



# **MEDSYS PACS**

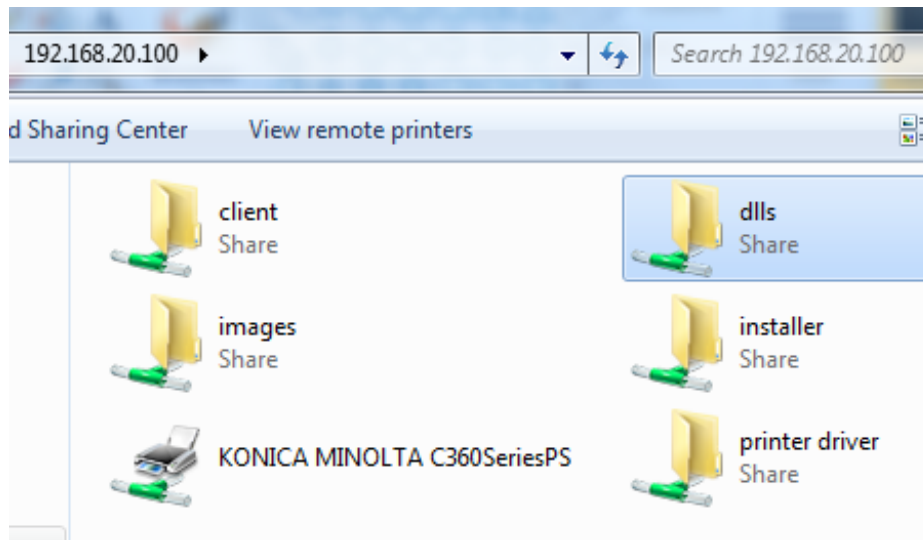
Picture Archive and Communication System

**Administrators Guide**

## How to Install Medsys PACS

Before installing Medsys PACS, login first using the Administrator built-in account of your computer.

**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)



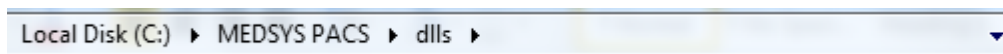
**Note:** The system may require user to enter PACS server's administrator login account during the first time of access.

### 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.



viewer	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.

Local Disk (C:) > MEDSYS PACS > dlls >

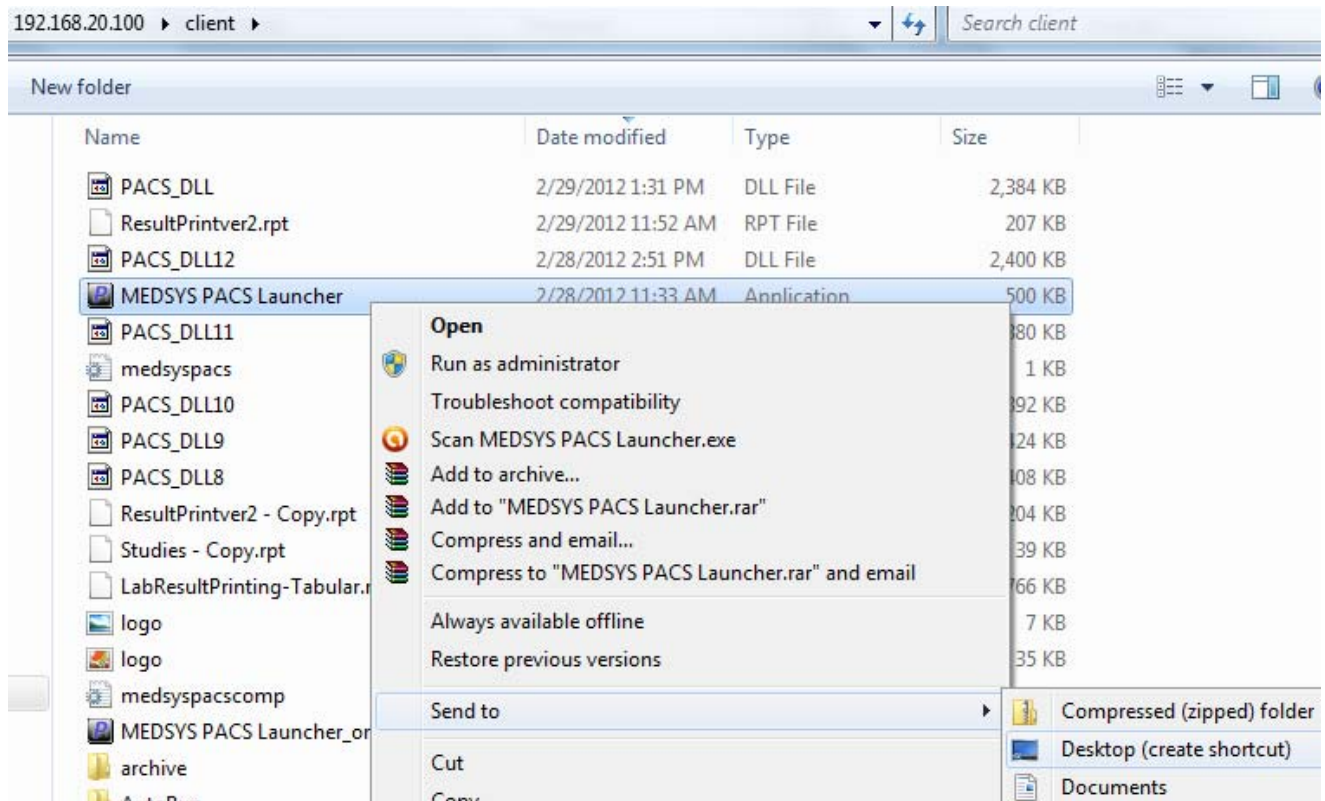
Include in library ▾ Share with ▾ New folder

