



# **CPS User Guide with EnterpriseRx® and Pharmserv® Release 3.1.0**

**07/13/2021**



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# 1. User Guide Introduction

## Intended Audience

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This User Guide is intended for those individuals working with Clinical Programs Solution™ (CPS).

## Typographic Conventions Used in This Document

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The following typographic conventions are used in this document:

Convention	Meaning
<b>Boldface</b>	<p><b>Boldface</b> text is used when referring to the name of a window element, such as the following examples:</p> <ul style="list-style-type: none"> <li>• Window names - <b>Questionnaire</b> window</li> <li>• Field names - <b>Last Name</b> field</li> <li>• Menu names - <b>Code Type</b> menu</li> <li>• Tab names - <b>Clinical Programs</b> tab</li> <li>• Button names - <b>Save</b> button</li> </ul>
<a href="#">Cross Reference Link</a>	<p><a href="#">Blue Text</a> indicates that this is a <b>Cross Reference</b> link to other areas of the chapter or areas in other chapters of the document. The link may also include the page number where the link will take you.</p> <p>Select the link by holding down the <b>Ctrl</b> button and selecting the link in order to go to the desired location.</p>
<b>Note:</b> or <b>Notes:</b>	<p>This is used to inform you of some key points or to add some information about the subject or task, such as the following:</p> <p><b>Note:</b> Field Names preceded by an asterisk (*) are required fields.</p>

Convention	Meaning
<p><b>Important:</b></p> 	<p>This is used to alert you about some information that is necessary to successfully complete a task, such as the following:</p> <p><b>Important:</b> For customers that leverage First Databank (FDB), when adding a GCN Data Filter, ensure that leading zeros <b><u>are not included</u></b> in the GCN(s) [example: correct GCN = 1234; incorrect GCN = 01234]. For customers leveraging Medi-Span, the leading zero <b><u>must be included</u></b> when adding a GPI Data Filter [example: correct GPI = 01234567890000; incorrect GPI = 1234567890000].</p>
<p><b>Caution:</b></p> 	<p>This is used to warn you about potential problems for a task you are performing, such as the following:</p> <p><b>Caution:</b> An expiration date can be, at most, 999 days in the future. If you enter an expiration date beyond the 999 days maximum, an error will display and you will not be able to save your change.</p>
<p><b>Tip:</b></p> 	<p>This icon is used to alert you to information that may provide additional insight and/or options that you may want to know about, such as the following:</p> <p><b>Tip:</b> For Self-Directed Programs, you'll be making your own decisions on what your filters include.</p>



## 2. Introduction to Clinical Programs Solution™

McKesson Clinical Programs Solution™ (CPS) is a cloud based application that enables you to drive clinical interactions between your pharmacists and patients in order to provide your patients with better clinical outcomes. CPS is designed to be an integration platform which enables bidirectional communication between your Pharmacy Management system and third party Vendor solutions.

CPS also allows you to create and configure your own Self-Directed Programs to manage patient care, Alerts can be managed directly in your pharmacy workflow activities. For example, if you'd like to help patients quit smoking, you can use CPS to enroll patients, track progress, and remind pharmacists and other staff to check in with the patients and offering counseling on an on-going basis.

**Note:** Access points and window displays in this document may be different based on your Pharmacy Management System.

### Key Features In Clinical Programs Solution

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- ["Connect with Integrated Third Part Vendor Solutions" on page 4](#)
- ["Build Your Own Custom Programs" on page 4](#)
- ["Stay Abreast of Program Alerts During Workflow" on page 5](#)
- ["Take Action on Program Enrollments & Alerts Outside of Workflow" on page 6](#)
- ["Access a Comprehensive CPS Patient Profile" on page 7](#)

## Connect with Integrated Third Part Vendor Solutions

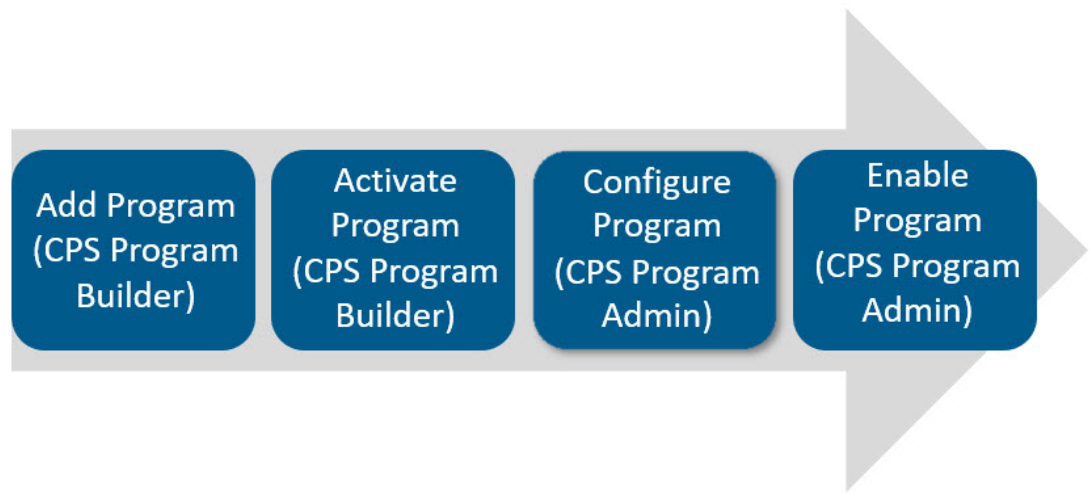
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CPS connects pharmacy staff to opportunities identified by integrated Vendor partners. CPS Vendor integrations not only centralize clinical opportunities for pharmacy staff but may also help to reduce duplicate data entry across platforms

## Build Your Own Custom Programs

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Build your own custom Self-Directed Programs that will interact directly with pharmacy staff. Building a Program is as simple as adding and activating the Program in **CPS Program Builder**, and configuring and enabling the Program in **CPS Program Admin**.

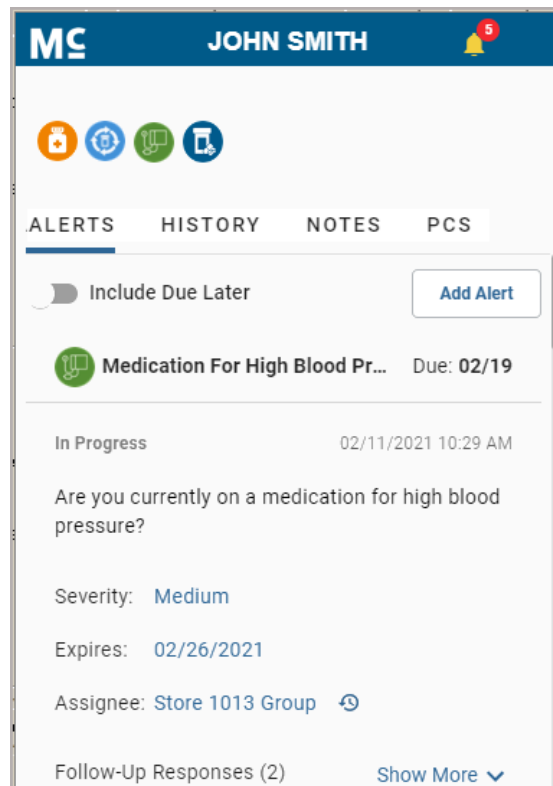


Set up Programs that will Alert your pharmacists to take actions such as:

- Enroll a patient into a diabetes management Program
- Provide counseling on the use of asthma inhalers
- Record the blood pressure of a patient with hypertension
- Gather patient feedback on medication side effects for specialty medication
- Advise patients 60 years and older to get the shingles vaccination

## Stay Abreast of Program Alerts During Workflow

The **Clinical App** provides access to all active and historical Alerts for the patient in context, including Alerts that are triggered in-workflow during prescription processing. These Alerts may provide access to a questionnaire which facilitates documentation in a repeatable, consistent process, or may even provide a hyper-link to an integrated third party Vendor's portal. Additionally, the **Clinical App** allows pharmacy staff to send On Demand Messages to patients enrolled in Patient Communications Solution (PCS).



Please refer to [Chapter 10: CPS Alert Queue](#) for more information on actions you can take on Alerts in the Alert Queue.

# Take Action on Program Enrollments & Alerts Outside of Workflow

The **Alert Queue** provides a list of all active Alerts available for patients so you can take action outside of workflow. The Alerts displayed in this queue can be prioritized, according to the parameters you apply, so that you can deal with the most important Alerts first.

**Alert Queue** Next Available  Show Available Only

Program	Alert Name	Patient Name	DOB	Due	Assignee	Status	Expires	Store #	Last Updated
	Adherence...	SMITH, JO...	12/11/1942	02/09/2021	--	Not Started	02/16/2021	1130	--
	Asthma Co...	SMITH, JO...	11/04/1980	02/16/2021	--	In Progress	02/23/2021	1130	02/03/2021 1:18 PM
	Adverse R...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	03/01/2021	1130	02/11/2021 9:31 AM
	Adherence...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	02/26/2021	1130	02/11/2021 10:21 AM
	Medicatio...	SMITH, JO...	01/01/1965	02/19/2021	Store 1013...	In Progress	02/26/2021	1130	02/11/2021 10:29 AM
	Supplemen...	SMITH, JO...	01/01/1965	02/22/2021	--	Not Started	02/27/2021	1130	--

When the **Alert Queue** is opened, the default view will display all available Alerts that are past due, due now, or do not have a defined due date. To narrow down the amount of Alerts you can filter the queue by any of the following:

- Program Name
- Alert Name
- Due Date
- Assignee
- Status
- Severity
- Expires Date
- Alert Text
- Store #

## Access a Comprehensive CPS Patient Profile

The **Patient Profile** gives you a comprehensive view of everything you are doing for a patient to improve their wellness. The **Patient Profile** provides access to the **Clinical App** where you can manage Alerts for the patient. Additionally, using the **Patient Profile**, you can view/edit values collected for the patient, as well as update Program enrollment for the patient.

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure.

**Vital Signs:**  
 Systolic Blood Pressure: -- Updated: 03/06/2021 12:36 PM  
 Diastolic Blood Pressure: -- Updated: 03/06/2021 12:36 PM  
 Pulse Rate: -- Updated: 03/06/2021 12:36 PM  
 Total Cholesterol mg/dl: 200 Updated: 02/09/2021 11:17 AM  
 BMI: 25 Updated: 02/24/2021 11:08 AM  
 A1C mg/dl: -- Updated: 03/06/2021 12:36 PM  
 HDL Cholesterol mg/dl: 60 Updated: 02/09/2021 11:17 AM  
 LDL Cholesterol mg/dl: 80 Updated: 02/09/2021 11:17 AM  
 Triglycerides mg/dl: -- Updated: --

**PATIENT HEALTH VALUES** | PROGRAM ENROLLMENT

**ALERTS** | HISTORY | NOTES

Include Due Later Add Alert

**Hypertension Adherence Program**  
 In Progress | Natalie Ba... 02/10/2021 12:46 PM  
 This Check-In does not have a scheduled Due date.  
 Recurrence: Not Defined  
Document Follow-Up

**Table: Patient Health Values**

Program	Field Name	Field Value	Received Date	Updated By
	Patient Notes	The patient started taking medication for high blood pressure.	02/09/2021 11:21AM	- Admin
	BMI	25	02/09/2021 11:18AM	- Admin
	Total Cholesterol mg/dl	200	02/09/2021 11:17AM	- Admin
	Fasting Glucose mg/dl	110	02/09/2021 11:17AM	- Admin

If using EnterpriseRx, use the **CPS** tab to view and act on patient information such as:

- The Standard Patient Health Values
- Program Enrollments
- Program Alerts

**Note:** If using Pharmserv, select the CPS patient vertical toolbar button in Pharmacy Maintenance to access this information.



# 3. Building Clinical Programs

The building and configuration of a Self-Directed Program is highly customizable. Depending on your needs, you may choose not to use all of the fields and options available to you. The steps below outline an example of how a Program can be built.

**Note:** Only Self-Directed Programs need to be built in **Clinical Program Builder**. Vendor Programs are built by McKesson.

## Tasks in Building a Self-Directed Clinical Program

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- ["Getting Started with Program Builder" on page 10](#)
  - ["Building a Program" on page 10](#)
- ["Selecting a Program Logo & Icon" on page 10](#)
  - ["Adding a Program Logo" on page 11](#)
  - ["Adding a Program Icon" on page 11](#)
- ["Naming the Program & Entering a Program Description" on page 12](#)
- ["Choosing a Program Enrollment Type" on page 13](#)
- ["Expiration Setting for Patient Enrollment" on page 14](#)
- ["Building Questionnaires" on page 15](#)
  - ["Questionnaire Components" on page 16](#)
  - ["Form Component Customization Example Steps" on page 20](#)
- ["Entering Program Codes" on page 24](#)
  - ["Program Codes Example #1" on page 24](#)
  - ["Program Codes Example #2" on page 25](#)
  - ["Entering Program Codes" on page 25](#)
- ["Modifying Questionnaires" on page 29](#)
- ["Saving a New Questionnaire from an Existing Questionnaire" on page 30](#)
- ["Building Program Alerts" on page 33](#)
- ["Saving the Program" on page 35](#)

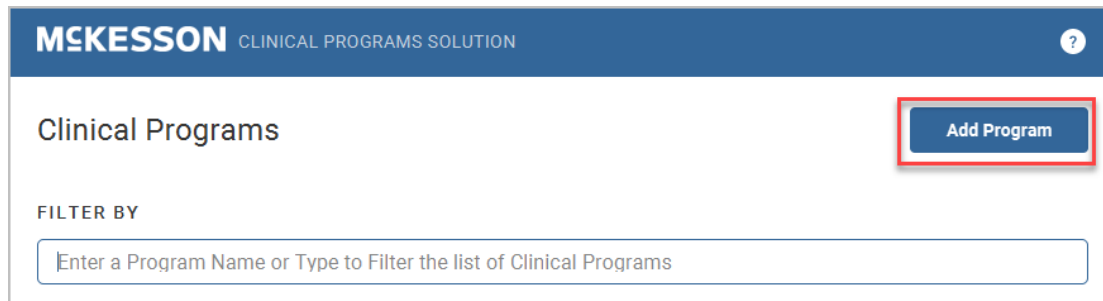
# Getting Started with Program Builder

## Building a Program

Navigate to **CPS Program Builder**.

If using EnterpriseRx, navigate to the builder from the menu bar, select **Administration > Clinical Rx Programs > Clinical Programs Solution > CPS Program Builder**.

Once **Clinical Programs** list is displayed, select the **Add Program** button to open the **Clinical Program Builder** window.

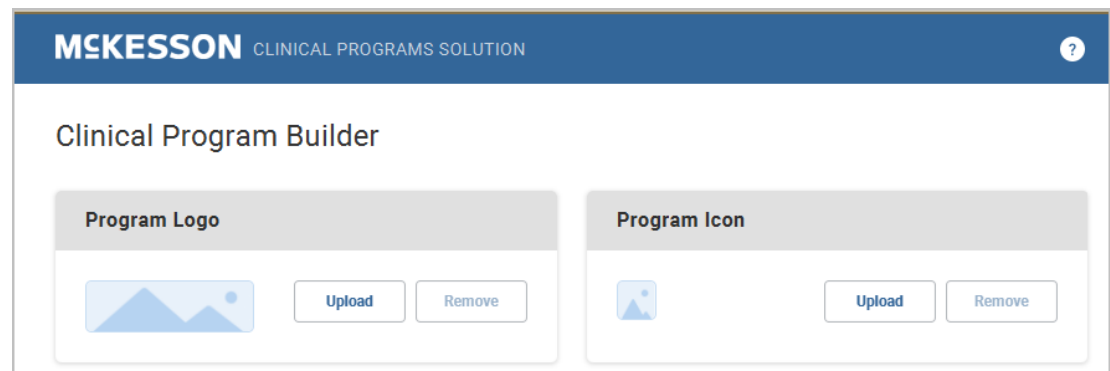


**Notes:**

- There are multiple areas within the **Clinical Program Builder** window that allow the user to create a Program that is tailored to their specific needs. Use the scroll bar in the window to move between areas. Each of these areas will be described individually.
- Field names preceded by an asterisk (\*) are required fields.

## Selecting a Program Logo & Icon

Program logos and icons are not required; however adding images will improve the visibility of the Program in the Pharmacy Management System.





## Adding a Program Logo

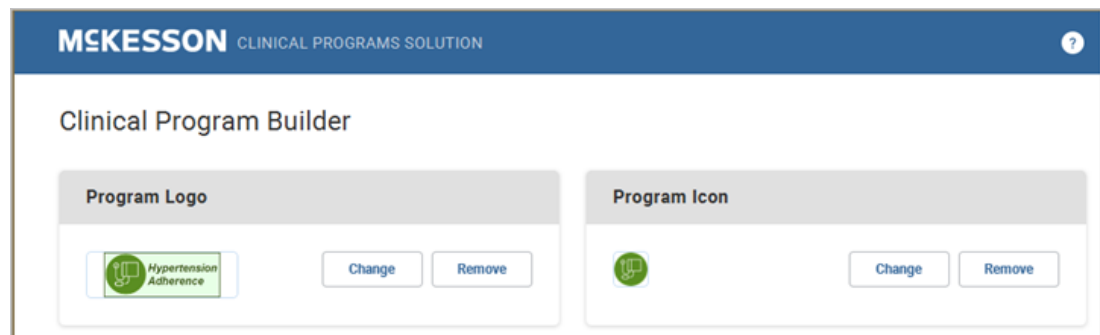
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Select the **Upload** button and follow the prompts to select the image file from the local hard drive. This logo will display at various places in the Pharmacy Management platform, such as the **Patient Profile**, and allow users to easily identify the Program. The Program logo image will be 250 pixels wide x 75 pixels high and the file format can be .gif, .png or .jpg.

## Adding a Program Icon

---

Select the **Upload** button and follow the prompts to select the image file from the local hard drive. This icon will display in various places in the Pharmacy Management platform, including the **Clinical App**, and allow users to easily identify the Program. The Program icon will display at 32 pixels wide x 32 pixels high and the file format can be in .gif, .png or .jpg.



Use the **Change** button to reselect a different image file. Use the **Remove** button to remove the logo or icon.

## Naming the Program & Entering a Program Description

The screenshot displays the 'Program Information' form in the McKesson Clinical Programs Solution. The form is divided into several sections: 'PROGRAM NAME\*' with a text input field containing 'Enter a Program Name', a red circle '1' highlighting the field, and a '0/60' character limit; 'PROGRAM DESCRIPTION' with a text area containing 'Enter Program Description', a red circle '2' highlighting the area, and a '0/600' character limit; 'ENROLLMENT TYPE' with a dropdown menu showing 'Patient Enrollment' and a 'Check-In Program' checkbox; and 'ASSOCIATE QUESTIONNAIRE' with a dropdown menu showing 'Select a Questionnaire'. At the bottom right, there are 'Preview' and 'Create New' buttons.

- 1) **To Name the Program:** Enter a Program name into the **Program Name** text field. This field is limited to 60 alphanumeric characters and no two Programs can be saved with the same name.
- 2) **To Enter a Program Description:** Enter the Program description into the text box. This field is limited to 600 characters. The Program description is not required; however, this text describes the purpose of the Program. The description of the Program will display in the **Clinical Program Builder**, **Clinical Program Admin**, the **CPS Patient Profile**, and the questionnaire, if applicable.

## Choosing a Program Enrollment Type

There are 2 Program Enrollment Types:

- An **Enrollment Type of Patient Enrollment** will require users to ask the patient if they would like to enroll in the Program.
- An **Enrollment Type of No Enrollment** will not require users to ask the patient for his/her approval to enroll in a Program.

The screenshot displays the 'Clinical Program Builder' interface. At the top, it says 'MCKESSON CLINICAL PROGRAMS SOLUTION'. Below this, there are two sections: 'Program Logo' and 'Program Icon'. The 'Program Logo' section shows a 'Hypertension Adherence' logo with 'Change' and 'Remove' buttons. The 'Program Icon' section shows a green circular icon with a 'Change' and 'Remove' button. Below these is the 'Program Information' section, which includes:
 

- PROGRAM NAME\***: A text field containing 'Hypertension Adherence Program' with a character count of '30/60'.
- PROGRAM DESCRIPTION**: A text area containing the text: 'Hypertension is another name for high blood pressure. It can lead to severe health complications and increase the risk of heart disease, stroke, and sometimes death. Despite having good medication, the best control depends on patient's adherence.'
- ENROLLMENT TYPE ?**: A drop-down menu with 'Patient Enrollment' selected and 'No Enrollment' as an option. A mouse cursor is pointing at the 'No Enrollment' option.
- EXPIRATION SETTING ?**: A text field containing the number '7'.
- ASSOCIATE QUESTIONNAIRE\***: A field that is currently empty.

To choose an **Enrollment Type**: use the **Enrollment Type** drop-down menu to choose **Patient Enrollment** or **No Enrollment**.

**Note:** You might choose **Patient Enrollment** when you want to indicate a patient is associated with a particular Program. Enrollment Programs allow for patient data to be collected on an ongoing basis, over a period of time. For example, you might want to identify and provide ongoing counseling for patients with diabetes.

When **Patient Enrollment** is selected in the **Enrollment Type** drop-down, the **Check-In Program** checkbox, **Expiration Setting** field and the **Associate Questionnaire** drop-down will display.

**Note:** The **Check-In Program** checkbox is only available for selection if you have the CPS Premium subscription. If you do not have the CPS Premium subscription, the checkbox will be disabled. Please contact your Account Executive for more information on the Check-In Program feature.

## Expiration Setting for Patient Enrollment

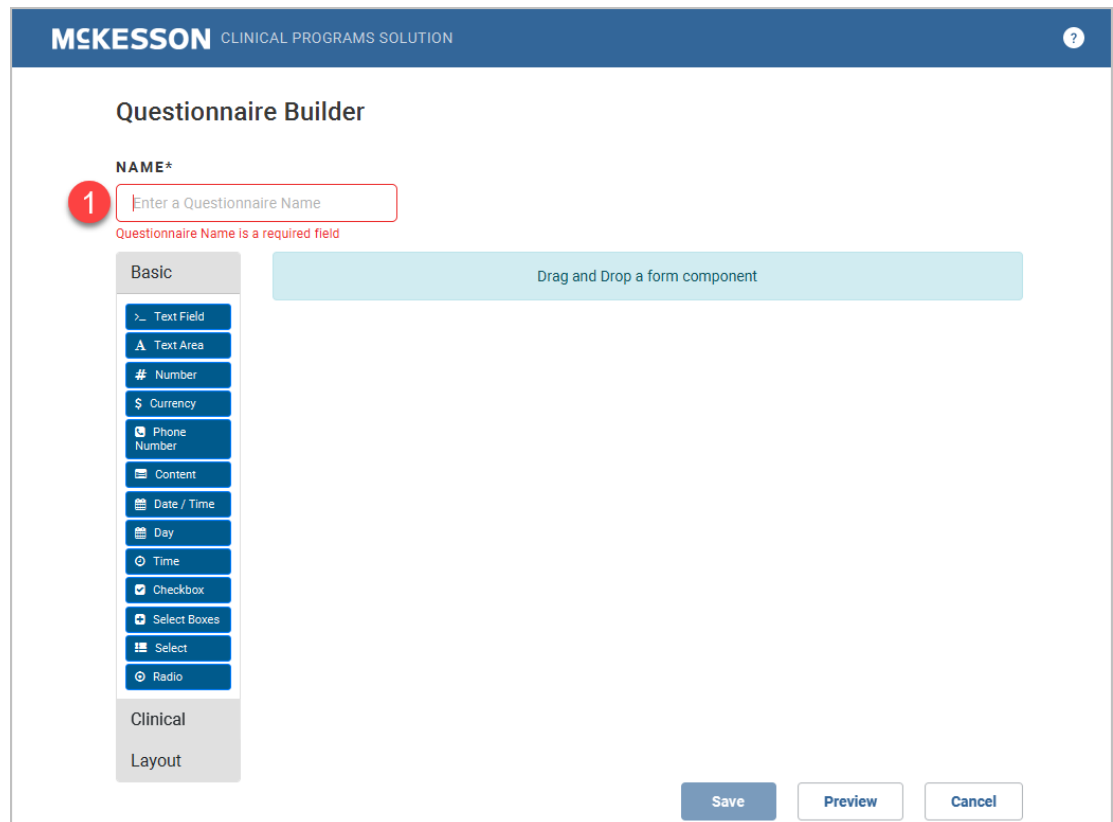
The **Expiration Setting** text box allows you to set the number of days that the enrollment Alert will continue to display in the **Clinical App** and **Alert Queue** before it expires. The range is 1 to 999. The system default for this field is 7 days. To override this default setting, enter a new **Expiration Setting** value.

The screenshot displays the 'Clinical Program Builder' interface. At the top, the header reads 'MCKESSON CLINICAL PROGRAMS SOLUTION'. Below this, the main section is titled 'Clinical Program Builder'. It is divided into several sections: 'Program Logo' and 'Program Icon' at the top, followed by 'Program Information'. The 'Program Information' section contains several fields: 'PROGRAM NAME\*' with the value 'Hypertension Adherence Program', 'ENROLLMENT TYPE' set to 'Patient Enrollment', and a checked checkbox for 'Check-in Program'. The 'PROGRAM DESCRIPTION' field contains text about hypertension. The 'EXPIRATION SETTING' field, located below the description, is highlighted with a red border and contains the number '7'. At the bottom, there is a partially visible 'ASSOCIATE QUESTIONNAIRE\*' field.

# Building Questionnaires

The **Questionnaire Builder** allows for the customization of a questionnaire, which can be attached to any Self Directed Program or Program Alert. Select a component from Basic, Clinical and Layout lists on the left, then drag and drop it to the right. Each component can be customized, one at a time after it is added.

Please refer to "[Questionnaire Components](#)" on page 233 in the Appendix for a complete list and description of components.



**1)** To begin enter a questionnaire **Name**.

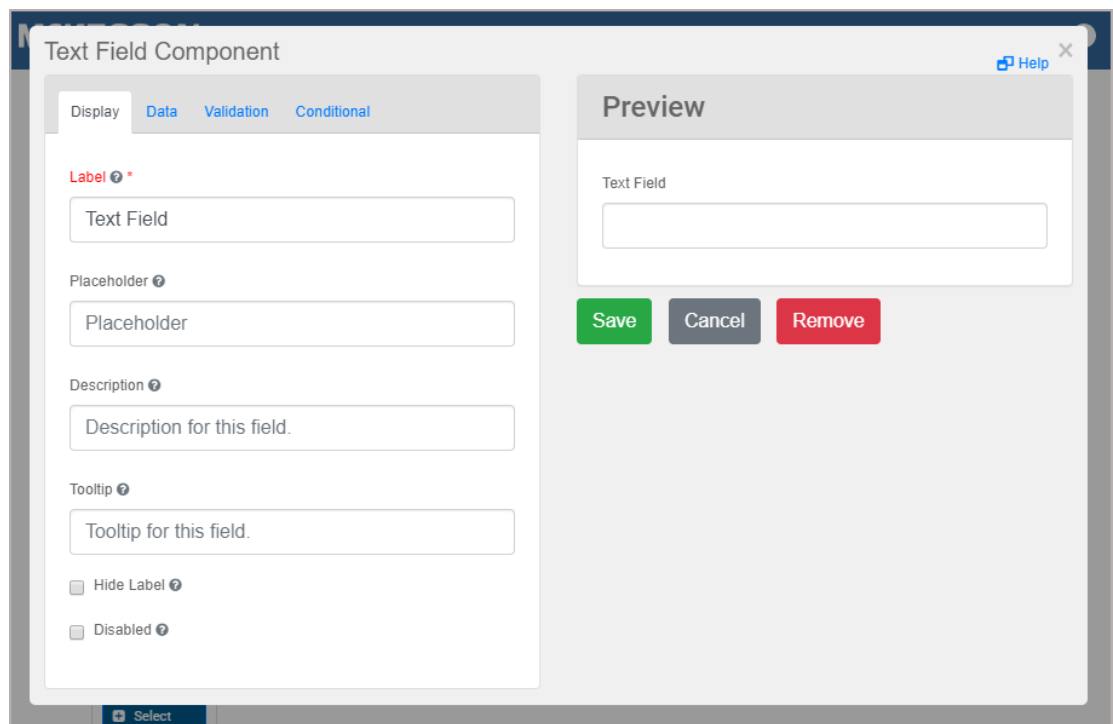
## Questionnaire Components

The **Questionnaire Builder** consists of several form components you can choose to use to build your questionnaire. The example below shows the options for adding a **Text Field** component. Customization of the **Text Field** component is broken down into four tabs.

**Notes:**

- The amount of tabs and the tab types vary depending on component.
- The **Conditional** tab is only available if you have the CPS Premium subscription.

### Display Tab



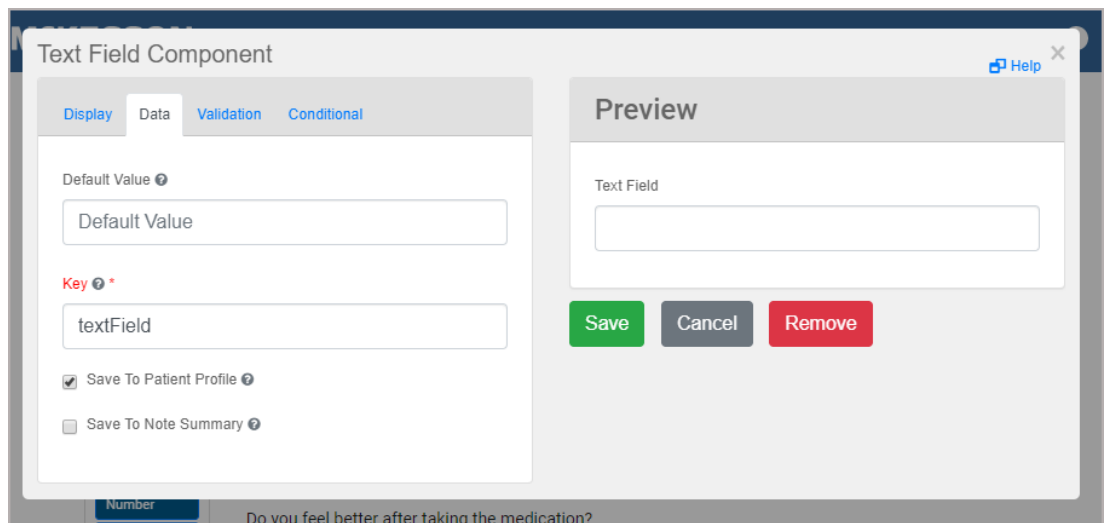
The following is a description of the fields on the **Display** tab for the **Text Field** component:

Display Tab	
<b>Label</b>	The label that will appear above the <b>Text Field</b> on the questionnaire.
<b>Placeholder</b>	Placeholder text is temporary text that will appear in the <b>Text Field</b> before there is user interaction.
<b>Description</b>	Description text that will appear below the <b>Text Field</b> on the questionnaire.

**Display Tab**

<b>Tooltip</b>	A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.
<b>Hide Label</b>	A check box to hide the label for the <b>Text Field</b> from displaying on the questionnaire, but not when it's rendered.
<b>Disabled</b>	A check box to allow the <b>Text Field</b> to be disabled.

**Data Tab**



The following is a description of the fields on the **Data** tab for the **Text Field** component:

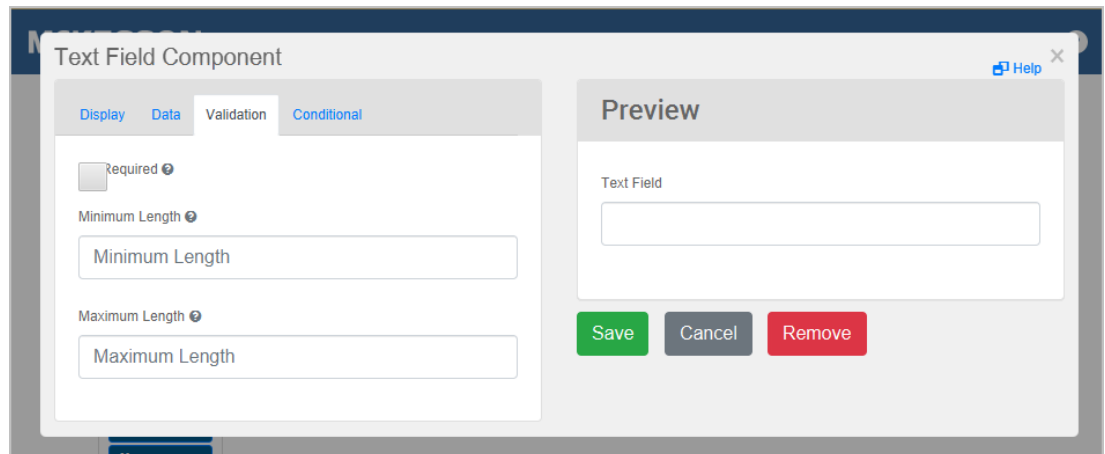
**Data Tab**

<b>Default Value</b>	A preset value for the <b>Text Field</b> that will show to the user before there is interaction on the questionnaire. Having a default value will override the placeholder text.
<b>Key</b>	The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The <b>Key</b> must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.

**Data Tab**

<b>Save to Patient Profile</b>	A check box to allow the <b>Text Field</b> value to be saved to the patient profile.
<b>Save to Note Summary</b>	A check box to allow the <b>Text Field</b> value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b> . Please refer to " <a href="#">Clinical App Notes Tab</a> " on page 121 for more information about the <b>Notes</b> tab.

**Validation Tab**



The following is a description of the fields on the **Validation** tab for the **Text Field** component:

**Validation Tab**

<b>Required</b>	A check box to require the <b>Text Field</b> to be filled in before the questionnaire is submitted.
<b>Minimum Length</b>	The minimum length of characters that the <b>Text Field</b> must meet.
<b>Maximum Length</b>	The maximum length of characters that the <b>Text Field</b> must meet.

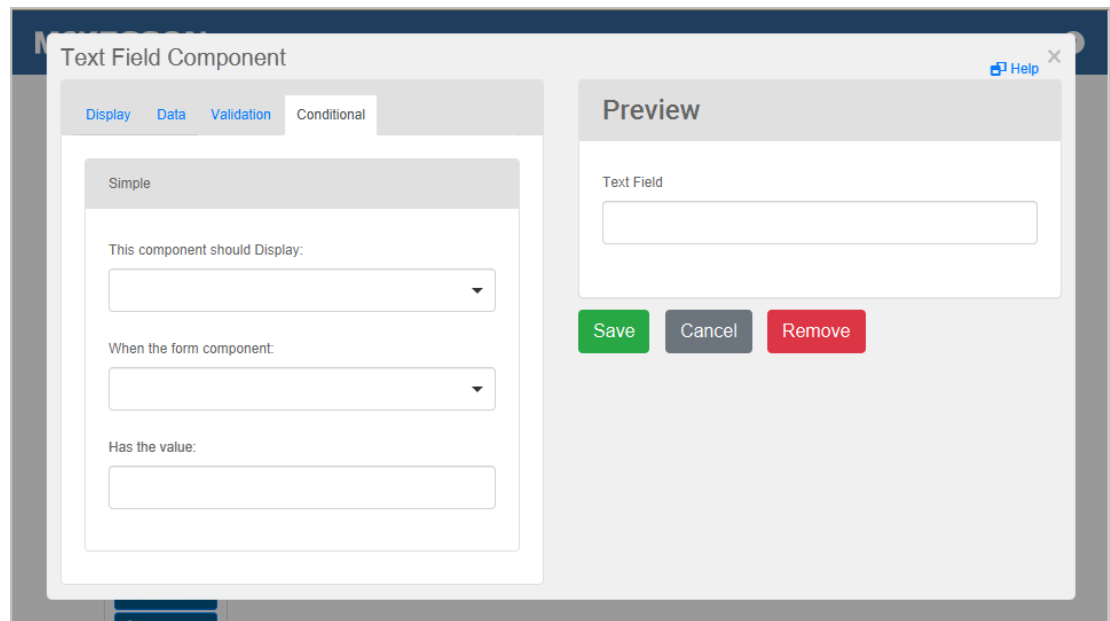


## Conditional Tab



The **Conditional** tab is only available if you have the CPS Premium subscription.

The options on this tab allow you to set up one or more conditions for the component. Setting up these conditions allow you to further customize a questionnaire. For example, if “Other” is selected on a particular radio button component then a text field is presented next to the user completing the questionnaire. If “Other” is not selected the text field will not display.



The following is a description of the fields on the **Conditional** tab for the **Text Field** component:

### Conditional Tab

**This component should Display:** Choose **True** or **False** to display this component within the questionnaire based on the field values below.

**When the form component:** Select an existing form component of your questionnaire that will be used as a reference for the condition.

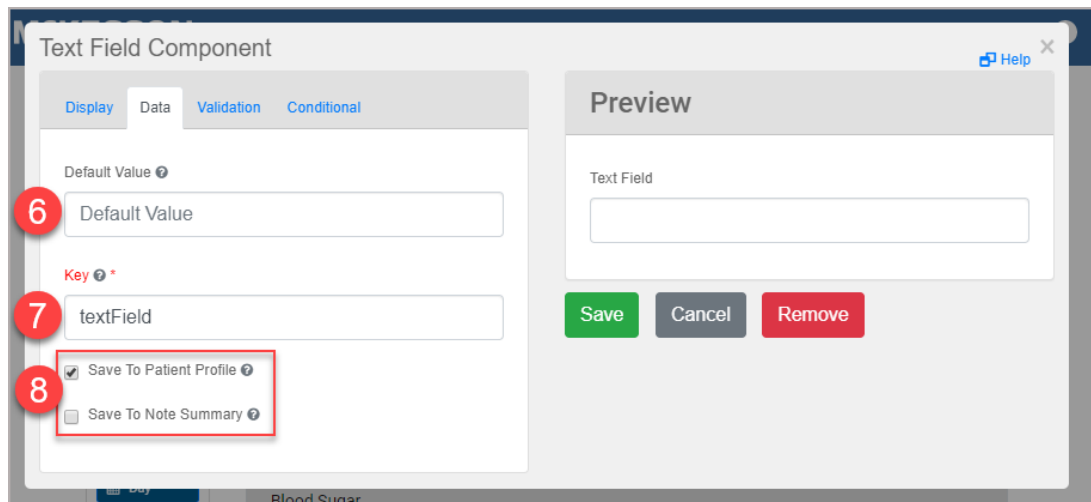
**Has the value:** Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.

## Form Component Customization Example Steps

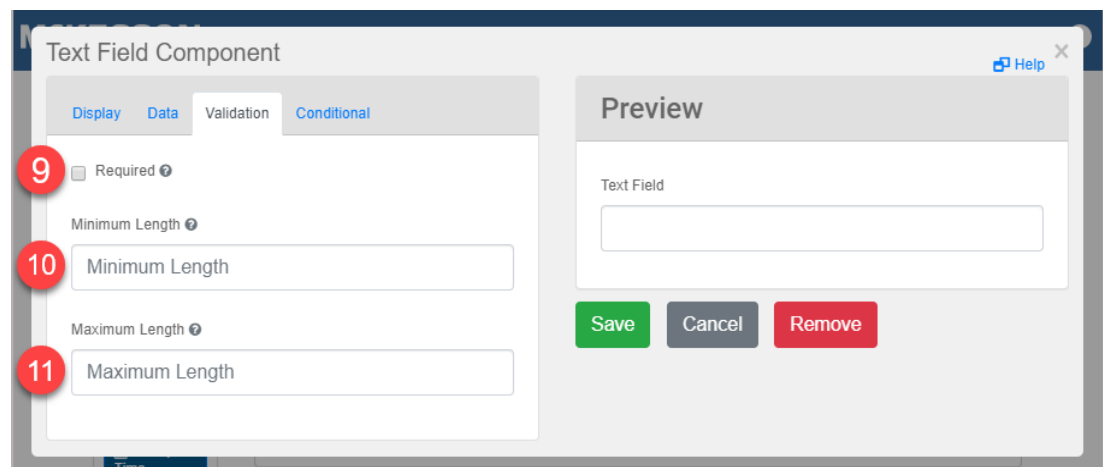
The following describes the steps for creating a **Text Field** component.

The screenshot shows the 'Text Field Component' configuration window. It has a 'Display' tab selected, with 'Data', 'Validation', and 'Conditional' tabs also visible. The configuration area on the left contains five numbered steps: 1) 'Label' field with 'Text Field' entered; 2) 'Placeholder' field with 'Placeholder' entered; 3) 'Description' field with 'Description for this field.' entered; 4) 'Tooltip' field with 'Tooltip for this field.' entered; and 5) a red box highlighting the 'Hide Label' and 'Disabled' checkboxes. The 'Preview' area on the right shows a rendered text field with the text 'Text Field' above it. At the bottom of the preview area are 'Save', 'Cancel', and 'Remove' buttons.

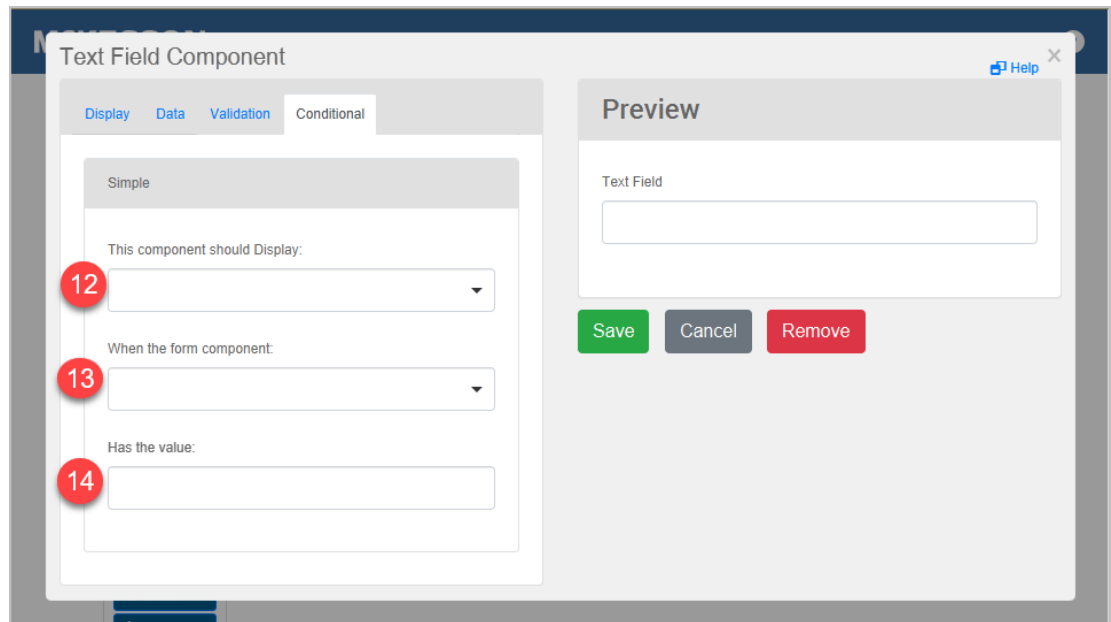
- 1) Type in a **Label** for the **Text Field**.
- 2) Enter placeholder text which is temporary text that will appear in the **Text Field** before user interaction.
- 3) Enter a description for the field that will appear below the **Text Field**.
- 4) Add a tooltip for the **Text Field** that will appear on the right side of the **Label**.
- 5) Use the **Hide Label** check box to hide the label of this component, which allows you to hide the label in the form builder, but not when it's rendered. Use the **Disabled** check box to make the **Text Field** disabled.



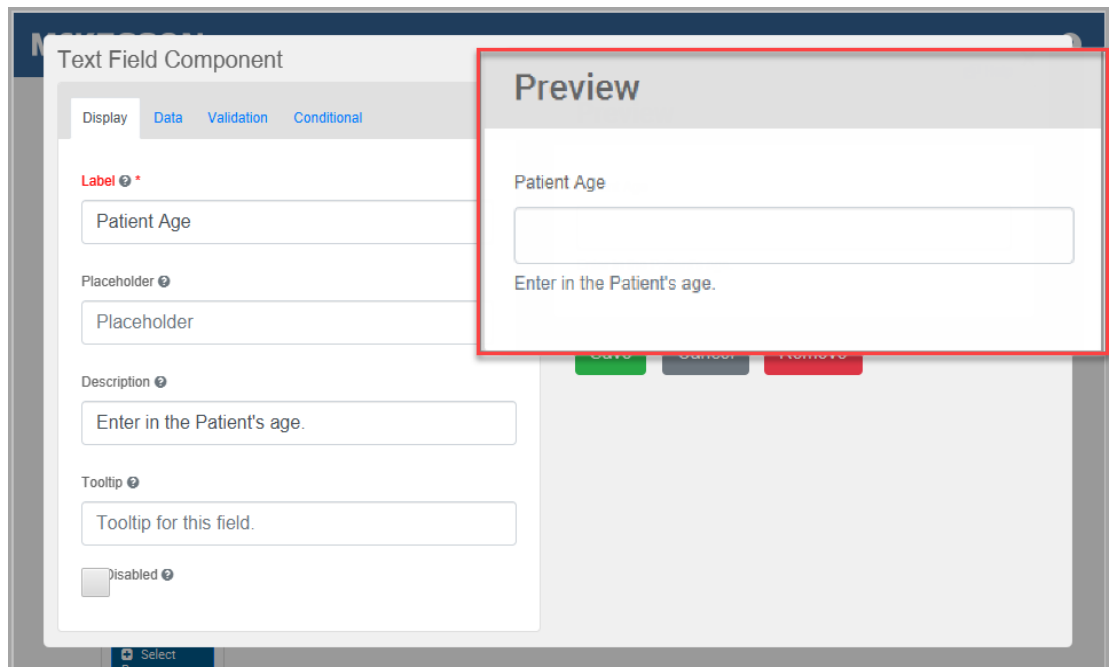
- 6) Enter a pre-established **Default Value** for the **Text Field** that will appear before there is user interaction on the questionnaire. Having a default value will override placeholder text entered in step 2 above.
- 7) Enter a value in the **Key** field. The **Key** must be unique within the Program.  
**Note:** The **Key** field allows the user to assign a value to the field. The value could refer to something like a database key value for the Program. Although this field is not required, the system will auto-generate a key value if no value is entered.
- 8) Use the **Save To Patient Profile** check box to save the **Text Field** value to the patient profile. Use the **Save To Note Summary** check box to save the **Text Field** value in a note once a questionnaire is resolved. The note is accessible in the **Notes** tab of the **Clinical App**. Please refer to "[Clinical App Notes Tab](#)" on page 121 for more information about the **Notes** tab.



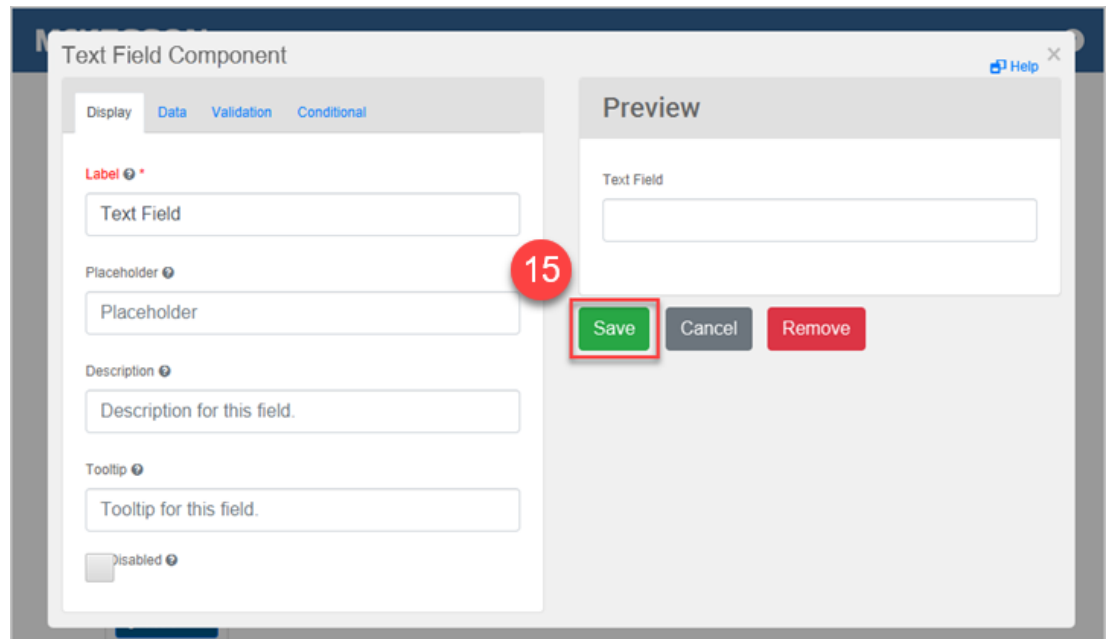
- 9) Select whether or not to make the **Text Field** required.
- 10) Enter the minimum length requirement the **Text Field** must meet.
- 11) Enter the maximum length requirement the **Text Field** must meet.



- 12) Choose **True** or **False** to display this component within the questionnaire based on the field values in steps 13 and 14.
- 13) Select an existing form component of your questionnaire that will be used as a reference for the condition.
- 14) Define the value captured in the questionnaire for the form component selected in step 13 to complete the conditional statement.



Preview the form component you are customizing to the right of the tabs, to ensure the form component is going to display as expected in the questionnaire.



**15)** Select the **Save** button to add the **Text Field** to the questionnaire.

To add more fields to the form, return to step 1 above and repeat the remaining steps as applicable to the component.

# Entering Program Codes

The **Program Codes Component** is a form component that allow the association of codes to a patient. **Program Codes** are presented to users for selection in a questionnaire. **Program Codes** can be used in the creation of Data Filters for Program Alerts. **Program Codes** are not a required component for the creation of a Self-Directed Program. The following are some examples which illustrate the use of **Program Codes** in Clinical Programs.

## Program Codes Example #1

An example of using ICD- 9 or ICD-10 codes as **Program Codes** for a user to select in a Hypertension Management Program questionnaire, using the **Program Code Component**:

The screenshot shows the 'Program Code Component' interface. It has three tabs: 'Display', 'Data', and 'Conditional'. Below the tabs is a table titled 'Program Codes \*'. The table has five columns: 'Code Type \*', 'Code \*', 'Description', 'Data', and an empty column with a plus icon. There are two rows of data:

	Code Type *	Code *	Description	Data	
☰	ICD-9 * x ▾	41.60 *	Primary Pulmon	Diovan 40mg	⊕
☰	ICD-10 * x ▾	127.2 *	Other Secondary	Vasotec 40mg	⊕

Below the table is a blue button labeled '+ Add Another'. At the bottom, there are two checkboxes: 'Save To Patient Profile' (checked) and 'Save To Note Summary' (unchecked).

The questionnaire could be designed to require questions or data fields to be completed along with the selection of Program Codes in order to complete a questionnaire.

## Program Codes Example #2

Another example could be a Pain Management Program administered by the Pharmacy. The Pharmacy may have existing plan data that they want to track and collect, or they might design something totally custom.

The **Custom Code Type** could be any code, description, or data that the Program requires. For example:

Program Code Component

Display Data Conditional

Program Codes \*

	Code Type *	Code *	Description	Data	
☰	Custom * x	420 *	Pain Manageme	OxyContin	⊕
☰	Custom * x	421 *	Pain Manageme	Hydrocodone	⊕
☰	Custom * x	422 *	Pain Manageme	Vicodin	⊕

+ Add Another

Save To Patient Profile

Save To Note Summary

## Entering Program Codes

MCKESSON CLINICAL PROGRAMS SOLUTION ?

### Questionnaire Builder

NAME\*

Hypertension Adherence

22 / 60

Basic

Clinical

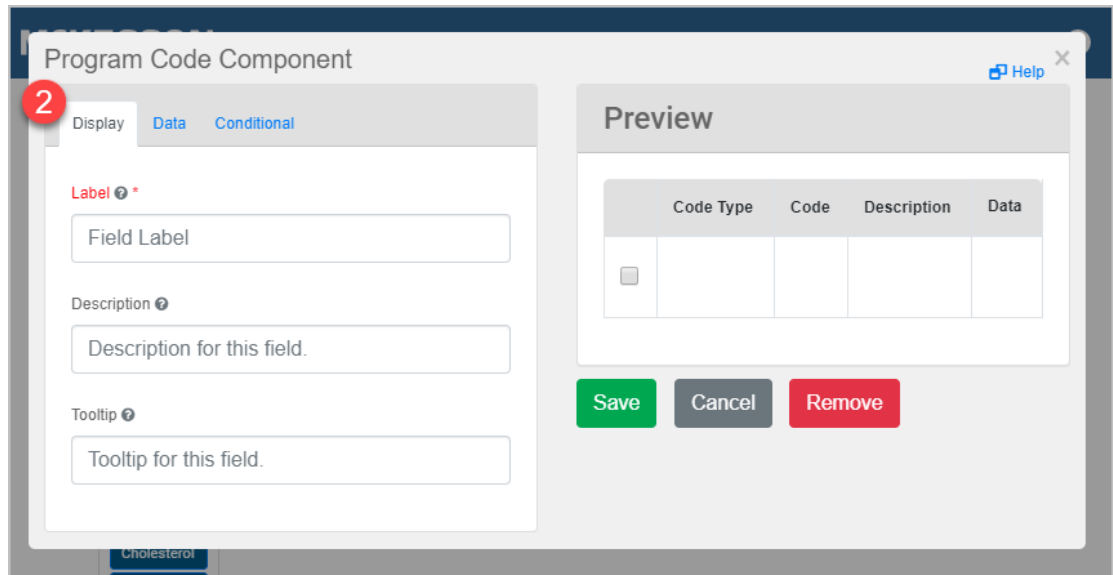
- Blood Sugar
- Blood Pressure
- Cholesterol
- Body Mass Index
- Program Code**

Layout

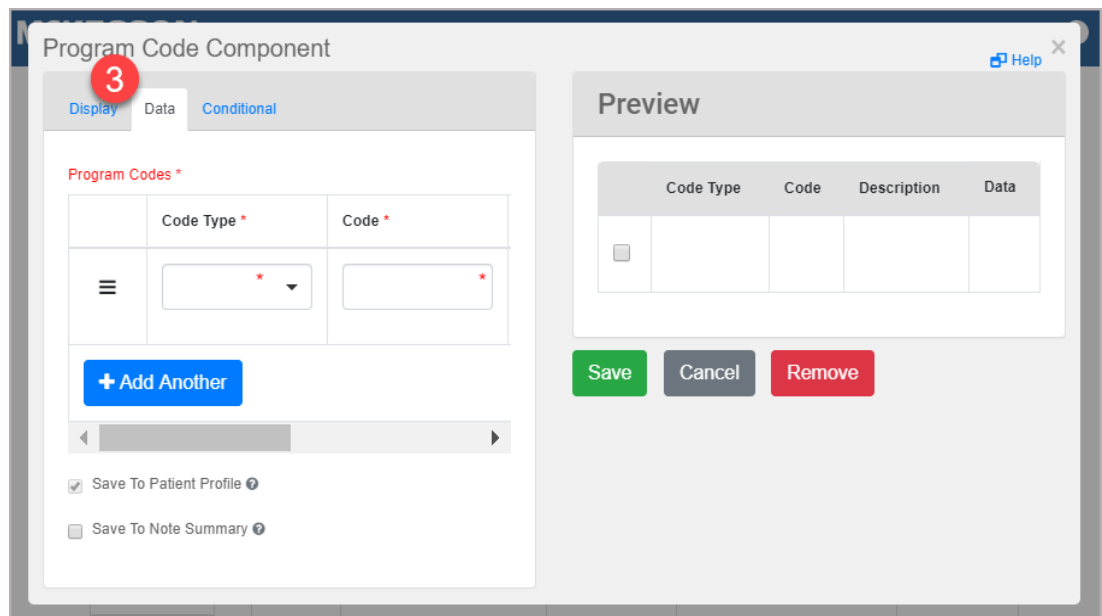
Drag and Drop a form component

Save Preview Cancel

- 1) Under the **Clinical** options, select **Program Codes** and drag and drop to the questionnaire.



