

Nebraska Hearing Screening System

Quick Reference for the QS Technologies Vital Records System

Create a HINFO Record (required)	Page 2
Create a HSCREENING (refer / could not test)	Page 4
Summary Reports and Work Queues	Page 7
Searching for a Birth Record	Page 8
Searching for a HINFO record	Page 10
Searching for a HSCREENING record	Page 12
Shortcuts, etc...	Page 14

Please contact Jim Beavers or Jeff Hoffman with questions, comments or suggestions:

Jim Beavers, Business Analyst
NE Early Hearing Detection/Intervention Program
Division of Public Health
Nebraska Dept. Health and Human Services
PO Box 95026
Lincoln, NE 68509-5026
jim.beavers@hhss.ne.gov
(402) 471-1526 (phone)
(402) 471-1863 (fax)

Jeff Hoffman, MS, CCC-A, Program Manager
NE Early Hearing Detection/Intervention Program
Division of Public Health
Nebraska Dept. Health and Human Services
PO Box 95026
Lincoln, NE 68509-5026
jeffrey.hoffman@hhss.ne.gov
(402) 471-6770 (phone)
(402) 471-1863 (fax)

Create a HINFO Record

With Quick Record Instructions

BIRTH - 2005 - QS Technologies VRS

File Search Requests Actions Work Queue Tools Linking Administration Help

New Hearing Information

Hearing Screening

medical newborn rna Complete

File Number Local File Number Date Created Date Modified

location

Mother's SSN Mother's First Name Middle Last Suffix

Mother's Maiden Name

Mother's First Name Middle Last

Suffix

Child

First Middle Last Suffix

Mother's Medical Number

1. In the BIRTH information screen, click on *File*, scroll down to *New*, and scroll over to *Hearing Information* (or *Ctrl +I*). Create this basic hearing information record for every baby after the birth certificate has been completed.

This is the screen that will appear.

2. Click on the *Save* icon to make sure that the newly created HINFO record will be saved. *Note: If this step is skipped, the HINFO record will not be entered in the system.*

HINFO - 2006 - QS Technologies VRS

File Search Requests Actions Work Queue Tools Linking Administration Help

<No Alerts>

Patient Mother Father Alternate Summary Flags

System

Birth State File Number Child Med Rec Number Mother Med Rec

Date Created Birth local file number Date Updated Updated By

General

Baby's Name Middle Last Suffix

Name AKA Date of Birth Time of Birth (Military) Sex

Birth Facility

Facility Name

Type

City State

Was Infant Transferred? Facility transferred to

Save icon

HINFO - 2006 - QS Technologies vRS

File Search Requests Actions Work Queue Tools Linking Administration Help

<No Alerts>

Patient Mother Father Alternate Summary Flags

System
 Birth State File Number Child Med Rec Number Mother Med Rec
 Date Created Birth local file number Date Updated Updated By
 // 20050C //

General
 Baby's Name Middle Last Suffix
 D J
 Name AKA Date of Birth Time of Birth (Military) Sex
 // 01/26/2005 10:01 F

Birth Facility
 Facility Name Type
 P County Memorial Hospital HOSPITAL
 City State
 P City Nebraska
 Was Infant Transferred? Facility transferred to City
 N

Quick Record of Passed Final Hearing Screening prior to Discharge
 Date of Final Screening with Pass Result on Both Ears
 //

Parent Educated about hearing screening, hearing loss, etc? (Y,N)

Update Complete

This is the *updated* HINFO screen that will appear. You can stop here and access this HINFO record again when more results are available.

OR

From this screen, a Quick Record for newborns who pass their Newborn Hearing Screening can be entered.

1. Enter the Date of the Final Hearing Screening.

2. Enter a *Y* for yes or an *N* for *no* in the box below *Parent Educated about hearing screening, hearing loss, etc?* The screen will automatically go the *Summary* tab/screen.

3. Make sure to click on the *Save* icon on the *Summary* screen again to create the permanent record.

Note: The Quick Record is for newborns who pass the final hearing screening in both ears *before discharge ONLY*. All newborns who are discharged before screening or who refer on the newborn hearing screen at time of discharge *must* have a Hearing Screening (HSCREENING) record created. To create an HSCREENING record, go to page 4.

