



Uniform Chart of Accounts Personnel Utilization System (UCAPERS)/Workload Management System for Nursing–Army (WMSN–A)

Release 04-40 Software Change Package (SCP) Version 1.00

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**UCAPERS/WMSN-A
RELEASE 04-40 SOFTWARE CHANGE PACKAGE**

REVISION AND HISTORY PAGE

Version Number	Revision Summary	Date
0.01	Draft development	10 October 2000
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RELEASE 04-40 SOFTWARE CHANGE PACKAGE**

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SECTION 1 INSTALLATION PROCEDURES

The instructions contained in this section will guide you, step-by-step, through the requirements of this installation. In order to maintain the integrity of the system, it is important that **ALL** instructions be followed accurately and completely. It is important to note that all commands must be entered in the correct case; for example, upper case letters or lower case letters. To ensure that MEPRS Technical Support Center Personnel are available, perform the installation Monday through Friday from 0600 to 1800 hours CST.

To complete the system installation, you will need these instructions and three blank tapes. One tape is needed for the Daily Backup, one for the Pre-System Backup, and one for the System Backup.

READ COMPLETELY THROUGH THESE INSTRUCTIONS AND FAMILIARIZE YOURSELF WITH THEM BEFORE BEGINNING THE INSTALLATION.

1.1 Schedule Installation

ENSURE ALL USERS ARE OFF THE UCAPERS SYSTEM. Select a date and time for the software installation and notify the users that UCAPERS, including WMSN, will be unavailable for approximately 1 hour.

To ensure that MEPRS Technical Support Center Personnel are available, perform the installation Monday through Friday from 0600 to 1800 hours CST. The MEPRS Technical Support Center phone number is as follows:

DSN 471-9764, ext. 2215

Commercial (210) 637-2215

If your site has two servers (for example, an EAS server and a UCAPERS server), be sure to perform all processing described in these procedures on the **UCAPERS server**.

1.2 Create a UCAPERS Daily Backup Tape

1. Go to any workstation that accesses the server.

NOTE: Try to select a workstation in the proximity of the server (for tape drive access).

2. Initiate UCAPERS daily data file backup by logging on as follows:

```
login: nacbkup
password: <Password>
```

3. The system displays the **UCAPERS Daily Backup Tape Process** screen. The screen appears as follows:

```
>>>INITIATING - NAC00PS7 (UCAPERS DAILY BACKUP) Fri Oct 20 10:11:20 CDT 2000 <<<

*****
*** UCAPERS DAILY BACKUP TAPE PROCESS ***
*****

When the UCAPERS Daily Backup Tape is mounted and on-line, press <Enter>
```

Users are prompted to insert the UCAPERS Daily Backup tape and to ensure that the tape drive is online.

- Insert the tape to be used for the backup on the tape drive; ensure that the tape drive is online.
 - Press **Enter**.
4. The system verifies that the tape drive is ready for backup.
 - If the tape drive is not available, an error message appears on the screen. The system then logs the terminal off.

```
The tape drive is NOT ready. Please ensure the tape is in the drive,
and that the drive is online.

Press <ENTER> to continue or type q to quit >q
The tape drive is not available for backup.
Press <Enter> to continue.
*** ABEND - NAC00PS7 (UCAPERS DAILY BACKUP TAPE) Fri Oct 20 10:15:11 CDT 2000
```

- If the tape drive is available, the daily backup process begins. The screen displays that the daily files are being backed up to tape. After the last file is backed up to the tape, the screen displays a message requesting that the backup tape be removed from the drive.

```
Ending copy from disk to tape - Fri Oct 20 07:56:57 EDT 2000.

*****
*** UCAPERS Daily Backup is now complete ***
*****

Unload UCAPERS Daily Backup Tape and press <Enter> to continue.
>>> TERMINATING - NAC00PS7 (UCAPERS DAILY BACKUP TAPE) Fri Oct 20 08:12:50 EDT
```

5. Press **Enter** after removing the backup tape. The system logs the terminal off.
6. Check the printer for a tape backup file listing.

NOTE: Do not continue with UCAPERS Release 04-40 until the UCAPERS daily backup tape has been successfully created.

