

MEDITECH Expance Performance Related Settings (All Products)

Overview

This document lists the settings located in the User Preferences, Access Dictionary, Customer-Defined Parameters and Toolbox Parameters that may impact performance within the MEDITECH system.

Performance related parameters are denoted with a **[Performance]** label and include recommendations to ensure optimal system performance. To assist in ensuring optimal performance, MEDITECH based this recommendation on a review of customer settings, workflow and utilization. Performance related parameters require additional review before setting/editing and may also require technical and/or supervisory review. Toolbox parameters are available for reference only and are set by MEDITECH after consultation with end users. A Performance Related parameter may also include **[High Impact]**, **[High Impact Ordering]** and/or **[USCDI]** ramifications which will be noted below. Please open a task with your applicable support specialist and provider proper change control permission to make any parameter changes.

Please note, all performance related parameters are also listed in each main parameter document located on the Parameters [page](#). This document provides a listing of all performance related parameters in addition to user preferences and access settings for all applications to provide easier oversight.

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Ambulatory Care Performance Settings

Ambulatory Performance Access

AMB Access - Office Staff - General

Parameter	Function	Recommended Setting	Available Settings
Results Per Search [Performance]	<p>This field determines the number of results when searching for an appointment.</p> <p>[Setting this field too high could cause an increased load time to return results when performing an appointment search.]</p>	<p>MEDITECH recommends less than "10." Setting any higher will result in increased load time.</p>	<ul style="list-style-type: none"> ● 1-999

AMB Access - Office Staff - Grid

Parameter	Function	Recommended Setting	Available Settings
Increments [Performance]	<p>Enter the default time slot increments in minutes used on the Scheduling Grid for users with this access. Users can adjust this setting after they access the screen.</p> <p>This field is required and can't be left blank.</p>	<p>MEDITECH recommendations vary based on appointment duration. For example, if your facility has 15 minute appointments it is recommended to have time increments of "15" or "30" minutes for the grid.</p>	<ul style="list-style-type: none"> ● 5 ● 10 ● 15 ● 20 ● 30 ● 60
Refresh (Seconds) [Performance]	<p>Enter the number of seconds before the Scheduling Grid auto refreshes.</p> <p>This field is required and can't be left blank.</p> <p>[If set too high, users may not see the most recent activity as quickly as necessary.]</p>	<p>Based on user experience, MEDITECH recommends this is set between "30-60" seconds.</p>	<ul style="list-style-type: none"> ● 30 ● 40 ● 50 ● 60 ● 120 ● 180 ● 240 ● 300 ● 600 ● 900

AMB Access - Office Staff - Clinical

Parameter	Function	Recommended Setting	Available Settings
Display Patient Images [Performance]	This field determines if patient images display on the schedule. [Setting this field to “Yes” can increase load times for the Clinical Home Screen.]	MEDITECH recommends this is set to “No” as to not increase the load time in the Clinical Home Screen.	<ul style="list-style-type: none"> • Yes • No

Ambulatory Customer Performance Settings

AMB Customer Parameters - Facilities

Parameter	Function	Recommended Setting	Available Settings
Default Patient Summary Appointment List Filter [Performance]	Define the default filter criteria for the Active Appointments list in Patient Summary. Select “All Facilities” to display appointments from all of the facilities to which the user has access. Select “User Signon Facility” to display appointments from the user’s sign-on facility. If this field is left blank, the User Signon Facility is the default. Users may override the default in the Patient Summary routine. [If visits from all facilities are included, Patient Summary takes longer to load.]	MEDITECH recommends setting this parameter to “User Signon Facility”	<ul style="list-style-type: none"> • User Signon Facility/Blank • All Facilities
Waitlist: Days after Waitlisted Date to Inactivate Pending [Performance]	Enter the number of days that must elapse after the date in a pending appointment “Waitlist Date” field, before the system automatically changes the appointment status to Inactive and removes it from the “Waitlist.” <i>Note: “Days after Waitlisted Date to Inactivate Pending” exists in both the CWS and AMB Customer Parameters. It is the same parameter so any edit in one updates the other.</i> If this field is left blank, the system will keep the appointments in a Pending status and they will never go to an Inactive status. [If a file maintenance parameter is set too low, data can be purged earlier than desired. In	MEDITECH recommends setting this parameter to “60” days	<ul style="list-style-type: none"> • 1-999

addition, with any changes to a lesser value, incremental adjustments may be necessary until the requested setting is reached in order to prevent performance issues as midnight run processes could be affected. If set too high, the waitlist can become difficult to manage.]

AMB Customer Parameters - Chart

Parameter	Function	Recommended Setting	Available Settings
Enable Chart Prelaunch [Performance]	<p>Enter "Yes" to preload the provider's patient charts that are in Arrived status, allowing for easy access through the Return To routine. Otherwise, enter "No" or leave this field blank for charts to be launched as they are opened throughout the day.</p> <p>[If set to "Yes," the system will preload the chart in the background once the visit status reaches a Arrived status. This can impact performance as the system is loading additional information in the background. However, with this parameter set, charts are already loaded when the user goes to view the chart which means the chart will load faster when they view the chart.]</p>	MEDITECH recommends setting this parameter to "No"	<ul style="list-style-type: none"> • Yes • No/Blank

AMB Customer Parameters - Document

Parameter	Function	Recommended Setting	Available Settings
Auto-save documents (seconds) [Performance]	<p>By facility - This prompt sets the time limit to automatically save the documentation.</p> <p>This parameter is not required. Leaving this blank means that the system will not auto save the document while the user is documenting. There is hard coded 60 second inactivity auto save that will occur after 60 seconds of inactivity in the documentation tool</p> <p>*This field is now controlled in EMR parameters - Facility tab</p> <p>[With this setting the system automatically saves the user's documentation. The more frequent</p>	MEDITECH recommends setting this parameter to "120" seconds	<ul style="list-style-type: none"> • 1-99,999 • Blank

the action, the greater the potential performance impact due to the frequency of this setting]

AMB Customer Parameters - Orders - Medications

Parameter	Function	Recommended Setting	Available Settings
<p>Include Stopped Meds for Days</p> <p>[High Impact Ordering]</p> <p>[Performance]</p>	<p>This field determines how many days stopped medications remain on the orders screen.</p> <p>[Should be set to “1” as this is the number of days for which the system will display and perform interaction checking against discontinued/inactive medications.]</p> <p>[If left blank or set too high, the system will take longer to launch the orders screen if the patient has an extensive medication history that includes a large number of discontinued medications.]</p>	<p>MEDITECH recommends setting this parameter to “1” day</p>	<ul style="list-style-type: none"> • 0-999 • 0/Blank

Ambulatory Performance Toolbox Parameters

AMB Toolbox Parameters - General

Parameter	Function	Recommended Setting	Available Settings
<p>Maximum Number of Processes per Session</p> <p>[Performance]</p>	<p>This parameter is used to define the maximum number of open chart processes a user can have before they need to close a process. This is not the number of “unsigned” documents, it is simply the number of charts in “return to.”</p> <p>[The more charts that are open, the greater the impact on system performance.]</p>	<p>MEDITECH recommends setting this parameter to no more than “12” per user.</p>	<ul style="list-style-type: none"> • 1-20 <p>Blank will allow for an unlimited number of charts open and is not recommended as it can create performance issues.</p>

Emergency Department Management User Preferences Settings

User Preferences - Main

Accessed via EDM Tracker Preferences or PCS User Preferences

User Preference	Function	Recommended Setting	Available Settings
Remove Patients from my list if no activity in (x) hours [Performance]	Use this field to enter how many hours, after having no activity, the patient's chart will be removed from the user's My List. [If set too high the status board can take a long time to load.]	MEDITECH recommends setting this field to "24" hours or less as to not cause a longer load time on the Status Board.	Enter a value for hours between 1 - 9,999
Remove Patients from my list upon Discharge in (x) hours [Performance]	Use this field to enter how many hours, after a patient has been discharged, that their chart be removed from a user's My List. [If set too high the status board can take a long time to load.]	MEDITECH recommends setting this field to "24" hours or less as to not cause a longer load time on the Status Board.	Enter a value for hours between 1 - 9,999
Remove Patients from my list upon Final Status in (x) hours [Performance]	This setting determines how long a patient will remain on the tracker after reaching their Final Status. [If not set, a user's My List tracker can end up with a large number of accounts attached, which will cause delays loading the tracker.]	MEDITECH recommends setting this field to "24" hours or less as to not cause a longer load time on the Status Board.	Enter a value for hours between 1 - 9,999

User Preferences - Status Board/Tracker - Desktop

User Preference	Function	Recommended Setting	Available Settings
Refresh Interval (Seconds) [Performance]	Enter the number of seconds that elapse before each automatic update of information on the ED Tracker. [If set too low, the screen will be constantly refreshing, which can slow down other screens that are open in the same session. If set too high, users may not see updates in a timely manner.]	MEDITECH recommends setting this field to "90" or more seconds.	Enter a value for seconds between 1 - 99,999

User Preferences - Medications

User Preference	Function	Recommended Setting	Available Settings
Days of DC'd Meds to Display on MAR [Performance]	This setting determines how long discontinued medications display on that MAR. [Setting this field to a high value can cause many medications to display. The more medications	MEDITECH recommends setting this parameter to the number of days your organization needs to see past medication	Enter a value for days between 1 - 999

	that display, the longer it will take the MAR to load.]	schedules, avoiding the maximum of "999" days. Between "1 - 3" is recommended.	
Days into the past to view MAR [Performance]	This setting determines how long medication schedules can be viewed on the MAR. [If set to a high value, medication schedules can be viewed for longer periods of time. The more medication schedules that appear, the longer it will take the MAR to load.]	MEDITECH recommends setting this parameter to the number of days your organization needs to see past medication schedules, avoiding the maximum. Between "1 - 7" is recommended.	Enter a value for days between 1 - 14

User Preferences - Critical Care

User Preference	Function	Recommended Setting	Available Settings
Refresh Interval (Seconds) [Performance]	Enter the number of seconds that elapse before each automatic update of information on the Critical Care Desktop. This is a required field. [If set too low, the screen will be constantly refreshing, which can slow down other screens that are open in the same session. If set too high, users may not see updates in a timely manner.]	MEDITECH recommends setting this field to "90" or more seconds	Enter a value for seconds between 1 - 99,999

Emergency Department Management Performance Settings

Toolbox - MAR2

User Preference	Function	Recommended Setting	Available Settings
Maximum Mar Past Days to Display [Performance]	Enter the maximum number of days in the past that medication schedules can be viewed on the MAR. If left blank, the default is "9." The value entered in the Default MAR Past Days to Display Parameter and the Days in the past to view MAR field in the PCS User Preferences and the Change View screen on the MAR, cannot exceed what is entered here.	MEDITECH Recommends this be set between "3" and "5" based on customer settings	Enter a value for days between 1-999

	[Setting to a higher number of days can cause delays on the MAR.]		
Default Mar Past Days to Display [Performance]	<p>Enter the default number of days in the past that medication schedules can be viewed on the MAR.</p> <p>The value entered here cannot exceed what is defined in the Maximum MAR Past Days to Display parameter.</p> <p>This will only display the administration record in the past for the number of days defined. To view the full schedule, you must have access to edit past the cutoff day in the PCS/EDM Access dictionary and set the Show Complete Schedule field to “Yes” in the Change View screen on the MAR.</p> <p>If blank, this parameter follows the Maximum Days in the Past setting. If the Maximum Days in the Past Days is blank, this field will default to “9” as well.</p> <p><i>Note: Users can override this value at the identical field in their User Preferences.</i></p> <p>[Setting to a higher number of days can cause delays on the MAR.]</p>	MEDITECH Recommends this be set between "3" and "5" based on customer settings	Enter a value for days between 1-99

Patient Identification and Scheduling Performance Settings

Authorization and Referral Management Performance Settings

Customer Parameters - File Maintenance

Parameter	Function	Recommended Setting	Available Settings
Set to Historical Based On [Performance]	<p>Specify how the system determines when to deactivate an auth/referral. Inactive auth/referrals do not appear in lookups or certain other routines.</p> <p>To deactivate the auth/referral Enter</p>	No Recommended Setting	<ul style="list-style-type: none"> ● Status Date ● Last Edit Date

	<p>So many days after the authorization Status Date was changed to a particular status.</p> <p>So many days after the last time a Last Edit Date auth/referral was edited.</p> <p>After determining the method, use the fields below this one to determine the number of days that elapse after the selected event before the system deactivates the authorization/referral.</p> <p>[The impact is to index lookups for patient authorizations. If not moved to historical after a certain time, the lookups can contain unneeded older authorizations.]</p>		
<p>Auth Referral Status</p> <p>[Performance]</p>	<p>This view-only field displays all of the standard and custom authorization/referral statuses.</p> <p>[The impact is to index lookups for patient authorizations. If not moved to historical after a certain time, the lookups can contain unneeded older authorizations.]</p>	View Only Field	N/A
<p>Days</p> <p>[Performance]</p>	<p>Enter the number of days that elapse after the action specified at the Set to Historical Based On field before the system deactivates authorizations/referrals of the selected status. The midnight run deactivates those authorizations/referrals that meet this criteria.</p> <p>[The impact is to index lookups for patient authorizations. If not moved to historical after a certain time, the lookups can contain unneeded older authorizations.]</p>	MEDITECH recommends this is set to "365 days"	Numeric value in 0000 format
<p>Statistics</p> <p>[Performance]</p>	<p>Enter the number of days that the system keeps ARM statistics on file before purging their details. After purging, the statistics themselves are still available but their details are not.</p> <p>For example, if three approved authorizations were created today you could see their details in the ARM Statistical Desktop. After file maintenance took place you could still see that three approved authorizations were created, but you would not be able to see their details.</p> <p>[If not entered - the Stats Desktop would be compiling large amounts of data in addition to</p>	MEDITECH recommends this is set to "365 days"	Numeric value in 0000 format

the numerical stats.]

Abstracting Performance Settings

Toolbox - Statistical Desktop

Parameter	Function	Recommended Setting	Available Settings
Override Statistical Purge Delay [Performance]	Enter how many days must pass (45-180) before the daily patient detail data is purged from statistics. The default value for this parameter is "90" days if left blank. [MEDITECH has defined this as Performance due to the impact it can have on performance if purge days are set greater than the recommended number of purge days. This can take up alot of storage space on the server which can cause performance issues, slowing down the server.]	MEDITECH recommends this be set to "90 days." This value keeps in line with other Stats Desktops, such as FSD in RCG and REG.	Enter numeric value (45-180)
Daily Statistics Start [Performance]	Enter the time of day the system begins compiling statistics. If this parameter is left blank, statistics are compiled with the midnight run. [MEDITECH has defined this as Performance as setting this job to run when other high resource jobs are running can impact performance.]	MEDITECH recommends this be set at "0100-0200" hours. This is a time when other high resource jobs are not running.	Enter time value or leave blank and 0000 is default

Community Wide Scheduling Customer Defined Parameters

Customer Defined Parameters - Appointment Status

Parameter	Function	Recommended Setting	Available Settings
Days After Latest Date to Inactivate Pending [Performance]	Enter the number of days after the latest possible slot before the system automatically changes the status of a pending appointment to Inactive. [If a file maintenance parameter is set too low, data can be purged earlier than desired. In addition, with any changes to a lesser value, incremental adjustments may be necessary until the requested setting is reached in order to	MEDTECH recommends this is set to "30-60" days based on workflow for Pending appointments If Latest date is used	Enter the number of days between 1-999

	prevent performance issues as midnight run processes could be affected. If set too high, the waitlist can become difficult to manage.]		
Days After Waitlisted Date to Inactivate Pending [Performance]	Enter the number of days after a pending appointment was placed on the waitlist before the system automatically changes the appointment status to Inactive. [If a file maintenance parameter is set too low, data can be purged earlier than desired. In addition, with any changes to a lesser value, incremental adjustments may be necessary until the requested setting is reached in order to prevent performance issues as midnight run processes could be affected. If set too high, the waitlist can become difficult to manage.]	MEDITECH recommends this is set to “60-90” days based on workflow for pending appointments	Enter the number of days between 1-999

Community Wide Scheduling Performance Toolbox Parameters

Toolbox - Main

Parameter	Function	Recommended Setting	Available Settings
Exclude Historical Accounts After X Days Old [Performance]	Enter the number of days to pass before historical accounts are no longer included in account lookups. For example, if you do not want to include accounts that are older than 1 year, enter “365.” This works in conjunction with REG parameters that can allow CWS to include historical accounts. [Schedulers do not typically need to reference historical accounts in their lookups. Setting this too high can potentially include a lot of information that is not needed.]	MEDITECH recommends setting this parameter to “90 Days”	Numeric value in 0000 format

Toolbox - Performance

Parameter	Function	Recommended Setting	Available Settings
Enable Performance Filter [Performance]	To enable the performance filter for compiling data in Community-Wide Scheduling, enter “Yes.” Otherwise, enter “No.”	MEDITECH recommends this be left blank. This parameter is only turned on when there is	<ul style="list-style-type: none"> ● Yes ● No/Blank

	[This parameter is labeled Performance as it can be used as a troubleshooting tool to help with performance issues. It will not affect system performance.]	a specific need to troubleshoot something on the programming side.	
Performance Operation [Performance]	Enter the operations whose performance you want to track in Community-Wide Scheduling. [This parameter is labeled Performance as it can be used as a troubleshooting tool to help with performance issues. It will not affect system performance.]	MEDITECH recommends setting operations critical to system functionality	Lookup to the FOC Operation Dictionary
Threshold (#ms) [Performance]	Enter the number of milliseconds an operation must exceed to trigger performance logging. For example, if you enter "2000" for the File Appointment operation, the system files a performance log any time filing an appointment takes longer than 2000 milliseconds to complete. [This parameter is labeled Performance as it can be used as a troubleshooting tool to help with performance issues. It will not affect system performance.]	MEDITECH recommends setting at least "10,000" milliseconds	Numeric value in milliseconds
Snapshot Threshold (#ms) [Performance]	Enter the number of milliseconds an operation must exceed to trigger a memory snapshot. You must enter a minimum of "10000." [This parameter is labeled Performance as it can be used as a troubleshooting tool to help with performance issues. It will not affect system performance.]	MEDITECH recommends setting at least "10,000" milliseconds	Numeric value in milliseconds

Toolbox - Integrity

Parameter	Function	Recommended Setting	Available Settings
Active [Performance]	Enter "Yes" to enable the Daily Integrity Midnight Run job for the HCIS. Enter "No" or leave blank to not enable this integrity job. [This parameter is only applicable for Expanse 2.1 pp22+ and Expanse 2.2 pp10+]	No Recommended Setting	<ul style="list-style-type: none"> ● Yes ● No/Blank

	[Setting this to “Yes” can cause additional midnight run processes to kick off which can have comparable impact to the other midnight runs.]		
Integrity Start Time [Performance]	Enter in the me (HHMM) of day the Daily Integrity should start. <i>Note: If left blank, start time is 0000 (midnight)</i> [This parameter is only applicable for Expanse 2.1 pp22+ and Expanse 2.2 pp10+] [Setting this to a time of day when many jobs are running can affect performance resulting in slow compile time.]	MEDITECH recommends this be set to blank. The IT staff on site should determine if a different time of day should be entered for the integrity job to kick off.	Enter a numeric value (HHMM)
Status Date T-Days [Performance]	Enter the number of days (1-9,999) to have the system determine how older appointments should be included in the integrity check. [This parameter is only applicable for Expanse 2.1 pp22+ and Expanse 2.2 pp10+] [Setting this too high can affect performance resulting in slow compile time.]	MEDITECH recommends this be set at “90” days. This should also be evaluated by programming to ensure the number of days defined does not slow down the run time of the job.	Enter a numeric value (1-9999)

Registration Performance Customer Defined Parameters

Customer Defined Parameters - Facility - General

Parameter	Function	Recommended Setting	Available Settings
Worklist Refresh Delay (seconds) [Performance]	Enter the number of seconds that should elapse before the system automatically updates information on any Worklists within the desktops for the selected facility. [Setting this too high can affect performance, resulting in slow worklist compile time.]	MEDITECH recommends this be set at “30” or greater”	Enter a numeric value

Customer Parameters - Bed Management - General

Parameter	Function	Recommended Setting	Available Settings
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Purge Delay Days			
Bed Reservation [Performance]	Enter the number of days, "1- 999," that must go by after a reservation date before it is purged by the midnight run. [Setting this too high can affect performance, resulting in slow worklist compile time.]	MEDITECH recommends this be set at "14" days	Enter a numeric value (1-999)
Pending Discharge [Performance]	Enter the number of days, 1- 999," that must go by after the discharge date before the midnight run purges the pending discharge data. [Setting this too high can affect performance, resulting in slow worklist compile time.]	MEDITECH recommends this be set at "14" days.	Enter a numeric value (1-999)
Transport [Performance]	Enter the number of days, "1- 999," that must go by after the transport date before the midnight run purges the information. [Setting this too high can affect performance, resulting in slow worklist compile time.]	MEDITECH recommends this be set at "14" days.	Enter a numeric value (1-999)
Bed Request [Performance]	Enter the number of days, "1 - 999," that must go by after the bed request date before the midnight run purges the information. [Setting this too high can affect performance, resulting in slow worklist compile time.]	MEDITECH recommends this be set at "14" days	Enter a numeric value (1-999)

Registration Performance Toolbox Parameters

Interface

Queries to Trigger ADT Messages [Performance]	Use this field to define which queries will trigger an A08 ADT message for Other Vendor Interfaces when the query in question is edited. [Please note that adding queries will increase the volume of ADT transactions that are generated.]	No Recommended Setting	Lookup: Query Dictionary
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Discharge - Recurring

Parameter	Function	Recommended Setting	Available Settings
Use Separate	Use this parameter to define the maximum	MEDITECH recommends	Enter a numeric value

<p>Processes to Handle Many Auto-Create Visits:</p> <p>Number of Visits per Process</p> <p>[Performance]</p>	<p>number of visits for discharge that are processed by the midnight run job. This parameter helps to ensure that processing a large number of visits for discharge is efficient and completed in a timely manner.</p> <p>Enter an amount between “500 - 2000” only. If an amount is entered less or more than the specified range, an error message displays.</p> <p><i>Note: You can view the jobs via the Manage Background Jobs Routine. The name of the job is RCR Auto Discharge Process N, N represents a unique process number.</i></p> <p>[If the number of visits exceeds the maximum value, the system breaks up the visits into equal blocks for processing by separate background jobs. For example, if there are 1200 visits to discharge and your organization enters 500 in this parameter, the system starts 3 new background jobs, with each processing 400 visits.]</p>	<p>setting this between “500 - 1200” visits</p>	<p>between 500-2000</p>
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Integrity

Parameter	Function	Recommended Setting	Available Settings
<p>REG/HIM Daily Integrity Active</p> <p>[Performance]</p>	<p>Enter “Yes” to enable the Daily Integrity Midnight Run job for the HCIS.</p> <p>Enter “No” or leave blank to not enable this integrity job.</p> <p>[Setting this to “Yes” can cause additional midnight run processes to kick off which can have comparable impact to the other midnight runs.]</p>	<p>MEDITECH recommends this be set to “Yes”</p>	<ul style="list-style-type: none"> • Yes • No/Blank
<p>REG/HIM Daily Integrity: Integrity Start Time</p> <p>[Performance]</p>	<p>Enter in the time (HHMM) of day the Daily Integrity should start.</p> <p><i>Note: If left blank, start time is 0000 (midnight)</i></p> <p>[Setting this to a time of day when many jobs are running can affect performance resulting in slow compile time.]</p>	<p>MEDITECH recommends this be set to blank. The IT staff on site should determine if a different time of day should be entered for the integrity job to kick off.</p>	<p>Enter a numeric value (HHMM) or leave blank for 0000 start time.</p>

<p>REG/HIM Integrity: Status Date T-Days</p> <p>[Performance]</p>	<p>Enter the number of days (1-9,999) to have the system determine how older accounts should be included in the integrity check.</p> <p>[Setting this too high can affect performance resulting in slow compile time]</p>	<p>MEDITECH recommends this be set at “90” days. This should also be evaluated by programming to ensure the number of days defined does not slow down the run time of the job.</p>	<p>Enter a numeric value (1-99)</p>
<p>REG/HIM Integrity: Separate Facility Job</p> <p>[Performance]</p>	<p>Enter a separate facility to have a separate background job start to process activity for the specified facilities.</p> <p>[Setting this parameter can cause additional midnight run jobs to kick off]</p>	<p>MEDITECH recommends this remain blank. If the daily integrity check is running past a certain time in the morning, then a separate job for the main facility can be setup.</p>	<p>Lookup: MIS Facility Dictionary</p>

Scanning and Archiving Performance Toolbox Parameters

Toolbox - Echart 2

Parameter	Function	Recommended Setting	Available Settings
<p>Interval Compile Days After Discharge/Service Date</p> <p>[Performance]</p>	<p>Enter the number of days (greater than zero) that elapse after the last image compile before the system automatically recompiles images.</p> <p>This setting takes effect after the initial compilation defined at the Number of Days After Discharge/Service Date to Auto Compile Images Parameter. In addition, if a user manually compiles the chart between post discharge intervals, the next scheduled recompile date is rescheduled based on the manual compile date. The system compiles only new or edited forms on the account/forms queue. If there are no new or edited forms on the queue, no compile occurs.</p> <p>The system continues to compile images automatically until the Number of Days Post Base Compile to End Interval Compile Parameter is met.</p> <p>[If set to “1,” documents will be requeued more frequently which, depending on the size of the</p>	<p>MEDITECH recommends setting this parameter to between “2-3” Days as to minimize the number of times a charge is compiled instead of occurring on a daily basis.</p>	<p>Lookup: Keypad/Calculator</p> <ul style="list-style-type: none"> ● 1-99 ● Blank = 1

documents, could cause the chart jobs to accrue a backlog.]

Toolbox - Echart 3

Parameter	Function	Recommended Setting	Available Settings
Number of Portal Compile Child Jobs [Performance]	Enter the number of compilation jobs (up to ten) that run when patients request their downloadable record from the Patient Portal. If this field is left blank, the system uses the default value of ten jobs.	Recommended to start at 1 job and increase as needed if there is a need for more and the space is available.	Lookup: Keypad/Calculator <ul style="list-style-type: none"> • 1-99 • Blank = 10

Toolbox - Analyst

Parameter	Function	Recommended Setting	Available Settings
Start Date [Performance]	Enter the date on which the selected facility begins using the information defined in the Preview/Discharge Analysis Worklists section, above. Accounts discharged or registered before the specified date do not appear on the Analyst Desktop worklist. [If set far in the past, the Analyst index can be overloaded with accounts which will impact compile times of the worklists.]	MEDITECH recommends setting this to the “Live date” to prevent accounts from being reviewed too far in the past.	Lookup: Enter Date Screen If blank any account is available for inclusion if there is activity on the account.
Number of Days After Completion to Remove Account [Performance]	Enter the number of days that elapse after an account is completed on the Analyst Desktop before the system removes it from worklists. [If set to a high number, the Analyst indexes can become large which will impact compile times of the worklists.]	MEDITECH recommends this is set to less than “15” as decreasing the number of days for which completed accounts remain will improve efficiency.	Lookup: Keypad/Calculator <ul style="list-style-type: none"> • 1- 999 Blank will remove the account immediately.
Number of Days After Deletion to Remove Account [Performance]	Enter the number of days that elapse after an account is deleted from the Analyst Desktop before the system removes it from worklists. [If set to a high number, the Analyst indexes can become large which will impact compile times of the worklists.]	MEDITECH recommends this is set to less than “15”	Lookup: Keypad/Calculator <ul style="list-style-type: none"> • 1- 999 Blank will remove the account immediately.

