

Form Approved  
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Expiration Date: X/XX/XXX

Thank you for taking the time to complete this OIT training needs assessment. Results will be communicated to the Area Training Coordinators and used to help determine the annual training schedule.

## Demographic Information

### 1. Please select your Area

- Aberdeen
- Alaska
- Albuquerque
- Bemidji
- Billings
- California
- Headquarters
- Nashville
- Navajo
- Oklahoma
- Phoenix
- Portland
- Tucson

### 2. With which I/T/U organization are you affiliated?

- Indian Health Service
- Tribal
- Urban

### 3. What is the role that most closely describes you?

- Area Information Systems Coordinator
- Area Training Consultant
- Area Program Consultant (for example, Behavioral Health, Nursing, Meaningful Use, etc.)
- Clinical Application Coordinator (CAC)
- Health Information Management Consultant
- RPMS Site Manager
- IT Support Staff
- Medical Records Staff
- Business Office Staff (Contract Health Service, Patient Registration, etc.)
- Healthcare Provider (Physician, Nurse, Pharmacist, Behavioral Health, Lab, etc.)
- Healthcare Administrator

Other (please specify)

## Classroom and Satellite Topics: Clinical Applications

Please rate the level of need to receive the following Clinical classroom or satellite training sessions in your Area.

**4. PCC Data Entry I: Teaches students to navigate the primary data entry menu, use the coding queue, delete, merge/move visit data, review/update the PCC Problem List and notes, and display the visit file and Health Summary to verify data.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**5. PCC Data Entry II: PCC managers learn to utilize PCC supervisory menu options and the Uncoded Diagnosis Tool.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**6. Intro to Lab: An introduction to the laboratory file structure, database configuration maintenance, and support techniques of the laboratory package.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**7. Advanced Lab: An advanced level course for those implementing and maintaining the laboratory package.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**8. Pharmacy: This session is designed for working pharmacy staff responsible for the RPMS Pharmacy package, including maintenance of the Pharmacy files.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**9. Reference Lab Interface: Students learn to activate the interface and set up laboratory files. Suitable for lab staff managing the Lab Package and IT staff assisting in interface set up and maintenance.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**10. Diabetes Management System: Teaches students to establish and maintain a diabetes register, generate reports, perform ad hoc retrievals of data, set up taxonomies, and execute an automated diabetes audit.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**11. Immunization: Instruction on tracking patients' due dates, entering/editing histories, printing due lists/letters, printing reports, and learning the Immunization Interchange Management Menu.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**12. Community Health Rep- Option 1: Participants learn proper documentation and use of the 535 Comprehensive, 535-1 Abbreviated, and 962 Group forms. Health Problem Codes and Service Codes are also reviewed.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**13. Community Health Rep- Option 2: CHRs learn proper use and data entry for the 535 Comprehensive, 535-1 Abbreviated, and 962 Group forms.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**14. Radiology: Radiology staff learn menu options for electronically placing/reporting procedures and to configure files/site parameters. Instruction provided on setting up linkages to other RPMS packages and running reports.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**15. Behavioral Health System Data Entry: Focuses on direct provider entry of clinical data in the Behavioral Health System graphical user interface.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**16. Behavioral Health System Manager Utilities and Reports: Geared for Program Managers and Clinical Directors responsible for reports and exporting of behavioral health data.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**17. iCare: A Population Management Tool: This is an intensive three day hands-on training on the iCare population management software. This course is designed to teach participants about the unique features and functionalities of iCare that include Care Management Event Tracking [CMET], HIV Management System, Meaningful Use, and Improved Patient Care.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**18. Code Set Versioning: Participants learn the CSV and manual mapping processes, the key tests to determine correct CSV functionality and print reports.**

- Not needed
- Somewhat needed
- Needed
- No opinion



## eLearning Topics: Clinical Applications

Please rate the level of need to receive the following Clinical eLearning training sessions in your Area.