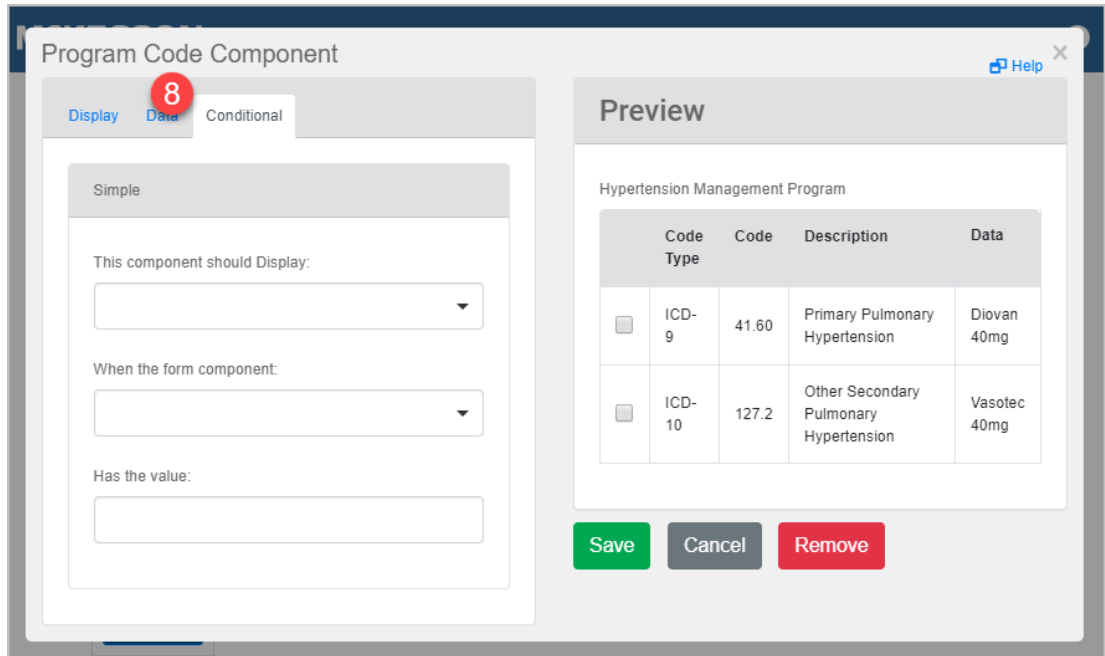
- 2) On the **Display** tab enter the details for the component in the following:
  - **Label:** Enter a label that will appear above the **Program Code** table.
  - **Description:** Enter a description that will appear below the **Program Code** table.
  - **Tooltip:** Enter a tooltip that will appear on the right side of the **Label**.



- 3) On the **Data** tab enter the details for the component in the steps, described below.

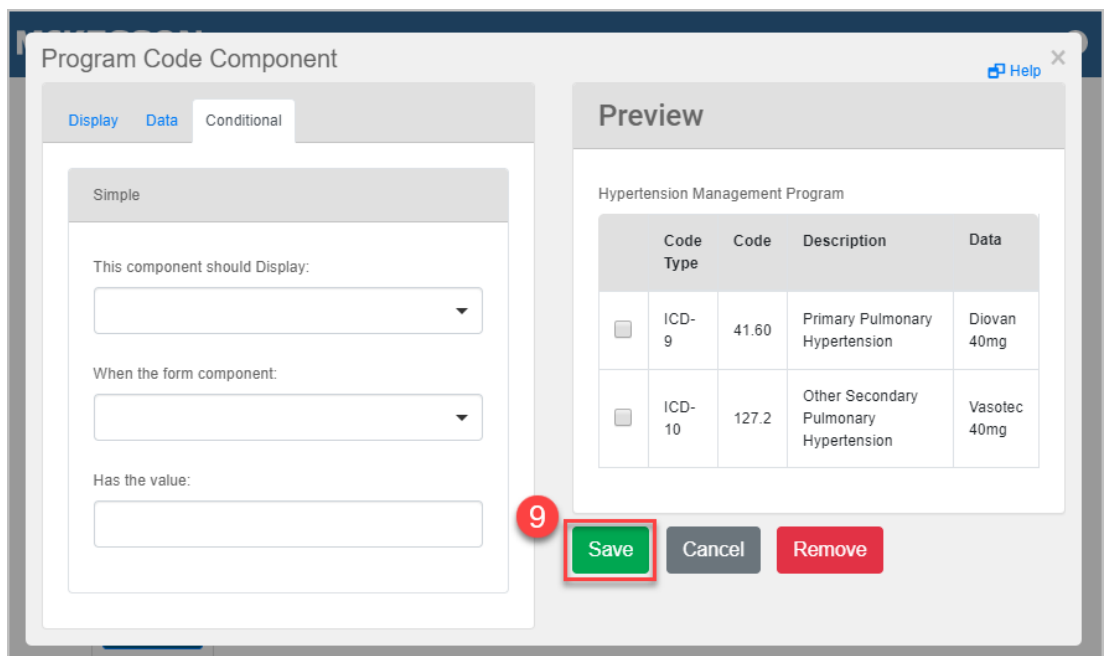


- 4) Choose whether the code is an **ICD-9**, **ICD-10** or **Custom Code** in the **Code Type** drop-down.
- 5) Enter the code in the **Code** field.  
**Note:** If creating a custom code, do not include spaces and create a unique code if the code will be used in Data Filter creation. For instance, you may want to use the code complete to indicate patients who were counseled. Complete can be applied in many scenarios, therefore to identify patient who completed diabetes counseling, an example of a unique code maybe Complete\_Diabetes. This unique code can be used in the Data Filters for the Program to block message generation for the same patient or to identify the patient as a candidate for Alerts from a different Program.
- 6) Enter a code description in the **Description** text box. This field is not required in order to save the code.
- 7) Enter the data in the **Data** field with which you want to associate the Program Code, for example, an NDC number or drug name, if you want to associate such with each ICD number. This field is not required to save the code.



8) On the **Conditional** tab enter the details for the component in the following:

- **This component should display:** Choose **True** or **False** to display this component within the questionnaire based on the field values below.
- **When the form component:** Select an existing form component of your questionnaire that will be used as a reference for the condition.
- **Has the value:** Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.



- 9) Once the **Program Code** component has been configured, select the **Save** button and the system will return to the **Questionnaire Builder** window.

To enter more **Program Codes**, repeat steps 1-8.

## Modifying Questionnaires

After inputting all of the components, modifications can be made to the questionnaire by using the buttons on the **Questionnaire Builder**, highlighted in the window and described below.

- **Edit Field:** Select the **Edit** icon (⚙️) to open the component to edit the configuration.
- **Move:** Select the **Move** icon (➕) and hold to drag the component and move it.
- **Paste:** Select the **Paste** icon (📄) to paste a copy of the component.
- **Copy:** Select the **Copy** icon (📄) to copy the component.
- **Remove:** Select the **Remove** icon (✖️) and the component is removed.

Once the components have been modified select the **Save** button and the system will return to the **Clinical Program Builder** window.



**Important:** If the questionnaire is edited, the questionnaire will be updated for any Program Alert or Program that also has that questionnaire associated to it.

## Saving a New Questionnaire from an Existing Questionnaire

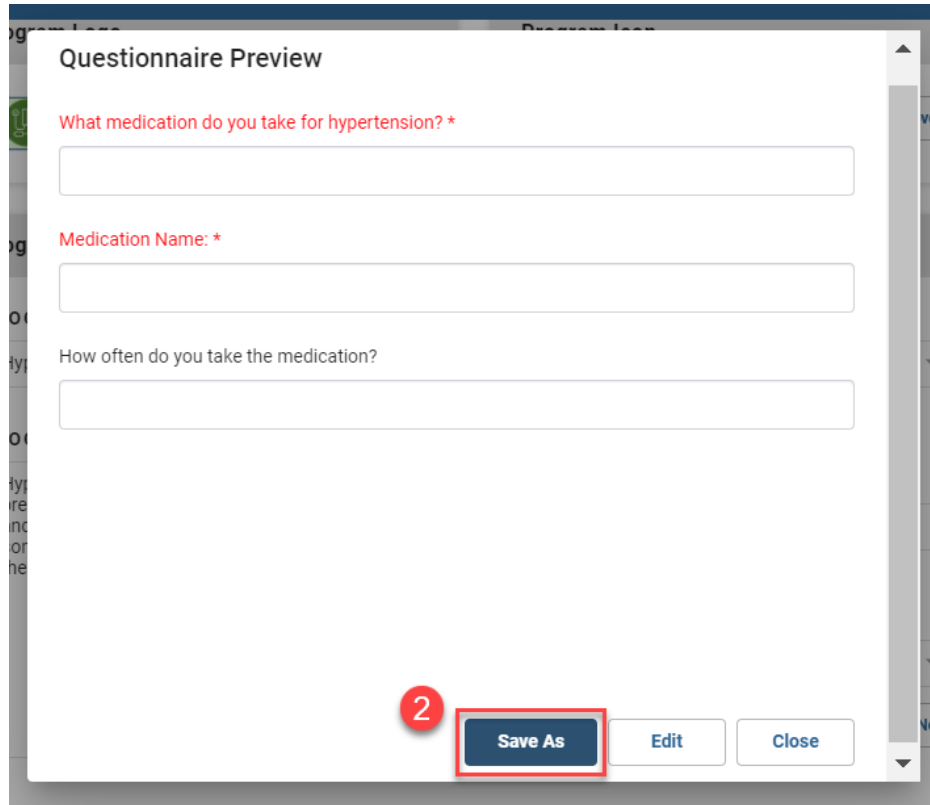
After a questionnaire has been built, you have the ability to do a **Save As** and save the questionnaire with a new name.

The screenshot shows the 'MCKESSON CLINICAL PROGRAMS SOLUTION' interface. At the top, there are sections for 'Program Logo' and 'Program Icon', each with a 'Change' and 'Remove' button. Below these is the 'Program Information' section, which includes:

- PROGRAM NAME\***: A text input field containing 'Hypertension Adherence Program' with a character count of 30/60.
- ENROLLMENT TYPE ?**: A dropdown menu set to 'Patient Enrollment' with a 'Check-In Program' checkbox checked.
- PROGRAM DESCRIPTION**: A text area containing the text: 'Hypertension is another name for high blood pressure. It can lead to severe health complications and increase the risk of heart disease, stroke, and sometimes death. Despite having good medication, the best control depends on patient's adherence.' with a character count of 247/600.
- EXPIRATION SETTING ?**: A text input field containing the number '7'.
- ASSOCIATE QUESTIONNAIRE\***: A dropdown menu set to 'Hypertension Check-in'.

At the bottom right of the 'ASSOCIATE QUESTIONNAIRE\*' section, there is a red circle with the number '1' next to a blue 'Preview' button, which is highlighted with a red rectangular box. A 'Create New' button is also visible next to it.

- 1) On the **Clinical Program Builder** window select a questionnaire from the **Associate Questionnaire** drop-down and then select the **Preview** button.






- 2) On the **Questionnaire Preview** window select the **Save As** button. The **Questionnaire Builder** will open with the questionnaire in context without a **Name**.

- 3) Enter a questionnaire **Name**. Once a **Name** is entered the **Save** button becomes active.
- 4) Once the updates are made to the questionnaire, select the **Save** button.

For more information on building questionnaires please refer to ["Building Questionnaires"](#) on page 15 and for additional information on modifying questionnaires refer to ["Modifying Questionnaires"](#) on page 29.

## Building Program Alerts

Program Alerts are the Alerts that will be displayed to users and can prompt the user to have a patient interaction, for example, provide counseling on dosing to the patient or gather patient’s vital data.

PROGRAM ALERTS <span>?</span>			
Name		Expires	Severity
Medication for high blood pressure	 	--	Medium
Previous Medication	 	--	Medium

To begin select the **Add** button.

**MCKESSON** CLINICAL PROGRAMS SOLUTION
?

### Build Alert

**NAME\*** 1

0/60


**SEVERITY\*** 2

Medium ▼

**TAG** 3 ?

0/30

**EXPIRATION SETTINGS\*** 4 ?

on MM/DD/YYYY 
 after 7 days

Do not allow Expiration Date updates

**ASSOCIATE QUESTIONNAIRE** 5

Select a Questionnaire ▼

**TEXT\*** 6

Normal + **B** *I* U A A ≡ ≡ 🔗 </>

Enter Text

Generate On Enrollment ?

Allow Alert to be created by user ?

7
8
9

- 1) Enter an Alert **Name**. Names are unique to each Program. The character limit for this field is 60 characters.
- 2) Use the **Severity** drop-down to set Alert severity. Alerts displayed throughout the system will be prioritized based on the severity chosen here. The default is **Medium**.

- 3) Enter a unique identifier for the Alert in the **Tag** field. The **Tag** field is used during reporting in order to quickly identify an Alert. While the character limit for this field is 30 characters, **Tags** are typically kept short to allow for quick identification of the Alert and must be unique across all Program Alerts for the Program. Although not required, if no **Tag** is provided for an Alert when the Program is saved, a **Tag** will be systematically assigned to the Alert.

**Note:** The systematically assigned **Tag** will consist of the Program’s initials (first letter of the first word in the Program’s name, followed by the first letter of the last word in the Program’s name) and a numeric identifier (ex. 1, 2, 3, ..., x). If the Program’s name is only one word, the Program’s initials will just be one letter (the first letter of the Program’s name).


- 4) Set the **Expiration Settings** for the Alert using the following:
  - Select either the **on** option to set hard expiration date, or the **after** to set the expiration date in rolling days.
  - Select the **Do not allow Expiration Date Updates** checkbox, if you wish to restrict manual and automatic expiration date updates by the user.
- 5) Select to associate a questionnaire from the **Associate Questionnaire** drop-down menu. Once a questionnaire is associated, select the **Preview** button to view and make changes to the existing questionnaire. Also, you can create a new questionnaire by selecting the **Create New** button. For more information on building questionnaires please refer to "[Building Questionnaires](#)" on page 15 and for additional information on modifying questionnaires refer to "[Modifying Questionnaires](#)" on page 29.



**Important:** If the questionnaire is edited, the questionnaire will be updated for any Program Alert or Program that also has that questionnaire associated to it.

- 6) Enter the Alert text in the **Text** field. This field is required. While the character limit for this field is 8,000 characters, Alerts are typically kept short to allow the user to read them quickly. You can customize the text more by using the text formatting options such as; font size and color, bold, underline and more.



**Tip:** Hyper-links can be built into a Program Alert, to provide pharmacy staff quick access to a specific external site. All Alert hyper-links will open in the default browser. First enter the text you want to display for the hyper-link and then highlight the text and then select the **Hyper-link** icon (  ). Input the desired URL address in the **Enter link** field and select the **Save** button.



- 7) Select the **Generate On Enrollment** checkbox if you want this Alert to automatically generate and display in the **Clinical App** and **Alert Queue** upon patient enrollment. Any number of Alerts can be set to generate on enrollment for a given Self-Directed Program.

**Note:** For patients who are unenrolled from a given Program, and then re-enrolled in the same Program:

- If the patient already has an unexpired, unresolved Alert for that Program, an Alert will not be generated to avoid duplication.
- If the patient had an Alert that expired or was resolved for that Program, a new Alert will be generated.

- 8) Select the **Allow Alert to be created by user** check box to allow a user to create an Alert when needed, from the **Clinical App** using this Alert as a starting point.
- 9) Once the Alert has been built, select the **Save** button and the system will return to the **Clinical Program Builder** window.

Repeat steps 1-9 above until all of the Program Alerts have been added.

## Saving the Program

The screenshot shows the MCKESSON Clinical Programs Solution interface. At the top, there is a header with the MCKESSON logo and 'CLINICAL PROGRAMS SOLUTION'. Below the header, there is a dropdown menu for 'Hypertension Adherence' and two buttons: 'Preview' and 'Create New'. A text box contains '247/600'. Below this is a section titled 'PROGRAM ALERTS' with a help icon. It contains a table with the following data:

Name	Expires	Severity
Medication for high blood pressure	--	Medium
Previous Medication	--	Medium

Below the table are three buttons: 'Add', 'Edit', and 'Remove'. At the bottom right, there are two buttons: 'Save' (highlighted with a red box) and 'Cancel'. A scroll-up arrow is visible in the bottom right corner.

When the information for the Program is complete, save your Program by selecting the **Save** button at the bottom of the **Clinical Program Builder** window, or **Cancel** to discard the changes.

Once you've finished building your Program you're ready to move on to [Chapter 4: Activating Self-Directed Programs](#).

# 4. Activating Self-Directed Programs

After building a Self-Directed Program, the next step is to activate it.

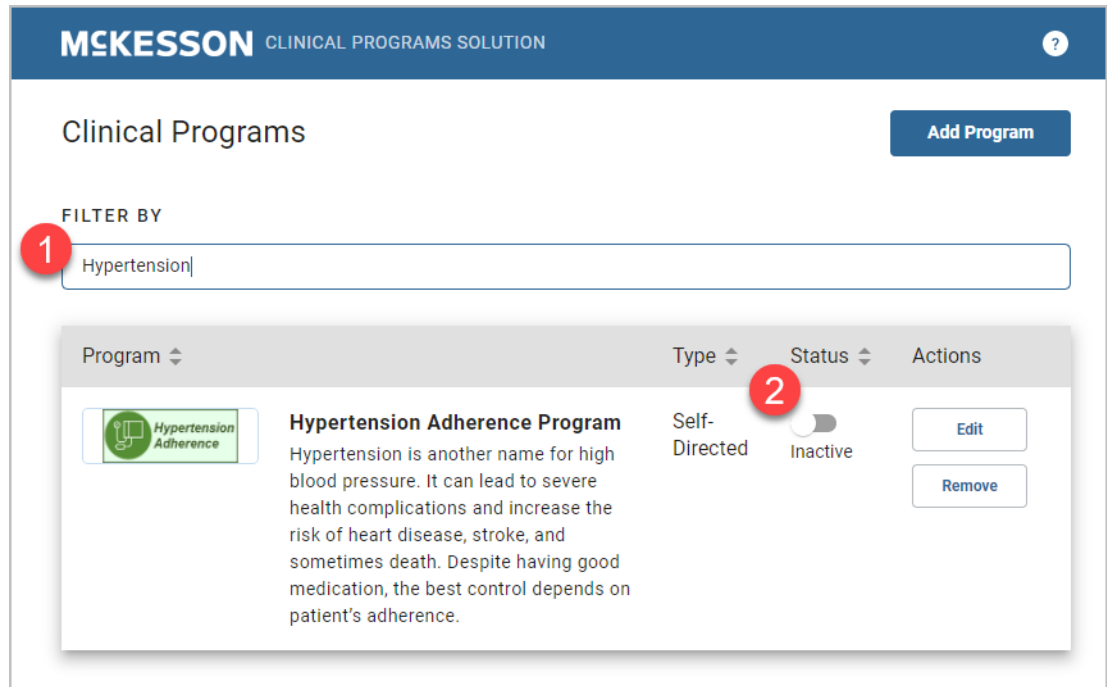
## Steps to Activating Self-Directed Programs

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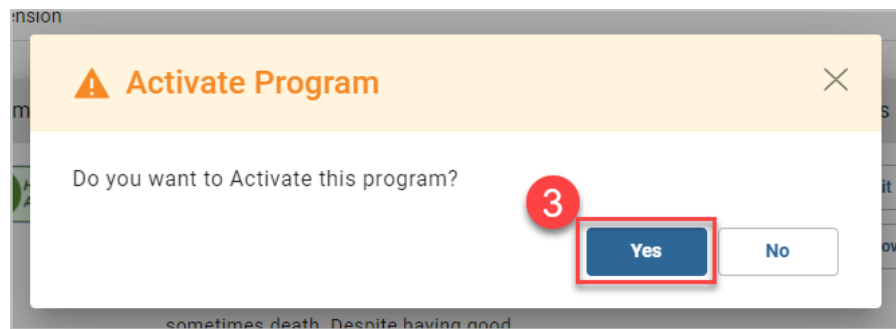
- ["Activating Self-Directed Programs" on page 38](#)

# Activating Self-Directed Programs

To activate the Program, navigate to **CPS Program Builder**.



- 1) Type the Program name into the **Filter By** text box. If several names include the same character string, they will all show in the list. The more characters that are entered into the filter, the fewer entries that will be contained in the list.
- 2) When the Program displays in the list, toggle the status to **Active**.



- 3) Select **Yes** from the pop-up window to activate the Program.

After activating the Program, the next step is to configure it. Go to [Chapter 5: Configuring Clinical Programs](#) to continue.

# 5. Configuring Clinical Programs

After a Program has been built and activated, the next step is to configure it. This is where the triggers for Alerts will be set up for the Program; in other words, you will configure what data input by the user will cause an Alert to be displayed in the system. For example, when a certain NDC is filled the Program will display an Alert to the user.

**Note:** This is also the area in which triggers for a Vendor Program will be set up. The instructions below will not give you specific details about the filters you need to set up for Vendor Programs, but it will outline how filters are set up in general. Contact the Vendor directly to configure the specific filters needed for a Vendor Program.

## Tasks in Configuring Clinical Programs

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- ["Getting Started with Program Configuration" on page 40](#)
  - ["Configuring a Clinical Program" on page 40](#)
- ["Setting Up Data Filters for Program Enrollments" on page 41](#)
  - ["Example Data Filter for First Databank \(FDB\)" on page 42](#)
  - ["Example Data Filter for Medi-Span" on page 43](#)
  - ["Simple Data Filter Example" on page 43](#)
  - ["Complex Data Filter Example #1" on page 45](#)
  - ["Complex Data Filter Example #2" on page 47](#)
  - ["Adding an Array of Values with the IN and NOTIN Operators" on page 48](#)
  - ["Vendor Program Automatic Enrollment" on page 51](#)
- ["Setting Up Follow-Ups for Program Enrollment" on page 52](#)
  - ["Editing Follow-Ups" on page 53](#)
- ["Setting the Time Period to Re-Ask Patients to Enroll" on page 53](#)
- ["Setting the Recurrence for Check-In Programs" on page 54](#)
- ["Setting the Due Date Reminder for Program Enrollments and Alerts" on page 55](#)

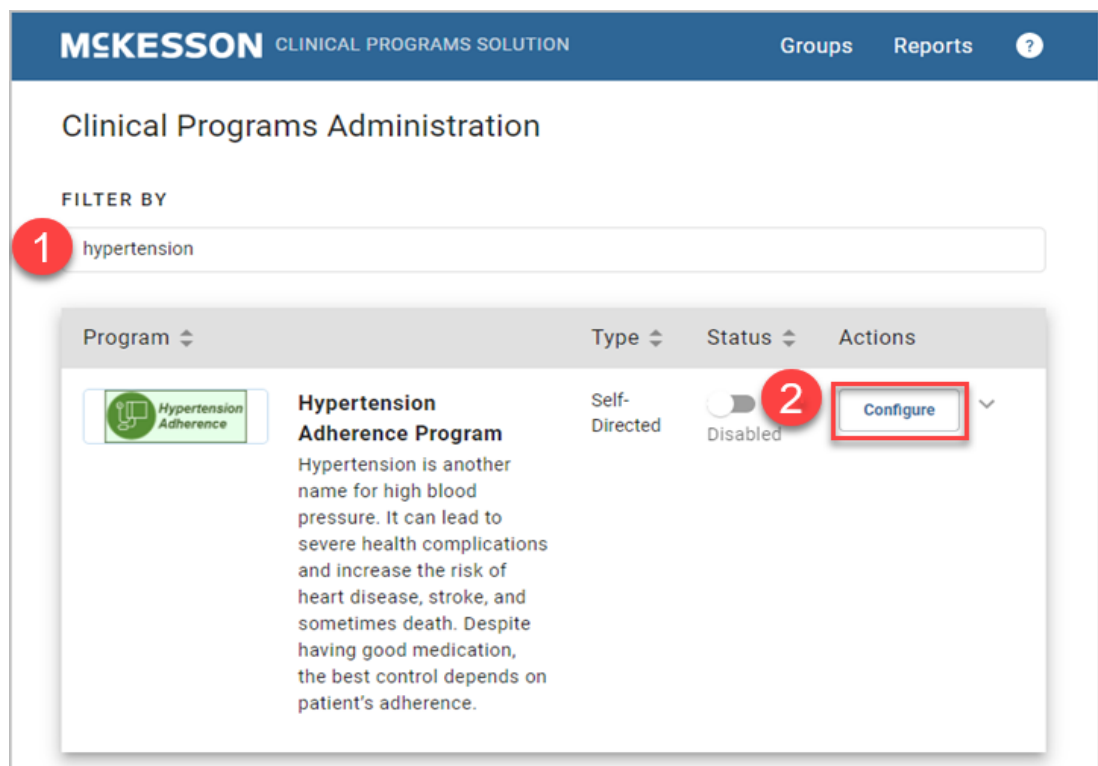
- "Setting Up Data Filter, Bulk Alert and Follow-Ups for Program Alerts" on page 56
  - "Data Filter" on page 56
  - "Bulk Alert" on page 58
  - "Follow-Ups" on page 61
- "Bulk Enrolling Patients into Self-Directed Program" on page 64
- "Saving Program Configuration" on page 66

## Getting Started with Program Configuration

### Configuring a Clinical Program

Navigate to **CPS Program Admin**.

If using EnterpriseRx, navigate to the builder from the menu bar, select **Administration > Clinical Rx Programs > Clinical Programs Solution > CPS Program Admin**.



- 1) Type the Program name into the **Filter By** text field. If several names include the same character string, they will all show in the list. The more characters that are entered into the filter, the fewer entries that will be contained in the list.

- 2) Select the **Configure** button next to the Program when it displays in the list.

## Setting Up Data Filters for Program Enrollments

---

The Data Filters in the **Patient Enrollment** portion of the window are the filters you set up to determine the enrollment criteria for your Program. When the criteria have been met, a Patient Enrollment Alert will be triggered during workflow.

**Note:** You will only see the **Data Filter** button in the **Patient Enrollment** section for Programs with an **Enrollment Type** of **Patient Enrollment** (not for those with an **Enrollment Type** of **No Enrollment**).

### Data Filter Operators:

The following operators are available for use when creating Data Filters for your Program:

- = (Filters for items with a value that is equal to the value entered in the **Value** field.)
- != (Filters for items with a value that is not equal to the value entered in the **Value** field.)
- <= (Filters for items with a value that is less than or equal to the value entered in the **Value** field.)
- >= (Filters for items with a value that is greater than or equal to the value entered in the **Value** field.)
- < (Filters for items with a value that is less than the value entered in the **Value** field.)
- > (Filters for items with a value that is greater than the value entered in the **Value** field.)
- IN (Filters for items that match the value/s defined in the **Value** field.)
- NOTIN (Filters for items that do not match the value/s defined in the **Value** field.)
- STARTS WITH (Filters for items that start with the value entered in the **Value** field.)

**Note:** For entries in the value field:

- Text/name entries in the Value field are case sensitive. For example: a filter is created so that the written product name starts with “dio.” If the product selected is Diovan, the filter will not match.

- The entire name of a medication must be entered if a direct match is desired by utilizing the equal sign operator. For example: a filter is created so that the written product is equal to “Diovan.” If the product selected is “Diovan 40mg tab,” the filter will not match.
- If NDC numbers are entered, the hyphens must be omitted.



**Tip:** For Self-Directed Programs, you'll be making your own decisions on what your filters include. Below is an example of a simple filter and a couple of more complex filters to give you an illustration of some of the different options available.



**Important:** For customers that leverage First Databank (FDB), when adding a GCN Data Filter, ensure that leading zeros **are not included** in the GCN(s) [example: correct GCN = 1234; incorrect GCN = 01234]. For customers leveraging Medi-Span, the leading zero **must be included** when adding a GPI Data Filter [example: correct GPI = 01234567890000; incorrect GPI = 1234567890000].

### Example Data Filter for First Databank (FDB)

**MCKESSON CLINICAL PROGRAMS SOLUTION** Groups Reports ?

**DATA FILTER PREVIEW** Test Data Filter

Dispensed Product.GPI GCN = 1234

**SELECTION CRITERIA**

Add Data Filter Rules to Trigger Events

(	Data	Attribute	Operator	Value	)	Connector
<input type="checkbox"/>	Dispensed Pr...	GPI GCN	=	1234		Select

Do not add leading zero(s) if present, if leveraging First Databank

Add Row Delete Row Undo Changes

Save Cancel



## Example Data Filter for Medi-Span

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**DATA FILTER PREVIEW** Test Data Filter

Dispensed Product.GPI GCN = 01234567890000

**SELECTION CRITERIA**  
Add Data Filter Rules to Trigger Events

(	Data	Attribute	Operator	Value	)	Connector
<input type="checkbox"/>	<input type="checkbox"/>	Dispensed Pr...	GPI GCN	=	0123456789000	Select

Add Row Delete Row Undo Changes

**Save** Cancel

## Simple Data Filter Example

First, a very simple filter will be created that will trigger an enrollment when the prescription is for a specific written product (NDC Number 11 digits):

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**Configure Hypertension Adherence Program**

Patient Enrollment

**REFUSAL PERIOD** ? **DUE DATE REMINDER** 1

3 Months  Days **Data Filter** Follow-Ups

1) Select the **Data Filter** button to get started configuring the Data Filters.

The screenshot shows the 'DATA FILTER PREVIEW' section at the top with a 'Test Data Filter' button. Below it is the 'SELECTION CRITERIA' section, which includes a table for adding filters. The table has columns for 'Data', 'Attribute', 'Operator', 'Value', and 'Connector'. The 'Add Row' button is highlighted with a red box. The 'Save' and 'Cancel' buttons are at the bottom right.

Select the **Add Row** button to add a new row to the Data Filter.

- 2) Use the **Data** drop-down to choose the data category. In this example, **Written Product** was used.
- 3) Next, use the **Attribute** drop-down to choose an attribute. The input made in the **Data** field in step 2 will determine the available options in the drop-down menu. For this example, the attribute **NDC Number** was used.
- 4) Choose the **Operator**. In this example we want to trigger an enrollment for our Hypertension monitoring Program every time certain types of hypertension medications are filled and have chosen the '=' operator here.
- 5) Enter the value into the **Value** field.
- 6) Check the **Data Filter Preview** box above to ensure that your filter has been configured correctly.

**Note:** Select the **Undo Changes** button to clear any changes you made to the Data Filter.

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**DATA FILTER PREVIEW** Test Data Filter

Written Product.NDC Number 11 Digits = 00078042315

**SELECTION CRITERIA**

Add Data Filter Rules to Trigger Events

(	Data	Attribute	Operator	Value	)	Connector
<input type="checkbox"/>	<input type="checkbox"/>	Written Product ▾	NDC Number ... ▾	= ▾	00078042315 🔍	<input type="checkbox"/> Select ▾

7

7) If the information entered is correct, select the **Save** button to add the Data Filter.

The following are some examples of Data Filters that are more complex:

### Complex Data Filter Example #1

Now a more complex filter will be created. For example, a filter will be created that will trigger an enrollment when the dispensed product is the generic equivalent of the written NDC listed in the example above.

After you complete steps 1-6 above, do the following:

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**DATA FILTER PREVIEW** Test Data Filter

Written Product.NDC Number 11 Digits = 00078042315

**SELECTION CRITERIA**

Add Data Filter Rules to Trigger Events

(	Data	Attribute	Operator	Value	)	Connector
<input type="checkbox"/>	Written Prod...	NDC Numbe...	=	00078042315	)	AND

Add Row
Delete Row
Save
Cancel

- 1) Select the drop-down arrow in the **Connector** field and scroll to **OR**.
- 2) Select the **Add Row** button and repeat steps two through 6 of the [Simple Data Filter Example](#) instructions above, adding the dispensed product information to the new row.

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**DATA FILTER PREVIEW** Test Data Filter

Written Product.NDC Number 11 Digits = 00078042315 OR Dispensed Product.NDC Number 11 Digits = 00093743156

**SELECTION CRITERIA**

Add Data Filter Rules to Trigger Events

(	Data	Attribute	Operator	Value	)	Connector
<input type="checkbox"/>	Written Prod...	NDC Numbe...	=	00078042315	)	OR
<input type="checkbox"/>	Dispensed P...	NDC Numbe...	=	00093743156	)	Select

Add Row
Delete Row
Undo Changes
Save
Cancel

- 3) Check the **Data Filter Preview** box above your Data Filter and ensure that the filter has been configured correctly.
- 4) Select **Save** to add the Data Filter.

## Complex Data Filter Example #2

In this example, an additional row will be added to the filter that was created in **Complex Filter Example #1**. The additional row will trigger enrollment for a patient when either one of two product NDCs are filled AND the patient is pregnant. This is a situation in which you will have to insert parenthesis in the appropriate fields.

After creating the filter in the **Complex Filter Example #1**, complete the following steps:

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**DATA FILTER PREVIEW** Test Data Filter

(Written Product.NDC Number 11 Digits = 00078042315 OR Dispensed Product.NDC Number 11 Digits = 00093743156) AND Patient.Pregnancy Indicator = 2 - Pregnant

**SELECTION CRITERIA**  
Add Data Filter Rules to Trigger Events

	(	Data	Attribute	Operator	Value	)	Connector
<input type="checkbox"/>	(	Written Prod...	NDC Numbe...	=	00078042315		OR
<input type="checkbox"/>		Dispensed P...	NDC Numbe...	=	00093743156	)	AND
<input type="checkbox"/>		Patient	Pregnancy I...	=	2 - Pregnant		Select

**1** Add Row Delete Row Undo Changes

**6** Save Cancel

- 1) Select the **Add Row** button.
- 2) Insert the open and closed parenthesis as shown in the image above.
- 3) Select the drop-down for **Connector** and choose **AND**.
- 4) Insert the row fields with the following:
  - **Patient** in the **Data** field

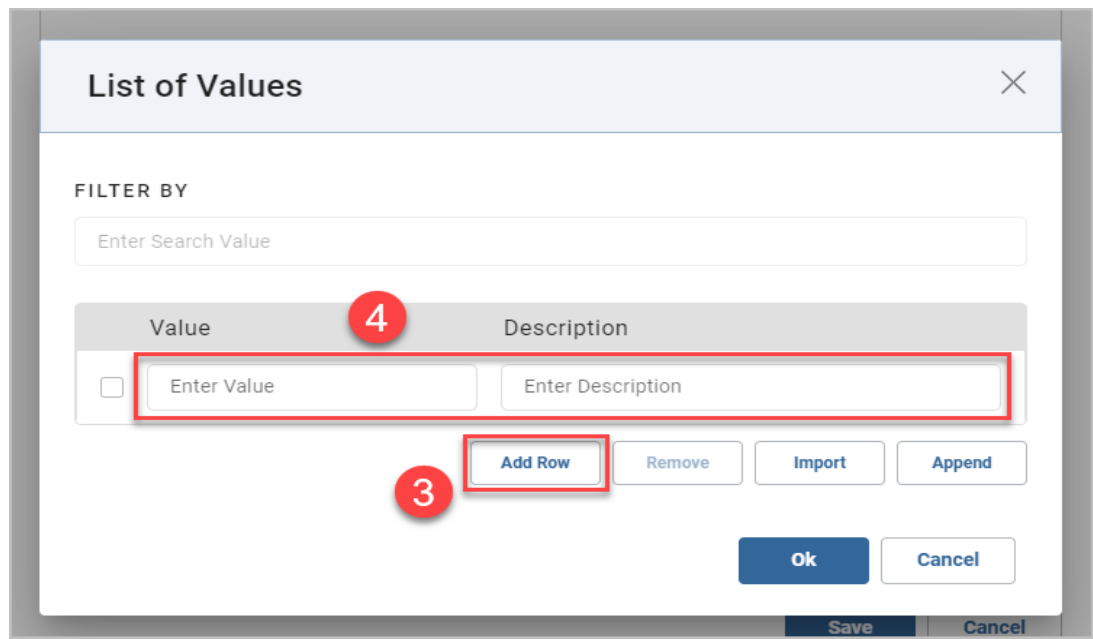
- **Pregnancy Indicator** in the **Attribute** field
  - **=** in the **Operator** field
  - **2 – Pregnant** in the **Value** field.
- 5) Check the **Data Filter Preview** box above your Data Filter and ensure that the filter has been configured correctly.
  - 6) Select the **Save** button to save the Data Filter.

## Adding an Array of Values with the IN and NOTIN Operators

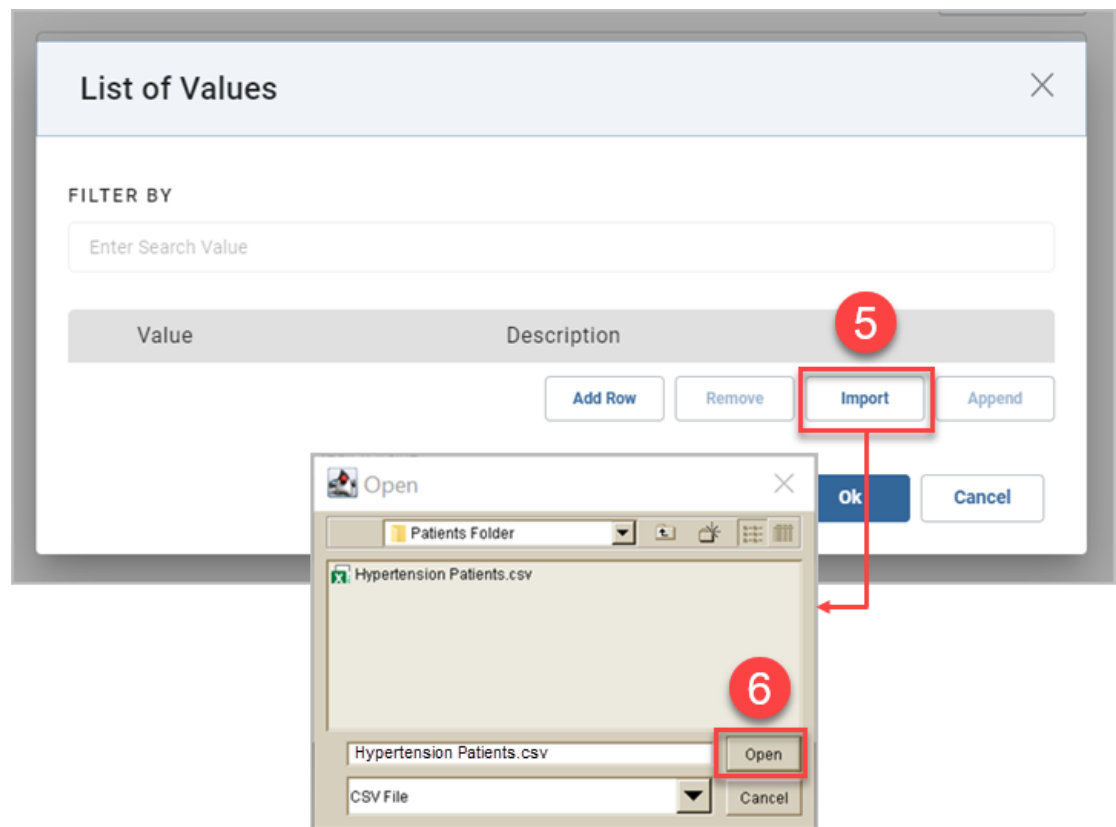
When using the **IN** and **NOTIN** operators in a Data Filter, you can add an array of values by individually adding each value, or you can add multiple values at a time by importing a comma-separated values (CSV) file.

The screenshot displays the 'DATA FILTER PREVIEW' section with a text box containing 'IN'. Below it is the 'SELECTION CRITERIA' section with a table for adding filter rules. The table has columns for Data, Attribute, Operator, Value, and Connector. The 'Operator' column has a dropdown menu with 'IN' selected, and the 'Value' column has an 'Add Value' button and an ellipsis (...) button. Red circles with numbers 1 and 2 highlight the 'IN' dropdown and the ellipsis button respectively. At the bottom are 'Add Row', 'Delete Row', 'Undo Changes', 'Save', and 'Cancel' buttons.

- 1) Select **IN** or **NOTIN** from the **Operator** drop-down.  
**Note:** The **IN** and **NOTIN** operators do not support the **Age** attribute for the **Patient** data element.
- 2) In the **Value** field, select the ellipsis (...) to open the **List of Values** window.



- 3) Select the **Add Row** button to add new individual values to the list.
- 4) Enter the **Value** and **Description** for each item in the list. The **Description** field is optional.



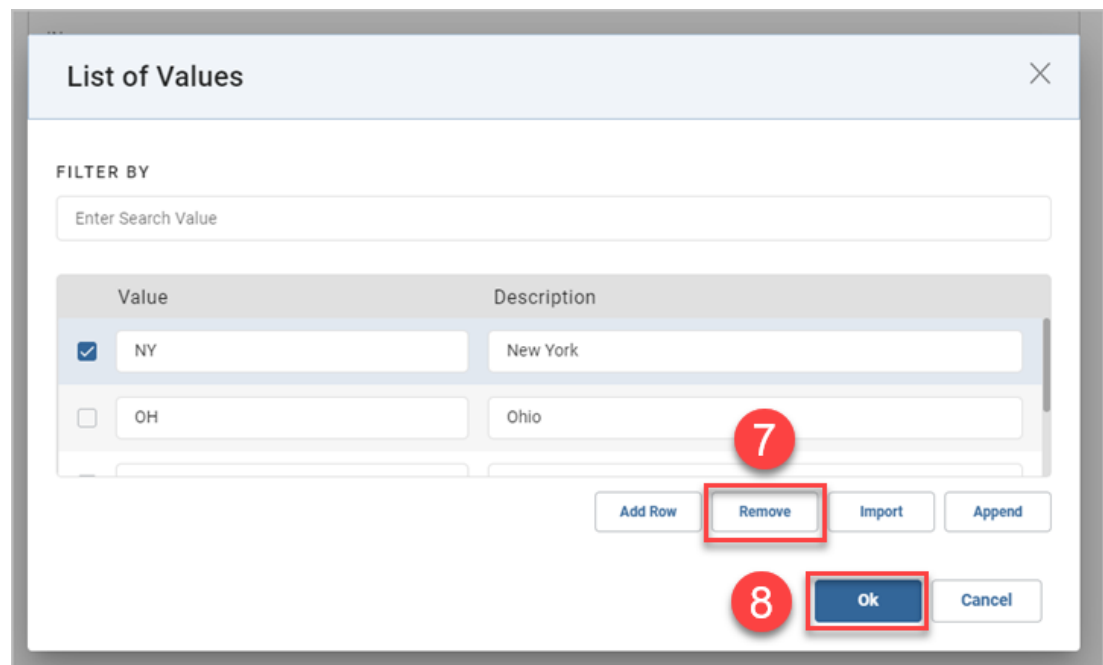
- 5) To upload multiple values at once using a CSV file, select the **Import** button. Using the **Import** button to import a CSV file will override any existing items in the list. Alternatively, you can use the **Append** button to

import a CSV file. Using the **Append** button does not overwrite any existing list items and will add the new values at the end of the list.

**Note:** The format of the CSV file is a value and description on each line, separated by a comma. The header format of the CSV file needs to match the field names on the **List** window. For example:

```
Value,Description
NY,New York
OH,Ohio
PA,Pennsylvania
WV,West Virginia
```

- 6) Select the CSV file and select the **Open** button to add the items from the file to the list.



- 7) To remove an individual item, select the check box next to the item and select the **Remove** button.
- 8) When you are done making changes, select the **Ok** button to return to the previous window.



**Important:** Data Filters are specific to the Pharmacy Management System (PMS), and to the version of software that the PMS is running. Consult the list of [Enrollment and Program Alert Data Filters](#) in [Chapter 18: Appendix](#) for a list of available Data Filters.



## Vendor Program Automatic Enrollment

CPS provides the option to automatically enroll eligible patients into select Vendor Programs, when the patient meets the Program’s enrollment Data Filter criteria.

When this option is supported for a Vendor Program, the **Automatically Enroll Eligible Patients** checkbox will display in the window.

The screenshot shows the MCKESSON CLINICAL PROGRAMS SOLUTION interface. At the top, there are navigation links for 'Groups' and 'Reports', and a help icon. Below the header, the 'DATA FILTER PREVIEW' section contains a large empty text area with an equals sign (=) and a 'Test Data Filter' button. The 'SELECTION CRITERIA' section is titled 'Add Data Filter Rules to Trigger Events' and features a table with columns for 'Data', 'Attribute', 'Operator', and 'Value'. The table has one row with a checkbox, a 'Select' dropdown, a 'Select Attrib...' dropdown, an '=' operator dropdown, and an 'Enter Value' input field. Below the table, there are buttons for 'Add Row', 'Delete Row', and 'Undo Changes'. A checkbox labeled 'Automatically Enroll Eligible Patients' with a help icon is highlighted with a red box. At the bottom right, there are 'Save' and 'Cancel' buttons.

When the criteria have been met and this checkbox is selected, the patient will be automatically enrolled into the Vendor Program and no Patient Enrollment Alert will be created.

## Setting Up Follow-Ups for Program Enrollment

The Follow-Ups feature allows an admin to configure responses that can be used as standardized text to note action taken on the Program Enrollment Alert. There is also a free text option.

- 1) To start configuring Follow-Ups, select the **Follow-Ups** button and the **Follow-Ups** window displays.

- 2) In the field enter the text for the Follow-Up Response.
- 3) Enter a **Due Date Update** in days or leave it blank. When this **Follow-Up Response** is selected for an Alert, the Alert's due date is calculated by adding the number of days specified in the **Due Date Update** field to the current calendar date. If the Alert's due date should not be automatically updated leave the **Due Date Update** field blank.
- 4) Select the **Save** button to save the Follow-Up Response.

To add additional Follow-Up Responses, select the **Add Row** button and a new row will be added to the bottom of the list.

To edit responses follow the steps in [Editing Follow-Ups](#) below.

## Editing Follow-Ups

Follow-Ups

Configure Follow-Up Responses for: Patient Enrollment

Follow-Up Response	Due Date Update
<input type="checkbox"/> Do you take a medication for hypertension?	10 Days
<input checked="" type="checkbox"/> Have you taken this medication or another medication befc	Days
<input type="checkbox"/> Do you want more information about hypertension?	Days

Add Row Delete Row

Save Cancel

- 1) Edit a Follow-Up Response by selecting the specific response and editing the text.
- 2) To delete one or more Follow-Up Responses check the check-box next to the response you want to delete and select the **Delete Row** button.
- 3) Additionally, you can use the arrows to move the position of a Follow-Up Response up or down.
- 4) Select the **Save** button to save the edited Follow-Up Responses.

## Setting the Time Period to Re-Ask Patients to Enroll

If an enrollment Alert is triggered and the pharmacist asks the patient if they would like to enroll in a Program, but they decline, they may want to ask the patient again sometime in the future. You can select a numeric value (1 through 12 months) from the **Refusal Period** drop-down to define when they should follow-up with the patient about enrolling in the Program. You can select **999** Months in the drop-down if they do not want to ask the patient about enrollment in this Program again.

**Note:** You will only see this field in the **Patient Enrollment** section for Programs with an **Enrollment Type** of **Patient Enrollment** (not for those with an **Enrollment Type** of **No Enrollment**).

The screenshot shows the 'Configure Hypertension Adherence Program' interface. At the top, there is a blue header with the 'MCKESSON' logo and navigation links for 'Groups' and 'Reports'. Below the header, the main title is 'Configure Hypertension Adherence Program'. Underneath, there is a section titled 'Patient Enrollment'. Within this section, there are two main fields: 'REFUSAL PERIOD' and 'DUE DATE REMINDER'. The 'REFUSAL PERIOD' field is a dropdown menu currently set to '3 Months', which is highlighted with a red rectangular box. The 'DUE DATE REMINDER' field is an input box followed by the text 'Days'. To the right of these fields are two buttons: 'Data Filter' and 'Follow-Ups'.

## Setting the Recurrence for Check-In Programs

The screenshot shows the 'Check-In Settings' interface. At the top, there is a blue header with the 'MCKESSON' logo and 'CLINICAL PROGRAMS SOLUTION' text, along with navigation links for 'Groups' and 'Reports'. Below the header, the main title is 'Check-In Settings'. Within this section, there are two main fields: 'RECURRENCE' and 'DUE DATE REMINDER'. The 'RECURRENCE' field is an input box followed by the text 'Days', and it is highlighted with a red rectangular box. The 'DUE DATE REMINDER' field is also an input box followed by the text 'Days'. To the right of these fields is a button labeled 'Follow-Ups'.

A Check-In Program’s **Recurrence** field allows you to specify how often the Check-In will become due for patients enrolled in the Program. You can input a number from 0 to 999 in the **Recurrence** field.

A Check-In Program’s **Recurrence** field can be configured at a corporate root or facility level.

# Setting the Due Date Reminder for Program Enrollments and Alerts

The **Due Date Reminder** can be set on **Patient Enrollment Alerts**, **Check-In Settings** and **Program Alerts**. The **Due Date Reminder** field (measured in days) allows you to define when an Alert will become visible in the **Clinical App** and **Alert Queue**. For example, if you set this field to **4**, the Alert will appear in the **Clinical App** and **Alert Queue** four days before the scheduled due date. If the **Due Date Reminder** field is set to zero (0), then any associated Alerts will appear in the **Clinical App** and **Alert Queue** when the due date is reached. If the **Due Date Reminder** field is set to blank, any associated Alerts will always appear in the **Clinical App** and **Alert Queue**.

**Note:** You will only see this field in the **Patient Enrollment** section for Programs with an **Enrollment Type** of **Patient Enrollment** (not for those with an **Enrollment Type** of **No Enrollment**).

**Configure Hypertension Adherence Program**

**Patient Enrollment**

REFUSAL PERIOD  **DUE DATE REMINDER**  Days [Data Filter](#) [Follow-Ups](#)

**Check-In Settings**

RECURRENCE  Days **DUE DATE REMINDER**  Days [Follow-Ups](#)

**PROGRAM ALERTS**

Name	Due Date Reminder	Expires	Severity	Actions
Medication for high b... <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/> Days	-	Medium	<input type="button" value="..."/>
Previous Medication <input type="checkbox"/> <input type="checkbox"/>	<input type="text"/> Days	-	Medium	<input type="button" value="..."/>

# Setting Up Data Filter, Bulk Alert and Follow-Ups for Program Alerts

## Data Filter

Data filters need configured for what criteria needs to be met in order to display the **Program Alerts** set up in **CPS Program Builder**.

The screenshot shows the 'Configure Hypertension Adherence Program' interface. It includes sections for 'Patient Enrollment' and 'Check-In Settings'. The 'PROGRAM ALERTS' section contains a table with the following data:

Name	Due Date Remind	Expires	Severity	Actions
Medication for high b...	<input type="text"/> Days			<b>Data Filter</b> Bulk Alert Follow-Ups
Previous Medication	<input type="text"/> Days	-	Medium	...

- 1) To get started, select the (...) under **Actions** and then select the **Data Filter** button next to the first Alert for which you want to edit the Data Filter.

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**DATA FILTER PREVIEW** Test Data Filter

=

**SELECTION CRITERIA**

Add Data Filter Rules to Trigger Events

(	Data	Attribute	Operator	Value	)	Connector
<input type="checkbox"/>	<input type="text"/>	Select ▼	Select At... ▼	= ▼	Enter Value	<input type="text"/>

Add Row
Delete Row
Undo Changes

Save
Cancel

2) Select the **Add Row** button to add a row to the Data Filter. The Data Filters in this area work exactly like those that are set up for patient enrollment Alert. Follow the steps in either the [Simple Data Filter Example](#), [Complex Data Filter Example #1](#) or [Complex Data Filter Example #2](#) sections above to configure the Data Filter of each Program Alert.

**Note:** You will need to edit Data Filters separately for each Alert set up in **CPS Program Builder**.

3) Select the **Save** button to save the Data Filter.

## Bulk Alert

The Bulk Alert feature allows you to generate Program Alerts for a specified list of patients without requiring prescription processing. Only Program Alerts configured for a given Self-Directed Program are available for use with Bulk Alert.

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

### Configure Hypertension Adherence Program

**Patient Enrollment**

REFUSAL PERIOD ? **DUE DATE REMINDER**

3 Months ▾ 5 Days Data Filter Follow-Ups

**Check-In Settings**

RECURRENCE ? **DUE DATE REMINDER ?**

Days 5 Days Follow-Ups

**PROGRAM ALERTS**

Name	Due Date Reminder	Expire	Severity	Actions
Medication for high ...	Days			<span>Data Filter</span> <span style="background-color: #004a87; color: white; padding: 2px 5px; border-radius: 3px;">Bulk Alert</span> <span>Follow-Ups</span>
Previous Medication	Days	-	Medium	...

- 1) To get started, select the (...) under **Actions** and then select the **Bulk Alert** button next to the first Alert for which you want to bulk Alert. The **Bulk Alert** window displays.



×
Bulk Alert

1
2
3
4
5

Record Entry
Format Validation
Patient Validation
Alert Creation
Results

**MATCH PATIENT USING:**

Patient Demographics
1
▼

Copy patient information from a comma-separated values file (CSV) and paste the information into this text area before clicking the Bulk Alert button.  
Each line in the CSV file must adhere to the following comma-separated format:  
Store Identifier, Patient Last Name (OPTIONAL), Patient First Name (OPTIONAL),  
Date of Birth (OPTIONAL - mm/dd/yyyy), Due Date (OPTIONAL - mm/dd/yyyy)

**EXAMPLES:**

```
7777,Doe,John,01/01/2001,10/10/2099
(OR) 7777,Doe,John,01/01/2001,
```

```
1130,DOE,JOHN,01/14/1982,
1154,DOE,JOHN,01/14/1982,
1130,SMITH,HOLLY,10/10/2010,
```

3
Bulk Alert
Cancel

- 1) From the **Match Patient Using** drop-down select either **Patient Number** or **Patient Demographics**. **Patient Demographics** is the default.
- 2) Refer to the examples outlined in the window. Enter the desired patient information from a comma separated list (CSV) file into the field. It is recommended that you display the CSV file in a text-editing application such as Notepad, copy it, and then paste it directly into this field.



**Important:** Each line in the list must adhere to the following comma separated format: **Store Identifier, Patient Last Name, Patient First Name, Date of Birth, Due Date**.

Note the following specifics about these attributes:

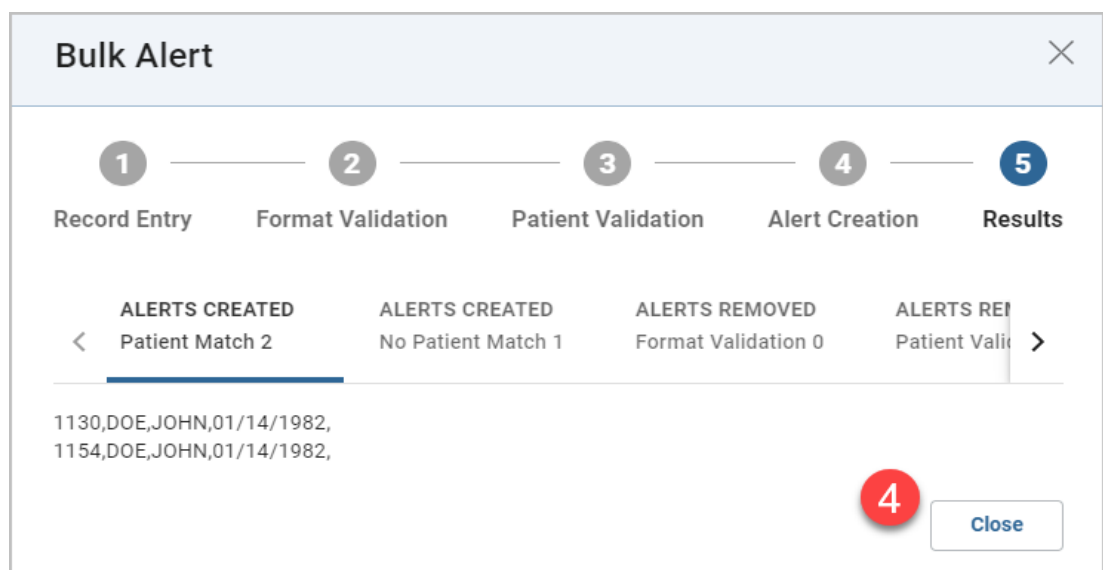
- **Store Identifier:** Required. Maximum length is 50 characters.
- **Patient Last Name:** Optional. Maximum length is 50 characters.
- **Patient First Name:** Optional. Maximum length is 50 characters.

- **Date of Birth** (mm/dd/yyyy format): Optional. Maximum length is ten characters.
- **Due Date** (mm/dd/yyyy format): Optional. Maximum length is ten characters. When a date is provided in the **Due Date** field, the due date for each bulk Alert will be set to the specified date. When the **Due Date** field is left blank, there will be no due date set on each bulk Alert. Any Alert that is generated via **Bulk Alert** will have an **Unread** Alert Status.

Bulk Alert accepts the following characters in the **Patient First Name** and **Patient Last Name** fields:

- Apostrophe (')
- Hyphen (-)
- Blank space ( )
- Alphabetic (uppercase and lowercase)
- Numeric characters (0 - 9)
- Underscore (\_)
- Period (.)

- 3) Select the **Bulk Alert** button. If there are any issues with the submission (for example, an error in formatting or when the selected Program is not enabled in a store specified in the input list), a warning window will display. You can make the suggested correction and retry. A success window will appear if there were no issues with the submission.



- 4) Select the **Close** button to close the window.

## Follow-Ups

The Follow-Ups feature allows an admin to configure responses that can be used as standardized text to note action taken on the Program Alert. There is also a free text option. Configuration of the Follow-Up Responses can only be accessed at the Corporate Root level.

**MCKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

### Configure Hypertension Adherence Program

**Patient Enrollment**

REFUSAL PERIOD ? DUE DATE REMINDER

3 Months ▾  Days Data Filter Follow-Ups

**Check-In Settings**

RECURRENCE ? DUE DATE REMINDER ?

