MEDSYS PACS

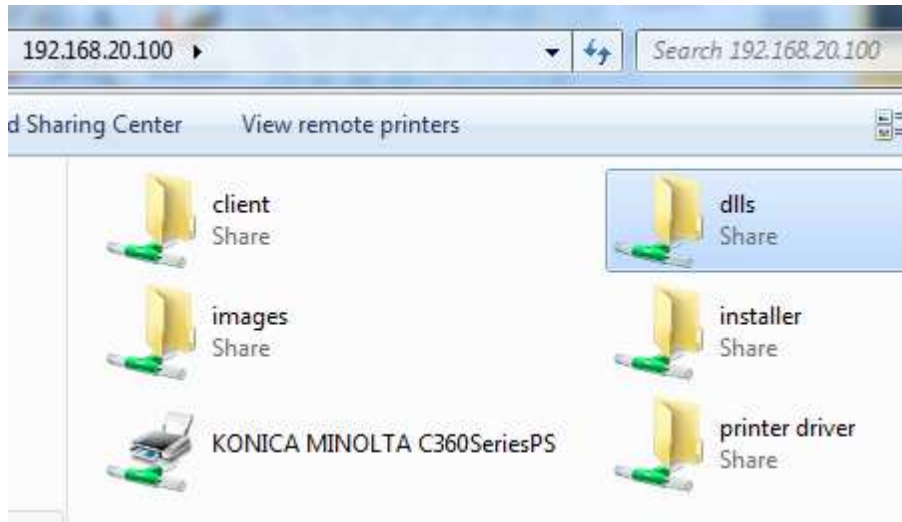**Picture Archive and Communication System**

Administrators Guide

How to Install Medsys PACS

Step 1. Access **192.168.20.100** (PACS server) in run command and copy the content of the folder **"dlls"** to local disk (create a new folder "MEDSYS PACS" and paste it here)

192.168.20.100 ▸   ▾ | ↺ | Search 192.168.20.100

d Sharing Center   View remote printers

client
Share

dlls
Share

images
Share

installer
Share

KONICA MINOLTA C360SeriesPS

printer driver
Share

Note: The system may require user to enter PACS server's administrator login account during the first time of access.
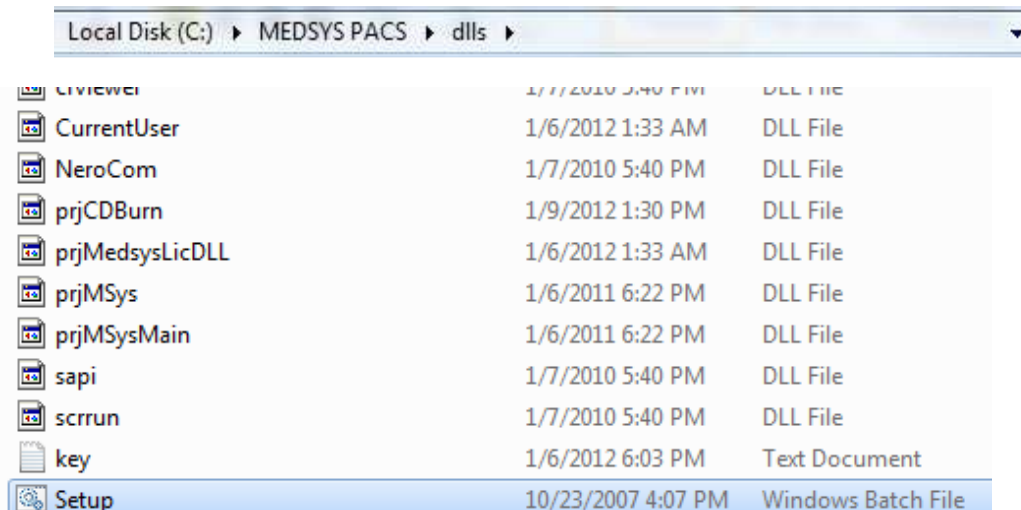
      PACS Server Admin Account

