MEDSYS PACS

Picture Archive and Communication System

User Manual

TABLE OF CONTENTS

Introduction

Overview

Visual MEDSYS PACS is developed in the Philippines. It speeds up processing of results and avoids lost plates. It digitally stores images for years and connects to virtually all modalities.

Objectives

- Modernize your Radiology Department
- Digitally store images for years
- Speed up processing of results & avoid lost plates
- Save on film costs
- Speed up processing of results

- Connects to virtually all modalities.
- CT / MRI / Ultrasound / Digital X-Rays / Nuclear / etc
- Affordable and customizable
- Save Interpretation/impression
- Send Result/Interpretation through e-mail

Features

- Capture and store Video/Images/Audio from machines and store on the PACS Server
- Connects to machines with a video signal (e.g. Endoscopy, Laparoscopy, C-Arm, etc.)
- Convert images to DICOM format
- Print images to paper or film
- (DICOM) compatible
- Allows storage from DICOM-compliant modalities. e.g.: X-Ray (CR/DR), CT, Ultrasound, MRI, etc.
- View images over Web.
- Modality Worklist – the Machine can access pending requests (no need to enter patient demographic data on the machine interface) – now read directly from the HIS, reduces entry errors and saves time
- Print past images transactions to DICOM film printer
- Send Email and SMS (w/ MEDSMS feature) of Image and Interpretation. Soon: Send images to mobile devices via MMS
- Burn images to CD (w/ free mini DICOM Viewer)
- View results in stations

MEDSYS PACS FLOW

Visual Medsys PACS System Flow
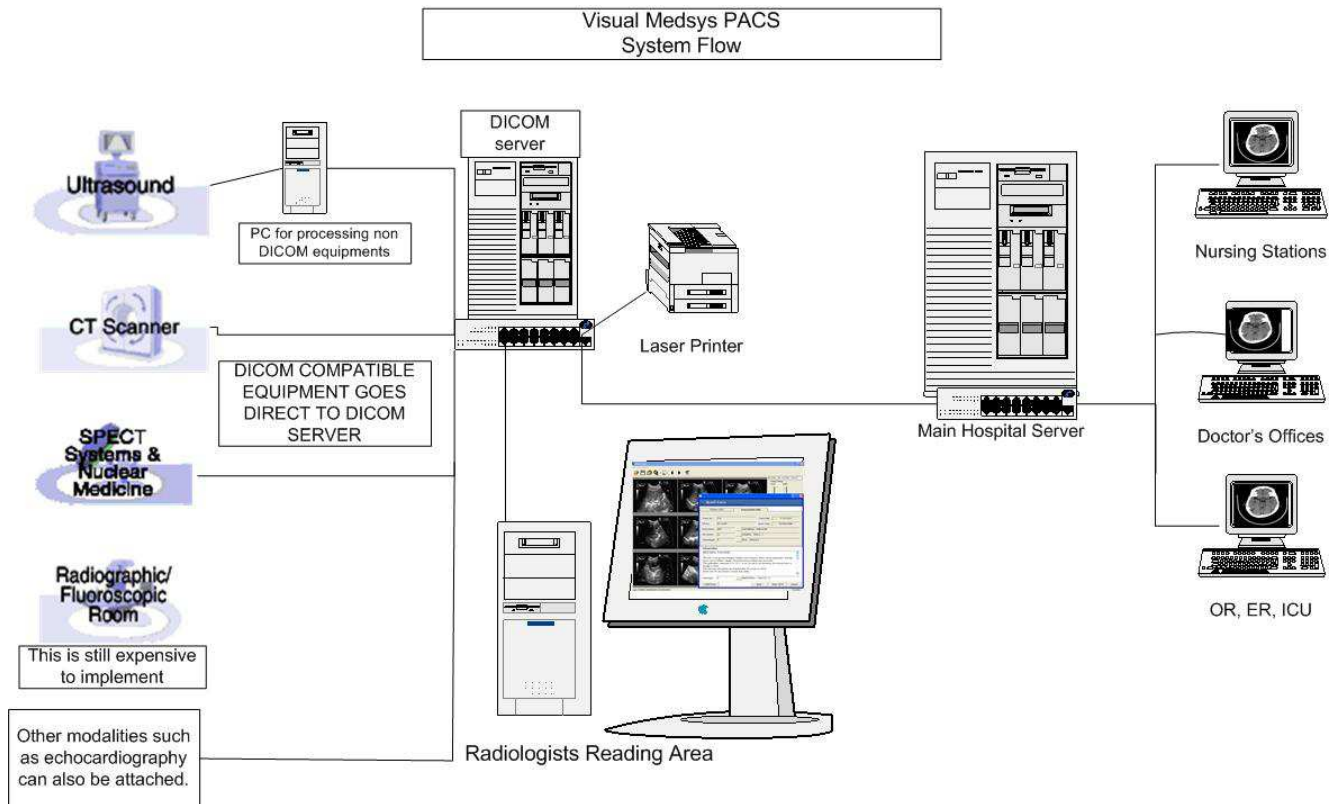
Getting Started

