Exposure Ed App

User Manual

VA HEALTH CARE | Defining EXCELLENCE in the 21st Century

User Manual

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Overview

The Exposure Ed mobile application (App) provides information on military-related exposures to Department of Veterans Affairs (VA) and non-VA health care providers. Veterans may have been exposed to a range of chemical, physical and environmental hazards during service, which could affect their health. The Exposure Ed App is designed to help providers learn about exposures and talk with their patients about exposure-related concerns, including the potential impact of these exposures on health. With this App, you can find details about exposures, tips for communicating risk to your patients, information on exposure-related programs and benefits offered by VA, and ways to help Veterans determine eligibility to participate in VA services.

Although the Exposure Ed App is meant to provide you with comprehensive and targeted information about the specific health care needs of Veterans, the information it contains is not a substitute for clinical judgment.

At this time, this App is available for iOS devices (iPads and iPhones).

This User Manual is an in-depth, step-by-step guide for using the Exposure Ed App.

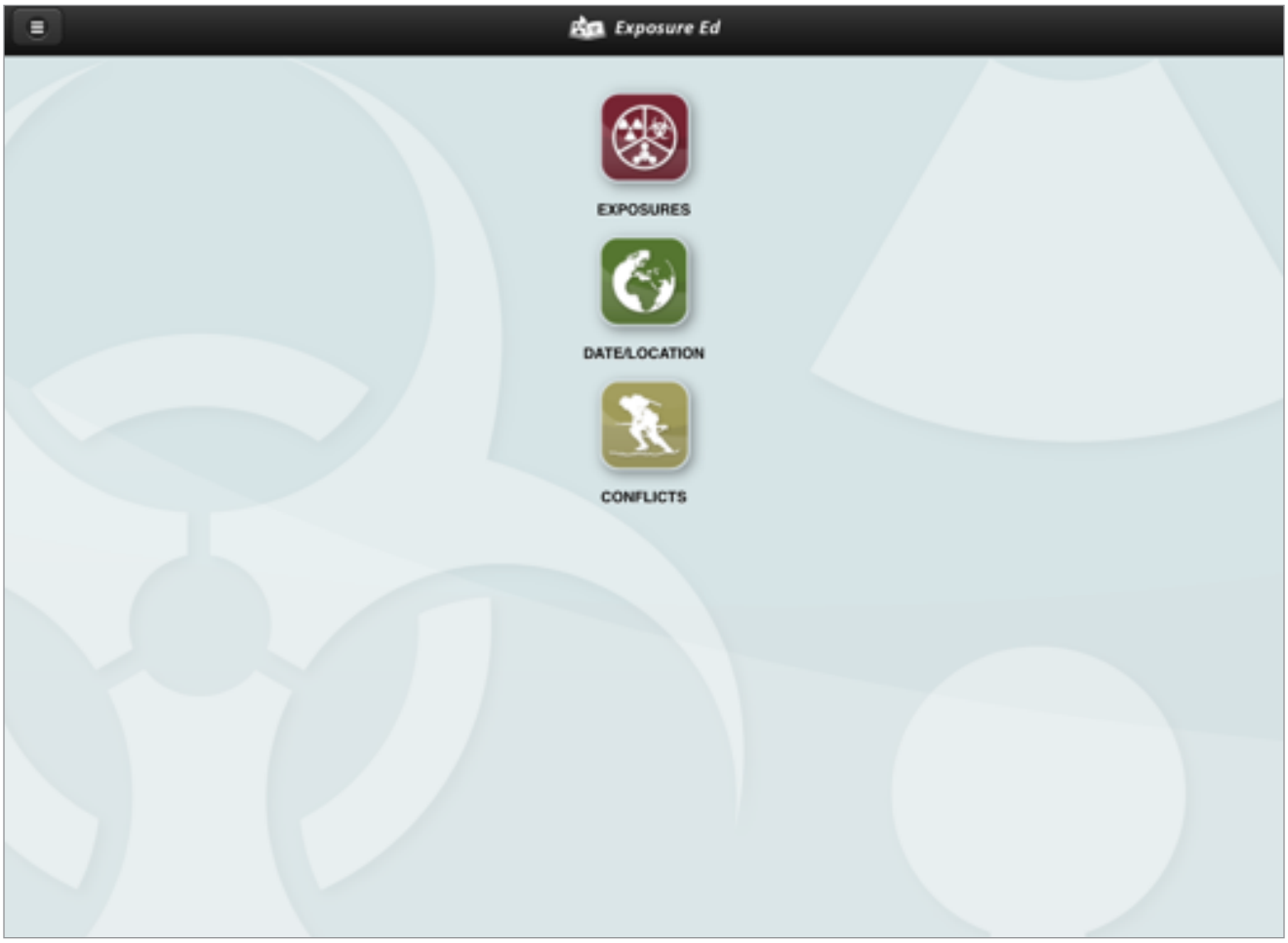
The Basics

Setting up the App

If this is the first time you are using the Exposure Ed App, you will see an End User License Agreement ("EULA"). Read the EULA > Tap **Accept** to proceed to the Exposure Ed App.

Taking an App tutorial

If this is the first time you are using the Exposure Ed App, you have the option of taking a tutorial to familiarize yourself with the App. To bypass the tutorial, tap **Skip**. To take the tutorial, tap **View** > A list of the App's categories will appear > Tap on the category you would like to learn more about > A drop-down list will appear with subcategories > Tap the subcategory you want to learn more about > You will be taken to a screen that provides an overview and screenshot of the function. To go back to the tutorial's list of categories at any time, tap the back arrow in the upper-left corner. To exit the tutorial, tap the **Menu** button with a three-line icon and select an option from the list. To return to the tutorial, tap the **Menu** button and tap **Tutorial**.