Toolbox - Scan

Parameter	Function	Recommended Setting	Available Settings
<p>Auto Generate Scan Folders</p> <p>If folders are set to Autogenerated and are not used, the index will grow large which will impact compile times of the Scanning Worklists.</p>			
<p>Registration Type</p> <p>[Performance]</p>	<p>Enter the type of registration an account must have in order to be evaluated for inclusion in a system-generated folder on the Scanning Desktop.</p> <p>If blank, folders will not be auto generated.</p> <p>The following three parameters control which account with those registration service types have folders created, only if this parameter has a value defined.</p> <p>[This parameter is considered to have Performance impact because if set incorrectly you may not maintain the folders on the desktop and the index will grow large, which will impact compile times of the Scanning Worklists.]</p>	<p>MEDITECH recommends that this be set to only patient types that your organization has determined will need documentation scanned post discharge and users will not be manually creating folders for.</p>	<p>Lookup: Registration Type Dictionary</p>
<p>Service/Location</p> <p>[Performance]</p>	<p>Enter the registration services (for inpatients) or locations (for outpatients) an account must have in order to be evaluated for inclusion in a system-generated folder on the Scanning Desktop.</p> <p>If blank, see the Registration Type parameter above.</p> <p>[This parameter is considered to have Performance impact because if set incorrectly you may not maintain the folders on the desktop and the index will grow large, which will impact compile times of the Scanning Worklists.]</p>	<p>MEDITECH recommends that this be set to only service/locations associated with registration types that your organization has determined will need documentation scanned post discharge and users will not be manually creating folders for.</p>	<p>Lookup: Registration Service Dictionary</p>
<p>Include/Exclude</p> <p>[Performance]</p>	<p>Specify whether you want to “Include” or “Exclude” accounts meeting this criteria on/from the Scanning Desktop folder worklist.</p> <p>If blank, see the Registration Type parameter above.</p> <p>[This parameter is considered to have Performance impact because if set incorrectly you may not maintain the folders on the desktop and the index will grow large, which will impact compile times of the Scanning Worklists.]</p>	<p>MEDITECH recommends that this be set to only include or exclude service/locations associated with registration types that your organization has determined will need documentation scanned post discharge and users will not be manually creating folders for.</p>	<ul style="list-style-type: none"> ● Include ● Exclude
<p>Delay Days</p>	<p>Enter the number of days that elapse after</p>	<p>MEDITECH recommends</p>	<p>Lookup:</p>

<p>[Performance]</p>	<p>discharge (inpatients) or service (outpatients) before the system includes accounts meeting this criteria on the Scanning Desktop folder worklist. For example, if you enter “2,” an inpatient account will appear on the worklist two days after their discharge date.</p> <p>If blank, see the Registration Type parameter above.</p> <p>[This parameter is considered to have Performance impact because if set incorrectly you may not maintain the folders on the desktop and the index will grow large, which will impact compile times of the Scanning Worklists.]</p>	<p>that this be set to the delay days to either include/exclude the service/locations associated with registration types that your organization has determined will need documentation scanned post discharge and users will not be manually creating folders for.</p>	<p>Keypad/Calculator</p> <ul style="list-style-type: none"> • 1-99
<p>Start Date</p> <p>[Performance]</p>	<p>Enter the date on which the selected facility begins using the information defined in the Auto Generate Scan Folders section, above. Accounts discharged or registered before the specified date do not appear on the Scanning Desktop Folders worklist.</p> <p>If blank, any account with REG activity is eligible.</p> <p>[This parameter is considered to have Performance impact because if set far in the past, folders could be created for accounts that may have already been processed. Many folders could also be created which would impact the compile times of the worklists.]</p>	<p>MEDITECH recommends setting this to the Live date.</p>	<p>Lookup: Enter Date Screen</p>

Patient Care Management Performance Settings

EMR/PCM Performance User Preferences

User Preferences - Patient Lists

User Preference	Function	Recommended Setting	Available Settings
<p>Patient List Refresh (seconds)</p> <p>[Performance]</p>	<p>Set the number of seconds it will take for the patient list to automatically refresh. If left blank, the system automatically recompiles the data according to an internal algorithm.</p>	<p>MEDITECH recommends this be set between “120” seconds and “300” seconds.</p>	<p>Enter a value from 1 - 99,999, or leave blank</p>

	<p>To ensure that the screen doesn't refresh too often, the refresh will occur for whichever circumstance is greater:</p> <ul style="list-style-type: none"> • The total time to build the screen multiplied by 2 • The time defined here, or in the EMR Parameters <p>For example, if this field is set to "120" seconds, but the status board takes 120 seconds to load, the system increases the automatic refresh to 240 seconds.</p> <p>If left blank, the list will only refresh when returning to the status board from another part of the chart.</p> <p>[Setting to a lower number can cause the list to refresh too often, causing the system to constantly reload information.]</p>		
<p>Discharge List days in past</p> <p>[Performance]</p>	<p>Specify the number of days after discharge that patients remain listed on the My Discharge list for users with these preferences.</p> <p>If left blank, patients will remain for "7" days.</p> <p>[Lists with more patients will be larger and larger lists can take longer to load.]</p>	<p>MEDITECH recommends this be set to "7" days as anything higher will increase the load times of the list.</p>	<p>Enter a value between 1 - 30</p>
<p>Recent Consults list days in past</p> <p>[Performance]</p>	<p>Set the number of days you want past consult orders to appear on the My Recent Consultations patient list for users with these preferences.</p> <p>If left blank, patients will remain for "7" days.</p> <p>[Lists with more patients will be larger and larger lists can take longer to load.]</p>	<p>MEDITECH recommends this be set to "7" days or left blank, as anything higher will increase the load times of the list.</p>	<p>Enter a value between 1 - 99</p>
<p>My Emergency List days in past</p> <p>[Performance]</p>	<p>Specify the number of days after registration that emergency patients remain listed on the My Emergency Patients and Cover Emergency Patients Lists for users with these preferences.</p> <p>If left blank, patients will remain for "7" days.</p> <p>[Lists with more patients will be larger and larger lists can take longer to load.]</p>	<p>MEDITECH recommends this be set to "7" days as anything higher will increase the load times of the list.</p>	<p>Enter a value between 1 - 7</p>

<p>Recently Accessed List # of Patients</p> <p>[Performance]</p>	<p>This setting determines how many patients will appear on the Recently Accessed List.</p> <p>If left blank, "40" patients will display.</p> <p>[Lists with more patients will be larger and larger lists can take longer to load.]</p>	<p>MEDITECH recommends this be set to "40" patients, or left blank.</p>	<p>Enter a value between 1 - 250</p>
<p>Recently Accessed List Days in Past</p> <p>[Performance]</p>	<p>This setting determines how long patients will appear on the Recently Accessed List.</p> <p>If left blank, patients will remain for "7" days.</p> <p>[Lists with more patients will be larger and larger lists can take longer to load.]</p>	<p>MEDITECH recommends this be set to "7" days as anything higher will increase the load times of the list.</p>	<p>Enter a value between 1 - 45</p>
<p>List Include</p> <p>[Performance]</p>	<p>This setting determines which patient types appear on your My Patients and My All Patients Lists.If left blank, no patients will appear on your list.</p> <p>[Including multiple patient types will include more patients on your lists. Lists with more patients take longer to load.]</p>	<p>MEDITECH recommends including only patient types that are routinely seen by the individual provider.</p>	<ul style="list-style-type: none"> ● Inpatients ● ED patients ● Outpatients

User Preferences - Web EHR - General

Parameter	Function	Recommended Setting	Available Settings
<p>List Include</p> <p>[Performance]</p>	<p>This setting determines which patient types appear on your My Patients and My All Patients Lists.If left blank, no patients will appear on your list.</p> <p>[Including multiple patient types will include more patients on your lists. Lists with more patients take longer to load.]</p>	<p>MEDITECH recommends including only patient types that are routinely seen by the individual provider.</p>	<ul style="list-style-type: none"> ● Inpatients ● ED patients ● Outpatients

User Preferences - Web EHR - Home/Schedule

Parameter	Function	Recommended Setting	Available Settings
<p>Clinical Home Screen refresh duration (seconds)</p>	<p>This setting determines how often the Clinical Home Screen will refresh automatically.</p> <p>If left blank, the Clinical Home Screen will default</p>	<p>MEDITECH recommends this be set to a minimum of "60" seconds.</p>	<p>Enter a value between 20 - 999,999,999</p>

[Performance]	to 60 seconds. [Setting this field causes the system to look for information and reload the screen. If set too low, the system reloads the screen too often.]		
<p>Include Patient Picture on Clin Sched</p> <p>[Performance]</p>	<p>This field determines if patient pictures display on the schedule.</p> <p>If left blank, patient pictures will not display.</p> <p>[Setting this field to “Yes” can increase the load times for the Clinical Home Screen.]</p>	<p>While this field is a personal preference, if users are experiencing long load times on the Clinical Home Screen, MEDITECH recommends this field be set to “No”.</p>	<ul style="list-style-type: none"> ● Yes ● No/Blank

User Preferences - Web EHR - Chart

Parameter	Function	Recommended Setting	Available Settings
<p>Status Board Activity Log</p> <p>[Performance]</p>	<p>Select default categories to show for display. Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>MEDITECH recommends limiting the selections in this field to those that apply to the individual provider.</p>	<ul style="list-style-type: none"> ● Show ● Hide <hr/> <ul style="list-style-type: none"> ● Administrative Scanned Forms ● Assessments ● Departmental ● Health Management Letters ● Imaging ● Laboratory ● Med Admins ● Nurse/Allied Health Notes ● Provider Notes ● Registration Data ● Result Letters ● Workload Items
<p>Diagnostic Chart Tab</p> <p>[Performance]</p>	<p>Select default categories to show for display. Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>MEDITECH recommends limiting the selections in this field to those that apply to the individual provider.</p>	<ul style="list-style-type: none"> ● Show ● Hide <hr/> <ul style="list-style-type: none"> ● Cardiovascular ● General ● GI/GU ● HEENT ● Neurological ● Nutrition ● Pathology

			<ul style="list-style-type: none"> ● Psychosocial ● Rehabilitation ● Respiratory ● Surgery ● Imaging ● Blood Bank Tests ● Blood Gas ● Chemistry ● Coagulation ● Hematology ● Immunology ● Other Body Source ● Serology ● Toxicology ● Urines ● Microbiology ● Miscellaneous
Activity Chart Tab [Performance]	<p>Select default categories to show for display. Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>MEDITECH recommends limiting the selections in this field to those that apply to the individual provider.</p>	<ul style="list-style-type: none"> ● Show ● Hide <hr/> <ul style="list-style-type: none"> ● Administrative Scanned Forms ● Assessments ● Departmental ● Health Management Letters ● Imaging ● Laboratory ● Med Admins ● Nurse/Allied Health Notes ● Provider Notes ● Registration Data ● Result Letters ● Workload Items
Nursing/Allied Health [Performance]	<p>Select default categories to show for display. Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>MEDITECH recommends limiting the selections in this field to those that apply to the individual provider.</p>	<ul style="list-style-type: none"> ● Show ● Hide <hr/> <ul style="list-style-type: none"> ● Assessments ● Interventions ● Notes ● Outcomes ● Scanned Patient Care
Provider Notes	<p>Select default categories to show for display.</p>	<p>MEDITECH</p>	<ul style="list-style-type: none"> ● Show

<p>[Performance]</p>	<p>Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>recommends limiting the selections in this field to those that apply to the individual provider.</p>	<ul style="list-style-type: none"> ● Hide <hr/> <ul style="list-style-type: none"> ● Cardiovascular ● Emergency ● General ● GI/GU ● HEENT ● Neurological ● Nutrition ● Psychosocial ● Rehabilitation ● Respiratory ● Surgery
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User Preferences - Medications

Parameter	Function	Recommended Setting	Available Settings
<p>Days of DC'd Meds to Display on MAR</p> <p>[Performance]</p>	<p>This setting determines how long discontinued medications display on that MAR.</p> <p>[Setting this field to a high value can cause many medications to display. The more medications that display, the longer it will take the MAR to load.]</p>	<p>MEDITECH recommends setting this parameter to the number of days your organization needs to see past medication schedules, avoiding the maximum of 999 days. Between "1 - 3" is recommended.</p>	<p>Enter a value between 1 - 999</p>
<p>Days into the past to view MAR</p> <p>[Performance]</p>	<p>This setting determines how long medication schedules can be viewed on the MAR.</p> <p>[If set to a high value, medication schedules can be viewed for longer periods of time. The more medication schedules that appear, the longer it will take the MAR to load.]</p>	<p>MEDITECH recommends setting this parameter to the number of days your organization needs to see past medication schedules, avoiding the maximum of "99" days. Between "1 - 7" is recommended.</p>	<p>Enter a value between 1 - 99</p>

EMR/PCM Performance Access

Access - Web EHR - General

Parameter	Function	Recommended Setting	Available Settings
<p>Status Board Activity</p>	<p>Select default categories to show for display.</p>	<p>MEDITECH recommends</p>	<ul style="list-style-type: none"> ● Show

<p>Log</p> <p>[Performance]</p>	<p>Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>limiting the selections in this field to those that apply to the access group.</p>	<ul style="list-style-type: none"> ● Hide <hr/> <ul style="list-style-type: none"> ● Administrative Scanned Forms ● Assessments ● Departmental ● Health Management Letters ● Imaging ● Laboratory ● Med Admins ● Nurse/Allied Health Notes ● Provider Notes ● Registration Data ● Result Letters ● Workload Items
<p>Diagnostic Chart Tab</p> <p>[Performance]</p>	<p>Select default categories to show for display. Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>MEDITECH recommends limiting the selections in this field to those that apply to the access group.</p>	<ul style="list-style-type: none"> ● Show ● Hide <hr/> <ul style="list-style-type: none"> ● Cardiovascular ● General ● GI/GU ● HEENT ● Neurological ● Nutrition ● Pathology ● Psychosocial ● Rehabilitation ● Respiratory ● Surgery ● Imaging ● Blood Bank Tests ● Blood Gas ● Chemistry ● Coagulation ● Hematology ● Immunology ● Other Body Source ● Serology ● Toxicology ● Urines ● Microbiology ● Miscellaneous
<p>Activity Chart Tab</p>	<p>Select default categories to show for display. Exclude those that are not desired to view.</p>	<p>MEDITECH recommends limiting the selections in</p>	<ul style="list-style-type: none"> ● Show ● Hide

<p>[Performance]</p>	<p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>this field to those that apply to the access group.</p>	<ul style="list-style-type: none"> ● Administrative Scanned Forms ● Assessments ● Departmental Health Management Letters ● Imaging ● Laboratory ● Med Admins ● Nurse/Allied Health Notes ● Provider Notes ● Registration Data ● Result Letters ● Workload Items
<p>Nursing/Allied Health</p> <p>[Performance]</p>	<p>Select default categories to show for display. Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>MEDITECH recommends limiting the selections in this field to those that apply to the access group.</p>	<ul style="list-style-type: none"> ● Show ● Hide <hr/> <ul style="list-style-type: none"> ● Assessments ● Interventions ● Notes ● Outcomes ● Scanned Patient Care
<p>Provider Notes</p> <p>[Performance]</p>	<p>Select default categories to show for display. Exclude those that are not desired to view.</p> <p>[The system requires time to compile all categories of data. If undesired categories are excluded, the system will load quicker.]</p>	<p>MEDITECH recommends limiting the selections in this field to those that apply to the access group.</p>	<ul style="list-style-type: none"> ● Show ● Hide <hr/> <ul style="list-style-type: none"> ● Cardiovascular ● Emergency ● General ● GI/GU ● HEENT ● Neurological ● Nutrition ● Psychosocial ● Rehabilitation ● Respiratory ● Surgery

EMR/PCM Performance Customer Defined Parameters

Customer Parameters - General

Parameter	Function	Recommended Setting	Available Settings
Patient List Defaults			
<p>Patient List Refresh (seconds)</p> <p>[Performance]</p>	<p>Enter the number of seconds between “1” and “99,999” that denotes the interval between automatic recompiles of the physician status boards. Otherwise, if this field is left blank, the System automatically recompiles the data according to an internal algorithm.</p> <p><i>Note: The Patient List Refresh (seconds) field in the EMR User Preferences Dictionary supersedes this EMR Parameter.</i></p> <p><u>Consideration</u> To safeguard that the screen does not automatically refresh too often, the automatic refresh occurs for whichever circumstance is greater:</p> <ul style="list-style-type: none"> • the total time to build the page multiplied by 2 • the time defined in the Parameters or Preferences <p>For example, if the Parameter field has been set to “600” seconds, then every 10 minutes, the System automatically refreshes the status board.</p> <p>However, for example, if the Parameter field has been set to “120” seconds, but the status board took 2 minutes (120 seconds) to build, the System increases the automatic refresh time to 240 seconds, or 4 minutes.</p> <p>If left blank, the patient list will not refresh automatically.</p> <p>[While the internal algorithm is designed to help reduce performance concerns, setting to a lower amount may cause the system to refresh too frequently.]</p>	<p>MEDITECH recommends this be set between “120” seconds and “300” seconds.</p>	<p>Enter a value from 1-99,999, or leave blank</p>
<p>Discharge List days in past</p> <p>[Performance]</p>	<p>Enter the number of days that discharged patients display on care providers' My Discharge Patients screens in your healthcare organization.</p> <p>If left blank in the Customer Defined Parameters, but defined in the User Preferences, the system looks to the preference level setting.</p>	<p>MEDITECH recommends this be set to “7” days as anything higher will increase the load times of the list.</p>	<p>Enter a value from 1 - 30, or leave blank.</p>

	<p>If the value defined in the Customer Defined Parameters is different than that defined on the User Preference level, the setting in the user preferences is used.</p> <p>If both the Customer Defined Parameter and User Preferences are blank, the system defaults to a value of "7."</p> <p>[If changed, patients may not appear on providers' My Discharge Patients List. If changed to a higher value, more patients will appear on providers' My Discharge Patients List. With more patients, the list may take longer to load.]</p>		
<p>Recently Accessed list # of patients</p> <p>[Performance]</p>	<p>For your healthcare organization, enter the maximum number of patients that appears on each care provider's Recently Accessed List. You can enter a number between "1" and "250."</p> <p>If left blank, the screen lists a maximum of 40 patients.</p> <p>[If set to a higher value, more patients will display on providers' Recently Accessed List. With more patients on the list, providers may see an increased load time.]</p>	<p>MEDITECH Recommends setting this field to "40" patients.</p>	<p>Enter a value from 1 - 250, or leave blank</p>
<p>Recently Accessed list days in past</p> <p>[Performance]</p>	<p>For your healthcare organization, enter the number of days that a patient remains on the Recently Accessed List. You can enter a number between "1" and "45."</p> <p>If left blank, the patients remain on this list a maximum of 7 days.</p> <p>[If set to a higher value, more patients will display on providers' Recently Accessed List. With more patients on the list, providers may see an increased load time.]</p>	<p>MEDITECH recommends this be set to "7" days as anything higher will increase the load times of the list.</p>	<p>Enter a value from 1 - 45, or leave blank</p>

Customer Parameters - Facility

Parameter	Function	Recommended Setting	Available Settings
Auto-save documents (seconds)	Enter the number of seconds after which the system automatically saves Provider Care	MEDITECH Recommends setting to	Enter a value from 1 - 99,999 in 30 second

<p>[Performance]</p>	<p>Manager documents.</p> <p>A blank or zero response will mean that while editing a document the edits will not be saved at set time intervals. However, the system auto save on latency will still occur.</p> <p>[With this setting the system automatically saves the users' documentation. The more frequent the action, the greater the potential performance impact due to the frequency of this setting.]</p>	<p>no higher than "30" seconds. Setting any higher than "30" seconds could impact multi-user scenarios as physicians may not see conflict messages until more data is added.</p>	<p>intervals</p>
<p>Web EHR Active Document Auto-save (seconds)</p> <p>[Performance]</p>	<p>Enter the number of seconds after which the system automatically saves Provider Care Manager documents.</p> <p>A blank or zero response will mean that while editing a document the edits will not be saved at set time intervals. However, the system auto save on latency will still occur.</p> <p>[With this setting the system automatically saves the users' documentation. The more frequent the action, the greater the potential performance impact due to the frequency of this setting.]</p>	<p>MEDITECH recommends setting to "30" seconds. Setting any higher than "30" seconds could impact multi-user scenarios as physicians may not see conflict messages until more data is added.</p>	<p>Enter a value from 1 - 99,999 in 30 second intervals</p>

Customer Parameters - CCD

Parameter	Function	Recommended Setting	Available Settings
<p># Days in Past for CDF GetChart</p> <p>[Performance]</p>	<p>Enter the number of days for which the system includes past data on the Continuity of Care Document (CCD).</p> <p>For example, if you enter 180 days, the system checks the visit registration date and this parameter's value to determine how far in the past the system retrieves patient data. In this case, the system compiles the past six months of the patient's EHR data into the CCD.</p> <p>If left blank, there is no cut off and all data will appear on the CCD.</p> <p>[This setting controls if data will appear on the CCD. If set to a higher value, the CCD will pull</p>	<p>MEDITECH Recommends setting between "7" and "180" days based on current customer settings. Setting to a lower number will decrease load time, but show less information, setting to a higher number will increase load time, but show more information.</p>	<p>Enter a value from 1 - 99999</p>

data from a greater number of days. Compiling data from a larger number of days may take longer than compiling data from a smaller number of days.]

Customer Parameters - PHS

Parameter	Function	Recommended Setting	Available Settings
Timeframe - Days back to compile data for eligible account [Performance]	<p>Enter the number of days in the past for data to be included in the report.</p> <p>The visit registration date will be checked against this parameter setting to determine if data should be included. If left blank, data will not be pulled into the PHS.</p> <p>[This setting determines how much data will be pulled into PHS. If set to a higher value, the PHS will pull data from a greater number of days. Compiling data from a larger number of days may take longer than compiling data from a smaller number of days.]</p>	<p>MEDITECH recommends setting between "7" and "180" days based on current customer settings. Setting to a lower number will decrease load time, but show less information, setting to a higher number will increase load time, but show more information.</p>	<p>Enter a value from 1-999,999,999</p>

Customer Parameters - MAR

Parameter	Function	Recommended Setting	Available Settings
Days of DC'd Meds to Display on MAR [Performance]	<p>Enter the number of days after discontinuation that medications will display on the MAR. The Discontinued check box appears at the top of the MAR screen.</p> <p>If left blank, Discontinued medications display on the MAR for one day if there are no user preferences set.</p> <p><i>Note: Users can override this value at the identical field in their User Preferences. Users can also change the view while in the MAR using the Change View footer button.</i></p> <p>[Setting this field to a high value can cause many medications to display. The more medications that display, the longer it will take the MAR to load.]</p>	<p>MEDITECH recommends setting this parameter to the number of days your organization needs to see past medication schedules, avoiding the maximum of 999 days. Between "1 - 3" is recommended.</p>	<p>Enter a value from 1 - 999</p>

<p>Keep Undocumented ONC Meds Active (Hrs)</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>This parameter determines how many hours an ONC medication order remains Active on the MAR. This parameter applies to all medication orders (SCH, ONE/STA and PRN) that have a source of ONC.</p> <p>When set to “0,” the order is Discontinued when the order is discontinued in Pharmacy (PHA). This results in all sources (MAR and Medications panel) displaying the same status for the order.</p> <p>Enter a value greater than “0” to keep the order status Active on the MAR for the number of hours defined after the order is discontinued in PHA.</p> <p>If left blank, the order status remains Active on the MAR until all outstanding administrations are documented.</p> <p>[This parameter determines how many hours an ONC medication order remains Active on the MAR.]</p> <p>[This parameter determines how many hours an ONC medication order remains Active on the MAR, which may impact the nurse’s workflow, performance and load time.]</p>	<p>MEDITECH recommends leaving this field blank. When this field is left blank, it allows for Overdue administrations on One Time/Stat Meds to remain Active on the MAR, allowing overdue administrations to stay active and not be missed.</p>	<p>Enter a value from 0-99,999, or leave blank</p>
<p>Keep Undocumented One Time/Stat Meds Active (Hrs)</p> <p>[Performance]</p>	<p>Determine how many hours a One Time or STAT medication order remains Active on the MAR. Enter “0” to update the order status on the MAR to Discontinued at the same time a one time or stat order is discontinued in Pharmacy (PHA). This results in all sources (MAR and Medications panel) displaying the same status for the order.</p> <p>Enter a value greater than “0” to keep the order status Active on the MAR for the number of hours defined after the order is discontinued in PHA.</p> <p>If left blank, the order remains Active on the MAR until all outstanding administrations are documented.</p> <p>[This parameter determines how many hours a ONE Time or STAT medication order remains Active on the MAR, which may impact the nurse’s workflow, performance, and load time.]</p>	<p>MEDITECH Recommends leaving this field blank. When this field is set to Blank, it allows for overdue administrations on One Time/Stat Meds to remain Active on the MAR. If these overdue administrations are missed due to the medication being discontinued, it could cause a patient safety issue.</p>	<p>Enter a value from 1 - 99,999, or leave blank</p>
<p>Keep Undocumented</p>	<p>This parameter determines how many hours a</p>	<p>MEDITECH recommends</p>	<p>Enter a value from 1 -</p>

<p>Scheduled Meds Active (Hrs)</p> <p>[Performance]</p>	<p>scheduled medication order remains Active on the MAR.</p> <p>Enter “0” to update the order status on the MAR to Discontinued at the same time a scheduled order is discontinued in PHA. This results in all sources (MAR and Medications panel) displaying the same status for the order.</p> <p>Enter a value greater than “0” to keep the order status Active on the MAR for the number of hours defined after the order is discontinued in PHA.</p> <p>If left blank, the order remains Active on the MAR until all outstanding administrations are documented.</p> <p>[This parameter determines how many hours a scheduled medication order remains Active on the MAR, which may impact the nurse’s workflow, performance and load time.]</p>	<p>leaving this field blank. When this field is set to Blank, it allows for overdue administrations on One Time/Stat Meds to remain Active on the MAR. If these overdue administrations are missed due to the medication being discontinued, it could cause a patient safety issue.</p>	<p>99,999, or leave blank</p>
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Customer Parameters - Web EHR

Parameter	Function	Recommended Setting	Available Settings
<p>Days After Discharge to Reconcile Problems</p> <p>[Performance]</p>	<p>In Discharge, the system references the value entered at this parameter when you select OK on the Reconcile Problems Popup. If the number of days has not yet passed, the system holds the information from the Reconcile Problems Popup in a queue until the appropriate number of days have passed.</p> <p>If left blank, the default value is “0.”</p> <p><i>Note: This parameter applies only to web-based routines.</i></p> <p>[If set to a higher value, problems will remain in the queue for longer, which may cause providers to notice delays within the system.]</p>	<p>MEDITECH recommends setting to “7” days</p>	<p>Enter a value from 1 - 999</p>
<p>Web Acute Status Board:</p> <p>Care Settings</p>	<p>Select the name of the venues to use as default responses of filters in Chart when accessing the Acute Status Board.</p> <p>If the above parameter is set to “Exclude,” one</p>	<p>Select the venues that correspond with the list. For the Web Acute Status Board, Inpatient Visits and Outpatient</p>	<ul style="list-style-type: none"> ● Ambulatory Visits ● Emergency Visits ● Inpatient Visits ● My Visits ● Nonvisit Data