Create a HSCREENING Record

HINFO - 2006 - OS Technologies VRS

File Search Requests Actions Work Queue Tools Linking Administration Help

New Hearing Information
Save Ctrl+S Hearing Screening
New Special...
Save Without Editor
Save as a Twin
Save Defaults
Delete Record
Close
Print Setup...
Print Screen
Exit

Med Rec Number Mother Med Rec
Number Date Updated Updated By
Middle Last Suffix
Name AKA Date of Birth Time of Birth (Military) Sex
Birth Facility
Facility Name
Type
City State
Was Infant Transferred? Facility transferred to

1. After the correct HINFO record has been located *or* created, click on the *File* tab, scroll down to *New*, scroll over to *Hearing Screening* (or *Ctrl+E*). **NOTE:** Use the HSCREENING for the following: did not pass, discharged without screening, transferred to another hospital, baby in NICU for more than 48 hours etc.

This screen will appear.

2. Click on the *Screening* tab to enter information about hearing screenings or, to enter any reason for why a screening was not completed.

HSCREENING - 2006 - OS Technologies VRS

File Search Requests Actions Tools Linking Administration Help

System **Screening** Tags

System Info
Birth State File Number Child Med Rec Number Mother Med Rec Bir Local File Number
Hearing Info Key
Date Created Date Modified Update By
Patient
First Name Middle Last Name Suffix
Name AKA Date of Birth Sex

This is the HSCREENING Screening Tab screen. This is where all of the information for a hearing screening is entered.

3. Under the *Parent(s) Details* heading put a *Y* for *yes* or an *N* for *no* if the parent(s) were educated about hearing loss, etc. Enter the primary language spoken/read by the parent(s). Enter the phone number where the parent(s) can be reached.

4. Under the *Screen Event* heading, enter *I* for *Initial* or *R* for *Rescreen*. Enter *I* for *Inpatient* or *O* for *Outpatient*. Indicate whether this is the *Final Action* by entering *Y* for *yes* or *N* for *no*. Enter the date and time of the screen. If the screening event could not be completed (e.g. discharged before screen, baby too fussy, transfer to NICU, etc), click on the drop down menu and select the appropriate reason.

5. Under the *Screening Details* heading, enter the correct facility, type of screening and name of screener.

NEXT PAGE →

9. Save icon

HSCREENING - 2006 - QS Techno

File Search Requests Actions Tools Linking Administration Help

<No Alerts>

System Screening Flags

Parent(s) Details
Parent(s) educated about hearing loss, etc? (Y/N)

Primary Language Phone

Screen Event
Initial or Rescreen (I,R) Inpatient or Outpatient Final Action? (Y/N) Date Given Time (Military)

Reason Test was not given/completed. (Jst Ctrl-Z to empty the field)

Hospital Patient was transferred to?

Screening Details
Facility

Type of Screening

Name of Screener

Screening Results
Right Ear Test Results (Pass, Refer, NA) Left Ear Test Results (Pass, Refer, NA)

6.

Disposition
PCP Name

7.

Results sent to Infant's Primary Care Physician.
Date Sent / /

Recommendation for monitoring, intervention, and follow up care.
 Re-screen at same facility.
Date / /

Refer to audiology clinic for re-screen.
Date / / Audiologist

Notes

8.

6. Under the *Screening Results* heading, enter *P* for *pass*, *R* for *refer*, or *N* for *not applicable* for each ear.

