

VA_MPN_Form_Runner_UM

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1. Introduction

The Department of Veterans Affairs (VA) Modernized Progress Notes (MPN) Form Runner uses the form definitions or templates that were created by the VA MPN Form Builder application. VA MPN Form Runner gives the user access to complete all or part of a form in one session. Forms that are partially completed are saved by the application and can be reloaded at any time. Since the VA MPN Form Runner uses Webkit-enabled browsers, reloaded forms do not have to be opened on the same device allowing for freedom, flexibility, and convenience when updating data within the form.

1.1 Purpose

The purpose of this VA MPN Form Runner User Manual is to provide an overview, access procedures, and functionality usage procedures for the software. Also included in this guide is a general overview of the VA MPN application.

1.2 VA MPN Application Overview

The VA MPN application brings Progress Note Construction Set (PNCS)/Compensation and Pension Record Interchange (CAPRI)-style template creation and execution into the modern technological environment, targeting implementation that is operating system agnostic. The VA MPN application improves the ease of provider documentation using primarily mobile devices while maintaining legacy compatibility with desktop workstations. Additionally, the VA MPN application includes the development of a sophisticated What-You-See-Is-What-You-Get (WYSIWYG) database-driven design environment. The VA MPN application includes the ability to extend form functionality to support back-end decision support, such as support for coding form objects to standardized coding schemes.

The VA MPN application is for the development of code for use within VA and for subsequent release by VA to the open source community. Code developed for the VA MPN application will be delivered to VA for eventual deployment to VA production systems.

The VA MPN Form Runner application will use the forms that are created in the development tool as a web-based form that will be completed and submitted by VA providers and clinical staff.

1.3 Software Overview

VA MPN Form Runner, utilizing Orbeon Form Runner open source software as its core software, allows end users to complete or partially complete forms from both desktop and mobile browsers. Some key product features of Form Runner are:

- Uses templates created within VA MPN Form Runner
- Completely web-based; therefore, software installation is not necessary
- Cross browser support for both desktop and mobile browsers
- Displays forms with an HyperText Markup Language 5 (HTML5) output
- Allows saving of partially completed forms
- Internationalization is supported (forms in multiple languages)
- Produces accessible forms, without scripts, using either Asynchronous Java Script and XML (AJAX) or other modes
- Open Source Model (can be tailored to fit the needs of VA)

1.4 Project References

Note: Due to policy constraints, active links cannot be included in this document. To access the links, copy-and-paste the URLs into your browser.

- Orbeon Forms Wiki: <http://wiki.orbeon.com/forms/>
- VA MPN Form Runner User Manual - Publishing pending approval
- VA MPN Performance Work Statement (PWS)

1.4.1 VA MPN Team Information

Team Member	Role	Email
	Software Developer	
	Senior Web Designer	
	Technical Writer	
	SQA Tester	
	Sr. User Experience Architect	
	Lead Developer/Architect	
	Business Analyst/ScrumMaster	
	Software Developer	
	Program Manager	

1.4.2 Coordination

The VA MPN application will not be in production and coordination for the VA MPN Form Runner application is not necessary at this time. If assistance with the tool is needed, please contact the MPN team members for assistance.

1.4.3 Help Desk

The VA MPN application will not be in production and Help Desk support for the VA MPN Form Runner application is not necessary at this time. If assistance with the application is needed, please contact the VA MPN team members for assistance.

1.5 Organization of the Manual

The main sections of this manual are:

Section 1: Introduction

The Introduction provides the purpose of this manual, an overview of the VA MPN application, an overview of the software used, project references, contact information for VA MPN team member to seek additional information, and acronyms and abbreviations list for this manual.

Section 2: System Summary

The System Summary section provides a graphical representation of the equipment, communication, and networks used by the system, user access levels, how the software will be accessed, and contingencies and alternative modes of operation.

Section 3: Getting Started

The Getting Started section gives step-by-step instructions about VA MPN Form Runner's functionality.

Section 4: Project Specific Scenarios

This section provides a link to the scenarios used during Usability Testing.

Section 5: Troubleshooting

Information for the Troubleshooting section will be added in future iterations.

1.6 Acronyms and Abbreviations

Acronym	Definition
ADR	Administrative Data Repository
AJAX	Asynchronous Java Script and XML
API	Application Programming Interfaces
ASCII	American Standard Code for Information Exchange
CAPRI	Compensation and Pension Record Interchange
CDW	Corporate Data Warehouse
CPRS	Computerized Patient Record System
CRUD	Create, Read, Update, and Delete
HA	Health Adapter

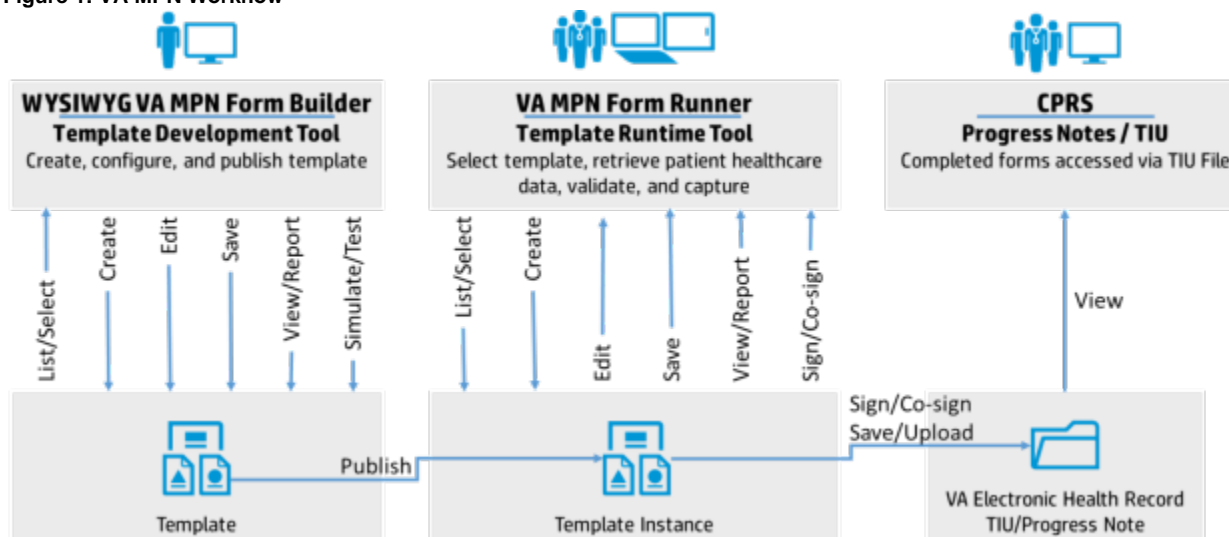
HTML	HyperText Markup Language
MPN	Modernized Progress Notes
PNCS	Progress Note Construction Set
PWS	Performance Work Statement
RBAC	Role Based Access Control
REST	Representational State Transfer
TIU	Text Integration Utility
UI	User Interface
VA	Department of Veterans Affairs
VistA	Veterans Health Information Systems and Technology Architecture
WYSIWYG	What-You-See-Is-What-You-Get
XML	Extensible Markup Language

2. System Summary

2.1 System Configuration and Data Flows

The VA MPN Form Runner application gives a provider or clinician the ability to complete or partially complete forms that have been built using the VA MPN Form Builder. The overall VA MPN workflow is shown below. The TIU is currently out of scope, but may be included in later functionality.