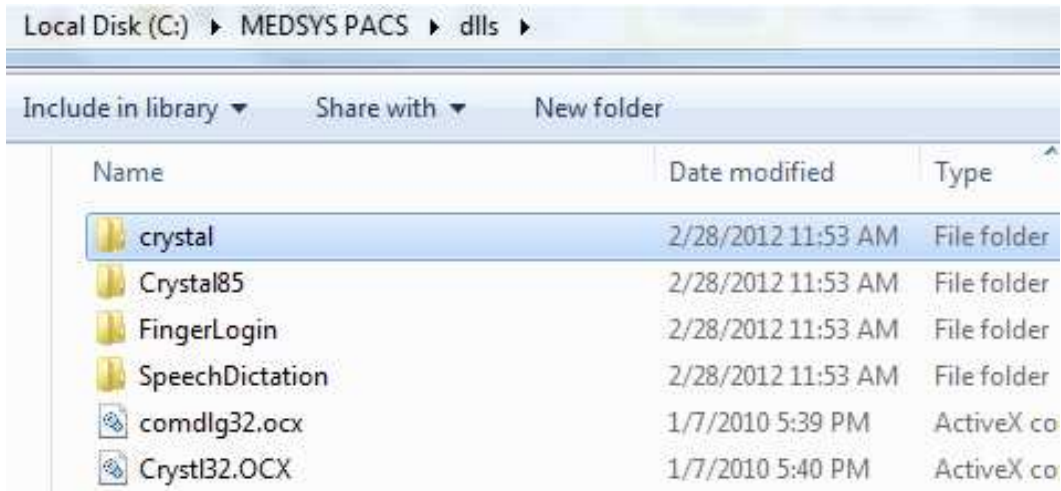   Username: administrator
          Password: admin

Step 2. Open **dlls** folder copied on your local disk under the newly created "MEDSYS PACS" folder

      2a. Run **Setup** by double-clicking it.
      >For windows 7, run setup7.bat (right click and Run as Administrator).

Local Disk (C:) ▸ MEDSYS PACS ▸ dlls ▸   ▾

|		
ctviewer	1/7/2010 5:40 PM	DLL File
CurrentUser	1/6/2012 1:33 AM	DLL File
NeroCom	1/7/2010 5:40 PM	DLL File
prjCDBurn	1/9/2012 1:30 PM	DLL File
prjMedsysLicDLL	1/6/2012 1:33 AM	DLL File
prjMSys	1/6/2011 6:22 PM	DLL File
prjMSysMain	1/6/2011 6:22 PM	DLL File
sapi	1/7/2010 5:40 PM	DLL File
scrrun	1/7/2010 5:40 PM	DLL File
key	1/6/2012 6:03 PM	Text Document
Setup	10/23/2007 4:07 PM	Windows Batch File

2b. Open **crystal** folder and run **Setup** by double-clicking it (for Radiologist workstation only).