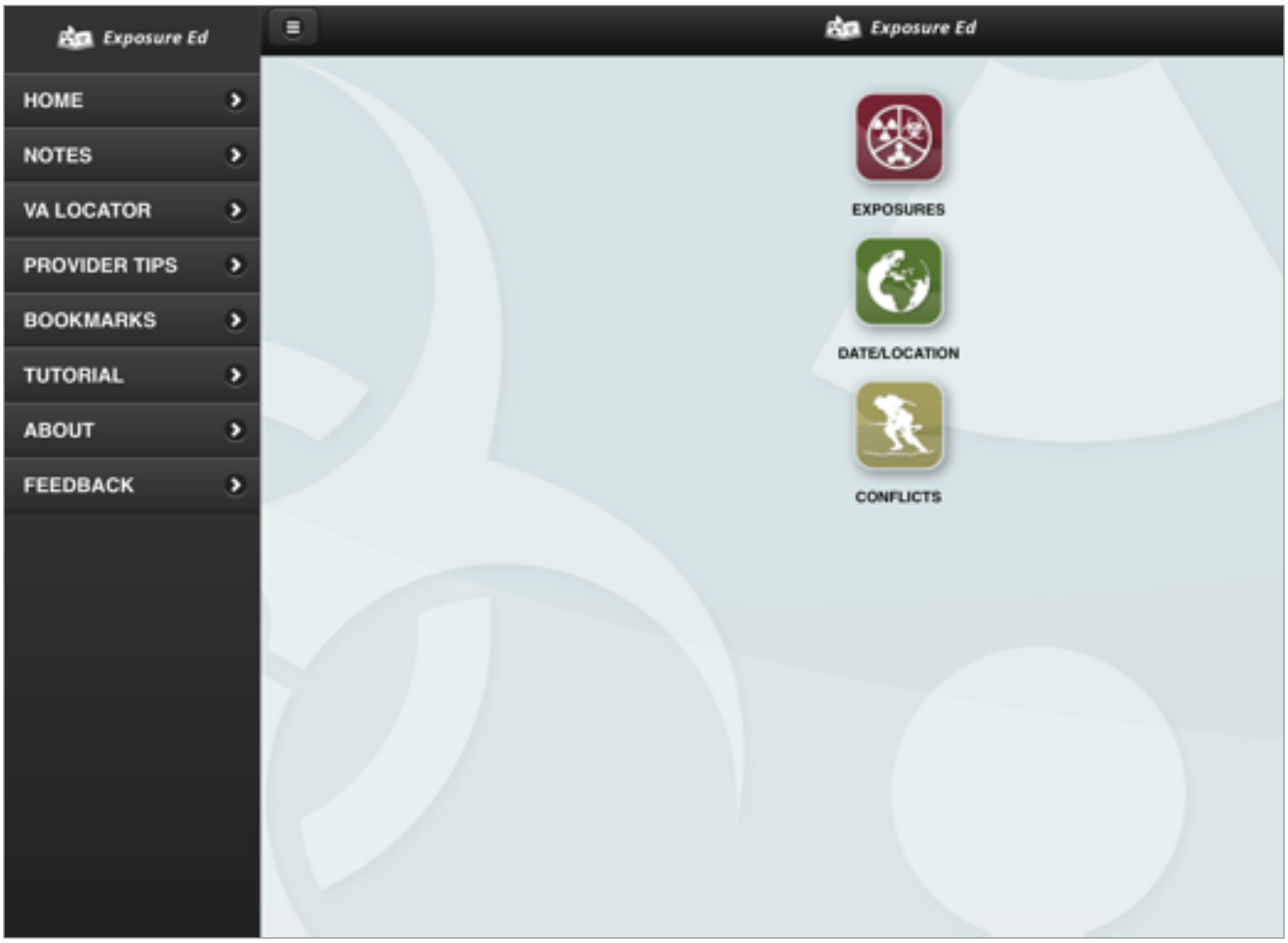


Getting to know the Home screen

When you enter the Exposure Ed App, you will first see the Home screen, which gives you an overview of the App's main functions. Three icons will be visible on the screen:

- Exposures – a list of exposures that Veterans may have encountered, organized by name
- Date/Location – a search feature that allows you to narrow exposure possibilities by date and location
- Conflicts – a list of conflicts and the exposures most common to each conflict

Tap on the icon of the category you would like to view > You will see the details for the category you selected. To return to the Home screen, tap the arrow in the upper-left corner. You can also revisit the Home screen at any time by tapping the **Menu** button with the three-line icon in the upper-left corner of your screen and tapping **Home**.



Viewing and navigating with the Menu screen

No matter which section of the App you are viewing, a **Menu** button with a three-line icon will always be available in the upper-left corner of your screen. Tap the icon, and a slide-out Menu will appear. The Menu shows you all of the App's features and capabilities:

- Home
- Notes
- VA Locator
- Provider Tips
- Bookmarks
- Tutorial
- About
- Feedback

To close the Menu screen, tap the Menu icon.