Figure 1: VA MPN Workflow

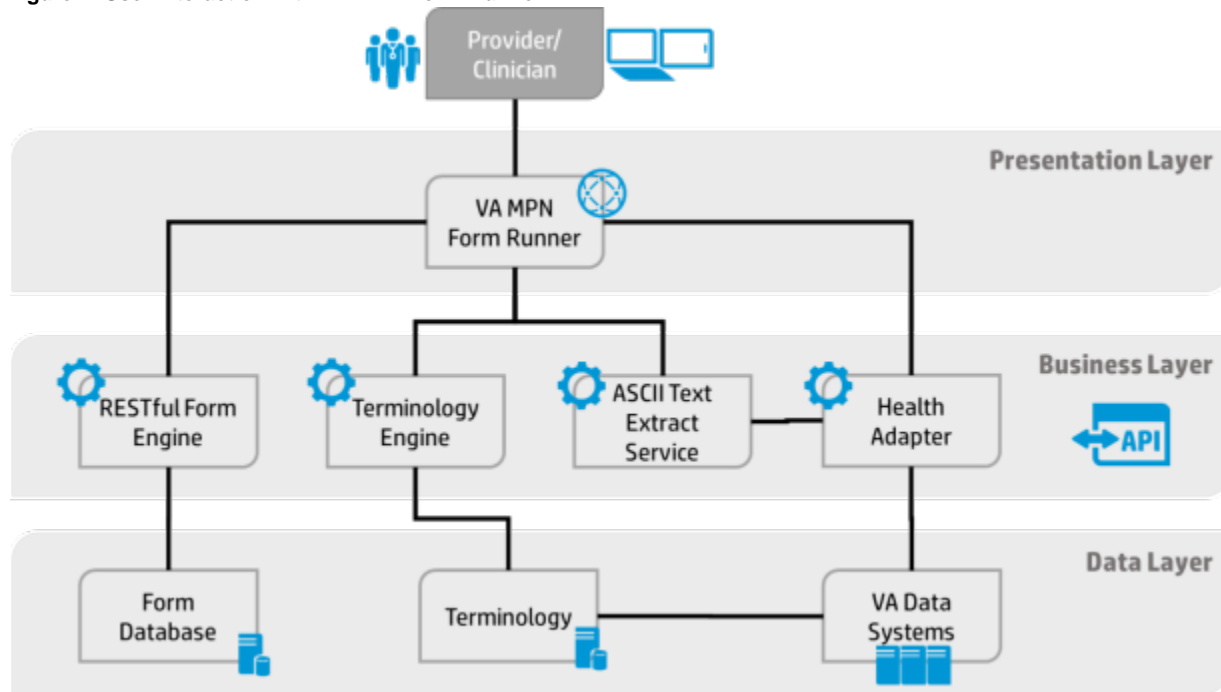


The figure below shows that the VA MPN Form Runner application is composed of three layers: Presentation, Business, and Data.

- **Presentation Layer:** Houses the web-based UI through which a provider or clinician will select a form to complete or partially complete. The VA MPN Form Runner UI will allow the end user to connect to and use the Application Programming Interfaces (APIs) from the Business Layer within this layer. Users can also save completed or partially completed forms to the Form Database or VA Data Systems within the Data Layer.
- **Business Layer:** Comprised of four main APIs that include:
 - Representational State Transfer (REST)ful Form Engine (handled requests and responses from the Form Runner UI, performing business logic functions and Create, Read, Update, and Delete (CRUD) functions against the Form Database in XForms format)
 - Terminology Engine (handles requests and responses from the VA MPN Form Runner UI, performing business logic functions and validation of standardized terminology datasets)
 - American Standard Code for Information Exchange (ASCII) Text Extract Service (handles the conversion of XForms format to ASCII Text upon completion and signature of a form to be subsequently saved to VA Data Systems)
 - Health Adapter (HA) (handles requests and responses from all backend VA Data Systems (e.g., Veterans Health Information Systems and Technology Architecture (VistA), Corporate Data Warehouse (CDW), Administrative Data Repository (ADR), etc.) pertaining to

- authentication and authorization as well as a patient's health domain data and organizational data relating to VA Infrastructure).
- **Data Layer:** Holds the data that is being used by the Business Layer APIs and the Presentation Layer UI. This layer is comprised of a Form Database that holds partially completed and completed forms as well as form template in XForms format, a Terminology datastore, and VA Data Systems.

Figure 2: User Interaction with VA MPN Form Runner



2.2 User Access Levels

2.2.1 System User Keys

The system security keys are used to direct or redirect the user to the appropriate app, VA MPN Form Builder or VA MPN Form Runner. The VistA security keys in use are:

- MPN_ENT_USER - For a MPN user that has access to Form Runner
- MPN_ENT_ADMIN - For a MPN Admin that has access to both Form Builder and Runner

Within the MPN application, the authorization code wraps the VistA keys and adds the prefix ROLE_. For example:

- ROLE_MPN_ENT_USER
- ROLE_MPN_ENT_ADMIN

2.3 Software Access Procedure

Refer to Section 3: Getting started for more information on accessing VA MPN Form Runner.

2.4 Contingencies and Alternate Modes of Operation

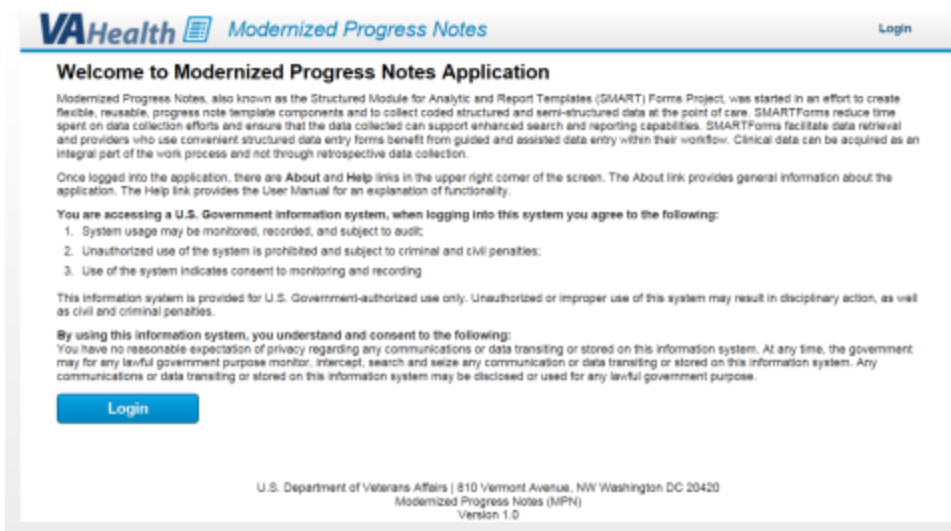
VA MPN will not be in production. VA MPN will be delivered to VA for eventual deployment to VA production systems.