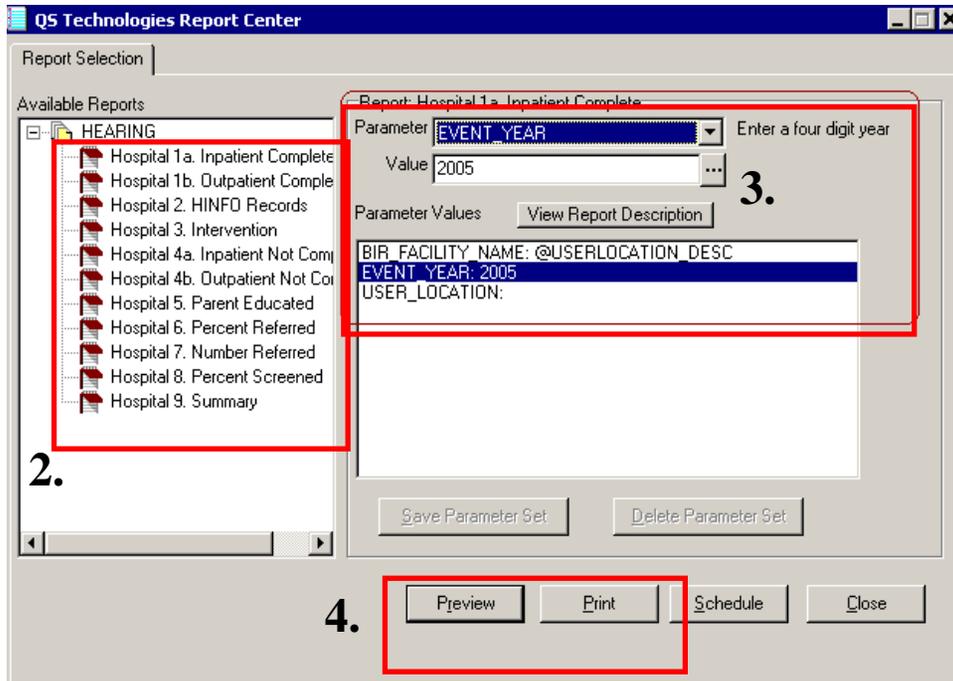
7. Under the *Disposition* heading, enter the Primary Care Provider (PCP) name, check the box that indicates whether or not results were sent to the newborn's PCP, and enter the date sent. Also, if the infant will need additional hearing screenings/diagnostic evaluations check any boxes that may apply: Recommendation for monitoring, intervention, and follow-up care; Re-screen at same facility; Refer to audiology clinic for re-screen.

8. Under the *Notes* section, miscellaneous information can be entered. This is an appropriate area to indicate the name, phone number, and address of a guardian/agency, *other than a parent*, that might be legally responsible for the infant.

9. Always, always, always click on the *Save* icon when all the information has been entered.

10. Repeat this process for any other hearing screenings for this newborn.

Summary Reports and Work Queues



1. Click on *Batch*, scroll down and select *Reports* from the main screen.

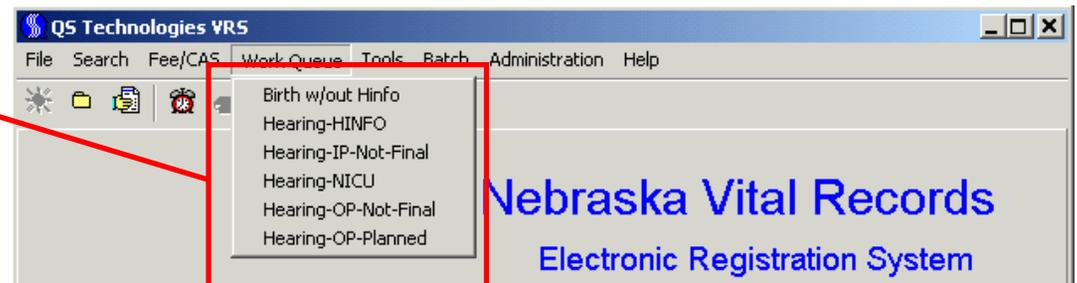
2. Choose a *Hearing Report* from the list available.

3. Select *EVENT_YEAR* from the *Parameter* drop down list. Make sure to enter the four digit year in the *Value* line.

4. You can either *Preview* or *Print* this report.

There are six pre-set searches, or work queues, for Hearing Information records.

1. Birth w/out Hinfo = Birth records without the HINFO record.
2. Hearing-INFO = Basic Hearing Information record(s), ready for data entry.
3. Hearing-IP-Not-Final = Inpatient Hearing Information record(s) with data entered, No Final Action yet.
4. Hearing-NICU = Basic HINFO record



5. Hearing-OP-Not-Final = HINFO record for outpatient, Not Final Action.
6. Hearing-OP-Planned = HINFO record for baby with outpatient screening planned.

