



## **Local CCR Report Instructions to Identify Potential HCV Treatment Candidates by FIB-4 Score**

These instructions provide step-by-step guidance on how to use your local CCR (Clinical Case Registry) to identify patients at your medical center who may be potential HCV treatment candidates and includes the option to select by FIB-4 Score. You can use several different reports to identify those patients who have more advanced stages of liver disease. This information can be used to help medical centers plan for patient selection and potential resource utilization.

Access to the CCR is controlled at the local level. To request access you should contact your local IT and request access to the CCR. More specific instructions are included at the end of this document (pg 12).

### **How to run a CCR report**

1. Launch CCR from your computer (usually it can be launched from the Tools menu within CPRS or from a desktop icon, depending on how it is set up at your facility).
2. Log into the CCR using your Vista Access and Verify codes.
3. Select the Hepatitis C Registry (if it does not automatically open)
4. Click on "Reports" from the menu bar at the top of your screen. The **Potential DAA Candidates** report produces a list of HCV viremic patients (all genotypes included); option to select treatment naïve, experienced, or both. In this report you can **include a specific FIB-4 cut-off**, limit by division, clinic, or specific diagnosis (i.e. cirrhosis, HCC, HIV). Select this report. The report set-up will open. (see screen shots on pg.3)

### **Potential DAA Candidates Report (by FIB-4 Score) Instructions (Screen Shots on pages 5-6)**

1. Type a description in the "Comment" field so you know what the report is about and so you will be able to identify it later in the Task Manager (i.e "candidates with FIB-4 >2.5").
2. Leave "Include patients confirmed in the registry" with all three boxes checked (before, during, and after the date range).
3. Under "Treatment History" select whether you want to include HepC antiviral treatment naïve, HepC antiviral treatment experienced, or both. You can exclude patients who have been on treatment within a certain amount of days by entering it in the text box provided or you can leave it blank.
4. Under "Liver Score Date Range" you can choose to include only the "most recent liver score" or the score as of a specific date.
5. In "Result Ranges" click on the box under "Select" next to FIB-4. You can enter a "low" value to include only those values which are greater than the cutoff you enter (for example, enter 2.5 in the "Low" box next to FIB-4 and this will show the list of patients with FIB-4 values greater than 2.5). Leave the "high" box empty.
6. Select the Utilization Date Range by choosing one of the options under "Type": "Year" - enter the year you are interested in (i.e. 2013), "Cut Off" – enter how far back you are interested in, (i.e. 6M (6 months), 9M (9 Months), or "Custom" – enter the specific timeframe you are interested in identifying patients (i.e. January 1, 2015 through today's date).
7. *Optional:* You may choose to enter a specific Division (i.e. CBOC name or Outpatient Center) in the "Division" section. In the "Divisions" panel choose Selected only. Type in the division or

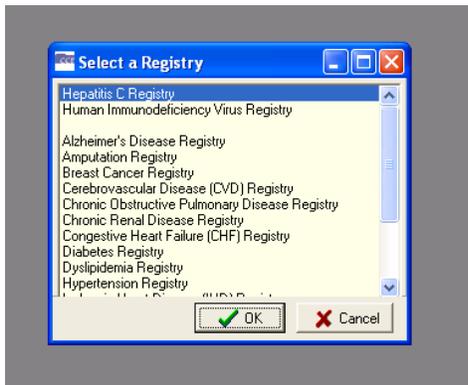
- CBOCs you are interested in, highlight it on the left (by clicking on it) and then click the right pointing arrow to move it over to the right side.
8. *Optional:* You may choose to only include patients seen in a particular clinic. In the “Clinic” panel choose Selected only. Type in all CAPS the facility assigned clinic name(s) you are interested in, highlight it on the left (by clicking on it) and then click the right pointing arrow to move it over to the right side.
  9. *Optional:* To include only patients with a specific diagnosis/comorbidity, under the “Other Diagnoses” section, select “include codes”. Use the dropdown box next to “Template Types” to select “common templates”. A list of diagnoses will appear. Select from the list any/all of the diagnoses you are interested in including. For example, if you are interested in cirrhosis, click on the cirrhosis diagnosis then click the single arrow to the right. You will see the diagnosis you selected moved to the right box. To see a list of the specific ICD-9/10 codes for that particular diagnosis, click the small “+” next to the diagnosis and the ICD-9/10 codes will show below.
  10. When you have made the above selections click “Run” at the bottom right of the report screen.