Finding more information about the App

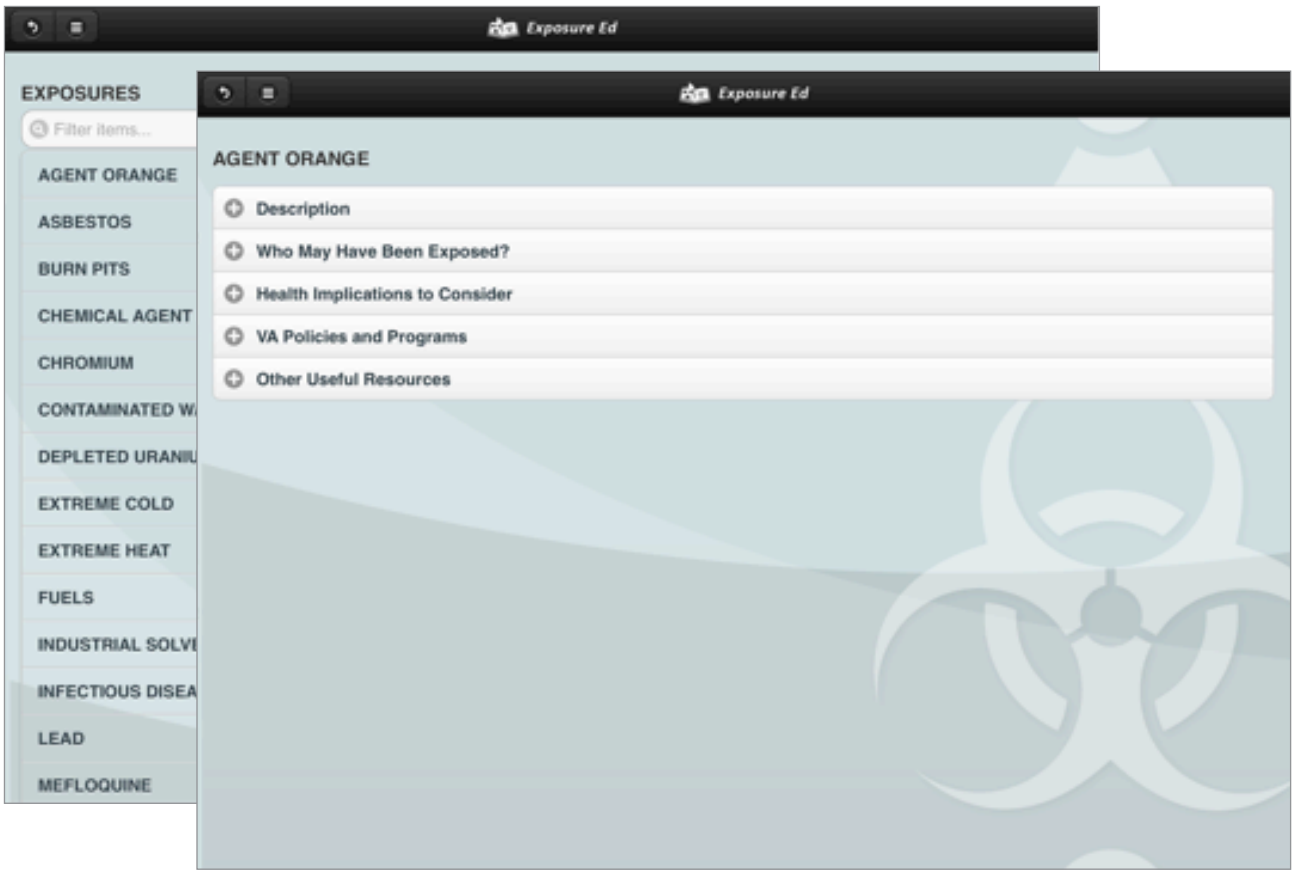
Tap the **Menu** button with the three-line icon in the upper-left corner of the screen > Tap **About** from the slide-out menu that appears > You will be taken to the About screen, which gives you more details about the App > Tap **Done** to return to the last page you viewed.

Providing feedback about the App

VA's Office of Public Health wants your feedback about how the Exposure Ed App is helpful and how it can be improved. Tap the **Menu** button with the three-line icon in the upper-left corner of the screen > Tap **Feedback** from the slide-out menu that appears. Depending on your device and settings, there are different ways you can offer feedback. You might need to tap the program you would like to use, or your device may automatically open a message draft within the email account associated with the device you are using. You can type a message with your feedback and send.

Exposure Information

Outlined on the Home screen are three ways to learn more about exposures: identifying the exposure, searching by date and location or looking for the exposures commonly associated with a specific conflict.