Name	Date modified	Type
crystal	2/28/2012 11:53 AM	File folder
Crystal85	2/28/2012 11:53 AM	File folder
FingerLogin	2/28/2012 11:53 AM	File folder
SpeechDictation	2/28/2012 11:53 AM	File folder
comdlg32.ocx	1/7/2010 5:39 PM	ActiveX co
Crystl32.OCX	1/7/2010 5:40 PM	ActiveX co

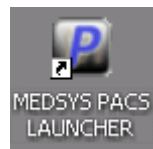
**Step 3.** Access **192.168.20.100** in run command. Open the folder "**client**" and run **Setup.bat**.

Name	Date modified	Type
medsyspacs	3/12/2012 2:29 PM	Configuration
ResultPrintver2.rpt	3/2/2012 1:05 PM	RPT File
PACS_DLL	2/29/2012 1:31 PM	DLL File
MEDSYS PACS Launcher	2/28/2012 11:33 AM	Application
ResultPrintver2 - Copy.rpt	1/26/2012 4:20 PM	RPT File
Studies - Copy.rpt	1/20/2012 3:32 PM	RPT File
LabResultPrinting-Tabular.rpt	1/20/2012 3:30 PM	RPT File
logo	1/9/2012 6:27 PM	JPEG image
logo	1/9/2012 1:12 PM	Bitmap image
medsyspacscomp	1/9/2012 1:11 PM	Configuration
MEDSYS PACS Launcher_orig	1/6/2012 1:27 AM	Application
Setup	10/23/2007 4:07 PM	Windows Bat