How to Start the Program

1 Click on **MEDSYS PACS LAUNCHER Program** executable file icon located in your computer desktop.

2 The **Login** window will display asking you to type your employee number and password for security purposes.

Login Window

How to Change Password

1 From the **Login** window, type your employee number and then press <Enter>.

2 Under the **Password** entry, press <F12>. Pressing this function key will invoke the **Change Password** window.

Change Password Window

3 Under the **Change Password** window, type the following data.

- **Old Password** - Type your existing password.

- **New Password** - Type your new password not exceeding to 15 characters.
- **Confirm Password** - Retype your new password to confirm and then press <Enter> or you can click the Save button.

How to End the Program

It is important for users to close the program when they are done to end-up their session. Other users might use the open program using the same password.

There are two ways to close the program.

- Click on ☒ button located at upper right corner of the main window (if no other window is open) or
- Press **Esc (Escape)** on keyboard.

Program Operation

Viewing Patient List

After logging in, the list of patients for the day will display automatically on the screen. You can also search patients by **Lastname**, **Accession/Req.Number**, **File/Study Number**, **Hosp.Number/Patient ID**, or by **Firstname**.


By default, the patient with the latest procedure processed is displayed on top of the list. List of patients can be arranged also by **Last Name**, **First Name**, **Middle Name**, **Status**, etc.

To view all patients from previous dates to the current one, click on **All Dates** button and all the list of patients will be displayed on the screen.

Viewing Patient Imgaes

Double-click on patient's name to view image.