Step 3. Access **192.168.20.100** in run command. Open the folder **"client"** and run **Setup.bat**.
>For windows 7, run setup7.bat (right click and Run as Administrator).
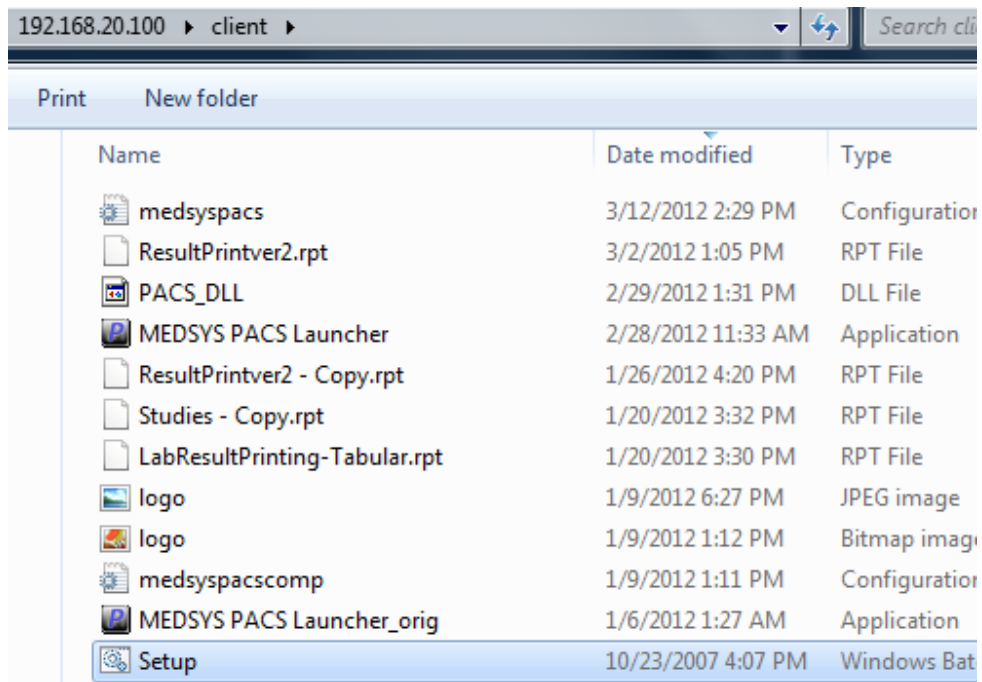
Step 4. Look for **MEDSYS PACS Launcher** and make a shortcut on desktop.
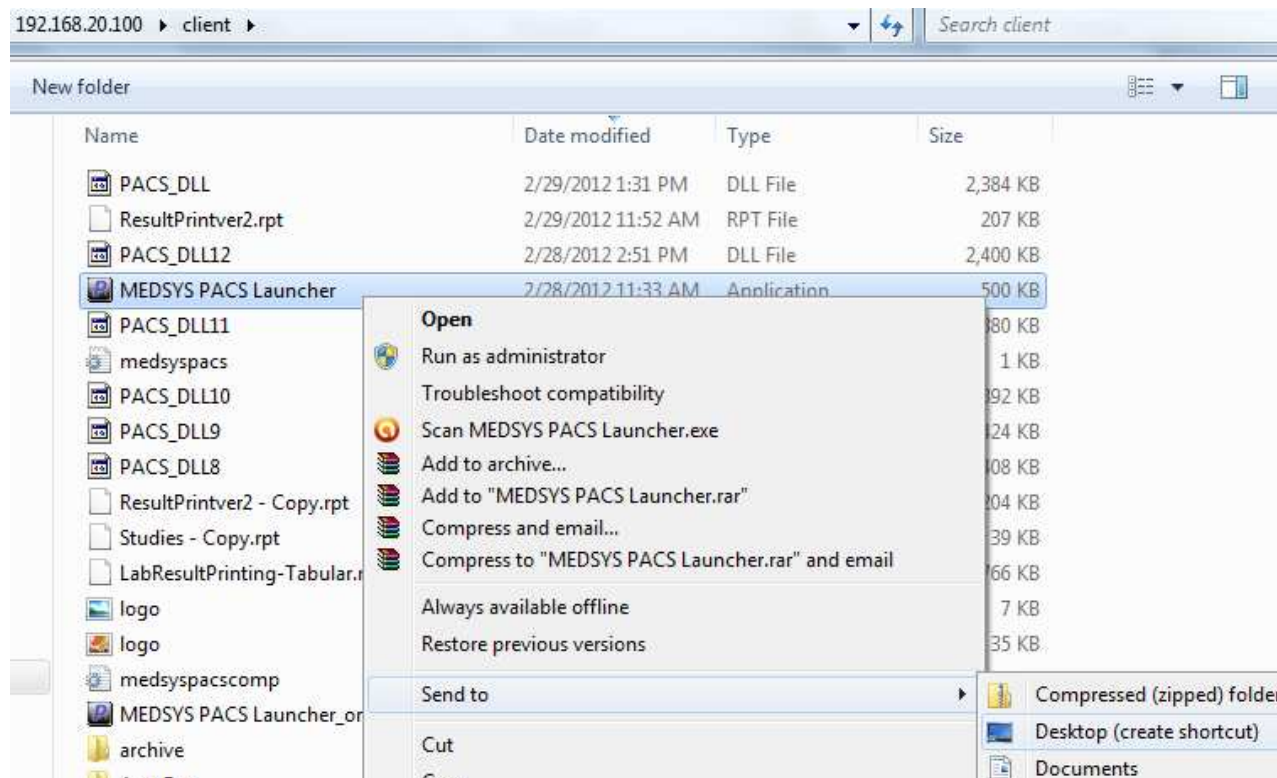
Step 5. Go to your desktop and open **Medsys PACS Launcher** icon**.**

