

Agency Electronic Health Record System Task Force Meeting/WebEx
September 28, 2009
11:30am to 12:30 pm

Welcome

Helen Shoemaker

The Agency EHRS Task Force was welcomed and the agenda reviewed. The purpose of the meeting was to 1) provide an update on the Agency EHRS Project and 2) provide training by WebEx of the medical surveillance functionality. The latest updates were presented at the 2009 NASA OH Meeting in Cleveland and in the monthly OH Newsletters. Nancy Eckhardt has been working with the Center to identify any exams not in the Physical Exam Matrix G and exam component(s) that deviate from the requirement so Center specific surveillance and certification exams can be created in the Medgate base tables.

EHRS Project Update

Tom Beaver

The functional system testing was completed in May 2009. The testing on one requirement is pending the authority to place data on the system. The project is on hold pending resolution of the IT security issues with Medgate. On-going is the exploration of alternative hosting methods. Once resolved the EHRS roll-out schedule will move to the right and published and distributed. The Dynamac EHRS Implementation team continues to work with the Centers in the base table development of medical surveillance and certification examinations.

Records Management

Mae Hafizi

An Agency Records Management Plan is in the review process with a second round of comments. There is no record management functionality in the Medgate system and a methodology is being developed to address this void.

The work with the KSC OH Clinic on their record management plan and file inventories continues. The Plan is their overall approach to records management and the file inventory is a detailed description of what is considered a record, where it is kept, whether it is a Vital Record necessary for COOP, and the retention schedule for each record. The KSC record management plan and file inventories will be shared with each Center after approval from the record management experts.

In preparation for developing a records management plan for your Center:

- Review the NASA Records Retention Schedule (NRRS or NPR 1440.1 D).
- Think about documents you generate as part of doing business with and for NASA.
- Think about which of those documents (clinical and administrative) meets the definition of a "record".
- Thinks about how you manage the creation, use, maintenance, and disposition of records.

IDMax Process

Nancy Eckhardt

IDMax has both a "Test" and a "Production" environment. The "Test" environment (IDMaxTest) is used by to verify the application is working correctly with e-authentication. The "Production" IDMax is used for NASA software programs controlled by e-authentication. Since the EHRS has not passed the IT security evaluation, the EHRS cannot be deployed yet using the "Production" IDMax/e-authentication. Your access to the Medgate EHRS test application is enabled through the "Test" IDMax process.

The user will need to register in the IDMax “Test” environment <https://idmaxtest.ndc.nasa.gov/> first. Once the user has registered in IDMax test and been approved to use the EHRS system, then the user can log on to the Medgate y test environment <https://aspl3.medgate.com/nasatest60/>

IDMax Role	Description	Responsibility
EHRS User	Any authorized clinic or IH employee needing to use the system.	The user utilizes IDMax to apply for permission/password to use the EHRS. The user needs to select a sponsor when he fills the IDMax online form requesting permission to use the EHRS.
IDMax Sponsor	Any employee, but preferably the Chief Nurse, Medical Director or Lead IH	The sponsor approves the request from the EHRS user. This role is more like a “witness role”.
IDMax Approver	An employee, usually the Chief Nurse, Medical Director or Lead IH, who will certify in IDMax that the user applying for permission to use the EHRS system is indeed allowed to do so (and do so with the roles the user is requesting).	The responsible NASA official that has been named as the approver accepts or rejects (in IDMax) the request from the user to become a user of the EHRS.

Please contact Nancy Eckhardt if you have any issues with registering in IDMax Test or Medgate at nancy.eckhardt-1@nasa.gov or 321-867-3200.

Demonstration of Medgate Medical Surveillance

Bill Walters

The Senior Application Consultant from Medgate demonstrated the medical surveillance functionality in Medgate. The demonstration began with entering an employee medical surveillance exposure groups in the Demographic module of the application. The process of documenting a noise exposure exam in Medgate was demonstrated.

FOLLOW-UP ACTIONS

1. Regularly schedule Agency EHRS Task Force Meetings and Medgate Training. Helen Shoemaker
2. Complete the “Test” IDMax process, if you have not done so. All
3. Logon to the Medgate EHRS test environment to become familiar with application. All
4. Begin to think about records management at your Center and related documents. All