, but some may create a file with an extension such as .log. These should still open as text files for the purposes of review. However, before opening these in Excel, you may need to re-save the file as a text file (e.g., using Notepad or Wordpad or Word).
5. For best results, open the log file as a text document and remove the first line which contains the file searched, the date and time, and the page number.
6. Right click on the text file of your search and choose "Open with..." and then choose Excel.
7. Depending on the version of Excel you have, you may see the Import wizard, or you may get an Excel document with a single column of data.

- a. If you see a single column of data, select the column, navigate to the Data tab, and select “Text to Columns”. At this point the conversion wizard is similar to the import wizard.



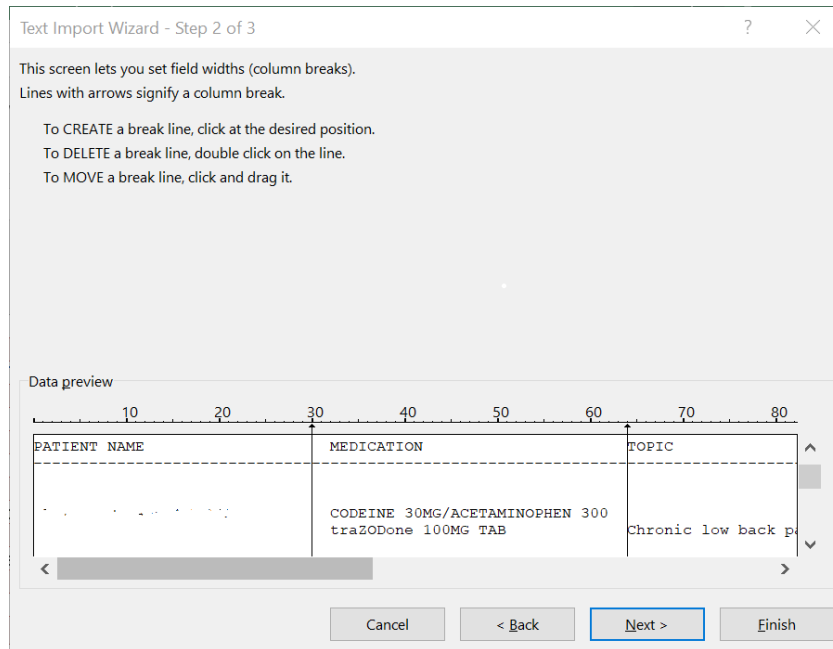
Text to Columns button on Data tab

- b. Ensure that the Original data type radio button is set to Fixed width, then click the Next button.



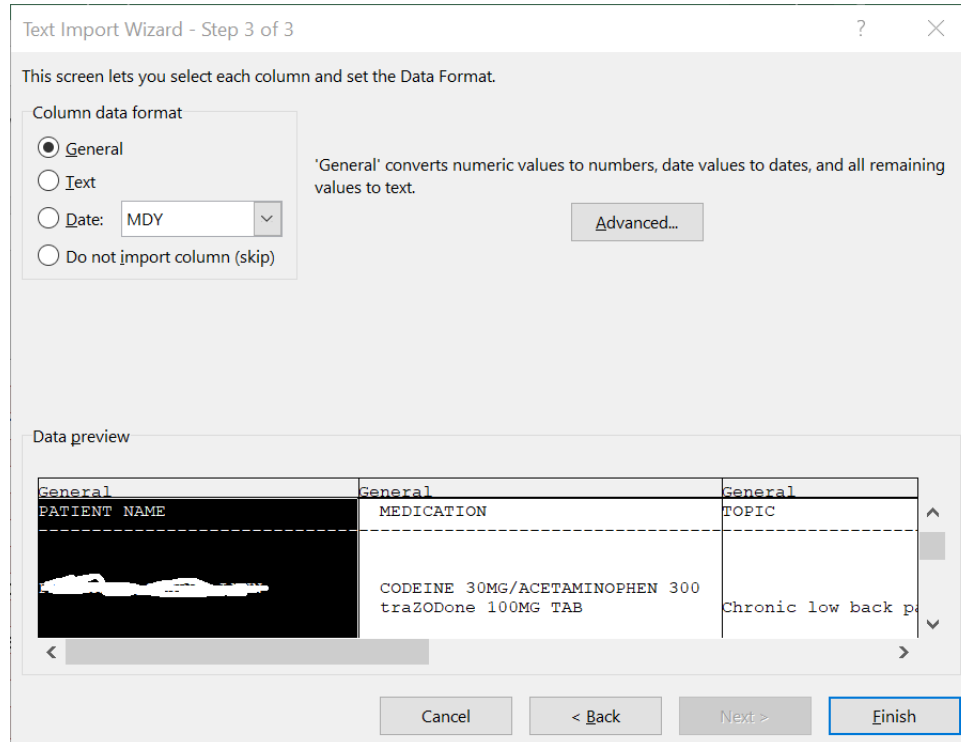
Convert Text to Columns Wizard step 1 delimited or fixed width

