

Veteran's Administration Connection VA Search Button User Guide

HealthInfoNet has partnered with the **Maine Veteran's Administration Healthcare System** to provide access to the **continuity of care documents (CCD)** generated by VA healthcare providers. This first-in-the-nation tool facilitates access for healthcare providers across the state to be able to view CCD data through the clinical portal.

The goal of the VA Search Button is to allow seamless recall of the most recent CCD information from the Maine **Veteran's Lifetime Electronic Record (VLER)**. This user guide will show you how to look to see if there is a current CCD on file, use the **VA Search Button** to import a CCD, and how to view the CCD once it is integrated into the clinical portal.

Quick Start Instructions

- 1. Open the patient's chart in the portal
- 2. Check the document tree for VA Documents. If present, the most recent CCD that has been imported will be located there along with the date the last CCD was retrieved.
- 3. If the CCD isn't there or to retrieve the most recent CCD from the VA, click on the **VA Search Button** in the upper right corner
- 4. Click **Retrieve Document** button
- 5. You can monitor the progress with the status bar at the top of the screen.
- 6. When the search is complete, you will automatically see the document.
- 7. After you view the document, it will be available in the VA Documents Folder.

If there is no record found, please call Togus at 207-623-8411 extension 5232 to inquire if the patient has consented to VLER.

If the veteran has not opted in, you can find an informational flyer and the VLER consent form at www.hinfonet.org/programs/va

If you are having technical problems, contact HealthInfoNet by emailing customer care at customercare@hinfonet.org

Consent

Veterans need to Opt-In to VLER before their information will be available in the Clinical Portal. VA encourages non-VA providers to advocate that patients opt-in. Resources can be found at the sites below with links to a flyer and the opt-in form.

VLER website at <u>www.va.gov/VLER</u> and HIN Website <u>www.hinfonet.org/programs/va/</u>

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Welcome to	the Virtual Lifetime E	lectronic Record (VLER)
Health Inform	ation Exchange Progr	am also known as VHIE
	Veterans Health Record with o	network that "Connects Your Docs" ther VA, DOD, and participating non-
are from community car ncrease their safety by nedications, allergies, pro	e providers. Sharing certain parts	any Veterans receive a portion of th s of Electronic Health Records (EHR) v eedical record. For example a list re. In an emergency, having immedia
How to sign-up f	for VLER: Signing up is simple	and free. Use any of these methods:
Mail or Fax: To print	and fill out the (VA Form 10-0485	up electronically, visit <u>www.va.gov/VLE</u>) go tol <u>www.va.gov/VLER</u> and click the rm (VA Form 10-0485). Complete the
	Mail the form to the followir	
Travel	Joshua Masse (VLER Coord	
Togus vA	Medical Center Release of Inform Augusta, ME 04330 or Fax: 207-621-489	1
	an ask for an authorization form or the Release of Information (RC	VA Form 10-0485) at any information I) Office. Just tell a representative
	"I want to Connect N	ly Docs!"
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	Contact Joshua Masse at 207-623-8	
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Contact: For Opt-In Assistance, contact Joshua Masse at 207-623-8411 ext. 2420 or <u>Joshua.masse@va.gov</u>

How to Use the VA Button in HealthInfoNet

1. Check for a current VA CCD

Check the **document tree** for the VA Documents folder. If present, the most recent CCD will be located there along with the date it was retrieved.

	SJHVA15 CHDRZZZTEST CHDR	RFOL	JR
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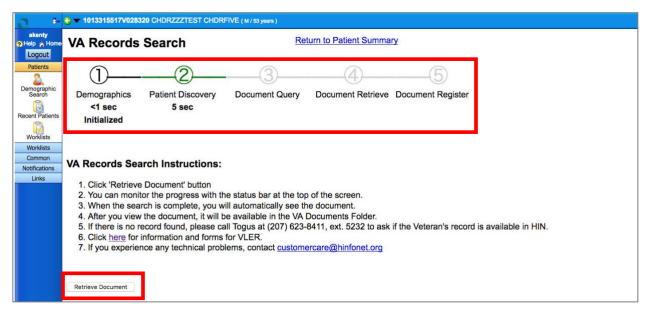
2. Searching and Retrieving a New VA CCD

If the CCD isn't there or to retrieve the most recent CCD from the VA, click on the **VA Search Button** in the upper right corner.



3. Retrieve and Monitor the progress

Click the **Retrieve Document** button and monitor the progress with the status bar at the top of the screen.



4. View the document

When the search is complete, you will automatically see the document.

Document Retrieved and imported! Return to Patient Summary Department of Veterans Affairs Summarization of Episode Note Created On: September 29, 2015								
CHDR222TEST, Male/52y, 3-Mar-1963 1017237242V259173 1234 HOWARD ST APT 22 BUILDING 7 LA JOLLA, CA, 9208 tel:+1-760-333-444	3 (DOB) (2.16.840.1.1	13883.4.349)						
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CHEDDAR CHEESE		Name Not Available	20100826112251	Propensity to adverse reactions to food	RASH	conny	EAST ORANGE-VA NEW JERSEY	
		Name Not Available	20100614091334	Propensity to adverse reactions to drug	CELLULITIS		HAMPTON (VAMC)	
SULFA DRUGS			20100614091441	Propensity to adverse reactions to substance	DIARRHEA		HAMPTON (VAMC)	
SULFA DRUGS EGGS	Coded Allergy	Name Not Available						
		Name Not Available Name Not Available	20130111121630	Propensity to adverse reactions to drug	DRY MOUTH RASH		HAMPTON (VAMC)	
EGGS	Coded Allergy						HAMPTON (VAMC) SAN DIEGO HCS	
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* If there is no record found, please call Togus at 207-623-8411 extension 5232 to inquire if the patient has consented to VLER.

5. Printing the VA VLER CCD

Once you have imported the CCD, it will be available in the document tree. You can print by **right-clicking and selecting print**.

Note: This document can be many pages long

Support

Opt-In Assistance: Contact Joshua Masse, 207-623-8411 ext. 2420 Joshua.masse@va.gov

Checking if a Veteran has Opted-In: Call Togus at 207-623-8411 extension 5232

VLER Flyer and Consent Form: www.hinfonet.org/programs/va

Technical Problems: Emailing HIN Customer Care at customercare@hinfonet.org