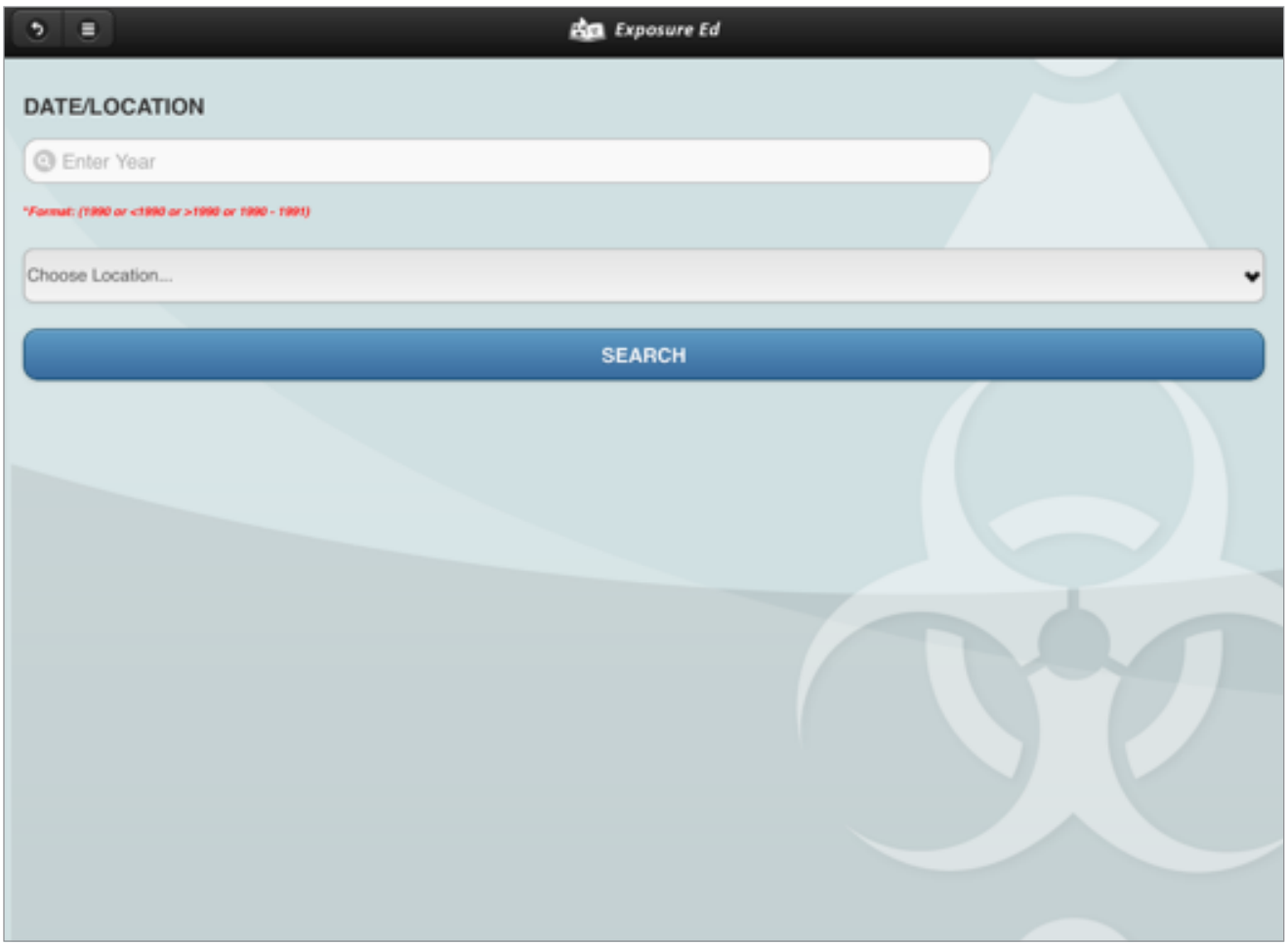


Learning about a specific exposure

If you know what exposure you would like to learn more about, tap the **Exposure** icon on the Home screen > A drop-down list of exposures will appear > Tap the exposure you would like to learn more about > Tap the category of information you would like to view. Information about each exposure includes:

- Description – a brief definition or explanation of the exposure
- Who May Have Been Exposed – information about the source of exposure, exposure pathway (e.g., inhalation, dermal), location and conflict where the exposure commonly occurred, and the date range of likely exposures
- Health Implications to Consider – common side effects or conditions that result from the exposure and links to resources with more information
- VA Policies and Programs – information about presumptions and other policies, how to apply for benefits, existing registry programs and recommended referrals for tertiary care. Tap on these subcategories to learn more.
- Other Useful Resources – links to resources like fact sheets, reports, research, programs and news about the exposure

Each category lets you add the information to your patient's note by tapping the **Add to Note** button > The button will change to read "Remove from Note." To delete the information from the note, tap the **Remove from Note** button. To return to the Exposures page, tap the back arrow.

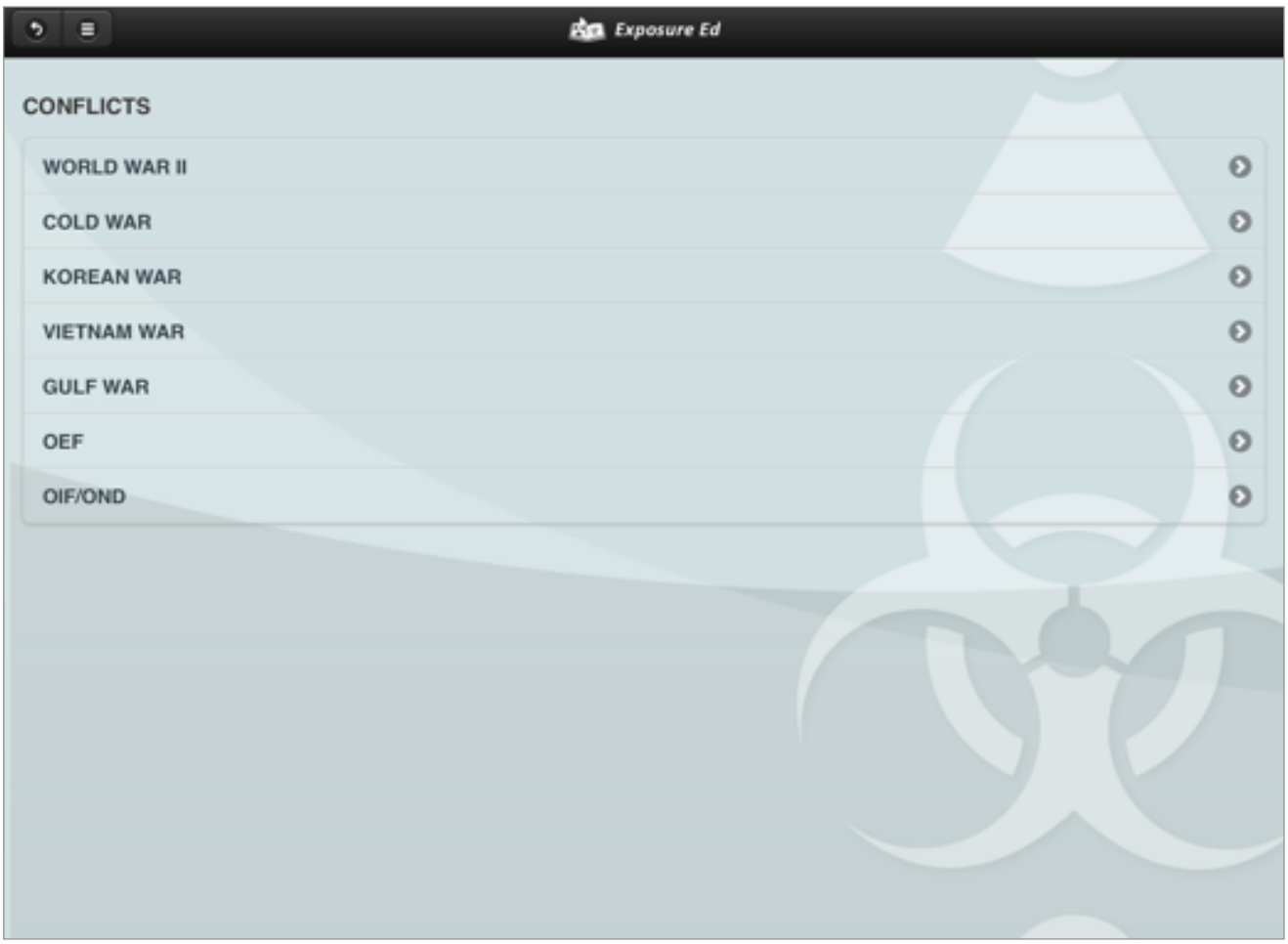


Searching for exposures by date and location

To narrow the potential exposures your patient might have encountered, you can filter by date and location. Tap the **Date/Location** icon on the Home screen.