3. Getting Started

3.1 Logging On

To log in, the user first enters the URL of the VA MPN Form Builder/Form Runner application in a compatible browser (<https://mpn.eslabs.xw.ssn.hp.com/mpn/welcome/>). The Welcome screen (Figure 3) appears with a Login button on the lower left and a Login link on the upper right (circled). Both are acceptable links to the Login screen.

Figure 3: Welcome Screen with Login Links



Upon opening the app, the **Login** (Figure 4) screen appears. The user enters a valid access code and verify code, then selects the desired VAMC to continue. If invalid information is entered, the error screen in Figure 5 appears. If this occurs, the user should check the access and verify codes entered for errors, then proceed once correct codes are entered.

Figure 4: VA MPN Form Runner Login Screen



Figure 5: Login with Invalid Information Entered

There are two types of roles in Form Runner, **Admin** and **Clinical**.

3.1.1 Logging In as an Admin User

The **Admin** role is used for maintaining the application, access to the Form Builder tool, and to view the Form Library. In addition, the Admin role allows the user to see all forms that are available and available for deletion.

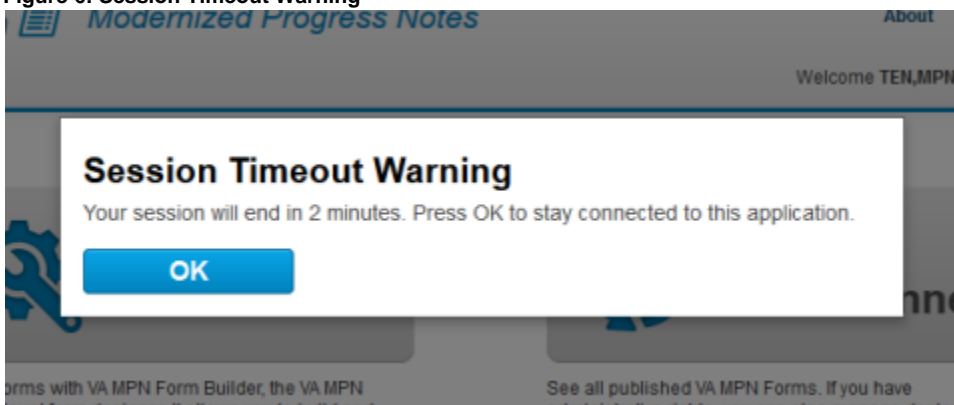
3.1.2 Logging In as a Clinical User

The **Clinical** role is the role most likely to be needed for most users. The Clinical role allows the user only to access and modify patient information in forms that are available to complete.

3.1.3 Session Timeout Warning

Note: If the app is left unused for more than 13 minutes, a **Session Timeout Warning** popup box will appear to remind the user to continue to work or the app will automatically sign off (Figure 6). If the OK button is not clicked within the time limit, the app will sign off. If no action is taken, the user will be logged out at 15 minutes of inactivity.

Figure 6: Session Timeout Warning



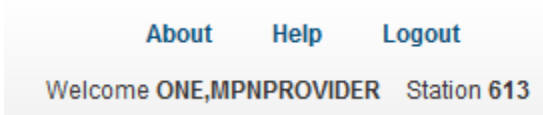
3.1.4 Changing User ID and Password

MPN will not be in production. MPN will be delivered to VA for eventual deployment to VA production systems. Changes to User ID and Password are being handled by the development team.

3.1.5 Logout/Exiting the System

Click **Logout** (Figure 7) in the upper right corner of the screen to exit the VA MPN Form Runner application. The user will be returned to the **Welcome to Modernized Progress Notes** application screen.

Figure 7: Logout/Exiting the System



3.1.6 Opening Screen – MPN Home Page

When the user first enters Modernized Progress Notes (MPN), the opening screen appears to provide the user the choice of selecting to use MPN Form Runner or MPN Form Runner (Figure 8). In this example, a user with Admin access selects the right side to access Form Runner. Users desiring information on the Form Builder app should consult the Form Builder User Manual.

Figure 8: MPN Opening Screen – Form Runner Indicated



Once the selection of Form Runner is made by clicking on the Form Runner box indicated by the arrow, the **Patient Lookup** screen (Figure 9) appears. For more information on Patient Lookup functionality, please refer to **Section 3.2.2 Patient Lookup**, on **Page** .

3.1.7 About, Help, and Logout Links

Note that on the right top section of the screen (box, Figure 9), the provider's name and station is shown, along with links for **About**, **Help**, and **Logout** (Figure 10).

Figure 9: Patient Lookup with About, Help, Logout Callout

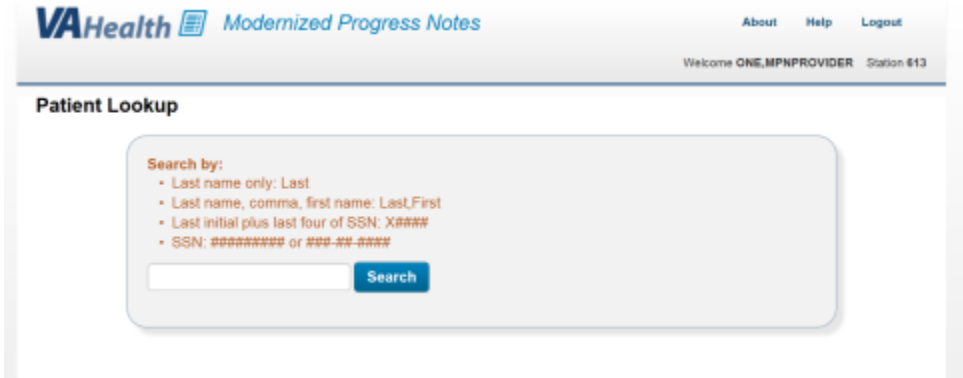


Figure 10: Closeup of About, Help, Logout Links



The **About** link (Figure 11) gives general information about the app when clicked. Click the **Close** button on the lower left (arrow) to return to the previous screen.

Figure 11: About Link

About

Application Name	Modernized Progress Notes
Version	1.0
Developed By	U.S. Department of Veterans Affairs
National Release Date	06/01/2015
Application Description	VA Modernized Progress Notes (MPN) Form Builder (formerly known as Progress Note Construction Set) allows end users to build and deploy medical forms quickly and efficiently from desktop web browsers. VA Modernized Progress Notes (MPN) Form Runner allows clinicians to complete and update medical forms created in VA MPN Form Builder to capture patient data. VA MPN Form Builder is designed to be used on a desktop while VA MPN Form Runner can be used on either a desktop or tablet. Both applications are operating system agnostic.

Close

Clicking on the **Help** link (Figure 12) takes the user to Help information, including the User Guides for the Form Runner and Form Builder apps. Click the **Close** button (arrow) at the lower left to return to the previous screen.

Figure 12: Help Link

Help

Browsers	This application can be used on the following browsers: <ul style="list-style-type: none">• Internet Explorer 10 and higher• Safari 7 and higher• Firefox 24 and higher• Chrome 30 and higher
User Manual	VA MPN Form Builder VA MPN Form Runner
Toll Free Help Desk Weekdays 7 a.m.-7 p.m. (CT)	For help with this app contact the VA Mobile App Help Desk at TBD.
General Feedback to VA	General Feedback to VA link TBD

Close

Note: Please see **Section 3.1.5. Logout/Exiting the System (Figure 7)** for logout information.