Searching For a Birth Record

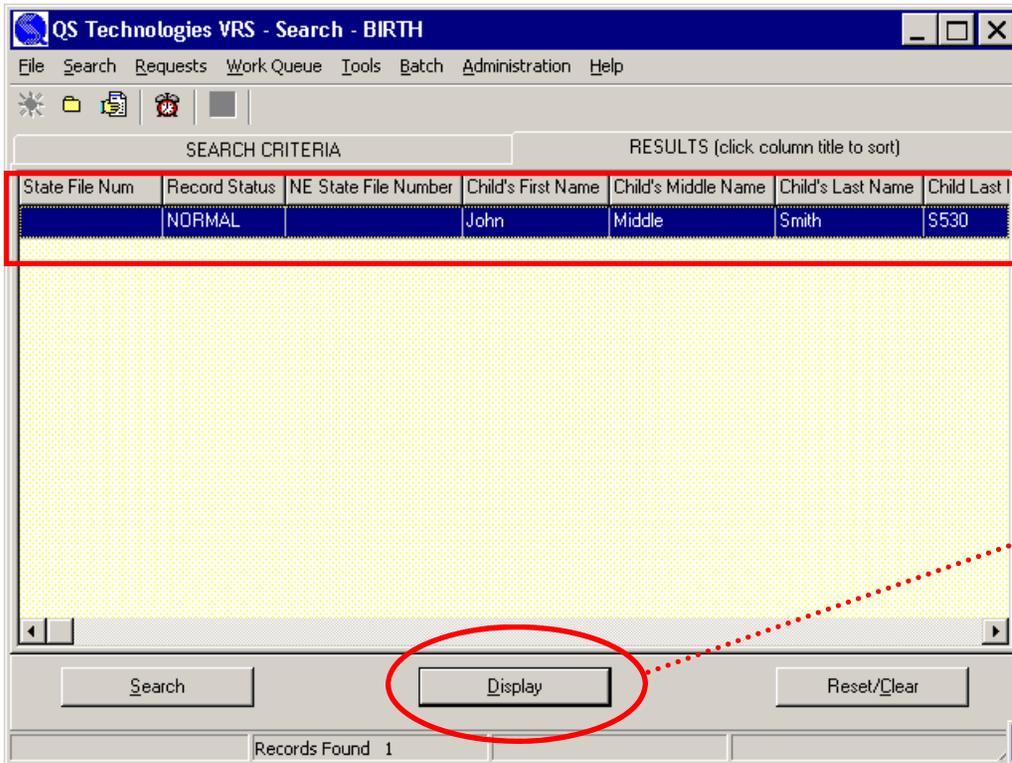


1. Click on the *Search* tab, scroll down to *Birth*.

2. Enter identifying information in the blanks provided. (Eg; Date of Birth, Child's Last Name, Mother's Last Name, etc...). Click on the *Search* button.

Note: To enter a date range, eg. to see all of the births that occurred between 01/01/05—01/15/06, click on the *Date of Birth (Date Field)*, type a left parenthesis. This will bring up a search range window. Enter the date range, click on *OK*, and then click on *Search*.

The screenshot shows the 'Search - BIRTH' form in the QSTVRS system. The form is divided into 'SEARCH CRITERIA' and 'RESULTS' sections. The 'SEARCH CRITERIA' section contains several input fields: 'State File Number', 'Record Status', 'NE State File Number', 'Year of Birth', 'Child's First Name', 'Child's Middle Name', 'Child's Last Name', 'Child Last Name (Soundex)', 'Child's Name Suffix', 'Sex', 'Date of Birth (Date Field)', 'Facility Name', 'Mother's First Name', 'Mother's Middle Name', and 'Mother's Last Name'. The 'SEARCH' button is highlighted with a red circle. The 'RESULTS' section is currently empty. The bottom of the form has 'Search', 'Display', and 'Reset/Clear' buttons.