- Date – Enter the date or date range into the **Enter Year** block. You can enter an exact year, indicate before or after a specific year by using the < or > symbol (e.g., <1990 or >1900) or enter a date range using a hyphen (e.g., 1900 -1991).
- Location – Tap on the **Choose Location** block > Tap a location from the drop-down list that appears.

Tap **Search** > Two categories will appear: an Exposures list and VA Policies & Programs > Tap the **+** icon next to the category you would like to view > A drop-down list with more information will appear. To hide the drop-down list, tap the **–** icon. To return to the Date/Location screen, tap the back arrow.

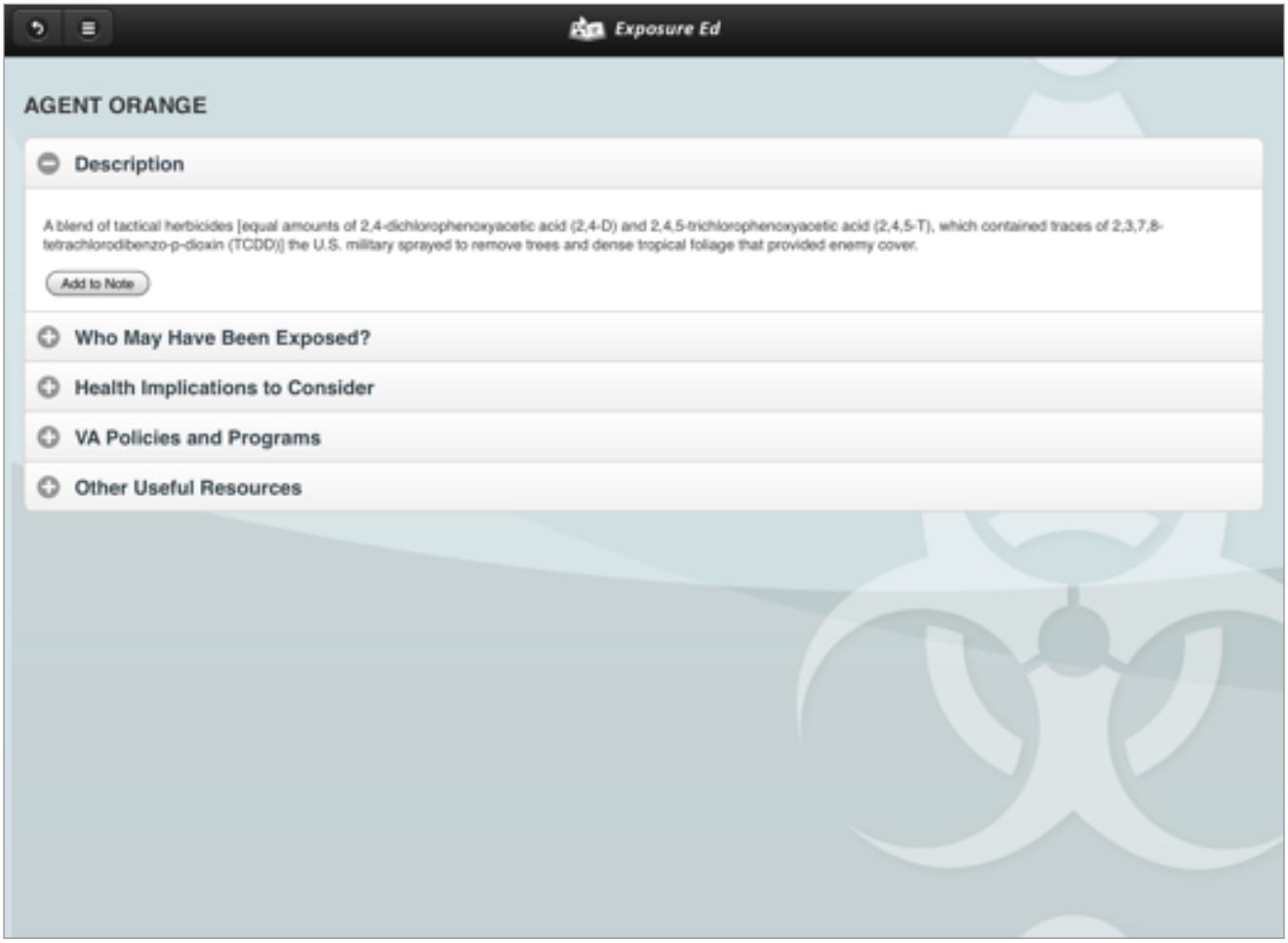


Identifying conflict-related exposures

Some exposures are commonly associated with certain conflicts. To see what exposures might be related to your patient's service, tap the **Conflicts** icon on the Home screen > A drop-down list of conflicts will appear > Tap the conflict you would like to learn more about > Two categories will appear: an Exposures list and VA Policies & Programs > Tap the **+** icon next to the category you would like to view > A drop-down list with more information will appear. To hide the drop-down list, tap the **−** icon. To return to the Conflicts screen, tap the back arrow.

Notes

By adding exposure information to a note, you can share the note with your patient and provide him or her with educational references and helpful resources.



Adding a note

In each exposure's details, you will have the option to tag the information in a patient's note. Tap the **Add to Note** button > A new note will automatically be created (which you can find in the Notes section) accessible from the Menu > An icon with a green check over an image of a screen will appear in the upper-right corner of the text you chose to add to notes.

Accessing your notes

Tap the **Menu** button with the three-line icon > Tap **Notes** from the slide-out menu that appears > You will see a list of open and finalized notes > Tap the note you would like to view with an **>** icon next to the name.