Status	ALLSta	Accession	Patient ID	Last Name	First Name	Middle Na	Birth Date	Sex	Exam Name	Exam Date Time	Re
Reported	O		12-01043	VESINAL	MARVEN	JACOB	6/25/2011	M	Chest Supine AP CHEST	2/01/2012 11:55 PM	,
Reported	O		CT12-123	INGAL	MILA		5/17/1949	F	CT CRANIAL CHEST	2/01/2012 11:03 PM	,
			12-00985	LAPEÑA	JOSE III		8/27/1972	M	Chest Erect APICO CHE	2/01/2012 10:59 PM	,
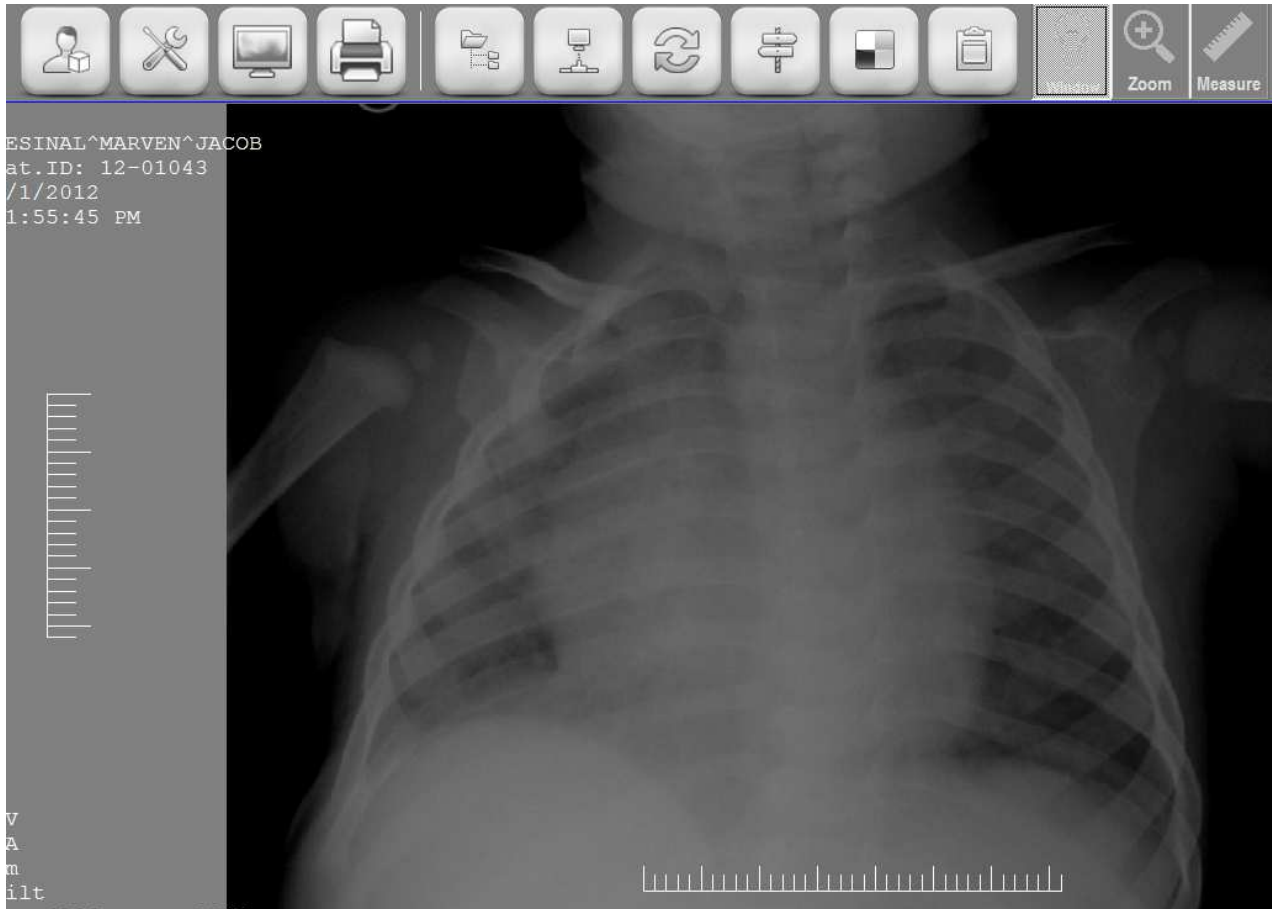
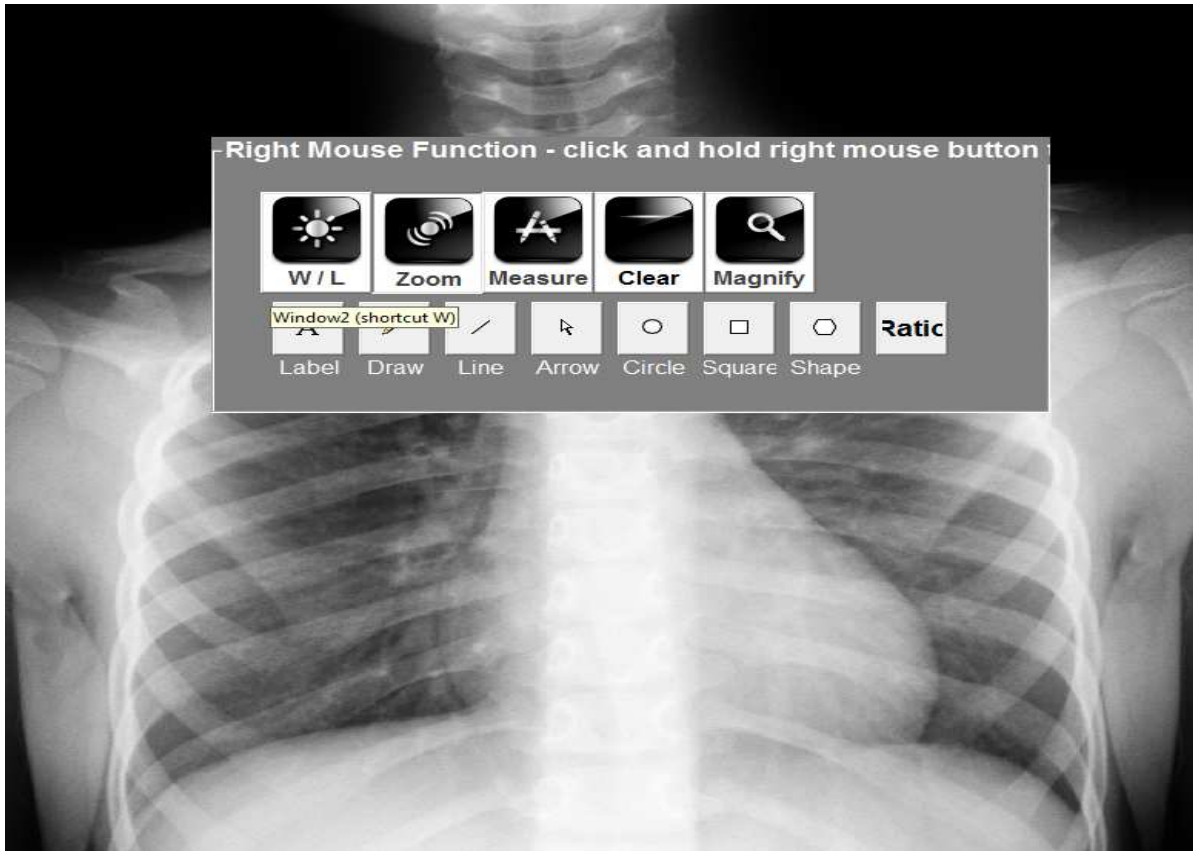
Note: By default, user can **Zoom In** and **Zoom Out** image by using the mouse scroll or by holding and dragging the right mouse function.