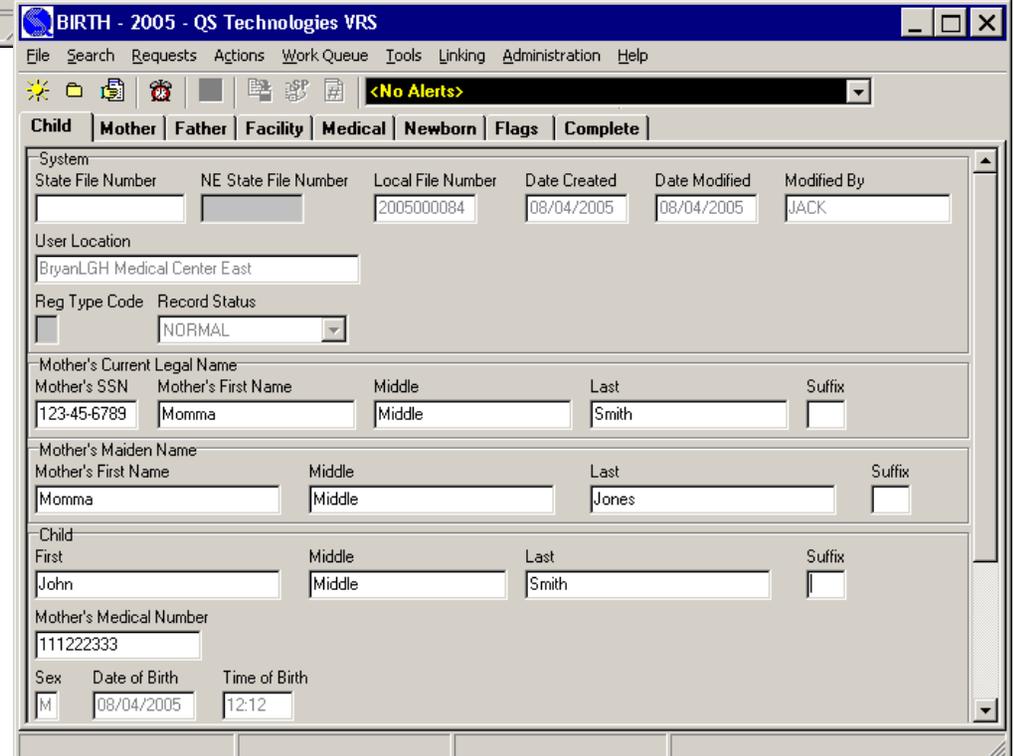


3. A screen will appear with all results that match the information entered. Click on the line that lists the newborn you want to find. The line will turn dark blue.

Either double click on the highlighted line to display the child's information *or* click on the *Display* button.

4. This is the BIRTH information screen.

To create a Hearing Information (HINFO) record, see page 2.



Searching for a HINFO Record



1. Under the *Search* tab, scroll down to *Hearing Information*.

2. Enter identifying information in the blanks provided. (Eg, Date of Birth, Child's Last Name, etc...). Click on the *Search* button.

Note: To enter a date range, eg. to see all of the births that occurred between 01/01/05—01/15/06, click on the *Date of Birth (Date Field)*, type a left parenthesis. This will bring up a search range window. Enter the date range, click on *OK*, and then click on *Search*.

The screenshot shows the 'Search - HINFO' window. The title bar reads 'QSTechnologies VRS - Search - HINFO'. The menu bar includes 'File', 'Search', 'Requests', 'Work Queue', 'Tools', 'Batch', 'Administration', and 'Help'. The window is divided into 'SEARCH CRITERIA' and 'RESULTS (click column title to sort)'. The 'SEARCH CRITERIA' section contains several input fields: 'State File Number', 'Patient's First Name', 'Middle', 'Last', 'Suffix', 'Date of Birth', 'Child Med Rec Number', 'Name - AKA', 'Mother Med Rec', 'Birth ID Key', 'Birth Facility' (with a dropdown arrow), 'Birth local file number', and 'Hearing Info Key'. A 'Search' button is highlighted with a red circle. A 'Display' button and a 'Reset/Clear' button are also visible. A search options box on the right provides instructions: 'Search Options: USE ? for Help. Wildcards are % and _ . Use _D for descending. Also <, >, >=, <=, <>, NULL. Example: <>NULL - Not Null. Between function: (ABC+XYZ) List functions: IN(a+b+NULL), NOTIN(q+r+s+t)'.

Searching for a HSCREENING Record



1. Under the *Search* tab, scroll down to *Hearing Screening*.

2. Enter identifying information in the blanks provided. (Eg, Date of Birth, Child's Last Name, etc...). Click on the *Search* button.