Managing and editing open notes

Tap the note you would like to view > You will see the content of the note and date and time you created it > Tap one of three options:

- Done – to return to the Notes screen
- Finalize – to save the note as it reads
- Delete – to erase the note

Managing finalized notes

Tap the note you would like to view > You will see the content of the note and date and time you created it > Tap one of five options:

- Done – to return to the Notes screen
- Print Preview – to see an image of the note on VA letterhead
- Print – to print a PDF (an electronic image) version of the note
- Email – to go to a message draft with a PDF attachment of the note within the email account associated with the device you are using. Send, delete draft, save draft or cancel, as you normally would > You will return to the finalized note.
- Delete – to erase the note

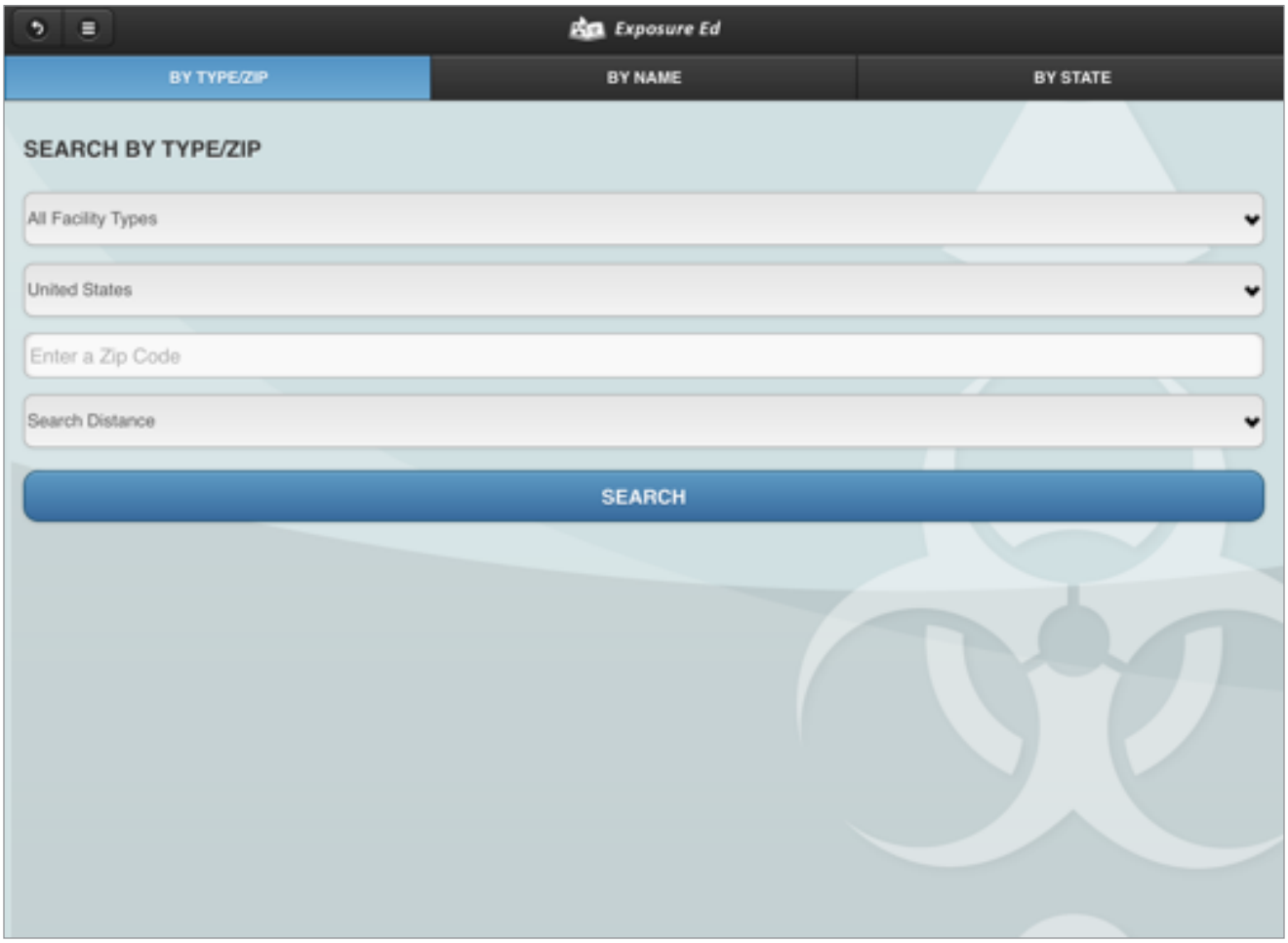
Deleting a note

You can delete a note three ways:

- Open the note you would like to delete > Tap the **Delete** button.
- To delete all of the notes you have created, tap the **Delete All Notes** button at the bottom of the Notes screen.
- When you went through the details of an exposure and saved the information to your notes by tapping the **Add to Note** button, the name of the button changed to Delete from Note. Tap **Delete from Note** to remove the information.

VA Locator

With the VA Locator, you can help your patients find options for care closest to them by looking up a VA facility that suits their needs. You may search within the locations for Veterans Health Administration (VHA), Veterans Benefits Administration (VBA) and National Cemetery Administration (NCA).