3.2 Opening, Viewing, Entering Data into a Form

To open a form, the user clicks anywhere in the line. In the case of Figure 13 below, the user clicked on the first **Draft** form of the **Hypertension**

Disability Benefits Questionnaire.

Figure 13: Response When a Form Line is Clicked

The screenshot shows the VAHealth Modernized Progress Notes interface. At the top, there's a header with the VAHealth logo and "Modernized Progress Notes". Below this, a patient information bar displays "Name EIGHT, PATIENT", "Age 79", and "Date of Birth Apr 07, 1935", with a "Patient Lookup" button. The main content area is titled "Hypertension Disability Benefits Questionnaire (vba-21-0960a-3-are)". It shows a table of form entries with columns for Status, Created, Modified, and Referenced Version. The table lists three entries: "Submitted" (February 10, 2015 11:37:04), "Draft" (February 3, 2015 10:38:18), and "Saved" (February 3, 2015 10:38:18). Below the table are navigation buttons: "Form Templates", "Review", "Delete", and "Create New Form".

This screen tells the user the **Status** of the form, when the form was **created**, the date and time when it was last **modified**, and the **Referenced Version** of the form. Note that the Patient's Name, Age, and Date of Birth are shown in the header line (circle) to allow the user to confirm at a glance that the proper patient's forms are selected. There are also buttons provided to take the user to the **Form Templates** and to **Create New Form**. To open the form, the user clicks on the line again. The form opens and the first field on the left menu, **Patient/Veteran Information**, is displayed open by default.

Figure 14: Opened Hypertension Form – Patient/Veteran Information

The screenshot shows the opened Hypertension Form. The left sidebar contains a menu with sections: "Note to Physician", "Section 1: Diagnosis", "Section 2: Medical History", "Section 3: Other Pertinent Ph...", "Section 4: Functional Impact", "Section 5: Remarks", "Section 6: Physician Certifica...", "Privacy Act Notice", and "Respondent Burden". The main content area is titled "Patient/Veteran Information" and contains a "Note to Physician" section with a warning about VA not paying or reimbursing expenses. Below this, there are input fields for "Name of Patient/Veteran" (EIGHT, PATIENT) and "Patient/Veteran Social Security Number" (represented by a row of symbols). At the bottom, there are "Prev" and "Next" buttons, and a "Patient Form History" button.

The scroll bar at the lower left (arrow, Figure 14) scrolls in order (top to bottom of menu) through the various form sections from the menu on the left. There is also a **Patient Form History** button which takes the user to the patient's Form History. The **Patient Form History** button is present on all sections of the patient's form. In this case, it will take the user back to the screen shown in Figure 13. Note that the patient's Social Security Number is shown as a row of symbols for display purposes.

3.2.1 Form Sections

Clicking **Note to Physician** displays the standard VHA note about the purpose of this form as shown below in Figure 15.

Figure 15: Note to Physician

The screenshot shows the "Note to Physician" section of the form. The left sidebar menu is the same as in Figure 14. The main content area is titled "Note to Physician" and contains a "Note to Physician" section with a warning about VA not paying or reimbursing expenses. Below this, there are input fields for "Name of Patient/Veteran" (EIGHT, PATIENT) and "Patient/Veteran Social Security Number" (represented by a row of symbols). At the bottom, there are "Prev" and "Next" buttons, and a "Patient Form History" button.

By clicking on **Section 1: Diagnosis** on the left menu, the user is taken to the patient's diagnosis screen (Figure 16). This form allows the user to record patient data. There is also a section at the bottom for entering patient notes. Note the **Prev(ious)** and **Next** buttons which allow the user to move quickly between sections, and the **Patient Form History** button which takes the user back to the **Patient Form History** screen.

Figure 16: Hypertension Form - Section 1: Diagnosis

VAHealth Modernized Progress Notes

About Help Logout

Name EIGHT, PATIENT Age 79 Date of Birth Apr 07, 1935 Patient Lookup

Hypertension Form

Patient/Veteran Information

Note to Physician

Section 1: Diagnosis

Section 2: Medical History

Section 3: Other Pertinent Ph...

Section 4: Functional Impact

Section 5: Remarks

Section 6: Physician Certifica...

Privacy Act Notice

Respondent Burden

3 of 10

Note: For VA disability rating purposes, the term hypertension means that the diastolic blood pressure is predominantly 90mm or greater, and isolated systolic hypertension means that the systolic blood pressure is predominantly 160mm or greater with a diastolic blood pressure of less than 90mm. For VA purposes, the initial diagnosis of hypertension or isolated systolic hypertension must be confirmed by readings taken 2 or more times on at least 3 different days. Blood pressure results may be obtained from existing medical records or through scheduled visits for blood pressure measurements.

1A. Does the Veteran now have or has he or she ever been diagnosed with hypertension or isolated systolic hypertension based on the following criteria?

☐ Yes (If "Yes", provide only diagnoses that pertain to hypertension)

☐ No

☐ Hypertension

Diagnosis Code:

Date of Diagnosis:

☐ Isolated systolic hypertension

Diagnosis Code:

Date of Diagnosis:

☐ Other, specify:

Other diagnosis #1:

Diagnosis Code:

Date of Diagnosis:

Other diagnosis #2:

Diagnosis Code:

Date of Diagnosis:

Note: Also complete appropriate questionnaires for hypertension-related complications, if any (such as VA Form 21-0960J-1, Kidney Conditions (Nephrology) Disability Benefits Questionnaire, if renal insufficiency is attributed to hypertension.)

1B. If there are additional diagnosis that pertain to hypertension or isolated systolic hypertension, list using above format.

Format: Other Diagnosis, Diagnosis Code, and Date of Diagnosis

Prev Next

Patient Form History

Note that there are seven buttons arranged in two rows at the bottom of most form screens (Figure 17).

Figure 17: Closeup of Buttons on Hypertension Form

Prev Next

Patient Form History Clear Save Review Submit

When clicked, the two buttons on the top row, **Prev(ious)** and **Next**, take the user through the sections of the form in the same way clicking on the sections on the left menu does.

The next set of buttons are the **Command** buttons and work as follows:

- **Patient Form History** takes the user back to the Patient Form History screen.
- The **Clear** button removes entered data. This button will not appear for Submitted forms.
- The **Save** button saves changes, and changes the status on previous screen. This button will not appear for Submitted forms.
- **Review** allows the user to review any form so the user may review the data, regardless of whether the form has been submitted or not.
- The **Submit** button submits the form and makes the form read-only.
- The **Patient Form History** button displays the history of the selected patient's form when clicked.

Section 2: Medical History shows a medical history form when clicked (Figure 18). This form allows the user to enter patient data and record the answers to questions.