1.3 Deactivate Startgate

1. At the UNIX system *login* prompt, type **startgt** and press **Enter**.

```
login: startgt
```

- At the *Password* prompt, type the **password** for startgt and press **Enter**. The password does not appear on the screen, but must be typed correctly for the login to succeed.

```
Password: (password)
```

- If **Startgate** is currently active, the screen appears as follows:

```
S T A R T G A T E   I S   C U R R E N T L Y   A C T I V E
Do You Wish To Terminate STARTGATE?
```

Type **y** and press **Enter**. Startgate will be terminated. The screen is shown as follows:

```
                T E R M I N A T E
      B A C K G R O U N D   S T A R T G A T E
DATE:  YYYYMMDD           TIME:  HH:MM
* * * STARTGATE HAS BEEN TERMINATED * * *
```

- If **Startgate** is *not* currently active, the screen appears as follows:

```
S T A R T G A T E   I S   N O T   C U R R E N T L Y   A C T I V E
Do You Wish To Initiate STARTGATE?
```

Type **n** and press **Enter**. Startgate will remain inactive.

```
S T A R T G A T E   I S   N O T   C U R R E N T L Y   A C T I V E
Do You Wish To Initiate STARTGATE? N
STARTGATE NOT initiated.
```

1.4 Stop AQCESS Interface

To stop the Automated Quality of Care Evaluation Support System (AQCESS) to UCAPERS/WMSN interface, follow these instructions:

- At the UNIX system *login* prompt, type **nacsys** and press **Enter**.

```
login: nacsys
```

- At the *Password* prompt, type the **password** for nacsys and press **Enter**. The password does not appear on the screen, but must be typed correctly for the login to succeed.

```
Password: (password)
```

- Stop the AQCESS to UCAPERS/WMSN interface by typing the following command at the UNIX prompt:

```
<server_name_nacsys> AQCESS_STOP
```

- If the AQCESS interface is active, the messages appear as follows:

```
Bringing down the AQCESS/UCAPERS Interface
AQCESS_START Interface halted
```

- If the AQCESS interface is *not* active, the messages appear as follows:

```
The AQCESS/UCAPERS Interface is not currently up
Use AQCESS_START to bring the interface up
```

NOTE: Do not attempt to bring the interface up if it is already down.

4. Type **exit** and press **Enter** to return to the console login prompt.

1.5 Pre-System Backup

A Pre-UCAPERS system and data files backup must now be performed. Prior to performing the backup on the UCAPERS server, you will need to log on to the console as root.

1. At the UNIX system *login* prompt, type **root** and press **Enter**.

```
login: root
```

2. At the *Password* prompt, type the **password** for root and press **Enter**. The password does not appear on the screen, but must be typed correctly for the login to succeed.

```
Password: (password)
```

3. At the system prompt, type **/nac/shell/NACBKREC** and press **Enter**.

```
<server_name_root> /nac/shell/NACBKREC
```

4. At the Backup and Restore Menu, type **1** and press **Enter** to perform the backup.

```
UCAPERS System and Data Files
Backup and Restore Menu

1) SYSTEM BACKUP - DISK to TAPE
2) SYSTEM RESTORE - TAPE to DISK
3) RETURN to UNIX

Please Enter Choice (1 - 3): 1
```

5. At the following prompt, **insert** a blank tape into the tape drive and press **Enter**.

```
Mount a cartridge tape into the tape drive and press <ENTER> to continue or
press 'q' to quit:
```

The backup will begin and messages similar to the following will appear on the console monitor:

```
Mount a cartridge tape into the tape drive and press <ENTER> to continue or
press 'q' to quit:

Performing UCAPERS System and Data Files Backup

Copying all UCAPERS System and Data Files to tape. Please wait.

/nac/btcmd/.profile
/nac/btcmd/APNdwnld
/nac/btcmd/AQCEXTR
/nac/btcmd/AQCSTAT
. . . . .
. . . . .
. . . . .
/etc/a_termcap
/etc/cblconfig
/etc/cblhelp
770276 blocks

Verifying UCAPERS System and Data Files. Please wait.

100755 nacbkup 12337 Sept 16 17:10:51 2000 /nac/btcmd/.profile
100777 startgt 220181 Sept 16 17:10:51 2000 /nac/btcmd/APNdwnld
100777 startgt 62002 Sept 16 17:10:51 2000 /nac/btcmd/AQCEXTR
100777 startgt 67170 Sept 16 17:10:51 2000 /nac/btcmd/AQCSTAT
. . . . .
. . . . .
. . . . .
100755 root 24063 Sept 27 16:54:06 2000 /etc/a_termcap
100755 root 2342 Sept 27 16:54:06 2000 /etc/cblconfig
100755 root 1083 Sept 27 16:54:06 2000 /etc/cblhelp
770276 blocks

UCAPERS System and Data Files Backup was successful.

Press <ENTER> to return to the Backup and Restore Menu.
```

After the backup has completed, the program will automatically verify the files stored to tape.