**19. BHS v4.0 Suicide Reporting Form: Learn the background and purpose of the Suicide Reporting Form including entering a suicide event data into RPMS and producing local SRF reports.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**20. Behavioral Health System Group Entry, Intake, Case Management: This hour and a half training will focus on usage of the Group, Intake and Case Management functionalities of the RPMS Behavioral Health System v4.0.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**21. Behavioral Health System Overview and Individual Visit Entry: This hour and a half training will focus on navigating, accessing patient information and documenting individual visits in the BHS v4.0 application.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**22. iCare Nuts and Bolts I: Part 1 of a 2 part beginning level iCare training series that demonstrates iCare features and functionality, initial user set-up/access, application navigation, and practical uses for patient management.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**23. iCare Nuts and Bolts II: Part 2 of a 2 part beginning level iCare series demonstrates the creation and modification of patient panels sharing common characteristics, custom panel layouts/views displaying key clinical data and performance measures, and entering/editing patient data/notes in the patient record.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**24. iCare- What's New?: Designed for current iCare users. This session focuses on new functionality and enhancements included in the most recent iCare version/patch.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**25. iCare- CMET Part I: Part 1 of a 2 part CMET series demonstrating the mechanics/work flow of electronically tracking/managing breast, cervical, colon, and skeletal related events.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**26. iCare- CMET Part II: Part 2 of a 2 part CMET series expanding on setting up CMET site parameters/user preferences, batch processing normal pap smears and mammograms, and managing CMET data.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**27. Patient Merge: New Patient Merge users learn to accurately merge duplicate patients.**

- Not needed
- Somewhat needed
- Needed
- No opinion

## Classroom and Satellite Topics: Practice Management Applications

Please rate the level of need to receive the following Practice Management classroom or satellite training sessions in your Area.

**28. Patient Registration: Designed to teach the fundamentals including adding/editing a new patient, entering/sequencing billing information and printing routine reports.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**29. Accounts Receivable: This is a two-day class that focuses on the RPMS Accounts Receivable software application.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**30. Third Party Billing: This two day class focuses on the RPMS Third Party Billing software application.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**31. Basic Third Party Billing/Accounts Receivable: Focuses on the Third Party Billing system including basic Patient Registration and Patient Care Component functions.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**32. Advanced Third Party Billing/Accounts Receivable: Teaches Third Party Billing/Accounts Receivable advanced/managerial application functions.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**33. Pharmacy Point of Sale: Guides students through the correction of rejected claims, setting up POS insurers, menu options, reports, and solutions to common problems.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**34. Contract Health Services Management System: Covers the automated document and fiscal management system, shared patient/vendor data files, and commitment register of obligated and paid CHS funds.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**35. Referred Care Information System: Provides an overview and hands-on instruction for using RCIS.**

- Not needed
- Somewhat needed
- Needed
- No opinion

## eLearning Topics: Practice Management Applications

Please rate the level of need to receive the following Practice Management eLearning training sessions in your Area.

**36. Patient Registration BMW: Patient Registration staff are introduced to the graphical user interface (GUI).**

- Not needed
- Somewhat needed
- Needed
- No opinion

**37. PMAS Scheduling Settings and Availability [BMW]: This two hour hands-on training includes creating new clinics, adding availability, editing availability, and creating patient letters.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**38. PMAS Scheduling [BMW]: This 2.5 hour hands-on training includes navigating in the appointment workspace, creating a new appointment, editing existing appointments, and creating an appointment for a non-registered patient.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**39. Clinical Scheduling for Windows: Covers terminology, navigation in the GUI, appointment management, and printing of patient letters and clinic schedules.**

- Not needed
- Somewhat needed
- Needed
- No opinion

## Classroom and Satellite Topics: Data Management Applications

Please rate the level of need to receive the following Data Management classroom or satellite training sessions in your Area.

**40. Basic Site Manager: Provides Site Managers with the basic knowledge and skills necessary to manage a facility's RPMS system.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**41. QMAN/VGEN/Reporting: Instruction on selecting, running, and formatting ad hoc searches/reports. Training provided in capturing/exporting PCC data to PC programs.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**42. PCC Output Reports: Formulate/run QMAN ad hoc searches as well as produce specific outputs. Run pre-formatted PCC reports from PCC and custom reports using PGEN/VGEN.**

- Not needed
- Somewhat needed
- Needed
- No opinion

## eLearning Topics: Data Management Applications

Please rate the level of need to receive the following Data Management eLearning training sessions in your Area.

**43. BSM: Basic Taskman Management: This 60 minute session covers Basic Taskman management.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**44. BSM: Device Management [Windows]: This 60 minute session covers Device Management [Windows].**

- Not needed
- Somewhat needed
- Needed
- No opinion

**45. BSM: Programmer Functions- Globals/Routines: This 60 minute session covers Programmer Functions -- Globals/Routines.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**46. BSM: Programmer Functions- M/Cache Commands: This 60 minute session covers Programmer Functions -- M/Cache Commands.**

- Not needed
- Somewhat needed
- Needed
- No opinion

**47. BSM: System Backup [Windows]: This 60 minute session will cover Basic Site Manager: System Backup [Windows].**

- Not needed
- Somewhat needed
- Needed
- No opinion



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