**Step 4.** Look for **MEDSYS PACS Launcher** and make a shortcut on desktop.

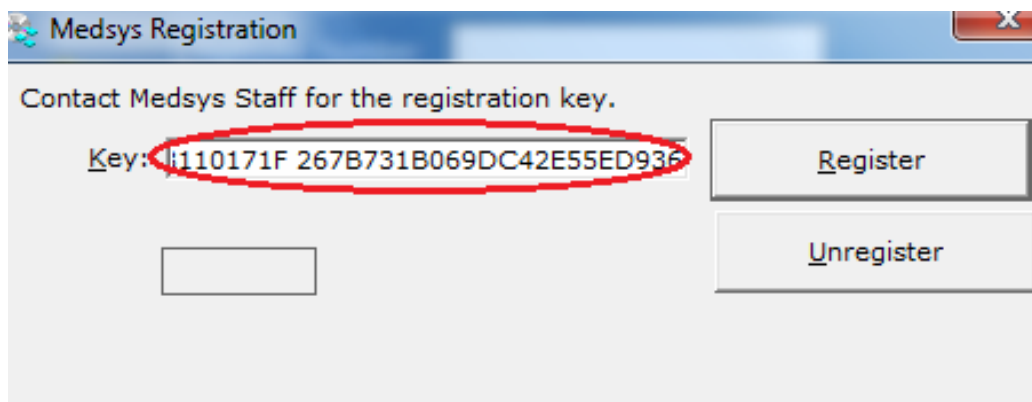


**Step 5.** Go to your desktop and open **Medsys PACS Launcher** icon.



**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.

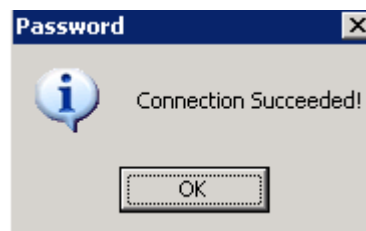
**Server:** 192.168.20.100

**Database:** PASSWORD

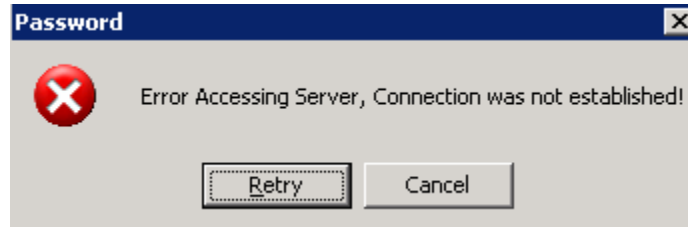
**User:** sa

**Password:** da

Click the **Test Connection** button to test the connection.



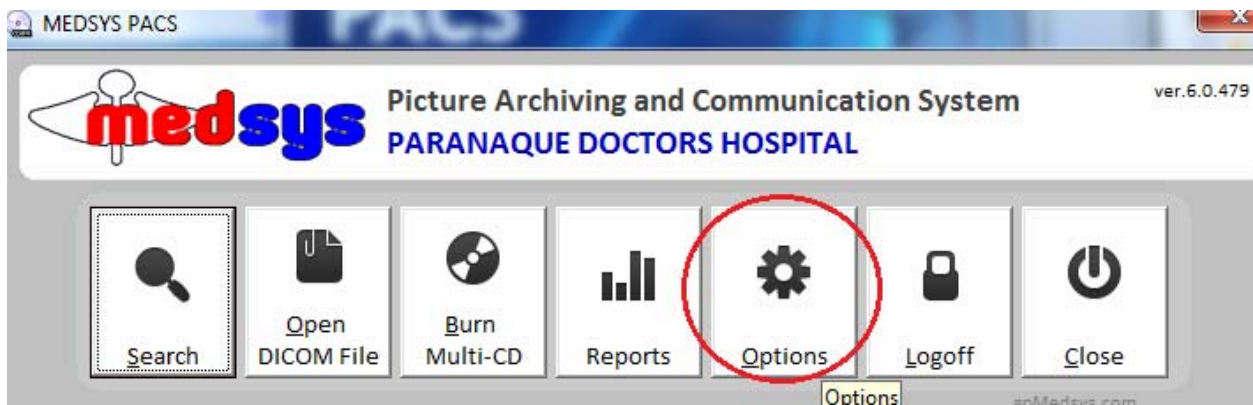
**Connection Succeeded** window will appear if connected successfully. Otherwise, **Error Accessing Server** will appear if not connected successfully. Double-check the entries on Server Login to see if the entered data are correct.



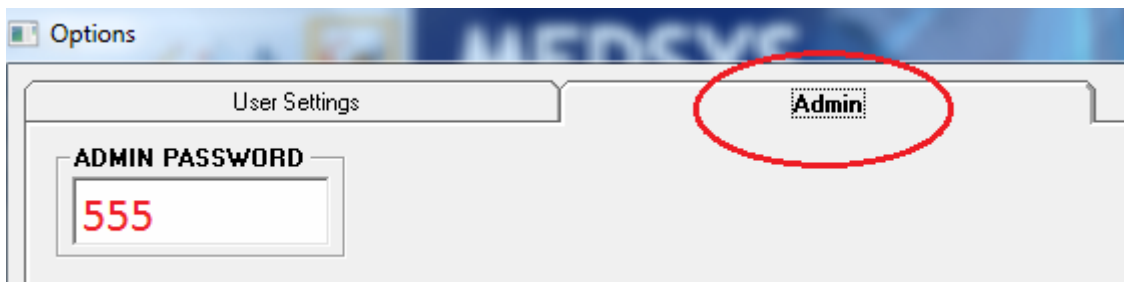
**Step 8.** Try to login using your user account. The installation is successful once you have logged in successfully.