- c. Check that the data is broken up properly. If needed, remove any excess break lines by double clicking on them. Add break lines by clicking at the desired position, if needed. Click Next when the columns appear correctly.

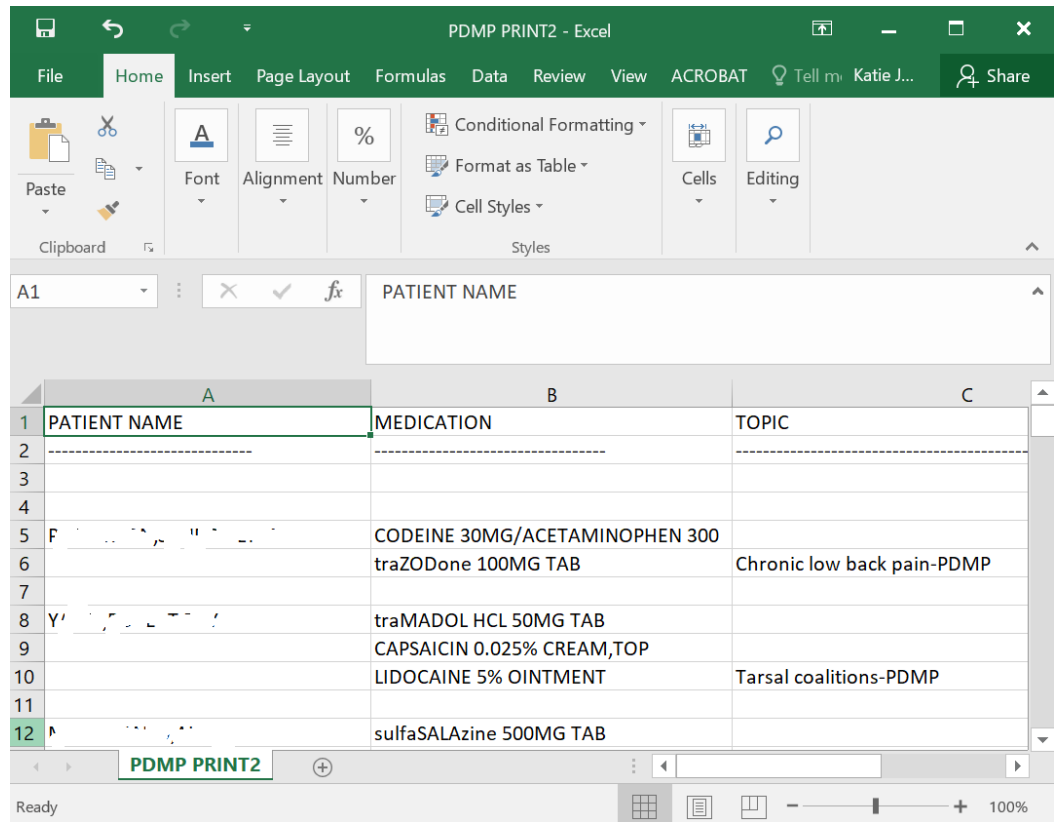


Be sure to scroll to the right to check all column breaks and data

d. If needed, change the data format for each column. Click Finish.



e. The data should now be in neat columns in the worksheet and can be sorted, filtered, and otherwise manipulated as needed.



The Data is now in columns in the Excel spreadsheet and can be reviewed and manipulated