Patient Data Exchange (PDX) Setup Checklist

ACTIVITY	STATUS	RESPONSIBLE	COMMENTS
1. Designated user who will review the PDX User Manual, specifically the PDX Edit Files option. User will require the VAQ EDIT FILE security key to complete this action.			

A. Add/Edit Fields to Encrypt
   B. Edit Max limits for auto processing
   C. Add/Edit Outgoing Groups
   D. Edit Parameter File**see note**
   E. Add/Edit Segment Group-Private
   F. Add/Edit Segment Group-Public
   G. Add/Edit Release Group
   H. Add/Edit Segment Group-All			

2. Background Job A. VAQ PDX PURGE			

3. Mail groups
   A. VAQ PDX ERRORS
   B. VAQ MANUAL PROCESSING
   C. VAQ UNSOLICITED RECEIVED			

4. Security Key A. VAQ EDIT FILE			

**The data brought in with this option had to be deleted.   Software Support was listed as the facility and 050 as the facility number. Delete and reenter the correct information.