**Step 9.** Set the **dicom server** where the images will be accessed.

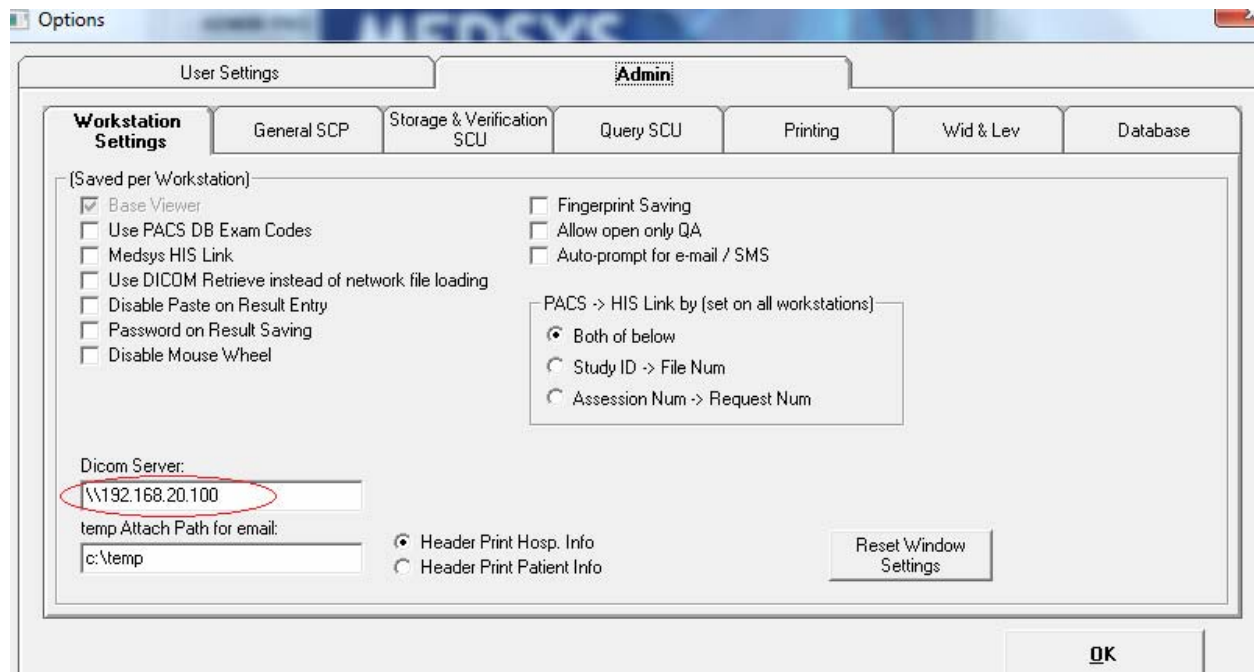
**9a.** Go to **Options** (minimize the **Patient List** window).