<p>[Performance]</p>	<p>venue must be selected. If set to “Include,” leaving blank includes all venues.</p> <p>[Include only the care settings that apply to this status board. Including additional settings forces the system to load in patient types that do not apply.]</p>	<p>Visits should be included.</p>	<ul style="list-style-type: none"> ● Outpatient Visits
<p>Web ED Tracker:</p> <p>Care Settings</p> <p>[Performance]</p>	<p>Select the name of the venues to use as default responses of filters in Chart when accessing the Web ED Tracker.</p> <p>If the above parameter is set to “Exclude,” one venue must be selected. If set to “Include,” leaving blank includes all venues.</p> <p>[Include only the care settings that apply to this status board. Including additional settings forces the system to load in patient types that do not apply.]</p>	<p>Select the venues that correspond with the list. For the Web ED Tracker, Emergency Visits should be included.</p>	<ul style="list-style-type: none"> ● Ambulatory Visits ● Emergency Visits ● Inpatient Visits ● My Visits ● Nonvisit Data ● Outpatient Visits
<p>AMB Clinical Home Screen:</p> <p>Care Settings</p> <p>[Performance]</p>	<p>Select the name of the care settings to use as default responses for filtered items in Chart when accessing the Ambulatory Clinical Home Screen. If the associated Care Setting Filter Default is set to Exclude, one care setting must be selected. If the associated Care Setting Filter Default is set to Include, multiple care settings can be selected.</p> <p>[Include only the care settings that apply to this status board. Including additional settings forces the system to load in patient types that do not apply.]</p>	<p>Select the venues that correspond with the list. For the AMB Clinical Home Screen, Ambulatory Visits should be included.</p>	<ul style="list-style-type: none"> ● Ambulatory Visits ● Emergency Visits ● Inpatient Visits ● My Visits ● Nonvisit Data ● Outpatient Visits

EMR/PCM Performance Toolbox Parameters

Toolbox - General

Parameter	Function	Recommended Setting	Available Settings
<p>Web Chart Auto-Refresh Interval (seconds)</p> <p>[Performance]</p>	<p>Determine how often the patient’s chart will automatically refresh.</p> <p>If left blank, the chart will not automatically refresh, but can be manually refreshed.</p> <p><i>Note: The interval cannot be less than “30”</i></p>	<p>MEDITECH recommends this should be set to “300” seconds and no lower than “120” seconds based on customer settings.</p>	<p>Enter a value from 1-9,999, or leave blank</p>

	<p><i>seconds. This field applies to the Web only.</i></p> <p>[The more frequent the action, the greater the potential for system performance degradation.]</p>	<p>Users are encouraged to utilize the manual refresh option to ensure they are viewing the most up to date information in the chart.</p>	
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Toolbox - MAR2

Parameter	Function	Recommended Setting	Available Settings
<p>Default Mar Past Days to Display</p> <p>[Performance]</p>	<p>This parameter determines the default number of days in the past that medication schedules can be viewed on the MAR. The value entered here cannot exceed what is defined in the Maximum MAR Past Days to Display parameter above.</p> <p>This will only display the administration record in the past for the number of days defined. To view the full schedule, you must have access to edit past the cutoff day in the PCS Access Dictionary and set the Show Complete Schedule field to “Yes” in the Change View screen on the MAR.</p> <p>If blank, this parameter follows the Maximum Days in the Past setting. If the Maximum Days in the Past Days is blank, this field will default to 9 as well.</p> <p><i>Note: The system first looks to the identical field on the User Preferences for a value. This field also exists in other clinical Toolbox Parameters, but does not impact PCS functionality.</i></p> <p>[If set to a high number the system loads that many days worth of data and can cause delays loading the MAR.]</p>	<p>MEDITECH recommends this be set between "3" and "5"</p>	<p>Enter a value (1-99) up to the number of days defined in the Maximum Mar Past Days to Display field, or leave blank.</p>

Toolbox - Documents

Parameter	Function	Recommended Setting	Available Settings
<p>Expand One Accordion at a Time in Rapid Entry</p>	<p>Enter “Yes” to allow one section at a time to be expanded in Rapid Entry mode within documentation. Otherwise, enter “No” or leave this</p>	<p>No recommended setting, however if customers are</p>	<ul style="list-style-type: none"> ● Yes ● No/Blank

[Performance]	<p>field blank to allow all sections to be expanded within Rapid Entry Mode.</p> <p>[There is the potential for users to experience slowness when loading a document when utilizing Rapid Entry mode. If slowness is encountered in this scenario, setting this parameter to “Yes” will prevent it from occurring]</p>	<p>experiencing performance issues with rapid entry MEDITECH recommends this to be set to “Yes” to mitigate slowness.</p>	
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Order Management Performance Customer Parameters

Customer Parameters - Amb Orders

Parameter	Function	Recommended Setting	Available Settings
<p>Include Stopped Meds for Days (Web Transmit/Print)</p> <p>[High Impact Operational]</p> <p>[Performance]</p>	<p>Determines the number of days for eligible, inactive prescriptions to appear on the Web Acute Transmit/Print screen after being inactivated.</p> <p>For example, to allow eligible prescriptions stopped today to appear on the Web Acute Transmit/Print screen, set this parameter to 0. To allow eligible prescriptions stopped yesterday and today to appear, set this parameter to 1.</p> <p>[This impacts what prescriptions can be transmitted/printed after the fact. Following Hospital Policy is recommended.]</p> <p>[If set to a number higher than 14, users may experience increased load times or scrolling on the Web Acute Transmit/Print screen.]</p>	<p>MEDITECH recommends defining this field per hospital policy, but suggests not defining higher than 14.</p>	<p>Number between 0-999</p>

Order Management Performance Toolbox Parameters

Toolbox Parameters - Facility

Parameter	Function	Recommended Setting	Available Settings
<p>Cont Orders Pre-Compile Start</p>	<p>Enter a time (in military time) the continuous order background job begins at the selected facility. This job should begin before the time</p>	<p>This is only necessary to define if utilizing a large number of continuous</p>	<p>Lookup: Enter Time Screen</p>

<p>[High Impact Operational]</p> <p>[Performance]</p>	<p>entered at the Midnight Run Start field. If left blank, the continuous order background job will not begin at the selected facility.</p> <p>[If blank, the continuous order background job will not be run and continuous orders will flow with the Midnight Run.]</p> <p>[If blank, affected servers could experience increased traffic causing unintended slowness.]</p>	<p>orders</p>	
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Toolbox Parameters - File Maintenance

Parameter	Function	Recommended Setting	Available Settings
<p>Purge Orders in Amb Hold Queue (Days)</p> <p>[High Impact Operational]</p> <p>[Performance]</p>	<p>Determine how long abandoned orders are allowed to remain on the Ambulatory Hold Queue past their expected start dates or time frames. After the time defined here has elapsed, the orders will be canceled and removed from the queue during the midnight run. Users can enter up to three digits in this field.</p> <p>[Note: If this field is left blank, the system will standardly purge orders 3 years after the start date/time has passed. This could lead to a long list of orders that appear for patients after a period of time. After the time defined here has elapsed, the system cancels and removes orders from the queue during the midnight run.]</p> <p>[Should your organization decide to change this setting and either reduce from a large number or add a number besides zero, the midnight run could take longer to process on the initial night.]</p>	<p>MEDITECH recommends reviewing your organizations policy for how far in advance orders can be queued for patients to determine the setting</p>	<p>Lookup: Keypad/Calculator</p> <p><i>Note: Enter up to three digits in this field, or leave blank</i></p>
<p>Purge Hold Queue Event (Days)</p> <p>[High Impact Operational]</p> <p>[Performance]</p>	<p>Enter the number of days that orders are allowed to remain on the Hold Queue past the event date.</p> <p>For AMB orders associated with the Hold Queue event, this field overrides the Purge Orders in Amb Hold Queue (Days) field, above, and allows the system to purge ambulatory orders based on event dates instead of start dates or time frames.</p>	<p>MEDITECH recommends reviewing your organizations policy for how far in advance orders can be queued for patients to determine the setting</p>	<p>Lookup: Keypad/Calculator</p> <p><i>Note: Enter up to three digits in this field, or leave blank</i></p>

	<p>[Note: If this field is left blank, the system will standardly purge Hold Queue events 3 years after the event date has passed. After the time defined here has elapsed, the orders will be canceled and removed from the queue during the midnight run.]</p> <p>[Should your organization decide to change this setting and either reduce from a large number or add a number besides zero, the midnight run could take longer to process on the initial night.]</p>		
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Patient Care System Performance User Preferences

User Preferences - Main

User Preference Name	Function	Recommended Setting	Available Settings
<p>Remove Patients from my list if no activity in (x) hours</p> <p>[Performance]</p>	<p>Use this field to enter how many hours, after having no activity, the patient’s chart will be removed from the user's My List.</p> <p>[If this field is set too high, the status board may take a long time to load.]</p>	<p>MEDITECH recommends setting this field to “24” hours or less.</p>	<p>Enter a value for hours between 1 - 9,999</p>
<p>Remove Patients from my list upon Discharge in (x) hours</p> <p>[Performance]</p>	<p>Use this field to enter how many hours, after a patient has been discharged, that their chart be removed from a user's My List.</p> <p>[If this field is set too high, the status board may take a long time to load.]</p>	<p>MEDITECH recommends setting this field to “24” hours or less.</p>	<p>Enter a value for hours between 1 - 9,999</p>
<p>Remove Patients from my list upon Final Status in (x) hours</p> <p>[Performance]</p>	<p>Use this field to enter how many hours, after a patient is in a final status, that their chart will be removed from the user's My List.</p> <p>[If this field is set too high, the status board may take a long time to load.]</p>	<p>MEDITECH recommends setting this field to “24” hours or less.</p>	<p>Enter a value for hours between 1 - 9,999</p>

User Preferences - Status Board/Tracker - General

User Preference Name	Function	Recommended Setting	Available Settings
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Refresh Interval (Seconds) [Performance]	Enter the number of seconds that elapse before each automatic update of information on the Status Board. This field may be defined by PCS/EDM Access group and further refined within the EDM User Preferences. [If set too low, the screen will be constantly refreshing, which can slow down other screens that are open on the same session.]	MEDITECH recommends setting this field to "90" or more seconds.	Enter a value for seconds between 1 - 99,999
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User Preferences - Medications

User Preference Name	Function	Recommended Setting	Available Settings
Days of DC'd Meds to Display on MAR [Performance]	This setting determines how long discontinued medications display on that MAR. [Setting this field to a high value can cause many medications to display. The more medications that display, the longer it will take the MAR to load.]	MEDITECH recommends setting this parameter to the number of days your organization needs to see past medication schedules, avoiding the maximum of "999" days. Between "1 - 3" is recommended.	Enter a value for days between 1 - 999
Days into the past to view MAR [Performance]	This setting determines how long medication schedules can be viewed on the MAR. [If set to a high value, medication schedules can be viewed for longer periods of time. The more medication schedules that appear, the longer it will take the MAR to load.]	MEDITECH recommends setting this parameter to the number of days your organization needs to see past medication schedules, avoiding the maximum. Between "1 - 7" is recommended.	Enter a value for days between 1 - 75

Patient Care System Performance Customer Defined Parameters

Customer Defined - MAR

Parameter	Function	Recommended Setting	Available Settings
Days of DC'd Meds to Display on MAR [Performance]	This parameter determines the number of days after discontinuation that medications will display on the MAR. The Discontinued check box appears at the top of the MAR screen.	MEDITECH recommends setting this parameter to the number of days your	Enter a value from 1 - 999, or leave blank

	<p>If left blank, Discontinued medications display on the MAR for one day if there are no user preferences set.</p> <p><i>Note: Users can override this value at the identical field in their User Preferences. Users can also change the view while in the MAR using the Change View footer button. This field also exists in other clinical Parameters, but does not impact PCS functionality.</i></p> <p>[Setting this field to a high value can cause many medications to display. The more medications that display, the longer it will take the MAR to load.]</p>	<p>organization needs to see past medication schedules, avoiding the maximum of 999 days. Between "1 - 3" is recommended.</p>	
<p>Keep Undocumented ONC Meds Active (Hrs)</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>This parameter determines how many hours an ONC medication order remains Active on the MAR. This parameter applies to all medication orders (SCH, ONE/STA and PRN) that have a source of ONC.</p> <p>When set to "0," the order is Discontinued when the order is discontinued in Pharmacy (PHA). This results in all sources (MAR and Medications panel) displaying the same status for the order.</p> <p>Enter a value greater than "0" to keep the order status Active on the MAR for the number of hours defined after the order is discontinued in PHA.</p> <p>If left blank, the order status remains Active on the MAR until all outstanding administrations are documented.</p> <p>[This parameter determines how many hours an ONC medication order remains Active on the MAR.]</p> <p>[This parameter determines how many hours an ONC medication order remains Active on the MAR, which may impact the nurse's workflow, performance and load time.]</p>	<p>MEDITECH recommends leaving this field blank.</p> <p>When this field is left blank, it allows for overdue administrations on One Time/Stat Meds to remain Active on the MAR, allowing overdue administrations to stay active and not be missed.</p>	<p>Enter a value from 0-99,999, or leave blank</p>
<p>Keep Undocumented One Time/STAT meds Active (Hrs)</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>This parameter determines how many hours a One Time or STAT medication order remains Active on the MAR.</p> <p>When set to "0," the order is Discontinued when the order is discontinued in Pharmacy (PHA). This results in all sources (MAR and Medications panel) displaying the same status for the order.</p> <p>Enter a value greater than "0" to keep the order</p>	<p>MEDITECH recommends leaving this field blank.</p> <p>When this field is left blank, it allows for overdue administrations on One Time/Stat Meds to remain Active on</p>	<p>Enter a value from 0-99,999, or leave blank</p>

	<p>status Active on the MAR for the number of hours defined after the order is discontinued in PHA.</p> <p>If left blank, the order status remains Active on the MAR until all outstanding administrations are documented.</p> <p><i>Note: This field also exists in other clinical Parameters, but does not impact PCS functionality.</i></p> <p>[This parameter determines how many hours a ONE Time or STAT medication order remains Active on the MAR.]</p> <p>[This parameter determines how many hours a ONE Time or STAT medication order remains Active on the MAR, which may impact the nurse’s workflow, performance and load time.]</p>	<p>the MAR, allowing overdue administrations to stay active and not be missed.</p>	
<p>Keep Undocumented Scheduled Meds Active (Hrs)</p> <p>[Performance]</p>	<p>This parameter determines how many hours a scheduled medication order remains Active on the MAR.</p> <p>Enter “0” to update the order status on the MAR to Discontinue at the same time a scheduled order is discontinued in PHA. This results in all sources (MAR and Medications panel) displaying the same status for the order.</p> <p>Enter a value greater than “0” to keep the order status Active on the MAR for the number of hours defined after the order is discontinued in PHA.</p> <p>Leave this field blank to keep the order status Active on the MAR until all outstanding administrations are documented.</p> <p><i>Note: This field also exists in other clinical Parameters, but does not impact PCS functionality.</i></p> <p>[This parameter determines how many hours a scheduled medication order remains Active on the MAR, which may impact the nurse’s workflow, performance and load time.]</p>	<p>MEDITECH recommends leaving this field blank.</p> <p>When this field is left blank, it allows for overdue administrations on One Time/Stat Meds to remain Active on the MAR, allowing overdue administrations to stay active and not be missed.</p>	<p>Enter a value from 0-99,999, or leave blank</p>

Customer Defined - Status Board

Parameter	Function	Recommended	Available Settings
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		Setting	
Remove Patients from my List if no Activity in (x) hours [Performance]	Use this field to enter how many hours, after having no activity, the patient's chart will be removed from the user's My List. This field is nested under each registration type in the field above. If left blank, patients are not automatically removed. [If this field is set too high, the status board may take a long time to load.]	MEDITECH recommends setting this field to "24" hours or less.	This field uses a Keypad/Calculator to define the number of Hours (1 - 9,999), or leave blank
Remove Patients from my List upon Discharge in (x) hour [Performance]	Use this field to enter how many hours, after a patient has been discharged, that their chart be removed from a user's My List. This field is nested under each registration type in the field above. If left blank, patients are not automatically removed. [If this field is set too high, the status board may take a long time to load.]	MEDITECH recommends setting this field to "24" hours or less.	This field uses a Keypad/Calculator to define the number of Hours (1 - 9,999), or leave blank
Remove Patients from my List upon Final Status in (x) hours [Performance]	Use this field to enter how many hours, after a patient is in a final status, that their chart will be removed from the user's My List. This field is nested under each registration type in the field above. If left blank, patients are not automatically removed. [If this field is set too high, the status board may take a long time to load.]	MEDITECH recommends setting this field to "24" hours or less.	This field uses a Keypad/Calculator to define the number of Hours (1 - 9,999), or leave blank

Patient Care System Performance Toolbox Parameters

Main

Enable Schedule Grid [High Impact] [Performance]	This parameter determines whether the scheduling grid functionality is used. Enabling the scheduling grid functionality allows users to view patient lists in a scheduling grid format from the Patient Care Status Board, ED	No Recommended Setting	<ul style="list-style-type: none"> ● Yes ● No/Blank
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	<p>Tracker, and on the Surgery Tracker.</p> <p>[The scheduling grid should only be enabled for the 2.2.40 release or higher. A review of the Simple Message Relay (SMR) UNV settings will need to be performed before enabling this toolbox parameter.</p> <p>Note: The Scheduling Grid Dictionary becomes available under the Patient Care clinical dictionaries once enabled.]</p> <p>[PCS Programming will need to perform a Simple Message Relay (SMR) evaluation prior to enabling this toolbox parameter]</p>		
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Toolbox - MAR 1

Parameter	Function	Recommended Setting	Available Settings
<p>Keep Dc Meds in Active Sort for # Hrs</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>This parameter determines the number of hours after discontinuation that a medication remains on the Active list on the online MAR and on the Next MAR Data Item on the Status Board. The Active check box appears at the top of the MAR screen.</p> <p>If this field is left blank, discontinued medications are removed from the Active list immediately.</p> <p>Please note that Discontinued medications always remain on the Status Board.</p> <p><i>Note: This field also exists in other clinical Toolbox Parameters, but does not impact PCS functionality.</i></p> <p>[Enabling this parameter impacts how Discontinued medications display on the Active Medication list.]</p> <p>[If set for too long of a period, the length of MAR lists may increase and cause load time issues.]</p>	<p>MEDITECH recommends this be set to "24" hours.</p>	<p>Enter a value from 1-999 or leave blank</p>
<p>Keep DC'd Complete IV on Inf/Titr Flowsheet for # Hrs</p>	<p>This parameter determines the number of hours that a discontinued complete infusion/titration medication remains on the Document Inf/Titr</p>	<p>MEDITECH recommends setting this to "24" hours based on</p>	<p>This field uses a Keypad/Calculator to define the number of</p>

<p>[Performance]</p>	<p>screen on the MAR, in the Infuse/Titrate item on the Critical Care Flowsheet, and in the Infusion/Titration data item cell on the Status Board.</p> <p>If this field is left blank, the default value is “24” hours.</p> <p><i>Note: An infusion/titration medication is considered complete when the Container Volume is equal to “0” and the medication is discontinued.</i></p> <p>The date/time that is used to calculate this value is either the discontinued date/time or the date/time associated with the last infusion/titration documentation, whichever is more recent.</p> <p>[Enabling this parameter impacts how discontinued infusion medications display on the Infusion/Titration screen. If set too high (maximum is “99”) this may impact the nurses' workflow, performance and load time.]</p>	<p>customer settings.</p>	<p>hours (0-999)</p>
<p>Keep DC'd Incomplete IV on Inf/Titr Flowsheet for # Hrs</p> <p>[Performance]</p>	<p>This parameter defines the number of hours that a discontinued incomplete infusion/titration medication remains on the Document Inf/Titr screen on the MAR, in the Infuse/Titrate item on the Critical Care Flowsheet, and in the Infusion/Titration data item cell on the Status Board.</p> <p>If this field is left blank, the default value is “72” hours.</p> <p><i>Note: An infusion/titration medication is considered incomplete when the Container Volume is greater than 0 and the medication is discontinued.</i></p> <p>The date/time that is used to calculate this value is either the discontinued date/time or the date/time associated with the last infusion/titration documentation, whichever is more recent.</p> <p>[Enabling this parameter impacts how Discontinued infusion medications display on the Infusion/Titration screen. If set too high (maximum is “99”) this may impact the nurses'</p>	<p>MEDITECH recommends setting this parameter to “72” hours based on customer settings.</p>	<p>This field uses a Keypad/Calculator to define the number of hours (0-999)</p>

[workflow, performance and load time.\]](#)

Toolbox - MAR 2

Parameter	Function	Recommended Setting	Available Settings
Default Mar Past Days to Display [Performance]	<p>This parameter determines the default number of days in the past that medication schedules can be viewed on the MAR. The value entered here cannot exceed what is defined in the Maximum MAR Past Days to Display parameter above.</p> <p>This will only display the administration record in the past for the number of days defined. To view the full schedule, you must have access to edit past the cutoff day in the PCS Access Dictionary and set the Show Complete Schedule field to "Yes" in the Change View screen on the MAR.</p> <p>If blank, this parameter follows the Maximum Days in the Past setting. If the Maximum Days in the Past Days is blank, this field will default to 9 as well.</p> <p><i>Note: The system first looks to the identical field on the User Preferences for a value. This field also exists in other clinical Toolbox Parameters, but does not impact PCS functionality.</i></p> <p>[If set too high, it can take a longer time to load the MAR.]</p>	MEDITECH recommends setting this parameter between "3" and "5" as to not cause long load times on the MAR.	Enter a value (1-99) up to the number of days defined in the Maximum Mar Past Days to Display field, or leave blank.

Toolbox - File Maintenance

Parameter	Function	Recommended Setting	Available Settings
Electronic Chart Patient Visit Report [High Impact] [Performance]	<p>Define the documents that the system will send to the eChart.</p> <p>Only documents that use PCS Patient Report as the Document Source should be entered here.</p> <p>If left blank, the report will not be sent to eChart.</p> <p>[MEDITECH's programming team may need to</p>	Refer to the following Best Practice document for MEDITECH's recommendations	Lookup: MIS Medical Record Document Dictionary

review for a space analysis or initiate the purging of data depending on the requested change.]

[If there are too many Medical Record Documents, and they are not built to the PCS Best Practice, it can cause performance issues.]

Clinical Performance Settings

Imaging and Documentation Management Performance User Preferences

Ancillary > Imaging and Therapeutic Services > Dictionaries > P-Z > Preferences > Mammography

Parameter	Function	Recommended Setting	Available Settings
Orders			
Order Date From Date [Performance]	This is the from date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Order Date Thru Date [Performance]	This is the through date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Service Date From Date [Performance]	This is the from date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Service Date Thru Date [Performance]	This is the through date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator

<u>Letters</u>			
Letter Date From Date [Performance]	This is the from date used to select a range of letters for printing. [A larger date range may result in more letters printing than expected.]	Recommended letter date range up through "5" days in the past (ie. from -5 thru 0 days)	Lookup: Keypad/Calculator
Letter Date Thru Date [Performance]	This is the through date used to select a range of letters for printing. [A larger date range may result in more letters printing than expected.]	Recommended letter date range up through "5" days in the past (ie. from -5 thru 0 days)	Lookup: Keypad/Calculator
Result defaults [Performance]	If default values are set, only letters within the date range and those codes defined will print. [Letters may be missed if the defaults are not reviewed on a regular basis.]	Recommended the result codes letter for the procedures that you want to include in this desktop preference.	Lookup: IDM Results Dictionary
Follow-up defaults [Performance]	If default values are set, only letters within the date range and those codes defined will print. [Letters may be missed if the defaults are not reviewed on a regular basis.]	Recommended the follow-up codes letter for the procedures that you want to include in this desktop preference	Lookup: Follow-Up Dictionary
Outcome defaults [Performance]	If default values are set, only letters within the date range and those codes defined will print. [Letters may be missed if the defaults are not reviewed on a regular basis.]	Recommended the outcome codes letter for the procedures that you want to include in this desktop preference.	Lookup: Outcome Dictionary

Ancillary > Imaging and Therapeutic Services > Dictionaries > P-Z > Preferences > Provider

Parameter	Function	Recommended Setting	Available Settings
<u>Follow-Ups</u>			
Follow-Up Dates From Date [Performance]	This is the from date used to select a range of patient follow up. [A larger date range may result in more follow ups appearing on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended follow-up of "1" week in the future (ie. From/Thru the current date (ie. From 0 through 7 Days)	Lookup: Keypad/Calculator
Follow-Up Dates Thru Date [Performance]	This is the through date used to select a range of patient follow up. [A larger date range may result in more follow	Recommended follow-up of "1" week in the future (ie. From/Thru the current	Lookup: Keypad/Calculator

	ups appearing on the desktop resulting in slow loading and recompiling of the desktop.]	date (ie. From 0 through 7 Days)	
Main			
Message Defaults and Dates From Date [Performance]	This is the from date used to select specific messages on the desktop. [A larger date range may result in more messages on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended message date range up through 1 day in the past (ie. from -1 thru 0 days)	Lookup: Keypad/Calculator
Message Defaults and Dates Thru Date [Performance]	This is the through date used to select specific messages on the desktop. [A larger date range may result in more messages on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended message date range up through 1 day in the past (ie. from -1 thru 0 days)	Lookup: Keypad/Calculator
Message Defaults and Dates From Time [Performance]	This is the from time used to select specific messages on the desktop. [A larger date range may result in more messages on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended message date range up through 1 day in the past (ie. from -1 thru 0 days)	Hour range: 00-23 Minute range: 00-55 Hour Min 00 12 00 01 13 05 02 14 10 03 15 15 04 16 20 05 17 25 06 18 30 07 19 35 08 20 40 09 21 45 10 22 50 11 23 55
Message Defaults and Dates Thru Time [Performance]	This is the through time used to select specific messages on the desktop. [A larger date range may result in more messages on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended message date range up through 1 day in the past (ie. from -1 thru 0 days)	Hour range: 00-23 Minute range: 00-55 Hour Min 00 12 00 01 13 05 02 14 10 03 15 15 04 16 20 05 17 25 06 18 30 07 19 35 08 20 40 09 21 45 10 22 50

Orders**Order Date From Date**

This is the from date used to select specific orders on the desktop.

Recommended From/Thru the current date (ie. +/- 0 Days)

Lookup: Keypad/Calculator

[Performance]**[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]****Order Date Thru Date**

This is the through date used to select specific orders on the desktop.

Recommended From/Thru the current date (ie. +/- 0 Days)

Lookup: Keypad/Calculator

[Performance]**[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]****Service Date From Date**

This is the from date used to select specific orders on the desktop.

Recommended From/Thru the current date (ie. +/- 0 Days)

Lookup: Keypad/Calculator

[Performance]**[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]****Service Date Thru Date**

This is the through date used to select specific orders on the desktop.

Recommended From/Thru the current date (ie. +/- 0 Days)

Lookup: Keypad/Calculator

[Performance]**[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]****Reports****Status Date From Date**

This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.

Recommended From/Thru the current date (ie. +/- 0 Days)

Lookup: Keypad/Calculator

[Performance]**[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]****Status Date Thru Date**

This is the through date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.