Figure 18: Hypertension Form - Section 2: Medical History Form

VAHealth
Modernized Progress Notes
About Help Logout

Name EIGHT, PATIENT Age 79 Date of Birth Apr 07, 1935 Patient Lookup

Hypertension Form

Patient/Veteran Information
Note to Physician
Section 1: Diagnosis
Section 2: Medical History
Section 3: Other Pertinent Ph...
Section 4: Functional Impact
Section 5: Remarks
Section 6: Physician Certifica...
Privacy Act Notice
Respondent Burden
4 of 10

Section 2: Medical History
2A. Describe the history (including onset and course) of the Veteran's hypertension condition (Brief summary):
2B. Does the Veteran's treatment plan include taking continuous medication for hypertension or isolated systolic hypertension?
Yes
No
If "Yes", list only those medications used for the diagnosed conditions.
2C. Was the Veteran's initial diagnosis of hypertension or isolated systolic hypertension confirmed by blood pressure readings taken 2 or more times on at least 3 different days?
Yes (If "Yes", provide BP readings used to establish initial diagnosis, if known)
No (If "No", report BP readings taken 2 or more times on at least 3 different days in order to confirm diagnosis (unless Veteran is on treatment for Hypertension))
Unknown
Reading #1: Reading #2: Date of Reading
Reading #1: Reading #2: Date of Reading
Reading #1: Reading #2: Date of Reading
2D. Does the Veteran have a history of a diastolic BP elevation to predominantly 100 or more?
Yes
No
If "Yes", describe frequency and severity of diastolic BP elevation.
2E. Current blood pressure readings (sufficient if Veteran has a previously established diagnosis of hypertension).
Reading #1: Date of Reading #1
Reading #2: Date of Reading #2
Reading #3: Date of Reading #3
Prev Next
Patient Form History Clear Save Review Submit

Clicking on **Section 3: Other Pertinent Physical Findings, Complications, Conditions, Signs and/or Symptoms** opens that section as shown in Figure 19. Here the user may record any other patient data needed.

Figure 19: Section 3: Other Pertinent Physical Findings, Complications, Conditions, Signs and/or Symptoms

VAHealth

Modernized Progress Notes

AboutHelpLogout

Web: [REDACTED]

NameEIGHT, PATIENTAge79Date of BirthApr 07, 1935Patient Lookup

Hypertension Form

Patient/Veteran Information

Note to Physician

Section 1: Diagnosis

Section 2: Medical History

Section 3: Other Pertinent Ph...

Section 4: Functional Impact

Section 5: Remarks

Section 6: Physician Certifica...

Privacy Act Notice

Respondent Burden

<5 of 10>

Section 3: Other Pertinent Physical Findings, Complications, Conditions, Signs and/or Symptoms

3A. Does the Veteran have any scars (surgical or otherwise) related to any conditions or to the treatment of any conditions listed in Section 1, Diagnosis?
☐ Yes (If "Yes," complete Item 3B)
☐ No

3B. Are any of the scars painful and/or unstable, or is the total area of all related scars greater than or equal to 39 square cm (6 square inches)?
☐ Yes (If "Yes," also complete VA Form 21-0960F-1, Scars/Disfigurement Disability Benefits Questionnaire)
☐ No

3C. Does the Veteran have any other pertinent physical findings, complications, conditions, signs, or symptoms related to the condition(s) listed in Section 1, Diagnosis?
☐ Yes
☐ No

If "Yes", describe (Brief summary)

PrevNext

Patient Form HistoryClearSaveReviewSubmit

Clicking on **Section 4: Functional Impact** opens the section of the form in question, where the user may record data about the effects of the condition on the patient (Figure 20).

Figure 20: Hypertension Form – Section 4: Functional Impact

VAHealth

Modernized Progress Notes

AboutHelpLogout

Welcome

Name

EIGHT, PATIENT

Age

79

Date of Birth

Apr 07, 1935

Patient Lookup

Hypertension Form

Patient/Veteran Information

Note to Physician

Section 1: Diagnosis

Section 2: Medical History

Section 3: Other Pertinent Ph...

Section 4: Functional Impact

Section 5: Remarks

Section 6: Physician Certifica...

Privacy Act Notice

Respondent Burden

Section 4: Functional Impact

4. Does the Veteran's hypertension or isolated systolic hypertension impact his or her ability to work?

☐ Yes

☐ No

If "Yes", describe the impact of the Veteran's hypertension or isolated systolic hypertension, providing one or more examples.

<6 of 10>

PrevNext

Patient Form HistoryClearSaveReviewSubmit

Clicking on **Section 5: Remarks** (Figure 21) allows the user to record any other pertinent remarks on the patient's condition in freeform text. It also shows the **Patient Form History**, **Clear**, **Save**, **Review**, and **Submit** buttons at the bottom.

Figure 21: Hypertension Form – Section 5: Remarks

VAHealth

Modernized Progress Notes

✓ About Help Logout

Welcome [REDACTED]

Name EIGHT, PATIENT Age 79 Date of Birth Apr 07, 1935 Patient Lookup

Hypertension Form

Section 5: Remarks

Remarks (if any)

Section 5: Remarks

Section 6: Physician Certification and Signature

Privacy Act Notice

Respondent Burden

< 7 of 10 >

Prev Next

Patient Form History Clear Save Review Submit

Clicking on **Section 6: Physician Certification and Signature** (Figure 22) allows the user to certify the patient data entered and to sign the form.

Figure 22: Section 6: Physician Certification and Signature

VAHealth

Modernized Progress Notes

About

Help

Logout

Name

EIGHT, PATIENT

Age

79

Date of Birth

Apr 07, 1935

Patient Lookup

Hypertension Form

Patient/Veteran Information

Note to Physician

Section 1: Diagnosis

Section 2: Medical History

Section 3: Other Pertinent Ph...

Section 4: Functional Impact

Section 5: Remarks

Section 6: Physician Certifica...

Privacy Act Notice

Respondent Burden

Section 6: Physician Certification and Signature

Certification: To the best of my knowledge, the information contained herein is accurate, complete, and current.

Signature

Printed Name

Date Signed

Phone Number

Medical License Number

Address

Note: VA may request additional medical information, including additional examinations, if necessary to complete VA's review of the Veteran's application.

Important: Please fax the completed form to (VA Regional Office Fax No.)

Note: A list of VA Regional Office Fax Numbers can be found at www.vba.va.gov/disabilityexams or obtained by calling 1-800-827-1000.

Prev

Next

Patient Form History

Clear

Save

Review

Submit

Clicking on the **Privacy Act Notice** (Figure 23) displays the VA Privacy Act Notice.

Figure 23: Hypertension Form - Privacy Act Notice

VAHealth

Modernized Progress Notes

✓ About Help Logout

Name

EIGHT, PATIENT

Age

79

Date of Birth

Apr 07, 1935

Patient Lookup

Hypertension Form

Patient/Veteran Information

Note to Physician

Section 1: Diagnosis

Section 2: Medical History

Section 3: Other Pertinent Ph...

Section 4: Functional Impact

Section 5: Remarks

Section 6: Physician Certifica...

Privacy Act Notice

Respondent Burden

Privacy Act Notice

Privacy Act Notice: VA will not disclose information collected on this form to any source other than what has been authorized under the Privacy Act of 1974 or Title 38, Code of Federal Regulations 1.576 for routine uses (i.e., civil or criminal law enforcement, congressional communications, epidemiological or research studies, the collection of money owed to the United States, litigations in which the United States is a party or has an interest, the administration of VA programs and delivery of VA benefits, verification of identity and status, and personal administration) as identified in the VA system of records, 58/VA21/22/28, Compensation, Pension, Education and Vocational Rehabilitation and Employment Records - VA, published in the Federal Register. Your obligation to respond is voluntary. VA uses your SSN to identify your claim file. Providing your SSN will help ensure that your records are properly associated with your claim file. Giving us your SSN account information is voluntary. Refusal to provide your SSN by itself will not result in the denial of benefits. VA will not deny benefits for refusing to provide his or her SSN number unless the disclosure of the SSN is required by a Federal Statute of law prior to January 1, 1975, and still in effect. The requested information is considered relevant and necessary to determine maximum benefits under the law. The responses you submit are considered confidential (38 U.S.C. 5701). Information submitted to verification through computer matching programs with other agencies.

