

My HealtheVet Setup Checklist

ACTIVITY	STATUS	RESPONSIBLE	COMMENTS
1. Implementation of the MHV kiosks: A. Determine locations for kiosks B. Set up kiosks and add to “kiosk” OU as explained in MHV Kiosk Guide.			
2. Setup Institution and Facility tables on MHV Notify MHV Staff prior to cutover to update tables.			MHV national developers will process update.
3. Admin Portal Update users in admin portal to move them from existing site to new station. MHV needs a list of names of users doing In-Person Autochthon (IPA) via the Manager User functionality.			MHV site coordinator will need to submit information on the MHV web site.