Recommended From/Thru the current date (ie. +/- 0 Days)

Lookup: Keypad/Calculator

[Performance]**[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]**

<p>Dictated By Init Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
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<p>Follow-Ups</p>			
<p>Follow-Up Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select a range of patient follow up.</p> <p>[A larger date range may result in more follow ups appearing on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended follow-up of 1 week in the future (ie. From/ Thru the current date (ie. From 0 through 7 Days)</p>	<p>Lookup: Keypad/Calculator</p>
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Orders

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Service Date From Date [Performance]	This is the from date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
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Reports

Status Date From Date [Performance]	This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop. [A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Status Date Thru Date [Performance]	This is the through date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator

	[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]		
Dictated By Init Date From Date [Performance]	This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop. [A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
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Report Type Date From Date [Performance]	This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop. [A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
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<p>Follow-Ups</p>			
<p>Follow-Up Dates From Date</p> <p>[Performance]</p>	<p>This is the from date used to select a range of patient follow up.</p> <p>[A larger date range may result in more follow ups appearing on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended follow-up of 1 week in the future (ie. From/ Thru the current date (ie. From 0 through 7 Days)</p>	<p>Lookup: Keypad/Calculator</p>
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Acciliary > Imaging and Therapeutic Services > Dictionaries > P-Z > Preferences > Tracker

Parameter	Function	Recommended Setting	Available Settings
<p>Main - Order Tracker</p>			
<p>Order Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific orders on the desktop.</p> <p>[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
<p>Order Date Thru Date</p> <p>[Performance]</p>	<p>This is the through date used to select specific orders on the desktop.</p> <p>[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
<p>Service Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific orders on the desktop.</p> <p>[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>

Service Date Thru Date [Performance]	<p>This is the through date used to select specific orders on the desktop.</p> <p>[A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
Letters			
Letter Date From Date [Performance]	<p>This is the from date used to select a range of letters for printing.</p> <p>[A larger date range may result in more letters printing than expected.]</p>	<p>Recommended letter date range up through 5 days in the past (ie. from -5 thru 0 days)</p>	<p>Lookup: Keypad/Calculator</p>
Letter Date Thru Date [Performance]	<p>This is the through date used to select a range of letters for printing.</p> <p>[A larger date range may result in more letters printing than expected.]</p>	<p>Recommended letter date range up through 5 days in the past (ie. from -5 thru 0 days)</p>	<p>Lookup: Keypad/Calculator</p>
Result code defaults [Performance]	<p>If default values are set, only letters within the date range and those codes defined will print.</p> <p>[Letters may be missed if the defaults are not reviewed on a regular basis.]</p>	<p>Recommended the result codes you want the statistical report to cover.</p>	<p>Lookup: Results Dictionary</p>
Follow-up code defaults [Performance]	<p>If default values are set, only letters within the date range and those codes defined will print.</p> <p>[Letters may be missed if the defaults are not reviewed on a regular basis.]</p>	<p>Recommended the follow-up codes you want the report to cover.</p>	<p>Lookup: Follow-Up Dictionary</p>
Outcome code defaults [Performance]	<p>If default values are set, only letters within the date range and those codes defined will print.</p> <p>[Letters may be missed if the defaults are not reviewed on a regular basis.]</p>	<p>Recommended the range of outcome codes you want the report to cover.</p>	<p>Lookup: Outcome Dictionary</p>
Document Tracker			
Status Date From Date [Performance]	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
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<p>Date</p> <p>[Performance]</p>	<p>reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>From/Thru the current date (ie. +/- 0 Days)</p>	<p>Keypad/Calculator</p>
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<p>Dictated By Date Thru Date</p> <p>[Performance]</p>	<p>This is the through date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
<p>Transcribed By Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
<p>Transcribed By Date Thru Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
<p>Report Type Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>

	recompiling of the desktop.		
Report Type Date Thru Date [Performance]	This is the through date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop. [A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator

Ancillary > Imaging and Therapeutic Services > Dictionaries > P-Z > Preferences > Transcriptionist

Parameter	Function	Recommended Setting	Available Settings
Orders			
Order Date From Date [Performance]	This is the from date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Order Date Thru Date [Performance]	This is the through date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Service Date From Date [Performance]	This is the from date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Service Date Thru Date [Performance]	This is the through date used to select specific orders on the desktop. [A larger date range may result in more orders on the desktop resulting in slow loading and recompiling of the desktop.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator
Reports			
Status Date From Date	This is the from date used to select specific reports on the desktop. Not all need to be	Recommended From/Thru the current	Lookup: Keypad/Calculator

<p>[Performance]</p>	<p>defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>date (ie. +/- 0 Days)</p>	
<p>Status Date Thru Date</p> <p>[Performance]</p>	<p>This is the through date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
<p>Transcribed By Init Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
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<p>Dictated By Init Date From Date</p> <p>[Performance]</p>	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>
<p>Dictated By Init Date Thru Date</p> <p>[Performance]</p>	<p>This is the through date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	<p>Recommended From/Thru the current date (ie. +/- 0 Days)</p>	<p>Lookup: Keypad/Calculator</p>

Report Type From Date [Performance]	<p>This is the from date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator																										
Report Type Thru Date [Performance]	<p>This is the through date used to select specific reports on the desktop. Not all need to be defined, as this may limit the number of reports appearing on the desktop.</p> <p>[A larger date range may result in more reports on the desktop resulting in slow loading and recompiling of the desktop.]</p>	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: Keypad/Calculator																										
Main																													
Message Defaults and Dates From Date [Performance]	<p>This is the from date used to select specific messages on the desktop.</p> <p>[A larger date range may result in more messages on the desktop resulting in slow loading and recompiling of the desktop.]</p>	Recommended message date range up through 1 day in the past (ie. from -1 thru 0 days)	Lookup: Keypad/Calculator																										
Message Defaults and Dates Thru Date [Performance]	<p>This is the through date used to select specific messages on the desktop.</p> <p>[A larger date range may result in more messages on the desktop resulting in slow loading and recompiling of the desktop.]</p>	Recommended message date range up through 1 day in the past (ie. from -1 thru 0 days)	Lookup: Keypad/Calculator																										
Message Defaults and Dates From Time [Performance]	<p>This is the from time used to select specific messages on the desktop.</p> <p>[A larger date range may result in more messages on the desktop resulting in slow loading and recompiling of the desktop.]</p>	Recommended message date range up through 1 day in the past (ie. from -1 thru 0 days)	Hour range: 00-23 Minute range: 00-55 <table border="0"> <thead> <tr> <th>Hour</th> <th>Min</th> </tr> </thead> <tbody> <tr><td>00</td><td>12 00</td></tr> <tr><td>01</td><td>13 05</td></tr> <tr><td>02</td><td>14 10</td></tr> <tr><td>03</td><td>15 15</td></tr> <tr><td>04</td><td>16 20</td></tr> <tr><td>05</td><td>17 25</td></tr> <tr><td>06</td><td>18 30</td></tr> <tr><td>07</td><td>19 35</td></tr> <tr><td>08</td><td>20 40</td></tr> <tr><td>09</td><td>21 45</td></tr> <tr><td>10</td><td>22 50</td></tr> <tr><td>11</td><td>23 55</td></tr> </tbody> </table>	Hour	Min	00	12 00	01	13 05	02	14 10	03	15 15	04	16 20	05	17 25	06	18 30	07	19 35	08	20 40	09	21 45	10	22 50	11	23 55
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Imaging and Documentation Management Customer Defined Performance Parameters

Customer Defined Parameters - Defaults

Parameter	Function	Recommended Setting	Available Settings
Show Amb Orders for All Facilities [High Impact] [Performance]	<p>To display all orders on the Ambulatory Orders Lookup screen for the Admissions Database associated with the patients sign-on facility, enter "Y." To display only orders from facilities the sign-on user has access to, enter "N" or leave this field blank.</p> <p>[Changing this value can affect the accessibility of patient orders on the ambulatory hold queue.]</p> <p>[If multiple facilities are chosen, this can impact the amount of time it takes to compile the orders hold queue.]</p>	<p>MEDITECH recommends this is set to "N"</p> <p>Setting this to "No" will limit the lookup of orders to be in line with the users access and sign-on facility. It will also allow for more efficient compile times and accessibility of hold queue items.</p>	<ul style="list-style-type: none"> ● Y ● N/Blank
Restrict Amb Orders to Sign-on Department [High Impact] [Performance]	<p>To display only orders from the user's sign-on department on the Ambulatory Future Orders Lookup screen, enter "Y." Otherwise, to display all orders on the Ambulatory Future Orders Lookup screen, enter "N" or leave this field blank.</p> <p>[Changing this value can affect the accessibility of patient orders on the ambulatory hold queue.]</p>	<p>MEDITECH recommends this is set to "Y"</p> <p>Setting this to "Y" will limit the lookup of orders to be in line with the users access and sign-on department. It will also allow for more</p>	<ul style="list-style-type: none"> ● Y ● N/Blank

	[If no restriction, then this can impact the amount of time it takes to compile orders on the hold queue.]	efficient compile times and accessibility of hold queue items.	
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Customer Defined Parameters - Public Tracker

Parameter	Function	Recommended Setting	Available Settings
Preferences [Performance]	Identify the preferences that are available to users on the public tracker. Make as many entries as needed. [Preferences for date ranges should be reviewed. Larger date ranges will result in extended tracker desktop compile times.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: IDM Tracker Preferences Dictionary
Default Preferences [Performance]	For the department, identify the default preference for the public tracker. [Preferences for date ranges should be reviewed. Larger date ranges will result in extended tracker desktop compile times.]	Recommended From/Thru the current date (ie. +/- 0 Days)	Lookup: IDM Tracker Preferences Dictionary

Imaging and Documentation Management Performance Toolbox Parameters

Toolbox Parameters - General Information

Parameter	Function	Recommended Setting	Available Settings
Send Charges to BAR every (minutes) [High Impact] [Performance]	Enter the time interval (in minutes) that you want IDM to transmit batches of billing information to MEDITECH's Revenue Cycle (RCG) Application. The Midnight Run normally batches the previous day's billing information and transmits it to RCG. It is useful to define several batch times if your system handles large quantities of data that the system cannot read and post between midnight and the start of normal business the next day. <i>Note: If a charge and an offsetting credit occur in the same interim billing batch, IDM does not transmit either the credit or the charge to Billing. If IDM transmits a charge to Billing in one batch</i>	MEDITECH recommends this is set to "60 minutes"	Number of minutes: enter a value between 1 - 99

	<p>and an offsetting credit occurs after IDM transmits the charge to Billing, IDM transmits the offsetting credit to Billing in a future batch. This is a required parameter.</p> <p>[Modifying this setting will affect the frequency of charges being sent to RCG. Any changes should be coordinated with the RCG staff on site to ensure awareness of the related changes.]</p> <p>[Setting this value lower can result in charges being sent to billing more frequently, which could potentially tax the billing compile job if set too low.]</p>		
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Toolbox Parameter - Report/Order Purge

- Order and Report purge parameters determine how long patient data is maintained within IDM. Once a report or order has purged, it is not possible to be reinstated within IDM.
- Report/order purge parameters should be lowered incrementally. This will help ensure that other applications (such as EMR) do not receive large amounts of transactions. Increasing report/order purge parameters should accompany a space evaluation performed by a programmer.

Parameter	Function	Recommended Setting	Available Settings
<p>Report Purge:</p> <p>Months Default</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>Enter the number of months that you want to retain IDM reports before the system purges this information. IDM uses the value you enter at this parameter as the default value for your entire health care organization.</p> <p>You can override this default value for specific departments at the Department (Report Purge) parameter. You can view purged IDM reports that have valid EMR IDs in Clinical Review.</p> <p>If left blank, reports will not purge.</p> <p>[If there are too many reports purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of one month at a time to allow monitoring of the Midnight Run.]</p>	<p>Recommended to not purge reports (ie. 999 months setting.)</p>	<ul style="list-style-type: none"> 1-999
<p>Report Purge:</p> <p>Archive Default</p> <p>[High Impact]</p>	<p>This field determines whether IDM archives reports before purging them.</p> <p>To archive IDM reports before IDM purges them, enter "Y." Otherwise, enter "N" or leave blank. IDM uses the value you enter at this parameter as</p>	<p>No Recommended Setting</p>	<ul style="list-style-type: none"> Y N/Blank

<p>[Performance]</p>	<p>the default value for your entire healthcare organization. Your facility can override this default value for specific departments at the Archive (Reports - Department) parameter.</p> <p>[This parameter involves activating the archiving of IDM reports.]</p> <p>[If there are too many reports purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of a month at a time to allow monitoring of the Midnight Run.]</p>		
<p>Report Purge: Department</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>Enter the departments for which you want to define specific report purge and archiving values. The values you enter for these departments override the default values you entered at the Report Purge (Months) Default and Archive (Dft)? Reports parameters.</p> <p>If blank, we look to the Report Purge: Months Default setting.</p> <p>[If there are too many reports purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of one month at a time to allow monitoring of the Midnight Run.]</p>	<p>No Recommended Setting</p>	<p>Lookup: IDM Department Dictionary</p>
<p>Report Purge: Months</p> <p>[Performance]</p>	<p>Enter the number of months that you want IDM to retain reports for a specific department before IDM purges this information. The value you enter at this parameter for this department overrides the value you entered at the Report Purge (Months) Default parameter.</p> <p>[If there are too many reports purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of one month at a time to allow monitoring of the Midnight Run.]</p>	<p>No Recommended Setting</p>	<p>Number of months enter a value between 1 - 999</p>
<p>Report Purge: Archive</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>This field defines whether reports will be archived for this department before being purged from IDM.</p> <p>To archive reports for this department before IDM purges them, enter "Y." Otherwise, enter "N" or leave blank.</p>	<p>No Recommended Setting</p>	<ul style="list-style-type: none"> ● Y ● N/Blank

	<p>[This parameter involves activating the archiving of IDM reports.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>		
<p>Order Purge:</p> <p>Days Default</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>Relates to how long default order information is available within IDM before it is purged.</p> <p>Enter the number of days after a technologist or provider performs an exam (that is, the service date) that you want IDM to purge the orders. IDM uses this parameter for all orders in your healthcare organization. Orders must reach their purge statuses before IDM can purge them. You can use the Department (Order Purge) or Category (Order Purge) parameters to override this value for specific departments or categories.</p> <p><i>Note: Orders with associated follow-up letters (for example, mammography) must remain in IDM for the number of weeks or months defined for that letter in the Follow-up Dictionary. For example, a procedure defined with a 12 month follow-up letter requires an order purge parameter of at least 365 days. If you purge the order, letters do not print.</i></p> <p>[Effect on ADM Purging: You can purge a patient account in ADM only after the system purges all orders for the account in IDM.]</p> <p>[If there are too many orders purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of 30 days at a time to allow monitoring of the Midnight Run.]</p>	<p>Recommended to not purge orders (ie. 9999 days setting)</p>	<p>Number of days enter a value between 1 - 9999</p>
<p>Order Purge:</p> <p>Archive Default</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>To archive orders before purging, enter “Y.” Otherwise, enter “N.” IDM uses the value you enter at this parameter as the default value for your healthcare organization. You can use the Arc? (Order Purge - Department) Parameter or Arc? (Order Purge - Category) parameters to override this value for specific departments or categories.</p> <p><i>Note: In cases where the Archive Y/N parameter is changed to “N,” the report purge parameters should be increased to ensure that the reports are</i></p>	<p>No Recommended Setting</p>	<ul style="list-style-type: none"> ● Y ● N/Blank

	<p><i>still in the system. A space analysis should be reviewed for an increase in the report purge parameter Settings prior to considering changing the archiving to a "N" value.</i></p> <p>[Determines if Order information will be accessible after the Order has purged from IDM.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>		
<p>Order Purge: Department - Days</p> <p>[High Impact] [Performance]</p>	<p>Enter the number of days after an exam is performed (that is, the service date) that you want IDM to purge orders.</p> <p>This value overrides the value you entered at the Order Purge (Days) Default and the Arc? (Order Purge - Department) parameters for this specific category only. Orders must reach their purge statuses before IDM can purge them.</p> <p>The value you enter at this parameter overrides the value you entered at the Days - (Order Purge - Department) parameter.</p> <p>[Effect on ADM Purging: You can purge a patient account in ADM only after the system purges all orders for the account in IDM.]</p> <p>[If there are too many orders purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of 30 days at a time to allow monitoring of the Midnight Run.]</p>	<p>MEDITECH recommends this is set to "9999 Days"</p>	<p>Number of days enter a value between 1 - 9999</p>
<p>Order Purge: Department - Archive</p> <p>[High Impact] [Performance]</p>	<p>To archive orders for this department before IDM purges them, enter "Y." Otherwise, enter "N" or leave blank.</p> <p>[Determines if Orders will be archived before being permanently purged from IDM.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>	<p>No Recommended Setting</p>	<ul style="list-style-type: none"> ● Y ● N/Blank
<p>Order Purge: Category - Days</p> <p>[High Impact]</p>	<p>Enter the number of days after an exam is performed (that is, the service date) that you want IDM to purge orders.</p> <p>This value overrides the value you entered at the</p>	<p>No Recommended Setting</p>	<p>Number of days enter a value between 1 - 9999</p>

<p>[Performance]</p>	<p>Order Purge (Days) Default and the Arc? (Order Purge - Department) parameters for this specific category only. Orders must reach their purge statuses before IDM can purge them.</p> <p>The value you enter at this parameter overrides the value you entered at the Days - (Order Purge - Department) parameter.</p> <p>[Effect on ADM Purging: You can purge a patient account in ADM only after the system purges all orders for the account in IDM.]</p> <p>[If there are too many orders purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of 30 days at a time to allow monitoring of the Midnight Run.]</p>		
<p>Order Purge:</p> <p>Category - Archive</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>To archive orders in this category before IDM purges them, enter "Y." Otherwise, enter "N" or leave blank.</p> <p>[Determines if Order information is archived prior to being permanently purged from IDM.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>	<p>No Recommended Setting</p>	<ul style="list-style-type: none"> ● Y ● N/Blank

Toolbox Parameters - Site Specific Purge

Parameter	Function	Recommended Setting	Available Settings
<p>Months Default</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>For the defined site, enter the number of months that you want to retain IDM reports before the system purges this information. IDM uses the value you enter at this parameter as the default value for your entire healthcare organization.</p> <p>You can override this default value for specific departments at the Department (Report Purge) parameter. You can view purged IDM reports that have valid EMR IDs in Clinical Review.</p> <p>[Determines how long reports are available within the system including access via EMR.]</p> <p>[If there are too many reports purging, the</p>	<p>No Recommended Setting</p>	<p>Number of months enter a value between 1 - 999</p>

	<p>midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of one month at a time to allow monitoring of the Midnight Run.]</p>		
<p>Archive Default</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>For the defined site, this field determines whether IDM archives reports before purging them.</p> <p>To archive IDM reports before IDM purges them, enter “Y.” Otherwise, enter “N” or leave blank. IDM uses the value you enter at this parameter as the default value for your entire healthcare organization. You can override this default value for specific departments at the Archive (Reports - Department) parameter.</p> <p>[This parameter involves activating the archiving of IDM reports.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>	No Recommended Setting	<ul style="list-style-type: none"> • Y • N/Blank
<p>Department</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>For the defined site, enter the departments for which you want to define specific report purge and archiving values. The values you enter for these departments override the default values you entered at the Report Purge (Months) Default and Archive (Dft)? Reports parameters.</p> <p>[Determines how long reports are available within the system.]</p> <p>[If there are too many reports purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of one month at a time to allow monitoring of the Midnight Run.]</p>	No Recommended Setting	Lookup: IDM Department Dictionary
<p>Department - Months</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>For the defined site and department, enter the number of months that you want to retain IDM reports before the system purges this information. IDM uses the value you enter at this parameter as the default value for your entire healthcare organization.</p> <p>You can override this default value for specific departments at the Department (Report Purge) parameter. You can view purged IDM reports that have valid EMR IDs in Clinical Review.</p>	No Recommended Setting	Number of months enter a value between 1 - 999

	<p>[Determines how long reports are available within the system.]</p> <p>[If there are too many orders purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of 30 days at a time to allow monitoring of the Midnight Run.]</p>		
<p>Department - Archive</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>For the defined site and department, this field determines whether IDM archives reports before purging them.</p> <p>To archive IDM reports before IDM purges them, enter “Y.” Otherwise, enter “N” or leave blank. IDM uses the value you enter at this parameter as the default value for your entire healthcare organization. You can override this default value for specific departments at the Archive (Reports - Department) parameter.</p> <p>[This parameter involves activating the archiving of IDM reports.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>	No Recommended Setting	<ul style="list-style-type: none"> ● Y ● N/Blank
<p>Order Purge: Days Default</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>Relates to how long default order information is available within IDM before it is purged.</p> <p>For the defined site, enter the number of days after a technologist or provider performs an exam (that is, the service date) that you want IDM to purge the orders. IDM uses this parameter for all orders in your healthcare organization. Orders must reach their purge statuses before IDM can purge them. You can use the Department (Order Purge) or Category (Order Purge) parameters to override this value for specific departments or categories.</p> <p>For example, you can enter up to 9999 days at this parameter. Orders with associated follow-up letters (for example, mammography) must remain in IDM for the number of weeks or months defined for that letter in the Follow-up Dictionary. For example, a procedure defined with a 12 month follow-up letter requires an order purge parameter of at least 365 days. If you purge the</p>	MEDITECH recommends this is set to “9999 Days”	Number of days enter a value between 1 - 9999

	<p>order, letters do not print.</p> <p>[Effect on ADM Purging: You can purge a patient account in ADM only after the system purges all orders for the account in IDM.]</p> <p>[If there are too many orders purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of 30 days at a time to allow monitoring of the Midnight Run.]</p>		
<p>Order Purge:</p> <p>Archive Default</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>For the defined site, to archive orders before purging, enter “Y.” Otherwise, enter “N.” IDM uses the value you enter at this parameter as the default value for your healthcare organization. You can use the Arc? (Order Purge - Department) Parameter or Arc? (Order Purge - Category) parameters to override this value for specific departments or categories.</p> <p><i>Note: In cases where the Archive Y/N parameter is changed to "N," the report purge parameters should be increased to ensure that the reports are still in the system. A space analysis should be reviewed for an increase in the report purge parameter Settings prior to considering changing the archiving to a "N" value.</i></p> <p>[Determines if Order information will be accessible after the Order has purged from IDM.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>	No Recommended Setting	<ul style="list-style-type: none"> ● Y ● N
<p>Order Purge:</p> <p>Department - Days</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>For the defined site and department, enter the number of days after an exam is performed (that is, the service date) that you want IDM to purge orders.</p> <p>This value overrides the value you entered at the Order Purge (Days) Default and the Arc? (Order Purge - Department) parameters for this specific category only. Orders must reach their purge statuses before IDM can purge them.</p> <p>The value you enter at this parameter overrides the value you entered at the Days - (Order Purge - Department) parameter.</p>	MEDITECH recommends this is set to “9999 Days”	Number of days enter a value between 1 - 9999

	<p>For example, you can enter up to 9999 days at this parameter. If you do not want orders to purge, do not define a date in this field or at the category order purge field.</p> <p>[Effect on ADM Purging: You can purge a patient account in ADM only after the system purges all orders for the account in IDM.]</p> <p>[If there are too many orders purging, the midnight run can run for longer periods of time. It is recommended that this parameter be dropped in increments of 30 days at a time to allow monitoring of the Midnight Run.]</p>		
<p>Order Purge: Department - Archive</p> <p>[High Impact] [Performance]</p>	<p>For the defined site, to archive orders for this department before IDM purges them, enter "Y." Otherwise, enter "N" or leave blank.</p> <p>[Determines if Orders will be archived before being permanently purged from IDM.]</p> <p>[There can be performance issues related to the archive background jobs.]</p>	No Recommended Setting	<ul style="list-style-type: none"> ● Y ● N/Blank
<p>Order Purge: Category - Days</p> <p>[High Impact] [Performance]</p>	<p>For the defined site and category, enter the number of days after an exam is performed (that is, the service date) that you want IDM to purge orders.</p> <p>This value overrides the value you entered at the Order Purge (Days) Default and the Arc? (Order Purge - Department) parameters for this specific category only. Orders must reach their purge statuses before IDM can purge them.</p> <p>The value you enter at this parameter overrides the value you entered at the Days - (Order Purge - Department) parameter.</p> <p>For example, you can enter up to 9999 days at this parameter. If you do not want orders to purge, do not define a date in this field.</p> <p>[Effect on ADM Purging: You can purge a patient account in ADM only after the system purges all orders for the account in IDM.]</p> <p>[If there are too many orders purging, the midnight run can run for longer periods of time.]</p>	No Recommended Setting	Number of days enter a value between 1 - 9999

	It is recommended that this parameter be dropped in increments of 30 days at a time to allow monitoring of the Midnight Run.]		
Order Purge: Category - Archive [High Impact] [Performance]	For the defined site and category, to archive orders in this category before IDM purges them, enter "Y." Otherwise, enter "N" or leave blank. [Determines if Order information is archived prior to being permanently purged from IDM.] [There can be performance issues related to the archive background jobs.]	No Recommended Setting	<ul style="list-style-type: none"> • Y • N/Blank

Laboratory Performance Customer Defined Parameters

LIS Customer Defined Parameters - Page 1

Parameter	Function	Recommended Setting	Available Settings
Training Printer [Performance]	<p>The device to which training and testing documentation should be sent for printing is identified in this field. This will include all items generated by way of background print jobs, such as broadcast reports and labels generated through requisitioning.</p> <p><i>Note: This does not include telecom printing.</i></p> <p>If a user initiates a print job for specimen labels via a routine such as Print LIS Individual Specimen Labels, the training printer parameter has no effect. The labels print on the device designated at the Print on field in that routine.</p> <p>[It must be removed from this field in the LIVE environment as it will prevent printing to the appropriate printers mapped by location and user device. This can cause a backup in the print time of these items.]</p>	MEDITECH recommends this set to Blank in LIVE. This could prevent a backup of the print queue.	Lookup: Printer Dictionary
Start Midnight Run Time [High Impact] [Performance]	<p>Indicate the time of day (in military hours) at which the midnight run should kick-off. This is a required field.</p> <p>[The MNR is started once per day by a LAB bkg job that runs continuously. It compiles workload,</p>	MEDITECH recommends this set to "0000" hours which is during a hospital's slower period in an effort to prevent a backup.	Enter a time value from 00:00 to 23:59

billing revenue, billing batches and Req/Spec/Order Count Reports. It also starts file maintenance which deletes old data for various patient and statistical reports.]

[This can take up a lot of processing power or the LAB Background Client. If the midnight run is set to start during the hospital's busy time, it could cause slowness.]

LIS Customer Defined Parameters - Page 2

Parameter	Function	Recommended Setting	Available Settings
Bkg Client Max Print Jobs [Performance]	Indicate the maximum number of background print jobs to run on the LAB Background Client. This is a required field. [When defining the number of background jobs for the system, be aware that the greater the number of jobs, the faster results are verified; however, if you increase the number of background jobs, you may decrease the speed of other system functions.]	MEDITECH recommends this set to "5" jobs. It can be increased by 5 based on volume and programming recommendation.	Free Text Numeric enter a value from 1 - 9,999

LIS Customer Defined Parameters - Page 5

Parameter	Function	Recommended Setting	Available Settings
Data Audit Trail: Days to Keep [High Impact] [Performance]	This field is used to determine how long the system stores data before it file maintains. The entry can be up to 9999. [As with all file maintenance, adjusting this setting could result in loss of data.] [As with all file maintenance, adjusting this setting could result in loss of data. If set with a high setting, it could take a large amount of space on the LAB File Server and cause the LAB Midnight Run to take a long time to complete.]	MEDITECH recommends this set to "90" days which provides you with multiple months of data without the risk of impacting performance.	Free Text Numeric Maximum: 9999 If blank, all audit information will file maintain during the Midnight Run.