Step 6. Register Medsys Software.

Registration key: 5BC66DDB6EC574F77DF324 53110171F 267B731B069DC42E55ED936
(**registration key.txt** in **CLIENT** folder)

Click **Register** button to register the generated key. A small window will appear confirming that it was registered successfully.

Step 7. Setup up connectivity.

Hit **(space)medsys** on keyboard under the **Password** box. Fill in the Server Login.
Server: 192.168.20.100
Database: PASSWORD
User: sa
Password: da

Click the **Test Connection** button to test the connection.
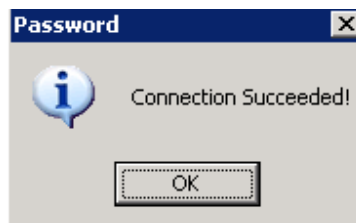
**Connection Succeeded** window will appear if connected successfully. Otherwise, **Error**

Accessing Server will appear if not connected successfully. Double-check the entries on Server Login to see if the entered data are correct.
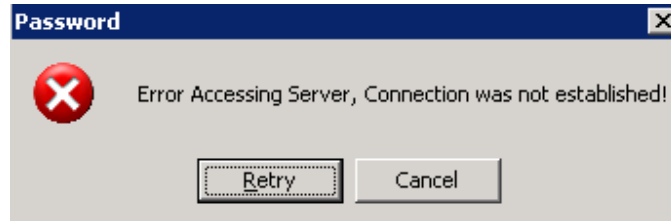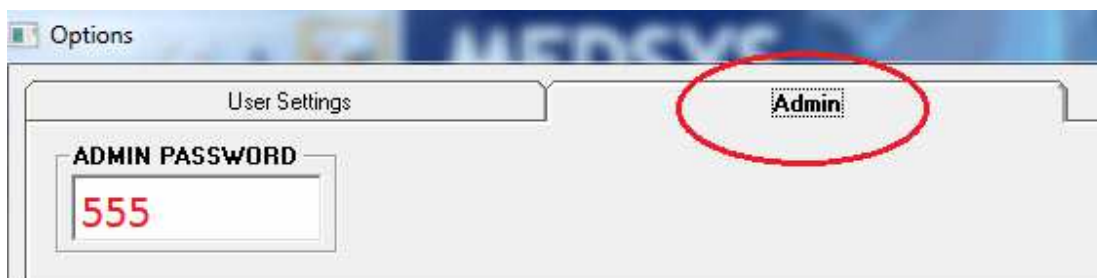

Step 8. Try to login using your user account. The installation is successful once you have logged in successfully.

