

Example of Naming Convention for Employee Wellness Clinics

The purpose of this document is to provide guidance to local employee Wellness is Now (WIN) coaches for naming their clinics. It is necessary to standardize certain aspects of the WIN VA Clinic titles in order to more easily pull workload data. Therefore, the Veterans Integrated Service Network (VISN) is standardizing the WIN VA clinic titles as follows:

When setting up clinics that involve WIN VA Clinic activities, please follow the instructions below for naming the clinics.

- Clinic Name - The title/name of all WIN VA Clinics needs to include WIN. There should be a space or / in front of WIN and a space after WIN.
- Stop Codes - Use the following stop codes for provider type and type of visit.

Individual Clinics:

Group Clinics:

Telephone Clinics:

Consult with local Decision Support System (DSS) staff for questions about stop codes.

What should be done if WIN Clinics have already been established that do not meet the above clinic naming convention?

- The title/name of each clinic needs to be changed to include WIN as described above. Contact the local Clinical Applications Coordinator to make the changes.
- **Do not** set up a new clinic.