Days  5 Days Follow-Ups

**PROGRAM ALERTS**

Name	Due Date Reminder	Expires	Severity	Actions
Medication for high... <span>≡</span> <span>→</span>	<input type="text"/> Days		Severe	<span>Data Filter</span> <span>Bulk Alert</span> <span>Follow-Ups</span>
Previous Medication <span>≡</span> <span>→</span>	<input type="text"/> Days	-	Medium	<span>...</span>

- 1) To get started, select the (...) under **Actions** and then select the **Follow-Ups** button next to the first Alert for which you want to add Follow-Up Responses. The **Follow-Ups** window displays.

**Follow-Ups**
✕

Configure Follow-Up Responses for: Medication for high blood pressure

<span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">2</span> Follow-Up Response	<span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">3</span> Due Date Update <span style="font-size: 0.8em;">?</span>
<input type="checkbox"/> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="Enter Text"/>	<input style="width: 60%; border: 1px solid #ccc;" type="text"/> Days
<div style="display: flex; gap: 10px;"> <span style="border: 1px solid #ccc; padding: 5px 15px; color: #0070c0;">Add Row</span> <span style="border: 1px solid #ccc; padding: 5px 15px; color: #0070c0;">Delete Row</span> </div>	
<div style="display: flex; gap: 10px;"> <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px; font-size: 1.2em;">4</span> <span style="background-color: #0070c0; color: white; padding: 5px 15px; border: none;">Save</span> <span style="border: 1px solid #ccc; padding: 5px 15px; border-radius: 3px;">Cancel</span> </div>	

- 2) In the field enter the text for the Follow-Up Response.
- 3) Enter a **Due Date Update** in days or leave it blank. When this **Follow-Up Response** is selected for an Alert, the Alert's due date is calculated by adding the number of days specified in the **Due Date Update** field to the current calendar date. If the Alert's due date should not be automatically updated leave the **Due Date Update** field blank.
- 4) Select the **Save** button to save the Follow-Up Response.

To add additional Follow-Up Responses, select the **Add Row** button and a new row will be added to the bottom of the list.

To edit responses follow the steps in [Editing Follow-Ups](#) below.

## Editing Follow-Ups

Follow-Ups

Configure Follow-Up Responses for: Patient Enrollment

Follow-Up Response	Due Date Update
<input type="checkbox"/> Do you take a medication for hypertension?	10 Days
<input checked="" type="checkbox"/> Have you taken this medication or another medication befc	Days
<input type="checkbox"/> Do you want more information about hypertension?	Days

Add Row Delete Row

Save Cancel

- 1) Edit a Follow-Up Response by selecting the specific response and editing the text.
- 2) To delete one or more Follow-Up Responses check the check-box next to the response you want to delete and select the **Delete Row** button.
- 3) Additionally, you can use the arrows to move the position of a Follow-Up Response up or down.
- 4) Select the **Save** button to save the edited Follow-Up Responses.

## Bulk Enrolling Patients into Self-Directed Program

Bulk Enroll is a quick way to enroll a large number of patients into the Program by using patient information from a comma separated list (CSV file).

- 1) Enter the desired patient information from a comma separated list (CSV) file into the field. It is recommended that you display the CSV file in a text-editing application such as Notepad, copy it, and then paste it directly into this field.

The required information in this field depends on whether or not you are completing bulk enrollment for a Program configured to generate Alerts on enrollment. The image above shows what the configuration window will look like when the Program is configured to generate Alerts on enrollment.

If you are completing a bulk enrollment for a Program that is not configured to generate Alerts on enrollment, each line in the list must follow this comma separated format: **Patient Number, Store Identifier.**

If you are completing a bulk enrollment for a Program configured to generate an Alert on enrollment, each line in the list must follow this comma separated format: **Patient Number, Store Identifier, Patient Last Name, Patient First Name, Date of Birth, Phone Number, Generate On Enrollment Due Date, Check-in Due Date.**

Note the following **specifics about these attributes:**

- **Patient Number:** Required. Numeric characters only. Maximum length is 18 characters.
- **Store Identifier:** Required. Maximum length is 50 characters.
- **Patient Last Name:** Required. Maximum length is 50 characters.
- **Patient First Name:** Required. Maximum length is 50 characters.

- **Date of Birth** (mm/dd/yyyy format): Required. Maximum length is ten characters.
- **Phone Number** (##### format): Optional. Numeric characters only. Maximum length is ten characters. Phone Number area codes cannot start with the numeral “1”.
- **Generate On Enrollment Due Date** (mm/dd/yyyy format): Optional. Maximum length is ten characters. When a date is provided in the **Generate On Enrollment Due Date** field, the due date for each Generate On Enrollment Alert configured for that Program will be set to the specified date. When the **Generate On Enrollment Due Date** field is left blank, there will be no due date set on each **Generate On Enrollment** Alert configured for that Program. Any Alert that is configured to generate on enrollment will have an **Unread** Alert Status.
- **Check-In Due Date** (mm/dd/yyyy format): Optional. Maximum length is ten characters. When a date is not provided the current date is used. If **Generate On Enrollment Due Date** is not configured this due date is ignored.

**Note:** Bulk Enrollment accepts the following characters in the **Patient First Name** and **Patient Last Name** fields:

- Apostrophe (')
- Hyphen (-)
- Blank space ( )
- Alphabetic (uppercase and lowercase)
- Numeric characters (0 - 9)
- Underscore (\_)
- Period (.)

- 2) Select the **Bulk Enroll** button. If there are any issues with the submission (for example, an error in formatting), a warning window will display. You can make the suggested correction and retry the bulk enrollment. A success window will appear if there were no issues with the submission.

**Note:** In the **Program Alerts** section, a **Generate On Enrollment** icon will be displayed next to any Alerts that are configured to generate on enrollment, as shown in the image below. If the Program is not configured to generate an Alert on enrollment, different help text will display in the **Bulk Enrollment** field.

MCKESSON CLINICAL PROGRAMS SOLUTION Groups Reports ?

### Configure Hypertension Adherence Program

**Patient Enrollment**

**REFUSAL PERIOD ?**

**DUE DATE REMINDER**

 Days

**Check-In Settings**

**RECURRENCE ?**

 Days

**DUE DATE REMINDER ?**

 Days

**PROGRAM ALERTS**

Name	Due Date Reminder	Expires	Severity	Actions
Medication for high b... <input type="checkbox"/>	Generate on Enrollment type	-	Medium	<input type="button" value="⋮"/>
Previous Medication <input type="checkbox"/>	<input type="text"/> Days	-	Medium	<input type="button" value="⋮"/>

## Saving Program Configuration

Once you finish configuring Patient Enrollment, Check-In Settings, Data Filters and Follow-Ups, select the **Save** button.

Now you're ready to enable the Self-Directed Program.

Go to [Chapter 6: Enabling Self-Directed Programs](#) to finish the Program.



# 6. Enabling Self-Directed Programs

After configuring a Self-Directed Program, the next step is to enable it.

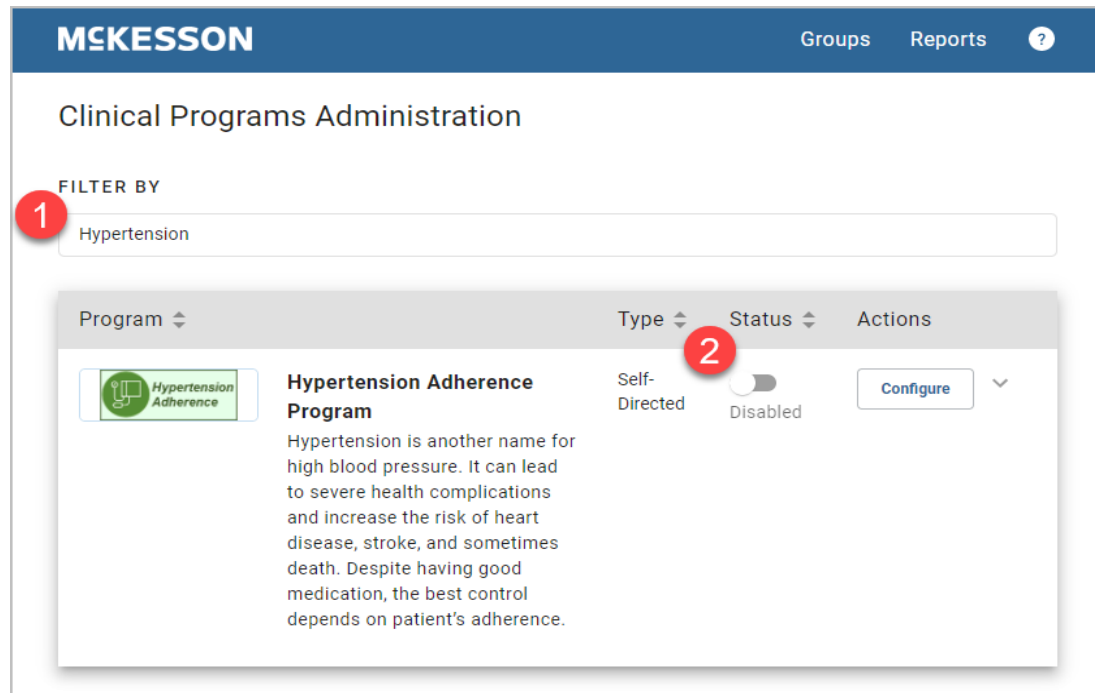
## Steps to Enabling Self-Directed Programs

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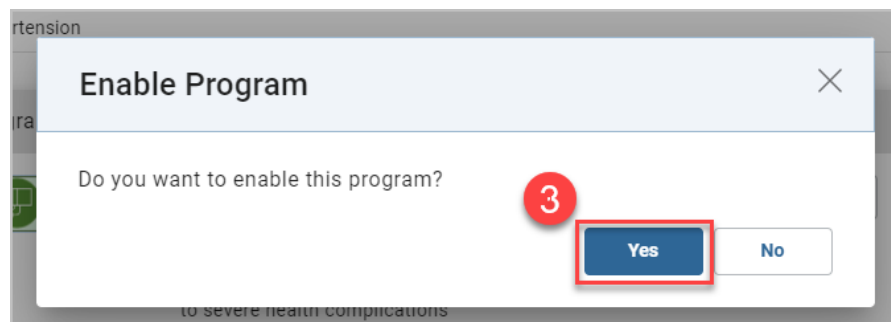
- ["Enabling Self-Directed Programs" on page 68](#)
- ["Enabling a Preconfigured Program" on page 69](#)

## Enabling Self-Directed Programs

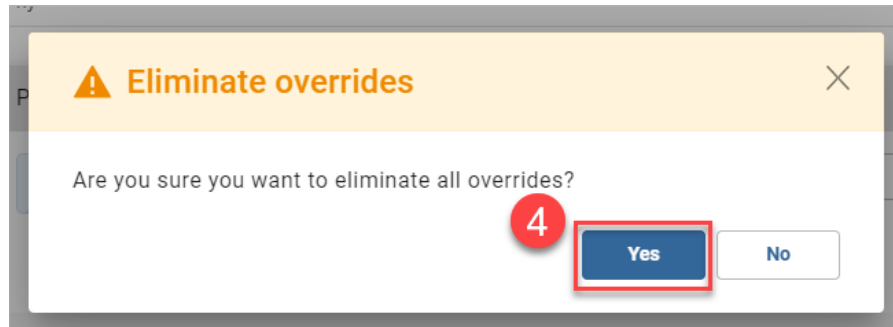
After you have configured your Self-Directed Program the last step is to enable it, so that it can be utilized by pharmacy staff. Until the Program is enabled, Alerts and Enrollments will not be seen by users. To enable the Program, navigate to **CPS Program Admin**.



- 1) Type the Program name into the **Filter By** text box. If several names include the same character string, they will all show in the list. The more characters that are entered into the filter, the fewer entries that will be contained in the list.
- 2) Once the Program displays in the list, toggle the status to **Enabled**.



- 3) Select **Yes** to enable the Program.



4) Select **Yes** to eliminate overrides.

Now the Program is ready to use in the pharmacy. Alerts will appear in the **Clinical App** (see [Chapter 8: Viewing Alerts in the Clinical App](#)) and in the **Alert Queue** (see [Chapter 10: CPS Alert Queue](#)) when the filter criteria have been met.

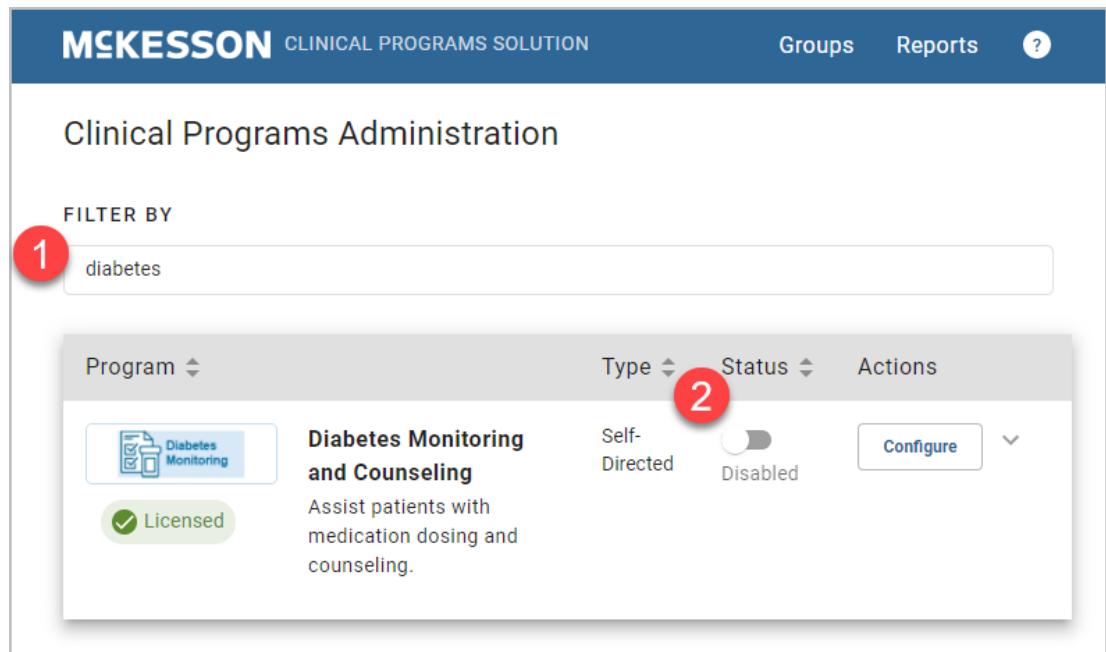
## Enabling a Preconfigured Program

CPS preconfigured Programs are turn key Programs that provide pharmacies revenue generating clinical opportunities, additional front-end sales of highly profitable over-the-counter (OTC) products and repeat business.

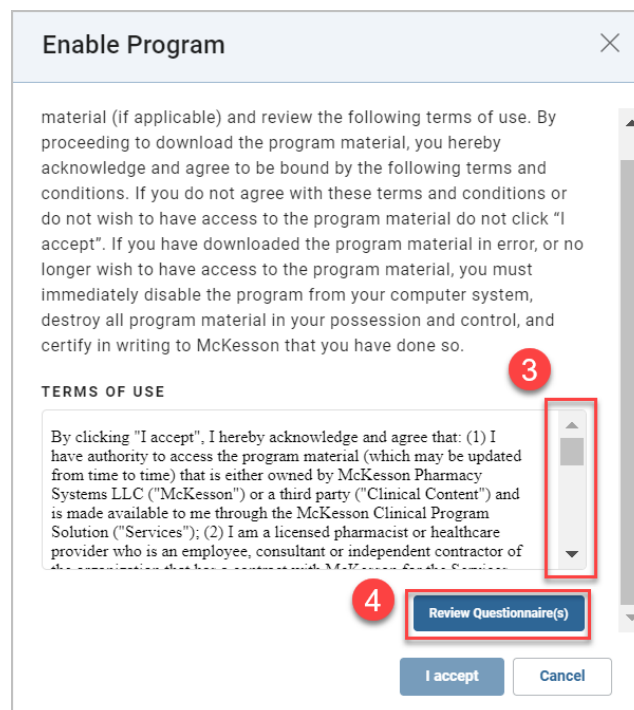


**Important:** Preconfigured Programs are only available with the CPS Premium Subscription. Please contact your Account Executive for more information.

When enabling a preconfigured Program at either the corporate root or facility level, you will be required to acknowledge and agree to the Program's Terms of Use and questionnaire(s), if applicable.



- 1) Type the Program name into the **Filter By** text box. If several names include the same character string, they will all show in the list. The more characters that are entered into the filter, the fewer entries that will be contained in the list.
- 2) Once the Program displays in the list, toggle the status to **Enabled** and the **Enable Program** window displays.



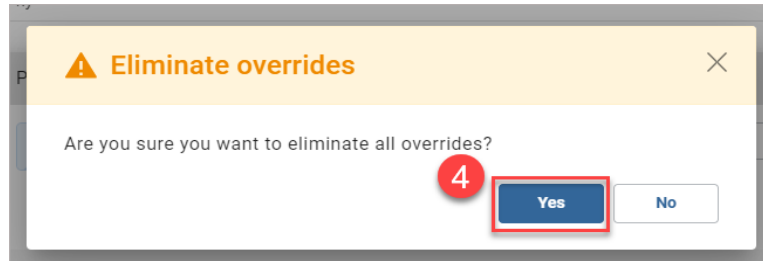
- 3) The **Enable Program** window will display with the Terms of Use for the Program. Use the vertical scrollbar to review the instructions and entire Terms of Use.

- 4) Select the **Review Questionnaire(s)** button. The questionnaire(s) will open for your review.

- 5) Use the vertical scrollbar to review the questionnaire(s) associated to the Program. When finished reviewing, select the **Accept** button.

- 6) To acknowledge and agree to the Program’s Terms of Use and questionnaire(s), select the **I accept** button to enable the Program. If you do not want to proceed with enabling the Program, select the **Cancel** button.

**Note:** The **Review Questionnaire(s)** button will only display if the Program has associated questionnaire(s). Steps 4 and 5 will not be applicable when the Program does not have at least one associated questionnaire.



When enabling a preconfigured Program at the corporate root level, you will be prompted with the **Eliminate overrides** window after selecting the **I accept** button in the **Enable Program** window.

Now the Program is ready to use in the pharmacy. Alerts will appear in the **Clinical App** (see [Chapter 8: Viewing Alerts in the Clinical App](#)) and in the **Alert Queue** (see [Chapter 10: CPS Alert Queue](#)) when the filter criteria have been met.

# 7. Patient Profile Configuration

The standard fields that display within the **Patient Profile** can be customized to meet your pharmacy's needs. These fields can be leveraged for frequently captured values and, by default include:

- Systolic Blood Pressure
- Diastolic Blood Pressure
- Pulse Rate
- Fasting Glucose mg/dl
- Postprandial Glucose mg/dl
- A1C mg/dl
- LDL Cholesterol mg/dl
- HDL Cholesterol mg/dl
- Triglycerides mg/dl
- Total Cholesterol mg/dl
- BMI

## Steps for Configuring the Patient Profile

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- ["Adding/Hiding Fields from the Patient Profile" on page 74](#)
  - ["Moving Fields Between the Available Fields and Selected Fields Columns" on page 75](#)
  - ["Changing the Order of the Fields" on page 76](#)
- ["Creating Custom Standard Fields" on page 77](#)
  - ["Configuring a Numeric Custom Standard Field" on page 78](#)
  - ["Configuring a Text Custom Standard Field" on page 79](#)
  - ["Configuring a Phone Number Custom Standard Field" on page 79](#)
  - ["Configuring a Date Custom Standard Field" on page 80](#)
  - ["Configuring a Drop-down Custom Standard Field" on page 81](#)
- ["Editing Custom Standard Fields" on page 82](#)
- ["Removing Custom Standard Fields" on page 84](#)
- ["Saving the Patient Profile Configuration" on page 86](#)

## Adding/Hiding Fields from the Patient Profile

To Access **Patient Profile Configuration**, Navigate to **CPS Program Admin**.

The **CPS Program Admin** window will display.

Select the **Patient Profile Configuration** option.

**MCKESSON** CLINICAL PROGRAMS SOLUTION

**Patient Profile Configuration** Groups Reports ?

### Patient Profile Configuration

Use the tables below to configure what standard fields display in the Patient Profile.

Available Fields	Selected Fields
	Diastolic Blood Pressure
	Pulse Rate
	Total Cholesterol mg/dl
	BMI
	A1C mg/dl
	HDL Cholesterol mg/dl
	LDL Cholesterol mg/dl
	Triglycerides mg/dl
	Postprandial Glucose mg/dl
	Fasting Glucose mg/dl

Buttons: > >> < <<

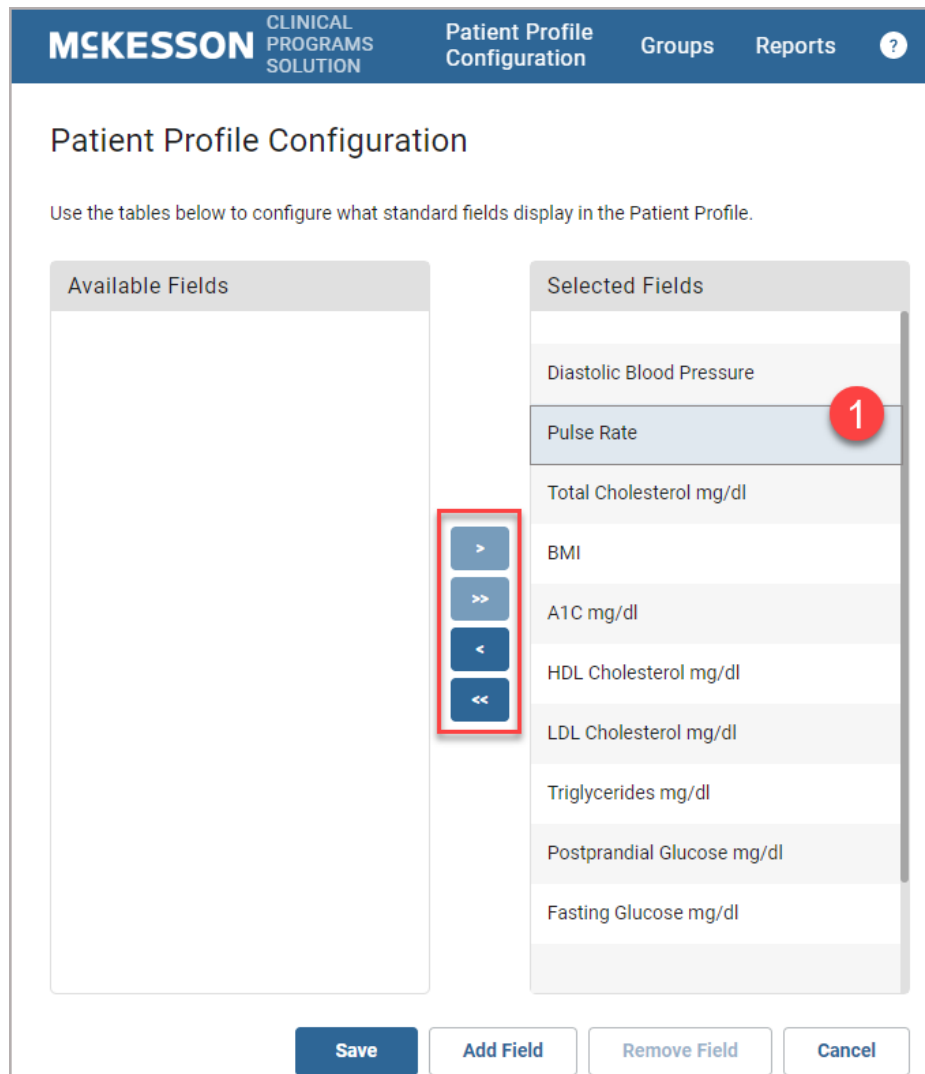
Buttons: Save Add Field Remove Field Cancel

The **Patient Profile Configuration** window contains two columns:

- **Available Fields:** This column lists all available fields that are not currently displayed in the **Patient Profile**.
- **Selected Fields:** This column lists all fields that are currently displayed in the **Patient Profile**. Within the **Patient Profile**, fields will display left-to-right, top-down in the order specified within this column.



## Moving Fields Between the Available Fields and Selected Fields Columns



- 1) Select the field that you want to move. Next, select the arrow button corresponding to the action you want to take:
  - Select the right single arrow button ( > ) to move the selected field from the **Available Fields** column to the **Selected Fields** column.
  - Select the left single arrow button ( < ) to move the selected field from the **Selected Fields** column to the **Available Fields** column.
  - Select the right double arrow button ( >> ) to move all fields from the **Available Fields** column to the **Selected Fields** column.
  - Select the left double arrow button ( << ) to move all fields from the **Selected Fields** column to the **Available Fields** column.

## Changing the Order of the Fields

The screenshot shows the 'Patient Profile Configuration' interface. At the top, there is a navigation bar with 'MCKESSON CLINICAL PROGRAMS SOLUTION', 'Patient Profile Configuration', 'Groups', 'Reports', and a help icon. Below the navigation bar, the title 'Patient Profile Configuration' is displayed, followed by the instruction: 'Use the tables below to configure what standard fields display in the Patient Profile.'

The interface is divided into two main sections: 'Available Fields' on the left and 'Selected Fields' on the right. The 'Available Fields' section is currently empty. The 'Selected Fields' section contains a list of fields: 'LDL Cholesterol mg/dl', 'Diastolic Blood Pressure', 'Total Cholesterol mg/dl', 'Pulse Rate', 'BMI', 'HDL Cholesterol mg/dl', 'Triglycerides mg/dl', 'Postprandial Glucose mg/dl', 'Fasting Glucose mg/dl', 'CPS Demo Text (Custom)', and 'Alternate Phone Number (Custom)'. A red circle with the number '1' is positioned over the 'Available Fields' section, and a mouse cursor is hovering over the 'Diastolic Blood Pressure' field in the 'Selected Fields' list, indicating the process of moving a field.

Between the two sections, there are four navigation buttons: '>', '>>', '<', and '<<'. At the bottom of the interface, there are four buttons: 'Save', 'Add Field', 'Remove Field', and 'Cancel'.

- 1) Select the field that you want to move. You can only move 1 field at a time. Drag the field to the desired location.

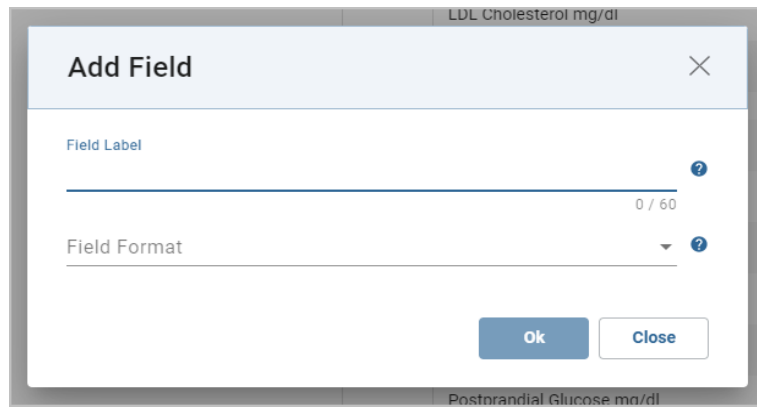
## Creating Custom Standard Fields

In addition to the default fields, you can create **Custom Standard Fields** to display in the **Patient Profile**. Similar to the default standard fields, when a value is entered for a **Custom Standard Field** via the **Patient Profile**, the value will be saved to the **Patient Health Values** section within the **Patient Profile**.



Data Filters can be configured on **Custom Standard Fields** for Patient Enrollment Alerts or Program Alerts. Please refer to [Chapter 5: Configuring Clinical Programs, "Setting Up Data Filters for Program Enrollments"](#) on page 41 and ["Setting Up Data Filter, Bulk Alert and Follow-Ups for Program Alerts"](#) on page 56, for more information on setting up Data Filters.

1) Select the **Add Field** button and the **Add Field** pop-up will display.

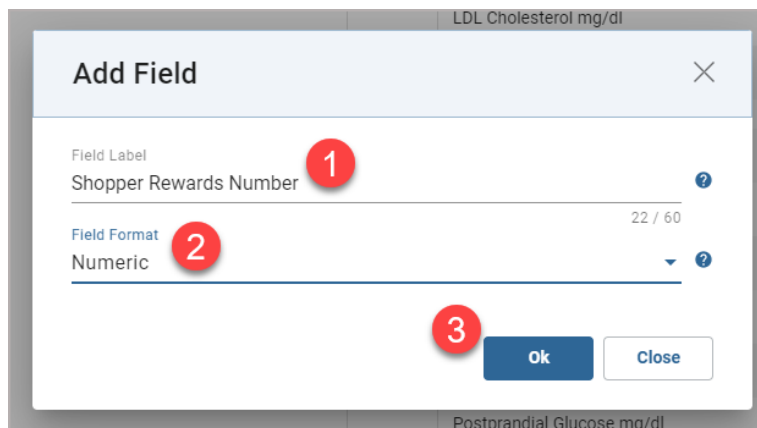


- 2) In **Field Label** enter the text that will identify the field within the **Patient Profile**. The **Field Label** supports up to 60 characters.
- 3) Use the **Field Format** drop-down to specify the expected input of the new field. Options include:
  - **Numeric**
  - **Text**
  - **Phone Number**
  - **Date**
  - **Drop-down**

## Configuring a Numeric Custom Standard Field

A **Numeric Custom Standard Field** allows you to enter a maximum of 10 numeric characters, including commas and decimal points, when populating the field using the **Patient Profile**.

**Note:** You will not be able to enter alpha characters in a **Numeric Custom Standard Field**.



- 1) In **Field Label** enter the text that will identify the field within the **Patient Profile**. The **Field Label** supports up to 60 characters.

- 2) Select **Numeric** from the **Field Format** drop-down.
- 3) Select the **Ok** button to add the field to the **Available Fields** column and return to **Patient Profile Configuration**.

## Configuring a Text Custom Standard Field

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A **Text Custom Standard Field** allows you to enter a maximum of 100 alpha, numeric, and/or special characters when populating the field using the **Patient Profile**.

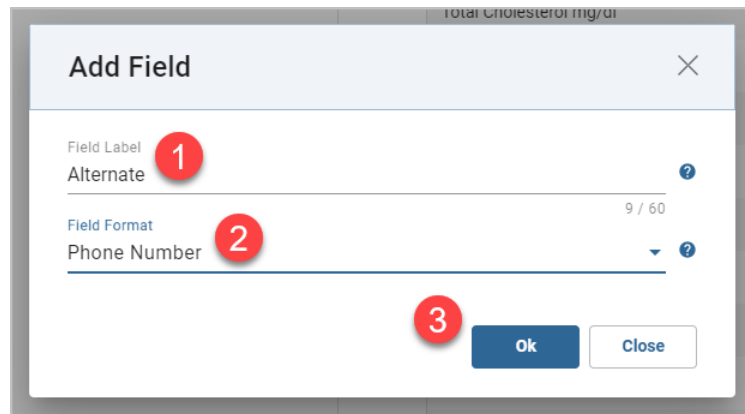
- 1) In **Field Label** enter the text that will identify the field within the **Patient Profile**. The **Field Label** supports up to 60 characters.
- 2) Select **Text** from the **Field Format** drop-down.
- 3) Select the **Ok** button to add the field to the **Available Fields** column and return to **Patient Profile Configuration**.

## Configuring a Phone Number Custom Standard Field

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A **Phone Number Custom Standard Field** requires you to enter 10 numeric characters when populating the field using the **Patient Profile**.

**Note:** **Phone Number Custom Standard Fields** will automatically be formatted in (xxx) xxx-xxxx format.



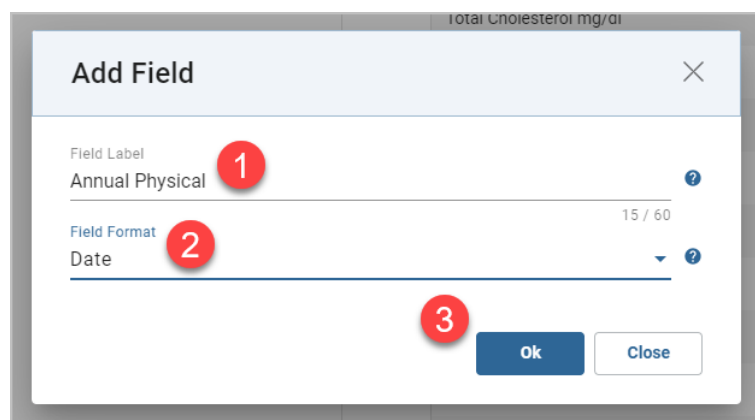
- 1) In **Field Label** enter the text that will identify the field within the **Patient Profile**. The **Field Label** supports up to 60 characters.
- 2) Select **Phone Number** from the **Field Format** drop-down.
- 3) Select the **Ok** button to add the field to the **Available Fields** column and return to **Patient Profile Configuration**.

## Configuring a Date Custom Standard Field

---

A **Date Custom Standard Field** requires you to enter 8 numeric characters or use a pop-up calendar to search for and select the desired date when populating the field using the **Patient Profile**.

**Note: Date Custom Standard Fields** will automatically be formatted in mm/dd/yyyy format.



- 1) In **Field Label** enter the text that will identify the field within the **Patient Profile**. The **Field Label** supports up to 60 characters.
- 2) Select **Date** from the **Field Format** drop-down.
- 3) Select the **Ok** button to add the field to the **Available Fields** column and return to **Patient Profile Configuration**.

## Configuring a Drop-down Custom Standard Field

A **Drop-down Custom Standard Field** supports creation of custom drop-down lists for you to select from within the **Patient Profile**.

The screenshot shows the 'Add Field' dialog box with the following configuration steps highlighted by red circles:

- 1** Field Label: Delivery Preferences
- 2** Field Format: Drop-down
- 3** Drop-down Value(s): Pick-up, Delivery
- 4** The 'Ok' button

The dialog box also includes a character count '20 / 60' for the Field Label, a 'Type and click Enter to add the drop-down value' instruction, and 'Ok' and 'Close' buttons.

- 1) In **Field Label** enter the text that will identify the field within the **Patient Profile**. The **Field Label** supports up to 60 characters.
- 2) Select **Drop-down** from the **Field Format** drop-down.
- 3) When creating a **Drop-down Custom Standard Field**, you will be required to define the list of values for the field. To add a drop-down value to the list, select the **Drop-down Value(s)** field and enter the value. Once the value has been inputted, select **Enter** to add the value to the list.

A new line will appear in the **Drop-down Value(s)** field, allowing you to add another value if needed. Continue to add values to the list until all desired values have been added.

The values will display in the **Drop-down Custom Standard Field** in the order in which they are listed. To change the order, simply drag and drop the values into the desired order.

**Note:** You can delete a value by selecting the **X (✕)** for that value.

- 4) Select the **Ok** button to add the field to the **Available Fields** column and return to **Patient Profile Configuration**.

## Editing Custom Standard Fields

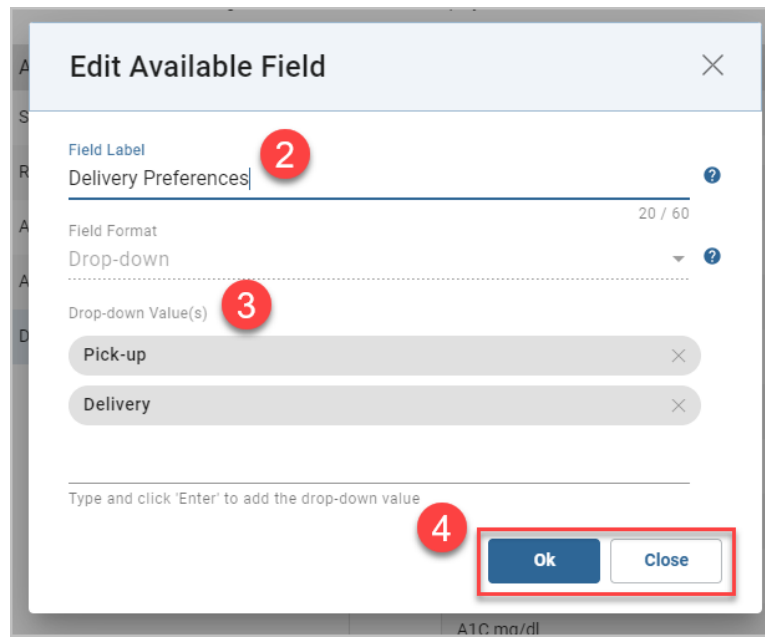
**Custom Standard Fields** that display within the **Patient Profile** can be edited at any time.

The screenshot shows the 'Patient Profile Configuration' interface. At the top, there is a navigation bar with 'MCKESSON CLINICAL PROGRAMS SOLUTION', 'Patient Profile Configuration', 'Groups', and 'Reports'. Below the navigation bar, the title 'Patient Profile Configuration' is displayed, followed by the instruction: 'Use the tables below to configure what standard fields display in the Patient Profile.'

There are two main columns: 'Available Fields' on the left and 'Selected Fields' on the right. The 'Available Fields' column contains: 'Shopper Rewards Number (Custom)', 'Responsible Party (Custom)', 'Alternate (Custom)', 'Annual Physical (Custom)', and 'Delivery Preferences (Custom)'. The 'Selected Fields' column contains: 'Diastolic Blood Pressure', 'Total Cholesterol mg/dl', 'Pulse Rate', 'BMI', 'HDL Cholesterol mg/dl', 'Triglycerides mg/dl', 'Postprandial Glucose mg/dl', 'Fasting Glucose mg/dl', 'Systolic Blood Pressure', 'A1C mg/dl', and 'CPS Demo Text (Custom)'. A red circle with the number '1' is placed over the 'Delivery Preferences (Custom)' field in the 'Available Fields' column. A red box highlights the 'Delivery Preferences (Custom)' field and the 'Edit Field' button. The 'Edit Field' button is highlighted with a red box. At the bottom, there are four buttons: 'Save', 'Edit Field', 'Remove Field', and 'Cancel'. The 'Edit Field' button is highlighted with a red box.

- 1) Select a **Custom Standard Field**. The selected field can be in either the **Available Fields** or **Selected Fields** column. The **Add Field** button will change to **Edit Field**.





- 2) Edit the **Field Label** as needed.
- 3) When editing a **Drop-down Custom Standard Field**, you can also edit the list of drop-down values available for selection in the **Patient Profile**. You cannot edit the text that displays for individual values. If a value's text needs to be edited, first delete the value by selecting the **X (✕)** associated with that drop-down value, and then add a new value to the list with the updated text.
 

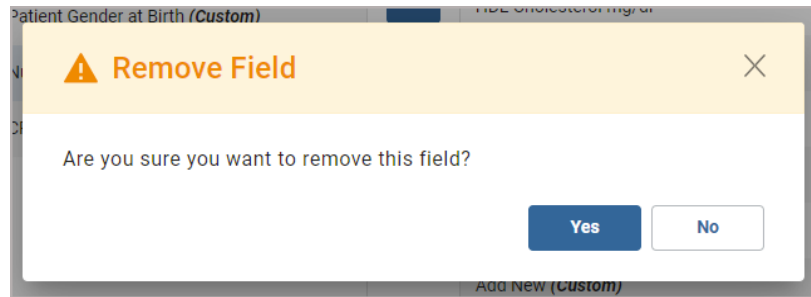
**Note:** When a drop-down value is removed from the list, the value will no longer be available for selection within the **Patient Profile**. If the value is already selected for a patient, however, the value will remain visible in the **Patient Profile** until a new value is selected.
- 4) Select the **Ok** button to update the **Custom Standard Field** and return to **Patient Profile Configuration**, or the **Close** button to discard your changes.

## Removing Custom Standard Fields

**Custom Standard Fields** that display within the **Patient Profile** can be removed at any time.

The screenshot displays the 'Patient Profile Configuration' interface. At the top, there is a navigation bar with 'MCKESSON CLINICAL PROGRAMS SOLUTION', 'Patient Profile Configuration', 'Groups', and 'Reports'. Below this, the main heading is 'Patient Profile Configuration'. A sub-heading reads: 'Use the tables below to configure what standard fields display in the Patient Profile.' There are two main columns: 'Available Fields' on the left and 'Selected Fields' on the right. In the 'Available Fields' column, the following fields are listed: 'Shopper Rewards Number (Custom)', 'Responsible Party (Custom)', 'Alternate (Custom)', 'Annual Physical (Custom)', and 'Delivery Preferences (Custom)'. The 'Annual Physical (Custom)' field is highlighted with a red box and a red circle with the number '1'. In the 'Selected Fields' column, the following fields are listed: 'Diastolic Blood Pressure', 'Total Cholesterol mg/dl', 'Pulse Rate', 'BMI', 'HDL Cholesterol mg/dl', 'Triglycerides mg/dl', 'Postprandial Glucose mg/dl', 'Fasting Glucose mg/dl', 'Systolic Blood Pressure', and 'A1C mg/dl'. The 'A1C mg/dl' field is highlighted with a red box and a red circle with the number '2'. Between the columns are four navigation buttons: '>', '>>', '<', and '<<'. At the bottom of the interface, there are four buttons: 'Save', 'Edit Field', 'Remove Field', and 'Cancel'. The 'Remove Field' button is highlighted with a red box.

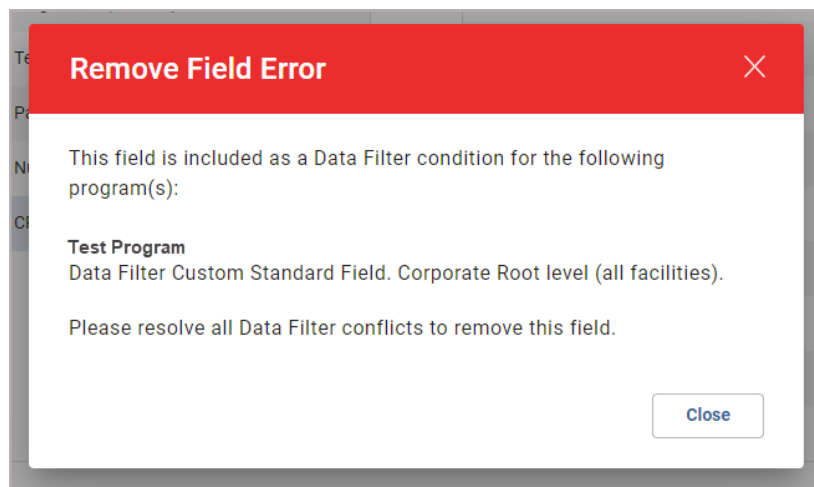
- 1) Select the desired **Custom Standard Field** that you want to remove from the **Available Fields** column.
- 2) With the **Custom Standard Field** selected, select the **Remove Field** button.



- 3) Select the **Yes** button in the **Remove Field** confirmation pop-up to remove the field, or select the **No** button to cancel the removal.



**Important:** If the **Custom Standard Field** you want to remove is included as a Data Filter attribute for Patient Enrollment Alerts or Program Alerts, the field cannot be removed and you will receive an error message.



# Saving the Patient Profile Configuration

The screenshot shows the 'Patient Profile Configuration' window. At the top, there is a navigation bar with 'MCKESSON CLINICAL PROGRAMS SOLUTION' on the left, 'Patient Profile Configuration' in the center, and 'Groups' and 'Reports' on the right. Below the navigation bar, the title 'Patient Profile Configuration' is displayed. A subtitle reads: 'Use the tables below to configure what standard fields display in the Patient Profile.' There are two main columns: 'Available Fields' on the left and 'Selected Fields' on the right. The 'Available Fields' list includes: LDL Cholesterol mg/dl, Diastolic Blood Pressure, Total Cholesterol mg/dl, HDL Cholesterol mg/dl, Triglycerides mg/dl, Postprandial Glucose mg/dl, Systolic Blood Pressure, Shopper Rewards Number (Custom), and Alternate (Custom). The 'Selected Fields' list includes: Pulse Rate, BMI, Fasting Glucose mg/dl, A1C mg/dl, Responsible Party (Custom), Annual Physical (Custom), and Delivery Preferences (Custom). Between the two columns are four navigation buttons: '>', '>>', '<', and '<<'. At the bottom of the window, there are four buttons: 'Save', 'Add Field', 'Remove Field', and 'Cancel'. The 'Save' and 'Cancel' buttons are highlighted with red boxes.

When your configuration changes are complete, save your changes by selecting the **Save** button at the bottom of the **Patient Profile Configuration** window, or **Cancel** to discard your changes.

Please refer to [Chapter 11: Viewing the CPS Patient Profile](#) for more information on using standard fields in the **Patient Profile**.

# 8. Viewing Alerts in the Clinical App

Once a Program is enabled in your pharmacy, you will begin to see Alerts for the Program in the **Clinical App** when a patient is in context. The **Clinical App** will provide access to both active and historical Alerts for the patient. This chapter will outline how Alerts display during workflow, and the actions that can be taken on these Alerts.

For this example, we are using a Program which was set up to send enrollment Alerts upon the filling of a certain NDC number, and other Alerts once the patient has been enrolled and subsequently refills the same NDC. In this scenario, as we fill an Rx with the a matching NDC number from our filter and move it forward in workflow, our an enrollment Alert will be triggered.

**Note:** During downtime processing or a network outage, the **Clinical App** will display a communication error. This error message will disappear when the network outage is resolved.

## Actions You Can Take on Alerts in the Clinical App

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- ["Viewing Programs and Alerts" on page 88](#)
  - ["Viewing Enabled Programs in Clinical Snapshot" on page 88](#)
  - ["Accessing the Program's Alerts" on page 92](#)
  - ["Accessing the Check-In Program-Level View" on page 94](#)
  - ["Viewing a Patient's CPS Alerts in the Clinical App Using EnterpriseRx" on page 96](#)
  - ["Viewing a Patient's CPS Alerts in the Clinical App Using Pharmaserv" on page 97](#)
- ["Clinical App Alerts Tab" on page 98](#)
  - ["Enrolling a Patient" on page 100](#)
  - ["Refusing Patient Enrollment" on page 101](#)
  - ["Accessing and Completing an Alert's Associated Questionnaire" on page 102](#)
  - ["Adding Follow-Ups" on page 103](#)

- "Changing an Alert's Severity, Expiration Date or Assignee" on page 107
- "Adding an Alert" on page 114
- "Resolving an Alert" on page 115
- "Printing an Alert" on page 116
- "Clinical App History Tab" on page 117
  - "Filtering the Historical Alerts" on page 118
  - "Viewing and Reopening Questionnaires" on page 119
- "Clinical App Notes Tab" on page 121
  - "Searching for Notes" on page 121
  - "Viewing and Reopening Questionnaires" on page 122

## Viewing Programs and Alerts

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### Viewing Enabled Programs in Clinical Snapshot

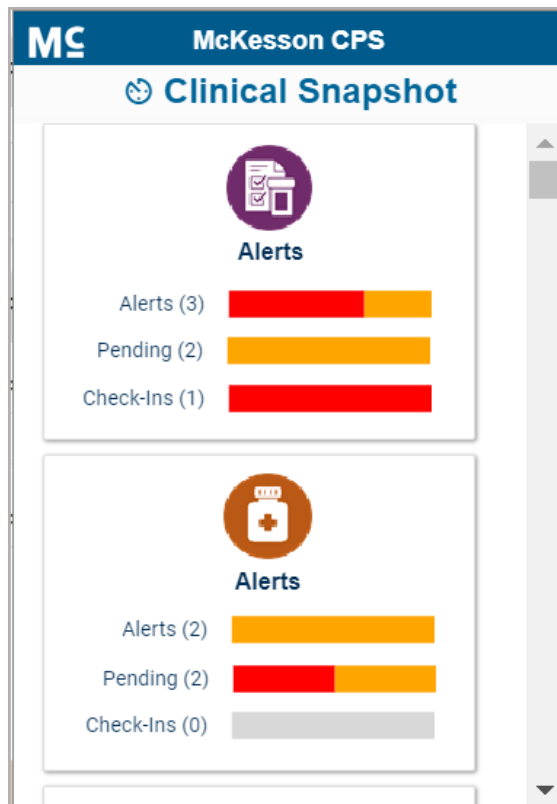
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**MC**

McKesson CPS

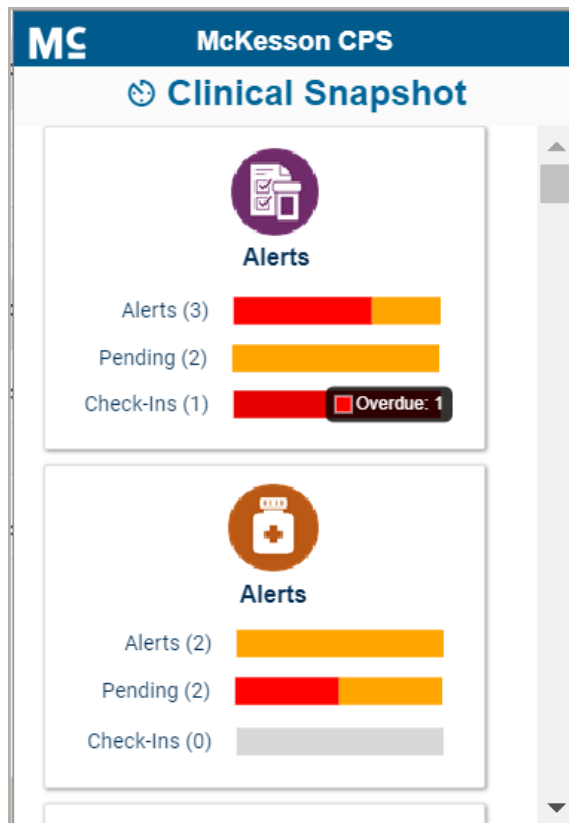
When a patient is not in context in the Pharmacy Management System, the Clinical Snapshot will display within the **Clinical App**. The Clinical Snapshot provides you with a way to quickly check the status of your Programs at a high level. When a Vendor or Self-Directed Program is enabled in the logged in store, the Program will display within the Clinical Snapshot, along with the corresponding Alerts, Pending Alerts, and Check-In counts.

**Note:** If you are viewing the Clinical Snapshot when a patient is brought into context, the **Clinical App** will automatically put the patient into context to ensure that Alerts are not missed for the patient.



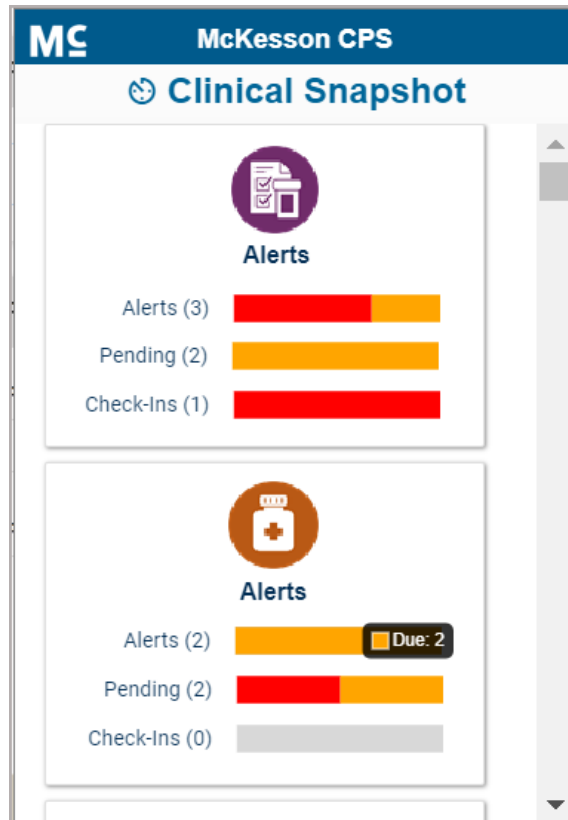
**Note:** If no Programs are enabled in the logged in store, the Clinical Snapshot will display the following message: “There are no programs enabled in this facility.”

To provide insight into a Program's overall status, Alerts, Pending Alerts and/or Check-Ins with a due date in the past will display as red within the accompanying graph. And when you hover over the red section, the total count of past due Alerts, Pending Alerts or Check-Ins will display.

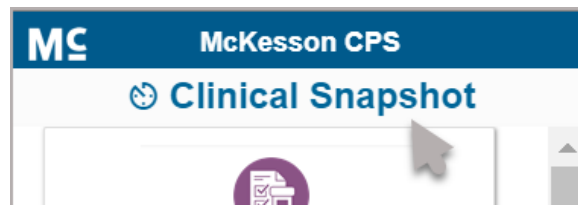




Similarly, Alerts, Pending Alerts and/or Check-Ins without a due date or due within the configured Due Date Reminder range will display as orange within the accompanying graph. And when you hover over the orange section, the total count of Alerts, Pending Alerts or Check-Ins without a due date or due within the configured Due Date Reminder range will display.



To refresh the Overdue and Due counts, select the Clinical Snapshot title bar.



## Accessing the Program's Alerts

When you select a Program's Alerts count or accompanying graph within the Clinical Snapshot, the **Alert Queue** will open in a new window and the **Alert Queue** will be filtered for the selected Program and logged in store.

**Alert Queue**

Next Available  Show Available Only

Program	Alert Name	Patient Name	DOB	Due	Assignee	Status	Expires	Store #	Last Updated
	Medication...	Smith, Jo..	01/01/1960	--	--	In Progress	04/10/2021	1130	04/06/2021 2:26 PM
	Medication...	Smith, Ja..	01/12/1990	--	--	Not Started	04/13/2021	1130	--
	Medication...	Thomso..	11/12/1990	--	--	Not Started	04/13/2021	1130	--
	Medication...	Taylor, S..	01/01/1982	--	--	Not Started	04/13/2021	1130	--
	Medication...	Jordan, D..	11/11/2000	--	--	Not Started	04/14/2021	1130	--

Items per page: 25 1 - 5

**Note:** When the **Alert Queue** is accessed via the Clinical Snapshot, the Overdue and Due counts in the Clinical Snapshot will periodically refresh.

## Accessing the Program's Pending Alerts

When you select a Program's Pending count or accompanying graph within the Clinical Snapshot, the **Alert Queue** will open in a new window. To access the Pending Alerts, navigate to the **Matching Queue** using the CPS menu option (☰) in the upper-left corner. Select **Matching Queue** and the queue will open and will display all Pending Alerts for the logged in facility. Use the Program Name filter to filter the list of Pending Alerts as needed.

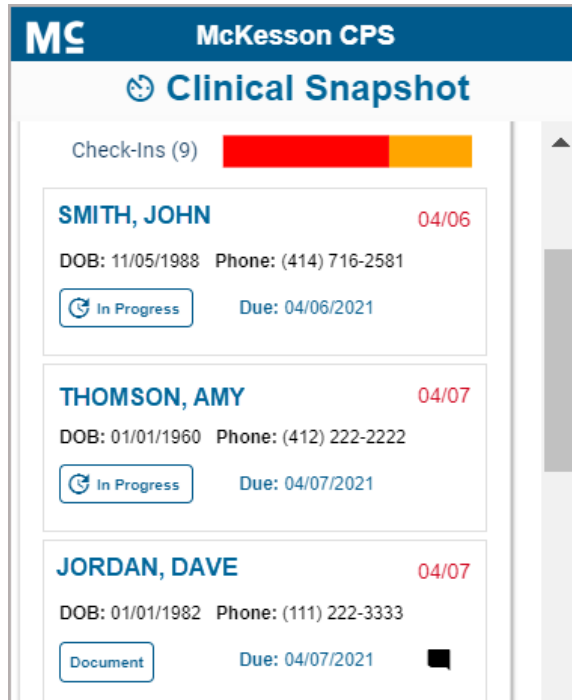
The screenshot shows the 'Matching Queue' interface in the Clinical App. The top navigation bar includes the MCKESSON logo and a 'Patient Search' field. Below this, there are filter controls for 'Program Name', 'Alert Name', 'Store #' (set to CPSQA07), and 'Due Date' (set to All). The main area displays a table of pending alerts with the following data:

Program	Alert Name	Patient Name	DOB	Due	Expires	Store #
Nutrition Patient Co...		SMITH, Holly	10/10/2000	04/21/2021	04/28/2021	1013
Nutrition Patient Co...		SMith, HOLLY	10/10/2001	--	04/28/2021	1013

At the bottom of the interface, there is a pagination control showing 'Items per page: 25' and '1 - 2'.