Step 9. Set the **dicom server** where the images will be accessed.
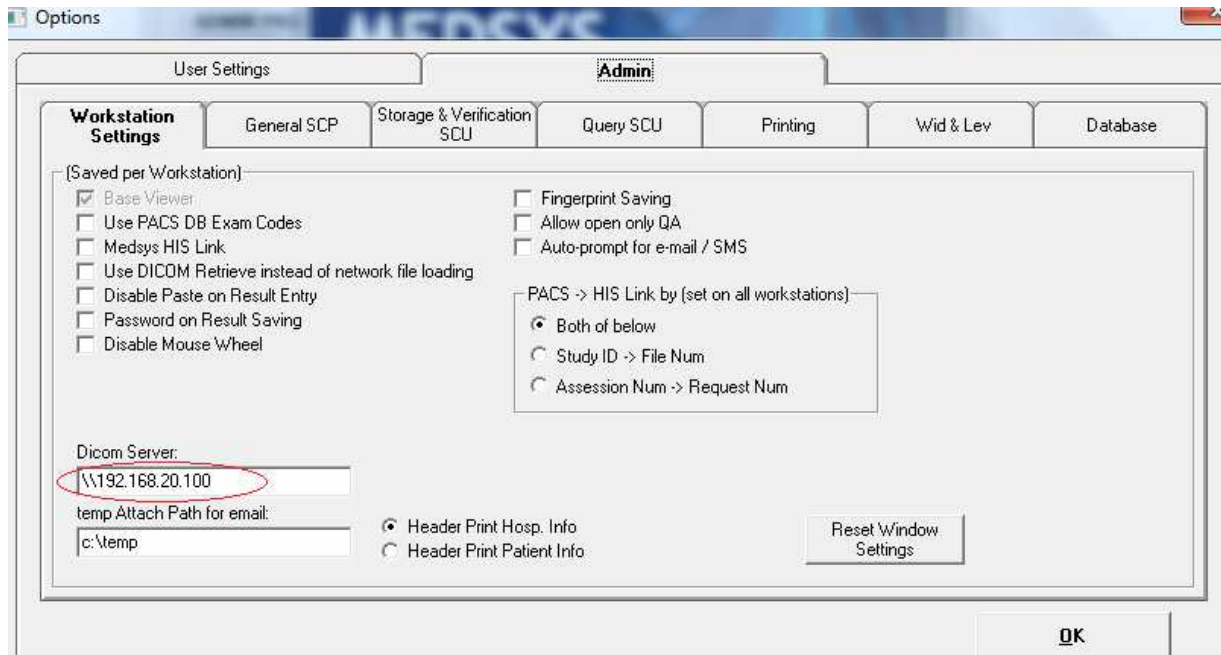
    9a. Go to **Options** (minimize the **Patient List** window).
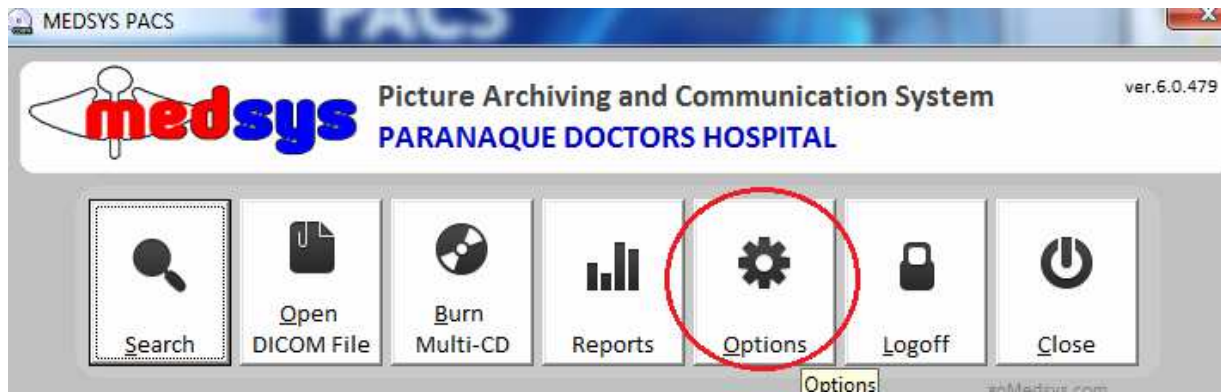
   **9b.** Go to **Admin** tab and enter the **ADMIN PASSWORD** (555).

