Introduction

Questions and comments may be answered at 1-800-339-9313.

December 14, 2004

INTRODUCTION TO THE INPATIENT REHABILITATION VALIDATION AND ENTRY (IRVEN) SYSTEM SOFTWARE

IRVEN Software

Enclosed is the Production Version 1.3 of the IRF-PAI Inpatient Rehabilitation Validation and Entry (IRVEN) System. The installation file, SETUPIRF.ZIP, contains the full complement of IRF-PAI software files (compressed) used for installation. README.TXT explains how to install the IRVEN software.

In addition to the software, the installation file contains documentation in Adobe Acrobat PDF format. The following documentation is included:

- an electronic version of this introduction (IRFINTRO.PDF);
- the system reference manual (IRFHELP.PDF);
- release notes (RELNOTES.PDF); and
- documentation regarding the Medicare Data Communication Network (MDCN.PDF).

To obtain a free copy of Adobe Acrobat Reader for viewing the documentation, visit www.adobe.com.

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Facilities can install IRVEN Production Version 1.3 by downloading it from the IRVEN Software Web page (http://www.cms.hhs.gov/providers/irfpps/irven.asp). Facilities may choose to use IRVEN Production Version 1.3 or use private vendor software that meets the CMS Data Submission Specifications Version 1.01A.

SYSTEM OVERVIEW

This release contains system setup, data entry, import/export, reports, and archive/restore functionality. In addition, IRVEN includes enhancements to allow it to operate in a network environment. Each component is described below.

System Setup. This component enables the inpatient rehabilitation facility to identify facility, employee and patient information used throughout the IRF-PAI IRVEN System software. The facility information is used to pre-populate certain assessment variables as well as generate data fields required for the export process. The employee information establishes system security. The patient data pre-populates certain assessment variables in order to reduce redundant data entry.

Data Entry. This component includes the IRF-PAI IRVEN Management Screen as well as all of the data entry screens that comprise the various assessments completed by agencies. The IRF-PAI IRVEN Management Screen enables the user to select or add the patient and assessment of interest.

Once an assessment has been selected, the user may perform data entry. Upon exiting data entry, error checking is performed and the results are displayed to the user. Afterward, an assessment status screen is presented that enables the user to specify the current state of the assessment in accordance with the results of the error check process as well as the rules documented in the *IRF-PAI Data Specifications.*

Corrections can be made to assessments that have been previously completed and exported. The user can specify the type of correction (e.g., inactivation), and make the necessary changes. IRVEN enforces the correction policy described in the *IRF-PAI Data Specifications.*

Import/Export. This component, available only to the system administrator, enables IRF-PAI data to be moved in and out of the database.

The export function creates a file of IRF-PAI data to be sent to the National Assessment Collection Database in the format specified by the Data Record Layout (i.e., a 1,260-byte string). Conversely, the import function allows Data Record Layout files to be migrated into the IRVEN database.

Reports. This component gives the user the capability to create reports for any desired assessment. Each report contains all of the fields and associated values for an assessment.

Archive/Restore. This component, available only to the system administrator, gives the user the capability to archive assessment records for patients who no longer need to be in the system. This feature is important for two reasons: 1) to maintain the number of patients in the system at a manageable level and 2) to reduce the number of records in the IRF.MDB. Because IRVEN utilizes a Microsoft Access database for storage, the system will experience degradation in performance and reliability if the number of records in the database becomes too large.

Network Environment. Although IRVEN is designed as a stand-alone application, it includes enhancements that should allow it to operate in a network environment. See the README.TXT and the System Reference Manual for more details.

SOFTWARE UPDATES

IRF-PAI IRVEN software may be adjusted over time to incorporate changes in system components as well as to incorporate bug fixes. Adjustments will be posted to the IRVEN Software Web page at http://www.cms.hhs.gov/providers/irfpps/irven.asp.

SUBMISSION OF SOFTWARE ERROR REPORTS

If a software error is encountered, it is recommended that an attempt be made to duplicate the error on another assessment (or employee or patient) prior to reporting the error. This duplication can be helpful in determining whether the software error is recurring across assessments (or employees or patients).

Any software errors discovered should be reported to the IRVEN Help Desk as soon as possible after discovery. Please submit the following information for each software error:

- Name and telephone number of the user;
- Software error message (if applicable);
- Screen or title bar of window where the software error occurred;
- The sequence of events prior to encountering the software error; and
- Hardware configuration (e.g., Pentium-600, 32 megabytes of RAM, etc.)

CONTACT INFORMATION

For questions about this release or further assistance with the IRVEN System, please call the IRVEN Help Desk at 1-800-339-9313 from 7 AM – 7 PM Central Time or send e-mail to IRVEN_help@ifmc.org.

Additional information about the IRF-PAI IRVEN System also can be obtained at http://www.cms.hhs.gov/providers/irfpps/irven.asp.