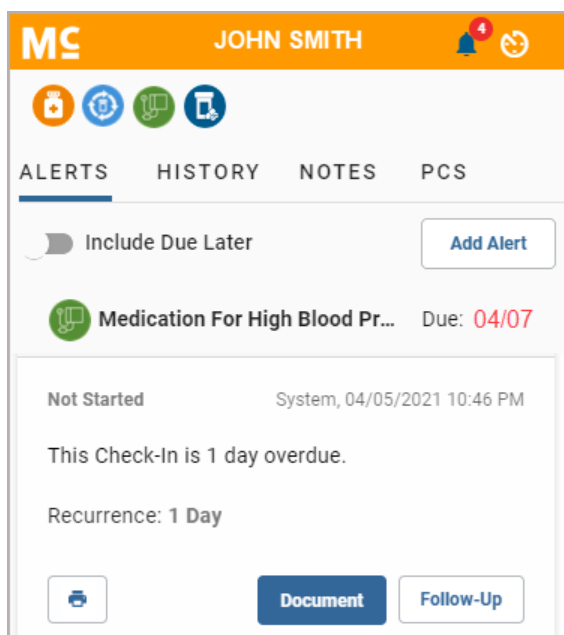
## Accessing the Check-In Program-Level View

When you select a Program’s Check-Ins count or accompanying graph within the Clinical Snapshot, the Check-In Program-Level view will display and be sorted first by due date (past due to future due), then alphabetically by Patient Name.



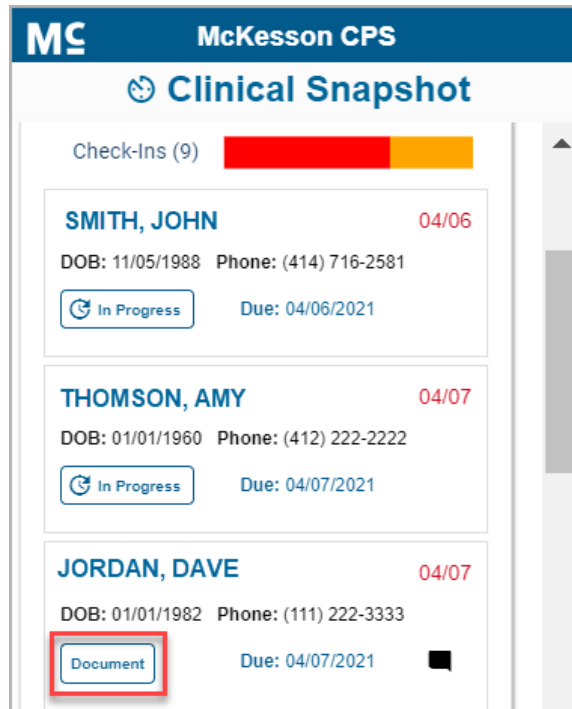
**Note:** At most, 50 Check-In notifications will display in the Check-In Program-Level view.

While viewing the Check-In Program-Level view, you can put a patient into context by selecting the patient’s name.



When you are finished reviewing the patient’s Check-In, select the **Clinical Snapshot** icon (📷) in the upper-right corner to return to the Check-In Program-Level view.

### Accessing a Check-In Notification’s Questionnaire in the Check-In Program-Level View



From the Check-In Program-Level view, you can access a Check-In notification’s associated questionnaire via the **Document** button. Select the **Document** button to open the questionnaire.

Please refer to the section on "[Accessing and Completing an Alert’s Associated Questionnaire](#)" on page 102 for information about completing a questionnaire.

**Note:** If the questionnaire is in process the **Document** button is updated to an **In Progress** button.

### Modifying a Check-In Notification’s Due Date in the Check-In Program-Level View

You can modify a Check-In notification’s due date via the **Due** field directly from the Check-In Program-Level view.

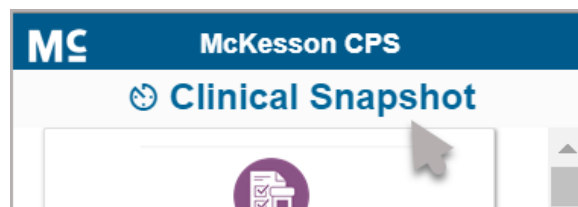
- 1) Hover over the Due field and select the **Edit** icon (✎) when it appears.
- 2) In the **Due** field either select the **Calendar** icon (📅) to use the pop-up calendar to select an updated date or enter the updated date directly into the field in mm/dd/yyyy format.



**Important:** A due date can be, at most, 999 days in the future. If you enter a due date beyond the 999 days maximum, the system will set the due date to the maximum date.

- 3) Select the **Check Mark** icon to save your change, or the **X** icon to cancel your change. After you save a due date change, the due date for the patient’s next Check-In will be immediately updated to the selected date and the Check-In Program-Level view will be refreshed. A **Comment** icon (■) displays when there is a due date change associated with the current instance of the Check-In.

To return to the Clinical Snapshot’s main window, select the Clinical Snapshot title bar in the Check-In Program-Level view.



## Viewing a Patient’s CPS Alerts in the Clinical App Using EnterpriseRx

---

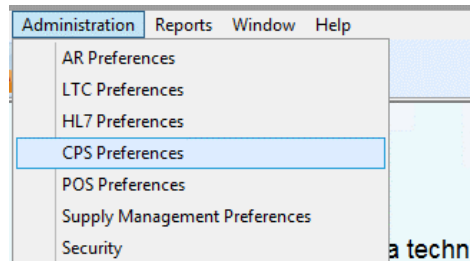
When a patient is brought into context in EnterpriseRx, the **Clinical App** will display Alerts for that patient. If the patient has any Alerts that are past due, due within the configured **Due Date Reminder** range for the Alert, or without a defined due date, the **Clinical App** header will update to orange and the count of Alerts will display (shown below). In addition, the **Clinical App** will automatically expand from the docked view when the patient in context has a High Severity Alert available.



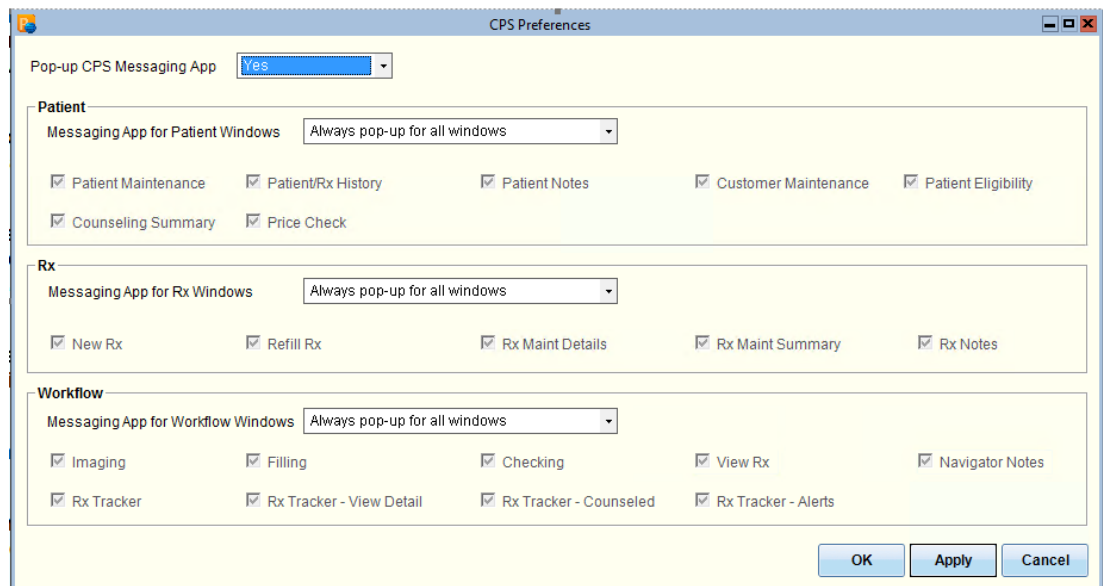
Select the orange **Clinical App** header to view the patient’s available Alerts. You can also select the arrow button (↗) to the right of the **Clinical App** header to dock/undock the **Clinical App**. The **Clinical App** displays in a separate pop-up window that you can move and resize for easier viewing.

## Viewing a Patient's CPS Alerts in the Clinical App Using Pharmserv

If you are using Pharmserv, you can select the windows where Alerts will be displayed. From the **Administration** menu, select **CPS Preferences**.

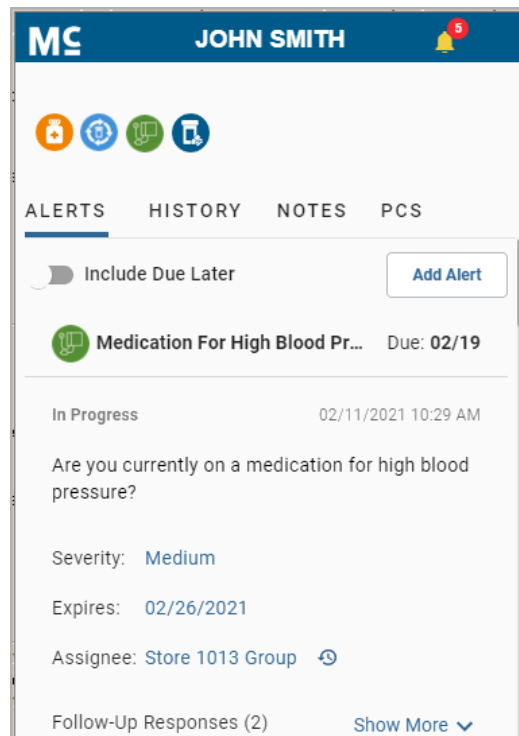


From the **CPS Preferences** window, you can enable or disable CPS pop-ups. In addition, you can select the windows that the pop-ups will be displayed in. When the patient in context is displayed in any of the selected windows, the pop-up Alerts will be displayed automatically.

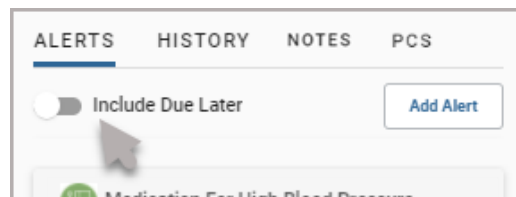


## Clinical App Alerts Tab

The **Alerts** tab provides you with the ability to quickly view and act upon Alerts for the patient. The title bar for each Alert will display the Program or Alert name, aligned left, and the due date aligned right, if applicable. If the name does not fit in the Alert's title bar, an ellipse (...) will display and you can hover over the title bar to view the full Program/Alert name.



By default, Alerts that have a due date in the past, within the configured **Due Date Reminder** range for the Alert, or without a defined due date display in the **Alerts** tab. To see Alerts that have a due date in the future, outside of the configured **Due Date Reminder** range, use the **Include Due Later** toggle.



Alerts will display within the **Alerts** tab based on the following sort order:

- 1) Due date (past due to future due)
- 2) Alert Severity (High, Medium, Low)
- 3) Received date (newest to oldest)



## Actions You Can Take in the Alerts Tab

---

You can take the following actions to manage Alerts:


- ["Enrolling a Patient" on page 100](#)
- ["Refusing Patient Enrollment" on page 101](#)
- ["Accessing and Completing an Alert's Associated Questionnaire" on page 102](#)
- ["Adding Follow-Ups" on page 103](#)
- ["Changing an Alert's Severity, Expiration Date or Assignee" on page 107](#)
- ["Adding an Alert" on page 114](#)
- ["Resolving an Alert" on page 115](#)
- ["Printing an Alert" on page 116](#)

## Enrolling a Patient

To enroll a patient into a Program follow the steps below.

- 1) Select the **Enroll** button in the Alert. If a questionnaire is required for enrollment, the questionnaire will open in a separate window, similar to the questionnaire below.

- 2) When the questionnaire displays, complete the required fields.

**Note:** A **Print** icon (  ) will also display within the questionnaire if printing is available in your system.

- 3) Select the **Resolve** button at the bottom of the window to submit your questionnaire responses and complete the enrollment. The Alert will be automatically resolved upon selection of the **Resolve** button in the questionnaire.

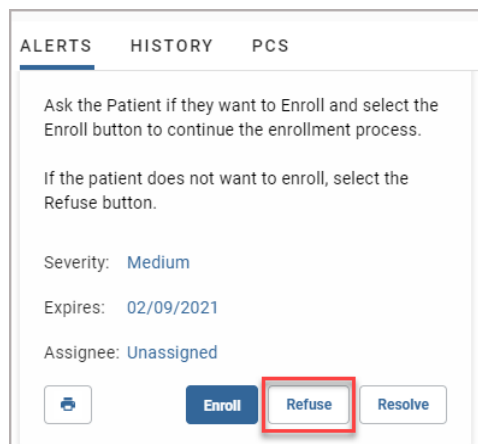
You can also use the **Save Progress** button if you want to save your changes but you are not ready to complete the questionnaire at this time. When you access the questionnaire again, you will see the changes you already entered.

**Note:** Enrolling a patient in a Program will override any setting in place in the Pharmacy Management System where the user has set a “Do Not Contact” flag for the patient.

## Refusing Patient Enrollment

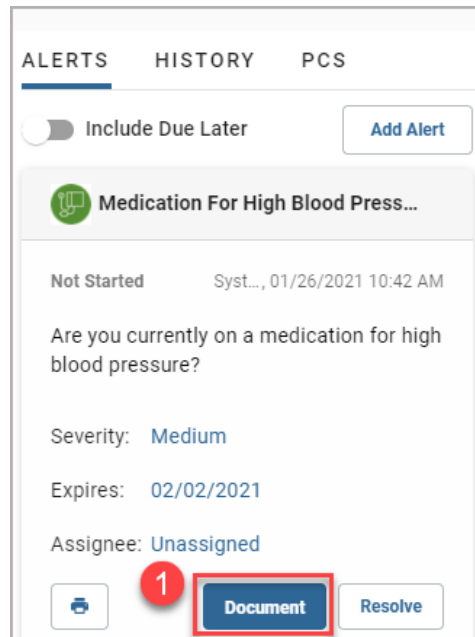
---

If the patient is asked about enrolling in the Program and they refuse, select the **Refuse** button. A new enrollment Alert will not be generated for this patient for this particular Program until the refusal time period set up in **CPS Program Admin** has been reached.

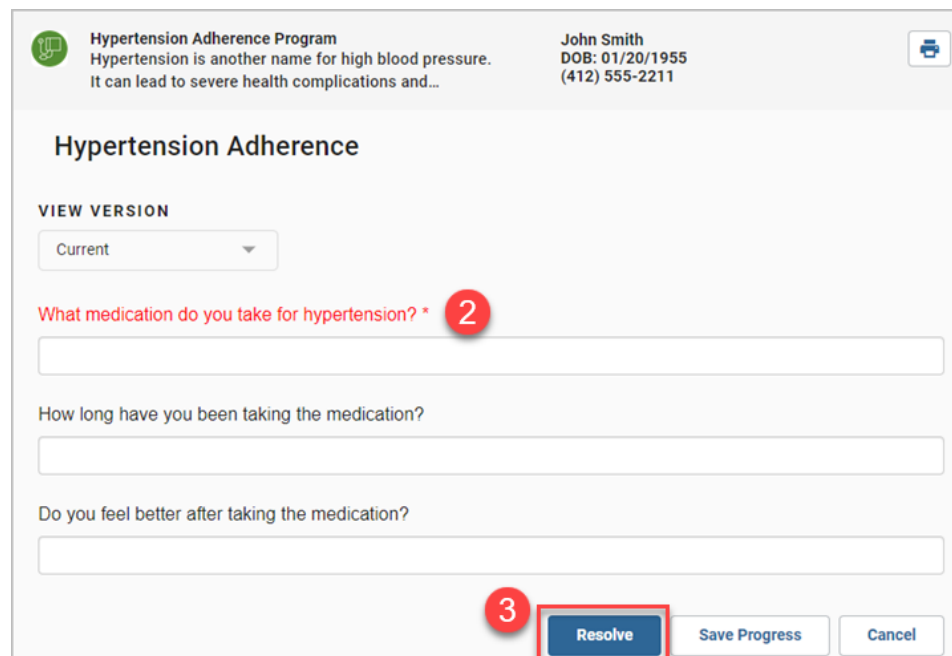


## Accessing and Completing an Alert's Associated Questionnaire


Depending on the Alert, you may be required to complete a questionnaire. Follow the steps below to access and complete a questionnaire.



- 1) Select the **Document** button to open the Alert's questionnaire. The questionnaire will open in a separate window.



- 2) When the questionnaire displays, complete the required fields.

**Note:** A **Print** icon (  ) will also display within the questionnaire if printing is available in your system.

- 3) Select the **Resolve** button at the bottom of the window to submit your questionnaire responses and resolve the Alert.

You can also use the **Save Progress** button if you want to save your changes but you are not ready to complete the questionnaire at this time. When you access the questionnaire again, you will see the changes you already entered.

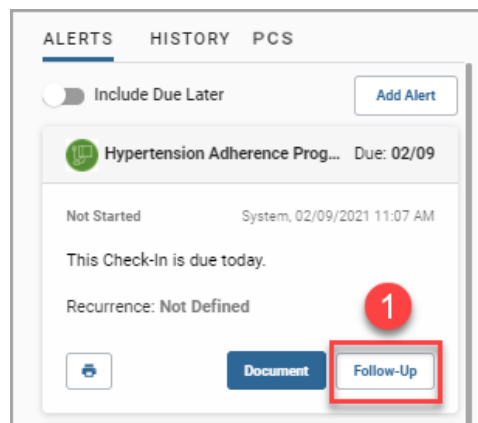
Additional actions available in a questionnaire are outlined in [Chapter 12: Alert's Questionnaire](#).

## Adding Follow-Ups

The **Follow-Up** button in an Alert allows you to leave a response to remind yourself, or someone else, to follow-up later. This may be useful in situations where you could not reach the patient and it is necessary for you to follow-up again sometime in the future. The **Follow-Up** button also allows you to change the due date for the Alert.

**Note:** Follow-Ups can also be added to the Alert from the questionnaire if applicable. The Follow-Ups from both the Alert or the questionnaire are displayed within the Alert. Please refer to [Chapter 12: Alert's Questionnaire](#) for information about adding Follow-Ups from the questionnaire.

Follow the steps below for adding Follow-Ups.



- 1) Select the **Follow-Up** button in the Alert and a Follow-Up input area displays within the Alert.

ALERTS HISTORY PCS

Include Due Later Add Alert

**Hypertension Adherence Prog...** Due: 02/09

Not Started System, 02/09/2021 11:07 AM

This Check-In is due today.

Recurrence: Not Defined

Document Follow-Up

**2**

**FOLLOW-UP RESPONSE**

Do you take a medication for hypertensi... ▾

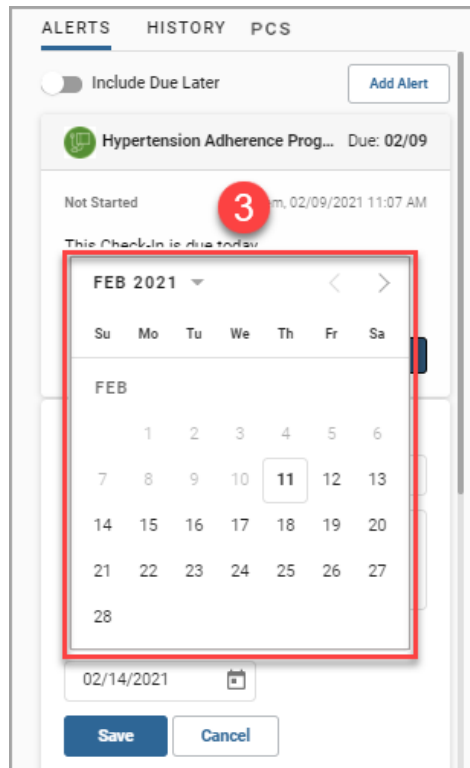
Enter text (optional)

DUE

02/14/2021

Save Cancel

- 2) Enter the information for the Follow-Up. From the **Follow-Up Response** drop-down select a pre-defined response or select **Custom** to enter custom text. When a pre-defined response is selected, additional custom text can also be added to the Follow-Up. If there are no pre-defined responses for the Alert, **Custom** will be selected by default. In this example, a Follow-Up Response is configured for the Alert.



3) In the **Due** field either select the **Calendar** icon (📅) to use the pop-up calendar to select an updated due date or enter the updated due date directly into the **Due** field in mm/dd/yyyy format.

**Note:** After an Alert's due date has been modified, the due date change will be reflected in the title bar of the the Alert and the Alert's status will be updated to **In Progress**.

ALERTS HISTORY PCS

Include Due Later Add Alert

**Hypertension Adherence Prog...** Due: 02/09

Not Started System, 02/09/2021 11:07 AM

This Check-In is due today.

Recurrence: Not Defined

📄 Document Follow-Up

**FOLLOW-UP RESPONSE**

Do you take a medication for hypertensi... ▾

Enter text (optional)

**DUE**

4 02/14/2021 📅

Save Cancel

4) Select the **Save** button to save the Follow-Up Response. You can discard a Follow-Up by selecting the **Cancel** button.

**Note:** The most recent Follow-Up Response displays within the Alert. You can select **Show More** to see any additional Follow-Up Responses. Select **Show Less** to collapse the responses.

Follow-Up Responses (2) Show Less ^

Response: Custom

Text: Due date change

Due: 02/05/2021 → 02/19/2021

Admin, 02/11/2021 10:29 AM

Response: Custom

Text: Please finish questionnaire

Due: No date → 02/05/2021

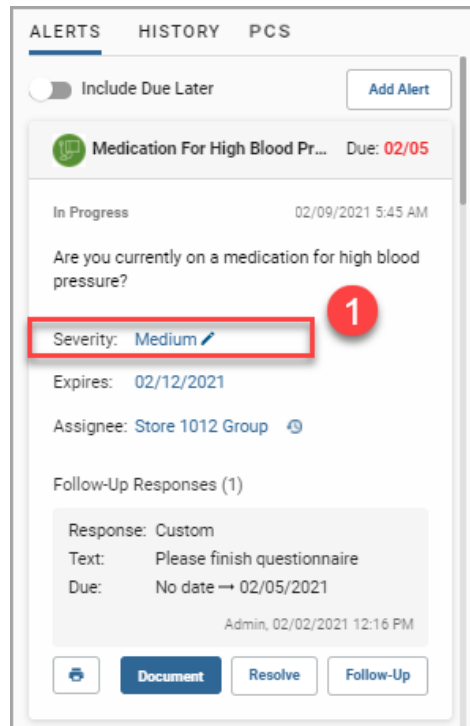
Admin, 02/02/2021 12:16 PM




## Changing an Alert's Severity, Expiration Date or Assignee

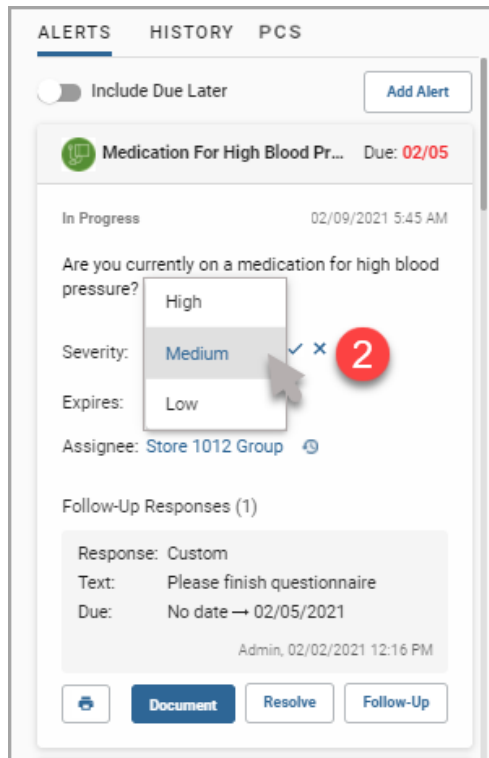
The **Severity**, **Expires** date and **Assignee** of an Alert can be edited within the Alert. Follow the steps below to edit these attributes.

### Editing an Alert's Severity

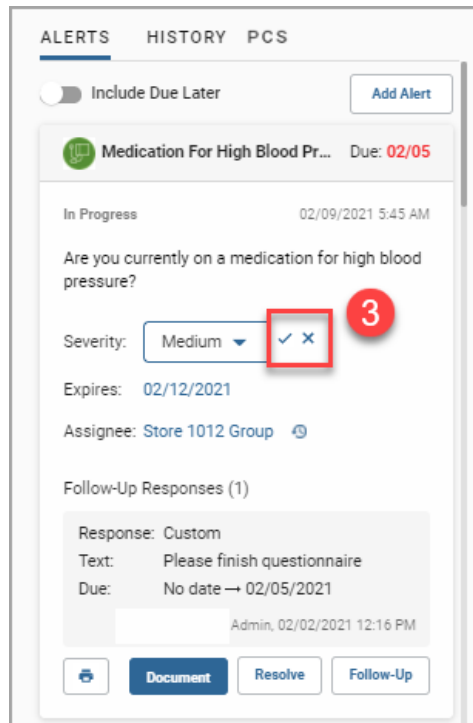


The screenshot shows the 'ALERTS' tab in a clinical application. At the top, there are tabs for 'ALERTS', 'HISTORY', and 'PCS'. Below the tabs, there is a toggle for 'Include Due Later' and an 'Add Alert' button. The main alert is titled 'Medication For High Blood Pr...' with a due date of '02/05'. The alert status is 'In Progress' with a timestamp of '02/09/2021 5:45 AM'. The question is 'Are you currently on a medication for high blood pressure?'. The 'Severity' field is set to 'Medium' and is highlighted with a red box. A red circle with the number '1' is placed next to the 'Medium' text. Below the severity field, there are fields for 'Expires: 02/12/2021' and 'Assignee: Store 1012 Group'. A 'Follow-Up Responses (1)' section shows a 'Response: Custom' with the text 'Please finish questionnaire' and a due date of 'No date → 02/05/2021'. At the bottom, there are buttons for 'Document', 'Resolve', and 'Follow-Up'.

- 1) Hover over the Alert's **Severity** field and select the **Edit** icon (  ) when it appears or continue to hover for several seconds and a **Click to edit** pop-up will appear.

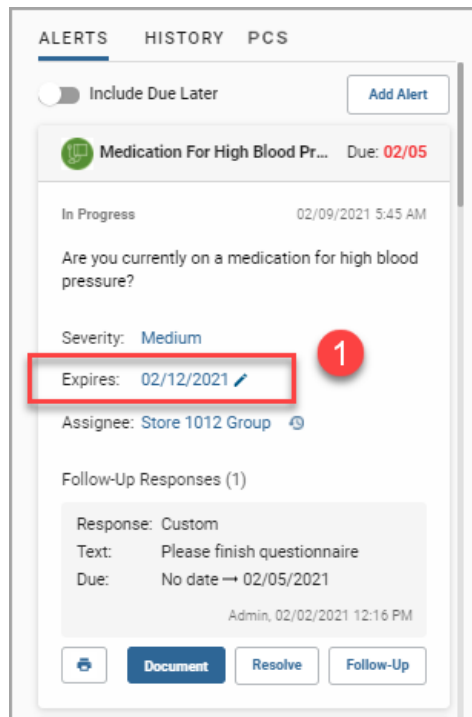



2) Select a new severity **High**, **Medium**, or **Low** from the drop-down.

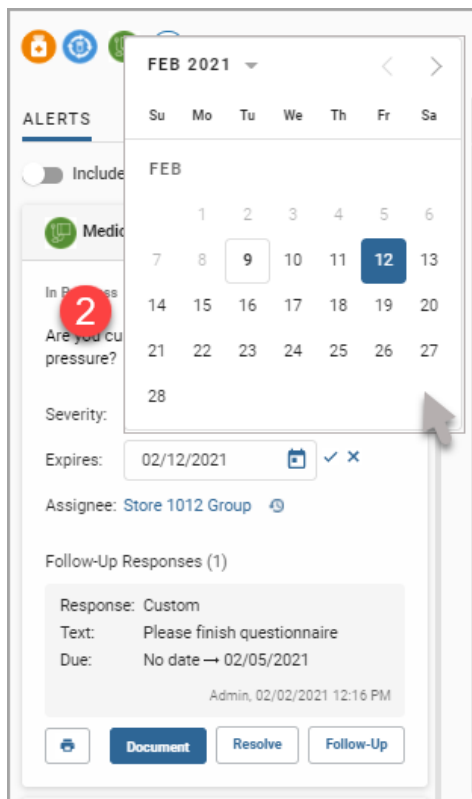


3) Select the **Check Mark** icon to save your change, or the **X** icon to cancel your change.

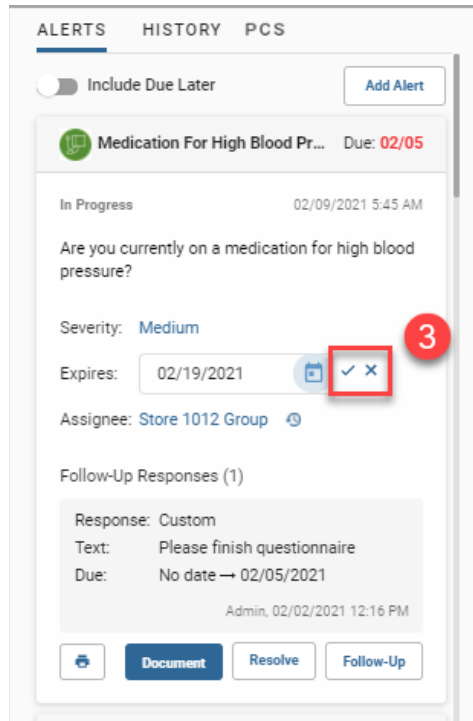
## Editing an Alert's Expires Date



- 1) Hover over the Alert's **Expires** field and select the **Edit** icon (  ) when it appears or continue to hover for several seconds and a **Click to edit** pop-up will appear.



- 2) In the **Expires** field either select the **Calendar** icon (📅) to use the pop-up calendar to select an updated expires date or enter the updated date directly into the **Expires** field in mm/dd/yyyy format.

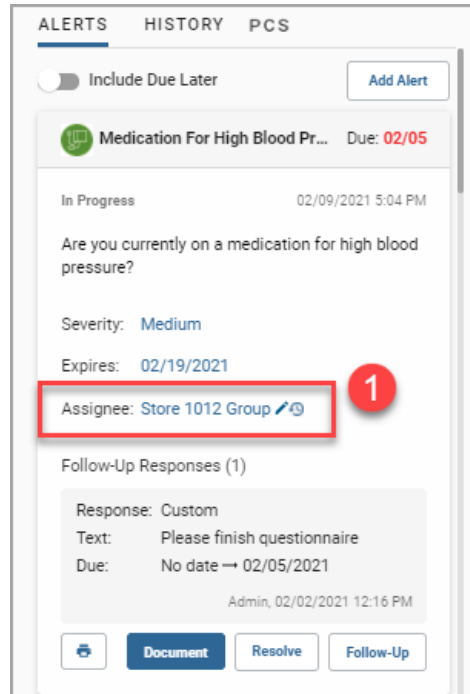



- 3) Select the **Check Mark** icon to save your change, or the **X** icon to cancel your change.

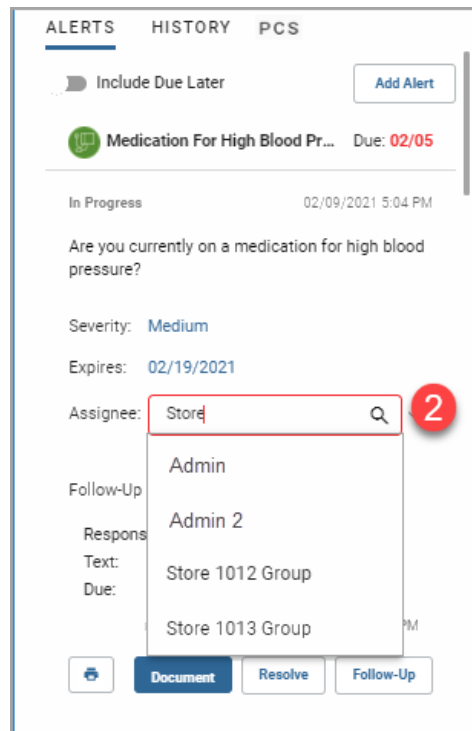
## Editing an Alert's Assignee

You can assign an Alert to an individual or group.

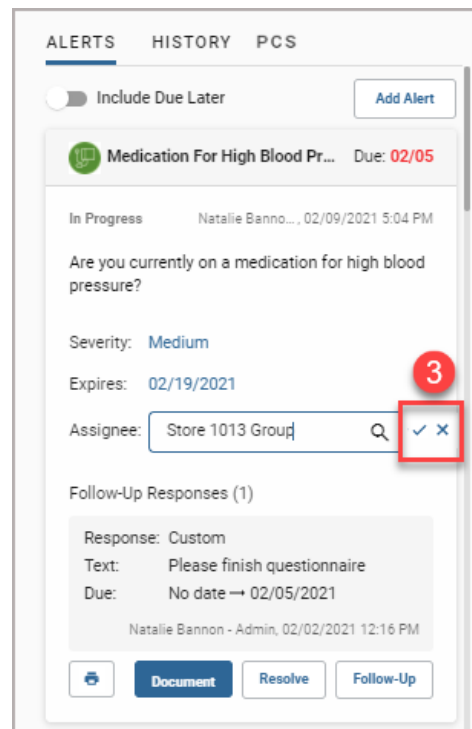
For more information on creating Groups, please refer to [Chapter 13: CPS Groups](#).



- 1) Hover over the Alert's **Assignee** field and select the **Edit** icon (  ) when it appears or continue to hover for several seconds and a **Click to edit** pop-up will appear.

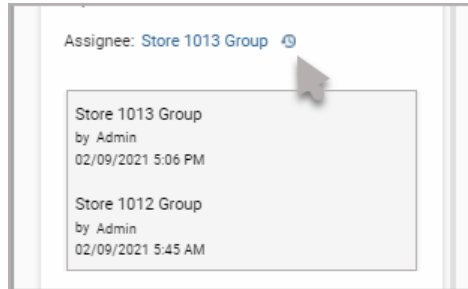


- 2) In the **Assignee** field start to type the name of an individual or group and a list that includes the same character string will show. Select the assignee from the list.



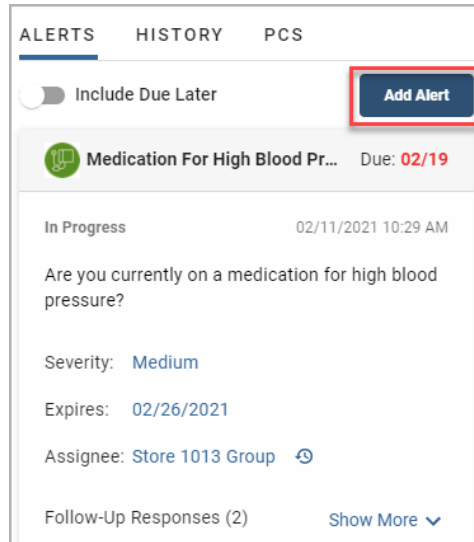
- 3) Select the **Check Mark** icon to save your change, or the **X** icon to cancel your change.

**Note:** To track assignee changes select the **History** icon next to the **Assignee** field and the assignee changes display immediately under the field. Reselect the icon to collapse the assignee history for the Alert.

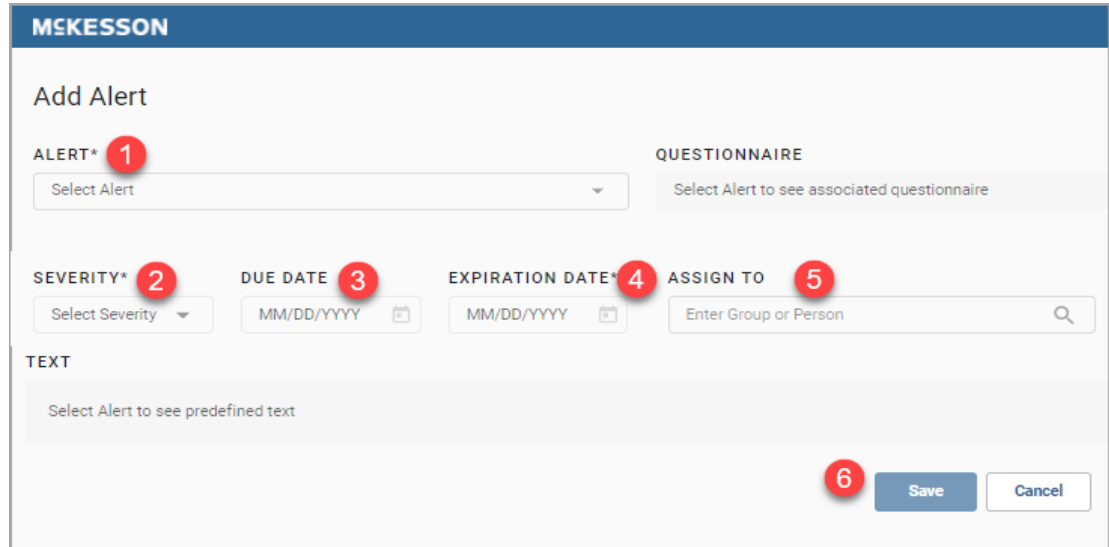


## Adding an Alert

From within the **Alerts** tab you can add an Alert for the patient on demand as needed. Depending on the Alert you add, there may be a questionnaire associated.



To begin adding an Alert select the **Add Alert** button and the **Add Alert** window displays.



- 1) From the **Alert** drop-down select the Alert or start to type an Alert name in the field and a list of available Alerts that include the same character string will show. When you select an Alert the Alert attributes update to the default values and any additional input fields applicable to that Alert will display.
- 2) Use the **Severity** drop-down to modify the Alert severity if necessary.



- 3) In the **Due Date** field either select the **Calendar** icon (📅) to use the pop-up calendar to select an updated due date or enter the updated date directly into the field in mm/dd/yyyy format.
- 4) In the **Expiration Date** field either select the **Calendar** icon (📅) to use the pop-up calendar to select an updated expiration date or enter the updated date directly into the field in mm/dd/yyyy format.
- 5) In the **Assignee** field start to type the name of an individual or group and a list that includes the same character string will show. Select the assignee from the list.

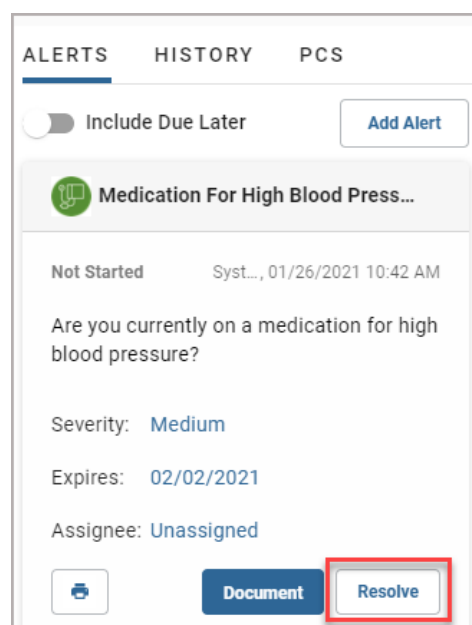
For more information on creating Groups, please refer to [Chapter 13: CPS Groups](#).

- 6) To create the Alert, select the **Save** button.


## Resolving an Alert

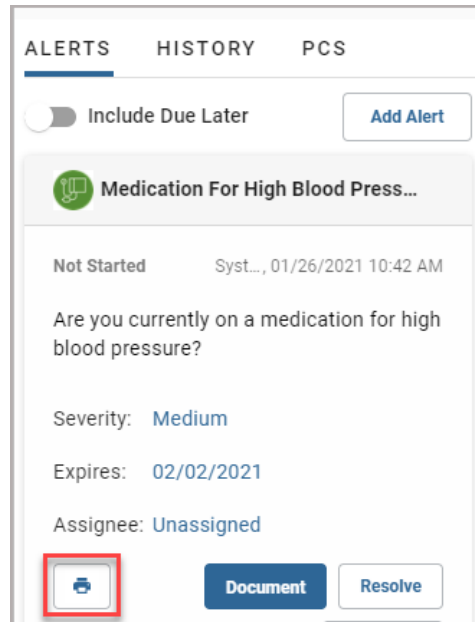
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For Alerts without an associated questionnaire, use the **Resolve** button to resolve the Alert. If a questionnaire is associated to an Alert, when you select the **Resolve** button, you will get a pop-up window to confirm that you want to resolve the Alert without completing the associated questionnaire. Once an Alert is resolved you can view its history in the **History** tab. For more information on the **History** tab, please refer to "[Clinical App History Tab](#)" on [page 117](#).



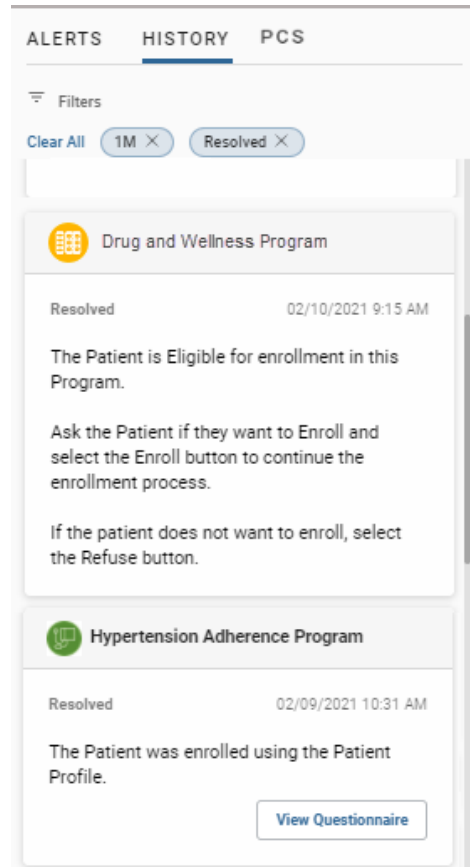
## Printing an Alert

You can print an Alert by selecting the **Print** icon (). Note that only one Alert can be printed at a time.



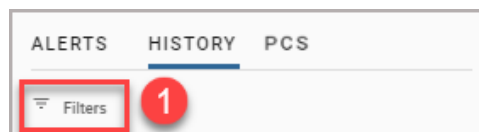
## Clinical App History Tab

The **History** tab provides access to historical Alert activity for the patient. Both expired and resolved Alerts will be available in the **History** tab and, for each Alert, you will be able to view the associated questionnaire, if applicable, and all Follow-Up Responses, as well as the user that last updated the Alert and the corresponding date/time. The **History** tab will be sorted by **Last Updated** date (newest to oldest) and will include, by default, Alerts resolved within the last month.

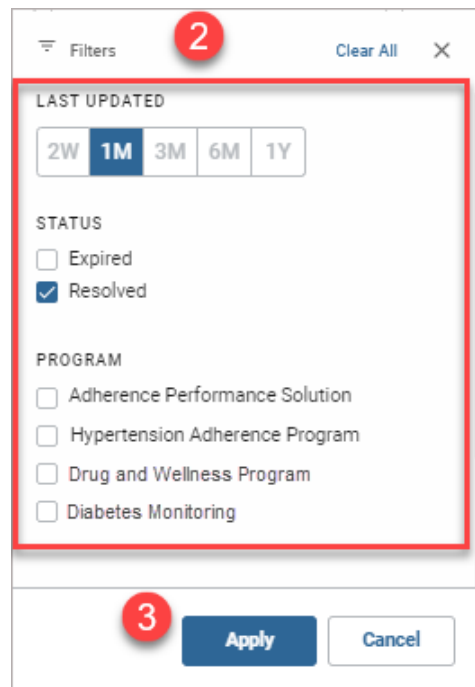


## Filtering the Historical Alerts

Follow the steps below to filter for historical Alerts.



1) On the **History** tab select **Filters** and a **Filters** pop-up displays.



2) Select the filter criteria for the following:

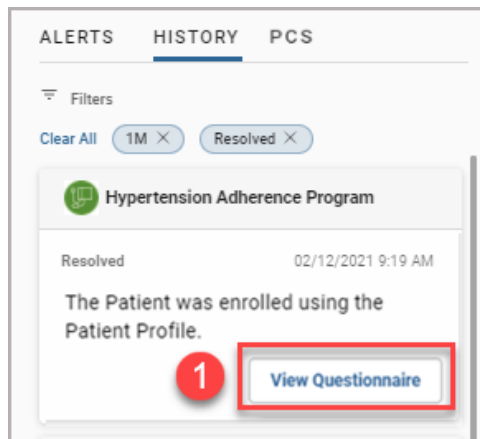
- **Last Updated:** This filter allows you to specify a time period either 2 weeks, 1 month, 3 months, 6 months or 1 year. You can only choose one option and, if no option is selected, then historical Alerts for the last 3 years will display.
- **Status:** Filter historical Alerts with a status of **Expired** and/or **Resolved**.
- **Program:** Check the check box(es) of the desired Program(s).

3) Select the **Apply** button and the **Filters** pop-up closes.

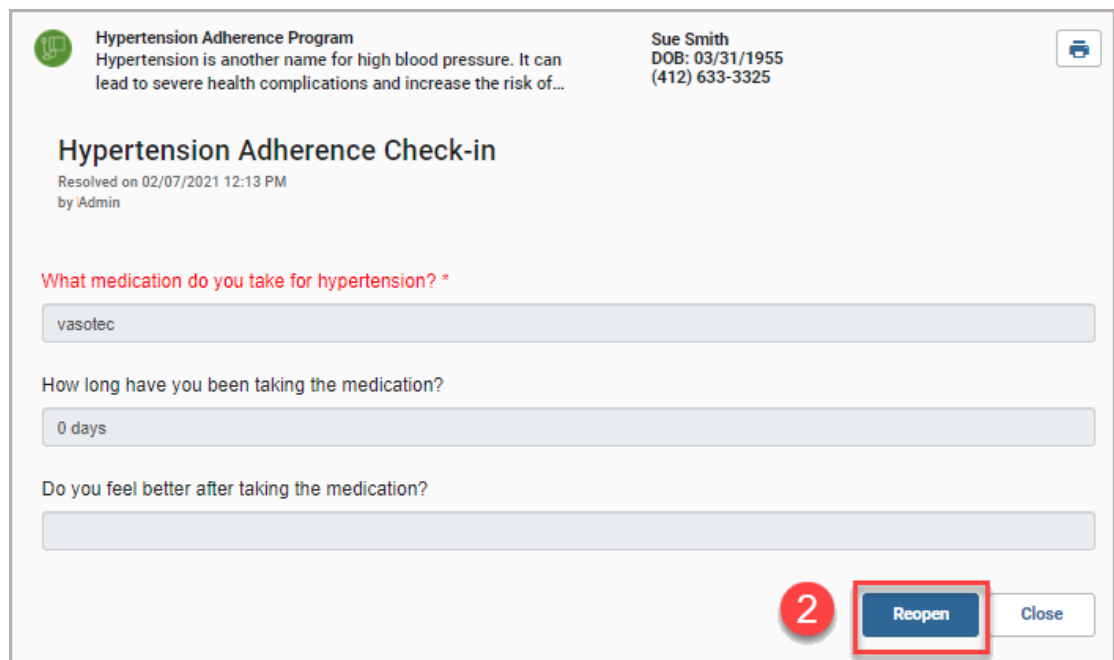
To clear all of the filters, select **Clear All**.

## Viewing and Reopening Questionnaires

Using the **History** tab, you can access an Alert's associated questionnaire.




- 1) On the **History** tab select the **View Questionnaire** button and the questionnaire displays.




- 2) Select the **Reopen** button in the questionnaire to edit the questionnaire.

**Note:** The **Reopen** button will only display in a historical questionnaire if you have the appropriate role.

 **Hypertension Adherence Program**  
Hypertension is another name for high blood pressure. It can lead to severe health complications and increase the risk of...

Sue Smith  
DOB: 03/31/1955  
(412) 633-3325



### Hypertension Adherence Check-in


Resolved on 02/12/2021 9:19 AM  
by Admin


What medication do you take for hypertension? \*

How long have you been taking the medication?

Do you feel better after taking the medication?

**COMMENT\***







3) Once the questionnaire is reopened for editing, update the information where appropriate.

**Note:** If a reopened questionnaire has not been resolved in 24 hours, the questionnaire will automatically be closed for editing.

4) The **Comment** field is required. Enter a comment related to why the questionnaire was reopened or what was updated.

5) Select the **Resolve** button to save your changes and close the questionnaire for editing. Select the **Close** button to discard the changes to the questionnaire.

**Note:** To track questionnaire reopen history, select the **History** icon under the questionnaire name. Reselect the icon to collapse the reopen history for the questionnaire.

Resolved on 03/06/2021 12:36 PM  

by Admin

Comment: reopen

Reopened on 03/06/2021 12:36 PM  
by Admin

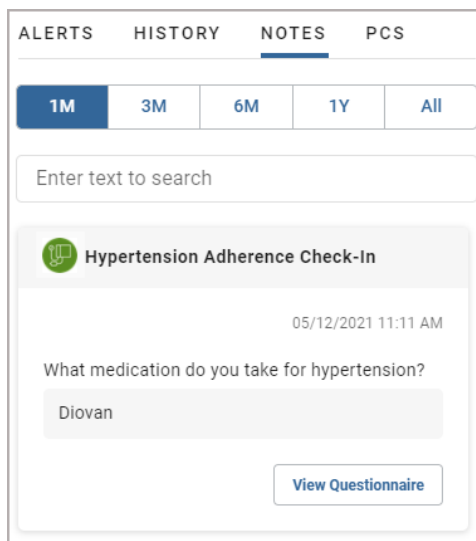
Resolved on 02/24/2021 11:31 AM  
by Admin

## Clinical App Notes Tab



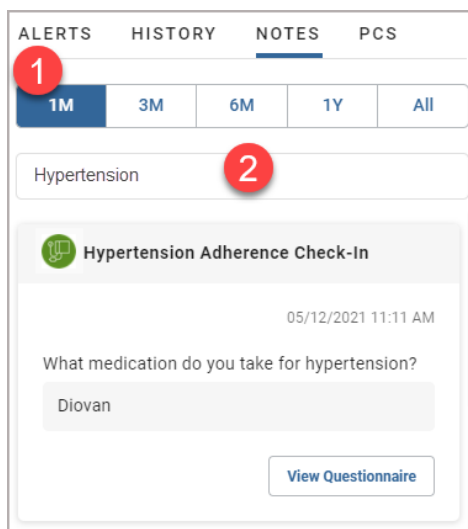
The **Notes** tab only displays if specific questionnaire components were configured to capture the data and display it in a notes summary.

The **Notes** tab provides easy access to data, from resolved questionnaires, that was configured to be captured in a notes summary. For each note you will be able to view the associated questionnaire, as well as the user that last updated the questionnaire and the corresponding date/time. The **Notes** tab will be sorted by newest to oldest and will include, by default, questionnaires resolved within the last month.



### Searching for Notes

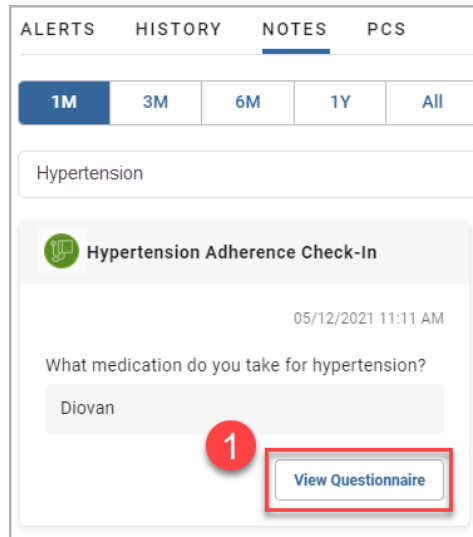
Follow the steps below to search for notes.



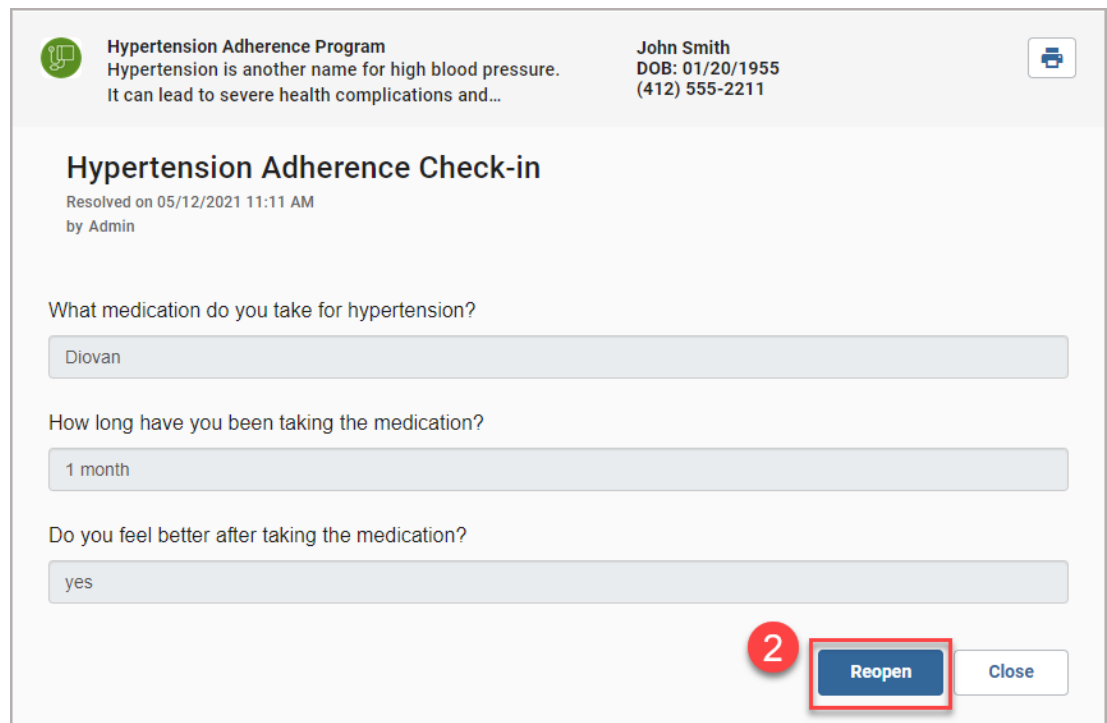
- 1) On the **Notes** tab, specify a time period either 1 month (**1M**), 3 months (**3M**), 6 months (**6M**), 1 year (**1Y**) or **All**. You can only choose one option.
- 2) Enter search criteria into the field and the results display.

## Viewing and Reopening Questionnaires

Using the **Notes** tab, you can access the note’s associated questionnaire.



- 1) Select the **View Questionnaire** button and the questionnaire displays.





2) Select the **Reopen** button in the questionnaire to edit the questionnaire.

Hypertension Adherence Program  
Hypertension is another name for high blood pressure. It can lead to severe health complications...

John Smith  
DOB: 01/20/1955  
(412) 555-2211

### Hypertension Adherence Check-in

Reopened on 05/12/2021 11:53 AM  
by Admin

What medication do you take for hypertension?  
Diovan

How long have you been taking the medication?  
2 months

Do you feel better after taking the medication?  
yes

COMMENT\*  
Updated length of time

Resolve Close

3) Once the questionnaire is reopened for editing, update the information where appropriate.

**Note:** If a reopened questionnaire has not been resolved in 24 hours, the questionnaire will automatically be closed for editing.

4) The **Comment** field is required. Enter a comment related to why the questionnaire was reopened or what was updated.

5) Select the **Resolve** button to save your changes and close the questionnaire for editing. Select the **Close** button to discard the changes to the questionnaire.

**Note:** To track questionnaire reopen history, select the **History** icon under the questionnaire name. Reselect the icon to collapse the reopen history for the questionnaire.

Reopened on 05/12/2021 11:53 AM  
by Admin

Resolved on 05/12/2021 11:42 AM  
by Admin

## Clinical App PCS Tab

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Please refer to [Chapter 15: CPS Vendor Programs, "Accessing On Demand Messages in the Clinical App"](#) on page 200 for more information about the **PCS** tab.

## Clinical App Links Tab

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Please refer to [Chapter 17: CPS and STRAND Integration](#) for more information about the **Links** tab.

# 9. CPS Matching Queue

The **Matching Queue** is a centralized view of all Alerts not yet associated to a patient. For example, Alerts created via Bulk Alert without a patient match populate in this queue.

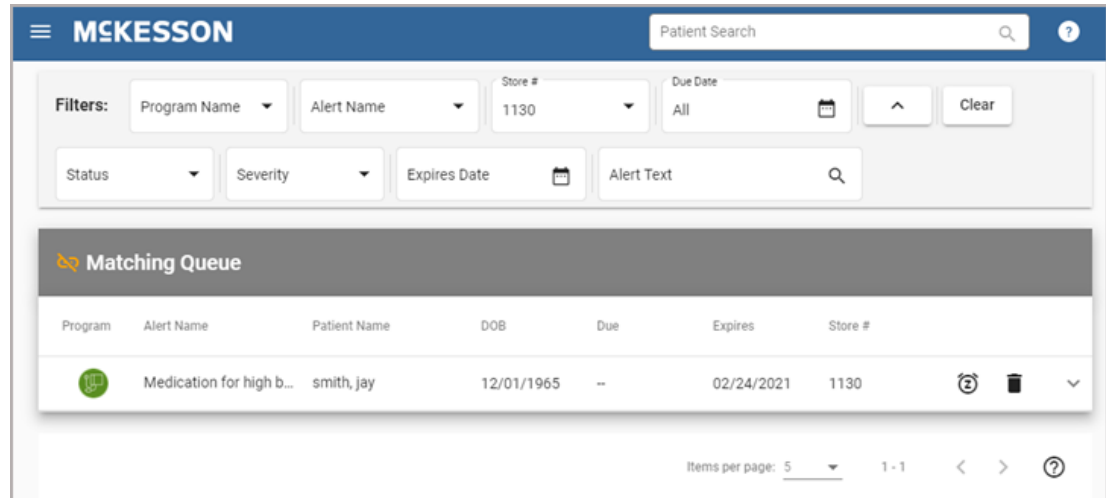
## Actions You Can Take in the CPS Matching Queue

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- ["Sort Order in the Matching Queue" on page 126](#)
- ["Accessing Total Count in the Matching Queue" on page 127](#)
- ["Column Sorting in the Matching Queue" on page 127](#)
- ["Filtering Alerts in the Matching Queue" on page 128](#)
  - ["Filtering the Matching Queue Example" on page 131](#)
- ["Assigning an Alert to a Patient" on page 131](#)
- ["Snoozing an Alert in the Matching Queue" on page 133](#)
- ["Resolving an Alert from the Matching Queue" on page 134](#)

## Sort Order in the Matching Queue

To access the queue, navigate to the **Matching Queue** using the CPS menu option (☰) in the upper-left corner.