   **9c.** Enter **Dicom Server** (PACS server) on the box. Click **OK** to save changes.

Notes:

1. Administrator account should be enabled in order for DLL and OCX files to be registered.
   To do this, right-click on **My Computer** and select **Manage**.
   Look for **Local Users and Groups.**
   Go to **Users** and search for **Administrator** account. Right-click it and go to **Properties.**
   Uncheck **Account is disabled** button and set **Password never expires.**
   Click **OK** to save changes.

2. Exe files should be enabled in order for Medsys PACS Launcher to execute automatically once clicked.
   To do this, go to run command and type **gpedit.msc** to go to Group Policy Object Editor.
   Under **User Configuration,** go to **Administrative Templates -> Windows Components -> Attachment Manager.**
   Look for the setting **Inclusion list for low/medium file types.**
   Right-click it and go to **Properties.**
   Select **Enabled** and type **.exe** on the **Specify low risk extension files.**
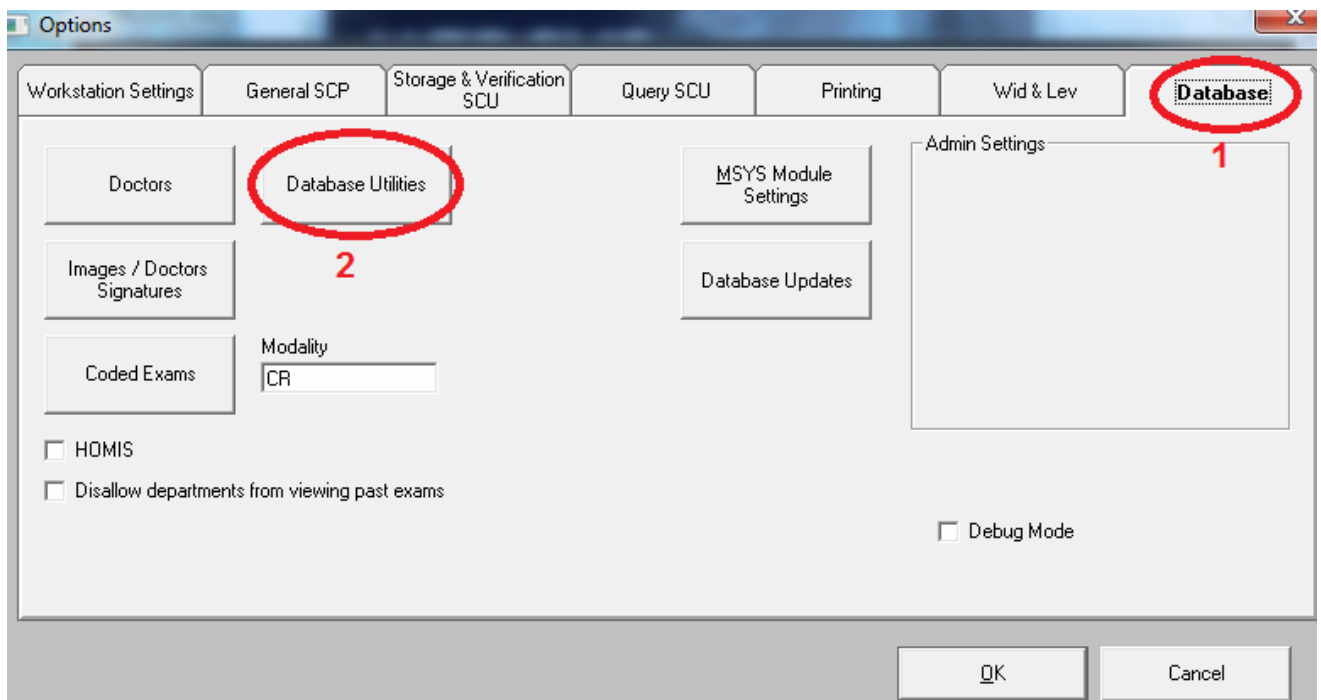   Click **OK** to save changes.

