Report Builder

From the patient record screen, select the "Clinical Documents" tab. The bottom tab will default to (progress) "Notes." You can use "Search" to identify a specific disability, and select "Report Builder" to isolate specific notes.



ing the progress notes you have selected. The report can be printed from the File menu.

→ Print

Printer Setur

Current View

Use "Current View" to Search by Date. Number of Documents. or All Documents.



Clicking the "Divisions" button will arrange progress notes showing the division of the VHA facility for each note.



Viewing and Printing DoD Records

If available for a specific veteran, Department of Defense (DoD) medical records are accessible in CAPRI. When records exist, the Patient Selector screen will display "DoD data is available."



To access DoD records, select the "DoD Records" tab on the Patient Record screen. The DoD Records tab will then display. If no DoD records are available, the tab will be disabled.

D Filecods

Available reports are listed in the left window (see below). After entering a Start and Stop Date, select a report. Start and Stop Dates are required before any data is returned.

CIP Eguns | 7131 Request | Reports | Adven | Health Summans | Cincul Documents | CIP Worksheets | VisWeb | DxD Reports NOTE: DoD data at shared sites is evailable immediately. All other sites will be available less than a week after discharge Characteristic (Alarty Reacteril) In Expanded Al oncial Report Discharge Summary Lab Diden Chein & Hen Sugical Path Catology Microbiolog First, Select Start/Stop Dates Radiology Repo Outpatient RX hogiess Note: Second, Select Report Sep 4 2007 - ... lov • 4 • 2008 + ...

Reports may be printed from the File menu.



VBA Compensation and Pension Service Business Management (215)



This guide provides instructions on researching and locating patient information in the Compensation and Pension Records Interchange (CAPRI) system.

The guide includes how to:

- access patient records
- Iocate other VAMCs visited by patients
- view and print exam requests and reports
- view and print progress notes
- view and print DoD records
- search records by disability and date range

build custom reports

CAPRI Application Support

More information on the CAPRI for Veterans Service Officers program can be found on the VA Intranet at: http://vaww.vhaco.va.gov/privacy/HIAVSO.htm

Please direct questions regarding CAPRI and/or patient record access to the HIA office at hia.vso@va.gov

For assistance installing or running CAPRI, please contact your local IT support team.

> VBA Compensation and Pension Service **Business Management (215)** January, 2009

Getting Started in CAPRI

To access a patient record:

I. Log into CAPRI using your access and verify codes.

Kävista s	Sign-on	_0
FOF FOF FOF *** Verify shall folloo number *@* oo NOTE: You he	E OF THIS STATEM AND INFOMMATION IN THIS SYSTEM IS A F MATIONAL VIFA SUPPORT (Including "FWA MERGE 010am; 7300m fastcorn Them, Monday-Friday 1-800-396-4 If you have trouble with the tall-free number of the statement of the statement of the statement (Cusciliance OIFO) RMM ACCESS AND VERIFY CODES1-000-596-4357 (0Me-7) 1-000-596-4357 (0Me-7) 1-000-596-4357 (0Me-7) 1-000-596-4357 (0Me-7) y codes have been implemented to require strong parsen wing four kinds of characters: letters (upper case on r, and, characters that en saither letters nor number r .81, Samples would be 123McSS. AUC12385 or SSM729 Lower case letters will be made upper-case. ave reached the CLAIMS system, used for CAPEI authenti	DERAL CRIME) 10094 EASTERN) -065-1055 -065-1055 -0. -0. -0. -0. -0. -0. -0. -0.
$\langle \langle \rangle$	Access Cr	de: <u>V OK</u>

Change Verify Code

erver FOBUM5 Volume: BOU UC: VBA Port NLA0:570831741



3. Select patient on Patient Selector screen...



4. View patient record screen (default is C&P Exam tab).



View and Print Exam Requests and Reports

Exams ordered, completed or cancelled will display on



The C&P Exam Detail screen, Reports tab will display based on the exam selection made.



Please note the "Other Facilities Visited" button at the upper left of screen. This button is also available on the Patient Selector screen. Click this button to display a list of VAMCs where the veteran may have received treatment. Choose a VAMC, then click the "Switch to This Facility" button.

According to the national Master Patient Index, this veteran may have been to the following facilities:

508	ATLANTA VAMC	SEP 14, 1994@10:15	
637	ASHEVILLE VAMC	OCT 7, 1985@15:53	



Other Facilities Visited Tab (Alternate Viewing)

Click "Other Facilities Visited" button to identify:

- all VAMCs where a patient may have visited,
- the last time a patient may have been treated at another VAMC.



View and Print Patient Progress Notes

From the patient record screen, select the "Clinical Documents" tab, which allows access to additional tabs at the bottom of the screen. The default tab is Notes.

Second Contraction	E Report Build	7.	Lanes van	.ce Diacamenta
011 10 2000 011 10 2000 414 17 2000 144 16 2006 144 16 2006	W 32 VISA 11L/C W 32 VISA 11L/C W173 510C 61L/ N144 VISA 11L/C W175 COD 11L/ W175 COD 11L/ W175 VISA 11L/ VISA 11L/ VIS	LOCAL TETLE: PED/D TH STAROND TELL: PED/D DATE OF DEED DEED T ADDRESS DEVERTIONS DEVERTIONS UNDERFET VESSERE WESSERE WESSERE WESSERE WESSERE	LESSION TELLOS NOTE CODE DECUT TELESSIS 2000/DILLES BUTCH 200 BUTCH 200 2001/DILLES BUTCH 200 2001 2001/DILLES BUTCH 200 2001/DILLESSION	RECORTED NOTE 478. CCT 27, JOOCGUI, 83, 47 889. TTE: COMPLETOR Completion and and in CP
ANY 25, 2006 AUS 16, 2005 AUS 16, 2005 AUS 4, 20056 MAY 23, 2005 MAY 23, 2005	NO 22 SCIO 121 SIE 27 VISN-1ELL VIS.40 VISN-1ELL SIE 06, SCI/0 1EL VIS 52 SCI/0 1ELL	91gaed: 19/29/2006 12:	14	

The Notes tab displays a patient's progress notes. Click on a note header on the left side of the screen and that note will display on the right. Other useful features include:

- <u>Report Builder</u> for building a custom report,
- <u>Current View</u> for searching by date range, number of documents, or all documents,
- Divisions for displaying records by division at a facility,
- <u>Search</u> on word/phrase. When found, the word/phrase is highlighted in the progress note. Searching is not casesensitive. You can use partial words for a wider searches. For example, using "diab" as the search term will find all permutations, such as "diabetes," "diabetic," etc.