Right Mouse Functions

Single right-click on mouse to view different functions like zooming, windowing, and others. Choose one by left-clicking on the mouse. Hold and drag it up, side, down to apply the selected option.

Right Mouse Functions:

W/L – adjust brightness and contrast of image
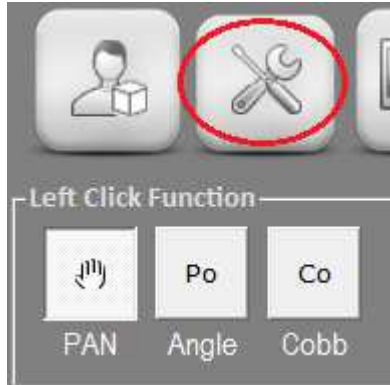
Zoom – zoom in and out image

Measure – measure certain areas of image

Clear – clear applied options on image like measurement, labels, lines, etc.

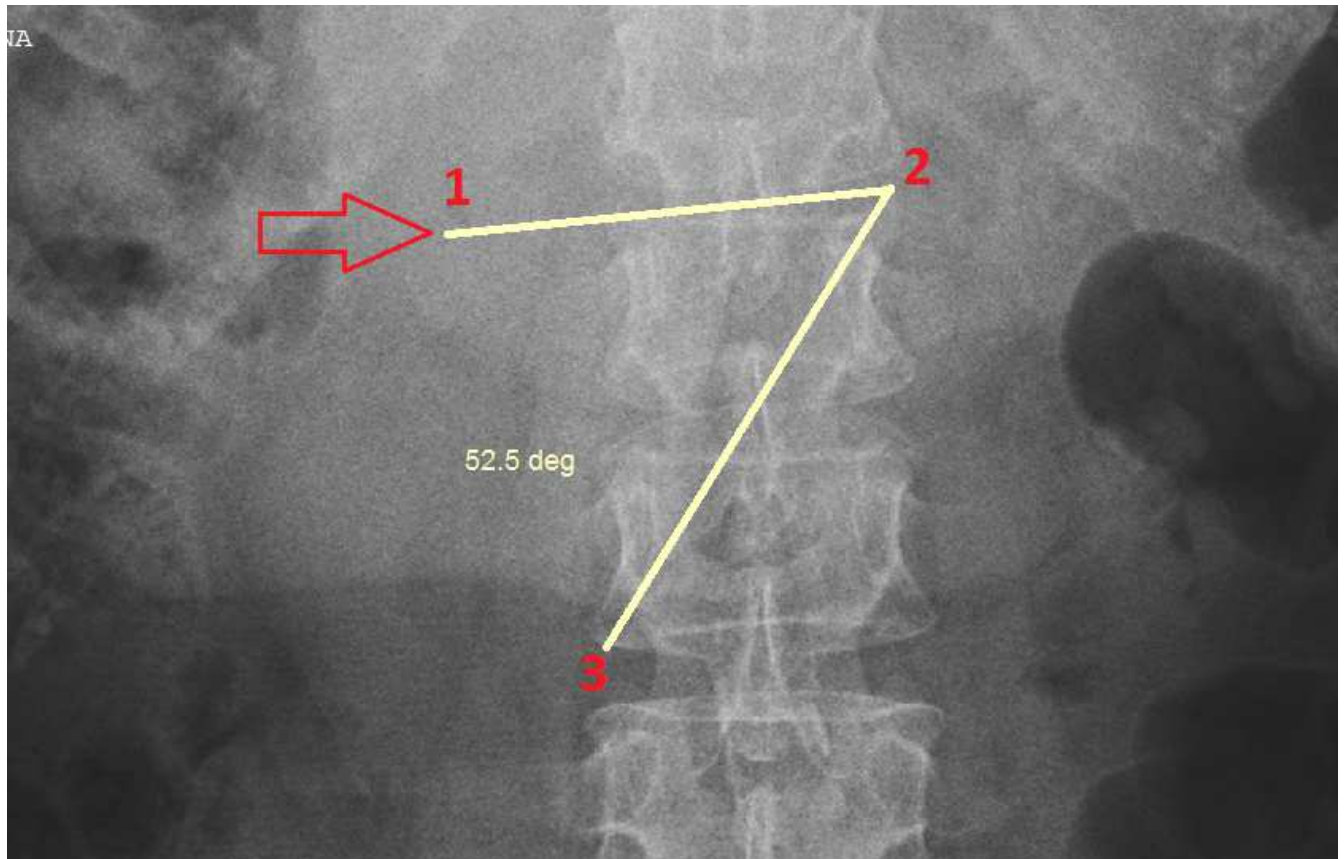**Magnify** – magnify image

Left Mouse Functions

Point mouse on **Adjustment** icon (located at the top) to view the Left Click functions. Hold and drag Left key mouse button to apply selected option.
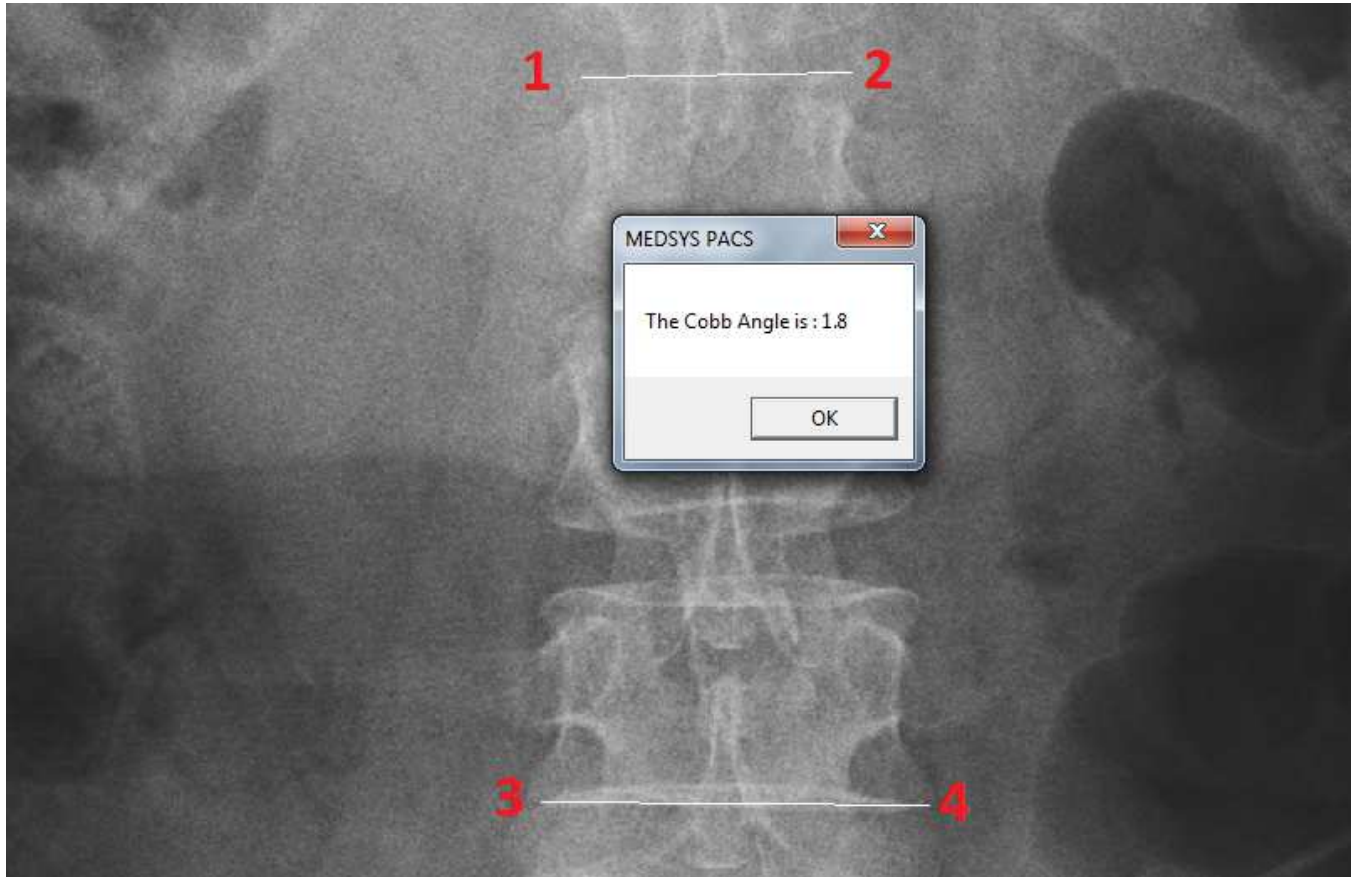

Left Click Functions:

PAN – default settings for left click function. Use this function to pan or move image to certain directions.