**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.

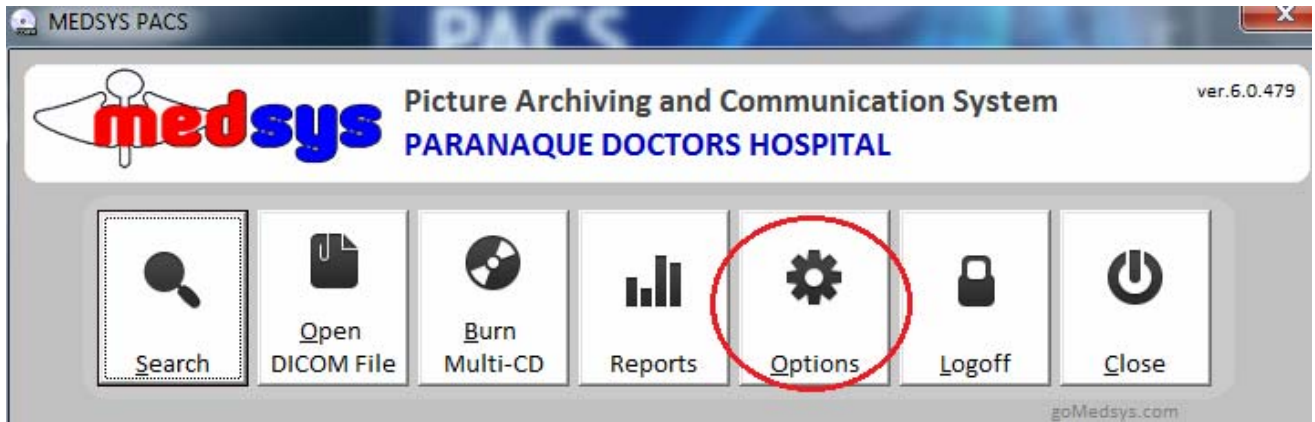


#### Notes:

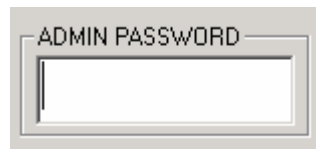
1. Administrator account should be enabled in order for DLL and OCX files to be registered. To do this, right-click on **My Computer** and select **Manage**. Look for **Local Users and Groups**. Go to **Users** and search for **Administrator** account. Right-click it and go to **Properties**. Uncheck **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.



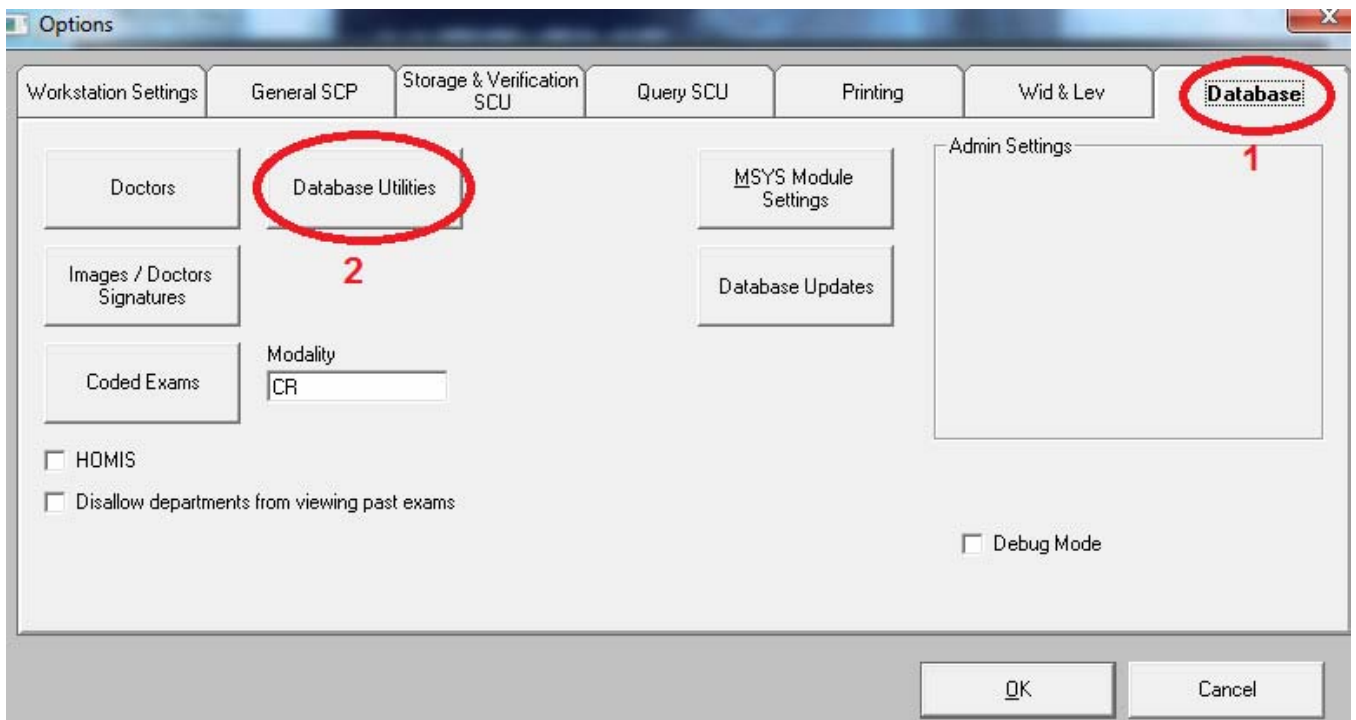
# Updating Data



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.

Patient ID to update:  DELETE PATIENT

New ID:  Update ID

Last:   
First:   
Middle:

Update Name

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

## HOW TO UPDATE PATIENT ID

This option is used when correcting Patient ID of patient.