### **Where Will I Find the Report Output?**

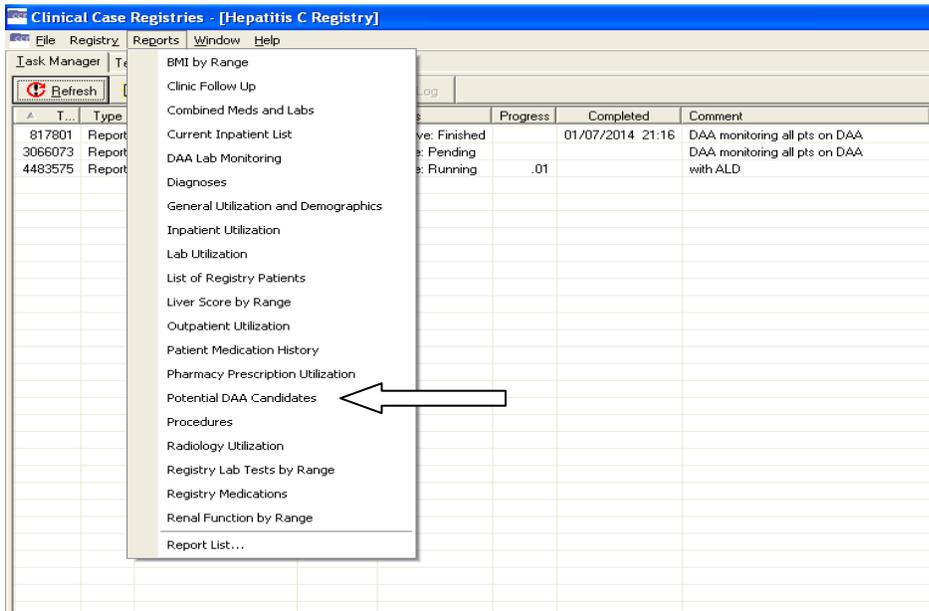
- Once the report screen closes (after you click “Run”) your display will return to the Task Manager tab
- The report may take several hours to run so plan accordingly. If you have more than one report running simultaneously this can significantly slow response time. If you want to run multiple reports, set the “Scheduled to run on” date/time to allow one report to complete before the next begins. Running time will depend on how complex the report is; see how long your first couple reports take and go from there.
- After the report finishes running, open CCR and click on the “Task Manager” tab near the top of the screen. You will see your report listed. If it is still running, under Status it will say “Active Running” with the % complete (e.g. 17.85% complete). You can click on the “Refresh” icon to continue to check the status of the report.
- When the status is “Inactive: Finished” double click on the entry and the report will open onscreen.
- With the report displayed onscreen you can print to any network printer or save to a file by clicking File→Save As and then following the usual steps to save a file in Windows. We suggest you create a folder where you save all your CCR reports so they will be easily retrievable in the future. The default format for saved files is .csv which allows you to open the file in MS Excel and have the data automatically fit into the cells on the worksheet. Once the report is complete it will remain on the CCR for 14 days and then automatically be deleted so if you want to refer back to the report be sure to save it.

## Screen Shots of Report Instructions

Select the Hepatitis C Registry



Click on "Reports" from the menu bar at the top of your screen. Select the "Potential DAA Candidates" report



Type a description in the "Comment" field so you know what the report is about and so you will be able to identify it later in the Task Manager.

Leave "Include patients confirmed in the registry" with all three boxes checked (before, during, and after the date range).

Under "Treatment History" select whether you want to include HepC antiviral treatment naïve, HepC antiviral treatment experienced, or both. You can exclude patients who have been on treatment within a certain amount of days by entering it in the box.

**Potential DAA Candidates**

**Scheduled to Run on**  
 Day: 1/27/2016 at 10:12:29 Repeat:   
 Comment: fib 4

**Include patients confirmed in the registry**  
 Before the date range  During the date range  After the date range

**Sex**  
 Both  Female only  Male only

**OEF/OIF**  
 All periods of service  Include only OEF/OIF  Exclude OEF/OIF

**Additional Identifier**  
 Include patient ICN in the report

**Treatment History**  
 HepC antiviral treatment naive  HepC antiviral treatment experienced Exclude patients on treatment i.e. with HCV antiviral treatment within 30 days

**Warning:** This report will only work if there are informative results in the result field for HCV RNA and HCV genotype so that patients with detectable HCV RNA and genotype 1 can be identified (e.g., patients with results of "comment" with the value only appearing in the comment field will not be identified).

Under "Liver Score Date Range" you can choose to include only the "most recent liver score" or the score as of a specific date. In "Result Ranges" click on the box under "Select" next to FIB-4. You can enter a "low" value to include only those values which are greater than the cutoff you enter (for example, enter 2.5 in the "Low" box next to FIB-4 and this will show the list of patients with FIB-4 values greater than 2.5). Leave the "high" box empty

**Liver Score Date Range**  
 Most recent Liver score  Liver Score as of 1/27/2016

**Result Ranges**

Select	Liver Score Range	Low	High
<input checked="" type="checkbox"/>	FIB-4	2.5	

Lab tests used in calculations are identified by LOINC code. If the values shown for test results appear unusual, contact your local Lab ADPAC to verify that LOINC codes are set up correctly.

Select the Utilization Date Range by choosing one of the options under "Type": "Year" - enter the year you are interested in (i.e. 2013), "Cut Off" - enter how far back you are interested in, (i.e. 6M (6 months), 9M (9 Months), or "Custom" - enter the specific timeframe you are interested in identifying patients (i.e. January 1, 2015 through today's date).