Alerts will display in the **Matching Queue** based on the following default sort order:

- 1) Due date (past due to future due)
- 2) Alert Severity (High, Medium, Low)

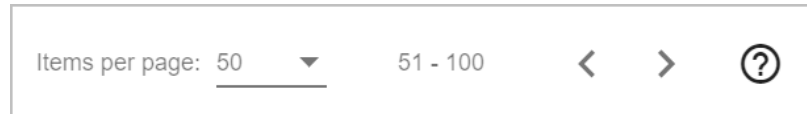
Note the following specifics about **Matching Queue** attributes:

- **Program:** The Program Icon associated to the Alert. To view the full Program Name, you can hover over the Program Icon.
- **Alert Name:** The name of the Alert.
- **Patient Name:** The first and last name of the patient associated to the Alert, if available.
- **DOB:** The date of birth of the patient associated to the Alert, if available.
- **Due:** The due date associated to the Alert. If the Alert does not have a defined due date, "--" will display within this column.
- **Expires:** The expiration date associated to the Alert.
- **Store #:** The store number associated to the Alert.

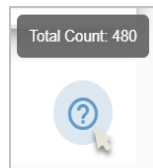
**Note:** If an Alert's details are currently being viewed by another user in your pharmacy, the corresponding row in the **Matching Queue** will be hidden from your view.

## Accessing Total Count in the Matching Queue

At the bottom of the **Matching Queue** displays the pagination options and a total count of Alerts icon.



- The **Items per page** can be changed to 5, 10, 25, 50 or 100. Once the amount is selected the queue will update to display the selected amount of Alerts on each page.
- Use the **Previous page** ( < ) or **Next page** ( > ) arrows to go to the previous or next page of Alerts.
- Hover on the **Question Mark** icon ( ? ) to view the total count of Alerts.



## Column Sorting in the Matching Queue

In addition to the default sort order, you have the ability to sort the columns in the **Matching Queue** manually by clicking on each column header. Column sorting will proceed in the following order:

- First click: Ascending. An up arrow ( DOB ↑ ) will be displayed in the column header.
- Second click: Descending. A down arrow ( DOB ↓ ) will be displayed in the column header.
- Third Click: The column sort will be cleared. The queue will return to the default sort order.

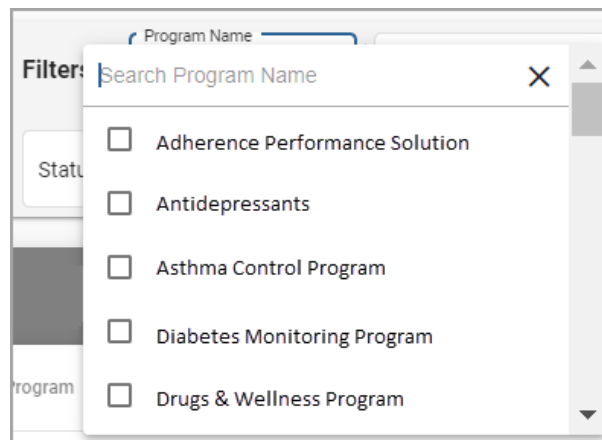
Column sort will be maintained until one of the following conditions is met:

- You clear the sort utilizing the 3<sup>rd</sup> click.
- You navigate to a different window.
- You logout of CPS.

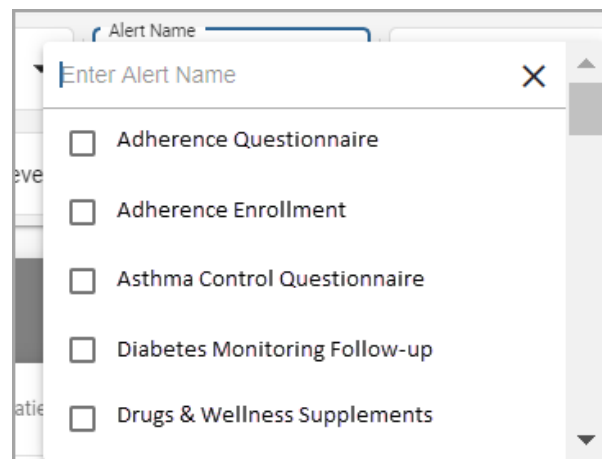
## Filtering Alerts in the Matching Queue

When the **Matching Queue** is opened, the default view will display every available Alert. To narrow down the amount of Alerts you can filter the queue by any of the following:

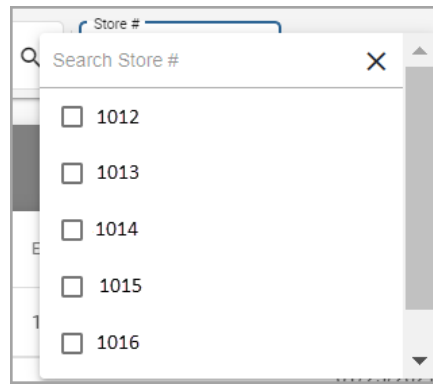
- **Program Name:** Start to type a Program name in the field and a list with the same character string will show. Or select the drop-down arrow to display a list of Programs with unmatched Alerts. Check the box(es) of the desired Program(s).



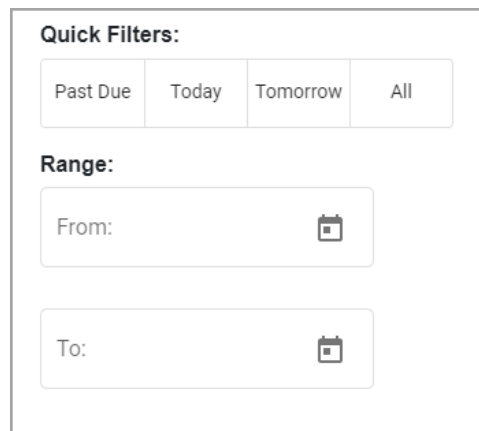
- **Alert Name:** Start to type an Alert name in the field and a list with the same character string will show. Or select the drop-down arrow to display a list of Alert names. Check the box(es) of the desired Alert(s).



- **Store #:** Start to type a store number in the field and a list with the same character string will show. Or select the drop-down arrow to display a list of stores with unmatched Alerts. Check the box(es) of the desired store(s).






- **Due Date:** The **Due Date** filter allows you to select a **Quick Filter** or input a custom date range.



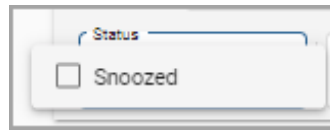
Available **Quick Filters** include:

- **Past Due:** This filter restricts the results to those Alerts that are past due.
- **Today:** This filter includes all Alerts that are past due as well as those that are due today.
- **Tomorrow:** This filter includes all Alerts that are past due, due today and due tomorrow.
- **All:** This filter includes all Alerts, regardless of due date.

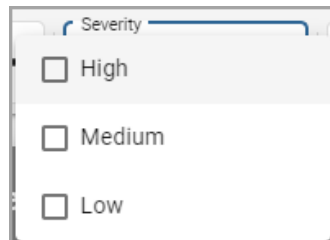
The **Range** filter option allows you to enter a custom start date (**From**) and end date (**To**). Only those Alerts with a due date within the specified range will be displayed.

- **More:** Use the **More** down arrow button (  ) to see additional filters, or the up arrow (  ) to see less filters.
- **Clear Filters:** The **Clear** button (  ) resets the filters back to the default view. Note that this button only appears if there are 1 or more active filters in place.

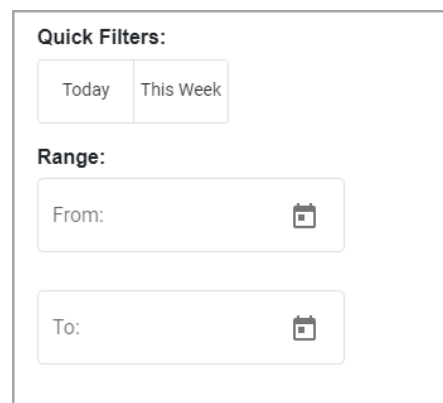
- **Status:** Select the drop-down arrow and select to filter all Alerts that are in a **Snoozed** status.



- **Severity:** Select the drop-down arrow to filter the unmatched Alerts with severity levels **High**, **Medium**, and **Low**. Check the box(es) of the desired severity(ies).



- **Expires Date:** The **Expires Date** filter allows you to select a **Quick Filter** or input a custom date range.

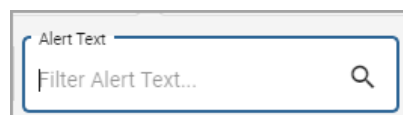


Available **Quick Filters** include:

- **Today:** This filter restricts the results to those Alerts that are set to expire today.
- **This Week:** This filter includes all Alerts that are set to expire in the current calendar week (Sunday to Saturday).

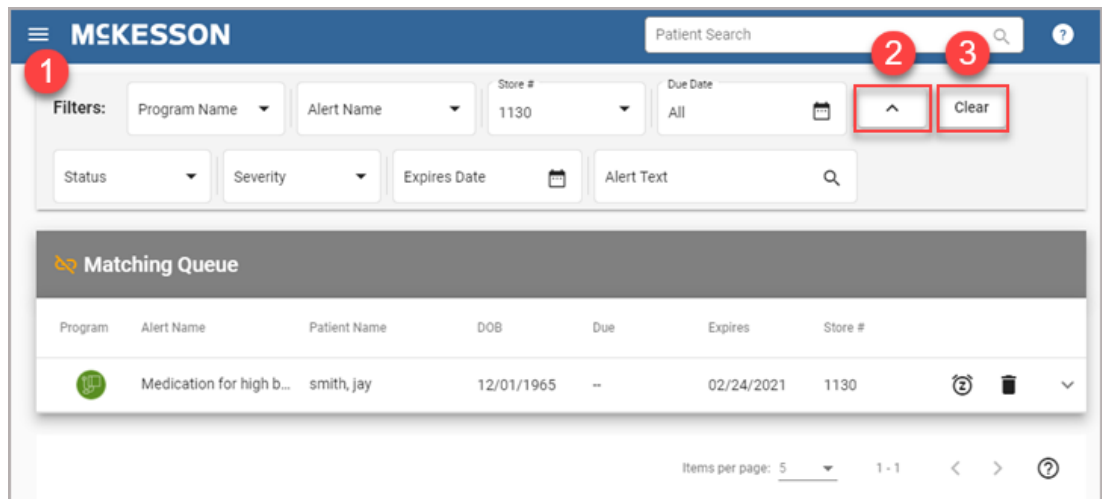
The **Range** filter option allows you to enter a custom start date (**From**) and end date (**To**). Only those Alerts with an expiration date within the specified range will be displayed.

- **Alert Text:** Enter text to filter the queue to only show Alerts containing the specified text.





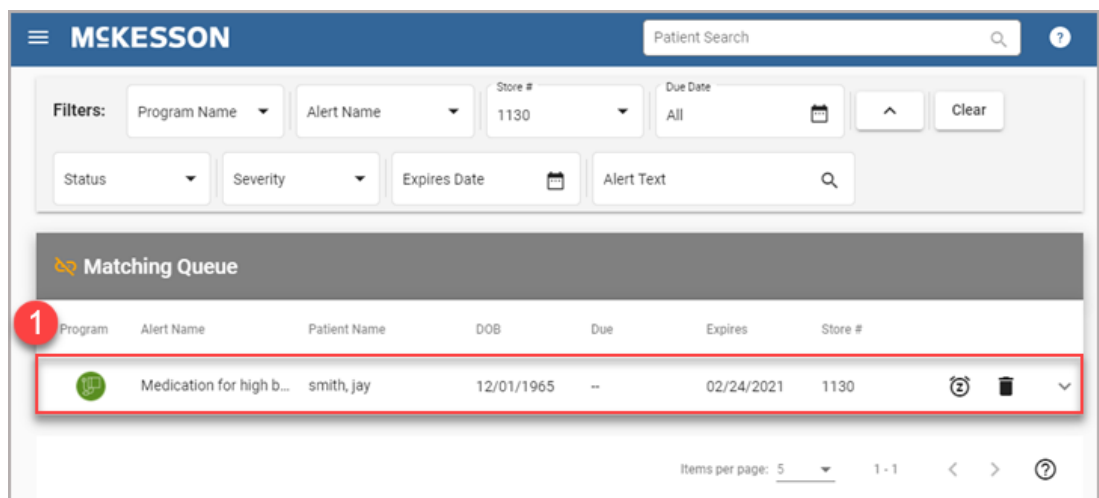
## Filtering the Matching Queue Example



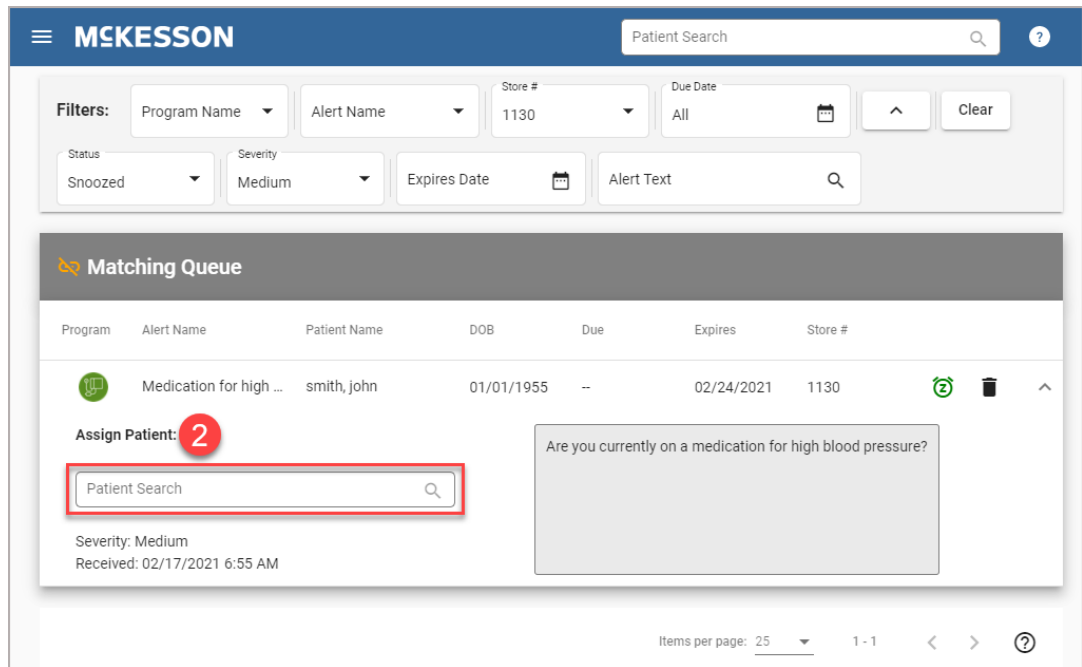
- 1) Enter/select search criteria in the corresponding filter fields.
- 2) Use the **More** button to access the **Status**, **Severity**, **Expires Date** and **Alert Text** filters if desired.
- 3) To clear all **Matching Queue** filters, select the **Clear Filters** button.

## Assigning an Alert to a Patient

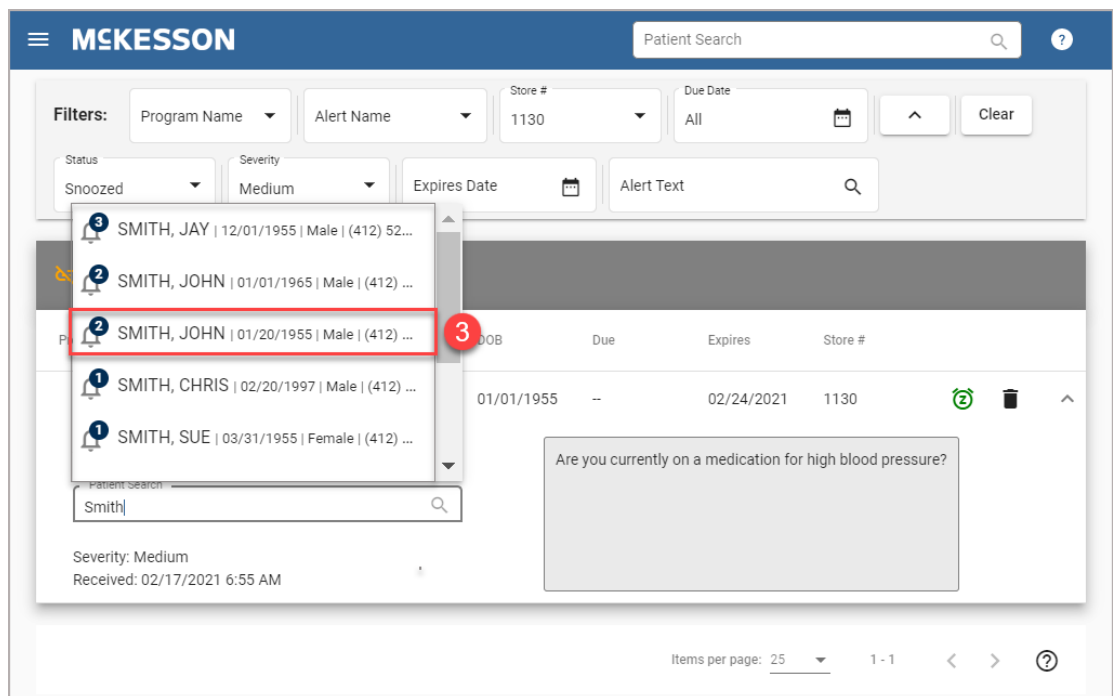
You can associate an Alert to a patient directly from the **Matching Queue**.



- 1) Select the desired Alert in the **Matching Queue** to expand the Alert's details.



2) Search for the patient by entering the patient’s phone number, DOB, and/or last name, first name in the **Assign Patient** field.



3) Select the desired patient in the patient search results list.

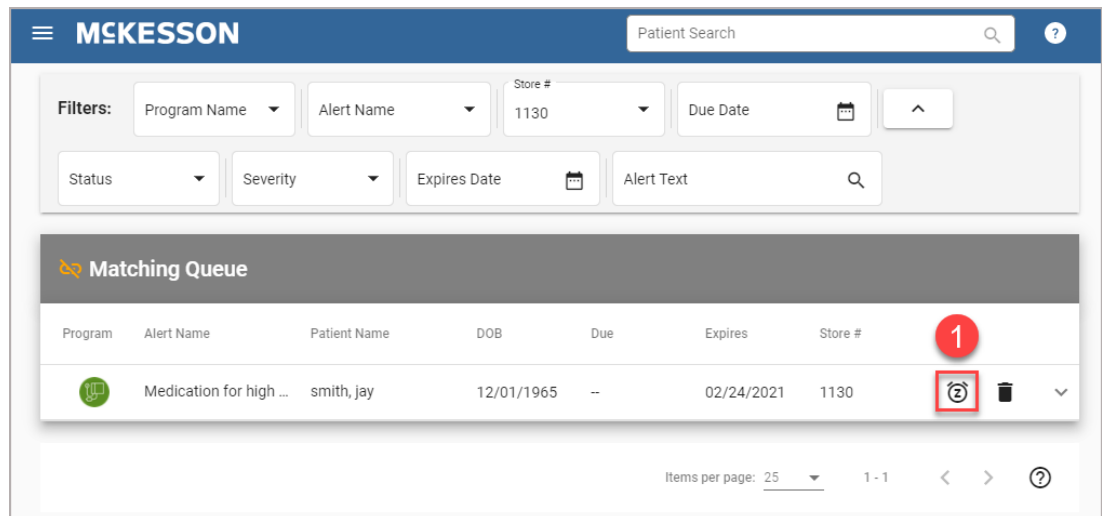
4) Next, select the **Add Patient (+)** button to assign the Alert to the selected patient and remove the Alert from the **Matching Queue**.

**Note:** The following deduplication logic applies for Alerts assigned to patients via the **Matching Queue**:

- If the selected patient already has the same unexpired, unresolved Alert, then the Alert will not be assigned to the patient but will be removed from the **Matching Queue**.
- If the selected patient had the same Alert that expired or was resolved, then the Alert will be assigned to the patient and removed from the **Matching Queue**.

## Snoozing an Alert in the Matching Queue

If you are not yet ready to associate an Alert to a patient, you can set the Alert's **Status** to **Snoozed** for the remainder of the day. The Alert's status will automatically update the following day so that the Alert is no longer snoozed.

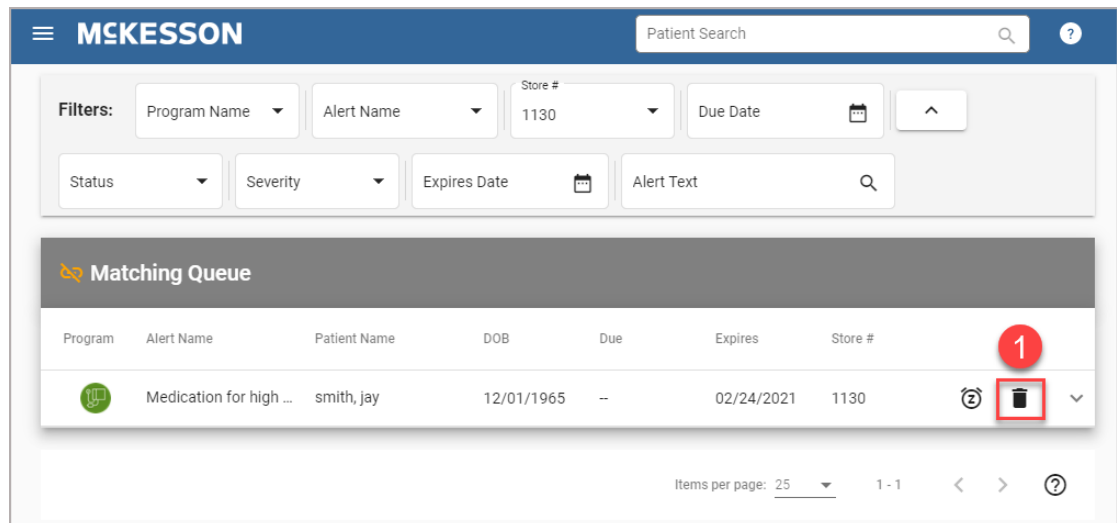


1) Select the **Snooze Alert** (🕒) button for the desired Alert.

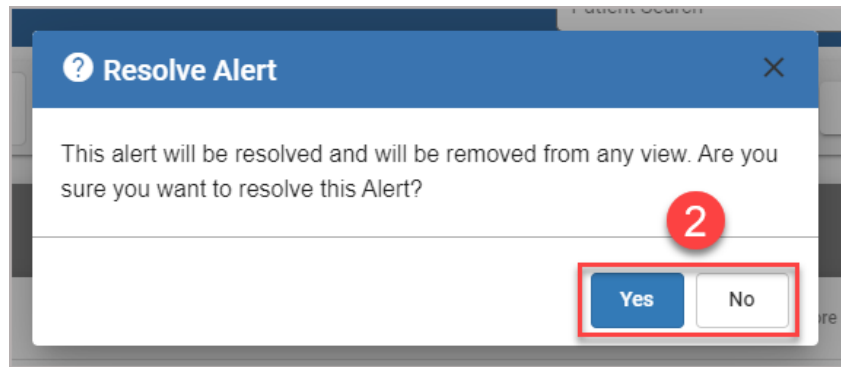
**Note:** You can unsnooze an Alert by filtering the **Matching Queue** for snoozed Alerts and then selecting the green **Snooze Alert** (🕒) button for the Alert.

## Resolving an Alert from the Matching Queue

If an Alert cannot be associated to a patient, you can resolve the Alert directly from the **Matching Queue**.



1) Select the **Resolve Alert** (🗑️) button for the desired Alert.



- 2) Select **Yes** in the **Resolve Alert** pop-up to resolve the Alert, or **No** to retain the Alert in the queue.



# 10. CPS Alert Queue

The **Alert Queue** provides a list of all active Alerts available for patients both in your local store and if you do load balancing for another store, so you can take action outside of workflow. The Alerts displayed in this queue can be prioritized, according to the parameters you apply, so that you can deal with the most important Alerts first. Alerts will continue to populate in this queue until they have been resolved or they expire. Note that load balancing is not available in Pharmaserv.

## Actions You Can Take in the CPS Alert Queue

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- ["Sort Order in the Alert Queue" on page 138](#)
- ["Accessing Total Count in the Alert Queue" on page 139](#)
- ["Column Sorting in the Alert Queue" on page 140](#)
- ["Filtering Alerts in the Alert Queue" on page 140](#)
- ["Open a Patient Profile via Alert Queue" on page 144](#)

# Sort Order in the Alert Queue

Navigate to the **Alert Queue**.

Program	Alert Name	Patient Name	DOB	Due	Assignee	Status	Expires	Store #	Last Updated
	Adherence...	SMITH, JO...	12/11/1942	02/09/2021	--	Not Started	02/16/2021	1130	--
	Asthma Co...	SMITH, JO...	11/04/1980	02/16/2021	--	In Progress	02/23/2021	1130	02/03/2021 1:18 PM
	Adverse R...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	03/01/2021	1130	02/11/2021 9:31 AM
	Adherence...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	02/26/2021	1130	02/11/2021 10:21 AM
	Medicatio...	SMITH, JO...	01/01/1965	02/19/2021	Store 1013...	In Progress	02/26/2021	1130	02/11/2021 10:29 AM
	Supplemen...	SMITH, JO...	01/01/1965	02/22/2021	--	Not Started	02/27/2021	1130	--

Alerts will display in the queue for your EnterpriseRx facility (or the facilities for which you do load balancing) and the queue will display only available Alerts. To see all Alerts toggle the **Show Available Only** option to off. In Pharmserv, this default display is the individual store’s Alerts. Alerts in this queue will be sorted in the following order:

- 1) Due date (past due to future due)
- 2) Alert Severity (High, Medium, Low)
- 3) Last Updated date/time (oldest to newest)

Note the following specifics about **Alert Queue** attributes:

- **Program Icon:** The Program Icon associated to the Alert. To view the full Program Name, you can hover over the Program Icon.
- **Alert Name:** The name of the Alert. To view the full Alert, you can hover over the Alert Name.
- **Patient Name:** The first and last name of the patient associated to the Alert, if provided during Bulk Enroll.
- **DOB:** The date of birth of the patient associated to the Alert, if provided during Bulk Enroll.



- **Due:** The due date associated to the Alert. If the Alert does not have a defined due date, "--" will display within this column.
- **Assignee:** The group or individual assigned to the Alert. If the Alert does not have an assignee, "--" will display within this column.
- **Status:** The status of the Alert either 'Not Started' or 'In Progress'.
- **Expires:** The expiration date associated to the Alert.
- **Store #:** The store number associated to the Alert.
- **Last Updated:** The date and time that the Alert was last updated by pharmacy staff. If the Alert has not yet been updated, "--" will display within this column. The count of Follow-Up Responses associated to the Alert will also display to the right of the date/time.



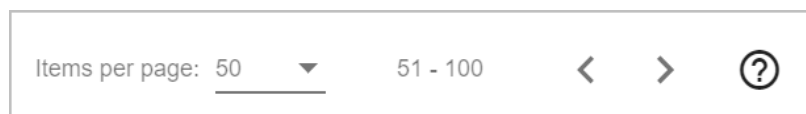
**Important:**

- Different types of Alerts will display differently in the **Alert Queue**. Some Alerts, like Vendor activity Alerts, will contain hyper-links for you to connect to the Vendor site for greater patient and Program detail.
- When the **Show Available Only** toggle is switched to off and if an Alert's details are currently being viewed by another user in your pharmacy, the corresponding row in the **Alert Queue** will highlight gray and be disabled.

## Accessing Total Count in the Alert Queue

---

At the bottom of the **Alert Queue** displays the pagination options and a total count of Alerts icon.



- The **Items per page:** can be changed to 5, 10, 25, 50 or 100. Once the amount is selected the queue will update to display the selected amount of Alerts on each page.
- Use the **Previous page** ( < ) or **Next page** ( > ) arrows to go to the previous or next page of Alerts.
- Hover on the **Question Mark** icon ( ? ) to view the total count of Alerts.



## Column Sorting in the Alert Queue

---

In addition to the default sort order, you have the ability to sort the columns in the **Alert Queue** manually by clicking on each column header. Column sorting will proceed in the following order:

- First click: Ascending. An up arrow (DOB ↑) will be displayed in the column header.
- Second click: Descending. A down arrow (DOB ↓) will be displayed in the column header.
- Third Click: The column sort will be cleared. The queue will return to the default sort order.

Column sort will be maintained until one of the following conditions is met:

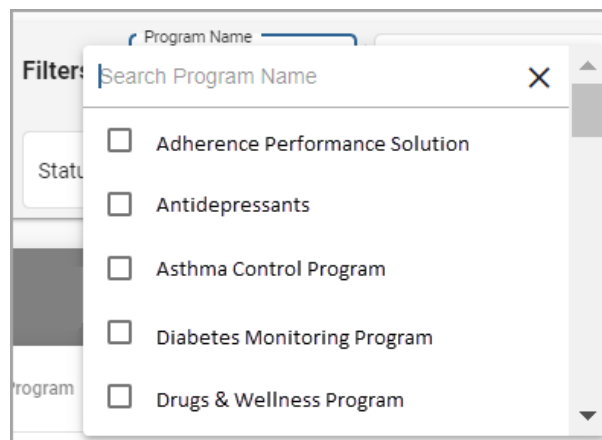
- You clear the sort utilizing the 3<sup>rd</sup> click.
- You navigate to a different window via the menu option in the upper left corner (☰).
- You close the **Clinical App** window.

## Filtering Alerts in the Alert Queue

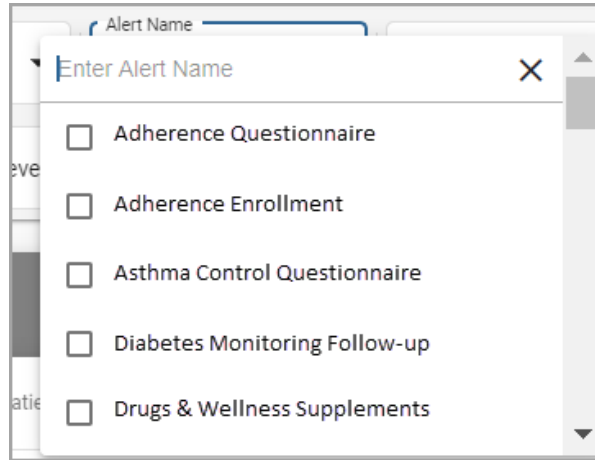
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When the **Alert Queue** is opened, the default view will display all available Alerts. To narrow down the amount of Alerts you can filter the queue by any of the following:

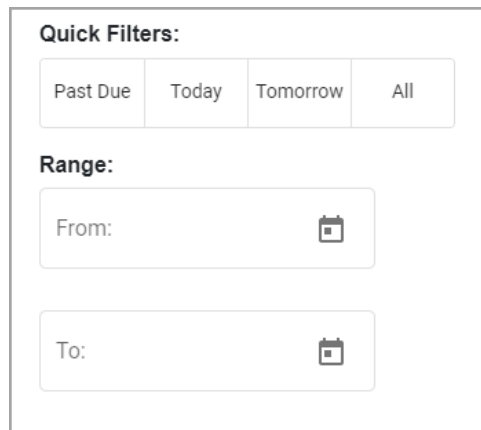
- **Program Name:** Start to type a Program name in the field and a list with the same character string will show. Or select the drop-down arrow to display a list of Programs with active (not yet expired) Alerts. Check the box(es) of the desired Program(s).



- **Alert Name:** Start to type an Alert name in the field and a list with the same character string will show. Or select the drop-down arrow to display a list of Alert names. Check the box(es) of the desired Alert(s).



- **Due Date:** The **Due Date** filter allows you to select a **Quick Filter** or input a custom date range.



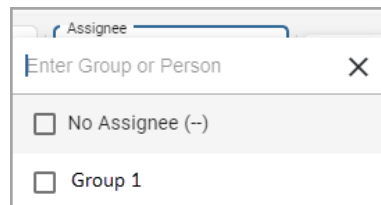
Available **Quick Filters** include:

- **Past Due:** This filter restricts the results to those Alerts that are past due.
- **Today:** This filter includes all Alerts that are past due as well as those that are due today.
- **Tomorrow:** This filter includes all Alerts that are past due, due today and due tomorrow.
- **All:** This filter includes all Alerts, regardless of due date.

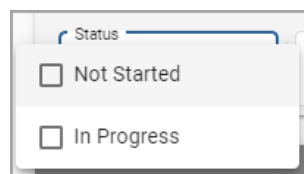
The **Range** filter option allows you to enter a custom start date (**From**) and end date (**To**). Only those Alerts with a due date within the specified range will be displayed.

- **Assignee:** Start to type a group or individual in the field and a list with the same character string will show. Or select the drop-down arrow to

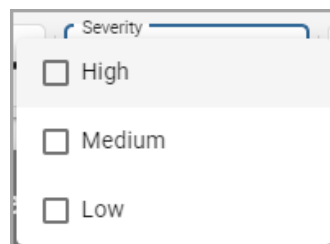
display a list of groups or individuals assigned to Alerts in the **Alert Queue**. Check the box(es) of the desired assignee(s).



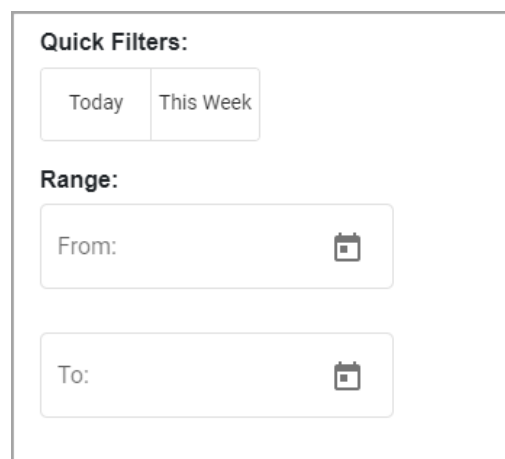
- **More:** Use the **More** down arrow button (  ) to see additional filters, or the up arrow (  ) to see less filters.
- **Clear Filters:** The **Clear** button (  ) resets the filters back to the default view. Note that this button only appears if there are 1 or more active filters in place.
- **Status:** Select the drop-down arrow to select an Alert status of either **Not Started** or **In Progress**. Check the box of the desired status.



- **Severity:** Select the drop-down arrow to filter the Alerts with severity levels **High**, **Medium**, and **Low**. Check the box(es) of the desired severity(ies).



- **Expires Date:** The **Expires Date** filter allows you to select a **Quick Filter** or input a custom date range.

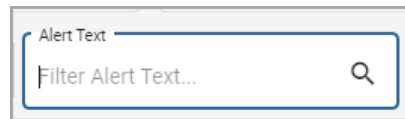


Available **Quick Filters** include:

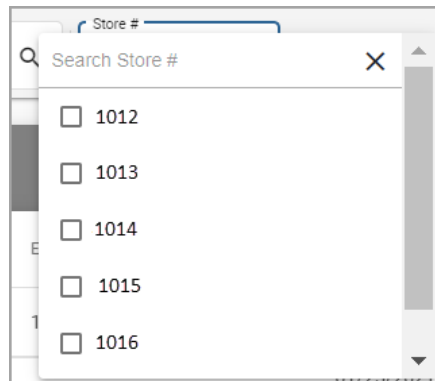
- **Today:** This filter restricts the results to those Alerts that are set to expire today.
- **This Week:** This filter includes all Alerts that are set to expire in the current calendar week (Sunday to Saturday).

The **Range** filter option allows you to enter a custom start date (**From**) and end date (**To**). Only those Alerts with an expiration date within the specified range will be displayed.

- **Alert Text:** Enter text to filter the **Alert Queue** to only show Alerts containing the specified text.



- **Store #:** Start to type a store in the field and a list with the same character string will show. Or select the drop-down arrow to display a list of stores with active (not yet expired) Alerts. Check the box(es) of the desired store(s). **Note:** If you are using Pharmaserv, the **Store #** text box displays the Store's NABP number.



## Filtering the Alert Queue Example

The screenshot shows the MCKESSON Alert Queue interface. At the top, there is a 'Patient Search' bar. Below it, a 'Filters' section contains several dropdown menus: 'Program Name', 'Alert Name', 'Due Date', 'Assignee', 'Status', 'Severity', 'Expires Date', 'Alert Text', and 'Store #'. A 'More' button (represented by an upward-pointing arrow) and a 'Clear' button are highlighted with red boxes and labeled with '2' and '3' respectively. A red circle labeled '1' points to the search bar. Below the filters, there is a table titled 'Alert Queue' with columns: Program, Alert Name, Patient Name, DOB, Due, Assignee, Status, Expires, Store #, and Last Updated. The table contains six rows of alert data.

Program	Alert Name	Patient Name	DOB	Due	Assignee	Status	Expires	Store #	Last Updated
Adherence...	Adherence...	SMITH, JO...	12/11/1942	02/09/2021	--	Not Started	02/16/2021	1130	--
Asthma Co...	Asthma Co...	SMITH, JO...	11/04/1980	02/16/2021	--	In Progress	02/23/2021	1130	02/03/2021 1:18 PM
Adverse R...	Adverse R...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	03/01/2021	1130	02/11/2021 9:31 AM
Adherence...	Adherence...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	02/26/2021	1130	02/11/2021 10:21 AM
Medicatio...	Medicatio...	SMITH, JO...	01/01/1965	02/19/2021	Store 1013...	In Progress	02/26/2021	1130	02/11/2021 10:29 AM
Supplemen...	Supplemen...	SMITH, JO...	01/01/1965	02/22/2021	--	Not Started	02/27/2021	1130	--

- 1) Enter/select search criteria in the corresponding filter fields.
- 2) Use the **More** button to access the **Status**, **Severity**, **Expires Date**, **Alert Text** and **Store #** filters if desired.
- 3) To clear all **Alert Queue** filters, select the **Clear** button.

## Open a Patient Profile via Alert Queue

You can access the **Patient Profile** for a given patient directly from the **Alert Queue**. Select an Alert and the **Patient Profile** opens.

For more information on the Patient Profile, please refer to [Chapter 11: Viewing the CPS Patient Profile](#).

# 11. Viewing the CPS Patient Profile

In addition to viewing Alerts within the **Clinical App** and **Alert Queue**, you can also view a patient's particular CPS information directly from the **Patient Profile**. The **Patient Profile** not only provides information on Program Enrollments and Program Alerts, but also allows you to record and view Patient Health Values.

## Tasks in the CPS Patient Profile

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- ["Sizing the Patient Profile Window" on page 146](#)
- ["Viewing the Patient's Demographics" on page 147](#)
- ["Documenting Patient Notes" on page 147](#)
- ["Recording New Standard Values" on page 148](#)
- ["Viewing Historical Patient Health Values" on page 151](#)
- ["Viewing Previously Resolved or Saved In Progress Questionnaires" on page 152](#)
- ["Viewing and Editing Program Enrollments" on page 153](#)

# Sizing the Patient Profile Window

The **Patient Profile** window can be viewed at different sizes and has the ability to adjust responsively to take into account different resolution displays.

The first example below is the default layout of the **Patient Profile** when a patient is accessed from the **Alert Queue**.

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure.

**Systolic Blood Pressure: 140** | **Diastolic Blood Pressure: 90** | **Pulse Rate: 80**  
Updated: 05/11/2021 2:05 PM | Updated: 05/11/2021 2:05 PM | Updated: 05/11/2021 2:09 PM

**Total Cholesterol mg/dl: 220** | **BMI: 80** | **A1C mg/dl: 8.0**  
Updated: 05/11/2021 2:06 PM | Updated: 05/11/2021 2:52 PM | Updated: 05/11/2021 2:09 PM

**HDL Cholesterol mg/dl: 65** | **LDL Cholesterol mg/dl: 100** | **Triglycerides mg/dl: --**

**ALERTS** | HISTORY | NOTES | PCS

Include Due Later Add Alert

**Hypertension Adherence Program**

In Progress Natalie Bannon - Admin, 02/10/2021 12:46 PM

This Check-in does not have a scheduled Due date.

The second example below is the layout of the **Patient Profile** when the window is resized to a bigger size.

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure.

**Systolic Blood Pressure: --** | **Diastolic Blood Pressure: --** | **Pulse Rate: --**  
Updated: 03/06/2021 12:36 PM | Updated: 03/06/2021 12:36 PM | Updated: 03/06/2021 12:36 PM

**Total Cholesterol mg/dl: 200** | **BMI: 25** | **A1C mg/dl: --**  
Updated: 02/09/2021 11:17 AM | Updated: 02/24/2021 11:08 AM | Updated: 03/06/2021 12:36 PM

**HDL Cholesterol mg/dl: 60** | **LDL Cholesterol mg/dl: 80** | **Triglycerides mg/dl: --**  
Updated: 02/09/2021 11:17 AM | Updated: 02/09/2021 11:17 AM | Updated: --

**PATIENT HEALTH VALUES** | **PROGRAM ENROLLMENT**

**FILTER BY**  
Filter by Program, Field Name, Field Value, Received Date or Updated By 1M 3M 6M 1Y All

Program	Field Name	Field Value	Received Date	Updated By
Hypertension Adherence Program	Patient Notes	The patient started taking medication for high blood pressure.	02/09/2021 11:21AM	- Admin
	BMI	25	02/09/2021 11:18AM	- Admin
	Total Cholesterol mg/dl	200	02/09/2021 11:17AM	- Admin
	Fasting Glucose mg/dl	110	02/09/2021 11:17AM	- Admin

**ALERTS** | HISTORY | NOTES

Include Due Later Add Alert

**Hypertension Adherence Program**

In Progress Natalie Ba..., 02/10/2021 12:46 PM

This Check-in does not have a scheduled Due date.

Recurrence: Not Defined

Document Follow-Up



## Viewing the Patient's Demographics

The patient's demographics information is displayed at the top of the **Patient Profile**. It includes Patient Name, DOB, Sex, phone number, address and CPS Patient Number.

The screenshot shows the MCKESSON Patient Profile interface. At the top, there is a navigation bar with the MCKESSON logo and a Patient Search field. Below the navigation bar, there are two tabs: 'Alert Queue' and 'Next Available'. The main content area is divided into two sections. The top section, highlighted with a red border, displays the patient's demographics: **JOHN SMITH**, 01/01/1965 (56 Years), Male, (412) 552-4141, 200 MAIN STR, PGH, PA 15216, and CPS Patient Number: 1992800. The bottom section displays a 'Notes' field with a text area containing the note: 'The patient started taking medication for high blood pressure.' To the right of the notes, there are three columns of vital signs: Systolic Blood Pressure (140), Diastolic Blood Pressure (90), and Pulse Rate (80); Total Cholesterol mg/dl (220), BMI (80), and A1C mg/dl (8.0); and HDL Cholesterol mg/dl (65), LDL Cholesterol mg/dl (100), and Triglycerides mg/dl (--). Each vital sign includes an 'Updated' timestamp.

## Documenting Patient Notes

The **Notes** field in the **Patient Profile** allows you to capture notes related to the patient. Notes are available for historical viewing in the **Patient Health Values** section within the **Patient Profile**.

This screenshot is similar to the previous one, but the 'Notes' field is highlighted with a red border. The text area in the 'Notes' field is empty and contains the placeholder text 'Enter patient notes...'. A red circle with the number '1' is overlaid on the text area, indicating the first step in the process of documenting patient notes.

- 1) Select the **Notes** field.

**MCKESSON** Patient Search

Alert Queue Next Available

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure. **2**

✓ X

<b>Systolic Blood Pressure:</b> 140 Updated: 05/11/2021 2:05 PM	<b>Diastolic Blood Pressure:</b> 90 Updated: 05/11/2021 2:05 PM	<b>Pulse Rate:</b> 80 Updated: 05/11/2021 2:09 PM
<b>Total Cholesterol mg/dl:</b> 220 Updated: 05/11/2021 2:06 PM	<b>BMI:</b> 30 Updated: 05/11/2021 2:06 PM	<b>A1C mg/dl:</b> 8.0 Updated: 05/11/2021 2:09 PM
<b>HDL Cholesterol mg/dl:</b> 65 Updated: 05/11/2021 2:06 PM	<b>LDL Cholesterol mg/dl:</b> 100 Updated: 05/11/2021 2:06 PM	<b>Triglycerides mg/dl:</b> -- Updated: --

2) Enter a note in the text box.

**MCKESSON** Patient Search

Alert Queue Next Available

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure. **3**

✓ X

<b>Systolic Blood Pressure:</b> 140 Updated: 05/11/2021 2:05 PM	<b>Diastolic Blood Pressure:</b> 90 Updated: 05/11/2021 2:05 PM	<b>Pulse Rate:</b> 80 Updated: 05/11/2021 2:09 PM
<b>Total Cholesterol mg/dl:</b> 220 Updated: 05/11/2021 2:06 PM	<b>BMI:</b> 30 Updated: 05/11/2021 2:06 PM	<b>A1C mg/dl:</b> 8.0 Updated: 05/11/2021 2:09 PM
<b>HDL Cholesterol mg/dl:</b> 65 Updated: 05/11/2021 2:06 PM	<b>LDL Cholesterol mg/dl:</b> 100 Updated: 05/11/2021 2:06 PM	<b>Triglycerides mg/dl:</b> -- Updated: --

3) Select the **Check Mark** icon to save your change, or the **X** icon to cancel your change.

## Recording New Standard Values

The standard fields that display below the patient demographics in the **Patient Profile** can be used to record frequently captured values for patients. For each field, the most recent value belonging to the patient will be displayed, along with the date and time the value was recorded.

**Note:** The display of standard fields can be customized to match the needs of your pharmacy. For more information on customizing standard fields, please refer to [Chapter 7: Patient Profile Configuration](#).


**MCKESSON** Patient Search

Alert Queue Next Available

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure.

<b>Systolic Blood Pressure:</b> 140 Updated: 05/11/2021 2:05 PM	<b>Diastolic Blood Pressure:</b> 90 Updated: 05/11/2021 2:05 PM	<b>Pulse Rate:</b> 80 Updated: 05/11/2021 2:09 PM
<b>Total Cholesterol mg/dl:</b> 220 Updated: 05/11/2021 2:06 PM	<b>BMI:</b> 30 Updated: 05/11/2021 2:06 PM	<b>A1C mg/dl:</b> 8.0 Updated: 05/11/2021 2:09 PM
<b>HDL Cholesterol mg/dl:</b> 65 Updated: 05/11/2021 2:06 PM	<b>LDL Cholesterol mg/dl:</b> 100 Updated: 05/11/2021 2:06 PM	<b>Triglycerides mg/dl:</b> -- Updated: --

1) Hover over the appropriate field and select the **Edit** icon (  ) when it appears or continue to hover for several seconds and a **Click to edit** pop-up will appear.

**MCKESSON** Patient Search

Alert Queue Next Available

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure.

<b>Systolic Blood Pressure:</b> 140 Updated: 05/11/2021 2:05 PM	<b>Diastolic Blood Pressure:</b> 90 Updated: 05/11/2021 2:05 PM	<b>Pulse Rate:</b> 80 Updated: 05/11/2021 2:09 PM
<b>Total Cholesterol mg/dl:</b> 220 Updated: 05/11/2021 2:06 PM	<b>BMI:</b> 30 Updated: 05/11/2021 2:06 PM	<b>A1C mg/dl:</b> 8.0 Updated: 05/11/2021 2:09 PM

Enter a Number

2) Enter the desired value in the selected field.

**MCKESSON** Patient Search

Alert Queue Next Available

**JOHN SMITH** | 01/01/1965 (56 Years) | Male | (412) 552-4141 | 200 MAIN STR, PGH, PA 15216 | CPS Patient Number: 1992800

**Notes:**  
The patient started taking medication for high blood pressure.

<b>Systolic Blood Pressure:</b> 140 Updated: 05/11/2021 2:05 PM	<b>Diastolic Blood Pressure:</b> 90 Updated: 05/11/2021 2:05 PM	<b>Pulse Rate:</b> 80 Updated: 05/11/2021 2:09 PM
<b>Total Cholesterol mg/dl:</b> 220 Updated: 05/11/2021 2:06 PM	<b>BMI:</b> 30 Updated: 05/11/2021 2:06 PM	<b>A1C mg/dl:</b> 8.0 Updated: 05/11/2021 2:09 PM

Enter a Number

3) Select the **Check Mark** icon to save your change, or the **X** icon to cancel your change.

**Notes:** The following rules apply to **Custom Standard Fields**:

- When editing a **Numeric Custom Standard Field**, you will be able to enter a maximum of 10 numeric characters with commas and/or decimal points. You will not be able to enter alpha characters.
- When editing a **Text Standard Custom Field**, you will be able to enter a maximum of 100 alpha, numeric and/or special characters.

- When editing a **Phone Number Custom Standard Field**, you will need to enter 10 numeric characters. The numerals will be automatically formatted in (xxx) xxx-xxxx format. If you enter less than 10 characters and try to save your changes, the field will not be updated, and your changes will be discarded.
- When editing a **Date Custom Standard Field**, you will need to enter 8 numeric characters. The numerals will be automatically formatted in mm/dd/yyyy format. If you enter less than 8 characters and try to save your changes, the field will not be updated, and your changes will be discarded.
- When editing a **Drop-down Custom Standard Field**, you will be able to select from the list of values configured for the field.

## Viewing Historical Patient Health Values

On the **Patient Health Values** tab you can view the patient’s historical standard health values and you will also see any values collected using a questionnaire. Each value will have a **Received Date** and who the value was **Updated By**.

**PATIENT HEALTH VALUES** PROGRAM ENROLLMENT

FILTER BY

Filter by Program, Field Name, Field Value, Received Date or Updated By

1M 3M **6M** 1Y All

Program	Field Name	Field Value	Received Date	Updated By
	BMI	80	05/11/2021 02:52PM	User 01
	Pulse Rate	80	05/11/2021 02:09PM	User 01
	A1C mg/dl	8.0	05/11/2021 02:09PM	User 01
	HDL Cholesterol mg/dl	65	05/11/2021 02:06PM	User 01
	LDL Cholesterol mg/dl	100	05/11/2021 02:06PM	User 01
	Total Cholesterol mg/dl	220	05/11/2021 02:06PM	User 01
	BMI	30	05/11/2021 02:06PM	User 01
	Systolic Blood Pressure	140	05/11/2021 02:05PM	User 01
	Diastolic Blood	90	05/11/2021 02:05PM	User 01

You can also specify a range, 1 month (**1M**), 3 months (**3M**), 6 months (**6M**), 1 year (**1Y**), or **All** and filter the table to view historical patient health values that fall within that range. The default view is **6M**.

## Viewing Previously Resolved or Saved In Progress Questionnaires

To review previously resolved or saved in progress questionnaires from the **Patient Health Values** table, select the hyper-link in the **Received Date** column for a given questionnaire field.

PATIENT HEALTH VALUES		PROGRAM ENROLLMENT		
FILTER BY				
Filter by Program, Field Name, Field Value, Received Date or Updated By				<input type="button" value="1M"/> <input type="button" value="3M"/> <input checked="" type="button" value="6M"/> <input type="button" value="1Y"/> <input type="button" value="All"/>
Program	Field Name	Field Value	Received Date	Updated By
				Admin
	Shopper Reward Card	00221122	02/09/2021 11:11AM	Admin
	Delivery Preferences	Pick-up	02/09/2021 11:11AM	Admin
Drug Counseling & Wellness Program	# of yearly visits w/ doctor	None	<a href="#">02/02/2021 01:50PM</a>	Admin
Drug Counseling & Wellness Program	How many days has patient been on drug?	0	<a href="#">02/02/2021 01:50PM</a>	Admin
Drug Counseling & Wellness Program	Would you accept a generic substitute?	true	<a href="#">02/02/2021 01:50PM</a>	Admin
Drug Counseling & Wellness Program	Is drug a prescription?	yes	<a href="#">02/02/2021 01:50PM</a>	Natalie Bannon - Admin
Drug Counseling & Wellness Program	Type of Drug	vasotec	<a href="#">02/02/2021 01:50PM</a>	Natalie Bannon - Admin

## Viewing and Editing Program Enrollments

To manage a patient's enrollment status for a Program, select the **Program Enrollment** tab.

Program	Type	Status	Patient Status	Actions
<b>Hypertension Adherence Program</b> Hypertension is another name for high blood pressure. It ca...	Self-Directed	Active	Patient was Enrolled on 2021-02-09 (3 months ago) in Facility Id null.	<a href="#">Unenroll</a>
<b>Patient Communicatio...</b> Licensed Enabled	Vendor	Active	Patient was Enrolled on 2021-01-26 (3 months ago) in Facility Id 1130.	<a href="#">Unenroll</a> <a href="#">Configure</a>
<b>Adherence Performance...</b> Licensed Enabled	Vendor <a href="#">Program Website</a>	Active	Pending Enrollment Enrollment request submitted on: 2021-02-02 (3 months ago)	<a href="#">Unenroll</a>

When the **Program Enrollment** tab opens, all Self-Directed and Vendor Programs available will display. From here, you can:

- 1) For Programs enabled in your pharmacy, view enrollment details and enroll/unenroll the patient using the buttons in the **Patient Status** column.
- 2) Access links to external websites configured for a Vendor Program. The links are displayed in the **Type** column.

To narrow down the Program list you can filter by any of the following:

- Program name
- Program Status (Active, Inactive, All Programs)
- Patient Status (All, Enrolled, Patient Not Asked, Unenrolled, Patient Declined, Vendor Rejected)

For **Patient Enrollment** Programs, the enrolling Facility Id will display in the **Patient Status** column if the patient has been enrolled in the Program.

**Note:** If you are using EnterpriseRx, the Facility Id corresponds to the enrolling store number; if using Pharmaserv, it corresponds to the NABP.

For **No Enrollment** Programs, the **Patient Status** column will indicate that no enrollment is required, but you can use the links to external websites in the **Type** column to access additional information through the Vendor site.



# 12. Alert's Questionnaire

In addition to completing questionnaires and viewing/reopening questionnaires from historical Alerts, further actions can be taken. This chapter discusses the additional actions within questionnaires.

## Tasks in an Alert's Questionnaire

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- ["Viewing Current and Resolved Questionnaires" on page 156](#)
- ["Adding a Follow-Up Comment and/or Due Date Change via a Questionnaire" on page 156](#)
- ["Printing Questionnaires" on page 159](#)

## Viewing Current and Resolved Questionnaires

To track a patient's clinical progress, you can view a patient's previously resolved questionnaires directly from the questionnaire window.

When a questionnaire is opened, the current questionnaire is displayed by default. Select the **View Version** drop-down to view a list of previously resolved questionnaires for that Program.

Hypertension Adherence Program  
Hypertension is another name for high blood pressure. It can lead to severe health...

John Smith  
DOB: 01/01/1965  
(412) 552-4141

Follow-Up

### Hypertension Adherence

VIEW VERSION

Current

02/24/2021 11:30 AM

for hypertension? \*

Do you take medication everyday?

You can toggle between the current questionnaire and, at most, 26 previously resolved questionnaires by selecting a questionnaire in the **View Version** drop-down.

## Adding a Follow-Up Comment and/or Due Date Change via a Questionnaire

The **Follow-Up** button in a questionnaire allows you to select a response to remind yourself, or someone else, to take action at a later time. The **Follow-Up** button also allows you to change the due date for the Alert. This functionality is useful when a patient may not be at the pharmacy or available over the phone for the questionnaire to be completed.

**Note:** Follow-Up functionality is not available in questionnaires that have been resolved.

**Hypertension Adherence Program**  
Hypertension is another name for high blood pressure. It can lead to severe health complications...

John Smith  
DOB: 01/01/1965  
(412) 552-4141

**Follow-Up**

**Hypertension Adherence**

[VIEW VERSION](#)

- 1) Select the **Follow-Up** button and a Follow-Up Response input area will display in the questionnaire.

**Hypertension Adherence Program**  
Hypertension is another name for high blood pressure. It can lead to severe health complication...