LIS Customer Defined Parameters - Page 9

Parameter	Function	Recommended Setting	Available Settings
Auto Refresh (seconds) [Performance]	Enter the number of seconds to auto refresh the Phlebotomy Handheld (PHH) Patient screen and Container screen. If you leave this field blank, auto refresh does not occur. [Be aware that if the auto refresh seconds are set too low, refreshing very frequently, it could cause the CPU on the LAB file server to spike, which would then cause performance issues for all LAB users]	The recommended value for this field is 300 seconds (5 minutes).	Free Text Numeric Maximum: 9999

Laboratory Performance Toolbox Parameters

BBK Toolbox Parameters - Page 2

Parameter	Function	Recommended Setting	Available Settings
BBK File Maintenance Days: Transfusion Index/Change Order Days [High Impact] [Performance] <i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i> <i>BBK parameter settings require additional MEDITECH review in order to ensure that the regulated medical device recommended</i>	This governs the file maintenance of transfusion data used to compile the BBK Transfusion Report and BBK Transfusion to Patient Report as well as the Change Product Order Account Audit. Enter the number of days for which the LIS retains data used by the Blood Bank (BBK) Transfusion Report Routine and the BBK Change Product Order Account Audit. The default is "45" days. This is a required field. [Requires Medical Device Board review before changing.] [The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]	MEDITECH recommends this set to "45" days which allows for indexes for transfusion data to be stored over a month for specific reports. This does not affect the transfusion data itself. MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.	Free Text Numeric (Days) enter a value from 1 - 999

<p><i>practices are being followed.</i></p>			
<p>BBK File Maintenance Days:</p> <p>History Audit Log</p> <p>[High Impact]</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p> <p><i>BBK parameter settings require additional MEDITECH review in order to ensure that the regulated medical device recommended practices are being followed.</i></p>	<p>Governs the file maintenance of the information for the Blood Bank History Audit Log. Enter the number of days for which the LIS retains this data. The default is "45" days. This is a required field.</p> <p>[Requires Medical Device Board review before changing.]</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "180" days which allows you to review any audits to the BBK history log for six months after the edit was made.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>
<p>BBK File Maintenance Days:</p> <p>Transfer Log</p> <p>[High Impact]</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p> <p><i>BBK parameter settings require additional MEDITECH</i></p>	<p>Governs the file maintenance of Unit information indexed to the BBK Transfer Log routine data. Enter the number of days for which the LIS retains this data. The default is "45" days. This is a required field.</p> <p>[Requires Medical Device Board review before changing.]</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "45" days which allows you to review the unit transfer log data for over a month after the transfer occurs.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>

<p><i>review in order to ensure that the regulated medical device recommended practices are being followed.</i></p>			
<p>BBK File Maintenance Days:</p> <p>Physical Inventory</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p>	<p>Governs the file maintenance of Unit information indexed for the BBK Physical Inventory Report. Enter the number of days for which the LIS retains this data. The default is "90" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "90" days which allows you to review the physical inventory list for three months after the transfer occurs.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>
<p>BBK File Maintenance Days:</p> <p>QC Specimens</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p>	<p>Governs the file maintenance of specimen data for BBK Quality Control specimens. Enter the number of days for which the LIS retains this data. This is a required field. The default is "45" days.</p> <p><i>Note: The Keep field in the BBK QC Material dictionary overrides this parameter.</i></p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "730" days which allows for quality control data to be available for 2 years for reporting purposes.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 9999</p>
<p>BBK File Maintenance Days:</p> <p>Donor Batch Days</p> <p>[Performance]</p> <p><i>MEDITECH's</i></p>	<p>Governs the file maintenance of user created donor batches. Enter the number of days for which the LIS retains this data. The default is "5" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a</p>	<p>MEDITECH recommends this set to "5" days which allows you to review donor batches for five days after creation.</p> <p>MEDITECH recommends</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>

<p><i>Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p>	<p>danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>that this setting not exceed the duration necessary for your everyday workflow needs.</p>	
<p>BBK File Maintenance Days:</p> <p>Donor Appointment Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p>	<p>Governs the file maintenance of the Donor Appointment list. Enter the number of days for which the LIS retains the data used by the Donor Appointment List routine. The default is "90" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "90" days which allows you time to review previous appointment lists.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>
<p>BBK File Maintenance Days:</p> <p>Donor Confidential Activity Log</p> <p>[High Impact]</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p> <p><i>BBK parameter settings require additional MEDITECH review in order to ensure that the regulated medical device recommended practices are being followed.</i></p>	<p>Governs the file maintenance of the Donor Confidentiality Log. Enter the number of days for which the LIS retains the data used by the Donor Confidentiality Log routine. The default is "60" days. This is a required field.</p> <p>[Requires Medical Device Board review before changing.]</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "60" days which allows time for the donations to be processed while data is still available.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>

<p>BBK File Maintenance Days:</p> <p>Donor Questionnaire Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p>	<p>Governs the file maintenance of BBK Donor Questionnaire responses. Enter the number of days for which the LIS retains this data. The default is "365" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "365" days which allows for the storage of questionnaire responses for a year after they are entered.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>
<p>BBK File Maintenance Days:</p> <p>Override Warning Report</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing this parameter.</i></p>	<p>Governs the file maintenance of information collected in BBK for the Override Warning Report. Enter the number of days for which the LIS retains this data. The default is "45" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "180" days which allows you to review any BBK warning overrides for 6 months.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) enter a value from 1 - 999</p>

LIS Toolbox Parameters - Page 2

Parameter	Function	Recommended Setting	Available Settings
<p>Workload Sorts: Sort Mne, Sort 1, and Sort 2</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing</i></p>	<p>Define the Sort Mne, Sort1, Sort2 to be used when compiling Workload Reports. The primary and secondary sort selections indicate the selection criteria to be used when sorting data for the workload report. A response for both sort prompts is required. Therefore, if only one sort factor is needed, enter "NONE" for the other prompt. The addition of sorts is not retroactive. Changes are invoked from the change date forward.</p> <p>[Once the workload sorts are defined, each cannot be removed completely. Depending on the amount</p>	<p>MEDITECH recommends this set to a maximum of "5" sorts. More than "5" sorts can cause the midnight run to take an extended time to run and can utilize extensive processing power.</p>	<p>Sort Mne: Free Text</p> <p>Sort1 and Sort2 Options:</p> <ul style="list-style-type: none"> ● DOC ● LOC ● SEC ● SITE ● USER ● FAC ● SVC ● NONE

<p><i>this parameter.</i></p>	<p>of data being captured, each can take up additional space on the File server. This can lead to the LAB midnight run taking longer to complete as well as utilizing extensive processing power on the LAB Background Client.]</p>		
<p>Bill Revenue Sorts: Sort Mne, Sort 1, and Sort 2</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>The following prompts allow the hospital to custom define Billing Revenue Reports in order to satisfy unique requirements. The hospital may define as many revenue sorts as desired. The Sort Mne prompt allows the assignment of a mnemonic that identifies a set of sort criteria that can be used for the Billing Revenue Reports. The Sort1 and Sort2 prompts (primary and secondary sort factors, respectively) specify the criteria by which the system sorts billing revenue for the report. The Revenue Reports may be sorted by Doctor ("DOC"), Location ("LOC"), Site ("SITE"), Service ("SVC"), Facility ("FAC") and ("NONE") if a user-defined sort factor is not required for this report. If "NONE" is selected, the system will sort the report by test only. A response for both sort prompts is required. Therefore, if only one sort factor is needed, enter NONE for the other prompt.</p> <p>[Once the Bill Revenue sorts are defined, each cannot be removed completely. Depending on the amount of data being captured, each can take up additional space on the File server. This can lead to the LAB midnight run taking longer to complete as well as utilizing extensive processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to a maximum of "10" sorts. More than "10" sorts can cause the midnight run to take an extended time to run and can utilize extensive processing power.</p>	<p>Sort Mne: Free Text</p> <p>Sort1 and Sort2 Options:</p> <ul style="list-style-type: none"> ● DOC ● LOC ● SITE ● SVC ● FAC ● NONE <p>If these fields are blank, there will not be sorts for the Bill Revenue Report; no data will be compiled.</p>
<p>Req/Spec Count Sorts: Sort Mne, Sort 1, and Sort 2</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>These parameters allow you to define any req/spec count sorts needed to satisfy reporting requirements. The Sort Mne prompt identifies a set of sort criteria for the Req/Spec Count Reports. The primary and secondary sorts (Sort 1, Sort 2) specify the criteria to be used when sorting the data for the report. Reports may be sorted by:</p> <ul style="list-style-type: none"> ● Doctor: "DOC" ● Sub From: "SUB FROM" ● Location: "LOC" ● Site: "SITE" ● Facility: "FAC" ● Service: "SVC" ● Module: "MODULE" ● Prefix: "PREFIX" ● Pt Status: "PT STATUS" ● None: "NONE" 	<p>MEDITECH recommends this set to a maximum of "10" sorts. More than "10" sorts can cause the midnight run to take an extended time to run and can utilize extensive processing power.</p>	<p>Sort Mne: Free Text</p> <p>Sort 1 and Sort 2 Options:</p> <ul style="list-style-type: none"> ● DOC ● SUB FROM ● LOC ● MODULE ● PREFIX ● PT STATUS ● SITE ● FAC ● SVC ● NONE <p>If this field is blank, there will not be any sorts for the Req/Spec</p>

	<p>If "NONE" is selected, there is no user-defined sort for this report and it will be sorted by test only. A response for both sort prompts is required. Therefore, if only one sort factor is needed, enter "NONE" for the other prompt.</p> <p>[Once the Req/Spec Count sorts are defined, each cannot be removed completely. Depending on the amount of data being captured, each can take up additional space on the File server. This can lead to the LAB midnight run taking longer to complete as well as utilizing extensive processing power on the LAB Background Client.]</p>		Count reports; no data will be compiled.
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LIS Toolbox Parameters - Page 5

Parameter	Function	Recommended Setting	Available Settings
<p>File Maintenance Delay</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>The following are all free text numeric fields measured in days/periods or years. The file maintenance delays determine how long the data affiliated with the specified index is kept on file.</p> <p>[For each file maintenance parameter, the higher the setting, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server. The higher each parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	See the individual parameter	See the individual parameter
<p>File Maintenance Delay: Clin Act Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Enter the number of days for which the LIS keeps Patient Master Log, Activity Report, and Activity Summary data on file. This is a required field. The default is "45" days.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	MEDITECH recommends this set to "120" days in order to obtain information for an extended period of time.	Free Text Numeric Days enter a value from 1 - 9,999
<p>File Maintenance</p>	Governs the file maintenance of the Billing List,	MEDITECH recommends	Free Text Numeric Days

<p>Delay: Bill Act Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Billing Tape, and Billing Compile. The Billing List will not be file maintained if the Billing Compile (NPR Billing) or Billing Tape has not been run. This is a required field. The default is "45" days.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>this set to "45" days which allows over a month to review any necessary activity. MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: Wkld Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs file maintenance of workload daily statistics. Default of "21" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "21" days which allows for 3 weeks of data stored for processing the data.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: Wkld Periods</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing these parameters.</i></p>	<p>Governs file maintenance of workload period statistics. Statistics may still be run for periods, even if they have file maintained for statistics by date based on the previous parameter. Default of "13" periods. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "13" periods which allows for over a year of data stored for workload data use. The data will still be available after the end of the year. MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Periods enter a value from 1 - 999</p>
<p>File Maintenance Delay: Bill Rev Pers</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a</i></p>	<p>Governs the file maintenance of the Billing Revenue Report by Period. Default of "13" periods. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the</p>	<p>MEDITECH recommends this set to "13" periods which allows for over a year of data stored for the billing revenue report. The data will still be available after the end of the year for users</p>	<p>Free Text Numeric Periods enter a value from 1 - 999</p>

<p><i>space evaluation before setting/ changing these parameters.</i></p>	<p>number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>to pull. MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	
<p>File Maintenance Delay: Bill Rev Years</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing these parameters.</i></p>	<p>Governs the file maintenance of the Billing Revenue Report by Year. Default of "3" years. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "3" years which allows for additional years of data stored for the billing revenue report. The data will still be available after the end of the year for users to pull.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Years enter a value from 1 - 99</p>
<p>File Maintenance Delay: Expired History</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing these parameters.</i></p>	<p>Governs the file maintenance of historical results on patients that have been discharged by means of an expired status.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends keeping this field blank.</p>	<p>Free Text Numeric Days enter a value from 1 - 999</p> <p>If the user does not choose a number at this parameter, the system uses "0" as the default for the number of days.</p>
<p>File Maintenance Delay: LIS Messages</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing</i></p>	<p>Governs the file maintenance of critical LIS Messages. The default is "7" days.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "7" days which allows for one week of messages to be stored for user review.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 999</p> <p>If the user does not choose a number at this parameter, the system uses "7" as the default for the number of days.</p>

<p><i>these parameters.</i></p>			
<p>File Maintenance Delay: Infect Ctl Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing these parameters.</i></p>	<p>Governs the file maintenance in Days for new Infection Control Activity. The default is "45" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to a minimum of "365" days which provides the ability to pull infection control data up to a year back as well as for an entire year as a whole.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 999</p>
<p>File Maintenance Delay: Pt Mstr Log Indx</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing these parameters.</i></p>	<p>Enter the number of days for which the LIS retains the Patient Master Log Index. There is no default.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "45" days which allows over a month to review the data on the report if necessary.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: LMBG Bar Code</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of LAB, MIC, BBK, and GEN 6 digit bar code specimen numbers. This parameter allows the system to file maintain barcode numbers in LAB, MIC, BBK, and GEN so that these numbers can be reused.</p> <p>Enter the number of days from the date of specimen collection after which the system will file maintain a specimen's bar code number. After this number of days has passed, the system can reuse the bar code number. The default is "60" days.</p> <p>If left blank, barcodes are not file maintained and the number wheel could be exhausted.</p> <p>[If this field is set too high and all of the barcodes are utilized, the filers trying to create a new barcode will get stuck in a loop until it can find a bar</p>	<p>MEDITECH recommends this set to "60" days which allows the barcodes to be stored on the specimen for 2 months before being removed for reuse.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>

	code number to use, bringing the LAB to a halt. If file maintenance is a concern, may want to consider using long bar codes, as they will never file maintain.]		
File Maintenance Delay: Coll Btch Open Days [Performance] <i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i>	Governs the file maintenance of Collection Batches, even if specimens listed are not received. Default of "5" days. This is a required field. [The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]	MEDITECH recommends this set to "5" days which allows for batches to be stored in the system to flow over into the following week for any additional review. MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.	Free Text Numeric Days enter a value from 1 - 9,999
File Maintenance Delay: Coll Btch Cld Days [Performance] <i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i>	Governs the file maintenance of completed Collection Batches. Default of "5" days. This is a required field. [The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]	MEDITECH recommends this set to "5" days which allows for batches to be stored in the system to flow over into the following week for any additional review. MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.	Free Text Numeric Days enter a value from 1 - 9,999
File Maintenance Delay: Coll Btch Stat Days [Performance] <i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i>	Governs the file maintenance of Phlebotomy Statistics Reports. Default of "45" days. This is a required field. [The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]	MEDITECH recommends this set to "45" days which allows for statistics to be available for over a month. MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.	Free Text Numeric Days enter a value from 1 - 999
File Maintenance	Governs the file maintenance of Site Batches, even if	MEDITECH recommends	Free Text Numeric Days

<p>Delay: Site Btch Open Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>specimens listed are not yet received. Default of "5" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>this set to "5" days which allows for batches to be stored in the system to flow over into the following week for any additional review.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: Site Btch Rcvd Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of site batches that have been received. Default of "5" days." This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "5" days which allows for batches to be stored in the system to flow over into the following week for any additional review.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: MIC Org Stat Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/ changing these parameters.</i></p>	<p>Governs the file maintenance of the Organisms Isolated and Susceptibility Statistics Reports. Default of "400" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "400" days which allows for statistics to be available over a year if you want to pull end of year reports.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: Req/Spec Cnt Days</p> <p>[Performance]</p>	<p>Governs the file maintenance of Req/Spec Statistics. Default of "21" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing</p>	<p>MEDITECH recommends this set to "21" days which allows for req/spec statistics to be available for 3 weeks if you want to review this</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>

<p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>weekly.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	
<p>File Maintenance Delay: Req/Spec Cnt Pers</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of Requisition, Specimen and Order Count Statistics periods. Default of "13" periods. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "13" periods Which allows for req/spec statistics to be available for 13 periods if you want to review this over an extended period of time.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 999</p>
<p>File Maintenance Delay: LAB Blind Controls</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of Blind Control Statistics. Default of "45" days." This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "730" days which allows for blind control data to be available for 2 years for reporting purposes.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: LAB QC Specimens</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before</i></p>	<p>Governs the file maintenance of LAB Quality Control Specimens. Default of "45" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the</p>	<p>MEDITECH recommends this set to "730" days which allows for quality control data to be available for 2 years for reporting purposes.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>

<p><i>setting/changing these parameters.</i></p>	<p>processing power on the LAB Background Client.]</p>	<p>everyday workflow needs.</p>	
<p>File Maintenance Delay: MIC QC Specimens</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of MIC Quality Control Specimens. Default of "45" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "730" days which allows for quality control data to be available for 2 years for reporting purposes.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: Other Days</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of the following reports. The default is "45" days. This is a required field.</p> <ul style="list-style-type: none"> ● Telecom Activity report ● ADD/DEL/CAN Lists ● Adjustment Lists ● Duplicate Order Lists ● Broadcast Audit Report ● Call Back List ● Order Entry Log ● Inventory Reject List ● Auto Activity Log ● Exception Report ● Unverified Specimens Report ● Blood Bank Expiring Units ● BBK Interpreted BT Audit Report ● Pathology Preview Specimens Report ● Verified Edit Report <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to a minimum of "120" days This parameter controls many reports and can take up large amounts of space leading to a lower setting.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: Outrch Comp Issues</p>	<p>Governs the file maintenance of completed Outreach customer service issues.</p> <p>If the user does not choose a number at this</p>	<p>MEDITECH recommends this set to "365" days which allows you to review customer service</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>

<p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>parameter, the system uses "365" as the default for the number of days.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>issues for up to a year.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	
<p>File Maintenance Delay: Outrch Contrn Distrib</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of Outreach container distribution statistics.</p> <p>If the user does not choose a number at this parameter, the system uses "395" as the default for the number of days.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "365" days, which allows for container distribution and logs to be available for one year, providing ample time for inventory tracking and utilization review.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric Days enter a value from 1 - 9,999</p>
<p>File Maintenance Delay: Outrch Web Orders</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing these parameters.</i></p>	<p>Governs the file maintenance of orders entered through Internet Access for Outreach (IAO). This includes the Outreach Web Orders List, Outreach Web Problems List, and Process Web Outreach Problems.</p> <p>If the user does not choose a number at this parameter, the system uses "31" as the default for the number of days.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "31" days.</p>	<p>Free Text Numeric Days enter a value from 1 - 999</p>

Parameter	Function	Recommended Setting	Available Settings
<p>Data Section File Maintenance:</p> <p>Hi Days</p> <p>[High Impact]</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This parameter accepts free text numeric values, measured in days, with a minimum of "1" and a maximum of "9999." It governs the file maintenance of information in Pathology data sections. The file maintenance defined in the PTH Data Section Dictionary must fall within the Lo and Hi values identified here. The file maintenance commences in conjunction with the initiation of an archive/purge. This is a required field.</p> <p>[File Maintenance settings are considered high impact as information, once file maintained, cannot be restored.]</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "9999" days as this is the largest number of days possible and is recommended for this to allow for clinical data to be stored for an extended period of time for related findings.</p>	<p>Free Text Numeric with a value from 1 - 9999</p>
<p>Data Section File Maintenance:</p> <p>Dft Days</p> <p>[High Impact]</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This parameter accepts free text numeric values, measured in days, with a minimum of "1" and a maximum of "9999." It governs the file maintenance of information in Pathology data sections. The file maintenance defined in the PTH Data Section Dictionary must fall within the Lo and Hi values identified here. The file maintenance commences in conjunction with the initiation of an archive/purge. This is a required field.</p> <p>[File Maintenance settings are considered high impact as information, once file maintained, cannot be restored.]</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "1096" days which allows the information within that section to be stored for three years before file maintaining. This should be less than the Hi Days and be reviewed to make sure it will not utilize excess data.</p>	<p>Free Text Numeric with a value from 1 - 9999</p>

Parameter	Function	Recommended Setting	Available Settings
<p>File Maintenance Delay:</p> <p>Slide Counts</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This is a free text numeric field used to indicate the number of days that user slide counts should be retained. These counts are used for the Slide Statistics and E/E Slides read Reports. The system displays a default response of "45" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "45" days which allows you to review slide count statistics for over a month.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) with a value from 1 - 999</p>
<p>File Maintenance Delay:</p> <p>PTH Bar Codes</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This is a free text numeric field used to indicate the number of days from the date of specimen collection that PTH bar code numbers remain affiliated to a specimen. Once file maintained, the PTH bar code number may be re-used and affiliated to a new specimen.</p> <p>If this field is left blank, PTH bar code numbers do not file maintain.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "60" days which allows the barcodes to be stored on the specimen for 2 months before being removed for reuse.</p>	<p>Free Text Numeric (Days) with a value from 1-9999</p>
<p>File Maintenance Delay:</p> <p>Cancelled/Filed Orders</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team</i></p>	<p>Enter a value up to 999 as the number of days to wait before deleting cancelled and filed external order records. The deletion of cancelled and filed external order records does not affect filed requisitions or specimens associated with orders that already have been filed.</p> <p>If this field is blank, cancelled and filed, external order records do not get file maintained.</p>	<p>MEDITECH recommends this set to "14" days which allows two weeks to review routines on pathology orders from Order Management (OM) that have been filed or cancelled.</p>	<ul style="list-style-type: none"> Free Text Numeric (Days) with a value from 1 - 999 Blank

<p><i>may need to run a space evaluation before setting/changing this parameter.</i></p>	<p><i>Note: If this parameter is defined with a large value or no value, the cancelled and filed lists in the Process Pathology Orders Routine may experience delayed response times, since those files could grow large at busy sites.</i></p> <p>If the organization is using the functionality to receive Pathology orders from Order Management (OM), while it is not required, it is recommended that you enter an appropriate value at this parameter.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	
<p>File Maintenance Delay:</p> <p>PTH Specimen QA</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This is a free text numeric field used to indicate the number of days that a specimen will remain indexed to QA Review. The minimum default value is "45" days. The maximum is "9999" days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]</p>	<p>MEDITECH recommends this set to "45" days which allows over a month for pathologists to review QA reports.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) with a value from 45 - 9999</p>
<p>File Maintenance Delay:</p> <p>Specimen Messages</p> <p>[Performance]</p> <p><i>MEDITECH's Programming team may need to run a space evaluation before setting/changing</i></p>	<p>This is a free text numeric field used to indicate the number of days that PTH messages should be retained before file maintaining. Once the specimen has been signed out, the system purges any PTH messages based on this number of days after the PTH message was sent. The default minimum is 45 days. The maximum is 9999 days. This is a required field.</p> <p>[The higher the setting for this field, the more space will be taken up on the file server. Programming will need to evaluate if there is a danger of utilizing all the space on the server before increasing the number. The higher the parameter is set, the more</p>	<p>MEDITECH recommends this set to "45" days, which allows for over a month for pathologists to review QA reports.</p> <p>MEDITECH recommends that this setting not exceed the duration necessary for your everyday workflow needs.</p>	<p>Free Text Numeric (Days) with a value from 45 - 9999</p>

<i>this parameter.</i>	data the LAB midnight run needs to evaluate which lengthens the running time and increases the processing power on the LAB Background Client.]		
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Oncology Performance Toolbox Parameters

Toolbox - Main

Parameter	Function	Recommended Setting	Available Settings
Midnight Run Start [Performance]	<p>This parameter determines when ONC initiates the daily Midnight Run. The midnight run compiles billing information, statistics, and more.</p> <p>This is a required field, and cannot be left blank.</p> <p>[If this parameter is set to compile too closely to when patients are active in the clinic, it could slow the system and cause an impact from a system performance standpoint.]</p>	<p>Midnight or shortly after midnight (“0000,” “0001”) so that the prior day’s data is sent to other applications in a timely manner.</p>	<p>Free text value representing time (in a 24 hour format)</p>

Toolbox - Clinics

Parameter	Function	Recommended Setting	Available Settings
Order Broadcast Start Time [High Impact] [Performance]	<p>Enter the time that you want ONC to initiate the order broadcast for this clinic.</p> <p>If this field is left blank, orders broadcast with the Midnight Run.</p> <p>[This parameter determines when orders are broadcast to Pharmacy, LAB, and Imaging and Documentation Management (IDM), impacting when the Pharmacist, IDM, or LAB personnel receives Oncology orders.</p> <p>Broadcasting too early may interact with Midnight Run activity in other applications, including the creation of new Recurring (RCR) accounts. This may result in orders being filed on the incorrect account for the correct patient.]</p> <p>[This could impact the system from a system performance standpoint if the orders are set to broadcast during patient visit hours, as the job</p>	<p>MEDITECH recommends setting this to a time during off-hours so that orders are set up with minimal issues.</p>	<p>Free text value representing time (in a 24 hour format), or left blank</p>

may slow down other jobs.]