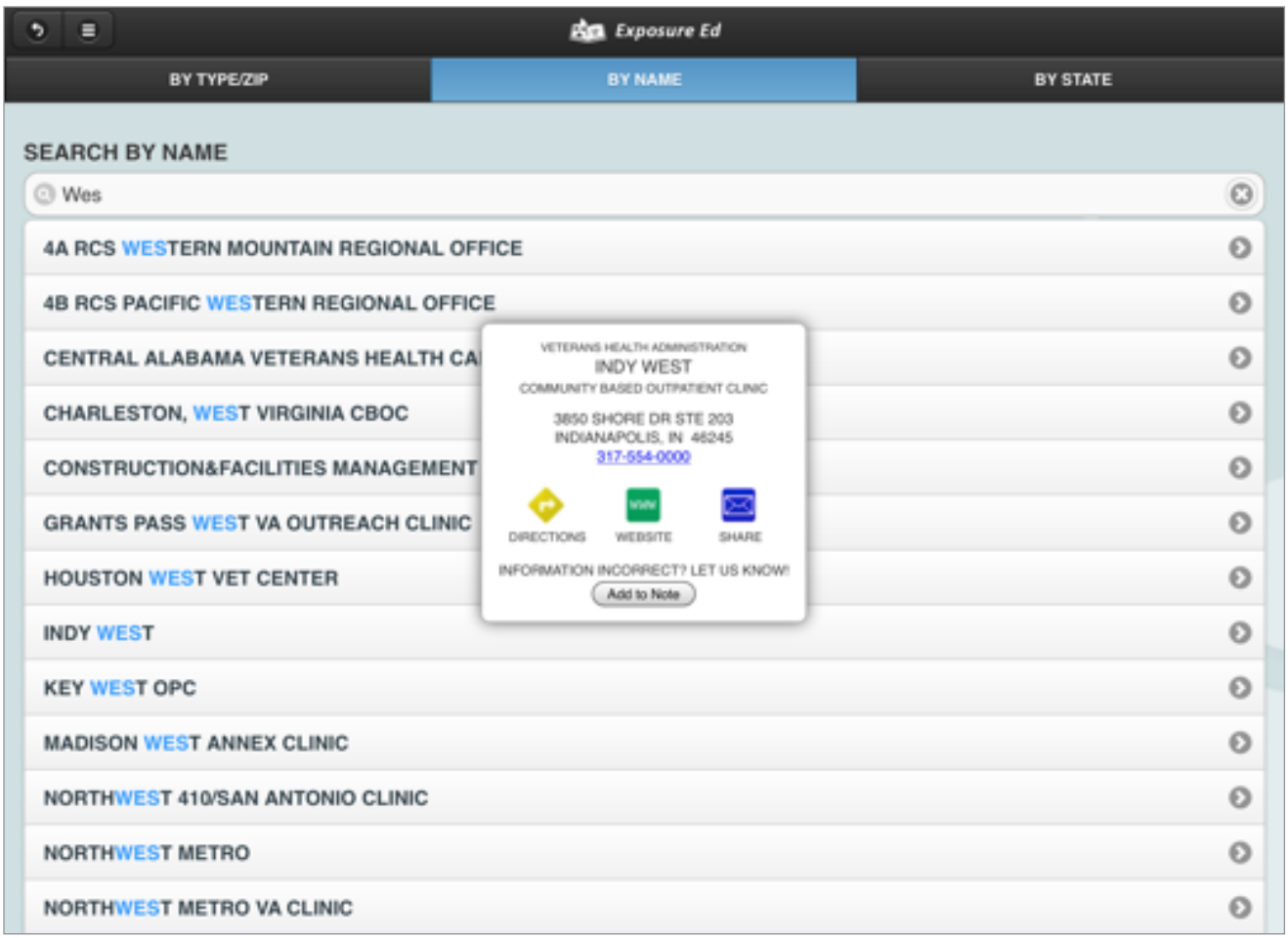


Searching for a VA facility

Tap the **Menu** button > Tap **VA Locator** from the slide-out menu that appears > Tap the **Search** button with the magnifying glass icon in the upper-right part of the screen > Tap one of the three tabs at the top of the screen to indicate how you would like to locate a VA facility. The options are:

- By Type/Zip – Select the type of facility you would like to locate from the drop-down menu > Select the country from the drop-down menu > Type the zip code > Indicate the Search Distance range from the drop-down menu > Tap **Search**.
- By Name – Begin typing the location in the search bar up to at least three characters > A drop-down list of possible facilities will appear > Select the location you would like to view. **NOTE:** If you have entered at least three characters and do not see any search results, then no facilities match the criteria.
- By State – Tap the **Choose a State** heading > A drop-down list of states and territories will appear > Select the location you want to see.

After you have filtered your search, tap the facility you want to see. To return to the list of facilities, tap the back arrow in the upper-left corner.