Angle – use this function to get Angle of image

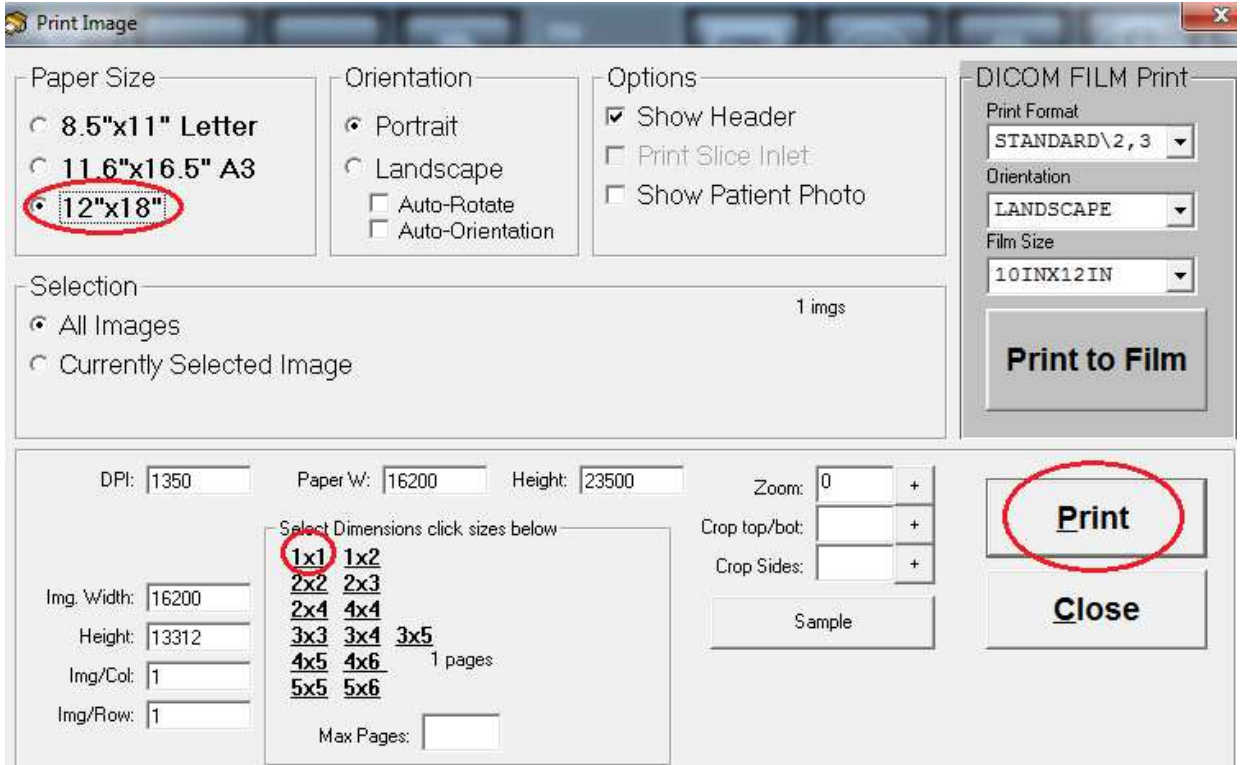**Cobb** – use this function to get Cobb Angle of image

Apply Cobb function by clicking the areas Four (4) times. The Cobb Angle will be automatically computed.

Printing of Images

- ○ **Using Paper**

    Open patient's image and hit **Ctrl+P** on keyboard to print the image of patient.

Settings:

|	
Paper Size:	**12"x18"** – usually used for A3 or large papers.
Selection:	**All Images** – print all images on the study/folder.
	Currently Selected Image – print ONLY selected images on the study/folder.
Orientation:	**Portrait** – print image on Portrait layout.
	Landscape – print image on Landscape layout.
Options:	**Show Header** – select when printing images with header.
Dimensions:	**1x1** – usually used in printing A3 or larger paper size images.
	2x2 – usually used in printing Mammogram images (4 images)
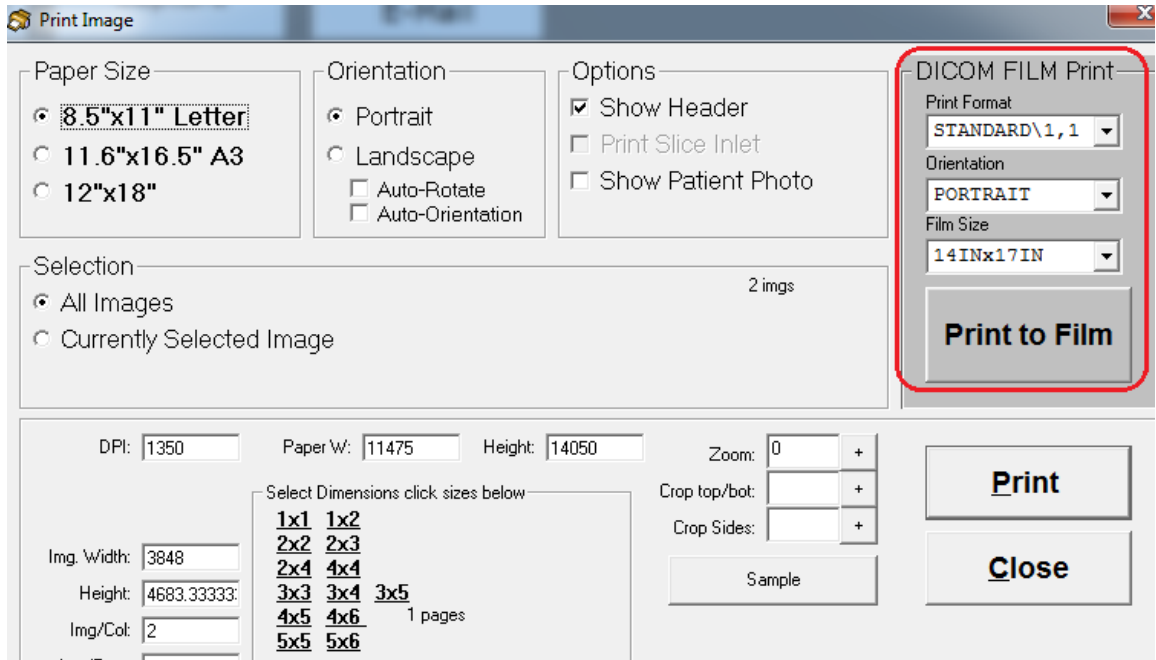
o **Using FILM**