Pharmacy Performance Customer-Defined Parameters

Customer Parameters - Rules

Parameter	Function	Recommended Setting	Available Settings
File Orders in Background [Performance]	<p>This parameter determines if medication orders are filed in the foreground or the background, so other tasks can be performed in the current session.</p> <p>[Filing in the background may not file medication orders right away, impacting speed/performance of system]</p>	MEDITECH recommends this be set to "N," as medication orders would be filed in the background and could delay updates related to the order.	<ul style="list-style-type: none">• Y• N/Blank
Limit Background Filing to Greater Than [Performance]	<p>Amount of orders that will be filed in the foreground.</p> <p>[Setting this to a high number can negatively impact system performance. This only needs to be set if the File Orders in Background is set to "Y," which is against MEDITECH recommendations.]</p>	<p>If the File Orders in Background parameter is set to "Y," the default value for this parameter is "1." MEDITECH recommends this be set to the lowest number possible, aside from 0, in order to avoid long processing in the background. If the value is "1," and a user enters one medication order, the system will file the order in the foreground. However, if more than one order is entered, the system files all of the orders in the background. If this is set to "0," the system files all orders in the background regardless of how many orders are entered.</p>	Enter a value from 1-99, or leave blank if File Orders in Background is set to "N" or blank
New Activity Auto Recompile Device and Interval	<p>Use this field to define a device and a time increment to auto recompile the New Activity screen on that device. The default auto recompile time is "60" seconds. The minimum auto</p>	<p>MEDITECH recommends this be set to the default value of "60" seconds. Setting this to 60</p>	Enter a value from 15-999 representing seconds, or leave blank

<p>[Performance]</p>	<p>recompile time allowed will be “15” seconds.</p> <p>The auto recompile will begin upon the completion of the patient activity screen compiling and displaying. Users may still continue to manually recompile the patient activity screen by choosing the recompile footer button for their device.</p> <p>Additionally, a baseline should be established to determine how long the New Activity List takes to compile before setting a value here to prevent the screen from constantly re-compiling.</p> <p>If the device field is left blank, this functionality will not be used.</p> <p>[The more devices defined with varying short recompile times, the greater impact on the server response time.]</p>	<p>seconds will ensure that the system is able to refresh the New Activity Board in a timely manner without interfering with system performance. For larger facilities, a greater time may be considered, given the volume of activity.</p>	
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Pharmacy Performance Toolbox Parameters

Toolbox - General

Parameter	Function	Recommended Setting	Available Settings
<p>DC Inp Meds on DEP Outpatient</p> <p>[Performance]</p>	<p>This parameter controls how active inpatient medication orders on outpatient accounts are handled when the account is departed or discharged through Registration.</p> <p>“Y” - Inpatient orders on outpatient-type accounts (RCR, ER, SDC, CLIN) are discontinued when the account is departed or discharged in Admissions.</p> <p>“N” or blank - The system does not automatically discontinue any inpatient orders when an outpatient account is departed or discharged.</p> <p>[Setting this value to "Yes" ensures active Inpatient orders on Outpatient accounts are properly discontinued when the account is Departed. Not setting this field as recommended can negatively affect the compile times for the Refill List.]</p>	<p>MEDITECH recommends this be set to "Y"</p>	<ul style="list-style-type: none"> ● Y ● N/Blank

<p>Midnight Run Start</p> <p>[Performance]</p>	<p>This parameter determines the time at which the Pharmacy Midnight Run should automatically start. The Midnight Run Background Job is the job that compiles statistical information for multiple reports, performs file maintenance, starts purging and archiving activity, and sends batches of information to other applications (MM, RCG, etc.).</p> <p>This is a required field, and cannot be left blank.</p> <p>[The Midnight Run can be a resource-intensive job which may cause response time issues. Setting this value during a time where the system is seeing a lot of activity can negatively impact system performance.]</p>	<p>MEDITECH recommends this be set to midnight or shortly after midnight (0000, 0001) so the prior day's data is sent to other applications in a timely manner without interfering during a time of high volume/patient activity.</p>	<p>Free text value representing time (in a 24 hour format)</p>
<p>Background Print Job Limits</p> <p>[Performance]</p>	<p>The value for this parameter determines the number of print jobs the system allows to run in the background. If the number of print requests exceeds this number, the system places the additional print requests in the print queue.</p> <p>[Setting this value too high can cause the system to fail due to an overworked background server.]</p>	<p>MEDITECH recommends this be set to "5" jobs or less to prevent background server issues from processing too many print jobs at one time. If a large number of jobs are requested to run at the same time (especially in the case of MARS, which may print at various devices, near each patient's location), there is potential for the background job to crash.</p>	<p>Enter a value from 1-999, or leave blank</p>
<p>Patient Cache Interval</p> <p>[Performance]</p>	<p>This value determines how often, in milliseconds, the system updates patient information across the network.</p> <p>[Setting this value too high can negatively impact system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "5000" milliseconds. This ensures that patient data is updated across all applications every 5 seconds, which should be high enough to not impact system performance, but low enough to ensure real-time updates to promote effective patient care.</p>	<p>Enter a value from 1-9999, or leave blank</p>

Toolbox - Billing

Parameter	Function	Recommended Setting	Available Settings
Billing Compile Time Interval: Minutes [Performance]	Define a time interval in minutes for how often the RCG batch is compiled. [Setting this value too high can negatively impact system performance.]	MEDITECH recommends this be set to the default value of "15" minutes to ensure that all billing transactions are up to date and ready to be sent with the midnight run.	Enter a value from 1-99, or leave blank

Toolbox - File Maintenance

Parameter	Function	Recommended Setting	Available Settings
Fill List Days			
Detail [Performance] [USCDI]	This parameter determines the number of days a reprint of a refill list is available. This can be defined by the type of refill list - Inpatient Unit Dose, Inpatient Traditional, Inpatient IV, Outpatient Medication, and Outpatient IV. These are required fields, and cannot be left blank. The reprint of the list includes the following: <ul style="list-style-type: none"> ● Batch date/time ● Number ● Patient ● Room/bed ● Rx # of the medication orders This is a required field, and cannot be left blank. [If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]	MEDITECH recommends this be set to the default value of "7" days. For most hospitals, refill lists are typically printed on a daily or weekly basis. Keeping this information available for one week will allow users to reference, review, and resolve any items in question. Rx details can also be found via the Rx Audit, or on the patient's medication discharge summary report.	<ul style="list-style-type: none"> ● 1-9,999
List [Performance]	This parameter determines the number of days a refill list's order group history is available. This can be defined by type of refill list - Inpatient Unit Dose,	MEDITECH recommends this be set to the default	<ul style="list-style-type: none"> ● 1-9,999

	<p>Inpatient Traditional, Inpatient IV, Outpatient Medication, and Outpatient IV. Fill List history includes the following:</p> <ul style="list-style-type: none"> ● Batch date/time ● Number <p>This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>value of "30" days. This report will be used for a history of the date/time a specific batch was run. It should not need to remain in the system for more than 30 days.</p>	
<p>Check</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days the system saves checked fill list batches. This can be defined by the type of refill list - Inpatient Unit Dose, Inpatient Traditional, Inpatient IV, Outpatient Medication, and Outpatient IV. The Cart Check List includes the following:</p> <ul style="list-style-type: none"> ● Patient ● Room/bed ● Medication ● Amount dispensed ● Count <p>This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "30" days. This report will be used for a history of the date/time a specific batch was run. It should not need to remain in the system for more than 30 days.</p>	<ul style="list-style-type: none"> ● 1-9,999
<p>Outpatient Activity</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days outpatient activity information is available on the Outpatient Activity report. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "60" days. As utilization statistics are typically run on a monthly basis, this will account for any outpatient activity during that review period.</p>	<ul style="list-style-type: none"> ● 1-9,999
<p>Patient Purge Log</p>	<p>This parameter determines the number of days purged patient information is available on the</p>	<p>MEDITECH recommends this be</p>	<ul style="list-style-type: none"> ● 1-9,999

<p>[Performance]</p> <p>[USCDI]</p>	<p>Archive Error Log. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>set to the default value of "90" to account for any outstanding outpatient activity needing to be addressed.</p>	
<p>Outpatients without Rx</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines how long information remains in the system for outpatients without medication orders. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "20" days. Medication information should be archived within the Medication Discharge Summary, so information will still be able to be referenced on the patient's record.</p>	<ul style="list-style-type: none"> • 1-9,999
<p>Drug Usage Stats</p> <p>[Performance]</p> <p><i>MEDITECH's programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This parameter determines the number of days drug usage information is available for all Drug Utilization Statistics routines. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "800" days. With this value, utilization statistics can be compared over a period of two years, allowing for review of the effects of any process changes or project implementation.</p>	<p>Enter a value from 1-9999</p>
<p>Workload Data</p> <p>[Performance]</p> <p><i>MEDITECH's programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This parameter determines the number of days workload data compiled by the system is available for the Workload Statistics report. This is a required field, and cannot be left blank.</p> <p>[A high value can negatively impact response time of the Workload Statistics report.]</p>	<p>MEDITECH recommends this be set to the default value of "400" days, which will account for yearly workload and the compilation of annual statistics.</p>	<p>Enter a value from 1-9999</p>
<p>Daily Revenue Data</p>	<p>This parameter determines the number of days</p>	<p>MEDITECH</p>	<p>Enter a value from 1-9999</p>

<p>[Performance]</p> <p><i>MEDITECH's programming team may need to run a space evaluation before changing this parameter.</i></p>	<p>revenue data is available for the Daily Revenue report. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>recommends this be set to the default value of "400" days, which will account for yearly revenue and the compilation of annual statistics.</p>	
<p>Monthly Revenue Periods</p> <p>[Performance]</p>	<p>This parameter determines the number of General Ledger (GL) periods that revenue data is available in the Period Revenue Report. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "39" periods.</p>	<p>Enter a value from 1-999</p>
<p>Non-Patient Intervention Data</p> <p>[Performance]</p>	<p>This parameter determines the number of days that Non-Patient Clinical Intervention data is available for Intervention Reports and Statistics. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "400" days, which will account for storing information for the compilation of annual statistics.</p>	<p>Enter a value from 1-9999</p>
<p>Debit/Credit Log</p> <p>[Performance]</p> <p><i>MEDITECH's programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This parameter determines the number of days debit and credit transaction information is available for the Debit/Credit Log. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "30" days. As billing information is sent to B/AR on a daily basis, a value of 30 days should allow enough time to reference any debit/credit transactions.</p>	<p>Enter a value from 1-9999</p>
<p>Billing Activity</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days medication billing information is stored. This affects the Billing List, Billing Log, and Payment Received Report. This is a required field, and cannot be left blank.</p>	<p>MEDITECH recommends this be set to the default value of "30" days. As billing information is</p>	<ul style="list-style-type: none"> • 1-9,999

<p><i>MEDITECH's programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>sent to RCG on a daily basis, a value of 30 days should allow enough time to reference any debit/credit transactions.</p>	
<p>eMAR Administration Log</p> <p>[Performance]</p>	<p>This parameter determines how many days the administration log information is stored. This information appears on the eMAR Administration Log Report.</p> <p>The administration information purges when the medication order information purges. The medication order information purges based on patient purge parameters. As long as the medication order information remains in the system, the administration information continues to appear on the MAR Administration Report, Print Order Report, and other related reports.</p> <p>If left blank, the system assumes the default of "400."</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "400" days, which will account for storing information for the compilation of annual statistics.</p>	<p>Enter a value from 1-9999, or leave blank</p>
<p>OM Transaction Log</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days the data from the OM Interface is stored. If left blank, the system assumes the default of "180."</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "180" days.</p>	<ul style="list-style-type: none"> • 1-9,999
<p>Failed Transactions</p> <p>[Performance]</p>	<p>This parameter determines the number of days failed transaction entries are stored. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "30" days, as failed transactions should be reviewed when marked as acknowledged.</p>	<p>Enter a value from 1-999</p>

	impacting system performance.]		
Inventory Debit/Credit Transactions [Performance]	<p>This parameter determines the number of days that Inventory debit and credit transactions are stored. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "90" days. It is recommended that this information stay in the system longer than the frequency at which the PHA Billing reports are run.</p>	<p>Enter a value from 1-9999</p>
Price Update File [Performance]	<p>This parameter determines the number of days that the Price Update suspense file is available. The system deletes the Price Update suspense file with the Midnight Run.</p> <p>This is a required field, and cannot be left blank if the Enable Price Update parameter has been set to "Y." This field will be greyed out if the Enable: Price Update parameter is not set to "Y."</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>If the customer utilizes the Price Update Interface, MEDITECH recommends this be set to the default value of "120" for quarterly updates or "30" for monthly updates. Customers should keep the old price update file in the system until the current price update file is ready to be loaded.</p>	<p>Enter a value from 1-9999</p>
Outstanding Activity [Performance] [High Impact Ordering] [USCDI] <i>MEDITECH's programming team may need to run a space evaluation before setting/changing this parameter.</i>	<p>This parameter determines the number of days that activity requiring review appears on the New Activity List on the Pharmacist Desktop, as well as the Patient Profile. The standard depends on how often the New Activity list is used. This is a required field, and cannot be left blank.</p> <p>[A high value can impact the response time of the New Activity List. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p> <p>[New activity should be reviewed as it comes in and acknowledged as such. A value of "7" days should allow enough time for staff to address outstanding activity. Please note, activity for unverified orders and failed transactions do not look to the Outstanding Activity File Maintenance parameter.]</p>	<p>MEDITECH recommends this be set to the default value of "7" days. New activity should be reviewed as it comes in.</p>	<ul style="list-style-type: none"> ● 1-9,999
Control Med Order	<p>This parameter determines the number of days</p>	<p>MEDITECH</p>	<ul style="list-style-type: none"> ● 1-9,999

<p>[Performance]</p> <p>[USCDI]</p>	<p>ordering information for controlled medications is available to print on the Controlled Medications Ordered Report. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>recommends this be set to the default value of "400" days. A value of "400" days will account for storing information for the compilation of annual statistics.</p>	
<p>Control Med Txn</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days ordering information for controlled medications is available to print on the Controlled Medications Transaction Report. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "400" days. A value of 400 days will account for storing information for the compilation of annual statistics.</p>	<ul style="list-style-type: none"> • 1-9,999
<p>Control Med Dispense</p> <p>[Performance]</p>	<p>This parameter determines the number of days ordering information for controlled medications is available to print on the Controlled Medications Dispensed by Inventory Report. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "400" days. A value of "400" days will account for storing information for the compilation of annual statistics.</p>	<p>Enter a value from 1-99999</p>
<p>Scanned/Not Scanned</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days Bedside Verification (BMV) scanning data is available on the Pharmacy Scanned/Not Scanned Report. If left blank, the system assumes the default of "400."</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "400" days. A value of 400 days will account for storing information for the compilation of annual statistics.</p>	<ul style="list-style-type: none"> • 1-999
<p>MM Queue</p> <p>[Performance]</p>	<p>This parameter determines the number of days PHA transactions remain online for the Pharmacy Materials Management queue. The Txn queue triggers updates based on each dispensing</p>	<p>MEDITECH recommends this be set to the default value of "60" days for</p>	<p>Enter a value from 1-99</p>

	<p>transaction. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>facilities not using MM and “90” days for facilities using MM.</p>	
<p>Transaction Queue</p> <p>[Performance]</p>	<p>This parameter determines the number of days PHA transactions processed by the background job remain online. This information is not purged until it is processed by the background job. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of “5” days. It is recommended that this be set to a low value, as the number of pharmacy transactions processed by the background job can be a large number depending on facility size and volume.</p>	<p>Enter a value from 1-99</p>
<p>Clinical Indication Index</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days clinical information is available in the clinical indications index. This information is then available to print on the Drug Utilization Review Report. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of “90” days. Considering governance standards, it is recommended that reports be reviewed regularly based on the reporting period.</p>	<ul style="list-style-type: none"> • 1-9,999
<p>Interaction Override Index</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days that interaction index information is available to print on the Override Report. This report tracks Override activity entered during interaction, allergy, duplicate and dose range checking. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of “90” days. Considering governance standards, it is recommended that reports be reviewed regularly based on the reporting period.</p>	<ul style="list-style-type: none"> • 1-9,999
<p>New Order Index</p>	<p>This parameter determines the number of days that</p>	<p>MEDITECH</p>	<ul style="list-style-type: none"> • 1-9,999

<p>[Performance]</p> <p>[USCDI]</p>	<p>data regarding initial dispense amounts on orders is stored. This affects the Initial Orders List report and the Initial MAR Labels. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>recommends this be set to the default value of "7" days, as this parameter only tracks initial dispense associated with an order.</p>	
<p>DC Order Index</p> <p>[Performance]</p> <p>[High Impact Ordering]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days that data regarding Discontinued orders is stored. This affects the Discontinued Rx List and Labels routine. This is a required field, and cannot be left blank.</p> <p>[Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p> <p>[If this is set to a value lower than "7," interaction checking against discontinued medications may not occur.]</p>	<p>MEDITECH recommends this be set to the default value of "30" days. All medication information will be stored on the patient's Medication Discharge Summary.</p>	<ul style="list-style-type: none"> • 1-9,999
<p>Cancel UNV Rxs</p> <p>[Performance]</p> <p>[USCDI]</p>	<p>This parameter determines the number of days unverified medication orders are available before being cancelled by the Midnight Run. After the specified number of days, unverified orders without activity are canceled. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "15" days. As orders should only be cancelled if entered in error, maintaining these orders for a maximum of 15 days should be adequate for historical review.</p>	<ul style="list-style-type: none"> • 1-999
<p>Active Progress Notes</p> <p>[Performance]</p> <p>[High Impact Ordering]</p>	<p>This parameter determines the number of days active progress notes are available in the Progress Notes routine. If left blank, the system assumes the default of "180."</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "180" days.</p>	<p>Enter a value from 1-9999, or leave blank</p>

	[Decisions over the best forms of therapy can be based on the active progress notes so they should remain as long as needed.]		
Inactive Progress Notes [Performance]	<p>This parameter determines the number of days inactive progress notes are available in the Progress Notes routine. If left blank, the system assumes the default of "180."</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	MEDITECH recommends this be set to the default value of "180" days.	Enter a value from 1-9999, or leave blank
Other [Performance] [USCDI]	<p>All other information and indexes not previously covered above remain available for printing or reporting depending on the number of days that are set at this parameter. This prompt currently controls the Cart Label index and MRI Transfer Log index. The MRI Transfer Log index is not actively used within MEDITECH, but there may be outstanding NPR custom reports referencing the data, therefore this parameter continues to track the index. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	MEDITECH recommends this be set to the default value of "5" days. It is recommended that this be set to a low value as it handles the maintenance of several routines/jobs.	<ul style="list-style-type: none"> • 1-9,999
Interface Errors [Performance] [High Impact Ordering]	<p>This parameter determines the number of days dispensing machine interface errors are stored to be printed and re-processed. In the PHA Access Dictionary, users must be given access to the Interface Errors routines to access these transactions. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively</p>	MEDITECH recommends this be set to the default value of "15" days. Interface errors should be reviewed daily, so a value of 15 days will allow enough time for any historical reference if necessary.	Enter a value from 1-999

	<p>impacting system performance.]</p> <p>[Resolved dispensing machine errors allow for an order to be created on the patient profile to indicate the patient has received that medication. Conflict checks against these orders can be valuable to the user in OM/PHA. If set too low the errors cannot be resolved.]</p>		
<p>Machine Discrepancy</p> <p>[Performance]</p>	<p>This parameter determines the number of days transaction discrepancies for a dispensing machine are stored. This is a required field, and cannot be left blank.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "15" days. Dispensing Machine discrepancies should be reviewed daily, so a value of 15 days will allow enough time for any historical reference if necessary.</p>	<p>Enter a value from 1-999</p>
<p>PCS DM Link Discrepancies</p> <p>[Performance]</p>	<p>This parameter determines when PCS dispensing machine link discrepancies are purged.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "15" days. Interface errors should be reviewed daily, so a value of 15 days will allow enough time for any historical reference if necessary.</p>	<p>Enter a value from 1-999, or leave blank</p>
<p>PHA Location Index</p> <p>[Performance]</p> <p>[USCDI]</p> <p><i>MEDITECH's programming team may need to run a space evaluation before setting/changing this parameter.</i></p>	<p>This parameter determines the number of days that departed outpatient accounts are available for statistical reports that can be sorted by location, such as:</p> <ul style="list-style-type: none"> ● Print Medication Administration Records ● Print MAR Summaries ● eMAR Administration Report ● eMAR Billing Report ● eMAR Dispensing Report ● eMAR Exception Report ● Microbiology Report ● Print Profile ● Print Summary Profile ● Print Nursing Station Worksheet ● PHA Patient Allergy Report 	<p>MEDITECH recommends this be set to the default value of "15" days. Dispensing Machine discrepancies should be reviewed daily, so a value of 15 days will allow enough time for any historical reference if necessary.</p>	<ul style="list-style-type: none"> ● 1-99

	<ul style="list-style-type: none"> PHA Expired Rx List <p>If left blank, the system assumes the default of "15."</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>		
Compound Verification [Performance]	<p>This parameter determines the number of days that you want the system to file and maintain Compound Verification activity. The default value is "7." If this field is left blank, compound numbers do not purge.</p> <p>[If a file maintenance parameter value is set too high, space usage for this data may become an issue. If a file maintenance parameter value is set too low, data can be purged earlier than desired. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to the default value of "7" days. This report should be run on a daily basis, so there is no need to retain this data for more than one week.</p>	<p>Enter a value from 1-99, or leave blank</p>

Toolbox - Purge/Archive

Parameter	Function	Recommended Setting	Available Settings
Deindex (Outpatient/Discharge) [High Impact] [Performance] [USCDI]	<p>These parameters determine the number of days account information remains available to users after the last activity (such as billing for a medication, entering an edit in Admissions (ADM), or canceling an order). After this number of days passes without activity, the system deindexes the patient account information. This account will no longer appear in lookups or be available for reports. Users cannot edit or print the deindexed medication order data in PHA. Accounts which are deindexed are still eligible to be reindexed until the information is finally purged from the system. This is a required field, and cannot be left blank.</p> <p>[Many states have their own requirements for how long patient data needs to be available to be retrieved. The values for these parameters, and the values for the following Purge Delay</p>	<p>MEDITECH recommends this be set to "2585" days. Most states require detailed administration history to be available for at least 7 years.</p>	<ul style="list-style-type: none"> 1-9,999

	<p>parameters, when added together should encompass the required amount of days.]</p> <p>[Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>		
<p>Purge Delay (Outpatient/ Discharge)</p> <p>[High Impact]</p> <p>[Performance]</p> <p>[USCDI]</p> <p><i>MEDITECH's programming team will need to review to determine how to set (and reduce) this parameter if the healthcare organization wants to begin the process of Archiving or Purging in the Pharmacy application.</i></p>	<p>These parameters determine how many days after patient accounts are deindexed that the outpatient or discharged patient information is deleted permanently from the system. A purge delay can be defined even if archiving does not occur. To reindex (restore) patient and medication order information that has not yet been purged, the Reindex Purged Patients/Orders routine should be used. The Reindex Patients/Orders routine can be accessed from <i>System Mgmt sidebar button > System Management > Purge/Archive > Reindex Patient Orders</i> routines. This is a required field, and cannot be left blank.</p> <p>[Many states have their own requirements for how long patient data needs to be available to be retrieved. The value for these parameters, and the value for the prior Deindex parameters, when added together should encompass the required amount of days.]</p> <p>[Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to "400" days. This default has been defined in compliance with common state laws and will work in conjunction with the Deindex parameters. The purge delay parameter will allow data to be reindexed for a period of time before it is purged from the system (<i>Pharmacy> System Management> Purge/Archive> Reindex Patients/Orders</i>).</p>	<ul style="list-style-type: none"> • 1-999
<p>Start Purge After</p> <p>[Performance]</p>	<p>This parameter specifies the time that the Purge/Archive background job starts archiving and purging eligible information.</p> <p>If left blank the job will start at "0000."</p> <p>If the PHA system is down during the time the Purge/Archive compile is scheduled to start, then the background job will process the information the next day.</p> <p>[The Purge/Archive Job can take several hours to process and impact system response time. Lowering the value of this parameter should be done in small increments to avoid negatively impacting system performance.]</p>	<p>MEDITECH recommends this be set to shortly after midnight (0001) so the job does not impact end-user performance.</p>	<p>Free text value representing time, or left blank</p>

Pharmacy Performance FSV Toolbox Parameters

FSV Toolbox - Miscellaneous

Parameter	Function	Recommended Setting	Available Settings
Keep Days [Performance]	<p>This field is used to specify the number of days the data supplied by the FSV should be kept in the suspense file. This is a required field and cannot be left blank.</p> <p>[This will impact how long the FSV suspense files are available on the desktop. Setting this value too high can negatively impact system storage.]</p>	<p>MEDITECH recommends this be set to "120" for quarterly FSV updates, "90" for monthly FSV updates</p>	<p>Enter a value from 1-999</p>

Surgical Services Performance User Preferences

User Preferences with Performance Impact

User Preference Name	Function	Recommended Setting	Available Settings
Remove Cases from My List if no activity in (x) Hours [Performance]	<p>Use this field to enter how many hours, after having no activity, the patient is removed from the user's My List. If not defined for a registration type, the ".Default" settings apply.</p> <p>[Setting this preference to too high of a value can result in overpopulating My List on the SUR Tracker, potential resulting in a degradation of response time.]</p>	<p>MEDITECH recommends setting this preference to "24" hours or less.</p> <p>Setting higher than 24 hours can lead to slow loading for the tracker.</p>	<p>Free text numeric value, 1 - 9999</p>
Remove Cases from My List upon Discharge in (x) Hours [Performance]	<p>Use this field to enter how many hours, after a patient has been discharged, that they are removed from a user's My List. If not defined for a registration type, the ".Default" settings apply.</p> <p>[Setting this preference to too high of a value can result in overpopulating My List on the SUR Tracker, potential resulting in a degradation of response time.]</p>	<p>MEDITECH recommends setting this preference to "24" hours or less.</p> <p>Setting higher than 24 hours can lead to slow loading for the tracker.</p>	<p>Free text numeric value, 1 - 9999</p>
Remove Cases from My List (x) Hours after adding	<p>Use this field to enter how many hours, after a patient is in a final status, that they are removed from the user's My List. If not defined for a</p>	<p>MEDITECH recommends setting this preference to "24" hours or less.</p>	<p>Free text numeric value, 1 - 9999</p>

<p>[Performance]</p>	<p>registration type, the “.Default” settings apply.</p> <p>[Setting this preference to too high of a value can result in overpopulating My List on the SUR Tracker, potential resulting in a degradation of response time.]</p>	<p>Setting higher than 24 hours can lead to slow loading for the tracker.</p>	
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Mode Defaults (Patient)

<p>From Date</p> <p>[Performance]</p>	<p>Using a T-combination, enter the default date range used when first accessing the Patient function of the SUR Scheduler Desktop.</p> <p>[Setting this preference to too high of a value can result in overpopulating the Patient Mode, potentially resulting in degradation of response time.]</p>	<p>MEDITECH recommends setting this preference to "T" for today. If the combined total number of days between this setting and the Thru Date exceeds 180, the system issues a warning.</p> <p>Typically set to today, because users are not usually looking into the past by default. You can always change the setting on the fly to see cases in the past. If from to thru totals more than 180 days, the system issues a warning message.</p>	<p>Free text numeric value using a T-combination, T-999 - T+999</p>
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<p>Thru Date</p> <p>[Performance]</p>	<p>Using a T-combination, enter the default date range used when first accessing the Patient function of the SUR Scheduler Desktop.</p> <p>[Setting this preference to too high of a value can result in overpopulating the Patient Mode, potentially resulting in degradation of response time.]</p>	<p>MEDITECH recommends setting this preference to no more than "T+180." If the combined total number of days between the From Date and this setting exceeds 180, the system issues a warning.</p> <p>This parameter would only need to set to how far into the future you are booking cases.</p>	<p>Free text numeric value using a T-combination, T-999 - T+999</p>
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Biller Desktop

<p>From Date</p>	<p>Using a T-combination, enter the default date range used to compile cases when first accessing the Biller Desktop (Note: Default mode must be set to Worklist to access this field)</p>	<p>MEDITECH recommends setting this preference no more than "T-30."</p>	<p>Free text numeric value using a T-combination, T-999 - T+999, or a specific calendar date</p>
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	[Setting this preference to too high of a value can result in overpopulation of the Biller Desktop, potentially resulting in a degradation of response time.]	Setting to more than a 30 day date range could result in response time issues, particularly on the summary.	
Thru Date	Using a T-combination, enter the default date range used to compile cases when first accessing the Biller Desktop (Note: Default mode must be set to Worklist to access this field) [Setting this preference to too high of a value can result in overpopulation of the Biller Desktop, potentially resulting in a degradation of response time.]	MEDITECH recommends setting this preference to "T" for today. Setting to more than a 30 day date range could result in response time issues, particularly on the summary.	Free text numeric value using a T-combination, T-999 - T+999, or a specific calendar date

Surgical Services Performance Customer Parameters

Customer Parameters - Tracker

Parameter	Function	Recommended Setting	Available Settings
Remove Cases from My List if no activity in (x) Hours [Performance]	Use this field to enter how many hours, after having no activity, the patient is removed from the user's My List. If not defined for a registration type, the ".Default" settings apply. [Setting this parameter to too high of a value can result in overpopulating My List on the SUR Tracker, potentially resulting in a degradation of response time.]	MEDITECH recommends setting this parameter to "24" hours or less. Setting higher than "24" hours can lead to slow loading for the tracker.	Free text numeric value, 1-9999
Remove Cases from My List upon Discharge in (x) Hours [Performance]	Use this field to enter how many hours, after a patient has been discharged, that they are removed from a user's My List. If not defined for a registration type, the ".Default" settings apply. [Setting this parameter to too high of a value can result in overpopulating My List on the SUR Tracker, potentially resulting in a degradation of response time.]	MEDITECH recommends setting this parameter to "24" hours or less. Setting higher than "24" hours can lead to slow loading for the tracker.	Free text numeric value, 1-9999
Remove Cases from My List (x) Hours after adding	Use this field to enter how many hours, after a patient is in a final status, that they are removed from the user's My List. If not defined for a registration type, the ".Default" settings apply.	MEDITECH recommends setting this parameter to "24" hours or less.	Free text numeric value, 1-9999