<

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>

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Next

Patient Form History

Clear

Save

Review

Submit

Clicking **Respondent Burden** (Figure 24) displays the appropriate Respondent Burden statement for the user.

Figure 24: Hypertension Form – Respondent Burden

VAHealth Modernized Progress Notes

About Help Logout

Name **EIGHT, PATIENT** Age **79** Date of Birth **Apr 07, 1935** [Patient Lookup](#)

Hypertension Form

Patient/Veteran Information

Note to Physician

Section 1: Diagnosis

Section 2: Medical History

Section 3: Other Pertinent Ph...

Section 4: Functional Impact

Section 5: Remarks

Section 6: Physician Certifica...

Privacy Act Notice

Respondent Burden

Respondent Burden: We need this information to determine entitlement to benefits (38 U.S.C. 501). Title 38, United States Code, allows us to ask for this information. We estimate that you will need an average of 15 minutes to review the instructions, find the information, and complete the form. VA cannot conduct or sponsor a collection of information unless a valid OMB control number is displayed. You are not required to respond to a collection of information if this number is not displayed. Valid OMB control numbers can be located on the OMB Internet Page at www.reginfo.gov/public/do/PRAMain. If desired, you can call 1-800-827-1000 to get information on where to send comments or suggestions about this form.

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Patient Form History Clear Save Review Submit

The final section to this form is **Section 6: Physician Certification and Signature** (Figure 25) where the form is signed by the physician.

Figure 25: Hypertension Form - Section 6: Physician Certification and Signature

VAHealth Modernized Progress Notes

About Help Logout

Name **EIGHT, PATIENT** Age **79** Date of Birth **Apr 07, 1935** [Patient Lookup](#)

Hypertension Form

Patient/Veteran Information

Note to Physician

Section 1: Diagnosis

Section 2: Medical History

Section 3: Other Pertinent Ph...

Section 4: Functional Impact

Section 5: Remarks

Section 6: Physician Certification and Signature

Privacy Act Notice

Respondent Burden

Certification: To the best of my knowledge, the information contained herein is accurate, complete, and current.

Signature Printed Name Date Signed

Phone Number Medical License Number Address

Note: VA may request additional medical information, including additional examinations, if necessary to complete VA's review of the Veteran's application.

Important: Please fax the completed form to (VA Regional Office Fax No.)

Note: A list of VA Regional Office Fax Numbers can be found at www.vba.va.gov/disabilityexams or obtained by calling 1-800-827-1000.

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Patient Form History Clear Save Review Submit

3.2.2 Patient Lookup

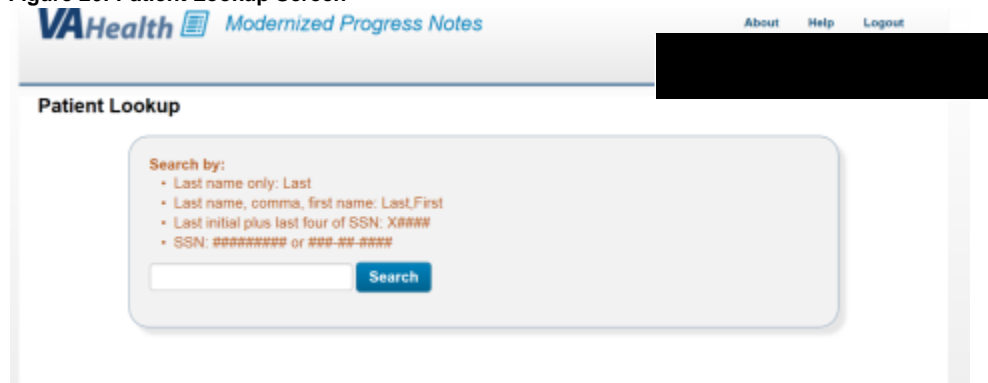
The field for entering patient search information is located on the left side of the screen, along with a button that begins the patient lookup when clicked (Figure 26). The Tab key allows the user to move through the Menu items and the Space Bar allows the user to click as an alternative to the mouse. The user **must** click the Search button with the mouse button or the space bar. The **Enter** key does **not** begin the Search. There are three main ways a user may search for a patient:

- **Search by Patient's full Social Security Number (SSN)**
 - Form Runner allows the user to search for a patient by entering the patient's full Social Security Number (SSN). Enter the number with no spaces or dashes, then press Enter. For example, the user would enter "000000000" for "000-00-0000."
- **Search by Patient's Name**
 - Form Runner allows the user to search for a patient by the patient's full name. There are two possible formats:
 - The first is to enter the patient's last name, a comma, and then first name using no spaces. For example, Lastname,Firstname then click **Search**.
 - The second is to enter only the patient's last name.
- **Hybrid Search**
 - Enter only the first letter of the patient's last name followed by the last four digits of the patient's Social Security Number, then click **Search**. For Example, "L0000."

In either case, the user may click on the row displayed to select the desired patient.

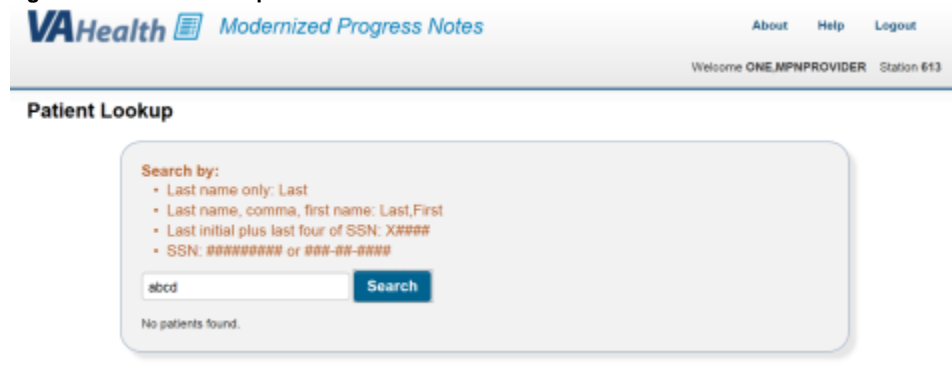
- To return to **Patient Lookup** from anywhere in the application, click the **Patient Lookup** link in the header.

Figure 26: Patient Lookup Screen



The screenshot shows the 'Patient Lookup' screen. At the top, there is a header with the 'VAHealth' logo and the text 'Modernized Progress Notes'. To the right of the header are links for 'About', 'Help', and 'Logout'. Below the header, the title 'Patient Lookup' is displayed. The main content area contains a search box with a placeholder text 'Search by:' and a list of search criteria: 'Last name only: Last', 'Last name, comma, first name: Last,First', 'Last initial plus last four of SSN: X####', and 'SSN: ##### or ##-##-####'. Below the search box is a 'Search' button. A large black rectangular area is present on the right side of the screen, likely representing a redacted section or a placeholder for a patient list.