Update Patient ID:

New ID:  DELETE PATIENT

Update ID

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

## HOW TO CREATE/ADD NEW PATIENT

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

Last:  New ID:   
First:  BDATE:   
Middle:  SEX:

Update Name

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

# HOW TO DELETE PATIENT

This option is used when deleting patient.

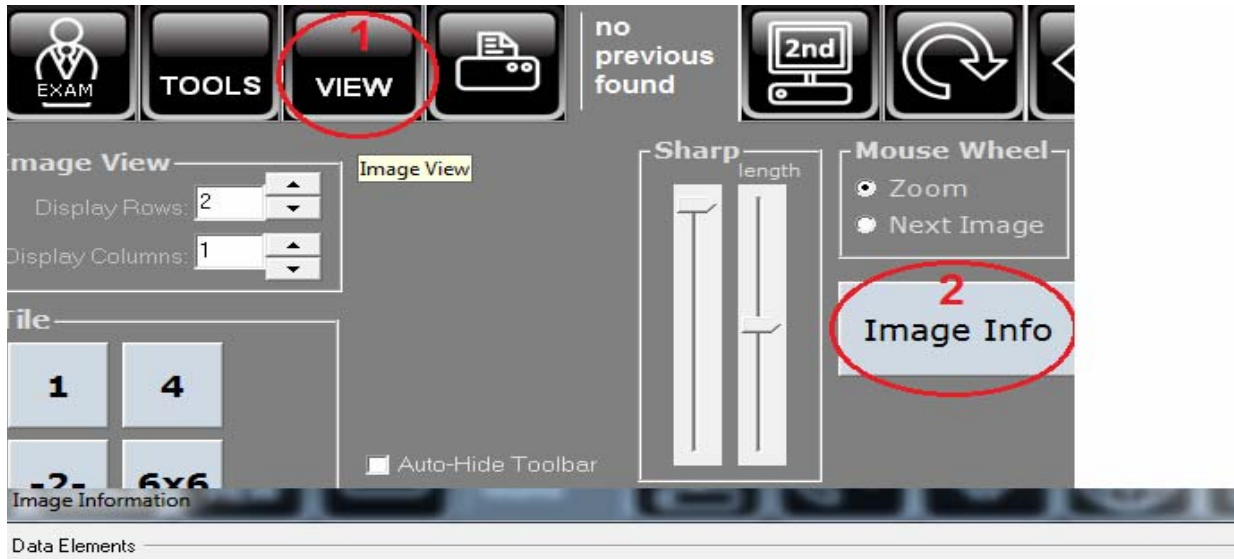
Patient ID to update:

- Enter **Patient ID** to be deleted.
- 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.

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



```
Data Elements
(0008,0090) : Referring Physician's Name      :
(0008,1010) : Station Name                          : CS-3
(0008,1040) : Institutional Department Name       : RADIOLOGY DEPARTMENT
(0008,1090) : Manufacturer's Model Name           : 0862
(0010,0010) : Patient's Name                      : PABILONA, ^JONATHAN
(0010,0020) : Patient ID                          : 12-01056
(0010,0030) : Patient's Birth Date                 : 4/4/1966
(0010,0040) : Patient's Sex                       : M
(0010,1010) : Patient's Age                       : 045Y
(0018,0010) : Contrast/Bolus Agent                 :
(0018,0015) : Body Part Examined                  : CHEST
(0018,1000) : Device Serial Number                : 5678
(0018,1004) : Plate ID                            : 101
(0018,1020) : Software Version(s)              : Multiple values :
V3.01R01 : P
(0018,1030) : Protocol Name                      : Chest Erect PA
(0018,1164) : Imager Pixel Spacing                 : Multiple values :
0.175 : 0.175
(0018,1260) : Plate Type                      : STORAGE
(0018,1261) : Phosphor Type                      : 00032110169405
(0018,1405) : Relative X-ray Exposure          : 596
(0018,5101) : View Position                      :
(0018,6000) : Sensitivity                          : 250
(0020,000D) : Study Instance UID                : 1.2.392.200036.9107.500.11567812020201447
(0020,000E) : Series Instance UID                 : 1.2.392.200036.9107.500.305.5678.567812020201447.121
```

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

STUDY UID:

New pat ID:

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

## HOW TO DELETE STUDY

This option is used when deleting a particular study.

STUDY TABLE

STUDY UID:

- Enter **STUDY UID** on the box.
- 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**.