[Performance]	[Setting this parameter to too high of a value can result in overpopulating My List on the SUR Tracker, potentially resulting in a degradation of response time.]	Setting higher than “24” hours can lead to slow loading for the tracker.	
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Surgical Services Performance Toolbox Parameters

Toolbox - MAR 2

Parameter	Function	Recommended Setting	Available Settings
Default MAR Past Days to Display [Performance]	<p>This parameter determines the default number of days in the past that medication schedules can be viewed on the MAR. The value entered here cannot exceed what is defined in the Maximum MAR Past Days to Display parameter above.</p> <p>This will only display the administration record in the past for the number of days defined. To view the full schedule, you must have access to edit past the cutoff day in the SUR Access Dictionary and set the Show Complete Schedule field to “Yes” in the Change View screen on the MAR.</p> <p>If blank, this parameter follows the Maximum Days in the Past setting. If the Maximum Days in the Past Days is blank, this field will default to 9 as well.</p> <p><i>Note: The system first looks to the identical field on the User Preferences for a value. This field also exists in other clinical Toolbox Parameters, but does not impact SUR functionality.</i></p> <p>[Setting this parameter to too high of a value can result in overpopulating the MAR, potentially resulting in a degradation of response time.]</p>	<p>MEDITECH recommends setting this parameter to "1" day.</p> <p>Surgical nurses are only concerned with today's meds.</p>	<p>Free text numeric value, 1-99, but not to exceed the value defined for the Maximum MAR Past Days to Display parameter</p>

Revenue Cycle Performance Settings

Revenue Cycle Performance Toolbox Parameters

Toolbox - Business Unit - Background Jobs

Parameter	Function	Recommended Setting	Available Settings
<p><u>Background Job Management</u> The following daily processes occur at the Business Unit level and may be threaded to multiple occurrences to increase speed.</p>			
<p>Num Remit Posting Queue Allowed [Performance]</p>	<p>Enter the number of Remittance Posting Queues permitted at the selected Business Unit. If left blank functionality would not be used. [Could affect performance as the number of jobs increases, system performance decreases.]</p>	<p>MEDITECH allows no more than "14." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.</p>	<p>Enter a value for number of remits between 1 - 14</p>
<p>Num Compile UR Checks Background Jobs [Performance]</p>	<p>Enter the number of Compile UR Checks background jobs permitted at the selected Business Unit. No more than eight jobs are allowed. This is a required field. [Could affect performance by causing slowness in compiling UR Checks.]</p>	<p>MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.</p>	<p>Enter a value for number of background jobs between 1-8</p>
<p>Num Bill Cutoff Background Jobs [Performance]</p>	<p>Enter the number of Bill Cutoff background jobs permitted at the selected Business Unit. No more than twelve jobs are allowed. This is a required field. [Could affect performance by causing slowness in compiling Bill Cutoff.]</p>	<p>MEDITECH allows no more than "12." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.</p>	<p>Enter a value for number of background jobs between 1 - 12</p>
<p>Num Client Bill Cutoff Background Jobs [Performance]</p>	<p>Enter the number of Client Bill Cutoff background jobs permitted at the selected Business Unit. No more than eight jobs are allowed. This is a required field. [Could affect performance by causing slowness in compiling Bill Cutoff.]</p>	<p>MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.</p>	<p>Enter a value for number of background jobs between 1 - 8</p>
<p>Num Summary Bill Cutoff Background Jobs [Performance]</p>	<p>Enter the number of Summary Bill Cutoff background jobs permitted at the selected Business Unit. No more than eight jobs are allowed. [Could affect performance by causing slowness in compiling Bill Cutoff.]</p>	<p>MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system</p>	<p>Enter a value for number of background jobs between 1 - 8. A blank field assumes 1 job.</p>

		performance.	
Num Claim Image Background Jobs [Performance]	Use this field to enter the number of background jobs that build the Claim Image of primary claims for bills that were posted during cutoff. The list of posted bills is broken down into multiple jobs for processing, with each job processing 1/n of the posted bills, where n is the number of jobs being run. This is a required field. [Could affect performance by causing slowness in compiling Claim Images.]	MEDTECH recommends a value between "1-3." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 99
Num Claim File Background Jobs [Performance]	Use this field to specify the number of threaded jobs that should run to build the claim files for generation groups that are set to generate claims automatically. This is a required field. [Could affect performance by causing slowness in compiling Claim Files.]	MEDTECH recommends a value between "1-3." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 99
Num Read Batch Background Jobs [Performance]	Enter the number of Read Batch background jobs permitted at the selected Business Unit. This is a required field. [Could affect performance as the number of jobs increases, system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8
Num Account Integrity Background Jobs [Performance]	Enter the number of Account Integrity background jobs permitted at the selected Business Unit. This is a required field. [Could affect performance as the number of jobs increases, system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8
Num Collections Integrity Background Jobs [Performance]	Enter the number of Collection Integrity background jobs permitted at the selected Business Unit. This is a required field. [Could affect performance as the number of jobs running increases, system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8
Num Statement	Enter the number of Statement Integrity background	MEDITECH allows no	Enter a value for number

Integrity Background Jobs [Performance]	jobs permitted at the selected Business Unit. This is a required field. [This could affect Performance as the number of jobs running increases system performance decreases.]	more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	of background jobs between 1 - 8
Num Daily Task Stats Background Jobs [Performance]	Enter the number of Daily Task statistics background jobs permitted at the selected Business Unit. [This could affect Performance as the number of jobs running increases system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8
Num Period Task Stats Background Jobs [Performance]	Enter the number of period task statistics background jobs permitted at the selected Business Unit. [This could affect Performance as the number of jobs running increases system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8
Num Daily Denial Stats Background Jobs [Performance]	Enter the number of Daily Denial Stats background jobs permitted at the selected Business Unit. No more than eight jobs are allowed. [This could affect Performance as the number of jobs running increases system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8. A blank field assumes 1 job.
Num Period Denial Stats Background Jobs [Performance]	Enter the number of Period Endial Stats background jobs permitted at the selected Business Unit. No more than eight jobs are allowed. [This could affect Performance as the number of jobs running increases system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8. A blank field assumes 1 job.
Num Daily Coding Status Background Jobs [Performance]	Enter the number of Daily Coding Status background jobs permitted at the selected Business Unit. No more than eight jobs are allowed. [This could affect Performance as the number of jobs running increases system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system	Enter a value for number of background jobs between 1 - 8. A blank field assumes 1 job.

		performance.	
Num Period Coding Status Background Jobs [Performance]	Enter the number of Period Coding Status background jobs permitted at the selected Business Unit. No more than eight jobs are allowed. [This could affect Performance as the number of jobs running increases system performance decreases.]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for number of background jobs between 1 - 8. A blank field assumes 1 job.
Num Worklist Compile Background Jobs [Performance]	Enter the number of Worklist Compile Background Jobs permitted at the selected Business Unit. No more than 99 jobs are allowed. [This could affect Performance as the number of jobs running increases system performance decreases.]	MEDITECH allows no more than "99." Based on experience with customer settings, it was found that when there were more than 50 user defined worklists, processing was negatively impacted.	Enter a value for the number of background jobs between 1 - 99. If blank, all user defined worklists will compile at the same time.

Background Job Management

Background Job Name and Number of Jobs [Performance]	Enter the number of multi-threaded background jobs that compile user worklists during Close Day. User worklist jobs that compile successfully appear under the Build Worklist entry of the Daily System Management Desktop screen with a Compiled status and the corresponding number of user worklists compiled by the background job. The number of background jobs is a required field. [Could affect performance depending on the number of background jobs being entered.]	MEDITECH recommends you add all of the multi-thread background jobs that compile user Worklists with a range between "1-3."	If implementing, please enter the Background Job Names and Number of Jobs allowed. <table border="0"> <tr> <td>Job Name</td> <td># of Jobs</td> </tr> <tr> <td>1. _____</td> <td>1. _____</td> </tr> <tr> <td>2. _____</td> <td>2. _____</td> </tr> <tr> <td>3. _____</td> <td>3. _____</td> </tr> <tr> <td>4. _____</td> <td>4. _____</td> </tr> <tr> <td>5. _____</td> <td>5. _____</td> </tr> </table>	Job Name	# of Jobs	1. _____	1. _____	2. _____	2. _____	3. _____	3. _____	4. _____	4. _____	5. _____	5. _____
Job Name	# of Jobs														
1. _____	1. _____														
2. _____	2. _____														
3. _____	3. _____														
4. _____	4. _____														
5. _____	5. _____														

Toolbox - Facility - General

Parameter	Function	Recommended Setting	Available Settings
Background Job Management			
Num Daily Acct Stats Background Jobs [Performance]	Enter the number of daily account statistics background jobs permitted at the selected facility. [Having too many background jobs running at once could affect performance]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the	Enter a value for jobs between 1-8

		greater potential impact on system performance.	
Num Period Acct Stats Background Jobs [Performance]	Enter the number of period account statistics background jobs permitted at the selected facility. [Having too many background jobs running at once could affect performance]	MEDITECH allows no more than "8." Based on experience with customer settings, the higher the value, the greater potential impact on system performance.	Enter a value for jobs between 1-8

Toolbox - Facility - Statistics

Parameter	Function	Recommended Setting	Available Settings
Compile Receivables Statistics			
AR Provider [Performance]	<p>To compile statistical information on Accounts Receivable (AR) providers enter "Yes." To suspend the compilation of AR provider statistics enter "No."</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile AR Provider statistical information click the Information icon.</p> <p>[Note: This parameter is not required. If your healthcare organization does not enter a value for this parameter, the system compiles AR Provider statistical information. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/ changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	MEDITECH recommends you set this to "Yes" if your Ambulatory facility would like to record provider statistics.	<ul style="list-style-type: none"> • Yes/Blank • No

<p>BD Provider</p> <p>[Performance]</p>	<p>To compile statistical information on Bad Debt (BD) providers enter “Yes.” To suspend the compilation of BD provider statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile BD Provider statistical information click the Information icon.</p> <p>[Note: This parameter is not required. If your healthcare organization does not enter a value for this parameter the system compiles BD Provider statistical information. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/ changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No
<p>Client Provider</p> <p>[Performance]</p>	<p>To compile statistical information on Client providers enter “Yes.” To suspend the compilation of Client provider statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set up to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile Client Provider statistical information click the Information icon.</p> <p>[Note: This parameter is not required. If your healthcare organization does not enter a value for</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No

	<p>this parameter the system compiles Client Provider statistical information. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/ changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>		
<p>AR Location [Performance]</p>	<p>To compile statistical information on Accounts Receivable (AR) locations enter “Yes.” To suspend the compilation of AR location statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile AR Location statistical information click the Information icon.</p> <p><i>Note: This parameter is not required. If your healthcare organization does not enter a value for this parameter the system compiles AR Location statistical information.</i></p> <p>[Please note Location Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No
<p>BD Location [Performance]</p>	<p>To compile statistical information on Bad Debt (BD) locations enter “Yes.” To suspend the compilation of BD location statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No

	<p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile BD Location statistical information click the Information icon.</p> <p><i>Note: This parameter is not required. If your healthcare organization does not enter a value for this parameter the system compiles BD Location statistical information.</i></p> <p>[Please note Location Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>		
<p>Client Location</p> <p>[Performance]</p>	<p>To compile statistical information on Client locations enter “Yes.” To suspend the compilation of Client location statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile Client Location statistical information click the Information icon.</p> <p><i>Note: This parameter is not required. If your healthcare organization does not enter a value for this parameter, the system compiles Client Location statistical information.</i></p> <p>[Please note Location Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes.]</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No

If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]

Compile Revenue Statistics

<p>Revenue Provider [Performance]</p>	<p>To compile statistical information on Revenue providers enter “Yes.” To suspend the compilation of Revenue provider statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile Revenue Provider statistical information click the Information icon.</p> <p>[Please note Revenue Provider Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No
<p>Net Revenue Provider [Performance]</p>	<p>To compile statistical information on Net Revenue providers enter “Yes.” To suspend the compilation of Net Revenue provider statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No

	<p>organization chose not to compile Net Revenue Provider statistical information click the Information icon.</p> <p>[Please note Net Revenue Provider Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>		
<p>Revenue Location</p> <p>[Performance]</p>	<p>To compile statistical information of Revenue locations enter “Yes.” To suspend the compilation of Revenue location statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile Revenue Location statistical information click the Information icon.</p> <p><i>Note: This parameter is not required. If your healthcare organization does not enter a value for this parameter the system compiles Revenue Location statistical information.</i></p> <p>[Please note Revenue Location Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record location statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No
<p><u>Compile Cash Flow/RVU Statistics</u></p>			
<p>Non Chg Code Provider</p>	<p>To compile statistical information on Non-Charge Code providers enter “Yes.” To suspend the</p>	<p>MEDITECH recommends you set</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No

<p>[Performance]</p>	<p>compilation of Non-Charge Code provider statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile Non Charge Code Provider statistical information click the Information icon.</p> <p>[Please note Non Charge Code Provider Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	<p>this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	
<p>RVU Performing Provider</p> <p>[Performance]</p>	<p>To compile statistical information on Relative Value Unit (RVU) providers enter “Yes.” To suspend the compilation of RVU provider statistics enter “No.”</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will appear on the Financial Status Desktop with a value of zero (0).</p> <p>To view the facilities for which your healthcare organization chose not to compile RVU Provider statistical information click the Information icon.</p> <p>[Please note RVU Provider Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may</p>	<p>MEDITECH recommends you set this to “Yes” if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> ● Yes/Blank ● No

	<p>affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>		
<p>RVU Responsible Provider</p> <p>[Performance]</p>	<p>This field defines if the new RVU Responsible Provider statistics compile for a facility.</p> <p>[Please note RVU Provider Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	<p>Meditech recommends you set this to "Yes" if your Ambulatory facility would like to record provider statistics.</p>	<ul style="list-style-type: none"> • Yes • No/Default
<p>Non Chg Code Location</p> <p>[Performance]</p>	<p>To compile Location statistics during Close Day enter "Yes" or leave the field blank. To turn off the compilation of Location statistics enter "No."</p> <p>If you turn on this feature, location statistics compile during Close Day and appear in the Cash Flow Routine of the Financial Status Desktop.</p> <p>To view the facilities for which your healthcare organization chose not to compile Non Charge Code Location statistical information click the Information icon.</p> <p>[Please note Non Chg Code Location Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes. If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]</p>	<p>MEDITECH recommends you set this to "Yes" if your Ambulatory facility would like to record location statistics.</p>	<ul style="list-style-type: none"> • Yes/Blank • No
<p>RVU Location</p> <p>[Performance]</p>	<p>To compile statistical information on Relative Value Unit (RVU) locations enter "Yes." To suspend the compilation of RVU location statistics enter "No."</p> <p>Fields on this screen can be used to turn on or off the compilation of provider and location statistics. Healthcare organizations may want to disable these statistical breakdowns to reduce the time needed to compile daily statistics during the Close Day process of their business unit/facility/location.</p> <p>The statistical values that are not set to compile will</p>	<p>MEDITECH recommends you set this to "Yes" if your Ambulatory facility would like to record location statistics.</p>	<ul style="list-style-type: none"> • Yes/Blank • No

appear on the Financial Status Desktop with a value of zero (0).

To view the facilities for which your healthcare organization chose not to compile RVU Location statistical information click the Information icon.

Note: This parameter is not required. If your healthcare organization does not enter a value for this parameter the system compiles RVU Location statistical information.

[Please note RVU Location Statistics were added to assist Ambulatory reporting requirements. Adding statistics takes a large amount of space and may affect the compile time of your close day processes.If editing/changing these by either turning them on or off both Acute and Ambulatory teams would need to review for space concerns.]

Decision Support Performance Settings

Cost Accounting Performance User Preferences

User Preferences

User Preference Name	Function	Recommended Setting	Available Settings
Unique Errors [Performance]	<p>Users have the ability to enter a range of periods, RCG Departments and Procedure Codes, as well as selecting exempt errors, non-exempt errors or both. This will filter the errors that the user sees when accessing the "Process Unique Interface Errors" routine.</p> <p>[If no preferences are applied here, users will see all existing errors. If there are an exceedingly large amount of errors, slowness could occur when accessing the routine.]</p>	<p>Users are encouraged to apply selections that will allow them to most efficiently access the most appropriate error listings to minimize potential impact on compilation time.</p>	<p>Lookup: RCG Departments, Procedures and Periods</p>

Cost Accounting Performance Toolbox Parameters

Toolbox - Main

Parameter	Function	Recommended Setting	Available Settings
Batch Purge Delay [Performance]	<p>Enter the number of delay days before the Cost Accounting system automatically deletes the daily batches of patient data that are retrieved from Revenue Cycle (RCG). The default response is “30 days,” but MEDITECH recommends that RCG patient batches be maintained for “1095 days” (3 years) in the CA system. The reason is that after CA retrieves the batches, the RCG system evaluates its purge delay and deletes the batches prior to this parameter. If the raw patient data is deleted in RCG and in CA before all the service units are defined and have associated standard costs, then creating and updating patient standard costs is not possible.</p> <p>[The setting used here directly impacts space usage. Additionally, any data automatically purged from the CA application may no longer be available in the RCG application.]</p>	<p>MEDITECH recommends this is set to “1095” to allow batches to purge and prevent slowness.</p>	<p>Enter a value for days between 0 - 9999</p>

Toolbox - Facilities

Parameter	Function	Recommended Setting	Available Settings
Begin Costing On/After [Performance]	<p>If the “Cost Out” parameter is flagged as “Y” for the selected facility, use this field to identify a “Begin Costing” date. Patients in the facility will only have charges processed whose transaction service date is not earlier than the date entered in this parameter.</p> <p>[The date used here allows users to suppress errors prior to a particular date from coming over to Cost Accounting from the RCG application. This can have a large impact on speed and error management as users will not need to troubleshoot errors from older dates, with which they are not concerned. This will also impact the Refile by Activity Date routine, as it can file through patients more quickly by avoiding the dates prior to the date selected.]</p>	<p>No Recommended Setting. User Preference.</p>	<p>Lookup to calendar</p>

Data Repository Performance Toolbox Parameters

M-AT Toolbox Parameters - Databases

Parameter	Function	Recommended Setting	Available Settings
Capture Type [Performance]	<p>To establish a data capture method using audit jobs that monitor the MIS audit log, enter "Audits." To use transaction processing and capture data directly from the transaction server, enter "Transactions."</p> <p><i>Note: All DR jobs must be halted to change the Capture Type parameter.</i></p> <p>[Subsequent settings (Activity Job Limit, Job Limit Per Audit, Job Limit) will need to be populated to indicate the number of jobs associated with the capture method. Too high a setting could negatively impact MT File Servers (Audits).]</p>	MEDITECH recommends this be set to "Transactions"	<ul style="list-style-type: none"> ● Audits ● Transactions
Validation Job Limit [Performance]	<p>To establish the maximum number of validation jobs that can be running at any one time.</p> <p>[Running too many jobs at a time can negatively impact the BG client, depending on system robustness.]</p>	MEDITECH recommends this be set to "3-5" depending on system's robustness	Enter a value for number of jobs between 1 - 9
Conversion IL Job Limit [Performance]	<p>To establish the number of conversion initial load (CIL) jobs that can run at one time. These primarily occur during updates.</p> <p>If blank, defaults to "1"</p> <p>[Running too many jobs at a time can negatively impact the BG client, depending on system robustness.]</p>	MEDITECH recommends this be set to "3-5" jobs depending on system's robustness	<ul style="list-style-type: none"> ● Enter a value for number of jobs between 1 - 9 ● Blank = 1
Special IL Job Limit [Performance]	<p>To establish the number of special initial load jobs that can run at one time.</p> <p>If blank, defaults to "3"</p> <p>If a user attempts to initiate more special IL jobs than allowed by this parameter, the additional jobs enter Queue-Wait status.</p> <p>[Running too many jobs at a time can negatively</p>	MEDITECH recommends this be set to "3-5" jobs depending on system's robustness	<ul style="list-style-type: none"> ● Enter a value for number of jobs between 1 - 9 ● Blank = 3

	impact the BG client, depending on system robustness.]		
Job Limit [Performance]	<p>For the highlighted application, enter the maximum number of activity jobs that can run at one time.</p> <p><i>Note: This restriction does not affect table group jobs and applies to MIS Audit Capture only, not Transaction Server Capture. This is a required field for MIS Audit Capture.</i></p> <p>[If limits are set too low, jobs will be unable to keep up with activity. Setting too high could negatively impact MT File Servers.]</p>	MEDITECH recommends this be set to “2-5” jobs depending on application and data volume	Enter a value of 1 - 9

NPR Toolbox Parameters - Transfer

Parameter	Function	Recommended Setting	Available Settings
Transfer Type [Performance]	<p>Defines whether transfer background jobs are always running, waiting to send newly-filed data or run periodically based on a set schedule. This is a required field.</p> <p>[Must be defined as “Continuous,” batch mode is no longer used. If in batch mode, the volume of data that builds up throughout the day may not be fully-processed during the defined processing window.]</p>	Must be defined as “Continuous” so data can be processed as it is received.	<ul style="list-style-type: none"> ● Batch ● Continuous
Transfer From Temp [Performance]	<p>Utilizing temporary structures enhances the efficiency of capturing and transferring child include data and decreases the amount of disk access. To utilize temporary structures to transfer child include data to DR tables, enter “Y,” the default. This is a required field.</p> <p>[Disabling will negatively impact transfer performance. Temp structures allow data to be processed more efficiently]</p>	MEDITECH recommends this be set to “Y” which allows for more efficient data processing.	<ul style="list-style-type: none"> ● Y ● N
Use Socket Checksum [Performance]	<p>DR debugging tool that issues a checksum command for every data packet sent or received between MEDITECH and SQL and, as a result, slows down the socket communication.</p> <p>[If set to "Y," Checksums are calculated for each</p>	MEDITECH recommends this be set to “N” which speeds up transfers.	<ul style="list-style-type: none"> ● Y ● N

	data packet sent to DR, significantly slowing transfer throughput. It is recommended that this be set to "N."		
Use Quick Append/Execute Commands [Performance]	Use of the quick command set eliminates acknowledgement communications between DR and the SQL database during data transfers [Setting "N" drastically slows DR transfers]	MEDITECH recommends this be set to "Y" which speeds up transfers.	<ul style="list-style-type: none"> • Y • N
Encryption Socket [Performance]	To encrypt the data sent from the MEDITECH transactional environment to the Data Repository SQL database, enter "MT." Otherwise, enter "None" or leave this parameter blank. [If data sent from MEDITECH to SQL is encrypted, transfer can be significantly slower.]	MEDITECH recommends this be set to "None"	<ul style="list-style-type: none"> • None/Blank • MT
Allow Auto Table Group [Performance]	Defines whether individual DR transfers can create Table Groups on an as-needed basis. <i>Note: If you enter "Y," you establish the number of minutes a table spends transferring data before automatically forming a table group at the Auto Table Group Time Limit parameter. This is a required field.</i> [Auto-generated Table Groups will not inactivate themselves. If set to "Y" additional strain can be placed on file servers and background job clients. Auto-created table groups must be manually disabled.]	MEDITECH recommends this be set to "N"	<ul style="list-style-type: none"> • Y • N

Executive Support System Performance Toolbox Parameters

Toolbox - Page 1

Parameter	Function	Recommended Setting	Available Settings
Retrieval Jobs [Performance] <i>MEDITECH's programming team may need to review this setting to</i>	This value indicates the maximum number of background retrieval jobs that can be started at one time by the master background job. The default setting here is "3." This can be adjusted upon request. If left blank, ESS uses a value of "1."	To prevent system response time delays, MEDITECH recommends that you run no more than "7" retrieval jobs simultaneously.	<ul style="list-style-type: none"> • 1 - 15

<p><i>evaluate the current response time prior to making any increase.</i></p>	<p>[This setting can have a direct impact on response time. It should be increased in small increments and with caution. Allowing many application retrieval jobs to run simultaneously could affect the performance and speed of the overall ESS Retrieval Process.]</p>		
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Toolbox - Page 2

Parameter	Function	Recommended Setting	Available Settings
<p>Global Data Retention: Daily Data (Days)</p> <p>[Performance]</p>	<p>Default number of days worth of data to retain for daily data. No value means that data will be retained forever. The default setting here is "120 days." This can be increased/decreased upon request. Changes have a direct impact on space usage, and should be thoroughly examined first.</p> <p>A blank setting indicates that daily data will be retained forever.</p> <p>[This setting directly impacts space usage. Additionally, data automatically purged from ESS can only be restored if it has not yet been purged from the feeder application from which it came.]</p>	<p>MEDITECH recommends an initial Data Retention setting of "120" days. If it is then determined that more than three years of period data needs to be stored within ESS, this setting can be adjusted to a higher value.</p>	<ul style="list-style-type: none"> ● 1 - 999 ● Blank
<p>Global Data Retention: Period Data (Periods)</p> <p>[Performance]</p>	<p>Default number of periods worth of data to retain for period data. "Blank" value means that data will be retained forever. Changes have a direct impact on space usage, and should be thoroughly examined first.</p> <p>A blank setting indicates that period data will be retained forever.</p> <p>[This setting directly impacts space usage. Additionally, data automatically purged from ESS can only be restored if it has not yet been purged from the feeder application from which it came.]</p>	<p>MEDITECH recommends an initial Data Retention setting of "36" periods. If it is then determined that more than three years of period data needs to be stored within ESS, this setting can be adjusted to a higher value.</p>	<ul style="list-style-type: none"> ● 1 - 99 ● Blank
<p>Data Retention Override</p> <p>[Performance]</p>	<p>Specific overrides to the default Data Retention settings can be applied on an application basis by adding an application to the "Applications" field and providing an alternate value in the "Daily Data" and/or "Period Data" columns. Again, these types of changes would need to be made with space concerns in mind.</p>	<p>MEDITECH recommends initial Data Retention settings of "120" days and "36" periods. If it is determined that different data</p>	<ul style="list-style-type: none"> ● Daily Data: 1 - 999 ● Period Data: 1 - 99

[This setting directly impacts space usage. Additionally, data automatically purged from ESS can only be restored if it has not yet been purged from the feeder application from which it came.]

amounts need to be stored for particular interfacing applications, those applications can be given daily and/or period overrides here.

When applying overrides, MEDITECH recommends that users are always mindful that a very large volume of stored data could negatively impact retrieval times. Because of this, it is recommended that data retention values are increased gradually and with caution.