Figure 27: Patient Lookup – No Patients Found



The screenshot shows the 'Patient Lookup' screen with the 'No Patients Found' message. The header and search interface are identical to Figure 26. However, the search box now contains the text 'abcd' and the 'Search' button is highlighted. Below the search box, the message 'No patients found.' is displayed. The 'About', 'Help', and 'Logout' links are still present in the header.

If there is no information to return for your search, the system will return the **No Patients Found** message as shown in Figure 27 (circled). As an example, in Figure 28 a non-existent SSN is entered for demonstration purposes. When **Search** is clicked, one record is found.

Figure 28: Successful Patient Lookup

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About Help Logout

Patient Lookup

Search by:

- Last name only: Last
- Last name, comma, first name: Last,First
- Last initial plus last four of SSN: X####
- SSN: ##### or ##-##-####

Patient Name	Age	Date of Birth
EIGHT, PATIENT	79	Apr 07, 1935

When the Patient Name is clicked (arrow, Figure 28), the records associated with this patient appear in a list format (Figure 29, Figure 30, Figure 33). Figure 29 is what a user logged in as MPN_ENT_USER would see.

Figure 29: Patient Lookup Showing Forms Available

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Name SIX, PATIENT Age 79 Date of Birth Apr 07, 1935 Patient Lookup

Showing 1 to 5 of 5 entries
Show 10 entries

Modified	Organization	VA Form ID	Display Title	Forms Started or Completed
February 26, 2015 15:35:53	test	vba-21-0960p-2-are	Mental Disorders (Other than PTSD and Eating Disorders) Disability Benefits Questionnaire	0
February 26, 2015 15:16:00	test	vba-21-0960e-1-are	Diabetes Mellitus Disability Benefits Questionnaire	0
February 26, 2015 15:15:16	test	vba-21-0960n-1-are	Ear Conditions (including vestibular and infectious conditions) disability benefits questionnaire	0
February 26, 2015 15:14:34	test	vba-21-0960n-2-are	Eye Conditions Disability Benefits Questionnaire	0
February 26, 2015 15:13:42	test	vba-21-0960a-3-are	Hypertension Disability Benefits Questionnaire	0

Previous 1 Next

Figure 30: Patient Lookup – Select, Operation, and Refresh Visible

Select

Operation

Showing 1 to 6 of 6 entries

Show 10 entries

	Status	Modified	Organization	VA Form ID	Display Title	Forms Started or Completed
<input type="checkbox"/>	Available	February 20, 2015 15:35:53	test	vba-21-0960p-2-are	Mental Disorders (Other than PTSD and Eating Disorders) Disability Benefits Questionnaire	0
<input type="checkbox"/>	Available	February 20, 2015 15:16:00	test	vba-21-0960e-1-are	Diabetes Mellitus Disability Benefits Questionnaire	0
<input type="checkbox"/>	Available	February 20, 2015 15:15:16	test	vba-21-0960n-1-are	Ear Conditions (including vestibular and infectious conditions) disability benefits questionnaire	0
<input type="checkbox"/>	Available	February 20, 2015 15:14:34	test	vba-21-0960n-2-are	Eye Conditions Disability Benefits Questionnaire	0
<input type="checkbox"/>	Available	February 20, 2015 15:13:42	test	vba-21-0960a-3-are	Hypertension Disability Benefits Questionnaire	0
<input type="checkbox"/>	Available Library	February 20, 2015 15:11:46	test	library	Reusable Form Parts	N/A

Previous
1
Next

Note that now there are three buttons on the left (Figure 30): **Select**, **Operation**, and a link to **Refresh** the screen (box). Note: The MPN_ENT_USER will not have these three options available.

When the **Select** button is clicked, a pulldown menu opens with the choices available appears (Figure 31). Clicking the button again deselects the menu.

Figure 31: Select Menu Open

Select

Operation

All

None

Unpublished local forms

Published local forms

Unpublished remote forms

Published remote forms

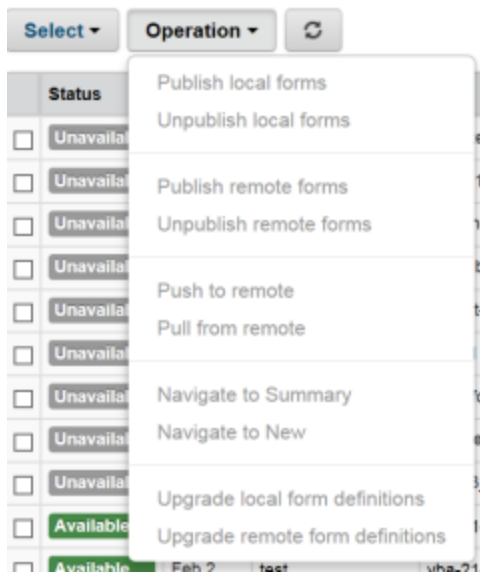
Forms that are newer locally

Forms that are newer remotely

Clicking **All** selects all of the patient's records. Clicking **None** deselects all of the patient's records. The user may also select **Unpublished local forms** or **Published local forms**. Available forms are displayed in black type. The grayed out selections on the pulldown menu are not available for selection.

When the **Operation** button is clicked, a pulldown menu opens with the choices available appears (Figure 32).

Figure 32: Operation Menu Open



The grayed out selections on the pulldown menu above are not available for selection.

The header bar reminds the user of the patient's name, age, and date of birth to help prevent confusion. The table display shows, in order from left to right, each form's **Status** (**Available** or **Unavailable**), when date the record was last **Modified**, the **Application** used to create the record, the **VA Form ID**, and the **Title** of the form. Note that Application will show all forms regardless of the organization that created them. To **Select** a record, the user clicks the checkbox to the far left of the record in the list desired. Multiple selections are supported.

On the far right of the screen, a scroller is available (circle, Figure 33) in case there are more records than the screen can display at once. The single carats < > indicate left and right, the double carats << >> indicate going to the beginning (left carats) or end of the list (right carats).

There are six columns on the Patient Lookup screen: **Status**, **Modified**, **Organization**, **VA Form ID**, **Display Title**, and **Forms Started or Completed**. See Figure 34.

- **Status** tells the user if a form is **Available** for use or is housed in the Library.
- **Modified** tells the user when the form was last modified.
- **Organization** tells the user what organization created the form.
- **VA Form ID** tells the user the **VA Form ID** of the form in that row.
- **Form** tells the user the **VA Form Name**.
- **Display Title** tells the user the title given by the creator of the form file.
- **Forms Started or Completed** shows how many of that particular form have been started or completed for that patient.