John Smith  
DOB: 01/01/1965  
(412) 552-4141

**Follow-Up**

**FOLLOW-UP RESPONSE** **DUE**

Custom  02/19/2021 **Cancel**

- 2) Enter the information for the Follow-Up. From the **Follow-Up Response** drop-down select a pre-defined response for the questionnaire or select **Custom** and enter required custom text in to text box.

**Hypertension Adherence Program**  
Hypertension is another name for high blood pressure. It can lead to severe health complication...

John Smith  
DOB: 01/01/1965  
(412) 552-4141

**Follow-Up**

**FOLLOW-UP RESPONSE** **DUE**

Custom  02/19/2021 **Cancel**

**Hypertension Adherence**

[VIEW VERSION](#)

Current

What medication do you take for hypertension? \*

Do you take medication everyday?

FEB 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

- 3) In the **Due** field either select the **Calendar** icon ( ) to use the pop-up calendar to select an updated due date or enter the updated date directly into the **Due** field in mm/dd/yyyy format.



**Important:** A due date can be, at most, 999 days in the future. If you enter a due date beyond the 999 days maximum, the system will set the due date to the maximum date.

You can discard a Follow-Up Response and/or due date change by selecting the **Cancel** button.

Next, the result of a Follow-Up Response and/or due date change will differ depending upon if you select the **Save Progress** or **Resolve** button in the questionnaire:


- When you select the **Save Progress** button, the questionnaire values will be saved to the **Patient Profile** (if applicable) and the Follow-Up Response and/or due date change (if applicable) will be applied to the Alert.

**Note:** When a questionnaire associated to an Alert is saved, the Alert’s status will be updated to **In Progress**.

- When you select the **Resolve** button and you have added a Follow-Up Response and/or due date change, you will be prompted with a confirmation pop-up.


- If you select the **Resolve** button in the confirmation pop-up, the questionnaire values will be saved to the **Patient Profile**, the Alert will be resolved, and if there are any Follow-Up Responses they will be retained in the history.
- If you select the **Cancel** button in the confirmation pop-up, you will be returned to the questionnaire.

# Printing Questionnaires



**Hypertension Adherence Program**  
Hypertension is another name for high blood pressure. It can lead to severe health...

John Smith  
DOB: 01/01/1965  
(412) 552-4141

Follow-Up 

## Hypertension Adherence

**VIEW VERSION**

Current ▾

What medication do you take for hypertension? \*


Do you take medication everyday?

Does the medication make you feel like your hypertension is under control?

Resolve

Save Progress

Cancel

You can print a questionnaire by selecting the **Print** icon (  ) within the questionnaire.



# 13. CPS Groups

Alerts support an **Assignee** field that can be set to an individual user or a group name that can be configured using **CPS Program Admin**. Groups can be created to organize which users are responsible for certain Alerts, such as a Pharmacist Group or a Technician Group.

**Note:** Individual users are not assigned to a group. Instead, users can easily identify their applicable work using the **Assignee** filter available in the **Alert Queue** and **Matching Queue**.

## Tasks for CPS Groups

---

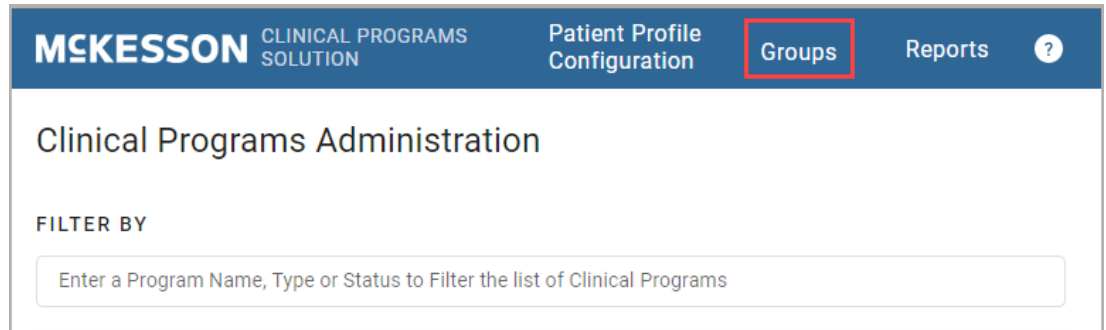
- ["Accessing CPS Groups" on page 162](#)
- ["Adding a Group" on page 163](#)
- ["Editing a Group" on page 164](#)
- ["Removing a Group" on page 165](#)

## Accessing CPS Groups

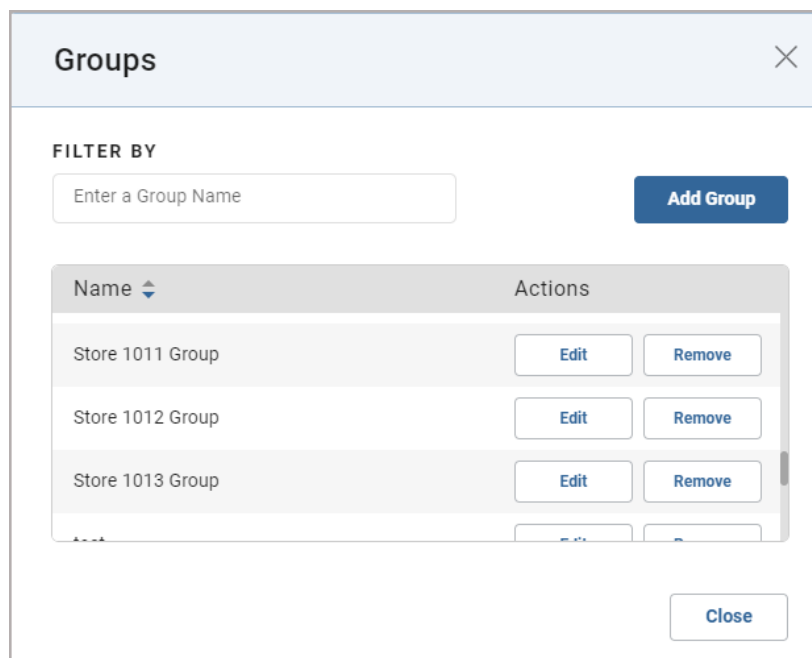
To Access **Groups**, Navigate to **CPS Program Admin**.

The **CPS Program Admin** window will display.

Select the **Groups** option.



The **Groups** window opens.





## Adding a Group

The screenshot shows a dialog box titled "Groups" with a close button (X) in the top right corner. Below the title bar, there is a "FILTER BY" section containing a text input field with the placeholder text "Enter a Group Name". To the right of this input field is a blue button labeled "Add Group", which is highlighted with a red rectangular box.

To begin adding a group select the **Add Group** button.

The screenshot shows the "Groups" dialog box after the "Add Group" button was clicked. The "FILTER BY" section remains at the top. Below it is a table with two columns: "Name" and "Actions". The "Name" column has a dropdown arrow and a red circle with the number "1" next to it. The first row in the table has the text "Store 1009 Group" in the "Name" column and "16/100" below it. The "Actions" column for this row has a red circle with the number "2" next to it and contains a blue "Save" button (highlighted with a red box) and a "Cancel" button. The second and third rows have "Store 1010 Group" and "Store 1012 Group" respectively, each with "Edit" and "Remove" buttons. At the bottom right of the dialog, there is a "Close" button with a red circle and the number "3" next to it.

1) In the field enter the group name.

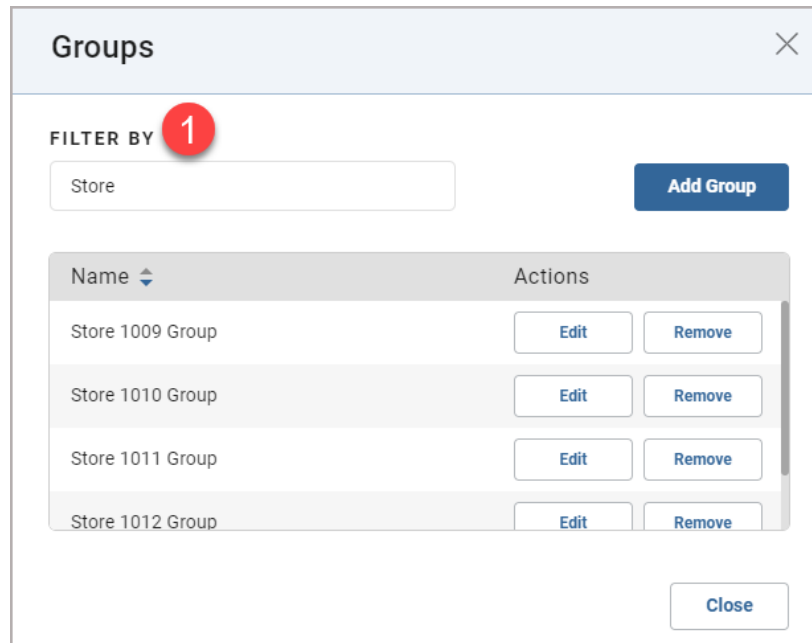
2) Select the **Save** button to save the new group.

To add additional groups, select the **Add Group** button and a new row will be added to the top of the list.

3) Select the **Close** button to close the window and go back to the **CPS Program Admin**.

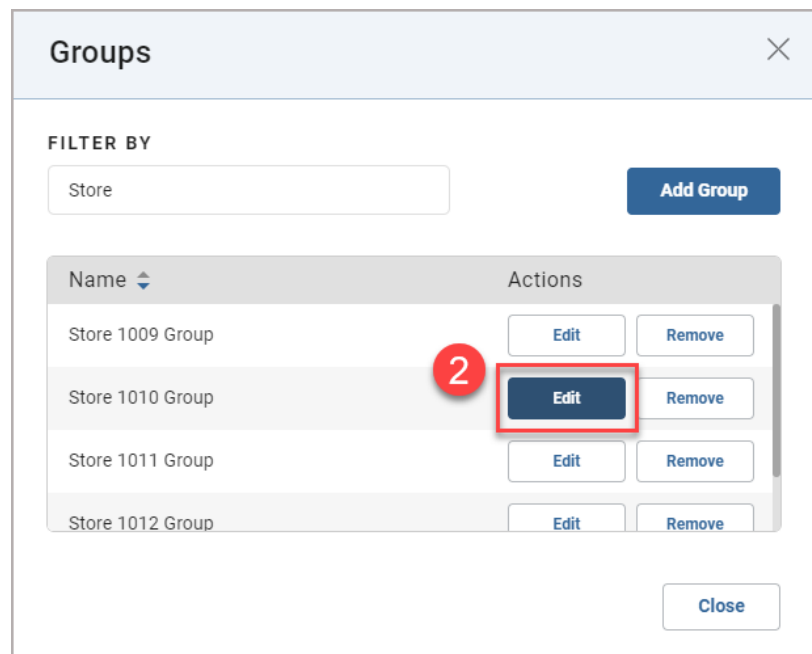
To edit or remove groups follow the steps in [Editing a Group](#) and [Removing a Group](#) below.

## Editing a Group



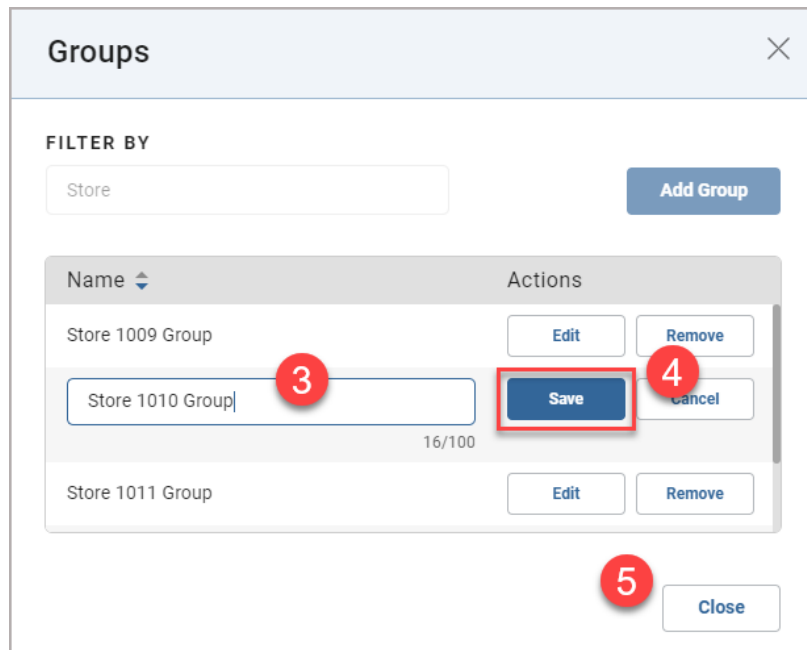
The screenshot shows a dialog box titled "Groups" with a close button (X) in the top right corner. Below the title bar, there is a "FILTER BY" section with a text input field containing the word "Store" and a blue "Add Group" button to its right. A red circle with the number "1" is positioned above the "Store" text. Below this is a table with two columns: "Name" and "Actions". The table lists four groups: "Store 1009 Group", "Store 1010 Group", "Store 1011 Group", and "Store 1012 Group". Each group has two buttons in the "Actions" column: "Edit" and "Remove". At the bottom right of the dialog box is a "Close" button.

- 1) Type the group name into the **Filter By** text box. If several names include the same character string, they will all show in the list. The more characters that are entered into the filter, the fewer entries that will be contained in the list.



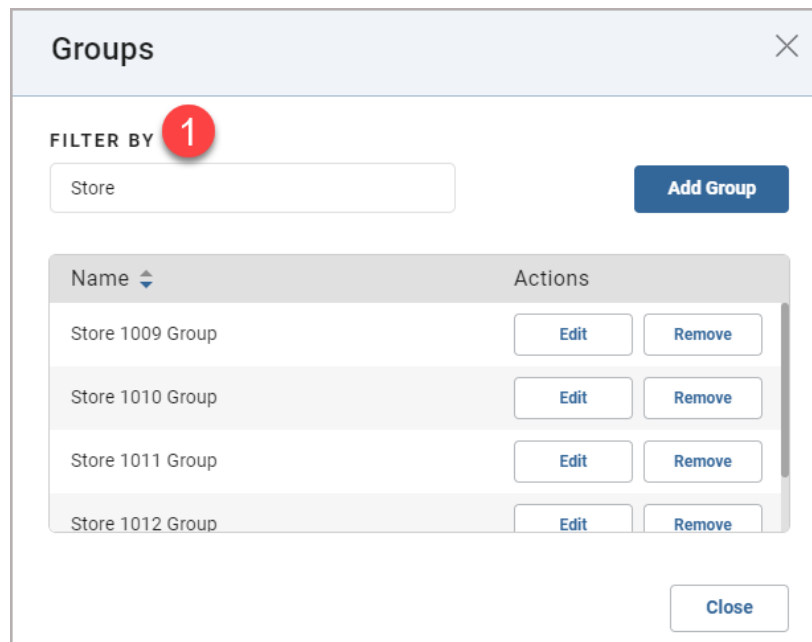
This screenshot is identical to the previous one, but with a red box highlighting the "Edit" button for the "Store 1010 Group" row. A red circle with the number "2" is placed to the left of this button. The "Store" text in the "Filter By" field is still present.

- 2) Select the **Edit** button next to the group you want to edit.

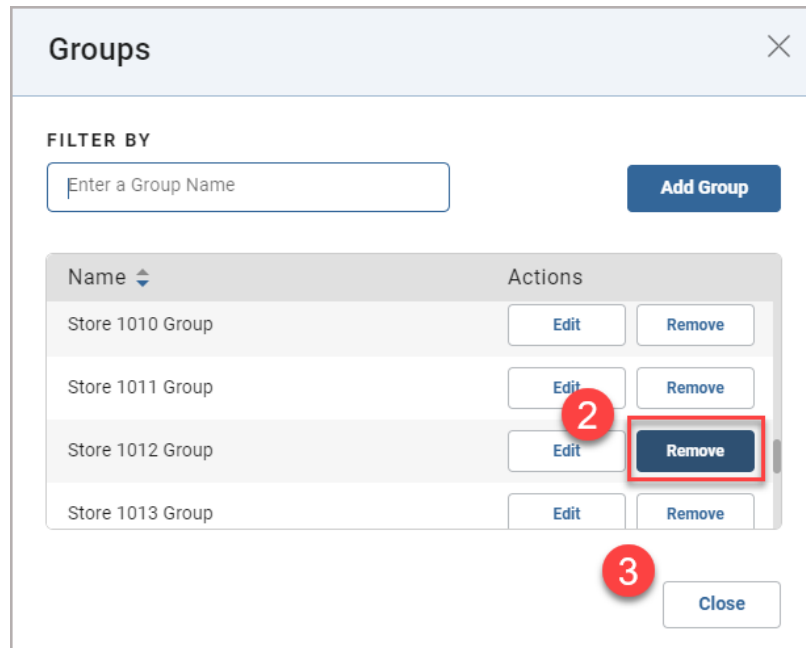


- 3) In the text box edit the group name.
- 4) Select the **Save** button to save the edited group.
- 5) Select the **Close** button to close the window and go back to the **CPS Program Admin**.

## Removing a Group



- 1) Type the group name into the **Filter By** text box. If several names include the same character string, they will all show in the list. The more characters that are entered into the filter, the fewer entries that will be contained in the list.



- 2) Select the **Remove** button next to the group you want to remove.
- 3) Select the **Close** button to close the window and go back to the **CPS Program Admin**.

# 14. CPS Reports

CPS allows for ad hoc reporting via the **Reports** option in Program Admin. The **Reports** options provides access to the **CPS Alerts**, **CPS Patient Enrollments**, and **CPS Patient Measures** reports. When generated, each report will contain pre-selected columns specific to the selected report.

## Tasks in Creating and Downloading a Report

---

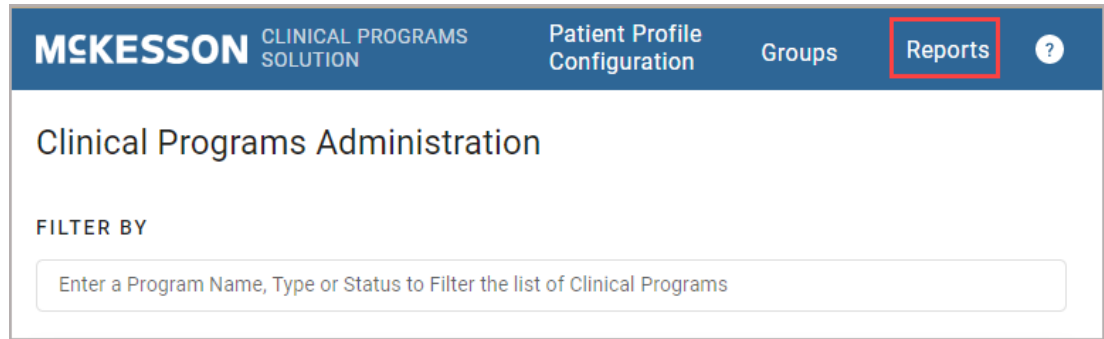
- ["Accessing CPS Reports" on page 168](#)
- ["Entering Report Parameters" on page 168](#)
- ["Generating the Report" on page 170](#)
- ["Downloading the Report" on page 172](#)

## Accessing CPS Reports

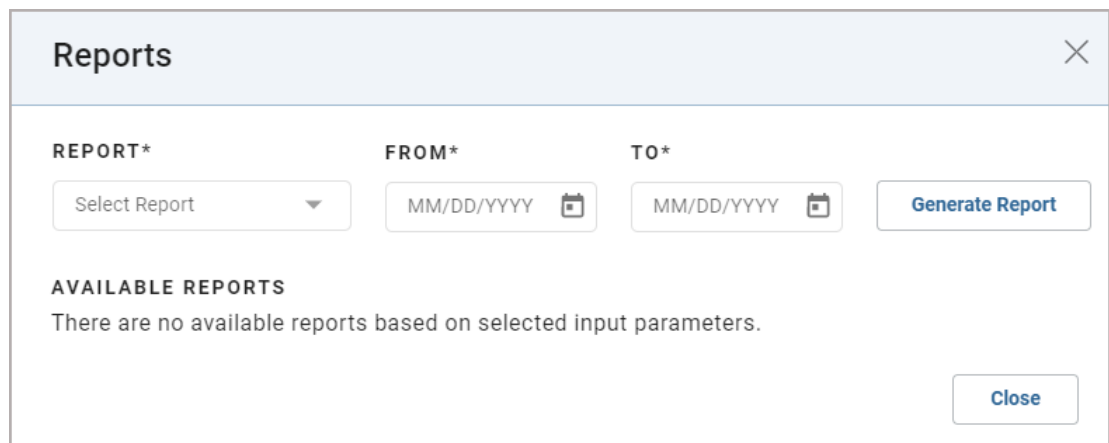
To Access **CPS Reports**, Navigate to **CPS Program Admin**.

The **CPS Program Admin** window will display.

Select the **Reports** option.



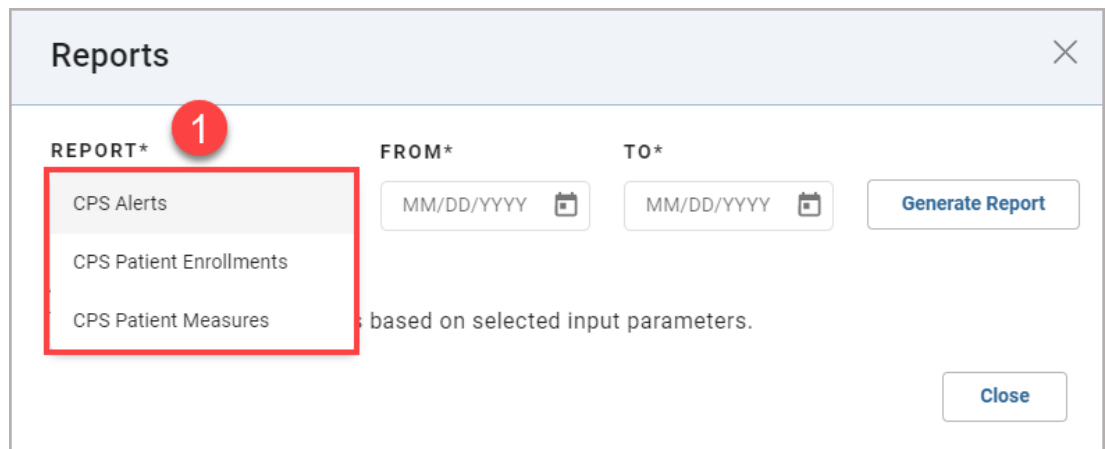
The **Reports** window will open.



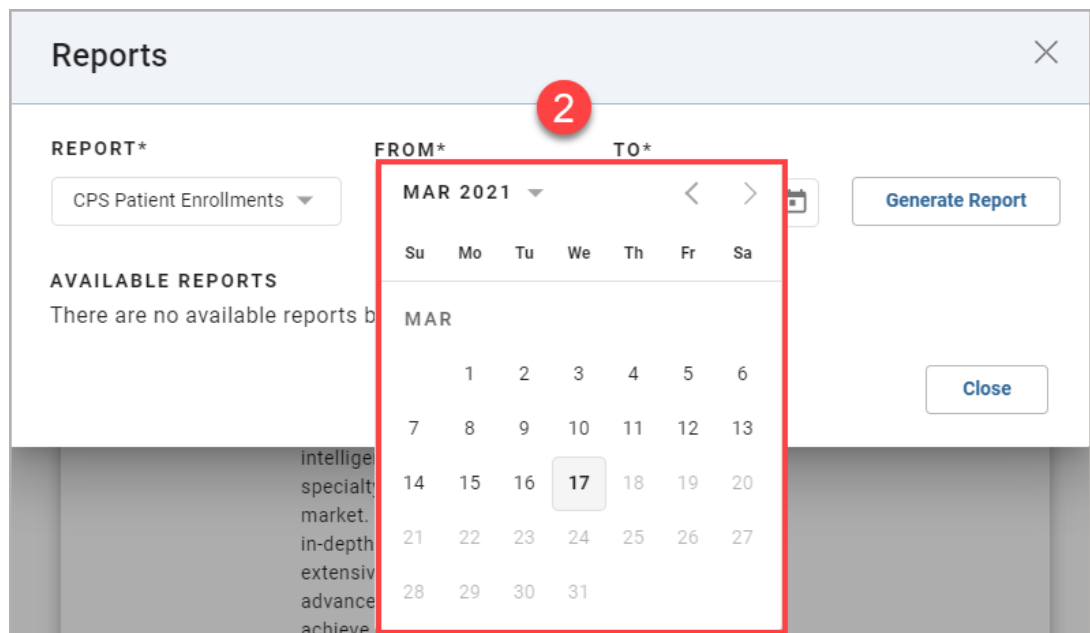
## Entering Report Parameters

Enter the appropriate parameters for the report that you wish to generate.

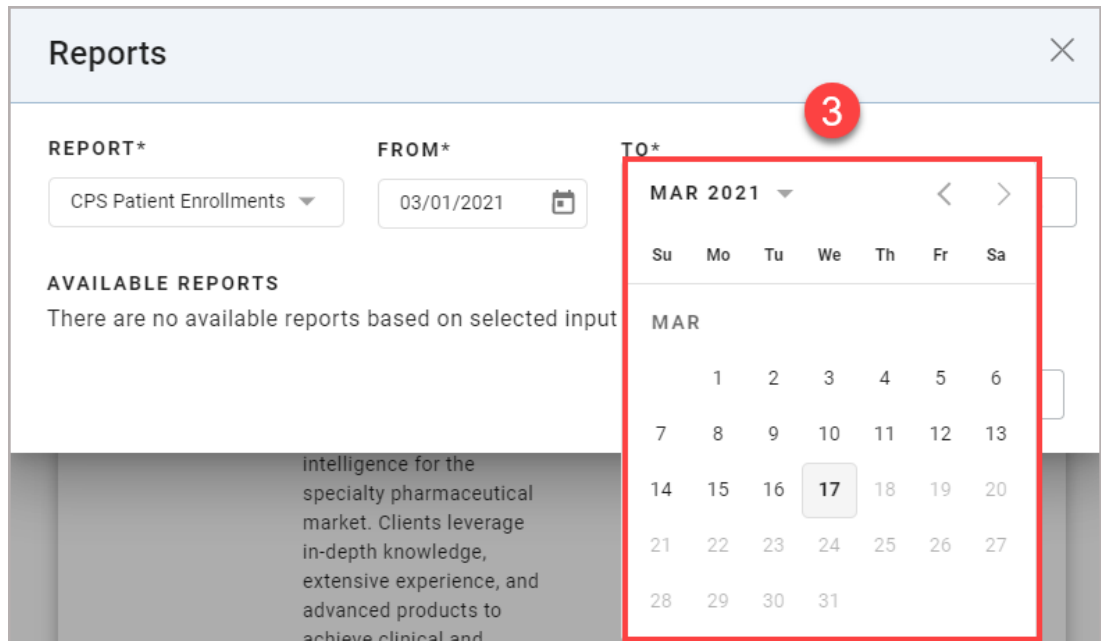
There are 3 parameters that must be entered.



- 1) **Report:** Use the drop-down to select the desired type of report. There are 3 options:
- **CPS Alerts** will contain CPS Alert activity (such as Alert status)
  - **CPS Patient Enrollments** will include patient enrollment updates (such as enrollment status)
  - **CPS Patient Measures** will consist of values captured for patients (such as questionnaire responses)

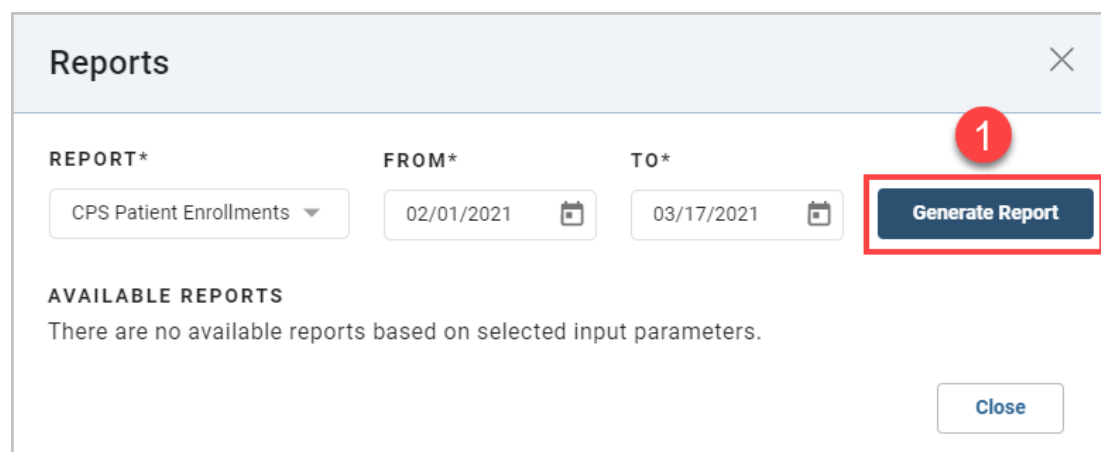


- 2) Enter the **From** (start) date of the report. The date can be entered by either:
- Selecting the **Calendar** icon (📅) and using the forward and/or back arrows to navigate to the desired start date. The calendar will default to the current (today's) date.
  - Manually enter the desired **From** date in mm/dd/yyyy format.



- 3) Enter the **To** (end) date of the report. The date can be entered by either:
- Selecting the **Calendar** icon (📅) and using the forward and/or back arrows to navigate to the desired start date. The calendar will default to the current (today's) date.
  - Manually enter the desired **To** date in mm/dd/yyyy format.

## Generating the Report

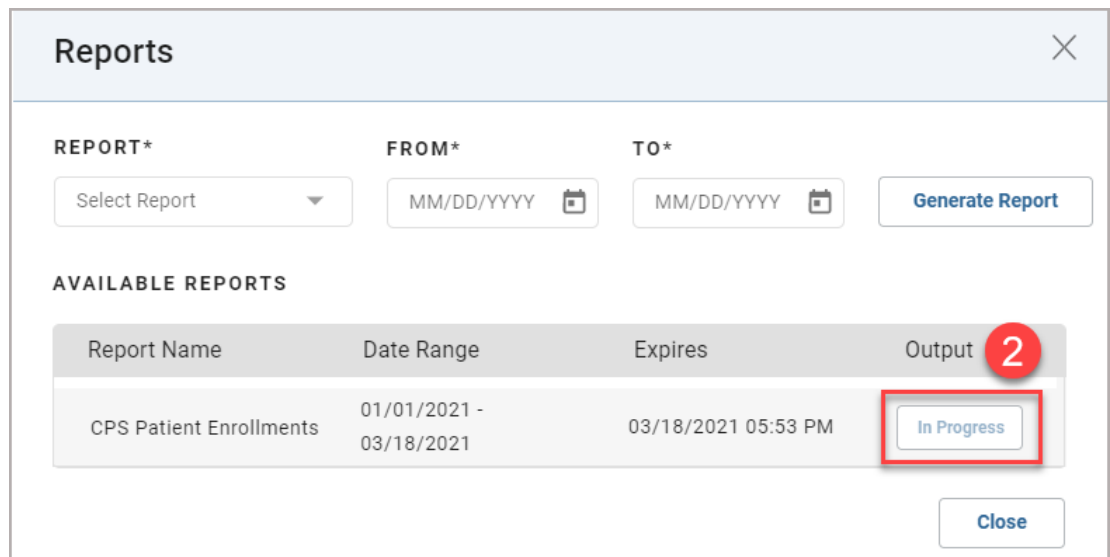
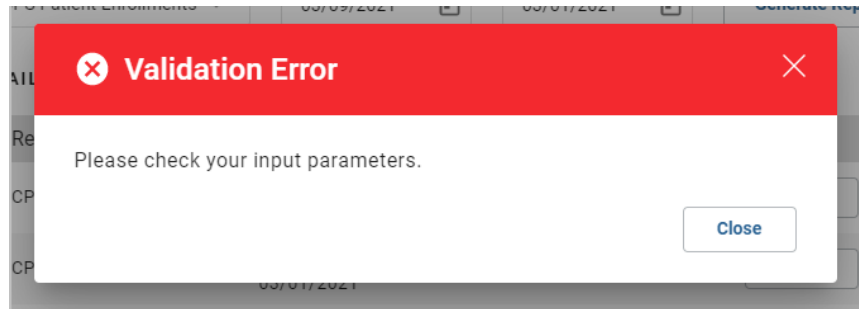


- 1) Once all of the parameters have been entered, select the **Generate Report** button.

**Note:** If all 3 parameters are not entered, or if they are entered incorrectly, a **Validation Error** message will be displayed, instructing you to check your



input parameters. You will be required to update the report’s parameters in order to generate the report. An example of entering incorrect parameters is entering the **To** date earlier than the **From** date.



- 2) Subsequent to selecting the **Generate Report** button, the **Available Reports** section in the **Reports** window will update to include your most recent report.

**Note:** Your report may not be available immediately for download. If this is the case, the **Output** column will display **In Progress** when the report is still processing. Once complete, the **Output** column will update to display a **Download** button that you can select to download the report.

## Downloading the Report

The screenshot shows a 'Reports' window with a close button (X) in the top right. Below the title bar, there are three input fields: 'REPORT\*' with a dropdown menu showing 'Select Report', 'FROM\*' with a date input field showing 'MM/DD/YYYY' and a calendar icon, and 'TO\*' with a date input field showing 'MM/DD/YYYY' and a calendar icon. To the right of these fields is a 'Generate Report' button. Below this is the 'AVAILABLE REPORTS' section, which contains a table with the following data:

Report Name	Date Range	Expires	Output
CPS Patient Enrollments	01/01/2021 - 03/18/2021	03/18/2021 05:53 PM	Download

The 'Download' button in the 'Output' column for the 'CPS Patient Enrollments' report is highlighted with a red box. At the bottom right of the window is a 'Close' button.

Once your report is available for download, select the **Download** button in the **Output** column. You will be given the opportunity to select the location where the report will be saved. You will also have the option to change the system generated file name. By default, the system generated name will be saved as a comma separated value (csv) file, and will use the following format:

[Report Type] [From]-[To].csv

Using the information in the example above, the system generated name will be:

CPS Patient Enrollments 01012021-030182021.csv

**Note:** The report will be available for download for 12 hours from the initial date and time it was submitted. Once the 12 hours has expired, the report will no longer display in the **Available Reports** section in the Reports window.

# 15. CPS Vendor Programs

## Connect With Your Vendor Programs

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CPS enables integration of multiple certified third-party solutions for in-workflow intervention and alerting. CPS will alert you of Vendor Program enrollment opportunities, as well as opportunities identified by the Vendor Program. Additionally, CPS provides patient and prescription information to some Vendor Programs to help reduce duplicate data entry.

CPS is integrated with several Vendor Programs in different market categories, such as:

- Specialty Therapy Management
- Hypertension Management
- Medication Therapy Management
- Immunization
- Patient Communications (See [Patient Communications Solution \(PCS\)](#) below)
- Adherence (Utilizing McKesson's Adherence Performance Solution, see [Chapter 16: CPS and APS Integration](#))
- Pharmacy eCare Plan Documentation (Utilizing STRAND, see [Chapter 17: CPS and STRAND Integration](#))

## Patient Communications Solution (PCS)

---

PCS allows you to better communicate with your patients, through certified Vendors that support various forms of communication (emails, text messages, phone calls, and mobile applications) and notify your patients with refill reminders, pick up reminders, and more.

**Note:** PCS is only available for use with EnterpriseRx. Vendors are only available if certified.

## Tasks to Configure PCS

- "Getting Started with PCS Configuration" on page 174
- "General Settings" on page 177
- "Communication Preferences" on page 178
- "Notification Setup" on page 181
- "Enrolling Patients in PCS" on page 196
- "PCS Automatic Enrollment" on page 204

## Getting Started with PCS Configuration

To get started, navigate to **CPS Program Admin (Administration > Clinical Rx Programs > Clinical Programs Solution > CPS Program Admin)**.

Program	Type	Status	Actions
 Patient Communications Solution Licensed	Vendor	Enabled	<a href="#">Configure</a>

- 1) Once **Clinical Programs Administration** is displayed, select the **Configure** button next to the **Patient Communications Solution** Program.

**McKESSON** CLINICAL PROGRAMS SOLUTION Groups Reports ?

**2** Program Settings

### Configure Patient Communications Solution

**Patient Enrollment**

**REFUSAL PERIOD** ? **DUE DATE REMINDER**

1 Months ▾  Days Data Filter Follow-Ups

---

**Vendor Alerts**

Configure Follow-Up Responses for all Inbound Vendor Alerts

Follow-Ups

---

**PROGRAM ALERTS**

Name	Due Date Reminder	Expires	Severity	Actions
Patient Communications...	<input type="text"/> Days	--	Low	⋮
Patient Communications ...	<input type="text"/> Days	--	Low	⋮

Save Cancel

2) Within the configuration window for **PCS**, select the **Program Settings** button.

**Note:** The **Program Settings** button is only available when configuring **PCS** at the corporate root level.

The **Program Settings** window will display with the following sections: **General Settings**, **Communication Preferences**, and **Notification Setup** (shown below).

**MCKESSON Clinical Programs Solution** About Help

**General Settings** ?

PCS Easy Mode

Lock Patient Notification Setup

**Communication Preferences** ?

Select the Preferred Vendor for each Communication Method Vendor Configuration

Email	AIS
Text Message	AIS
Phone Call	mScripts
Mobile App	mScripts

**Notification Setup** ?

<b>Email</b> AIS	<b>Text Message</b> AIS	<b>Phone Call</b> mScripts	<b>Event</b>	<b>Configurations</b> Display Message Configuration
---------------------	----------------------------	-------------------------------	--------------	--

Close

## General Settings

---

The **General Settings** section is where you manage the **PCS Easy Mode** and **Lock Patient Notification Setup** options.



### PCS Easy Mode

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When enabled, **PCS Easy Mode** has several key benefits:

- Support for a patient's preferred **Communication Method** (ex. Text Message).
- Automatic configuration of a patient's **Notification Setup** based on the patient's preferred **Communication Method**.

**Note:** The patient's preferred **Communication Method** will be automatically selected for all **Notification Setup Events** that support that **Communication Method**.

Use the toggle to enable or disable **PCS Easy Mode**.

#### Notes:

- If you are already using PCS and want to enable **PCS Easy Mode**, McKesson Pharmacy Systems (MPS) can optionally select the preferred **Communication Method** for all enrolled patients. Additionally, as part of this process, the **Notification Setup** for all enrolled patients can be updated to align with each patient's preferred **Communication Method**.

For more information please contact **MPS Customer Support**.

- Prior to enabling **PCS Easy Mode**, please coordinate with the appropriate Vendor(s).

### Lock Patient Notification Setup

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The **Lock Patient Notification Setup** option allows you to restrict editing of the **Notification Setup** section across all patients. When enabled, all configuration contained in the **Notification Setup** section for a patient will display in a read-only state.

Use the toggle to enable or disable the **Lock Patient Notification Setup** option.

**Note:** By default, the **Lock Patient Notification Setup** toggle is turned on when the **PCS Easy Mode** toggle is set to on. The **Lock Patient Notification Setup** toggle can be turned off if desired.

## Communication Preferences

The **Communication Preferences** section allows you to configure your Vendor setup for PCS. Within this section, you can define and configure your Vendor for each **Communication Method** (Email, Text Message, Phone Call, and Mobile App), as well as define the priority for each **Communication Method**, if applicable.

### Vendor Selection for Each Communication Method

When configuring your PCS Vendors, only one Vendor can be selected for each **Communication Method**. A Vendor can, however, be used for more than one **Communication Method** if desired.

Communication Preferences ⓘ		
Select the Preferred Vendor for each Communication Method	Vendor Configuration	Select the Priority for Patient Enrollment ⓘ
Email	AIS ▼	▼
1 Text Message	AIS ▼	▼
Phone Call	mScripts ▼	▼
Mobile App	mScripts ▼	2 ▼

- 1) For each **Communication Method** that you want to support, select your Vendor using the drop-down menu. If you do not specify a Vendor for a **Communication Method**, the **Communication Method** will not be an available option for patients.

**Note:** As you make Vendor selections, the **Notification Setup** section updates to display a column for each supported **Communication Method**.



- 2) When **PCS Easy Mode** is enabled, the **Select the Priority for Patient Enrollment** column will display. This column allows you to define the priority of the **Email, Text Message, and Phone Call Communication Methods**. The priority defined will be used to automatically select a patient’s preferred **Communication Method** when the patient is enrolled via the **Automatically Enroll New Patients** option or when the patient’s PCS configuration is updated via the EnterpriseRx **Consumer Portal**.

Select the numerical priority for **Email, Text Message, and/or Phone Call**, if applicable.

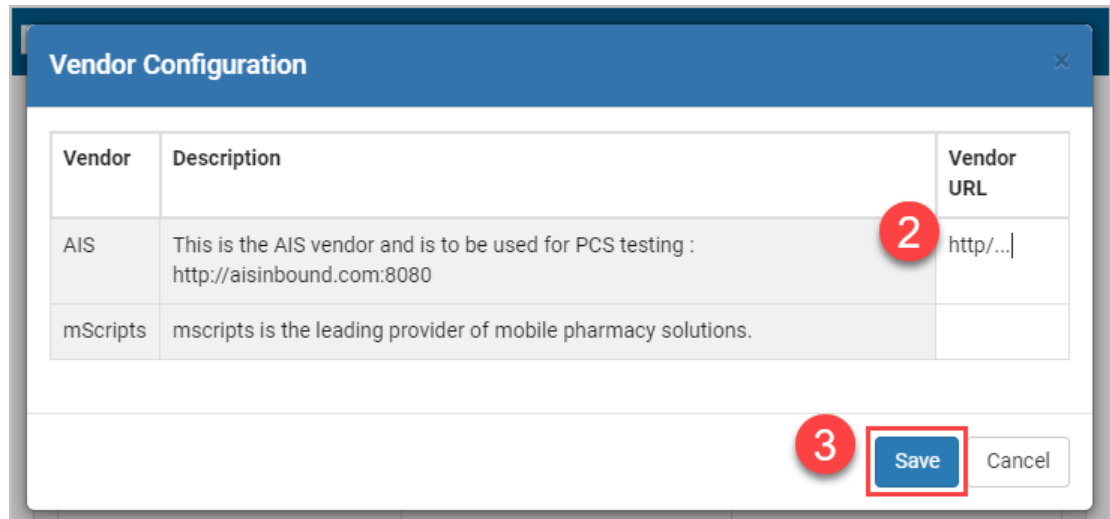
## Vendor Configuration

The **Vendor Configuration** window allows you to modify the **Vendor URL** used as the endpoint to send messages to the Vendor.

**Note:** Modifying the **Vendor URL** is optional and will override the Vendor’s original configuration.

Communication Preferences ?	
Select the Preferred Vendor for each Communication Method	Select the Priority for Patient Enrollment ?
Email	AIS
Text Message	AIS
Phone Call	mScripts
Mobile App	mScripts

- 1) In the **Communication Preferences** section, select the **Vendor Configuration** button. The **Vendor Configuration** window displays.



- 2) The list of Vendors currently selected across all **Communication Methods** will display within the **Vendor Configuration** window. For each **Vendor URL** that needs modified, input the new URL in the **Vendor URL** column.
- 3) Select the **Save** button to save your changes, or the **Cancel** button to return to the **Program Settings** window without saving any changes.

## Notification Setup

The **Notification Setup** section allows you to configure what **Events** you want to allow patient notifications for. Within this section, a column will display for each supported **Communication Method** so that you can define what **Communication Methods** are available for each **Event**. When a patient is configured to receive notifications for an **Event**, when the **Event** occurs/is applicable for the patient, then the corresponding Vendor for the **Communication Method** selected for the **Event** will be notified.

The **Notification Setup** section has four main components, outlined below:

- [Display Message Configuration](#)
- [On Demand Messaging, Pick Up Reminder, and Refill Reminder Settings](#)
- [Communication Method Selection for Events](#)
- [Display Message Selection for Events](#)

Notification Setup ?

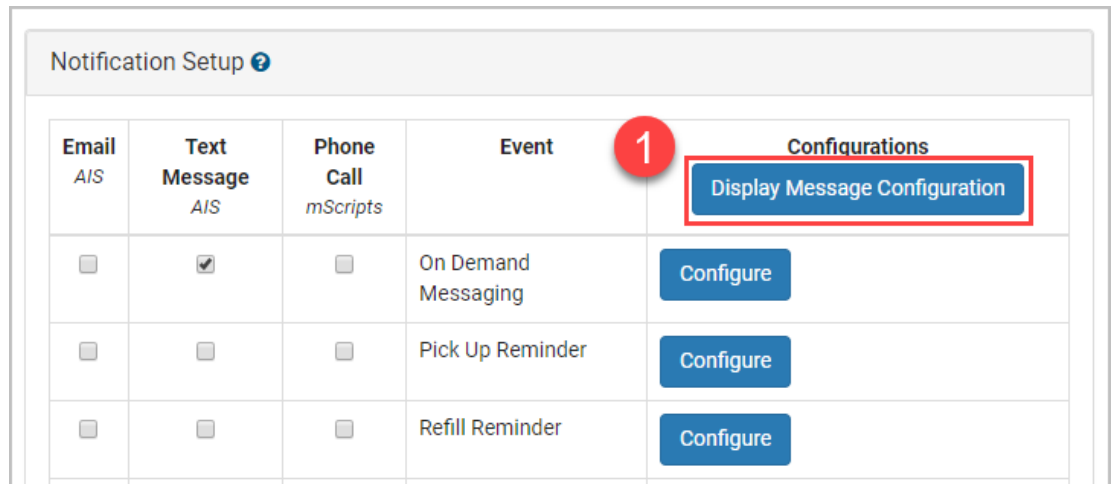
Email <small>AIS</small>	Text Message <small>AIS</small>	Phone Call <small>mScripts</small>	Event	Configurations
				<a href="#">Display Message Configuration</a>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging	<a href="#">Configure</a>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder	<a href="#">Configure</a>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refill Reminder	<a href="#">Configure</a>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Reception	Rx is in Reception ▼
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Data Entry	Rx is in Data Entry ▼
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Dispensing	Rx is in Product Dispensing C ▼
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	Rx is in Verification ▼
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Rx Ready	Rx is ready to pick up ▼

[Save](#) [Cancel](#) [Close](#)

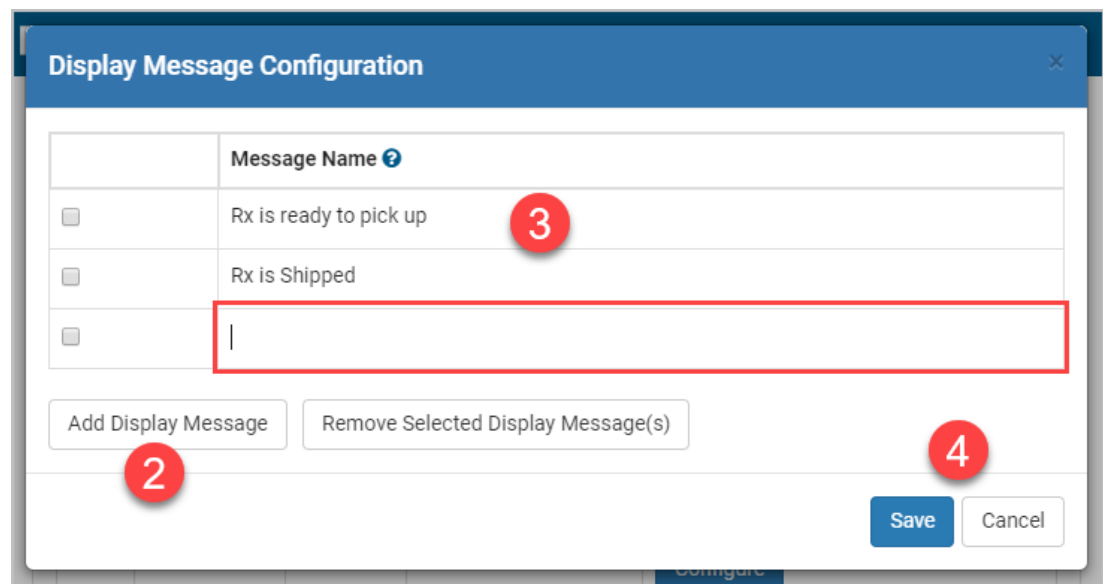
### Display Message Configuration

**Display Messages** are customizable text that you can assign to each **Notification Setup Event**. The **Display Message** configured for an **Event(s)** displays within the **PCS Patient Configuration** window.

## Adding Display Messages



- 1) To add a **Display Message**, select the **Display Message Configuration** button in the **Notification Setup** section. The **Display Message Configuration** window displays.



- 2) Scroll to the bottom of the **Message Name** list, if applicable and select the **Add Display Message** button. A new row appears at the bottom of the **Message Name** list.
- 3) Enter the desired **Display Message** text in the **Message Name** column.
- 4) Continue to add **Display Messages** by repeating steps 2-3. When all **Display Messages** have been added, select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

## Editing Display Messages

Notification Setup <span>?</span>				
Email <i>AIS</i>	Text Message <i>AIS</i>	Phone Call <i>mScripts</i>	Event	Configurations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging	<div style="border: 2px solid red; padding: 2px; display: inline-block;">Display Message Configuration</div> <input type="button" value="Configure"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder	<input type="button" value="Configure"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refill Reminder	<input type="button" value="Configure"/>

- 1) To edit a **Display Message**, select the **Display Message Configuration** button in the **Notification Setup** section. The **Display Message Configuration** window displays.

**Display Message Configuration** ✕

	Message Name <span>?</span>
<input type="checkbox"/>	Rx is ready to pick up
<input type="checkbox"/>	Rx is Shipped
<input type="checkbox"/>	Pharmacy hours are:

- 2) Locate the **Display Message** that needs edited within the **Message Name** list. Edit the **Display Message** text in the **Message Name** column.
- 3) Continue to edit **Display Messages** by repeating step 2. When all **Display Messages** have been edited, select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

## Removing Display Messages

Notification Setup <span>?</span>				
Email <i>AIS</i>	Text Message <i>AIS</i>	Phone Call <i>mScripts</i>	Event	Configurations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging	<b>1</b> <span style="border: 2px solid red; padding: 2px;">Display Message Configuration</span>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder	Configure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refill Reminder	Configure

- 1) To remove a **Display Message**, select the **Display Message Configuration** button in the **Notification Setup** section. The **Display Message Configuration** window displays.

Display Message Configuration
✕

	Message Name <span>?</span>
<input type="checkbox"/>	Rx is ready to pick up
<input type="checkbox"/>	Rx is Shipped
<input checked="" type="checkbox"/> <b>2</b>	Pharmacy hours are:

Add Display Message

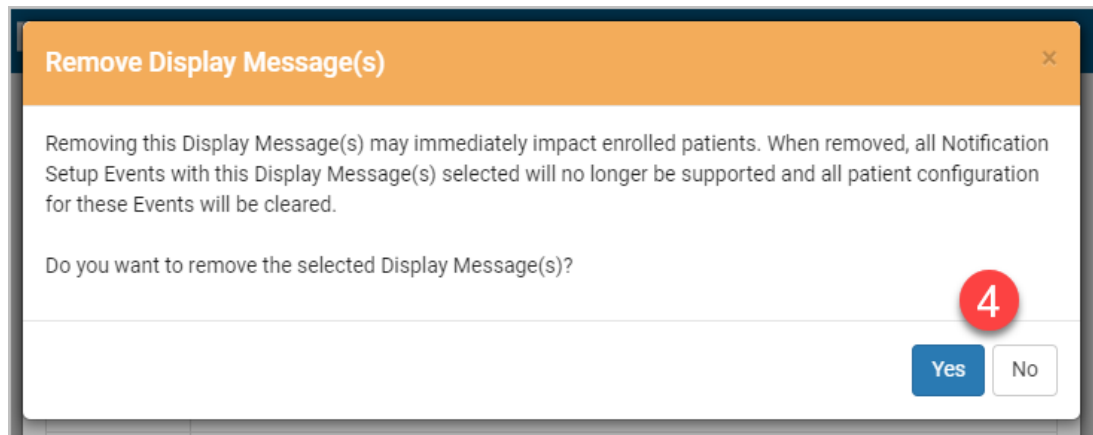
Remove Selected Display Message(s)

**3**

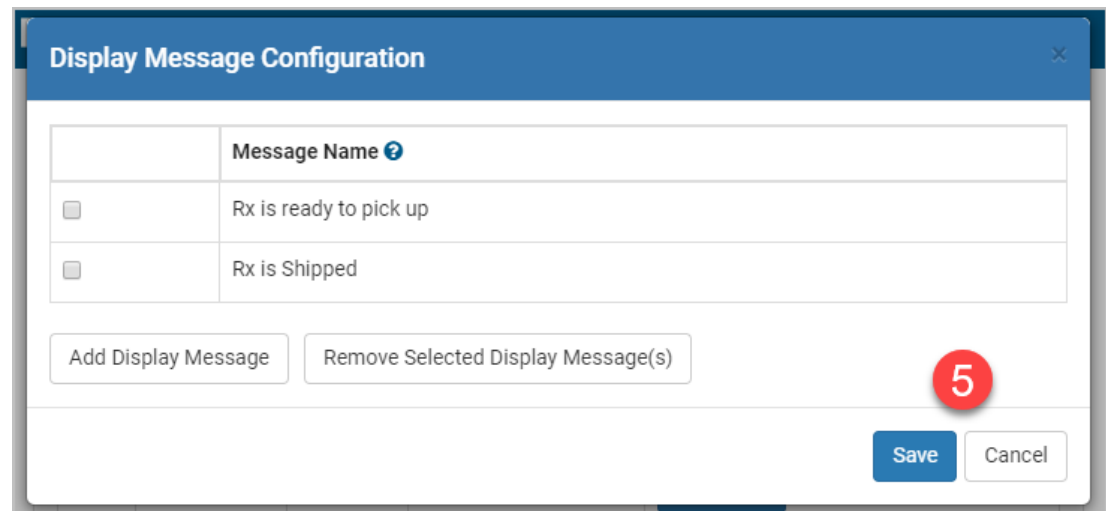
Save

Cancel

- 2) Select the checkbox(es) for the **Display Message(s)** you want to remove.
- 3) Select the **Remove Selected Display Message(s)** button.



- 4) Select **Yes** in the **Remove Display Message(s)** confirmation window to remove the selected **Display Message(s)**, or **No** to cancel the removal.



- 5) Select the **Save** button to save your changes, or the **Cancel** button to discard your changes.


## On Demand Messaging, Pick Up Reminder, and Refill Reminder Settings

The **On Demand Messaging**, **Pick Up Reminder**, and **Refill Reminder Events** allow for additional configuration so that you can customize the **Events** to your specific needs.

### On Demand Messaging

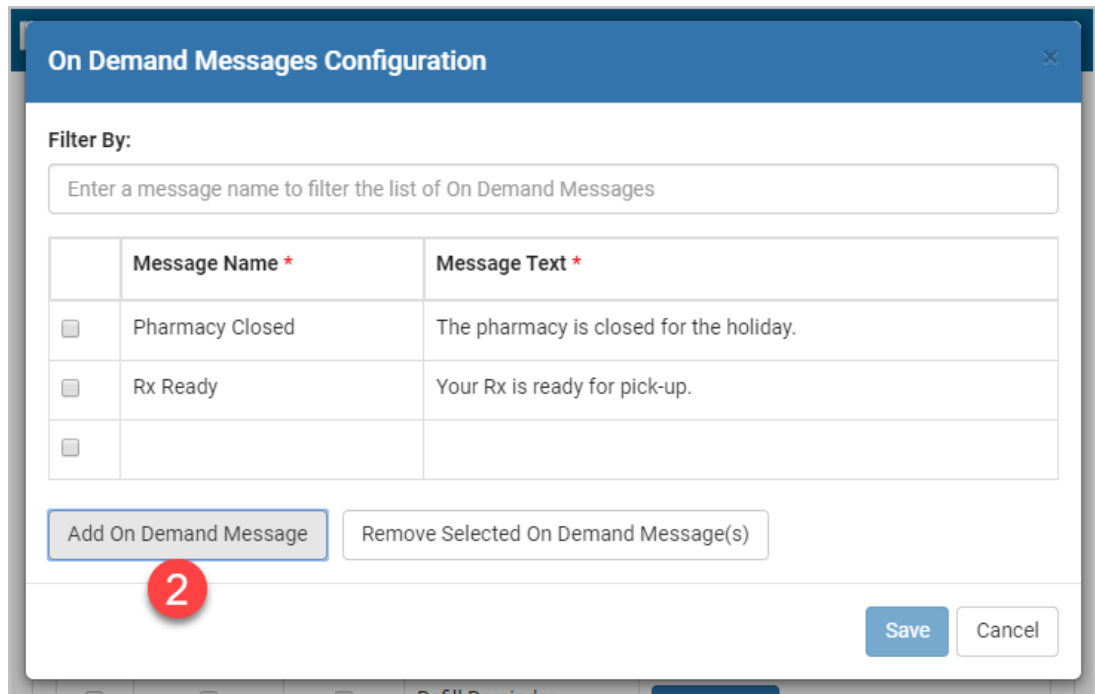
PCS allows you to define custom messages, called **On Demand Messages**, that can be sent to enrolled patients on an as-needed basis.