Note: To enter a date range, eg. to see all of the births that occurred between 01/01/05—01/15/06, click on the *Date of Birth (Date Field)*, type a left parenthesis. This will bring up a search range window. Enter the date range, click on *OK*, and then click on *Search*.

QS Technologies VRS - Search - HSCREENING

File Search Requests Tools Batch Administration Help

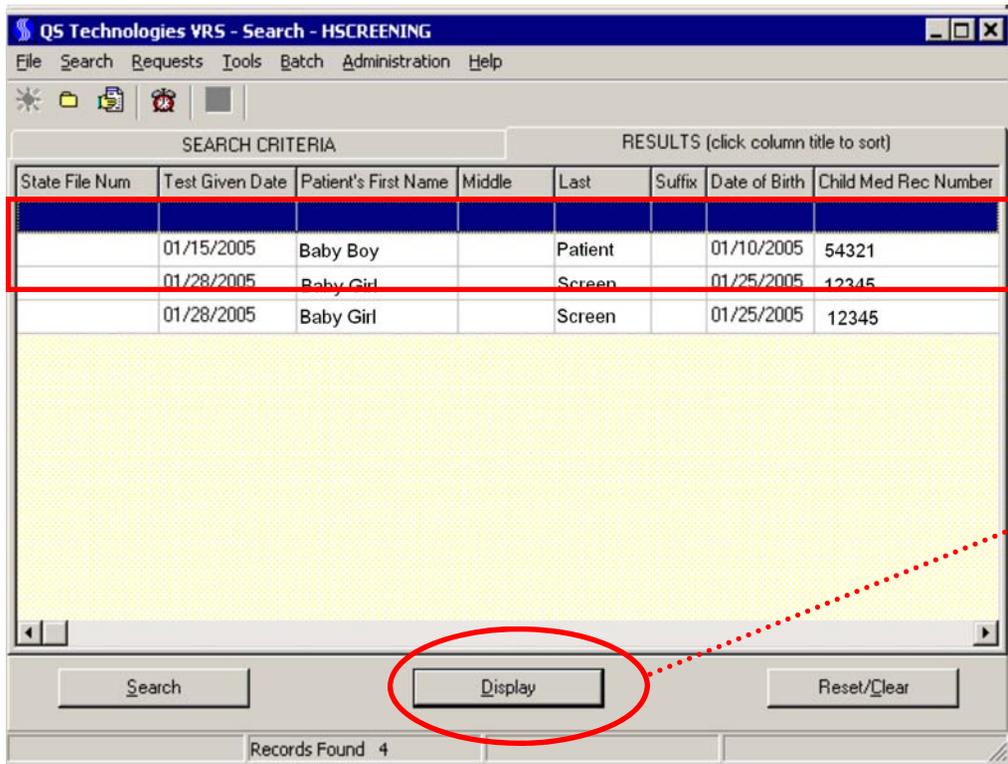
SEARCH CRITERIA RESULTS (click column title to sort)

State File Number

Search Options: USE ? for Help. Wildcards are % and _
Use ,D for descending. Also <, >, <=, <>, NULL
Example: <>NULL - Not Null. Between function: (ABC+<YZ)
List functions: IN(a+b+NULL), NOTIN(q+r+s+t)

Test Given Date	Patient's First Name	Middle	Last	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of Birth	Child Med Rec Number	Mother Med Rec	Birth ID Key	HINFO ID Key
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bir Local File Number				
<input type="text"/>				

