

# Rocky News

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## Windows Alert!!

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We just wanted to let everyone know that once we complete the conversion to the FORDS we will no longer have a DOS system. We were going to wait a few more years to let everyone become accustomed to the Windows system but with the FORDS conversion our time line has been forced. If you or your hospitals are not yet on the

Windows systems please consider changing ASAP. The Windows system can be accessed through option (W) on the main menu in the DOS system or you can create a new icon using the w\_menupg.exe program. Until we switch to the FORDS you will be able to go back and forth between the Windows and

DOS systems as they share the same data base. The Windows system does have a good Help file to assist you with many programs. This file is being updated on a regular basis to include more programs. If you need a copy of the system requirements please contact our office and Laura can send you the information via either fax or email.

## Reports Using Histology

Most of the programs that use histology now use either ICDO 2 or 3 based on date of diagnoses. Cases that are diagnosed before 2001 use ICDO 2. Case diagnosed 2001 and later use ICDO 3. This does

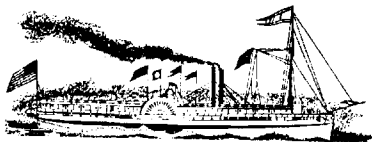
not include programs that allow you to pick which type of histology you want, such as 'Create a Subset' and listings using custom variables.

The same is true with Summary Stage 2000

versus Summary Stage 1977. If you see any programs that seem to only use the old histology or stage, let us know and we will correct the problem.

Kim

Included with this issue is a copy of the annual meeting preliminary agenda.



## Annual Meeting: Council Bluffs

We have been getting many calls about this year's annual meeting. The meeting will be in Council Bluffs, IA from September 25th - 27th.

We sent registration information out in mid July. If you need more copies of this information it can be found on the FTP site under the

folder MTG. A copy of the preliminary agenda can also be found in this folder.

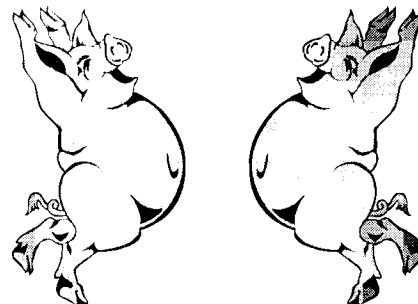
Nicole

## Annual Meeting Breakout Sessions

In an effort to cover a large range of topics in a short amount of time, breakout sessions have been added to the RMCDS annual meeting. Many have found these breakout sessions to be useful and productive. We would like to incorporate the small group discussions again this year and are looking for topics. If there is a subject which you would like to see addressed please let us know.

Send an email to <sup>Nicole</sup> Laura, letting her know that you have a breakout group topic suggestion. Briefly describe the context in which the topic should be examined and why it is important. We look forward to seeing everyone in September.

David



## New Follow-Up Letters

### New way of doing follow-up letters in windows

In DOS under (c) Report programs (h) Letter and worksheet reports (e) Alternate special re-exam letters for follow-up letters. This option has been replaced with mail merge files in Microsoft Word or Corel Word Perfect. A form is created in Word or Word Perfect and the data file is created in RMCDS.

The fields that are imported have to have a certain naming scheme. They have to be called field1, field2 and so forth. Separate forms for physician, patient, and contact name can be created and used. There is no limit to the number of letters because the user creates and maintains the forms. The option has been put in the RMCDS help. Get familiar with merge files and go

through the help files to become familiar with the new option. There are so many options that are available in this format as far as font, bolding, boxes, and putting in your logos and addresses. These options will make the letters look much more professional for follow-up.  
Mark

## Address Book Updates

Rocky Mountain's address book needs to be updated, but we need your help. Please check your hospital information (registrars, addresses, hospital names, phone numbers, email address, etc.) by going to the



Rocky Mountain FTP site. Then choose the Addresses folder and your state. The central registry information is located with the hospital information. If there is any incorrect information in our records please

contact Laura by email ( phone (801-581-4307), or fax (801-581-5704). The information will be on the FTP site until after the RMCDS Annual Meeting, but promptness is appreciated. Thank you for your assistance.