### Adding On Demand Messages

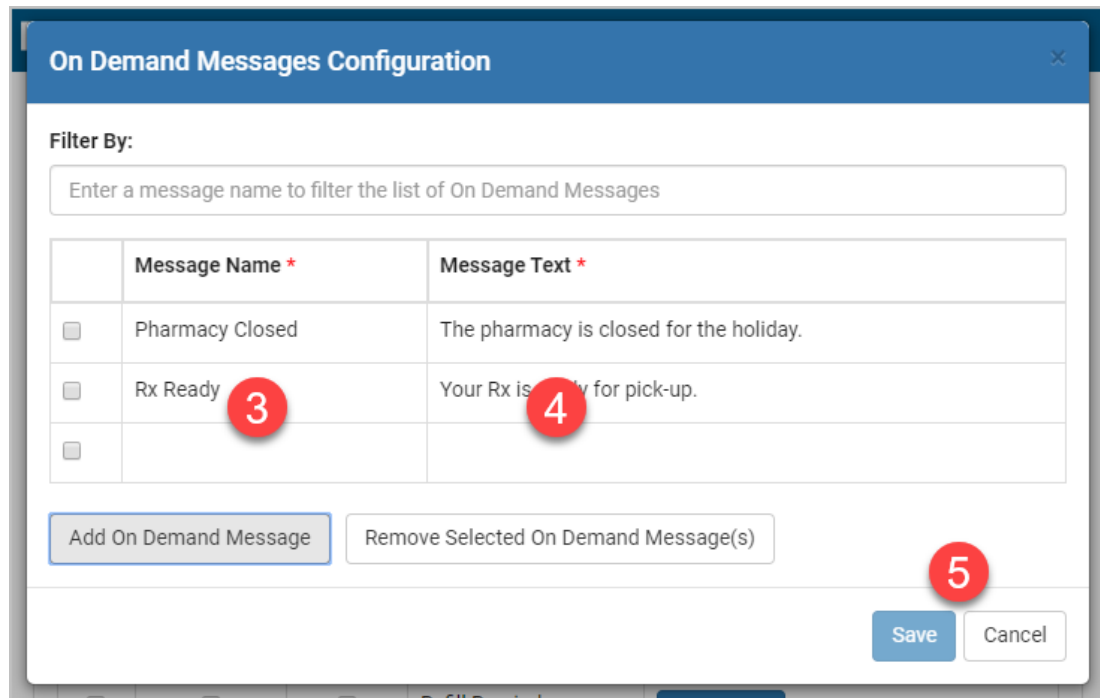
Notification Setup 				
Email <i>A/S</i>	Text Message <i>A/S</i>	Phone Call <i>mScripts</i>	Event	Configurations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging	<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> <span style="background-color: #0070c0; color: white; padding: 2px 10px; border-radius: 3px;">Display Message Configuration</span> </div> <div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> <span style="background-color: #0070c0; color: white; padding: 2px 10px; border-radius: 3px;">Configure</span> <span style="color: red; font-weight: bold; border: 1px solid red; border-radius: 50%; padding: 2px 5px; display: inline-block; margin-left: 5px;">1</span> </div>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder	<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> <span style="background-color: #0070c0; color: white; padding: 2px 10px; border-radius: 3px;">Configure</span> </div>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refill Reminder	<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> <span style="background-color: #0070c0; color: white; padding: 2px 10px; border-radius: 3px;">Configure</span> </div>

- 1) To add an **On Demand Message**, select the **Configure** button in the **Notification Setup** section. The **On Demand Messages Configuration** window displays.





- 2) Scroll to the bottom of the list, if applicable and select the **Add On Demand Message** button. A new row appears at the bottom of the list.



- 3) Enter the name of the **On Demand Message** in the **Message Name** column. The text entered in this column will display when sending an **On Demand Message** to a patient via the **PCS** tab within the **Clinical App**.
- 4) Enter the text associated to the **On Demand Message** in the **Message Text** column. The text entered in this column will be sent to the corresponding Vendor when the **On Demand Message** is sent to a patient.

- When all the **On Demand Messages** have been added, select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

### Editing On Demand Messages

Notification Setup <span>?</span>				
Email <i>AIS</i>	Text Message <i>AIS</i>	Phone Call <i>mScripts</i>	Event	Configurations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging	<div style="border: 1px solid #0070C0; padding: 2px; display: inline-block;">Display Message Configuration</div> <div style="border: 1px solid #0070C0; padding: 2px; display: inline-block;">Configure <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">1</span></div>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder	<div style="border: 1px solid #0070C0; padding: 2px; display: inline-block;">Configure</div>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refill Reminder	<div style="border: 1px solid #0070C0; padding: 2px; display: inline-block;">Configure</div>

- To edit an **On Demand Message**, select the **Configure** button in the **Notification Setup** section. The **On Demand Messages Configuration** window displays.

**On Demand Messages Configuration** ✕

**Filter By:** 2

Enter a message name to filter the list of On Demand Messages

	Message Name *	Message Text *
<input type="checkbox"/>	Pharmacy Closed	The pharmacy is closed for the holiday.
<input type="checkbox"/>	Rx Ready	Your Rx is ready for pick-up.
<input type="checkbox"/>	Rx not in stock <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">3</span>	The Rx is not in stock and we will notify you when it is. <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">4</span>

Add On Demand Message

Remove Selected On Demand Message(s)

5 Save

Cancel

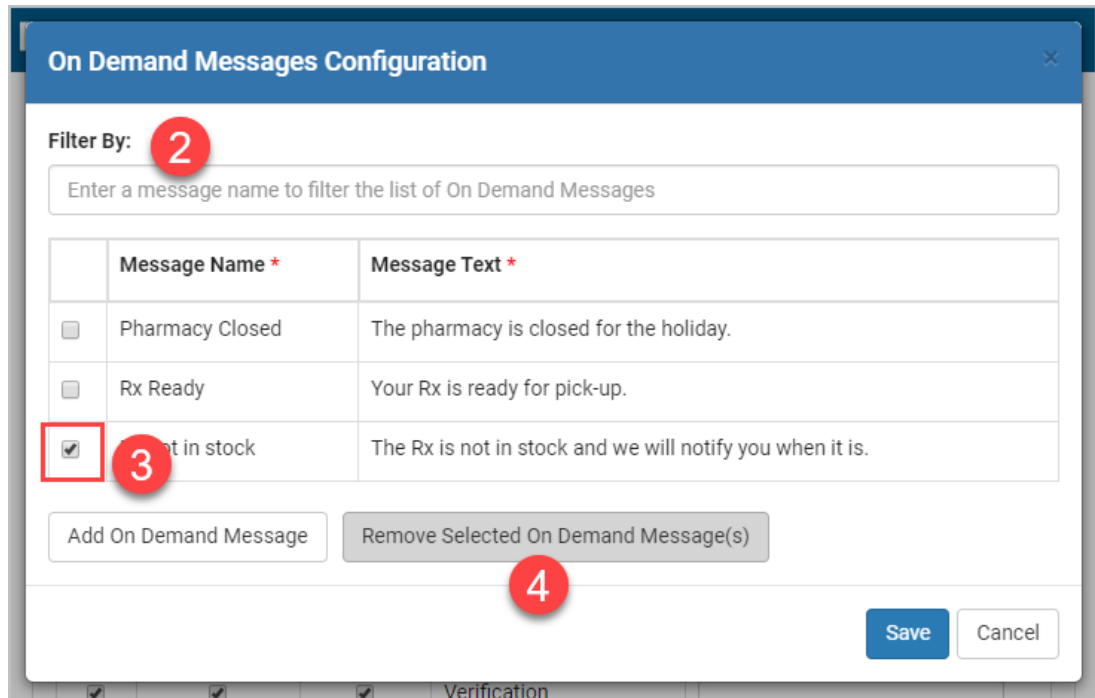
- Use the **Filter By** field to filter the list of existing **On Demand Messages**. Locate the **On Demand Message** that needs edited within the list.

- 3) Edit the name of the **On Demand Message** in the **Message Name** column, if needed. The text entered in this column will display when sending an **On Demand Message** to a patient via the **PCS** tab within the **Clinical App**.
- 4) Edit the text associated to the **On Demand Message** in the **Message Text** column, if needed. The text entered in this column will be sent to the corresponding Vendor when the **On Demand Message** is sent to a patient.
- 5) Continue to edit **On Demand Messages** by repeating steps 2-4. When all **On Demand Messages** have been edited, select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

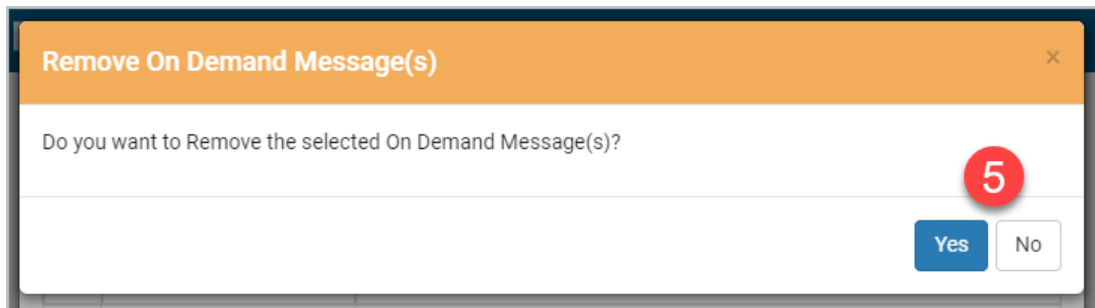
### Removing On Demand Messages

Notification Setup ⓘ				
Email <i>AIS</i>	Text Message <i>AIS</i>	Phone Call <i>mScripts</i>	Event	Configurations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging	<div style="border: 1px solid #ccc; padding: 2px; display: inline-block;">Display Message Configuration</div> <div style="border: 1px solid #ccc; padding: 2px; display: inline-block; background-color: #0070c0; color: white;">Configure</div> <span style="color: red; font-weight: bold; border: 1px solid red; border-radius: 50%; padding: 2px 5px; margin-left: 5px;">1</span>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder	<div style="border: 1px solid #ccc; padding: 2px; display: inline-block; background-color: #0070c0; color: white;">Configure</div>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refill Reminder	<div style="border: 1px solid #ccc; padding: 2px; display: inline-block; background-color: #0070c0; color: white;">Configure</div>

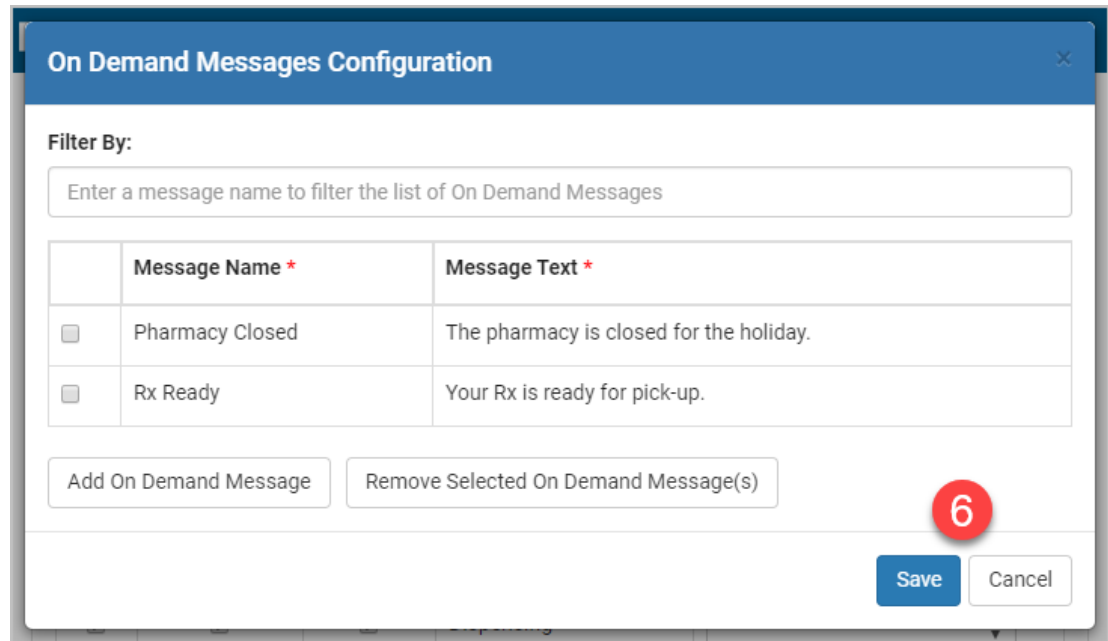
- 1) To remove an **On Demand Message**, select the **Configure** button in the **Notification Setup** section. The **On Demand Messages Configuration** window displays.



- 2) Use the **Filter By** field to filter the list of existing **On Demand Messages**. Locate the **On Demand Message(s)** that needs removed within the list.
- 3) Select the checkbox(es) for the **On Demand Message(s)** you want to remove.
- 4) Select the **Remove Selected On Demand Message(s)** button.



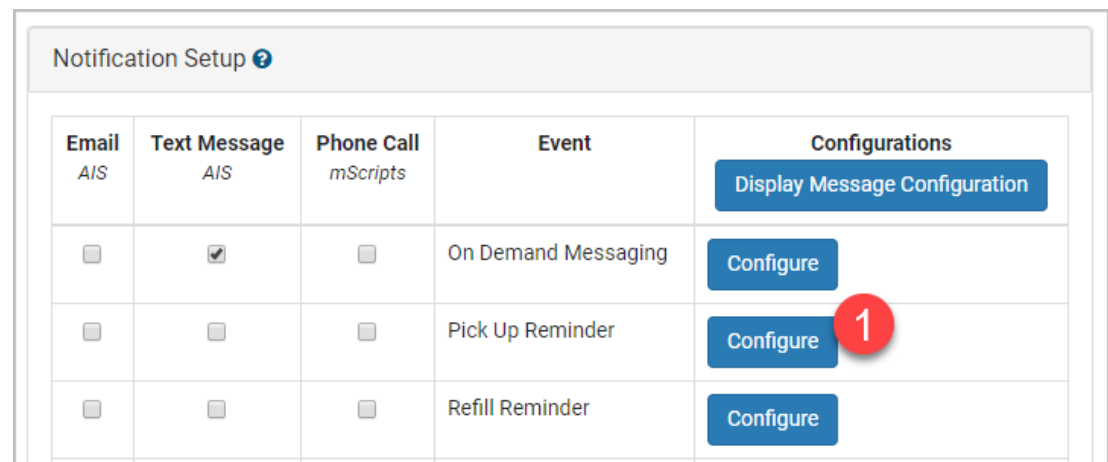
- 5) Select **Yes** in the **Remove On Demand Message(s)** confirmation window to remove the selected **On Demand Message(s)**, or **No** to cancel the removal.



- 6) Select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

### Pick Up Reminders

**Pick Up Reminders** are automatically generated **Events** that notify patients when an order is past due for pick up.



- 1) To manage **Pick Up Reminders**, select the **Configure** button in the **Notification Setup** section. The **Pick Up Reminder Configuration** window displays.

2) To support **Pick Up Reminders**, you must configure the following settings:

- **Auto-Notify the Patient the first time after (x) days.**
- **Repeat Auto-Notification every (x) days after that.**
- **Stop Auto-Notification after a total of (x) days.**

**Note:** You must enter values for each of the three settings to support **Pick Up Reminders**. You cannot save your changes unless all three settings have been populated.

3) Select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

**Note:** **Pick Up Reminder** settings can be edited at any time.

### Refill Reminders

**Refill Reminders** are automatically generated **Events** that notify patients of upcoming refills.

Notification Setup				
Email <i>AIS</i>	Text Message <i>AIS</i>	Phone Call <i>mScripts</i>	Event	Configurations
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging	<a href="#">Display Message Configuration</a> <a href="#">Configure</a>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder	<a href="#">Configure</a>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refill Reminder	<a href="#">Configure</a> <span style="color: red; font-weight: bold; border-radius: 50%; padding: 2px 5px;">1</span>

- 1) To manage **Refill Reminders**, select the **Configure** button in the **Notification Setup** section. The **Refill Reminder Configuration** window displays.

**Refill Reminder Configuration**

Before a Refill is due, have the Patient Communication Program Auto-Notify the patient with the settings below.

Auto-Notify the Patient: *	1	days before the Refill is due.
Repeat Auto-Notification every: *	2	days after that.
Stop Auto-Notification after a total of: *	3	days.

Save Cancel

- 2) To support **Refill Reminders**, you must configure the following settings:
  - **Auto-Notify the Patient (x) days before the Refill is due.**
  - **Repeat Auto-Notification every (x) days after that.**
  - **Stop Auto-Notification after a total of (x) days.**

**Note:** You must enter values for each of the three settings to support **Refill Reminders**. You cannot save your changes unless all three settings have been populated.

- 3) Select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

**Note:** **Refill Reminder** settings can be edited at any time.

## Communication Method Selection for Events

Within the **Notification Setup** section, a column will display for each supported **Communication Method** so that you can define what **Communication Methods** are available for each **Event**.

Email <i>AIS</i>	Text Message <i>AIS</i>	Phone Call <i>mScripts</i>	Event
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On Demand Messaging
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pick Up Reminder
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Refill Reminder
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Reception
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Data Entry

When the checkbox for a **Communication Method** is selected for an **Event**, the **Communication Method** will display as an available option when configuring the **Event** for a patient.



**Important:** For **On Demand Messaging, Pick Up Reminder, and Refill Reminder Events**, the **Event** must be configured and at least one **Communication Method** must be selected for the **Event** to display within the **PCS Patient Configuration** window. For all other **Events**, a **Display Message** and at least one **Communication Method** must be selected for an **Event** to display within the **PCS Patient Configuration** window. For more information on **Display Messages**, refer to the [Display Message Selection for Events](#) section below.

## Display Message Selection for Events

A **Display Message** is customizable text that you can assign to a **Notification Setup Event**. The **Display Message** configured for an **Event(s)** displays within the **PCS Patient Configuration** window.



**Important:** For **On Demand Messaging, Pick Up Reminder, and Refill Reminder Events**, the **Event** must be configured and at least one **Communication Method** must be selected for the **Event** to display within the **PCS Patient Configuration** window. For all other **Events**, a **Display Message** and at least one **Communication Method** must be selected for an **Event** to display within the **PCS Patient Configuration** window. For



more information on **Communication Method** selection, refer to the [Communication Method Selection for Events](#) section above.

For each **Event**, use the **Select Display Message** drop-down in the **Configurations** column to select the desired **Display Message**.

**Note:** A **Display Message** cannot be configured for the **On Demand Messaging**, **Pick Up Reminder**, and **Refill Reminder Events**.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Reception	<input type="text"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Data Entry	<input type="text"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Dispensing	<input type="text"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	<input type="text"/>

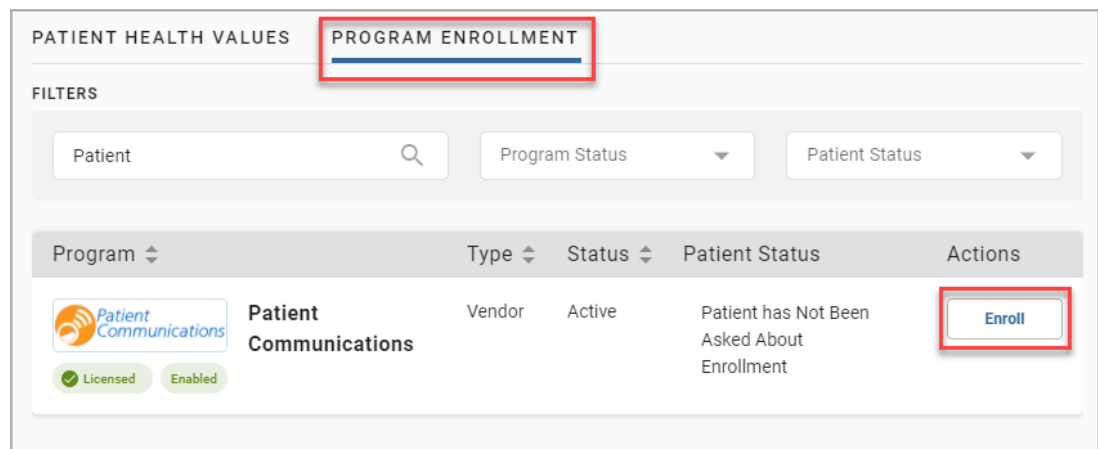
When you are done making all PCS configuration updates, select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

## Enrolling Patients in PCS

Patients are enrolled in PCS the same way they are enrolled in other CPS Vendor Programs, through an Enrollment Alert or the **Program Enrollment** tab in the CPS Patient Profile. Additionally, new patients can be automatically enrolled in PCS if desired.

**Notes:**

- For more information on viewing and editing Program enrollments in CPS, see the section on [Viewing and Editing Program Enrollments in Chapter 11: Viewing the CPS Patient Profile](#).
- For more information on new patient automatic enrollment, see the [PCS Automatic Enrollment](#) section.

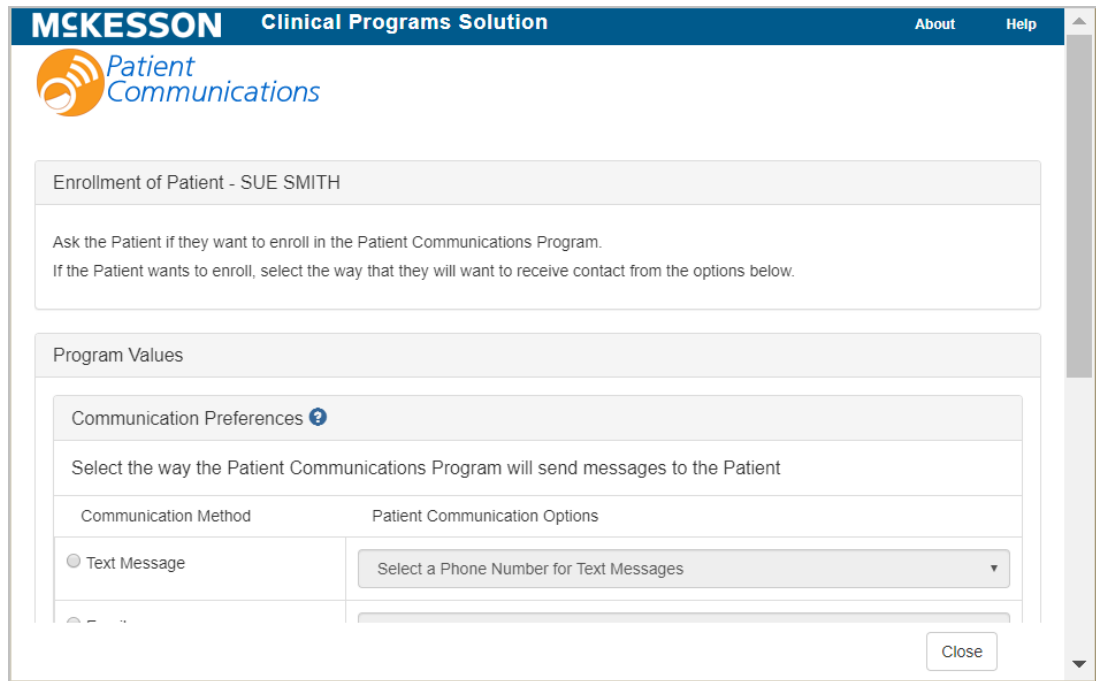


When enrolling a patient in PCS using the CPS Patient Profile, first navigate to the **Program Enrollment** tab and then select the **Enroll** button next to the **Patient Communications Solution** Program to start the enrollment process.

**Notes:**

- You can also enroll patients in PCS through the **Clinical App** or **Alert Queue** by selecting the **Enroll** button in a PCS Enrollment Alert.
- For more information on enrolling patients in other CPS Programs through the **Clinical App**, see the section on [Enrolling a Patient in Chapter 8: Viewing Alerts in the Clinical App](#).

After selecting the **Enroll** button, the **PCS Patient Configuration** window displays.



## Patient Communication Preferences

The top section of the **PCS Patient Configuration** window, **Communication Preferences**, allows you to select the patient’s phone number for text messages and phone calls (this can be the same phone number for both or different phone numbers), as well as their email address for email communications. Use the **Patient Communication Options** drop-down to set each **Communication Method** for the patient.

**Note:** If **PCS Easy Mode** is enabled, you will only be able to set one **Communication Method** for the patient, as shown below.

**McKESSON Clinical Programs Solution** About Help

Program Values

Communication Preferences ?

Select the way the Patient Communications Program will send messages to the Patient

Communication Method	Patient Communication Options
<input checked="" type="radio"/> Text Message	(412) 633-3325 - Mobile
<input type="radio"/> Email	Select an Email Address for Email Messages
<input type="radio"/> Phone Call	Select a Phone Number to receive Voicemail Messages

Notification Setup ?

Select a Communication Preference that will be used to send a Display Message to the Patient

Enroll Cancel Close

If needed, use the radio buttons in the **Communication Method** column to change the patient’s preferred **Communication Method**.

## Patient Notification Setup

The bottom section of the **PCS Patient Configuration** window, **Notification Setup**, allows you to select what **Events** the patient wants to be notified of, as well as the **Communication Method** for each **Event**.

Notification Setup ?

Select a Communication Preference that will be used to send a Display Message to the Patient

Display Message	Communication Preference
On Demand Messaging	TEXT MESSAGE
Rx is ready to pick up	TEXT MESSAGE
Rx is Shipped	TEXT MESSAGE

**Note:** Only supported **Events** will display in the **Notification Setup** section. To modify what **Events** are supported, see the [Notification Setup](#) section.

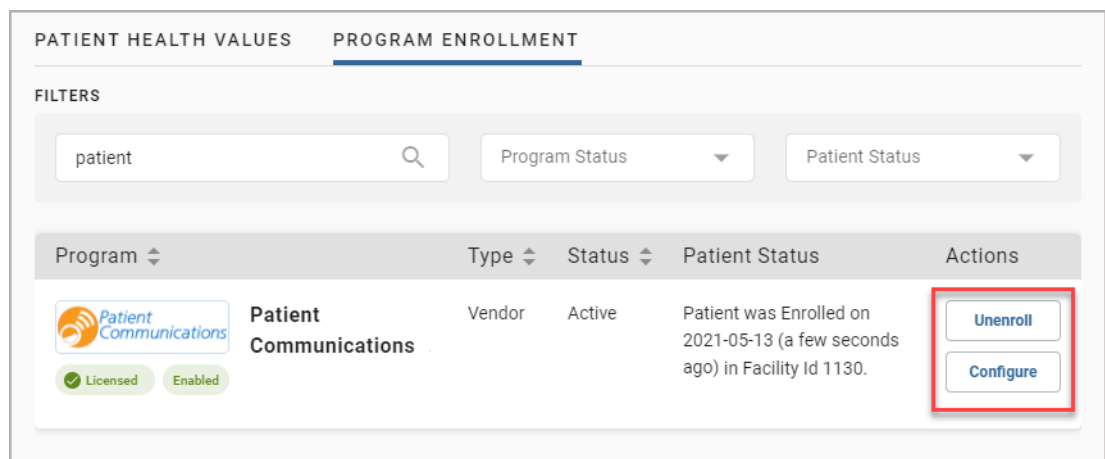
To configure an **Event** for the patient, use the drop-down in the **Communication Preference** column to select the **Communication Method** that the patient prefers for that **Event**.

**Notes:**

- A **Communication Method** will not display as an available option in the **Communication Preference** drop-down when the **Event** does not support that **Communication Method**.
- A **Communication Method** will display as disabled in the **Communication Preference** drop-down when the patient does not have a value selected for that **Communication Method**.
- If **PCS Easy Mode** is enabled, the patient’s preferred **Communication Method** will be automatically selected for all **Events** that support that **Communication Method**. Additionally, an **Event** cannot be set to a **Communication Method** that is different than the preferred **Communication Method** for the patient.
- The **Notification Setup** section will be disabled and display as read-only when the **Lock Patient Notification Setup** option is turned on. For more information on this option, refer to [“Lock Patient Notification Setup” on page 15-177](#).

When all selections are made, select the **Enroll** button to complete the enrollment, or the **Cancel** button to discard your changes and cancel the enrollment.

After enrolling a patient in PCS, note that the **Enroll** button on the **Program Enrollment** tab changes to **Unenroll** and a **Configure** button appears.



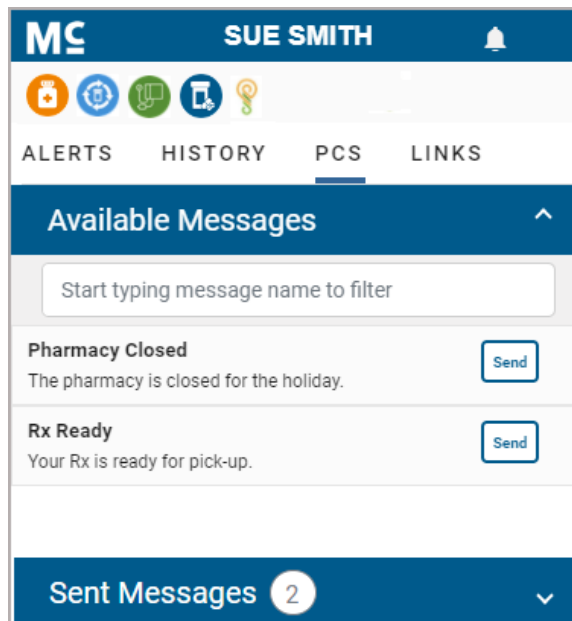
Selecting the **Configure** button allows you to edit the PCS configuration defined for the patient. Selecting the **Unenroll** button will unenroll the patient from the Program.

**Note:** When you unenroll a patient, no PCS configuration is retained for the patient.

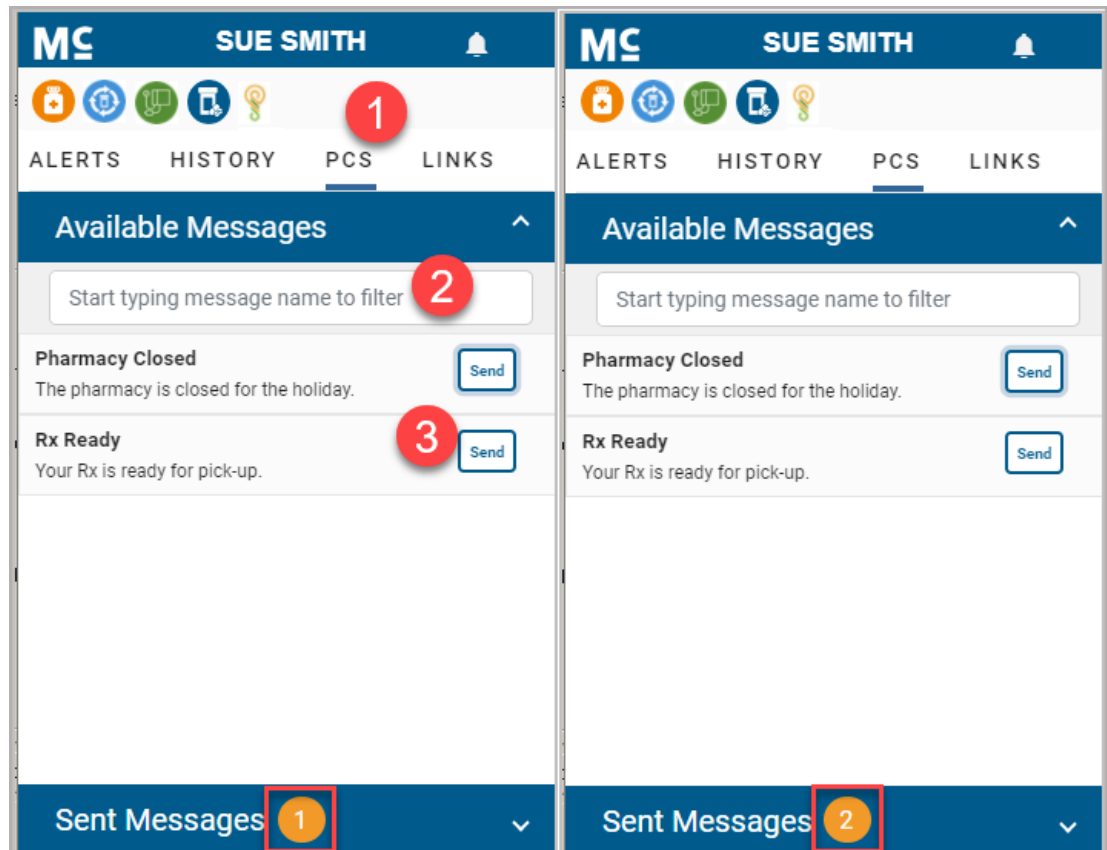
## Accessing On Demand Messages in the Clinical App

When the patient in context is enrolled in PCS, you will see a **PCS** tab in the **Clinical App**. You can use this tab to easily access **PCS On Demand Messaging**.

The **PCS** tab includes an **Available Messages** section and a **Sent Messages** section. By default, the **Available Messages** section will be expanded and will include all **PCS On Demand Messages** configured for the logged in facility.

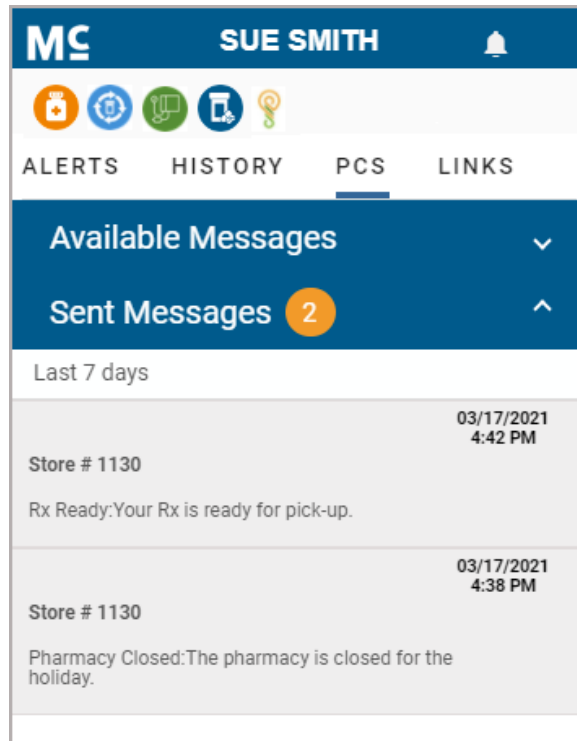


## Sending a PCS On Demand Message



- 1) Open the **Clinical App** and select the **PCS** tab. For more information on the **Clinical App**, see [Chapter 8: Viewing Alerts in the Clinical App](#).
- 2) Begin typing the desired message to filter the **Available Messages** list if needed.
- 3) Select the message from the list. You will see the message text and a **Send** button. Select the **Send** button to send the selected message to the patient in context.
- 4) To notify you that the message was successfully sent, the numerical count in the **Sent Messages** header will highlight orange and update to include the recently sent message. The numerical count in the **Sent Messages** header will remain orange until the **Sent Messages** section is expanded.

**Note:** The **Sent Messages** section includes 7 days of historical **PCS On Demand Message** for the patient in context. Historical **PCS On Demand Messages** will sort newest to oldest, with any messages sent while the patient is in context highlighted in gray (as shown below). Each historical **PCS On Demand Message** will display the user, timestamp, store number, and text associated with the message. For convenience, a numerical count of sent messages displays within the **Sent Messages** header.

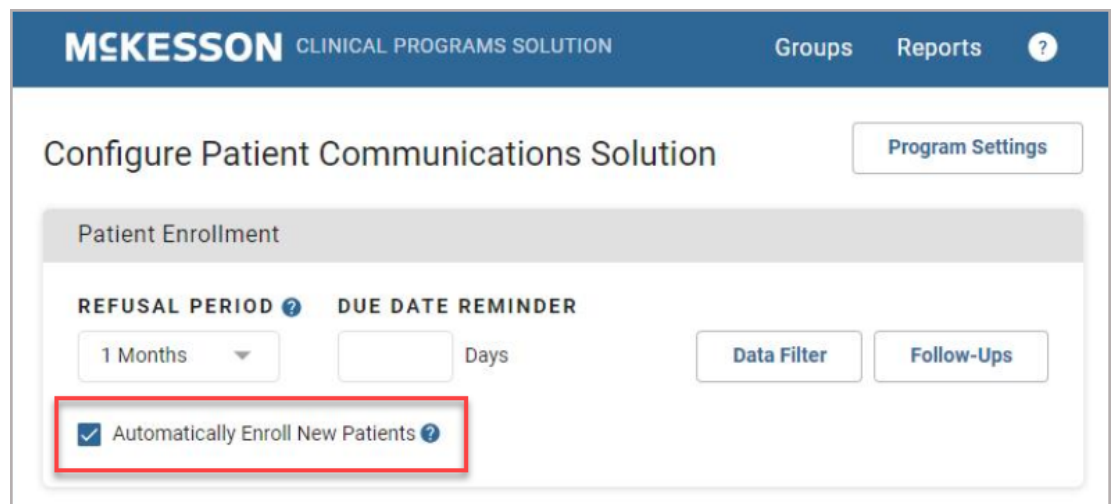


## Vendor Program Automatic Enrollment

In addition to manual Program enrollment, CPS provides the option to automatically enroll new patients into select Vendor Programs.

**Note:** New patient automatic enrollment is only available for patient profiles created via the **Add Patient** functionality within EnterpriseRx.

When a Vendor supports new patient automatic enrollment, the **Automatically Enroll New Patients** checkbox will display in the **Patient Enrollment** section within **CPS Program Admin**.





**Note:** The **Automatically Enroll New Patients** checkbox will be available at a Corporate Root or facility level and will be unselected by default.

When the **Automatically Enroll New Patients** checkbox is selected for an enabled Vendor Program in the logged in facility, immediately after a new EnterpriseRx Patient Profile is successfully saved, the patient will be automatically enrolled in the Vendor Program.

**Note:** Prior to selecting the **Automatically Enroll New Patients** checkbox, please coordinate with the appropriate Vendor(s).

## PCS Automatic Enrollment

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When a new patient is automatically enrolled in PCS, the patient's PCS **Communication Preferences** will be systematically set using the information provided in the EnterpriseRx Patient Profile:

- When a **Phone** number is provided in the EnterpriseRx Patient Profile, the **Phone Call PCS Communication Method** will be set to the EnterpriseRx **Phone** number.
- When a **Cell** number is provided in the EnterpriseRx Patient Profile, the **Text Message PCS Communication Method** will be set to the EnterpriseRx **Cell** number.
- When a primary **Email** address is provided in the EnterpriseRx Patient Profile, the **Email PCS Communication Method** will be set to the EnterpriseRx primary **Email** address.

### Notes:

- If **PCS Easy Mode** is enabled, when a new patient is automatically enrolled in PCS, the patient's preferred **Communication Method** will be automatically selected using the priority defined in the **Select the Priority for Patient Enrollment** column within the **Program Settings** window in Program Admin. Additionally, as part of the enrollment, the patient's **Notification Setup** will be automatically configured based upon their preferred **Communication Method**. The **Notification Setup** section can, however, be modified if needed.
- PCS is only available for use with EnterpriseRx. Vendors are only available if certified.

# 16. CPS and APS Integration

## McKesson's Adherence Performance Solution

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McKesson's Adherence Performance Solution (APS) includes an interactive dashboard that provides information on patient adherence for Cholesterol, Diabetes, Hypertension, COPD, as well as information on gap therapy for diabetic patients without a statin and elderly patients on high risk medications. Please note, COPD adherence is available only to CPS Premium customers. CPS works with APS to bring real-time data on patient medication adherence for these three disease states into pharmacy workflow.

APS is modeled after the CMS (Centers for Medicare and Medicaid Services) Star Ratings calculations. By individual pharmacy and/or pharmacy chain, APS identifies non-adherent patients using the list of medications, including generic equivalents, published by CMS for the disease states being measured. APS uses data directly from your pharmacy management system to calculate each patient's PDC (Proportion of Days Covered) to measure their adherence. A patient's PDC is calculated by dividing the number of refills within a measurement window by the number of days in the measurement window. For example, if a patient is on diabetes treatment, the number of refills the patient receives over a 12-month period is reviewed. If a patient refills a prescription with a 30-day supply 9 times within 12 months, they have 270 days of 365 days covered. The proportion of days covered is found by dividing 270 by 365, which gives 0.74 or 74%. Similar to CMS, APS uses the criteria that 80% PDC and above is considered adherent.

APS supports four types of adherence measurements using PDC scores:

- Cholesterol
- Diabetes
- Hypertension
- COPD

In addition, APS identifies elderly patients (60 or older) using high risk medications (HRM), as well as diabetic patients not on a statin (Statin Use in Persons with Diabetes, or SUPD). The APS score for HRM is either a 0, for patients who received two or more Rx fills for the same HRM, or a 1, for patients who received no or less than two fills of the same HRM. SUPD applies to patients between 40 and 75 years old as of the last day of the measurement window. This measure applies to patients on diabetic medications with at least one statin fill during the measurement window. The SUPD score is either a 1

(adherent; the patient filled a statin in the measurement window) or a 0 (non-adherent; the patient did not fill a statin in the measurement window).

The patient data APS receives from your pharmacy management system is rolled up to the individual pharmacy level to determine the percentage of adherent patients for that pharmacy. APS calculates the percentage of adherent patients per pharmacy and assigns a 1-5 adherence rating following the scales published by CMS.

With APS, your pharmacy can identify non-adherent patients and the number of patients needed to improve your pharmacy's rating. Once patients are identified, you can leverage both APS and McKesson's Clinical Programs Solution to target and intervene with non-adherent patients.

## CPS and APS Integration

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The CPS and APS integration provides "real-time" data on patient adherence within pharmacy workflow. On a weekly and/or daily basis, APS notifications are created in CPS to Alert pharmacy staff of non-adherent patients.

## Types of APS Notifications in CPS

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There are two types of APS notifications supported in CPS: **Patient Adherence Alerts** and **Key-Value Pair Measures**.

**Patient Adherence Alerts** contain patient adherence details and display in the CPS **Clinical App** when the patient is context, as well as in the CPS **Alert Queue** outside of prescription processing.

**MC** MIKE SMITH

**Alerts**

**Adherence Performance Solution**

This Patient is non-adherent. Update the Patient's status using the APS Profile button below.

**Patient Statistics ( PDC 12 )**

0.84 CHOL		0.79 HYP	
--------------	--	-------------	--

Last Reviewed Date : Follow Up Date :

**Drug Details**

DRUG	RX#	LAST COVERAGE
ATORVASTATIN CALCIUM 20MG TABS (CHOL)	3486839	07/30/2020
LOSARTAN POTASSIUM 50MG TABS (HYP)	2579944	07/07/2020

**Patient Notes**

2020-07-17 - aps-np-admin (Phone)  
Spoke to patient via phone

Severity: Low Expires: 07/22/2020

Received: 07/17/2020 3:28 PM

[APS Profile](#) [Resolve](#)

**Key-Value Pair Measures** contain adherence measures and are created on a weekly basis for all measured patients. You can view a patient’s adherence measures using the **Patient Health Values** tab within the **CPS Patient Profile**.

The screenshot shows the MCKESSON Clinical Programs Solution interface. At the top, there are tabs for 'Patient Health Values', 'Program Enrollment', and 'Program Messages'. Below the tabs, a message states: 'The latest Clinical Health Program Values appear below. Use the filter to refine data that is shown in the table.' A 'Filter By:' section includes a text input field with the placeholder 'Filter by Program Name, Field Name or Value or Received Date' and several filter buttons: 'Past Month', 'Past 3 Months', 'Past 6 Months', 'Past Year', and 'All'. An 'Export' button with a question mark icon is also present. The main content is a table with the following data:

Program ^	Field Name ^	Field Value ^	Received Date ^
Adherence Performance Solution	CHOLESTEROL PDC	0.71	09/06/2019 04:18PM
Adherence Performance Solution	HYPERTENSION PDC	0.71	09/06/2019 04:18PM
Adherence Performance Solution	DIABETES PDC	0.63	09/06/2019 04:18PM
Adherence Performance Solution	SUPD PDC	1	09/06/2019 04:18PM
Adherence Performance Solution	CHOLESTEROL PDC	0.69	08/30/2019 03:18PM
Adherence Performance Solution	HYPERTENSION PDC	0.69	08/30/2019 03:18PM

## Configuring APS Notifications in CPS

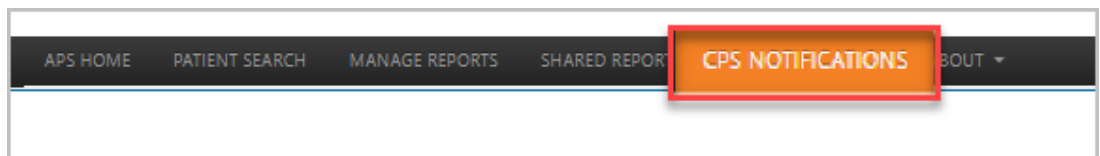
The **CPS NOTIFICATIONS** menu option in APS allows you to modify the configuration of APS related notifications that are sent to CPS.

**Note:** The **CPS NOTIFICATIONS** menu option will only be available if you have the **APS-CUSTOMER-ADMIN** role.

After opening **CPS Notifications**, you can enable/disable **Patient Adherence Alerts** and **Weekly Key-Value Pair Measures**, as well as specify the **PDC Selection** (6 or 12 month) and **Facility Selection** that should be used for your pharmacies. Additionally, you can configure **Filter Conditions**, such as yearly adherence status and patient reviewed state, that you want to apply to **Patient Adherence Alerts**.

### CPS Configuration

To get started, first select the **CPS NOTIFICATIONS** menu option in APS.



The **CPS Notifications** window will display so that you can customize the **Notification Types** and **Notification Options** that you want to support for your pharmacy.

**Note:** In order to leverage APS notifications in CPS, you first need to enable the **Adherence Performance Solution** Program. From **CPS Program Admin**, enter **Adherence Performance Solution** in the **Filter By** field. Once the Program displays in the list, select the **Enable** button.

The screenshot shows the 'CPS Configuration' interface. At the top, there's a 'CPS Configuration' dropdown menu. Below it, the 'Notification Types' section contains instructions and settings for 'Patient Adherence Alerts' and 'Weekly Key-Value Pair Measures'. The 'Patient Adherence Alerts' section has a dropdown menu (1) set to 'Enabled with Custom Filters', a 'View Legacy Filters' button, and a 'Frequency' dropdown (2) set to 'Daily'. The 'Weekly Key-Value Pair Measures' section has a dropdown menu (3) set to 'Enabled'. Below this, a notification states that the next set of alerts and measures will be generated on the night of Wed, Jul 8, 2020. The 'Notification Options' section includes 'PDC Selection' (4) set to '12 month PDC' and 'Facility Selection' (5) set to 'All Facilities'. At the bottom, there are 'Save' (6) and 'Cancel' buttons.

- 1) Use the **Patient Adherence Alerts** drop-down to select the appropriate setting. Available settings include:
  - **Enabled with Legacy Filters:** **Legacy Filters** will be used to determine what **Patient Adherence Alerts** are generated. To view your **Legacy Filters**, select the **View Legacy Filters** button.
  - **Enabled with Custom Filters:** **Custom Filters** will be used to determine what **Patient Adherence Alerts** are generated. If selected, a **Manage Filters** section that allows you to create **Custom Filters** will appear below the **CPS Configuration** section.
  - **Disabled:** **Patient Adherence Alerts** will not be generated.
- 2) Select **Daily** or **Weekly** from the **Frequency** drop-down to configure how often **Patient Adherence Alerts** are sent to CPS.
- 3) Use the **Weekly Key-Value Pair Measures** drop-down to select the appropriate setting. Available settings include:
  - **Enabled:** **Key-Value Pair Measures** will be sent to CPS on a weekly basis for all measured patients.
  - **Disabled:** **Key-Value Pair Measures** will not be generated.
- 4) Use the **PDC Selection** drop-down to select if **Patient Adherence Alerts** and/or **Key-Value Pair Measures** contain **6 month PDC** or **12 month PDC** calculations.

- 5) Use the **Facility Selection** drop-down to select if **Patient Adherence Alerts** and/or **Key-Value Pair Measures** are sent to all facilities or select facilities. If **Select Facilities** is selected in the drop-down, you will have the option to enable/disable notifications at an individual facility level.
- 6) Select the **Save** button to save your changes, or the **Cancel** button to discard your changes.

## Custom Filters

**Custom Filters** define a set of criteria regarding patient adherence. If a patient matches the criteria of any **Custom Filter** with the **Apply Filter?** checkbox selected, an APS **Patient Adherence Alert** will be sent to CPS for that patient when **Alerts** are next generated.

### Adding Custom Filters

When **Patient Adherence Alerts** are enabled with **Custom Filters**, **Manage Filters** displays immediately below the **CPS Configuration** section.

On the **Manage Filters** tab select the **Add Filter** button.

Filter Name	Apply Filter?	Creation Date	Modified Date	
Filter Name Search...				
Preview All Applied Filters				[Icons]
Weekly PDC with Adherence Exclusion	<input checked="" type="checkbox"/>	6/25/20, 12:07 PM	7/7/20, 3:09 PM	[Icons]
Refill Reminder Daily	<input checked="" type="checkbox"/>	6/25/20, 9:17 AM	7/7/20, 3:13 PM	[Icons]
SUPD and HRM PDC 6	<input checked="" type="checkbox"/>	6/25/20, 9:16 AM	7/7/20, 3:13 PM	[Icons]
Adherence Exclusion PDC 6 Weekly	<input checked="" type="checkbox"/>	6/25/20, 9:15 AM	6/25/20, 9:17 AM	[Icons]
DIABETES FILTER	<input type="checkbox"/>	4/21/20, 3:34 PM	6/22/20, 11:03 AM	[Icons]

The **Create CPS Filter** window displays.



**Create CPS Filter** [Close]

**Filter Name** 1

**Starting Template (Select one)** 2

**Blank Filter**  
Start with a blank filter

**PDC Drug Classes with Adherence Exclusion Filter Template**  
Starting Criteria in Filter:

- Drug Classes: Diabetes, Hypertension, Cholesterol, COPD
- PDC 12 Mo between .5 and .8
- Plan filters
- Coverage ended 5 to 100 days ago
- Yearly adherence for patient has not yet been determined
- Patient has not been reviewed in the last two weeks

**SUPD and HRM Filter Template**  
Starting Criteria in Filter:

- Drug Classes: SUPD, HRM
- PDC 12 Mo is 0
- Plan filters

**Refill Reminder Filter Template**  
Starting Criteria in Filter:

- Drug Classes: Diabetes, Hypertension, Cholesterol, COPD
- Coverage ended 5 to 100 days ago

[Save] 3 [Cancel]

- 1) Enter a **Filter Name**.
- 2) Select a **Starting Template**.
- 3) Select the **Save** button to save the **Custom Filter**, or the **Cancel** button to discard the **Custom Filter**.

**Note:** When **Blank Filter** is selected as the **Starting Template**, you will also need to select the **Drug Types** in order to save the **Custom Filter**.

The **Filter Criteria** window displays so that you can define the criteria for the **Custom Filter**.

## Filter Criteria for Custom Filters

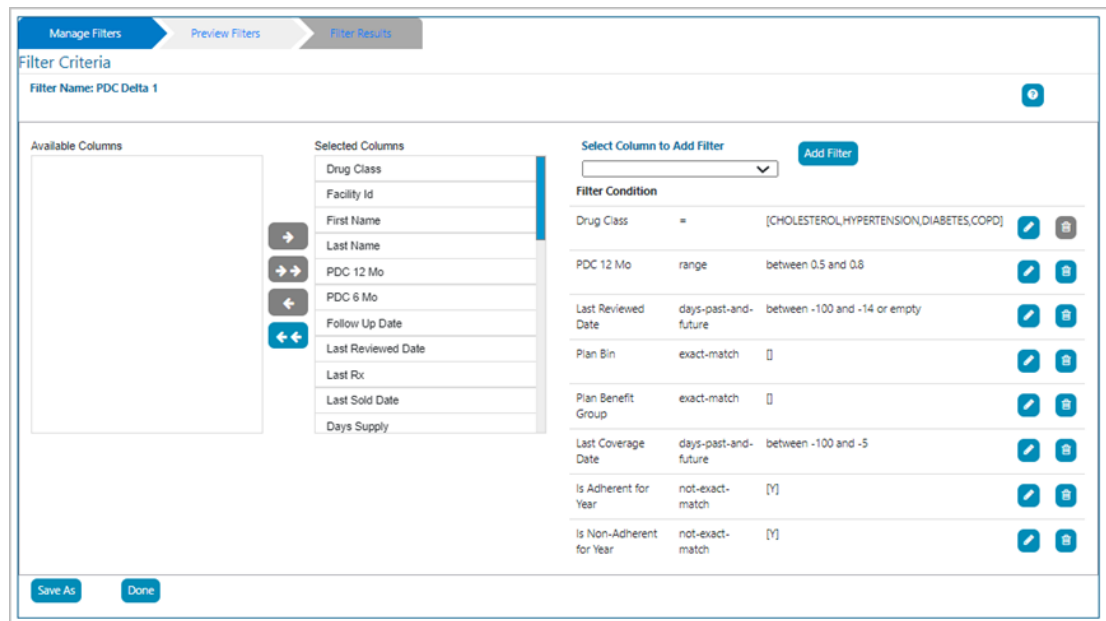
The **Filter Criteria** window is divided into 2 areas:

- 1) ["Available/Selected Columns" on page 212](#)
- 2) ["Add, Edit and Delete Filter Conditions" on page 213](#)

## Available/Selected Columns

By default, all columns will be included when viewing the results of the **Custom Filter**. There are 2 ways to reduce the number of columns that will be displayed in the results:

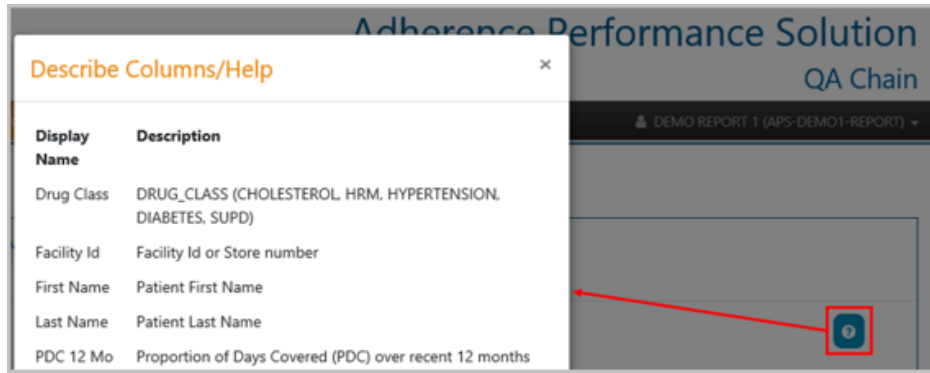
- 1) Use the double left arrow (⇐) to move all columns from the **Selected Columns** section to the **Available Columns** section. Desired columns can then be moved back to the **Selected Columns** section by highlighting the desired column and selecting the right arrow (⇒). Use of the **Ctrl** key allows for selection of multiple columns.
- 2) Remove only those columns that are not desired from the **Selected Columns** section individually, or in groups by using the **Ctrl** key, and selecting the left arrow (⇐) to move them to the **Available Columns** section.



The order of the columns can be changed by dragging and dropping a column in the desired position.

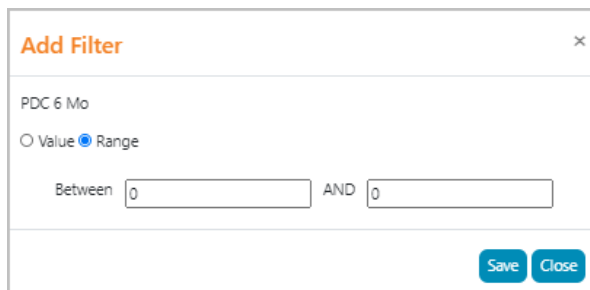
**Note:** The **Drug Class** column is a mandatory column and cannot be removed from the **Selected Columns** list.

For a description of each column, select the **Describe Columns/Help** button.

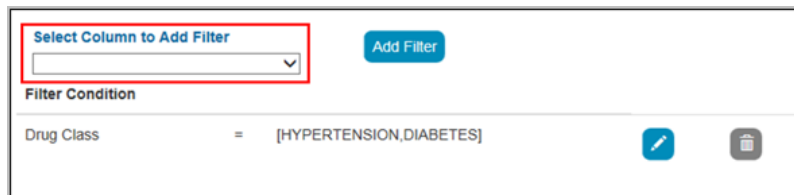


### Add, Edit and Delete Filter Conditions

**Filter Conditions** can be created by selecting the column to filter from the **Select Column to Add Filter** drop-down and selecting the **Add Filter** button. The **Add Filter** pop-up will display.