Search Display Reset/Clear

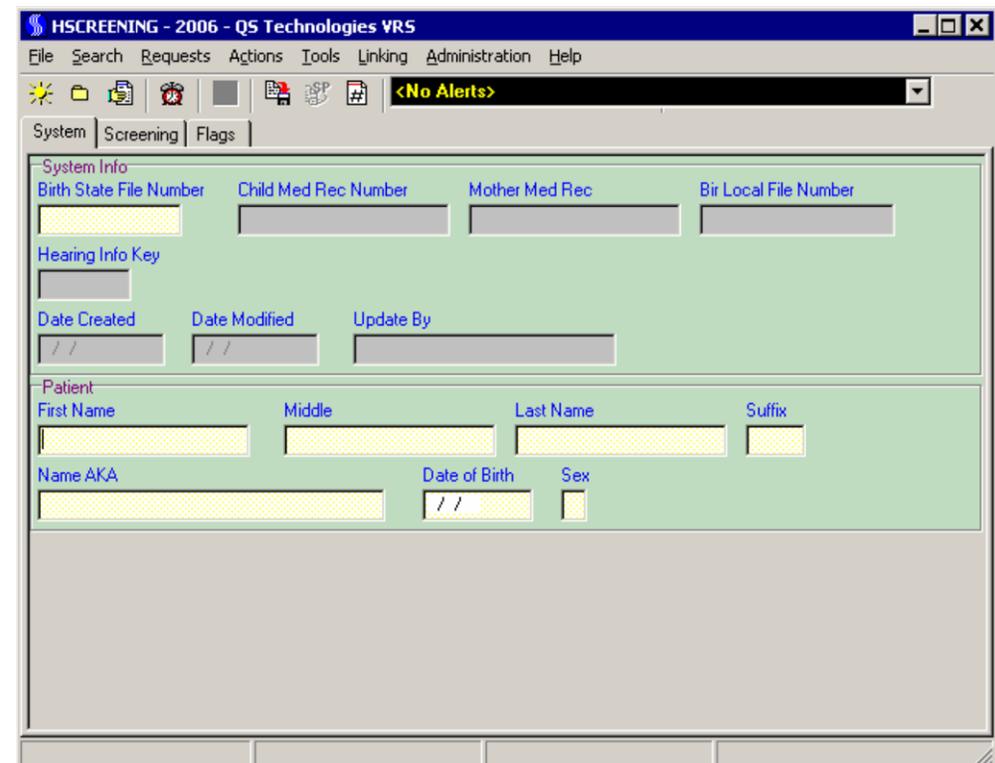


3. A screen will appear with all results that match the information entered. Click on the line that lists the newborn you want to find. The line will turn dark blue.

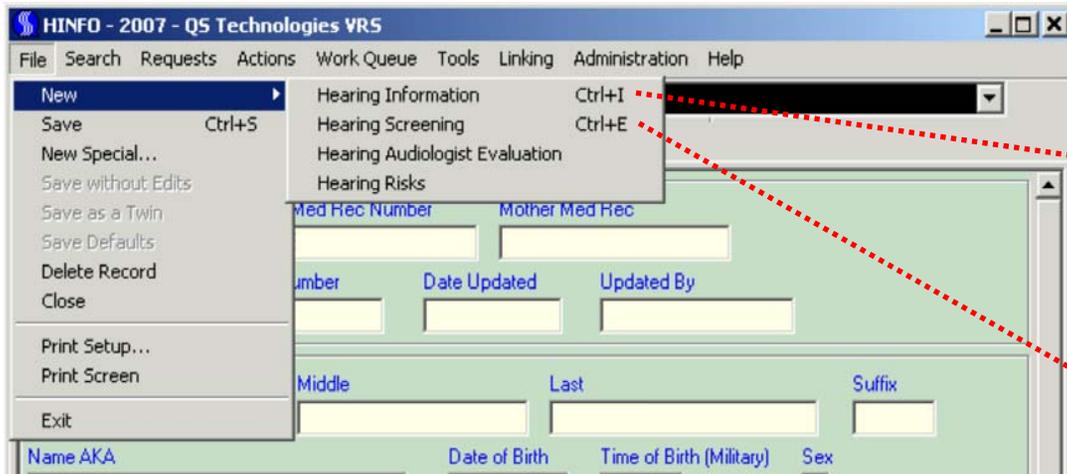
Either double click on the highlighted line to display the child's information or click on the *Display* button.

4. This is the screen that will appear.

To create a NEW Hearing Screening (HSCREENING) record, see page 4.



Shortcuts, etc...



After you're in the BIRTH record, you can create a new HINFO record by pressing the control key (Ctrl) and then the *I* key.

Once in the HINFO record, you can create a new HSCREENING record by pressing the control key (Ctrl) and then the *E* key.



On any HINFO screen, click on *Linking* and scroll down to select *Hearing Screening*. This will bring up a list of any and all HSCREENING records for this infant.

A shortcut for entering the date is the *T* key. This will give you today's date. If you then press either the *B* or the *F* key the date will go backwards or forwards.

Linking can also be done from any BIRTH record to link to the HINFO record for that baby.