Quality Management Performance Toolbox Parameters

Toolbox - Main

Parameter	Function	Recommended Setting	Available Settings
Trigger Tool Active [Performance]	<p>Enter "Yes" to allow the Trigger Tool worklist compile hours to be defined in the Quality Management (QM) parameters.</p> <p>Enter "No" or leave blank to not have the Trigger tool worklist compiled be defined in the QM parameters.</p> <p>[MEDITECH has defined this as Performance due to the negative impact it can have on system performance if not set appropriately based on your hardware/network capabilities.]</p>	<p>MEDITECH recommends this be set to "No" until the functionality becomes available.</p>	<ul style="list-style-type: none"> • Yes • No/Blank

Toolbox - Maintenance

Parameter	Function	Recommended Setting	Available Settings
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Purge Stats (Years) [Performance]	Enter the number of years (1-9) statistics are available for the facility defined above before the information is purged from the system. [MEDITECH has defined this as Performance due to the negative impact it can have on system performance if not set appropriately based on your hardware/network capabilities.]	MEDITECH recommends this is set to “9 years”	Enter numeric value (1-9)
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Risk Management Performance Toolbox Parameters

Maintenance

Parameter	Function	Recommended Setting	Available Settings
Statistics Purge (Years) [Performance]	Enter the number of years (1-9) statistics are available for each facility before they are purged from the system. [Setting the Statistic Purge parameter too high could impact statistics compile times when accessing the routine.]	MEDITECH recommends this be set at “9” years	Enter numeric value (1-9)

Surveillance Performance User Preferences

User Preferences with Performance Impact

User Preference Name	Function	Recommended Setting	Available Settings
Refresh Interval [Performance]	Define the frequency in which the Surveillance Watchlist will refresh for the user. If this field is not defined, the default refresh interval for the Watchlist is 600 seconds. Found in QM Access and User Preferences. [MEDITECH has defined this as Performance due to the negative impact it can have on performance if not set appropriately based on your hardware/network capabilities.]	No Recommended Setting	Free Text

Surveillance Performance Customer Parameters

Customer Parameters - Background Jobs

Parameter	Function	Recommended Setting	Available Settings
Transaction Reader Background Job: Read Batch Size [Performance]	<p>Enter the numeric value “1 - 9,999” that determines the batch size limit for the Transaction Reader Read background job. The Read job waits for the batch limit to be reached before processing data.</p> <p>If left blank, the default value is “250”</p> <p>[MEDITECH has defined this as Performance due to the negative impact it can have on performance if not set appropriately based on the facility hardware/network capabilities.]</p>	<p>MEDITECH recommends this be set at “250” transactions. Since the transaction reader job is dependent on machine hardware and network capabilities, if this is set too high then the surveillance can take longer before data is evaluated.</p>	<p>Enter numeric value (1 - 9,999) or leave blank</p>
Transaction Reader Background Job: Write Batch Size [Performance]	<p>Enter the numeric value “1 - 9,999” that determines the batch size limit for the Transaction Reader Evaluator Job</p> <p>If left blank, the default value is “500”</p> <p>[MEDITECH has defined this as Performance due to the negative impact it can have on performance if not set appropriately based upon the facility’s hardware/network capabilities.]</p>	<p>MEDITECH recommends this be set at “500” transactions. The transaction reader job is dependent upon machine hardware and network capabilities, if set too high then the surveillance can take longer before data is evaluated.</p>	<p>Enter numeric value (1 - 9,999) or leave blank</p>
Transaction Reader Background Job: Wait Time Limit (mins) [Performance]	<p>Enter the number of minutes the system should wait before the record gets evaluated if the batch size limit has not been reached and there is no transaction activity.</p> <p>If left blank, the default value is “1” minute</p> <p>[MEDITECH has defined this as Performance due to the negative impact it can have on performance if not set appropriately based upon the facility’s hardware/network capabilities.]</p>	<p>The setting should be evaluated by sites IT staff to ensure a proper wait time is defined. The setting defines the longest amount of time a site would want to wait before evaluation of data occurs. If nothing is set, “1” minute will be the default.</p>	<p>Enter numeric value (MM) or leave blank</p>
Transaction Reader Background Job: Maximum Down Time (hours) [Performance]	<p>Enter the number of hours “1 - 168” the system should determine how far back in the past from when the job restarts the system should evaluate patient data. This only occurs if the transaction reader background job experiences downtime.</p> <p>If left blank, the default value is “4”</p>	<p>MEDITECH recommends this be set at “4” hours - default setting. IT staff at each facility should determine what the proper setting should be.</p>	<p>Enter numeric value (1 - 168) or leave blank</p>

	[MEDITECH has defined this as High Impact due to the negative impact it can have on performance if not set appropriately based upon the facility's hardware/network capabilities.]		
Transaction Evaluator Background Job: Number of Processes [Performance]	Enter the number "1 - 99" of evaluator background jobs running on the system. If left blank, the default value is "2" [MEDITECH has defined this as Performance it can have on performance if not set appropriately based upon the facility's hardware/network capabilities.]	MEDITECH recommends the following settings per each type of facility: Category 1 & 2 (under 25 beds) set at "2" Category 3 & 4 (50-75 beds) set at "4" Category 5 & 6 (100-200 beds) set at "6"	Enter numeric value (1 - 99) or leave blank
Monitor Data Background Job: Number of Processes [Performance]	Enter the number "1 - 99" of monitor data background jobs running on the system. <i>Note: This field is only editable if the Monitor Data Jobs field in the QM Toolbox Parameters is set to "Yes." The default value is "2."</i> [MEDITECH has defined this as a performance parameter as it can have an impact on machine resources and operate inefficiently if set too high.]	This setting needs to be defined by the organization's IT staff based on the number of patient monitoring devices, how frequently and how much data is pulled into the chart from patient monitoring devices, as well as the available machine hardware configuration for surveillance.	Enter numeric value (1 - 99)

Surveillance Performance Toolbox Parameters

Toolbox Parameters

Parameter	Function	Recommended Setting	Available Settings
Surveillance Type Active [Performance]	Define the type of Surveillance functionality to enable in this system: Full, Restricted, or None. Full: Enables all Surveillance features. Restricted: Enables partial Surveillance functionality. Most Surveillance features are inactive.	MEDITECH recommends this be set to "Full" and be running on its own background job.	<ul style="list-style-type: none"> ● Full ● Restricted ● None

	<p>None: Surveillance is inactive. A blank field is treated as None.</p> <p>[MEDITECH has defined this as Performance due to the negative impact it can have on performance if not set appropriately based upon hardware/network capabilities. If set to “Yes” and surveillance is not set on its own background job client, it could cause performance issues in other applications running on the same background job client.]</p>		
<p>Surveillance Version</p> <p>[Performance]</p>	<p>This field determines if you are using the latest version of surveillance.</p> <p>Enter in 2.0 for the latest version of surveillance.</p> <p>Enter in 1.0 for the prior version of surveillance.</p> <p>Leave blank for the prior version of surveillance.</p> <p>[MEDITECH has defined this as Performance due to the impact it can have on processing time in Surveillance. If this is set to 2.0, the process time for Surveillance can speed up to minutes instead of hours]</p>	<p>MEDITECH recommends this is set to 2.0. It is necessary for IT staff to test out the surveillance profiles in TEST prior to setting this in LIVE.</p>	<ul style="list-style-type: none"> ● 2.0 ● 1.0/Blank
<p>Monitor Data Jobs</p> <p>[Performance]</p>	<p>This field determines if all monitor data is included in Surveillance Profile evaluations.</p> <p>Enter “Yes” for all data uploaded from a monitor to be evaluated in the Rules Engine for Surveillance Profiles.</p> <p>Enter “No” or leave blank to only have the most recent values evaluated for surveillance when pulled into the patient chart from a monitoring device.</p> <p>[MEDITECH has defined this as Performance due to the negative impact it can have on performance if not set appropriately based upon hardware/network capabilities]</p>	<p>MEDITECH recommends this is set to “Yes.” It is necessary for IT staff to determine if there are sufficient hardware resources to support the monitor data background job processes.</p>	<ul style="list-style-type: none"> ● Yes ● No/Blank
<p>Skip Surveillance for Orders</p> <p>[Performance]</p>	<p>Enter orders your organization wishes to be excluded from Surveillance. Orders listed here will be excluded from evaluation as part of Surveillance Profiles for accounts in all facilities.</p>	<p>No Recommended Setting</p>	<p>Lookup: Order Dictionary</p>

[MEDITECH has defined this as Performance due to the impact it can have on processing time in Surveillance. If orders are listed here, the process time for Surveillance can speed up to minutes instead of hours.]

Financial Management Performance Settings

Accounts Payable Performance Toolbox Settings

Toolbox - General

Parameter	Function	Recommended Setting	Available Settings
<p>Number of Days to Keep:</p> <p>AP Schedule Payment Batches</p> <p>[Performance]</p>	<p>Your health care organization may specify the number of days to keep scheduled payment batches on the system. This choice enables the healthcare organization to access batch information for a specified number of days. The system's default response is "15."</p> <p>[This is an automatic purge that occurs when the day is closed. Large volumes of data can slow down lookups and report compilations.]</p>	<p>MEDITECH recommends this be set to "15."</p> <p>Check runs are generally cut every week or every other week. Maintaining 15 days worth of data allows users to view the previous batch that was created.</p>	<p>Enter a value for days between 15 - 99</p>
<p>Default for Proration on Invoice Entry:</p> <p>Document Attachments</p> <p>[Performance]</p>	<p>To allow documents to be attached to invoices, enter "Y". Before you can enable this functionality, you must create an entry for the AP database in the MIS Application Storage Dictionary. If no entry for the AP database exists, a system message appears indicating you must set up the Application Storage Dictionary for the AP database.</p> <p>If you do not want to enable this functionality, enter "N" or leave this field blank.</p> <p>[Large volumes of data can slow down lookups.]</p>	<p>No Recommended Setting</p>	<ul style="list-style-type: none"> ● Y ● N/Blank

Fixed Assets Performance Toolbox Parameters

Toolbox - General

Parameter	Function	Recommended Setting	Available Settings
<p>Number of Periods to Keep Transactions</p> <p>[Performance]</p>	<p>Enter the number of periods you are keeping when purging transactions. The minimum required number of transaction detail months you must maintain is three months.</p> <p>[This parameter directly affects the automatic purge that occurs when the period is closed in FA. Large volumes of data can slow down the lookup and report compilations.]</p>	<p>MEDITECH recommends setting this field to “84” for auditing purposes</p>	<p>Enter a value for number of periods between 3 - 99</p>
<p>Number of Complete Fiscal Years to Keep Period Amounts</p> <p>[Performance]</p>	<p>Enter the number of complete fiscal years’ period information you are keeping. The system requires that at least one year of period information be maintained.</p> <p>[This parameter directly affects the automatic purge that occurs when the period is closed in FA. Large volumes of data can slow down the lookup and report compilations.]</p>	<p>MEDITECH recommends setting this field to “10” which satisfies the auditing requirement allowing a few additional years of data without slowing the system.</p>	<p>Enter a value for number of years between 1 - 99</p>
<p>Number of Complete Fiscal Years to Keep Retired Assets</p> <p>[Performance]</p>	<p>Enter the number of complete fiscal years you want RETIRED assets to remain in the system before they are eligible for purging.</p> <p>Enter “0” or leave blank to disable the Fixed Assets purge functions.</p> <p>Enter a non-zero numeric value to specify the minimum number of complete fiscal years in which to retain RETIRED assets. The system bases the cutoff date for the purge routines on this parameter. An asset must have a status of RETIRED for at least 1 year before you can purge it. The asset can remain in the system for up to 99 years.</p> <p>[This parameter directly affects the automatic purge that occurs when the period is closed in FA. Large volumes of data can slow down the lookup and report compilations.]</p>	<p>MEDITECH recommends setting this field to “3” which satisfies the auditing requirement</p>	<p>Enter a value for number of years between 0 - 99</p>

General Ledger Performance User Preferences

User Preferences

Parameter	Function	Recommended Setting	Available Settings
Batches [Performance]	<p>Users can enter default dates for money and statistical batches. Batches within this range appear via the Money Batch and Statistics Batch functions. Users should select date ranges that go back only as far as necessary to view batch data. Routines will default with the date range selected, but users can use the "Select" button to locate No Recommended Setting Free text date range value Table of Contents MEDITECH - 1 of 2 Last Updated: December 2018 batches from a different date range.</p> <p>[If left blank, these routines will attempt to locate all batches for General Ledger's entire history, which can cause slowness to occur within these routines.]</p>	<p>MEDITECH recommends this is set between "30" and "60" days. This range allows users to go back only as far as necessary to view batch data while allowing screens to load efficiently.</p> <p>Routines will default with the date range selected, but users can use the "Select" button to locate batches from a different date range.</p>	<p>Free text date range value</p>
Report [Performance]	<p>Users can enter default ranges of GL Report Runs, Report Formats and Report Definitions, as well as a range of periods and statuses. Users are encouraged to select report ranges that apply specifically to their needs in an effort to speed up access to the GL Report Writer routines.</p> <p>[If left blank, users will be presented with all report formats/definitions/runs when accessing report writer routines. If there are extremely large amounts of these entries, slowness could occur in accessing the GL Report Writer "Process" routines.]</p>	<p>Users are encouraged to select report ranges that apply specifically to their needs in an effort to speed up access to the GL Report Writer routines.</p> <p>For organizations with a large number of reports, it is not recommended that this setting is left blank, as this could negatively impact the speed of screens being loaded. Users have found that it is most efficient to use this setting to limit the reports that they see to only the reports that they need to access.</p>	<p>Lookup to existing GL Report Runs, Periods, Formats, Definitions and Report Statuses</p>

Materials Management Performance Toolbox Parameters

Purge Delays

Parameter	Function	Recommended Setting	Available Settings
<p>Complete POs in Periods</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>Enter the number of periods prior to which all COMPLETED purchase orders should be purged when the Purge Purchase Order Routine is run. When purging purchase orders, related document attachments are also purged. To purge POs, the following conditions must be true:</p> <ul style="list-style-type: none"> • The PO has been COMPLETE for the correct number of periods. • Every line on the PO has been filled (ordered minus received minus cancelled). • The PO's completed date is on or before the purge date that is based on the delay and the last date a GL batch was generated in MM. <p>The PO must also meet MM-AP requirements.</p> <p>This is a required field.</p> <p>[If the Purge Purchase Order routine is run and the PO is COMPLETE for the length of time entered within the Purge Parameter, the PO will be unable to be reviewed.]</p> <p>[Large volumes of data can slow lookups and report compilations.]</p>	<p>MEDITECH recommends this be set to “24-36 Periods” as this speeds up the creation of the accrual batch. The purge is manual and is not required to take place.</p>	<p>Enter a value for periods between 3 - 999</p>
<p>EDI Data in Days</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>Enter the number of days to retain EDI sessions after you transmit them via an EDI interchange. The system purges the EDI sessions automatically, based on this delay. When the system purges a PO, the system also purges any associated acknowledgments. This is a required field.</p> <p>[This is an automatic purge that occurs during the midnight run.]</p> <p>[Large volumes of data can slow lookups and report compilations.]</p>	<p>MEDITECH recommends this be set to “60-90 Days” to retain data for troubleshooting purposes</p>	<p>Enter a value for days between 5 - 999</p>

Other Performance Settings

Management Information Systems Performance Customer Parameters

Customer Parameters - General

Parameter	Function	Recommended Setting	Available Settings
Purge Delay (Days) [Performance]	Enter the number of days that alerts are kept on file. The default value of this field is "7." [Potentially performance-based if set too high and information doesn't purge, leading towards a space issue.]	MEDITECH recommends this is set to "7" to avoid too many alerts from being generated, in turn preventing space issues.	Enter a value between 1-99

Management Information Systems Performance Toolbox Parameters

MIS MAT Toolbox - Main

Parameter	Function	Recommended Setting	Available Settings
User Log Purge Delay [Performance] <i>MEDITECH's programming team may need to run a space evaluation before setting/changing this parameter.</i>	Enter the number of days for which the system maintains User Activity Log data. For example, if "30" is entered here, you can only get user activity data for the last 30 days. The system purges data older than (today's date minus this number of days). [Potentially performance-based if set too high and information doesn't purge, leading towards a space issue.]	MEDITECH recommends this is between "30" - "90" days to prevent potential space issues.	Enter a value from 1 - 99 days
Suppress Patient Audit Action [Performance]	Enter the types of actions you want to exclude (if any) from the Patient Audit View Log. To allow all actions to appear on the audit log, leave this field blank. Actions include: <ul style="list-style-type: none"> ● "Create" ● "Export" ● "Modify" ● "Print" 	For US customers, it is typically recommended to leave this blank to be compliant. For Canadian customers, there is no recommendation of what to suppress, but they may choose to do so for activities such as Printing.	<ul style="list-style-type: none"> ● Create ● Export ● Modify ● Print ● View ● Enroll ● Transmit

	<ul style="list-style-type: none"> ● “View” ● “Enroll” ● “Transmit*” <p>(*That is, when someone logs onto the Health Portal as a patient, accesses the Health Summary or Visit Summary, and uses the Send Health Summary option to email it.)</p> <p>[If nothing, or not enough actions are suppressed, there is a very small chance that the Delivery Job connection could have a large backlog.]</p>		
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MIS MAT Toolbox - Integration

Parameter	Function	Recommended Setting	Available Settings
NPR Service Machine [Performance]	This parameter identifies which machine is running the real time connection for connectivity to NPR applications from the M-AT menu. [This needs to be set to the synchronous connection machine running the CS Proxy service. If it is not, NPR applications will not be available.]	MEDITECH recommends defining the Synchronous Connection machine running the CS Proxy Service; if set incorrectly, NPR applications won't be available.	Enter an applicable service machine
M-AT Network Services [Performance]	If M-AT real-time connections in this HCIS use Network Services, enter “Yes.” Otherwise, enter “No.” This is a required field. [This needs to be set in conjunction with the M-AT TCP Host parameter so the connections do not fail which would cause a performance issue]	MEDITECH recommends setting this to “Yes” to prevent network issues.	<ul style="list-style-type: none"> ● Yes ● No
M-AT TCP Host [Performance]	Enter the machine where interfacing M-AT real-time connections are routed. This is a required field. [This needs to point to the Synch machine. if it does not, real-time connections will fail which could cause a performance issue.]	Must be pointed to the correct Synch machine where the Network Services service is running to prevent network issues.	Enter a host

MIS MAT Toolbox - External

Parameter	Function	Recommended Setting	Available Settings
SMTP Mail Server [Performance]	Enter the SMTP mail server for the domain. [Modifying the server name can impact outbound email alerts, notifications, reports, and other processes that generate email. Verification of the server is necessary.]	MEDITECH recommends that this be set to the Site's "SMTP mail server" to prevent email, notifications, alerts or reports from generating properly.	Free text value up to 100 characters in length

NPR MIS Toolbox - General 2

Parameter	Function	Recommended Setting	Available Settings
User Logs Purge Delay [Performance] <i>MEDITECH's programming team may need to run a space evaluation before setting/ changing this field.</i>	Number of days that User Activity Logs will be retained before being purged. Choices are "1 - 99" days. This is a required field. [When reducing the purge delay, ensure any necessary audit reports are saved off for future reference. Potentially performance-based if set too high and information doesn't purge, leading towards a space issue]	MEDITECH recommends this is set to "30-90" days to prevent potential space issues.	Enter a value between 1 - 99 days
Audit/Txn Purge Delay [High Impact] [Performance] <i>MEDITECH's programming team may need to run a space evaluation before setting/ changing this parameter.</i>	Enter the number of days Dictionary Audit data is retained. This can be overridden via the Enter/Edit Dictionary for Audit Trail routine. [When reducing the purge delay, dictionary audit activity will be purged unless overridden within the Enter/Edit Dictionary for Audit Trail routine.] [Potentially performance-based if set too high and information doesn't purge, leading towards a space issue.]	MEDITECH recommends this is set to "30 - 90" Days. Data should not be kept beyond "90" days as space issues on the application's machine could potentially occur causing downstream performance issues.	Enter a value between 1 - 99 days
Background Job Data Purge Delay [Performance]	Enter the number of days to retain background job process information. [Instances of background jobs that are not the most recent instance of a job will purge after the defined number of days.]	MEDITECH recommends this is set to "7" Days to prevent space issues and downstream performance problems.	<ul style="list-style-type: none"> ● 1 - 99 days ● Blank = 7 days
Suppress Patient	Actions defined here will not be tracked by the	MEDITECH recommends	<ul style="list-style-type: none"> ● Create

<p>Audit Action</p> <p>[High Impact]</p> <p>[Performance]</p> <p><i>MEDITECH's programming team will need to run a space evaluation before changing this parameter.</i></p>	<p>Patient Audit Log. If Patient Portal is enabled, "Transmit" and "Enroll" are prevented from being suppressed.</p> <p>[Defining actions to be suppressed will suppress auditing of those actions. Patient Portal utilizes "Transmit" and "Enroll" actions to track patient usage of Portal. Impact on CQM reports should be reviewed prior to suppressing these actions.]</p> <p>[If nothing, or not enough actions are suppressed, the Delivery Job connection could flood, causing a backlog and the job to peg a background job machine]</p>	<p>this is set to "Print"</p> <p>*By default "Print" is defined</p>	<ul style="list-style-type: none"> ● View ● Export ● Modify ● Print ● Transmit ● Enroll
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MIS NPR Toolbox - External

Parameter	Function	Recommended Setting	Available Settings
<p>SMTP Mail Server</p> <p>[Performance]</p>	<p>Server name of the organization's mail server.</p> <p>[Modifying the server name can impact outbound email alerts, notifications, reports, and other processes that generate email. Verification of the server is necessary.]</p>	<p>MEDITECH recommends this is set to the Site's SMTP mail server to prevent email, notifications, alerts or reports from generating improperly.</p>	<p>Enter a mail server</p>

MIS NPR Toolbox - E/E Dictionaries for Audit Trail

Parameter	Function	Recommended Setting	Available Settings
<p>Enter/Edit Dictionaries for Audit Trail</p> <p>[Performance]</p>	<p>Enter the number of days that both "ALL" NPR dictionary edits are kept for auditing and the number of days that specific dictionary DPMs are kept for auditing before they are purged.</p> <p>[By default the NPR dictionary edits are kept for 30 days. This should be adjusted to reflect what is defined for the NPR Audit Purge Delay parameter. If set too high this purge delay could eventually lead to space issues. Individual dictionaries can have their DPMs entered to keep their edits longer (up to two or three years) since the files for this are relatively compact. For larger dictionaries that store a lot of data, space concerns could arise if purge delays are</p>	<p>MEDITECH recommends this is set to "30-90" days.</p>	<ul style="list-style-type: none"> ● 1-999

extended substantially.]

Patient and Consumer Health Portal Performance Customer Defined Parameters

PHM Customer Parameters - Features

Parameter	Function	Recommended Setting	Available Settings
What's New Items Period (Days) [Performance]	<p>Allows organizations to determine the timeframe in which the Portal considers certain activity as new.</p> <p>If left blank, activity will always be considered new.</p> <p>[If below 2.01 pp36, a nil or high setting will cause general slowness within the Patient Portal over time.]</p>	<p>MEDITECH recommends setting this to 1 day; typically customers would not want data over a week to be considered new.</p>	<ul style="list-style-type: none">1 - 999

Patient and Consumer Health Portal Performance Toolbox Parameters

PHM Toolbox Parameters - System Management

Parameter	Function	Recommended Setting	Available Settings
What's New Log Period [High Impact] [Performance]	<p>This parameter controls the number of days to internally store portal transactions before the system deletes them. Deleting transactions ensures the background job that processes notifications for the What's New section of the Patient Portal runs efficiently. When undefined this parameter defaults to "7 days." The monitor job automatically deletes any record that is more days old than this parameter. Setting this to "0" will delete the logs upon creation.</p> <p>[Changing to "0" will delete the logs immediately.]</p> <p>[Setting this parameter too high could cause slowness.]</p>	<p>MEDITECH recommends this is set to "3" days as this log is used for MEDITECH troubleshooting only.</p>	<ul style="list-style-type: none">0 - 999,999,999Blank or undefined defaults to 7 days
Record Response	<p>This parameter controls whether or not the</p>	<p>MEDITECH</p>	<ul style="list-style-type: none">Yes

<p>Records In Transaction Job</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>Response Records for each connection are recorded in the Transactions jobs.</p> <p>When it is set to “Y” all the Response Records used by the Transactions jobs are recorded in a log file, by patient, to assist in Debugging issues. All logs of the background job activity are automatically deleted (permanently) after either 7 days or the Items Index History Period passes.</p> <p>[Changing this parameter could start or stop log files from being recorded for debugging purposes. This should only be set to “Yes” for troubleshooting issues and for only a short period of time, due to the amount of data being saved off.]</p> <p>[If this is on for any extended amount of time it will likely run the PHM File Server out of space in a short period of time.]</p>	<p>recommends this is set to Blank or “No.” This log is used for MEDITECH troubleshooting purposes only.</p>	<ul style="list-style-type: none"> • No/Blank
<p>Connection Log File Period</p> <p>[Performance]</p>	<p>This parameter controls the number of days to internally store connection log data before the system deletes it. Deleting data ensures the background job that processes notifications for the What's New section of the Patient Portal runs efficiently.</p> <p>To increase the data storage days while troubleshooting portal notification issues, enter a number larger than “3” or leave the field blank to store the data for seven days. Be sure to reset the parameter after troubleshooting activities are complete.</p> <p>[Setting this parameter to a number larger than “3” has the potential to cause space issues.]</p>	<p>MEDITECH recommends that this is set to “3” days as this log is used for troubleshooting only.</p>	<ul style="list-style-type: none"> • 0 - 999,999,999 • Blank assumes 0
<p>Max Days to Retry Connections</p> <p>[Performance]</p>	<p>This parameter controls the number of days the Patient Portal should retry connecting to other MEDITECH applications after a failure. Failed connections prevent medical information stored in other applications from appearing in the Patient Portal.</p> <p>[Entering “0” prevents the system from storing any data and entering a number larger than 3 has the potential to cause space issues.]</p>	<p>MEDITECH recommends this is set to 1 day.</p>	<ul style="list-style-type: none"> • 0 - 999,999,999 • Blank assumes 8 days
<p>Days Back to</p>	<p>This parameter is used to calculate the date range</p>	<p>MEDITECH</p>	<ul style="list-style-type: none"> • 0 - 999

<p>Compile CCD</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>that will be used to compile information on the health summary (CCD) document. The PHM parameter is only used when a new health summary, hospital, or ambulatory document is requested from the Patient Portal.</p> <p>[This parameter will override the value from the # Days in Past for CCD GetChart parameter in EMR.]</p> <p>[Changing this parameter impacts the information patients see on CCD, as well as how long it takes to compile a new CCD.]</p>	<p>recommends this is set to "30" days as this parameter is used to override the EMR parameter and that is typically set to 30 so this should be set higher.</p> <p>This would allow the patient to compile a few visits worth of information in their CCD without making it so long that the CCD compile takes a large amount of time.</p>	<ul style="list-style-type: none"> Blank assumes 999
<p>Enable Virtual Visit Console Logging for PHM</p> <p>[High Impact]</p> <p>[Performance]</p>	<p>This parameter turns the browser console log off or on for users accessing a virtual visit from the Patient Portal or the Virtual Waiting Room.</p> <p>To allow browser console logging to be switched on for all users accessing a virtual visit from PHM, enter Yes. To restrict browser console logging by users accessing virtual visits from PHM, enter No or leave this parameter blank.</p> <p>[Changing this parameter could start or stop log files from being recorded for debugging purposes. This should only be set to "Yes" for troubleshooting issues and for only a short period of time, due to the amount of data being saved off.]</p> <p>[If this parameter is set to "Yes" for any extended amount of time, it may cause the PHM File Server to run out of space in a short period of time.]</p>	<p>MEDITECH recommends this is set to Blank or "No." This log is used for MEDITECH troubleshooting purposes only.</p>	<ul style="list-style-type: none"> Yes No/Blank
<p>Compatibility Settings</p> <p>[Performance]</p>	<p>This parameter provides information about Patient Portal functionality that works only if the health care organization uses specific versions of other MEDITECH applications.</p> <p>Currently, this parameter allows for the visits and providers associated with the patient to be called separately so as to not cause timeouts if there are many associated with the patient.</p> <p>[If defined as In Use = "Y" but you do not have the</p>	<p>MEDITECH requires only setting In Use = "Yes" for those features that are truly being used.</p>	<p>The lookup is defined by MEDITECH depending on the 2.01 release</p>

	functionality, it could potentially cause timeouts for patients within the Patient Portal.]		
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Note: This document lists parameters available through Expanse 2.2 Priority Pack 58

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