Figure 33: Patient Lookup – Record List

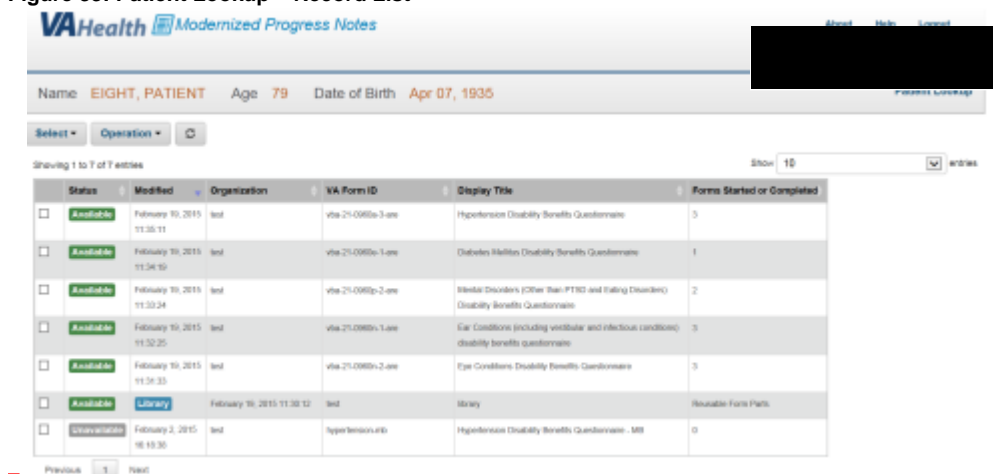


Figure 34: Callout of Top of Form List with Column Headers Called Out

VAHealth Modernized Progress Notes

About Help Logout

Name EIGHT, PATIENT Age 79 Date of Birth Apr 07, 1935

Select Operation

Showing 1 to 7 of 7 entries Show 10 entries

Status	Modified	Organization	VA Form ID	Display Title	Forms Started or Completed
Available	February 19, 2015 11:35:11	test	vba-21-0960a-3-are	Hypertension Disability Benefits Questionnaire	3
Available	February 19, 2015 11:34:36	test	vba-21-0960a-1-are	Diabetes Mellitus Disability Benefits Questionnaire	1
Available	February 19, 2015 11:33:24	test	vba-21-0960a-2-are	Mental Disorders (Other Than PTSD) and Eating Disorders Disability Benefits Questionnaire	2
Available	February 19, 2015 11:32:25	test	vba-21-0960a-1-are	Ear Conditions (Including vestibular and infectious conditions) disability benefits questionnaire	3
Available	February 19, 2015 11:31:33	test	vba-21-0960a-2-are	Eye Conditions Disability Benefits Questionnaire	3
Available Library	February 19, 2015 11:30:12	test		Library	Reusable Form Parts
Unavailable	February 2, 2015 18:10:38	test	hypertension-erb	Hypertension Disability Benefits Questionnaire - MB	0

Previous 1 Next

Sorting of the columns is done by clicking the arrows next to the desired item on the header bar. The sorting arrows toggle between ascending sort and descending sort (Figure 35).

Figure 35: Closeup of Form List with Sorting Arrows Indicated



3.2.3 Form History for Patient

The Patient Form History screen shows all of the instances of a given form for that patient (Figure 36). There may only be one instance or there may be many. In this case, there are two instances, one Submitted and one Saved.

Figure 36: Patient Form History Screen

VAHealth Modernized Progress Notes

About Help Logout

Name EIGHT, PATIENT Age 79 Date of Birth Apr 07, 1935 Patient Lookup

Hypertension Disability Benefits Questionnaire (vba-21-0960a-3-are)

Showing 1 to 2 of 2 entries Show 10 entries

Status	Created	Modified	Referenced Version
Submitted	February 19, 2015 11:37:04	February 19, 2015 11:40:10	5
Saved	February 3, 2015 10:38:18	February 19, 2015 16:19:52	4

Previous 1 Next

Form Templates Review Delete Create New Form

- **Status (circled):** There are three possible statuses for a patient form.
 - **Saved** means the form has been saved.
 - **Draft** is used for a form which has been opened for a patient and not yet saved, or for a saved form which has additional changes which have not yet been saved.
 - **Submitted** means the form has already been submitted. The form will become read-only after submission. The user can view the form, but is returned to the summary page without being able to change the form.
- **Created** is the date the form was created and made available for use.
- **Modified** is the date the form was last modified.
- To return to the Patient's Form Selection screen, click the **Form Templates** button.
- **Review** button allows the user to review the form (currently not available, as it is grayed out).
- **Delete** button allows the user to delete the current form (currently not available, as it is grayed out).
- **Create New Form** button allows the user to create another form for this patient.
- **Edit Form** (click on row to select) allows the user to edit the current form once selected
- The **Patient Header** contains non-editable patient data such as the Patient Name, Age, and Date of Birth.
- **Sorting** allows the user to sort the forms by the criteria in the header in ascending or descending order.

3.3 Creating a New Form for a Patient

To create a new form for a patient, the user first uses Patient Lookup to find the patient in question. Patient Lookup is covered on page 22, **Section 3.2.2 Patient Lookup**.

Once the Patient has been found by Patient Lookup and the appropriate Patient Name has been selected, the user may select the new Form Template needed by clicking the Form Templates button (circle, Figure 37).

Figure 37: Patient Form History Screen – Form Templates Button

The screenshot shows the VAHealth Modernized Progress Notes interface. At the top, there's a header with the VAHealth logo and navigation links (About, Help, Logout). Below the header, patient information is displayed: Name EIGHT, PATIENT, Age 79, Date of Birth Apr 07, 1935, and a Patient Lookup button. The main section is titled 'Hypertension Disability Benefits Questionnaire (vba-21-0960a-3-are)'. It shows a table with 3 entries, displaying columns for Status, Created, Modified, and Referenced Version. The table lists three entries: Draft, Saved, and Submitted. Below the table are navigation buttons (Previous, 1, Next) and a row of action buttons: Form Templates, Review, Delete, and Create New Form.

Status	Created	Modified	Referenced Version
Draft	February 20, 2015 13:06:06	February 20, 2015 13:06:06	5
Saved	February 3, 2015 10:38:18	February 19, 2015 16:19:52	4
Submitted	February 19, 2015 11:37:04	February 19, 2015 11:40:10	5

Note that in this instance, the **Create New Form** button will create a new, blank Hypertension Disability Benefits Questionnaire (Figure 38).

Figure 38: New Blank Hypertension Form Created by Clicking Create New Form

The screenshot shows the VAHealth Modernized Progress Notes interface for a new form. The header is the same as Figure 37. Patient information is displayed: Name EIGHT, PATIENT, Age 79, Date of Birth Apr 07, 1935, and a Patient Lookup button. Below the patient information, the form title 'Hypertension Form' is shown. The form is divided into sections: Patient/Veteran Information, Note to Physician, Section 1: Diagnosis, Section 2: Medical History, Section 3: Other Pertinent Ph..., Section 4: Functional Impact, Section 5: Remarks, Section 6: Physician Certific..., Privacy Act Notice, and Respondent Burden. The Patient/Veteran Information section is currently active, showing fields for Name of Patient/Veteran (EIGHT, PATIENT) and Patient/Veteran Social Security Number (*SENSITIVE*). At the bottom, there are navigation buttons (Prev, Next) and a row of action buttons: Patient Form History, Clear, Save, Review, and Submit.

The functions on this screen have been reviewed in Section 3.2.1: Form Sections.

4. Project-Specific Scenarios

Refer to the Usability Test Plan located on the w ki [REDACTED] .

5. Troubleshooting

Information for the Troubleshooting section will be added in future iterations.