

# NIH Clinical Center CIO Newsletter

October 2009

47th Edition

This is the forty-seventh edition of a monthly broadcast email to the CRIS user community about CRIS capabilities and issues. In addition to the text version in this email, I've attached a PDF version that can be printed. I look forward to receiving your comments or suggestions at [CIOnewsletter@cc.nih.gov](mailto:CIOnewsletter@cc.nih.gov). In addition, valuable information can be accessed at the CRIS and DCRI websites: <http://cris.cc.nih.gov>, <http://www.cc.nih.gov/dcric>.

## Topics of the Month

- CIO Remarks
- Data Center Update
- Clinical Documentation: Delete Data
- ADT: Completing Discharge Orders Prematurely
- Eclipsys Security Services: New CRIS Access Procedures
- Security: PKI Secure E-mail
- Attention BlackBerry Users
- CRIS Training & User Support

## CIO Remarks

**CRIS Sunrise** provides integrated management of the NIH Clinical Center's patient care, research, and resource unitization data.

### **CRIS Sunrise:**

- Improves the quality and efficiency of patient care, clinical research, planning, and hospital operations.
- Provides a standard format for data collection for patient care and research.
- Includes integrated protocol-based scheduling, order entry, data collection, and charting systems.
- Supplies the information infrastructure to support the intramural clinical research program, patient care services, and efficient hospital management.
- Provides the foundation for an electronic medical record.
- Incorporates security protocols to protect patient confidentiality. provides a standards-based interface which allows for appropriate data retrieval for independent information systems.

It is important to understand that

- CRIS Sunrise is a Medical Device
- Training (in class or online training) is just the beginning.
- The more time you invest in learning CRIS, the better it will serve you.

CRIS Sunrise is **Your** system, please use **Your** voice to identify improvement opportunities. Please feel free to email me at [CIOnewsletter@cc.nih.gov](mailto:CIOnewsletter@cc.nih.gov) with any suggestions or comments.

## Data Center Update

The Clinical Center Data Center is online! After 3 years of design, construction and testing, the new Clinical Center Data Center (CCDC) is open for business. The datacenter houses IT systems used by the Clinical Center, including the CRIS, Nutrition, Surgery, Pharmacy applications, as well as many others.

Migration of equipment from the old location to the new has begun, a steady process expected to continue until the end of March, 2010. Equipment moves are being executed in such a way to minimize the impact on the users and patients.

After moving all equipment out of the old building 10 datacenter that space will be renovated for several new uses – it will become a router room for CIT, a water neutralization plant and also mechanical space to support the building 10 F-wing renovation.

## Clinical Documentation: Delete Data

When entering a Structured Note, there are Check Boxes  and Radio Buttons  placed throughout the documentation process to facilitate information entry.

In instances when the selection is not appropriate or does not apply:

- For a checkbox: simply de-select the item by clicking the check box a second time.
- For a radio button: de-select the observation by right clicking the entry and selecting **Delete Data** (see below).

Details			
History Of Chickenpox/Shingles	<input type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Unknown
History Of TB	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/>
History of Positive TB Skin Test (PPD)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/>
History Of Antibiotic Resistant Organism	<input type="radio"/> Yes	<input type="radio"/> No/Don't know	<input type="radio"/>
Current Disease/Condition That Can Be Spread To Others	<input type="checkbox"/> None	<input type="checkbox"/> Chickenpox/Shingle	<input type="checkbox"/>
	<input type="checkbox"/> Other infectious disease	<input type="text"/>	
Exposure To	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Delete Data

Retrieve Last Charted for Details

Insert Default Value for Details

Clear Unsaved Data for Details

Previous [Alt+P]

Next [Alt+N]

Previous Section [Alt+V]

Next Section [Alt+X]

## ADT: Completing Discharge Orders Prematurely

Discharge orders entered in CRIS SCM should **NOT** be **Marked as Done** prior to eight (8) hours of the actual time indicated on the discharge order. The system policy has an “Advance Hours” setting of 8 hours and the discharge action will not be processed until 8 hours in advance. If marking a discharge order task as done *more* than 8 hours in advance, the order is held until the date/time of the order. In the event of an actual discharge occurring more than 8 hours in advance of the designated time on the medical order, it is recommended to discontinue the order and enter a new one with the appropriate date and time.

## Eclipsys Security Services: New CRIS Access Procedures

On Wednesday, October 20<sup>th</sup>, the Clinical Center changed the way users access CRIS via CC Citrix, Sunrays and SCDs and log into the CRIS application.

### Accessing the CRIS Application

#### **Via Citrix**

1. Open a web browser and go to URL: <https://cccasper.cc.nih.gov>
2. **(NEW)** Log into the CC Citrix web portal with your NIH user name and password
3. Look for the CRIS-Sunrise icon and double-click on it.