Viewing details about a facility

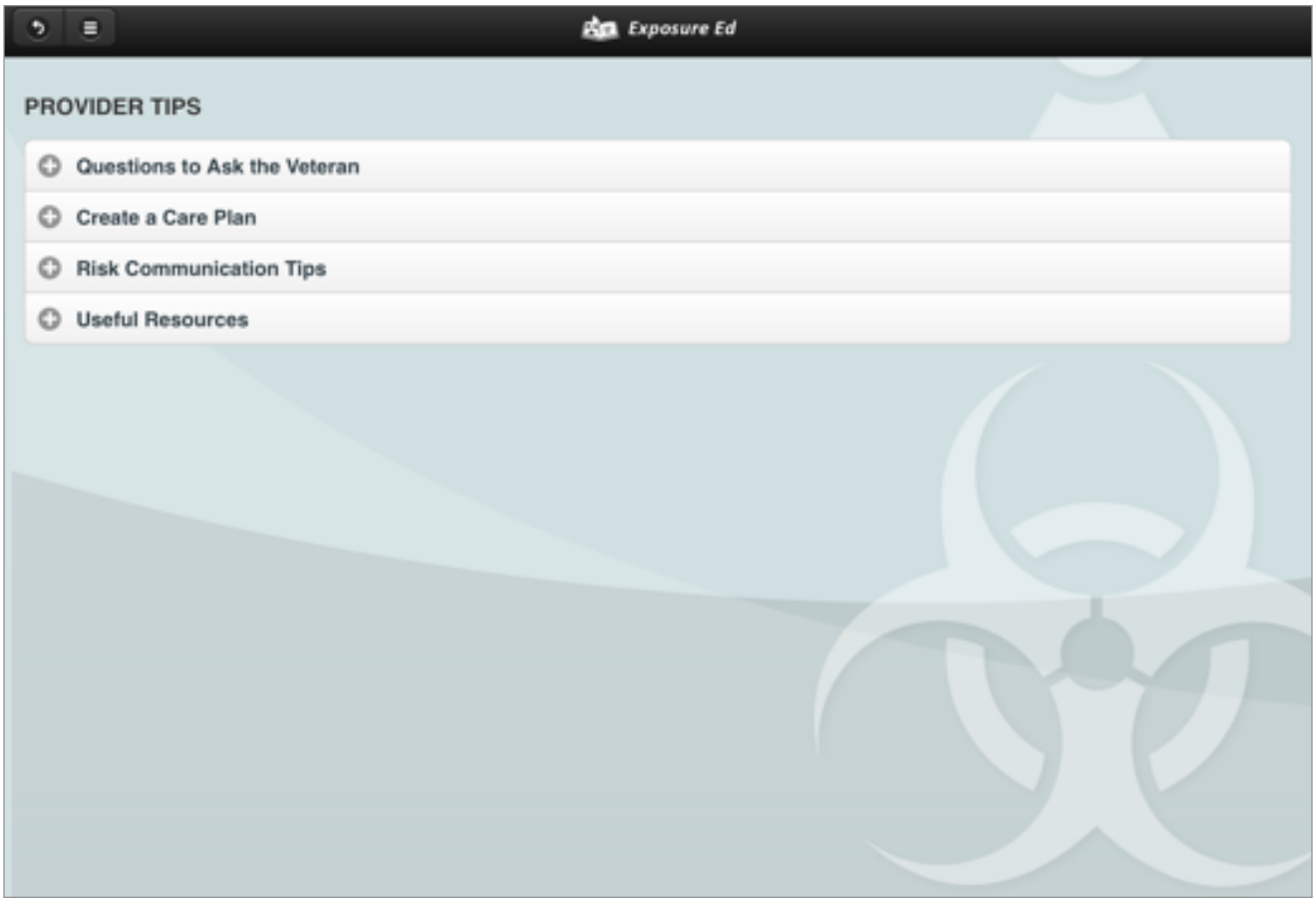
After you have selected the facility you would like to view, a pop-up box will appear with the facility's name, address and phone number. You can also see additional details by tapping the corresponding icons:

- Directions – The facility's address will appear in the search bar > Tap the corresponding icon to choose whether you want directions by car, public transit, walking or cycling > Tap the button with an arrow > Step-by-step directions will appear. **NOTE:** If this is your first time using the Directions feature, the App will prompt you to use your current location > Tap **OK**.
- Website – to be directed to the facility's website
- Share – to open a message draft within the email account associated with the device you are using

To return to the list of facilities after viewing directions or the website, tap **Done** from the bottom of your screen.

Provider Tips

Provider Tips help you learn what to ask your Veteran patients about exposures, create a care plan for them, reference tips for communicating with your patients and access other useful resources.



Tap the **Menu** button > Tap **Provider Tips** from the slide-out menu that appears > You will see a list of tips > Tap the **+** icon next to the information you would like to view:

- Questions to Ask the Veteran – suggested topics to discuss with your patient
- Create a Care Plan – an overview of how to assess your patient's health, direct him or her to live a healthy lifestyle and establish routine correspondence
- Risk Communication Tips – recommendations for discussing challenging topics with your patient. When you tap the Risk Communications Tips heading, you will see three subcategories > Tap **Responding To Concerns, Do's and Don'ts or Communicating Uncertainty** to see tips for each topic. To return to the Provider Tips screen, tap the back arrow.
- Useful Resources – links to reference materials and more detailed information. When you tap the **Useful Resources** tab, a drop-down list of links will appear > Tap the link you would like to view > A pop-up box will appear that shows the URL and gives you the option to save or open the link > Tap either the **Save Link to Note** heading or the **Open Link** heading. If you open the link, the selected website will appear. To return to the App, tap **Done** at the bottom of the screen. To close the pop-up box, tap the **X** in the upper-left corner of the box.

To collapse any drop-down lists from a category, tap the **–** icon next to the category's heading.

Bookmarks

VA has bookmarked helpful resources for you to learn more about environmental exposures and programs for Veterans.

Accessing your bookmarks

Tap the **Menu** button > Tap **Bookmarks** from the slide-out menu that appears > You will be taken to a list of saved bookmarks > Tap the bookmark you would like to visit > The website of the bookmark you select will appear. To return to the Bookmarks page, tap **Done** at the bottom of the screen. **NOTE:** You will not be able to add your own bookmarks.

Help and Additional Information

Additional training materials for the Exposure Ed App

More resources, such as a Quick Start Guide, Slideshow and FAQs, can be found on ***mobilehealth.va.gov/training***.

Help Desk information

If you need help with the Exposure Ed App, dial **1-855-500-2025** to speak with a VA representative. For TTY assistance, dial 711.

Emergencies

Never use this App in an emergency situation. If you encounter an emergency, call your local medical center or dial 911.

Appendices

Appendix #1: Project References

This App was developed by the VA Office of Information and Technology Mobile Development Team according to an approved concept paper. VA tested the App in a demo environment to ensure optimal functionality. The VA subject matter expert who helped create the App is Terra Irons, PhD.

Appendix #2: Glossary

App – an application, or software program, that can be accessed through a website or mobile device and is designed to fulfill a particular purpose. **NOTE:** At this time, the Exposure Ed App is only available on iOS devices (iPads and iPhones).

Exposures – environmental conditions Veterans may have experienced that potentially have negative health implications

PDF – a file format that provides an electronic image of text and/or graphics that looks like a printed document and cannot be edited, but can be viewed, printed and electronically transmitted

VA – Department of Veterans Affairs

VA Mobile Health – an initiative that aims to improve Veterans' health by providing technologies that expand care beyond the traditional office visit and includes the creation of secure mobile Apps that will leverage the popularity of wireless technologies to support Veterans, Caregivers and VA clinical teams [More at: mobilehealth.va.gov]