Updating Data
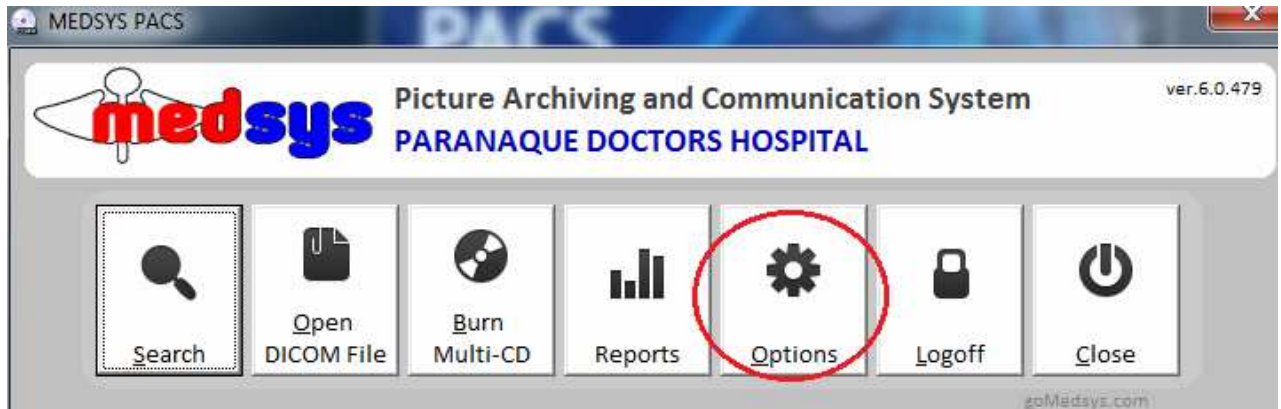
Click on **Options**
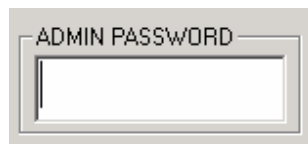
Admin Password: **555**

Click on **Database** tab. Then go to **Database Utilities** button.

HOW TO UPDATE PATIENT NAME

This option will be used when there are misspelled lastname, firstname, or middlename of patient.

a. Enter **Patient ID** on the **Patient ID to update** box.
b. Fill up the correct **Lastname**, **Firstname**, **Middlename**.
c. Click on **Update Name** button to save changes.

HOW TO UPDATE PATIENT ID

This option is used when correcting Patient ID of patient.

a. Enter **Patient ID** on the **Update Patient ID** box.
b. Put the **New ID** on the **New ID** box.
c. Click **Update ID** button to save changes.

HOW TO CREATE/ADD NEW PATIENT

This is option is used when adding a non-existing patient.

a. Supply fields on the box *(Last, First, Middle, New ID, Bdate, Sex)*.
b. Click **New Patient** button to add patient.

HOW TO DELETE PATIENT

This option is used when deleting patient.

Patient ID to update: [_____]   DELETE PATIENT

a. Enter **Patient ID** to be deleted.
b. Click on **DELETE PATIENT** button to delete patient.

HOW TO UPDATE STUDY

This option is used when updating a study. Instances like a particular study was entered on a wrong Patient ID.

a. Enter **STUDY UID** on the box (can be found on Patient Image -> **View** -> **Image Info)**.

b. Enter the correct Patient ID on the **New pat ID** box.

c. Click **Update Study** button to save changes on the study.

HOW TO DELETE STUDY

This option is used when deleting a particular study.

a. Enter **STUDY UID** on the box.
b. Click **Delete** button to delete it.

NOTE: Be careful when deleting a study. Doing so will erase an entire study and can't be **UNDONE**.