#### **Via Standard Clinical Desktop (SCD)**

No change in the way you launch CRIS

#### **Via SunRay Computers**

When you launch CRIS from a SunRay computer, you need to click the CRIS icon on the screen. A Microsoft Windows login dialog box will display. Enter your NIH domain User Name and Password and click OK.

### Logging into CRIS

To log into the CRIS application on any computer, use your NIH account name and password. Your “NIH user name and password” refers to the same account information you use to log into ITAS, Outlook, your computer at work, etc.

- **(NEW)** When “Sunrise Acute Care” window opens, log into CRIS with your NIH user name and password.

## Important Points to Remember

- **(NEW)** All computers that access CRIS must be authorized or “registered” in the CRIS system. Please contact the CRIS Support staff at (301-496-8400) to register your workstation if you receive a notice that your computer is not registered.
- **(NEW)** Remote access to CRIS (e.g. from a home or other remote computer) still requires NIH or CC VPN and to have the Citrix web client installed on the local computer. A home-based or remote workstation name must also be “registered” in CRIS to launch the application. Please contact the CRIS Support staff at (301-496-8400) to register your workstation if you receive a notice that your computer is not registered.
- **(NEW)** The old “CRIS ACCESS only” link will no longer be available on Citrix (i.e. the “CRIS Mac” and “CRIS PC” icons will go away and/or no longer function).
- **(NEW)** Desktop short-cuts to CRIS will no longer work, so please do not use them. It is best to bookmark <https://cccasper.cc.nih.gov> as a “favorite” in your browser.
- Since NIH credentials will be used for CRIS logins, we recommend you register at I Forgot My Password <https://iforgotmypassword.nih.gov/aims/ps/>. The equivalent site for NCI users is: <https://password.nci.nih.gov>

Please refer to the following links or websites for more information on:

- CRIS issues, please see the CRIS web site: <http://cris.cc.nih.gov>
- Obtaining a CRIS Account, one needs to complete the requirements outlined in this link: <http://cris.cc.nih.gov/accounts/index.html>

## **Security: PKI Secure Email**

Within the NIH and HHS as a whole, if you have the need to email any information of a sensitive or confidential nature such as any patient information, you must send it using the HHS PKI certificates. This will ensure the confidentiality of the information and that it is only read by those for whom it is intended. Both you and the person that you are sending the information to must have the HHS PKI certificate. Sending patient information without using the PKI certificate is prohibited.

If you do not already have a HHS PKI certificate, please go to the NIH PKI website at <http://ocio.nih.gov/pki/> There you can select – How to Get Digital Certificates – it will provide you instructions and the form that you need to fill out and present to your Local Registration Authority (LRA) – Please follow the instructions on that page.

If you are a federal worker you will need to have a sponsor, that sponsor can be your manager, your AO, ISSO, or CIO.

If you are a contractor or affiliate of NIH, your sponsor must either appear in-person with you before the LRA or send a digitally signed email to your LRA authorizing you to obtain HHS digital certificates.

Normally within the Clinical Center, your user support person is an LRA and can assist you in getting your certificate and installing it on your computer. If you have any questions or concerns about the PKI process you can contact your local user support person or the NIH Help desk.

As always, if you have any questions or concerns please contact the CC ISSO, John Franco and [jfranco@nih.gov](mailto:jfranco@nih.gov) or 301-496-6745

## Attention BlackBerry Users

Are you aware of a new software application called **PhoneSnoop**? This software allows an attacker to call a user's BlackBerry and listen to personal conversations. In order to install and setup the PhoneSnoop application, attackers must have physical access to the user's device or convince a user to install PhoneSnoop.

What You Need to Do: Only download BlackBerry applications from trusted sources and password protect and lock your BlackBerry.

## Training Update

### Registering for CRIS Training

The new CIT website has been updated. So, signing up for CRIS training is even easier now! To register, simply go to <http://training.cit.nih.gov> and follow the steps below:

1. Select **Courses by Category**  
*The Course Catalog window display*
2. Select **CRIS (6)**
3. Select the desired **class** (Introduction to CRIS, Prescriber training, etc)  
*A description page of the class selected will display on top, below a "Section Available" window containing the date and times available displays*
4. Click on **Add to Cart**
5. Click on **Complete Registration**- under **Course Cart** on the left side of the screen
6. Enter **Last Name** and **First Name**, then click **Go**
7. Select **your name** as it matches your identity
8. Confirm your contact information and click **Continue**
9. Review the Courses Currently in your Course Cart
10. Click **Register**

CIT training specialists may be contacted at **301-594-6248** for assistance.