6. Upon successful completion of the backup, type **3**. Press **Enter** to return to the system prompt.
7. Type **exit** at the system prompt to return to the console login prompt.

NOTE: Label this tape Pre-UCAPERS System and Data Files backup.

1.6 MEPRS Technical Support Center

MEPRS Technical Support Center Personnel will now perform the installation of the release. Call the MEPRS Technical Support Center at DSN 471-9764, ext. 2215 or Commercial (210) 637-2215.

After the UCAPERS Release 04-40 installation process has been completed, the MEPRS Technical Support Center Personnel will contact you to perform the Post-UCAPERS System and Data Files Backup.

1.7 Post-System Backup

A Post-UCAPERS System and Data Files Backup must now be performed. You will need to perform a backup again. Follow the instructions provided in Section 1.5, Pre-System Backup.

NOTE: Label this tape Post-UCAPERS System and Data Files backup.

1.8 Activate Startgate

1. At the UNIX system *login* prompt, type **startgt** and press **Enter**.

```
login: startgt
```

2. At the *Password* prompt, type the **password** for startgt and press **Enter**. The password does not appear on the screen, but must be typed correctly for the login to succeed.

```
Password: (password)
```

3. Since **Startgate** is not currently active, the screen appears as follows:

```
STARTGATE IS NOT CURRENTLY ACTIVE
Do You Wish To Initiate STARTGATE?
```

Type **y** and press **Enter**. Startgate will be initiated.

```
STARTGATE IS NOT CURRENTLY ACTIVE
Do You Wish To Initiate STARTGATE? y
STARTGATE HAS BEEN INITIATED.
```

1.9 Start the AQCESS to UCAPERS Interface

NOTE: The CHCS side of the AQCESS to UCAPERS/WMSN interface may have timed out during the installation of this upgrade. Contact the CHCS point of contact to verify that the CHCS side of the interface is active before proceeding.

1. At the UNIX system *login* prompt, type **nacsys** and press **Enter**.

```
login: nacsys
```

2. At the *Password* prompt, type the **password** for nacsys and press **Enter**. The password does not appear on the screen, but must be typed correctly for the login to succeed.

```
Password: (password)
```

3. At this prompt, type **AQCESS_START** and press **Enter**.

```
<server_name_nacsys> AQCESS_START
```

The following will appear on the screen:

```
Starting AQCESS/UCAPERS interface
Verifying files
Starting interface program
Sending output to nohup.out
AQCESS/UCAPERS Interface installation procedure complete
```

4. Type **exit** at the prompt and press **Enter** to logoff.

The system is now available to UCAPERS and WMSN users.

SECTION 2 DESCRIPTION OF SCRS

This section describes the changes associated with UCAPERS Release 04-40. This information can also be accessed from the UCAPERS Main Menu, option 25, What's New With This Release.

2.1 SCR 657

The modifications for SCR 657 will allow UCAPERS to properly display the weekdays on the LADS and PACS screen.

2.2 SCR 658

The modifications for SCR 658 will correct the command displayed on the header of the departmental report.

2.3 SCR 659

The modifications for SCR 659 will correct the available hours for part-time students on the EAS/USM list.

2.4 SCR 660

The modifications for SCR 660 will create EAS IV exception reports to identify missing salary records.

2.5 SCR 661

The modifications for SCR 661 will correct military average strength on the MUSR for non-clinicians.

2.6 SCR 662

The modifications for SCR 662 will correct the FTE on the EAS Accumulator when some IDs have LTE hours.

2.7 SCR 663

The modifications for SCR 663 will add borrowed labor data sets to SAS 900-930 for the EAS IV file.

SECTION 3
LIST OF UCAPERS RELEASE 04-40 SCP FILES

This section lists the programs that were changed due to the SCRs.

3.1 Batch Programs

NACDATE	-	UCAPERS Date Function Program
NAC2APO	-	UCAPERS Historical Reprint Screen Program
NAC50PB	-	Non-Clinician Expense Distribution
NAC56PB2	-	Create EASIV Work File Program
NAC59PB	-	Create EAS IV Monthly File and Audit Report
NAC6APB	-	Create MUSR Non-Clinician Report
NAC60PB	-	Create Departmental Report