If the **Add Filter** button is selected prior to selecting a column, a pop-up box will be displayed instructing you to select a column to filter.



**Note:** The **Drug Class Filter Condition** is mandatory and cannot be deleted. Therefore, the **Delete** button (🗑️) is disabled. You can, however, edit the **Drug Class Filter Condition** if desired.

There are 4 types of Filter Data Types:

- 1) [Number Data Type](#)
- 2) [String Data Type](#)
- 3) [Date Data Type](#)

#### 4) Drug Class Data Type

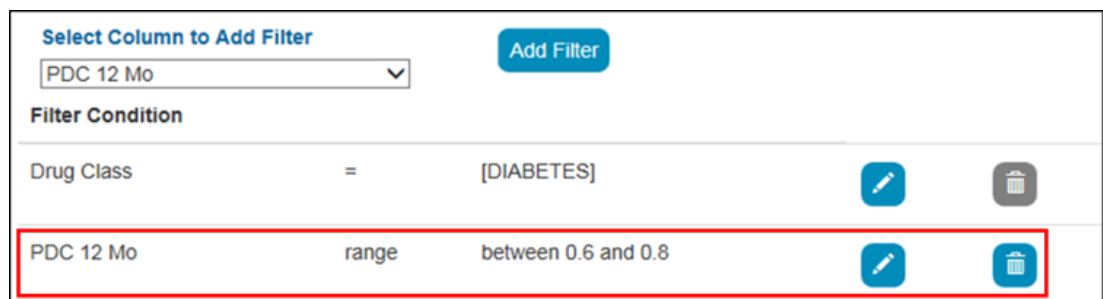
Multiple **Filter Conditions** can be added to a **Custom Filter** to create more defined criteria. You can mix and match the various types of **Filter Conditions** in order to achieve the desired results. When multiple **Filter Conditions** are added to a **Custom Filter**, they act in an “and” fashion, where the report will filter on the 1<sup>st</sup> **Filter Condition** AND the 2<sup>nd</sup> **Filter Condition** AND the 3<sup>rd</sup> **Filter Condition**, etc.

#### Number Data Type

When a column is selected that is based on a number, you can select to filter based on a specific value or on a range. When using the **Value** option, you can select **equal to (=)**, **greater-than-or-equal (>=)** or **less-than-or-equal (<=)**. If **Range** is used, the starting (left) number must be less than or equal to the ending (right) number, or an error will be displayed.



Once the criteria have been added, select the **Save** button to add the **Filter Condition**.

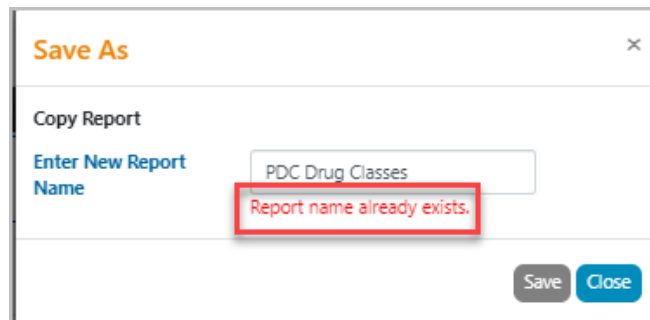


You have the option to edit any existing **Filter Conditions**, or, with the exception of the **Drug Class Filter Condition**, delete existing **Filter Conditions**. When adding or changing **Filter Conditions**, your work is saved incrementally as each action is completed. When you are satisfied with the

**Filter Conditions**, select the **Done** button. You will be returned to the previous window.

Selecting the **Save As** button will open a pop-up box, allowing you to enter a new **Custom Filter** name. Select the **Save** button once a new name is entered.

**Note:** The **Custom Filter** name entered cannot match an existing **Custom Filter** name.



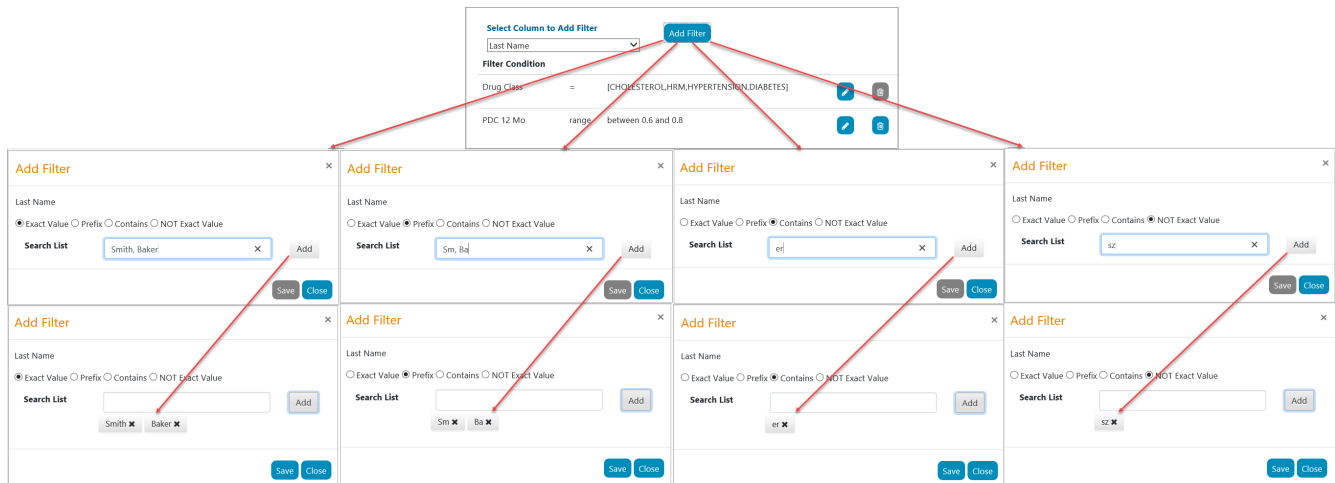
## String Data Type

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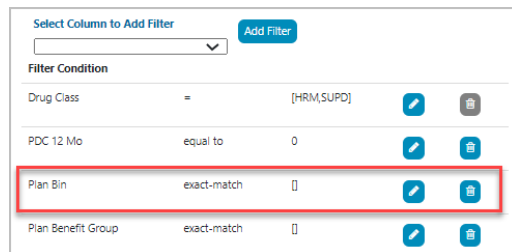
When a column is selected that is based on a character string, you can select to filter based on:

- **Exact Value:** The **Exact Value** option will return results that match the **Search List** string exactly.
- **Prefix:** The **Prefix** option will return results where the start of the column field matches the **Search List** string.
- **Contains:** The **Contains** option will return results where a character string anywhere in the column field matches the **Search List** string
- **NOT Exact Value:** The **NOT Exact Value** option will exclude results that match the **Search List** string exactly.

For all these operators, a list can be created by entering multiple values, separated by a comma and then selecting the **Add** button. Values can also be added one-by-one by selecting the **Add** button after each entry. The **Search List** values will be added to the list and appear below the **Search List** entry box.



Once the list has been created, select the **Save** button to add the **Filter Condition**.



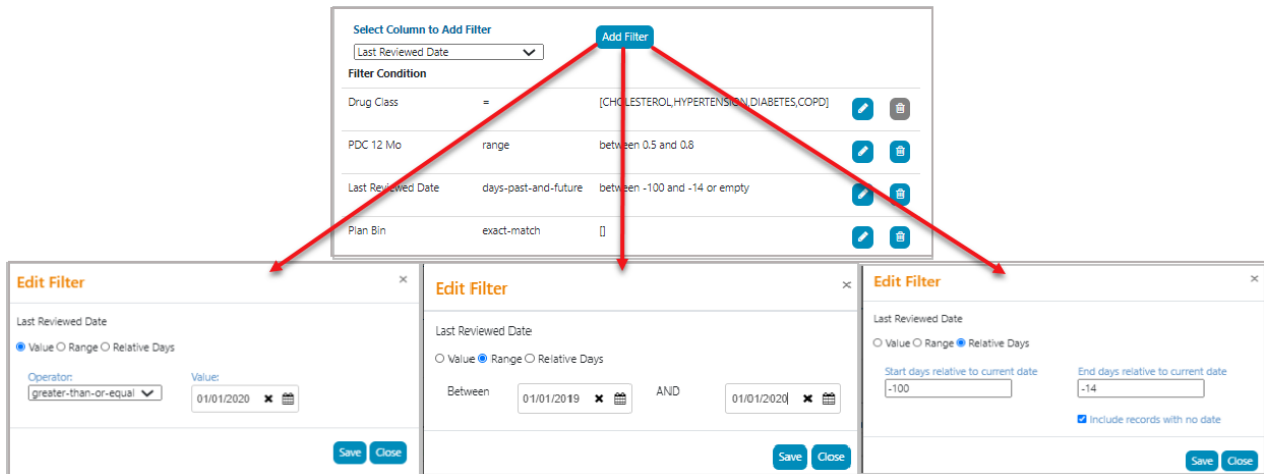
The **Save As** and **Done** buttons will require you to enter a new **Custom Filter** name and save, or return you to the previous window, respectively, as described in [Number Data Type](#) above.

## Date Data Type

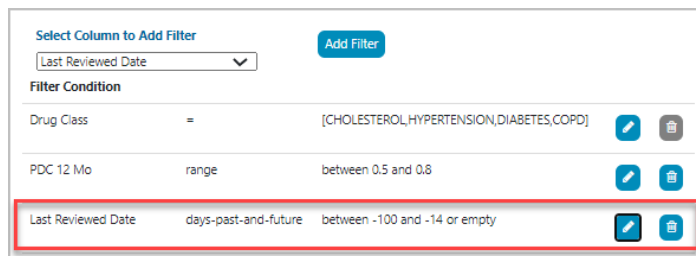
When a column is selected that is based on a date, you can select to filter based on:

- **Value:** When using the **Value** option, you can select **equal to** (=), **greater-than-or-equal** (>=) or **less-than-or-equal** (<=) a specified date.
- **Range:** Using a **Range** allows you to specify a beginning and ending date for the **Filter Condition**.
- **Relative Days:** **Relative Days** are used to specify the number of days in the past (negative numbers) or in the future (positive numbers), if applicable, relative to the current date. You can also include records with no date if desired.

**Note:** If either **Range** or **Relative Days** is used, the starting (left) date or number must be less than or equal to the ending (right) date or number, or an error will be displayed.



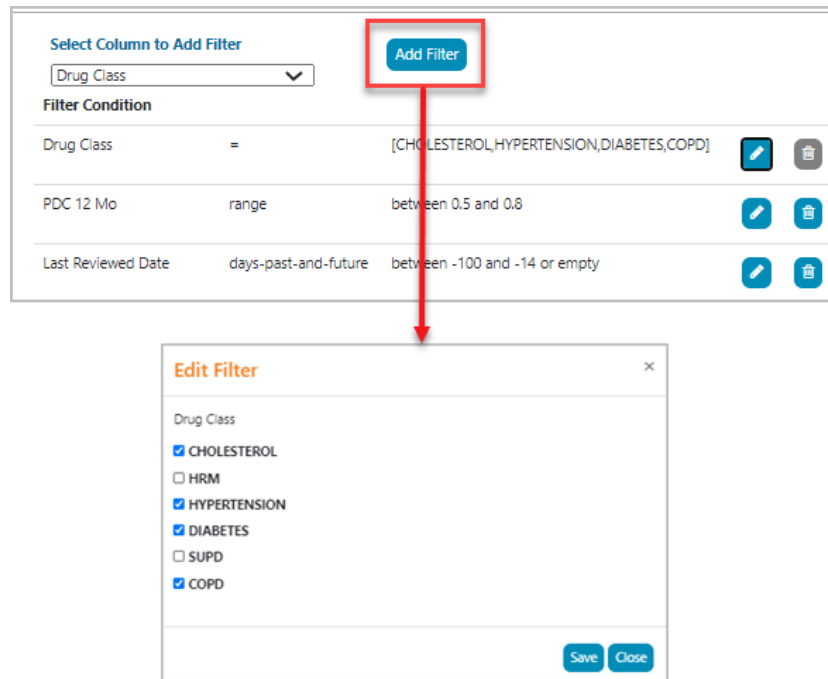
Once the criteria have been added, select the **Save** button to add the **Filter Condition**.



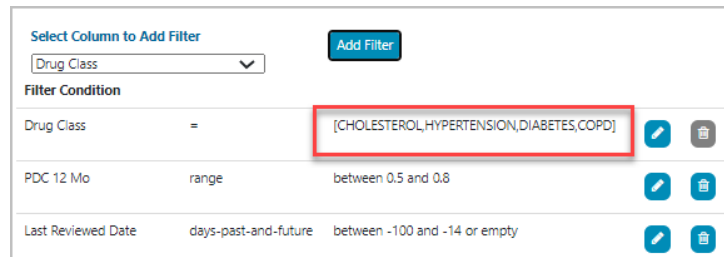
The **Save As** and **Done** buttons will require you to enter a new **Custom Filter** name and save, or return you to the previous window, respectively, as described in [Number Data Type](#) above.

## Drug Class Data Type

The **Drug Class Data Type** allows you to filter based on one or more drug classes. At least one drug class must be selected. If no drug class is selected, the **Save** button will be disabled.



Once you have selected the appropriate drug class(es), select the **Save** button to add the **Filter Condition**.



## Applying Custom Filters

For a **Custom Filter** to be used when determining what **Patient Adherence Alerts** are generated, the **Apply Filter?** checkbox must be selected for the **Custom Filter**.



Filter Name	Apply Filter?	Creation Date	Modified Date
SUPD and HRM Filter	<input checked="" type="checkbox"/>	7/16/20, 3:45 PM	7/16/20, 3:45 PM
PDC Drug Classes	<input checked="" type="checkbox"/>	7/16/20, 3:44 PM	7/16/20, 3:44 PM

By default, the **Apply Filter?** checkbox is selected when a **Custom Filter** is added. If you do not want the **Custom Filter** to influence what **Patient Adherence Alerts** are created, unselect the **Apply Filter?** checkbox.

## Editing Custom Filters

On the **Manage Filters** tab, you can edit an existing **Custom Filter** by either clicking the **Filter Name** or selecting the **Edit** button.

Filter Name	Apply Filter?	Creation Date	Modified Date
Weekly PDC with Adherence Exclusion	<input checked="" type="checkbox"/>	6/25/20, 12:07 PM	7/7/20, 3:09 PM
Refill Reminder Daily	<input checked="" type="checkbox"/>	6/25/20, 9:17 AM	7/7/20, 3:13 PM
SUPD and HRM PDC 6	<input checked="" type="checkbox"/>	6/25/20, 9:16 AM	7/7/20, 3:13 PM
Adherence Exclusion PDC 6 Weekly	<input checked="" type="checkbox"/>	6/25/20, 9:15 AM	6/25/20, 9:17 AM

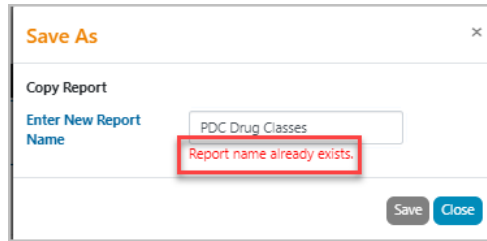
The process to edit **Custom Filters** utilizes the same steps as described in:

- ["Available/Selected Columns" on page 212](#)
- ["Add, Edit and Delete Filter Conditions" on page 213](#)

## Saving Updated Custom Filters

As described previously, you have the option to edit any existing **Filter Conditions**, or, with the exception of the **Drug Class Filter Condition**, delete existing **Filter Conditions**. When adding or changing **Filter Conditions**, your work is saved incrementally as each action is completed. When you are satisfied with the **Filter Conditions**, select the **Done** button and you will be returned to the previous window.

Selecting the **Save As** button will open a pop-up box, allowing you to enter a new **Custom Filter** name. Select the **Save** button once a new name is entered.



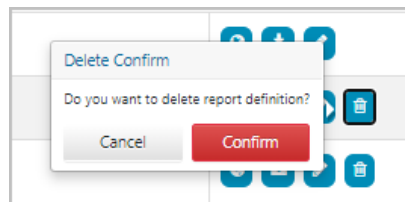
**Note:** The **Custom Filter** name entered cannot match an existing **Custom Filter** name.

## Deleting Custom Filters

**Custom Filters** that are no longer needed can be deleted by selecting the **Delete** button.

Filter Name	Apply Filter?	Creation Date	Modified Date	
Filter Name Search ...				
Preview All Applied Filters				
Weekly PDC with Adherence Exclusion	<input checked="" type="checkbox"/>	6/25/20, 12:07 PM	7/7/20, 3:09 PM	
Refill Reminder Daily	<input checked="" type="checkbox"/>	6/25/20, 9:17 AM	7/7/20, 3:13 PM	
SUPD and HRM PDC 6	<input checked="" type="checkbox"/>	6/25/20, 9:16 AM	7/7/20, 3:13 PM	
Adherence Exclusion PDC 6 Weekly	<input checked="" type="checkbox"/>	6/25/20, 9:15 AM	6/25/20, 9:17 AM	

Upon selecting the **Delete** button, a confirmation pop-up will display.



Select the **Confirm** button to delete the **Custom Filter**.

## Viewing Custom Filter Results

To ensure the accuracy of a **Custom Filter**, it is recommended that you review the list of patients that match the **Filter Conditions** by using either the [Viewing Results Online](#) or [Downloading Results to an Excel Spreadsheet](#) options. You can also review the list of patients that match all applied **Custom Filters** if desired.

## Viewing Results Online

**Custom Filter** results can be viewed online by selecting the **View Online** button on the **Manage Filters** tab.

Filter Name	Apply Filter?	Creation Date	Modified Date	
Filter Name Search ...				
Preview All Applied Filters				
Weekly PDC with Adherence Exclusion	<input checked="" type="checkbox"/>	6/25/20, 12:07 PM	7/7/20, 3:09 PM	<a href="#">View Online</a>
Refill Reminder Daily	<input checked="" type="checkbox"/>	6/25/20, 9:17 AM	7/7/20, 3:13 PM	<a href="#">View Online</a>
SUPD and HRM PDC 6	<input checked="" type="checkbox"/>	6/25/20, 9:16 AM	7/7/20, 3:13 PM	<a href="#">View Online</a>
Adherence Exclusion PDC 6 Weekly	<input checked="" type="checkbox"/>	6/25/20, 9:15 AM	6/25/20, 9:17 AM	<a href="#">View Online</a>

Once the **View Online** button is selected the system will process the request. This may take several seconds, depending on the **Filter Conditions** that are applied. On the **Preview Filters** tab all the requests are displayed in descending order of **Submitted Date**, meaning the most recently submitted will be displayed at the top. The requests can be sorted by selecting the headers of the column names in ascending or descending order.

Filter Name	Submitted	Status	Expires	Row Count	Output
Filter Name Search ...					
SUPD and HRM Filter	Jul 17, 2020, 7:15:37 AM	submitted	Jul 17, 2020, 7:15:37 PM		<a href="#">Processing online ...</a>

To view the results online, select the **online** button. The results will be available for 12 hours from the **Submitted** date/time. At that point, the **Expires** date/time will be reached, and the results will no longer be accessible.

Filter Name	Submitted	Status	Expires	Row Count	Output
Filter Name Search ...					
SUPD and HRM Filter	Jul 17, 2020, 7:15:37 AM	ready	Jul 17, 2020, 7:15:37 PM	500	<a href="#">online</a>

The results will be displayed in table format under **Filter Results**. You can configure the number of rows that will be displayed per page using the **Items per page** drop-down. The **Next >>** and **<< Previous** buttons allow you to navigate pages.

**Note:** The maximum number of rows that can be displayed online is 500. Additional **Filter Conditions** should be utilized in order to reduce the

number of rows below 500. To view more than 500 rows, the report must be downloaded to Excel®, as described in [Downloading Results to an Excel Spreadsheet](#) below.

## Downloading Results to an Excel Spreadsheet

**Custom Filter** results can also be exported to an Excel® spreadsheet by selecting the **Download Excel** button.

Filter Name	Apply Filter?	Creation Date	Modified Date
Weekly PDC with Adherence Exclusion	<input checked="" type="checkbox"/>	6/25/20, 12:07 PM	7/7/20, 3:09 PM
Refill Reminder Daily	<input checked="" type="checkbox"/>	6/25/20, 9:17 AM	7/7/20, 3:13 PM
SUPD and HRM PDC 6	<input checked="" type="checkbox"/>	6/25/20, 9:16 AM	7/7/20, 3:13 PM
Adherence Exclusion PDC 6 Weekly	<input checked="" type="checkbox"/>	6/25/20, 9:15 AM	6/25/20, 9:17 AM

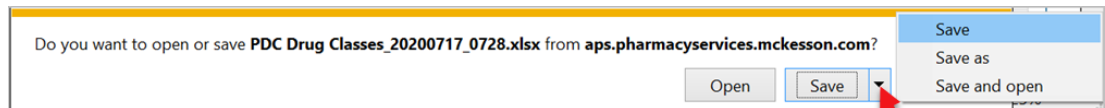
Once the **Download Excel** button is selected the system will process the request. This may take several seconds, depending on the **Filter Conditions** that are applied. On the **Preview Filters** tab all the reports are displayed in descending order of **Submitted Date**, meaning the most recently submitted will be displayed at the top. The reports can be sorted by selecting the headers of the column names in ascending or descending order.

Filter Name	Submitted	Status	Expires	Row Count	Output
PDC Drug Classes	Jul 17, 2020, 7:28:49 AM	submitted	Jul 17, 2020, 7:28:49 PM		Processing excel ...
SUPD and HRM Filter	Jul 17, 2020, 7:28:05 AM	ready	Jul 17, 2020, 7:28:05 PM	11926	excel
SUPD and HRM Filter	Jul 17, 2020, 7:15:37 AM	ready	Jul 17, 2020, 7:15:37 PM	500	online

To view the results, select the **excel** button. The results will be available for 12 hours from the **Submitted** date/time. At that point, the **Expires** date/time will be reached, and the results will no longer be accessible.

Filter Name	Submitted	Status	Expires	Row Count	Output
PDC Drug Classes	Jul 17, 2020, 7:28:49 AM	ready	Jul 17, 2020, 7:28:49 PM	2369	excel
SUPD and HRM Filter	Jul 17, 2020, 7:28:05 AM	ready	Jul 17, 2020, 7:28:05 PM	11926	excel
SUPD and HRM Filter	Jul 17, 2020, 7:15:37 AM	ready	Jul 17, 2020, 7:15:37 PM	500	online

When the **excel** button is selected, a pop-up box will appear prompting you to select what they want to do with the file. Follow the steps on your computer to download the file.



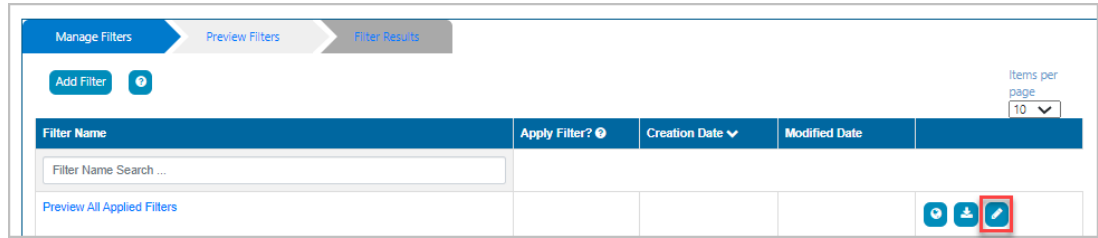
The download produces an Excel® spreadsheet that can be manipulated utilizing built in Excel® functionality.

## Preview All Applied Filters

You can review the list of patients that match any **Custom Filter** with the **Apply Filter?** checkbox selected by using the **Preview All Applied Filters** options.

Filter Name	Apply Filter?	Creation Date	Modified Date
Preview All Applied Filters			

You can use the **View Online** and **Download Excel** buttons to view results for all applied **Custom Filters**. For more information, refer to "[Viewing Results Online](#)" on page 221 or "[Downloading Results to an Excel Spreadsheet](#)" on page 222.



If desired, you can also edit the columns that display when viewing the results via the **Edit** button.

## Viewing Patient Adherence Alerts in the CPS Clinical App

APS **Patient Adherence Alerts** will display in the CPS **Clinical App** when the patient is in context within the pharmacy management system.



The following information is included in **Patient Adherence Alerts**:

- The patient's 6 or 12-month adherence score for each disease state. Disease states will only display within the message if the patient has a non-adherent score. These scores translate to percentages (so, for example, 0.76 is the same as 76%).

- A visual indicator to show how the patient is trending from their last measured PDC score. If an up arrow displays next to a disease state, then the patient’s PDC score has improved since the previous month. Likewise, if a down arrow displays, then the patient’s PDC score has declined since the previous month. If a flat line displays, then the patient’s PDC score is the same as it was in the previous month.
- The APS Follow Up Date so that pharmacy staff knows when to check back in with the patient.
- The APS Last Reviewed Date so pharmacy staff knows when the patient was last contacted for their adherence.
- Drug details for the patient to assist with researching patient adherence.
- Patient Notes that exist in APS for the patient.
- Access to the APS Patient Profile via the **APS Profile** button. For more information on accessing the APS Patient Profile, refer to ["Opening the APS Patient Profile via Patient Adherence Alerts"](#) on page 227.

## Viewing Patient Adherence Alerts in the CPS Alert Queue

Another option to view APS **Patient Adherence Alerts** is to use the **CPS Alert Queue**. The **CPS Alert Queue** will provide insight into all **Patient Adherence Alerts** across all of your patients.

Program	Alert Name	Patient Name	DOB	Due	Assignee	Status	Expires	Store #	Last Updated
	Adherence...	SMITH, JO...	12/11/1942	02/09/2021	--	Not Started	02/16/2021	1130	--
	Asthma Co...	SMITH, JO...	11/04/1980	02/16/2021	--	In Progress	02/23/2021	1130	02/03/2021 1:18 PM
	Adverse R...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	03/01/2021	1130	02/11/2021 9:31 AM
	Adherence...	SMITH, JAY	12/01/1955	02/19/2021	--	In Progress	02/26/2021	1130	02/11/2021 10:21 AM
	Medicatio...	SMITH, JO...	01/01/1965	02/19/2021	Store 1013...	In Progress	02/26/2021	1130	02/11/2021 10:29 AM
	Supplemen...	SMITH, JO...	01/01/1965	02/22/2021	--	Not Started	02/27/2021	1130	--

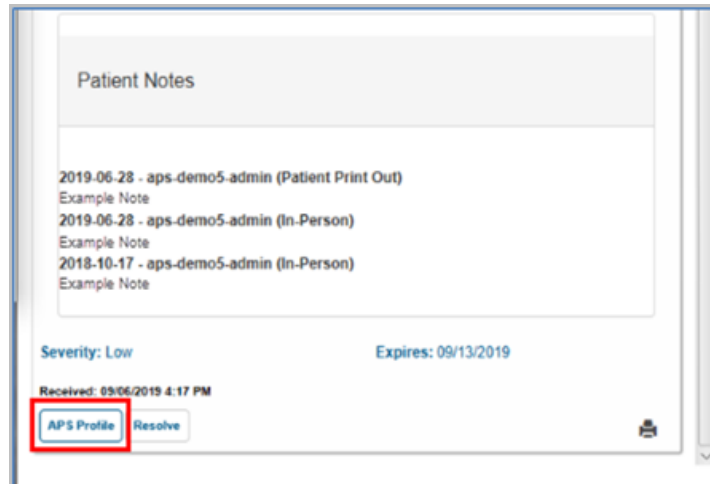
To view additional information for a particular **Patient Adherence Alert**, select the row within the **CPS Alert Queue**.



## Opening the APS Patient Profile via Patient Adherence Alerts

The APS Patient Profile provides additional adherence information on a patient. For this reason, you can easily open the APS Patient Profile directly from an APS **Patient Adherence Alert** in CPS.

To launch the APS Patient Profile, first open the APS **Patient Adherence Alert** using either the CPS **Clinical App** or **Alert Queue**. Next, select the **APS Profile** button.

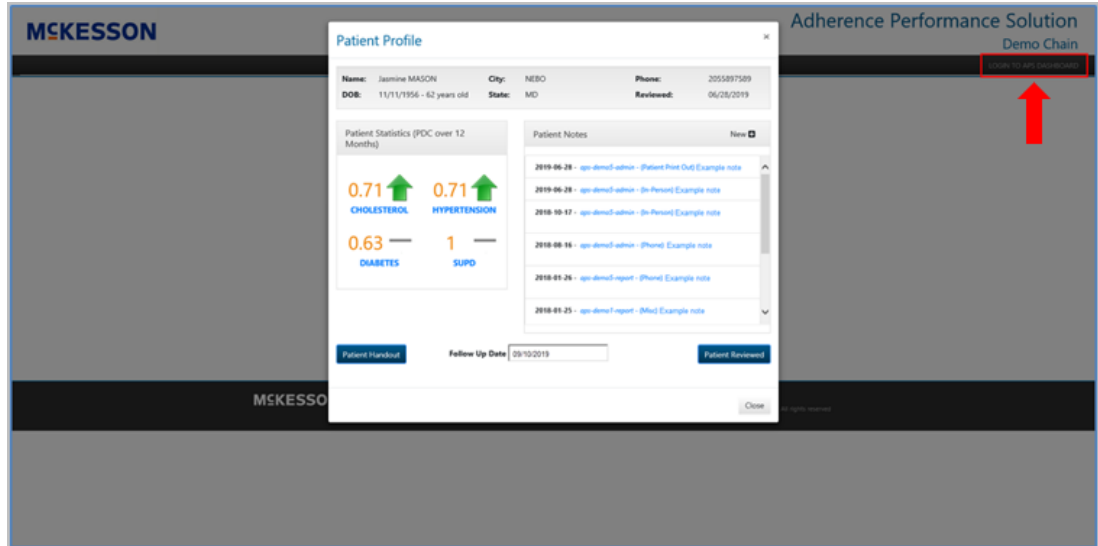


Selecting the **APS Profile** button will initiate the single sign on process between CPS and APS. Once the single sign on process is successful, the patient in context's profile in APS will open in the default browser without you having to enter any additional credentials.



**Note:** If a system error is encountered during the single sign on process, the APS login page will open in the default browser.

After launching APS via a **Patient Adherence Alert**, you will only have access to the patient in context's profile in APS. To navigate to other APS windows, select the **LOGIN TO APS DASHBOARD** link to open the APS login page.



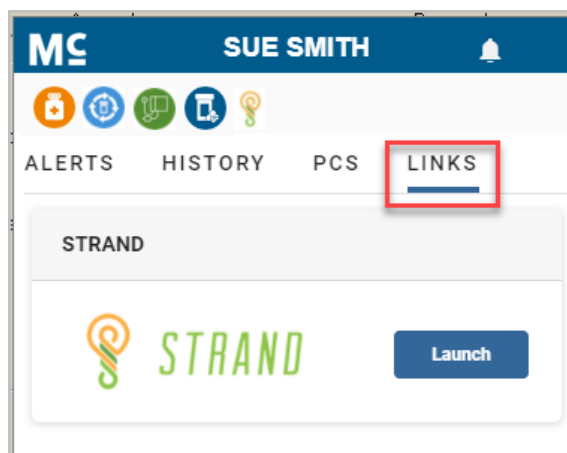
**Note:** You will need to close the APS Patient Profile in order to select the **LOGIN TO APS DASHBOARD** link.

# 17. CPS and STRAND Integration

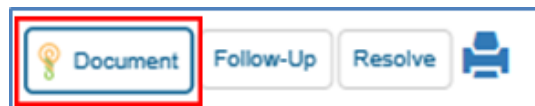
## STRAND Single Sign On

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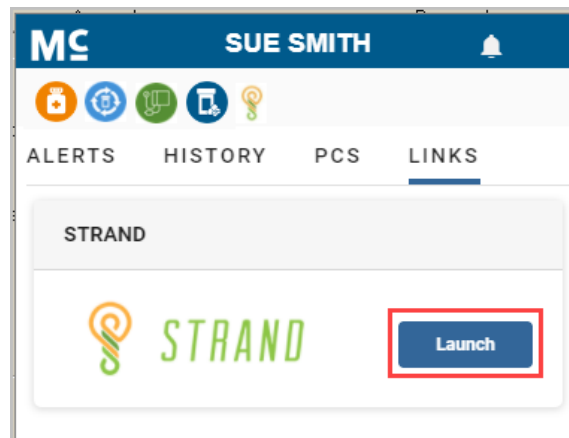
The integration between CPS and STRAND allows pharmacy staff members to identify high risk patients eligible for additional clinical services to be documented in a Pharmacy eCare Plan. STRAND facilitates clinical interventions and patient engagement by coordinating enrollment, documentation and education for coaching Programs, and tracking clinical results. Single sign on functionality is available with the CPS and STRAND integration and can be initiated in one of two ways, either a CPS Alert or using the **Links** tab in the **Clinical App**. With this functionality, after the first successful log in, when you launch STRAND via a CPS Alert or the **Clinical App Links** tab, the patient in context's profile in STRAND will open in the default browser with you already logged in to STRAND.



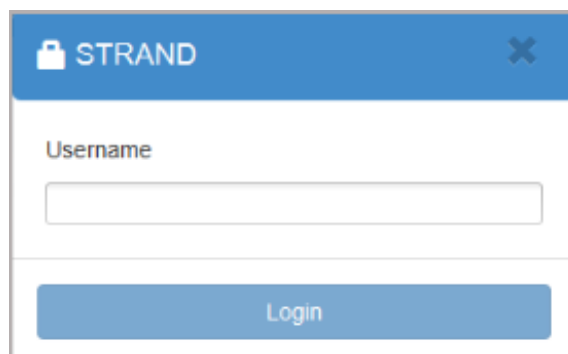
When a STRAND Alert is available in CPS, you can select the STRAND **Document** button to open STRAND in the default browser and initiate the single sign on process.



When the patient in context is enrolled in STRAND, the **Links** tab will display within the **Clinical App**. Within the **Links** tab, you can select the **Launch** button to open STRAND in the default browser and initiate the single sign on process.



After selecting the STRAND **Document** or **Launch** button, if you have not yet entered your STRAND username in the logged in facility, you will be prompted to do so.



**Note:** You will only be prompted to enter your STRAND username the very first time you select the STRAND **Document** or **Launch** button in a facility. At any point, however, if a STRAND username error is encountered during the single sign on process, you will be prompted to enter your STRAND username a maximum of two times per pharmacy management session. Once the maximum number of STRAND username prompts is met, if the STRAND username error continues, an error will display within CPS and the STRAND login page will open in the default browser with you not automatically logged in to STRAND.

When you successfully input your STRAND username and the single sign on process is successful, the patient in context’s profile in STRAND will open in the default browser with you already logged in to STRAND.

**Note:** If a system error is encountered during the single sign on process, the STRAND login page will open in the default browser with you not automatically logged in to STRAND.



**Important:** Pharmserv version 8.1.1.0 or higher is required for STRAND single sign on functionality.



# 18. Appendix

## Questionnaire Components

Type	Component	Description
<p><b>Basic</b></p>	<p><b>Text Field</b></p>	<p>The text field is a basic input field that enables the user to type a small amount of text. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Text Field</b> on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the <b>Text Field</b> before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the <b>Text Field</b> on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Text Field</b> to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the <b>Text</b> field defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Text Field</b> value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Text Field</b> to be filled in before the questionnaire is submitted.</p>

Type	Component	Description
		<p><b>Minimum Length</b>—The minimum length of characters that the <b>Text Field</b> must meet.</p> <p><b>Maximum Length</b>—The maximum length of characters that the <b>Text Field</b> must meet.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>
	<p><b>Text Area</b></p>	<p>The text area is a larger input box that allows the user to enter multiple lines of text. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Text Area</b> on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the <b>Text Area</b> before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the <b>Text Area</b> on the questionnaire.</p> <p><b>Rows</b>—Provides the ability to add rows to the Text Area.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Text Area</b> to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the <b>Text Area</b> defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Text Area</b> value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p>



Type	Component	Description
		<p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Text Area</b> to be filled in before the questionnaire is submitted.</p> <p><b>Minimum Length</b>—The minimum length of characters that the <b>Text Area</b> must meet.</p> <p><b>Maximum Length</b>—The maximum length of characters that the <b>Text Area</b> must meet.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>
	<p><b>Number</b></p>	<p>This input field allows a user to enter only a number as defined by the configuration of the field set up by an Admin. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Number</b> component on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the <b>Number</b> component before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the <b>Number</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Number</b> component to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Use Thousands Separator</b>—Check box to separate thousands by local delimiter.</p> <p><b>Decimal Places</b>—The maximum number or decimal places.</p>

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		<p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Number</b> component value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Number</b> component to be filled in before the questionnaire is submitted.</p> <p><b>Minimum Length</b>—The minimum value that the component must meet.</p> <p><b>Maximum Length</b>—The maximum value that the component must meet.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>
	<p><b>Currency</b></p>	<p>This input field allows a user to enter only a number that will show in currency format. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Currency</b> component on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the <b>Number</b> component before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the <b>Currency</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Currency</b> component to be disabled.</p>

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		<p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Currency</b> component value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Currency</b> component to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Phone Number</b></p>	<p>This input field only allows seven numbers and will display in standard phone number format. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Phone Number</b> on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the <b>Phone Number</b> before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the <b>Phone Number</b> on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Phone Number</b> to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Phone Number</b> value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Phone Number</b> to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<b>Content</b>	<p>This is a read only input field and the content of the field is defined by an Admin. The following is a description of the options on each tab:</p> <p><b>Text Area</b>—Enter content information in the text area. You can customize the text more by using the text formatting options such as; font size and color, bold, underline and more.</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Content</b> component on the questionnaire.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>
	<b>Date / Time</b>	<p>This input field allows a user to select a date and time value. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Date / Time</b> component on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the <b>Number</b> component before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the <b>Date / Time</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Date / Time</b> component to be disabled.</p> <p><b>Date Tab:</b></p> <p><b>Enable Date Input</b>—Enables a pop-up calendar in order to select a date and time.</p> <p><b>Minimum Date</b>—The minimum date that can be picked.</p> <p><b>Maximum Date</b>—The maximum date that can be picked.</p> <p><b>Disable specific dates or dates by range</b>—Allows you to enter dates you want to blacklist.</p> <p><b>Disable weekends</b>—A check box to disable weekends.</p> <p><b>Disable weekdays</b>—A checkbox to disable weekdays.</p>

Type	Component	Description
		<p><b>Time Tab:</b></p> <p><b>Enable Time Input</b>—Enables time input for this field.</p> <p><b>Hour Step Size</b>—The number of hours to increment/decrement in the time picker.</p> <p><b>Minute Step Size</b>—The number of minutes to increment/decrement in the time picker.</p> <p><b>12 Hour Time (AM/PM)</b>—Display the time in 12-hour time with AM/PM.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Default Date</b>—You can use Moment.js functions to set the default value to a specific date, for example <code>moment().subtract(10 'days')</code>.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Day / Time</b> values to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Date / Time</b> component to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Time</b></p>	<p>This input field allows a user to select a specific time. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Time</b> component on the questionnaire.</p> <p><b>Description</b>—Description text that will appear below the <b>Time</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it’s rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Time</b> component to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Data Format</b>—The format of <b>Time</b>, for example HH:mm:ss.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Time</b> value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Time</b> to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Checkbox</b></p>	<p>This is a single checkbox field allowing the user to select either <b>True</b> or <b>False</b> for the value. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Checkbox</b> component on the questionnaire.</p> <p><b>Description</b>—Description text that will appear below the <b>Checkbox</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Checkbox</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it’s rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Checkbox</b> component to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Checkbox</b> component value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Checkbox</b> component to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>



Type	Component	Description
	<p><b>Select Boxes</b></p>	<p>This is a group of check boxes as configured by an Admin and the user is able to select one or more of the values. <b>True</b> or <b>False</b> for the value. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Select Boxes</b> component on the questionnaire.</p> <p><b>Description</b>—Description text that will appear below the <b>Select Boxes</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Select Boxes</b> on the questionnaire.</p> <p><b>Inline Layout</b>—A check box to allow the <b>Select Boxes</b> component to be display horizontally.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Select Boxes</b> component to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Values</b>—The <b>Label</b> and <b>Value</b> for the <b>Select Boxes</b>, the value is the text submitted with the form data. Select the <b>Add Another</b> button to add additional <b>Select Boxes</b>.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Select Boxes</b> value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Select Boxes</b> component to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

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	<p><b>Select</b></p>	<p>This is a drop-down field with the values configured by an Admin and the user is able to only select one value. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Select</b> component on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the <b>Select</b> component before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the <b>Select</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Select</b> on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Select</b> component to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Data Source Values</b>—The <b>Label</b> and <b>Value</b> for the <b>Select</b> component, the value is the text submitted with the form data. Select the <b>Add Another</b> button to add additional <b>Select</b> components.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Select</b> component value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Select</b> component to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Radio</b></p>	<p>This is a group of radio buttons as configured by an Admin and the user is only able to select one value out of the group. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Radio</b> button on the questionnaire.</p> <p><b>Description</b>—Description text that will appear below the <b>Radio</b> button on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Radio</b> button on the questionnaire.</p> <p><b>Inline Layout</b>—A check box to allow the <b>Radio</b> button to be display horizontally.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered.</p> <p><b>Disabled</b>—A check box to allow the <b>Radio</b> button to be disabled.</p> <p><b>Data Tab:</b></p> <p><b>Default Value</b>—A preset value for the component defined by the program administrator, which displays to the user before interaction. Having a default value will override the placeholder text.</p> <p><b>Values</b>—The <b>Label</b> and <b>Value</b> for the <b>Radio</b> button, the value is the text submitted with the form data. Select the Add Another button to add additional <b>Radio</b> buttons.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Radio</b> button value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Radio</b> button to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
Clinical	Blood Sugar	<p>A group of input fields for Blood Sugar including Fasting Glucose, Postprandial Glucose, A1C. Each value can be configured to independently. The following is a description of the options on each tab:</p> <p><b>Data Tab:</b></p> <p><b>Fasting Glucose mg/dl</b>—A check box to include this blood sugar measurement.</p> <p><b>Postprandial Glucose mg/dl</b>—A check box to include this blood sugar measurement.</p> <p><b>A1C mg/dl</b>—A check box to include this blood sugar measurement.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Blood Sugar</b> value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Require Fasting Glucose</b>—A check box to require this blood sugar measurement.</p> <p><b>Require Postprandial Glucose</b>—A check box to require this blood sugar measurement.</p> <p><b>Require A1C</b>—A check box to require this blood sugar measurement.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Blood Pressure</b></p>	<p>A group of input fields for Blood Pressure including Systolic, Diastolic and Pulse. Each value can be configured to independently. The following is a description of the options on each tab:</p> <p><b>Data Tab:</b></p> <p><b>Systolic</b>—A check box to include this blood pressure measurement.</p> <p><b>Diastolic</b>—A check box to include this blood pressure measurement.</p> <p><b>Pulse</b>—A check box to include this blood pressure measurement.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Radio</b> component value to be saved to the patient profile.</p> <p><b>Validation Tab:</b></p> <p><b>Require Systolic</b>—A check box to require this blood pressure measurement.</p> <p><b>Require Diastolic</b>—A check box to require this blood pressure measurement.</p> <p><b>Require Pulse Rate</b>—A check box to require this blood pressure measurement.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Cholesterol</b></p>	<p>A group of input fields for Cholesterol including LDL Cholesterol, HDL Cholesterol, Total Cholesterol, and Triglycerides. Each value can be configured to independently. The following is a description of the options on each tab:</p> <p><b>Data Tab:</b></p> <p><b>LDL Cholesterol mg/dl</b>—A check box to include this cholesterol measurement.</p> <p><b>HDL Cholesterol mg/dl</b>—A check box to include this cholesterol measurement.</p> <p><b>Total Cholesterol mg/dl</b>—A check box to include this cholesterol measurement.</p> <p><b>Triglycerides mg/dl</b>—A check box to include this cholesterol measurement.</p> <p><b>Save to Patient Profile</b>—A check box to allow the cholesterol measurement to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Require LDL Cholesterol</b>—A check box to require this cholesterol measurement.</p> <p><b>Require HDL Cholesterol</b>—A check box to require this cholesterol measurement.</p> <p><b>Require Total Cholesterol</b>—A check box to require this cholesterol measurement.</p> <p><b>Require Triglycerides</b>—A check box to require this cholesterol measurement.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Body Mass Index</b></p>	<p>An input field to capture Body Mass Index. The following is a description of the options on each tab:</p> <p><b>Data Tab:</b></p> <p><b>Body Mass Index</b>—A check box to include BMI.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Body Mass Index</b> value to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Body Mass Index</b> to be filled in before the questionnaire is submitted.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Program Code</b></p>	<p>A custom field configured by the Admin to capture ICD-9, ICD-10 or Custom codes for the patient. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the <b>Select</b> component on the questionnaire.</p> <p><b>Description</b>—Description text that will appear below the <b>Select</b> component on the questionnaire.</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Select</b> on the questionnaire.</p> <p><b>Data Tab:</b></p> <p><b>Program Codes</b>—Allows for the association of codes to a patient. Use the <b>Add Another</b> button to add additional codes.</p> <p><b>Save to Patient Profile</b>—A check box to allow the information to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>



Type	Component	Description
	<p><b>Rx Search</b></p>	<p>A field that can be added to a questionnaire that allows the user the ability to search through prescriptions from the last 12 months and select one or more of the Patient's prescriptions from the Pharmacy Management System. In addition, when Rx's are selected the corresponding fill information is also included, such as Product, SIG and Prescriber.</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the search field on the questionnaire.</p> <p><b>Placeholder</b>—Placeholder text is temporary text that will appear in the search field before there is user interaction.</p> <p><b>Description</b>—Description text that will appear below the search field on the questionnaire.</p> <p><b>Hide Label</b>—A check box to hide the label of this component. This allows you to hide the label in the form builder, but not when it's rendered</p> <p><b>Tooltip</b>—A tooltip that will appear on the right side of the <b>Label</b> on the questionnaire.</p> <p><b>Data Tab:</b></p> <p><b>Allow selection of multiple Rxs</b>—A check box to allow multiple Rxs to be selected on the questionnaire.</p> <p><b>Associate Fill with Rx Selection</b>—A check box to allow the Fill values to be saved along with the Rx numbers.</p> <p><b>Key</b>—The <b>Key</b> value is used to identify this field when reporting on questionnaire values. The Key must be unique within the Program, you cannot use the same Key for other components. If no <b>Key</b> is entered into the field a <b>Key</b> will be generated.</p> <p><b>Save to Patient Profile</b>—A check box to allow the <b>Rx Search</b> field values to be saved to the patient profile.</p> <p><b>Save to Note Summary</b>—A check box to allow the component value to be saved in a note once a questionnaire is resolved. The note is accessible in the <b>Notes</b> tab of the <b>Clinical App</b>.</p> <p><b>Validation Tab:</b></p> <p><b>Required</b>—A check box to require the <b>Text Field</b> to be filled in before the questionnaire is submitted.</p> <p><b>Minimum Number</b>—The minimum amount of numbers that the <b>Rx Search Field</b> must meet.</p> <p><b>Maximum Number</b>—The maximum amount of numbers that the <b>Rx Search Field</b> must meet.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p>

Type	Component	Description
		<p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>
<p><b>Layout</b></p>	<p><b>Tabs</b></p>	<p>Organize questionnaire components into a click-able tab or tabs. The following is a description of the options on each tab of the Tabs component:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the component on the questionnaire.</p> <p><b>Tabs</b>—The <b>Label</b> and <b>Key</b> for the tab. Use the <b>Add Another</b> button to add additional tabs.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>
	<p><b>Columns</b></p>	<p>Organize questionnaire components into columns. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the component on the questionnaire.</p> <p><b>Column Properties</b>—The width for each column. The width for all columns must add up to 12. Use the <b>Add Column</b> button to add columns.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Table</b></p>	<p>Organize questionnaire components into a table of rows and columns. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the component on the questionnaire.</p> <p><b>Number of Rows</b>—Enter the number of rows for the table.</p> <p><b>Number or Columns</b>—Enter the number of columns for the table.</p> <p><b>Striped</b>—A check box to stripe the table.</p> <p><b>Bordered</b>—A check box to add a border to the table.</p> <p><b>Hover</b>—A check box to add the ability to hover and highlight a row.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>
	<p><b>Panel</b></p>	<p>Organize questionnaire components into a panel arrangement. The following is a description of the options on each tab:</p> <p><b>Display Tab:</b></p> <p><b>Title</b>—Title text that appears in the header of the panel.</p> <p><b>Theme</b>—Choose one of three available themes for the panel.</p> <p><b>Custom CSS Class</b>—Add Custom CSS Class to the panel.</p> <p><b>Collapsible</b>—A check box to allow the panel to be collapsible.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

Type	Component	Description
	<p><b>Well</b></p>	<p>Organize questionnaire components into a well container that displays with rounded corners and a gray background.</p> <p><b>Display Tab:</b></p> <p><b>Label</b>—The label that will appear above the component on the questionnaire.</p> <p><b>Conditional Tab:</b></p> <p><b>This component should Display:</b>—Choose <b>True</b> or <b>False</b> to display this component within the questionnaire based on the field values below.</p> <p><b>When the form component:</b>—Select an existing form component of your questionnaire that will be used as a reference for the condition.</p> <p><b>Has the value:</b>—Define the value captured in the questionnaire for the form component selected above to complete the conditional statement.</p>

## Enrollment and Program Alert Data Filters

**Note:** Pharmaserv version 7.5.0.0 or greater or EnterpriseRx 6.1.0.0 or greater is required unless noted otherwise

Data	Attribute	Value(s)	
		Pharmaserv	EnterpriseRx
Written Product	Product Name	Text Field	Text/Search Field
Written Product	NDC Number 11 Digits	Text Field	Text/Search Field
Written Product	NDC Number 9 Digits	Text Field	Text/Search Field
Written Product	NDC Number 5 Digits	Text Field	Text/Search Field
Written Product	Product Schedule	2 3 4 5 6 - Legend Rx Blank - No Control	2 3 4 5 6 - Legend Rx 8 - OTC Blank - No Control
Written Product	GPI GCN	Text Field	Text/Search Field
Written Product	Product Groups	Text Field <b>Note:</b> You must populate the Value field with the information found in either the Clinical Category Group or Clinical Category Class field for the type of item. This information displays on the Clinical Information window of Item Maintenance in Rx Processing. It must be entered exactly as it displays in those fields	Text
Dispensed Product	Product Name	Text Field	Text/Search Field

Data	Attribute	Value(s)	
		Pharmaserv	EnterpriseRx
Dispensed Product	NDC Number 11 Digits	Text Field	Text/Search Field
Dispensed Product	NDC Number 9 Digits	Text Field	Text/Search Field
Dispensed Product	NDC Number 5 Digits	Text Field	Text/Search Field
Dispensed Product	Product Schedule	2 3 4 5 6 - Legend Rx Blank - No Control	2 3 4 5 6 - Legend Rx 8 - OTC Blank - No Control
Dispensed Product	GPI GCN	Text Field	Text/Search Field
Dispensed Product	Product Groups	Text Field <b>Note:</b> You must populate the Value field with the information found in either the Clinical Category Group or Clinical Category Class field for the type of item. This information displays on the Clinical Information window of Item Maintenance in Rx Processing. It must be entered exactly as it displays in those fields	Text Field
Patient	Patient Status	Active	Active
Patient	Enrolled Programs	Populated by CPS	Populated by CPS
Patient	Non Enrolled Programs	Populated by CPS	Populated by CPS
Patient	Blood Pressure Systolic	Populated by CPS	Populated by CPS
Patient	Blood Pressure Diastolic	Populated by CPS	Populated by CPS
Patient	Blood Glucose Fasting	Populated by CPS	Populated by CPS
Patient	Blood Glucose Postprandial	Populated by CPS	Populated by CPS

Data	Attribute	Value(s)	
		Pharmaserv	EnterpriseRx
Patient	Blood Glucose A1c	Populated by CPS	Populated by CPS
Patient	Cholesterol LDL	Populated by CPS	Populated by CPS
Patient	Cholesterol HDL	Populated by CPS	Populated by CPS
Patient	Total Cholesterol	Populated by CPS	Populated by CPS
Patient	Triglycerides	Populated by CPS	Populated by CPS
Patient	BMI	Populated by CPS	Populated by CPS
Patient	Pulse	Populated by CPS	Populated by CPS
Patient	Cholesterol PDC	Populated by CPS/APS	Populated by CPS/APS
Patient	Hypertension PDC	Populated by CPS/APS	Populated by CPS/APS
Patient	Diabetes PDC	Populated by CPS/APS	Populated by CPS/APS
Patient	SUPD	Populated by CPS/APS	Populated by CPS/APS
Patient	HRM	Populated by CPS/APS	Populated by CPS/APS
Patient	Codes	Populated by CPS	Populated by CPS
Patient	Additional Data	Populated by CPS	Populated by CPS
Patient	Patient Groups	Pharmaserv Does Not Support This Data Filter	Text Field
Patient	Smoker Code	1 - Non Smoker 2 - Smoker Blank - Not Specified	1 - Non Smoker 2 - Smoker Blank - Not Specified
Patient	Pregnancy Indicator	1 - Not Pregnant 2 - Pregnant Blank - Not Specified	1 - Not Pregnant 2 - Pregnant Blank - Not Specified
Patient	Terminally Ill	Pharmaserv Does Not Support This Data Filter	Yes No
Patient	Age	Text Field	Text Field
Patient	Allergy Code	Pharmaserv Does Not Support This Data Filter	Text/Search Field
Patient	Allergy Description	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater

Data	Attribute	Value(s)	
		Pharmaserv	EnterpriseRx
Patient	Gender Code	Male Female Other	Male Female
Patient	Zip	Text Field	Text Field
Patient	State	Text Field	Text Field
Patient	Care Location	Blank - Not Specified 1 - Home 2 - Inner Care 3 - Nursing Home 4 - Long Term Extended Care 5 - Rest Home 6 - Boarding Home 7 - Skilled Care Facility 8 - Sub-Acute Care Facility 9 - Acute Care Facility 10 - Outpatient 11 - Hospice	0 - Not Specified 1 - Home 2 - Inner Care 3 - Nursing Home 4 - Long Term Extended Care 5 - Rest Home 6 - Boarding Home 7 - Skilled Care Facility 8 - Sub-Acute Care Facility 9 - Acute Care Facility 10 - Outpatient 11 - Hospice
Facility	Facility Type	Pharmaserv Does Not Support This Data Filter	Retail Store Central Prep Central Fulfillment Corporate Office Call Center Training Center
Facility	State	Text Field	Text Field
Facility	Zip	Text Field	Text Field
Facility	NCPDP Provider ID	Text Field	Text Field



Data	Attribute	Value(s)	
		Pharmaserv	EnterpriseRx
Rx	Rx Status	Active Profiled Discontinued	Active Profiled Canceled Pending Approval Inactive DUR Rx Transferred Inactive Profiled Inactive DUR Rx Denied
Rx	Rx Fill	New Refill	New Refill
Rx	Prescription Origin Code	0 - Not Known 1 - Written 2 - Telephone 3 - Electronic 4 - Facsimile 5 - Pharmacy Blank - Blank	0 - Not Known 1 - Written 2 - Telephone 3 - Electronic 4 - Facsimile 5 - Pharmacy Blank - Blank
Fill Level	Item Source	Pharmaserv Does Not Support This Data Filter	Unspecified SYNC IVR PPI Fax ERP Phone Mail Internet Store
Fill Level	Delivery Option	Pharmaserv Does Not Support This Data Filter	Text Field
Fill Level	Fill Number	Text Field	Text Field

Data	Attribute	Value(s)	
		Pharmaserv	EnterpriseRx
Fill Level	Third Party Name	Text Field You <b>MUST</b> enter data exactly as it displays in Pharmaserv. For cash claims, you need to enter <b>Cash</b> ; for AR charge claims, you need to enter <b>Charge</b> .	Text Field
Fill Level	Third Party Code	Text Field	Text Field
Fill Level	Group ID	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater
Fill Level	Cash Payment	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater
Fill Level	Third Party Group ID	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater
Fill Level	Third Party PCN	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater
Fill Level	Third Party BIN	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater
Fill Level	Third Party Cardholder ID	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater
Fill Level	Medicare	Yes No	Yes No
Fill Level	Medicaid	Yes No	Yes No
Prescriber	Specialty 1	Pharmaserv Does Not Support This Data Filter	See System Options
Prescriber	Specialty 2	Pharmaserv Does Not Support This Data Filter	See System Options
Prescriber	Specialty 3	Pharmaserv Does Not Support This Data Filter	See System Options
Prescriber	State	Text Field	Text Field
Prescriber	Zip	Text Field	Test Field

Data	Attribute	Value(s)	
		Pharmaserv	EnterpriseRx
Prescriber	NPI	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater
Prescriber	DEA	Pharmaserv Does Not Support This Data Filter	Text Field * ERx 9.1.0.0 or Greater