**Utilization Date Range**  
 Type: Custom 1/31/2003 1/27/2016  
 Divis:  Year  Quarter  Inc Custom  Cur Int  
 Search: WLA

To include only patients with a diagnosis of cirrhosis or other manifestations of end stage liver disease (ESLD) scroll down to "Other Diagnoses", select "include codes", and use the dropdown box to select "common templates". A list of diagnoses will appear.

**Other Diagnoses**  
 Ignore  Include Codes  Exclude Codes  
 Template Type: Common Templates

Name	Code	Description
Diagnoses		
AIDS Defining Illness (1993)		
Acute or Chronic Renal Failure		
Alcohol		
Bipolar - Mania		
Cirrhosis		
Diabetes Type I or II		
ESLD		
Essential Hypertension		

Select from the list any/all of the diagnoses you are interested in including. For example, if you are interested in cirrhosis, click on the cirrhosis diagnosis then click the single red arrow to the right. You will see the diagnosis you selected moved to the right box. To see a list of the specific ICD-9 codes for that particular diagnosis, click the small “+” next to the diagnosis and the ICD-9 codes will show below.

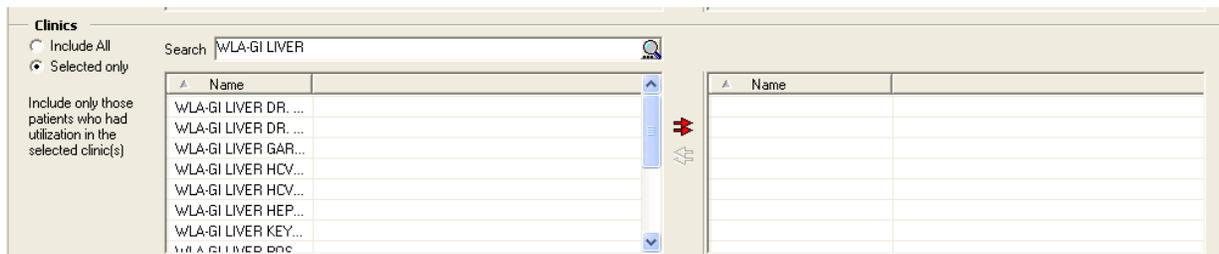
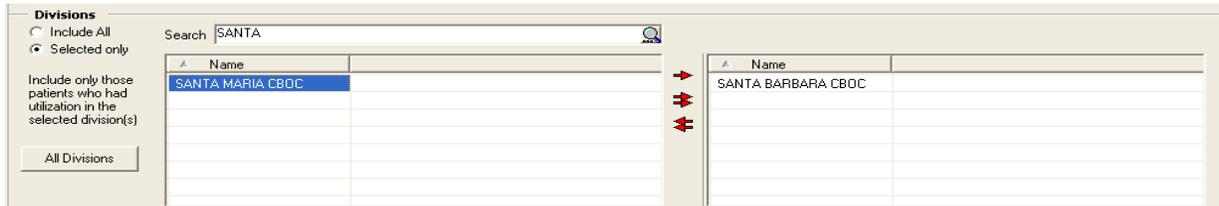
When you have made the above selections click “Run” at the bottom right of the report screen.



Optional Selections

You may choose to enter a specific Division (i.e. CBOC name or Outpatient Center) in the “Division” section. In the “Divisions” panel choose Selected only. Type in the division or CBOCs you are interested in, highlight it on the left (by clicking on it) and then click the right pointing arrow to move it over to the right side.

You may choose to only include patients seen in a particular clinic. In the “Clinic” panel choose Selected only. Type in the facility assigned clinic name(s) you are interested in, highlight it on the left (by clicking on it) and then click the right pointing arrow to move it over to the right side.



### **How to get access to your local CCR (Clinical Case Registry)**

Resource for more information about using the CCR can be found at <http://vaww.vistau.med.va.gov/vistau/ccr/default.htm>

To request access to the CCR you should contact your local IT contact.

The CCR software is already installed at your facility so it is just a matter of you requesting your IT contact to assign you “keys” to access CCR, (it is in the ROR namespace).

What your IT contact will need to do is to modify your VistA user profile to add the ROR VA HEPC USER key and the ROR GUI as a secondary menu option. Once that is done your access should be active the next day (the nightly CCR task must run once for the keys to activate.)

This is information you can provide to your IT contact to assist with obtaining CCR access:

1. Security keys ROR VA HEPC USER (and ROR VA HIV USER if you want HIV access too)
2. Secondary menu ROR GUI to run the CCR shortcut on desktop
3. (You might need access to the network drive that the CCR shortcut will be linked to)
4. You need to know how to launch CCR at your facility. We recommend that CCR be added to the dropdown Tools menu in CPRS, if possible but if you do not see it there check with your local IT staff to see how it is set up at your facility.