SUNSET HIM Data Remediation Tool

Quick Start Guide

PHSA IMITS EHEALTH TEAM

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Purpose of Document

This document is for HIM end users to reference as a quick start guide on how to use the HIM Data Remediation Tool in the SUNSET Production environment.

Background

Patient data from the Clinical Information Systems (CIS) that are being replaced by Cerner will be loaded to the EMPI. Data quality from the legacy systems varies. Data remediation is only being done on patients who have had a visit in the last 5 years so most patients are not being remediated. Although most records do not require remediation, there will be a percentage of patient records from the legacy CIS's that are not loaded to the EMPI.

The CST Data Legacy solution is CareConnect. All clinically relevant data from legacy systems will be loaded to CareConnect. In the current state, however, only patients that are in the EMPI are viewable in CareConnect. This limitation creates a gap for legacy data.

As of May 2017, the decision to migrate all McKesson data into Sunset has been approved. The SUNSET HIM Data Remediation Tool is built for HIM team to leverage as a short-term solution for viewing patients with legacy data which are not in EMPI, as the long-term archiving solution is being implemented.

Stakeholders

Team	Contact
HIM Registration Standard and Data Quality	Karen Davids, HIM Regional Manager 604-806-9949 <u>kdavids@providencehealth.bc.ca</u>
HIM Registration Standard and Data Quality	Harvinder Sandhu, Data Quality Lead 604-714-3771 ext. 2256 <u>HSandhu2@providencehealth.bc.ca</u>
HIM Records Management	Sylvia Melnyk, Manager HIM Registration and Health Records <u>Sylvia.Melnyk@vch.ca</u>

Support

- For technical support¹, please contact **VPP Service Desk** (PHC/VCH 604-875-4334, PHSA 604-675-4299) and open a ticket for VPP-Sunset Team.

¹ Application support is available Monday - Friday 8:00 AM – 4:00 PM, excluding statutory holidays.

Quick steps

- 1. Open Internet Explorer and go to: <u>https://sunset.vch.ca</u>
- 2. Enter your SUNSET username and password and click **OK**.

Windows Security	
The server suns server reports t	set.vch.ca is asking for your user name and password. The that it is from sunset[@Thu, 26 Apr 2018 20:18:20].
	User name Password Remember my credentials
	OK Cancel

3. Click on **HIM Data Remediation** under the 'Miscellaneous' heading.

SunSet Main Menu
Effective Wed April 25 Afternoon, Sunset will display a new menu button for eSlates (Cerner CST). This (weekend of April 28-29)
Only OR Cases scheduled in LGH and SGH will be viewable in the Cerner eSlates button.
this is NO impact to existing eSlate functionality.
Miscellaneous
Enterprise Error Mgmt.
HIM Data Remediation
Maintenance
User Security
Message of the Day
Change Password
User Information
Laboratory:VGH and UBC reports from September 9, 1980 to April 26, 2018 @ 01:13 pm Pathology:VGH and UBC reports from September 9, 1980 to April 26, 2018 @ 01:09 pm Richmond reports from May 29, 1995 to April 26, 2018 @ 01:09 pm Radiology:May 28, 1996 to April 26, 2018 @ 01:15 pm

4. Search for patient encounters by entering your search criteria (i.e. PHN, MRN, Last Name, First Name, Encounter Number, etc.) and click the **Search** button.

Last Name:	BC PHN:	Encounter Number:	
First Name:	Other PHN:	Encounter Type:	
Middle Name:	MRN:	Service:	~
Date of Birth: (Forma	at: YYYY-MMM-DD)	Site:	`
Sex: V Male V Female V	Unknown	Admitted Date:	(Format: YYYY-MMM-DD)
		Discharge Date:	(Format: YYYY-MMM-DD)

5. Check the patient's name to make sure it's the patient you are searching for, and then click **Encounters** to retrieve the patient encounter list.

HIM Data Remedi	ation Tool -	McKesso	n			
Last Name: First Name: Middle Name: Date of Birth: Sex: Male Fema	Format: YYYY-MMN ale ☑ Unknown	BC P Other P M M-DD)	HN: HN: RN:		Encounter Number. Encounter Type: Service: Site: Admitted Date: Discharge Date:	(Format: YYYY-MMM-DD) (Format: YYYY-MMM-DD)
1 patient found Search Reset Last Name First Name Middle	e Name DOB	Sex PHN	MRN	System		

6. Click Printer Friendly Version to view the full list of encounters.

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HIM	Data	Domoc	liation	Tool Me	Kassan								Print	er Friendly Version	ose ^
Mi Enco	ounter	Site	Encounter Type	Service	P	Patient Type A	dmit Reason	Admitted Date	Discharge Date	Length of Stay	Discharge Disposition	Attending Physican	Family Physician	Patient Address	Patie Maili Addr

7. To print the list, click on the browser Tool/Settings ³⁰ button in the top-right corner; hover over the **Print** menu, and click on **Print... Ctrl+P**.

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Provincial Health Services Authority Berter health.										Print preview Page setup.	· .	File Zoom (125%) Safety	:
				N	MKN:							Add site to Start menu View downloads Manage add-ons F12 Developer Tools Go to pinned sites	Ctrl+J
												Go to pinned sites	