Select on **Print to Film** (located on the left side of the Print Image window) to print images of patient using film.

Deleting of Images
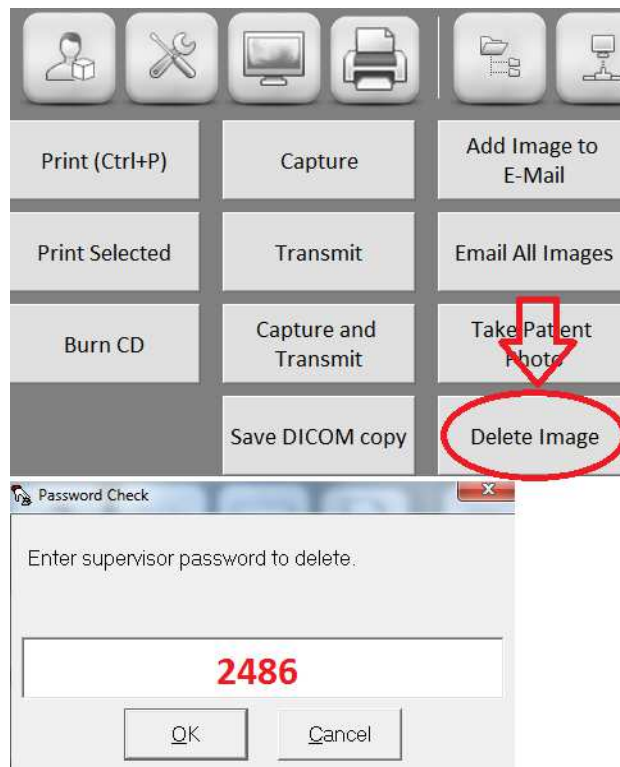
Password: 2486

Go to **Print/Output** and select **Delete Image**. Supervisor password will be required.

Comparing of Images

To COMPARE previous image of patient to the current image, click on **Previous Images Found** icon and patient's past record will be displayed.


Note*:* If the patient has no previous exam or history found on the system, the encircled icon below (no previous found) will be the one to appear.
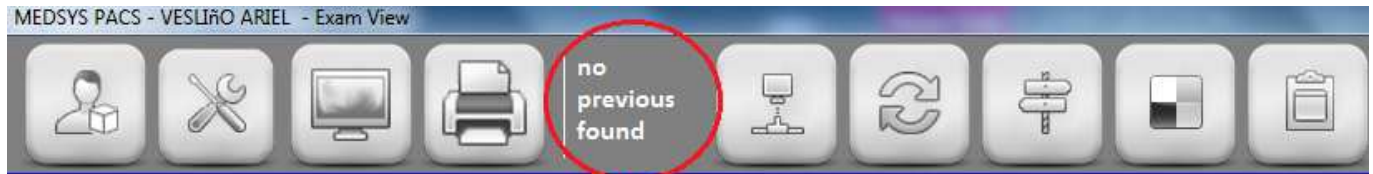
Note: For **Radiologist workstation**, the system could be set automatically in detecting patient's previous exam.

Result Entry / Inquiry

To ENTER, EDIT or VIEW patient's exam result, point your mouse on Exam icon (or Press "R" on keyboard for shortcut) and the options below will appear.
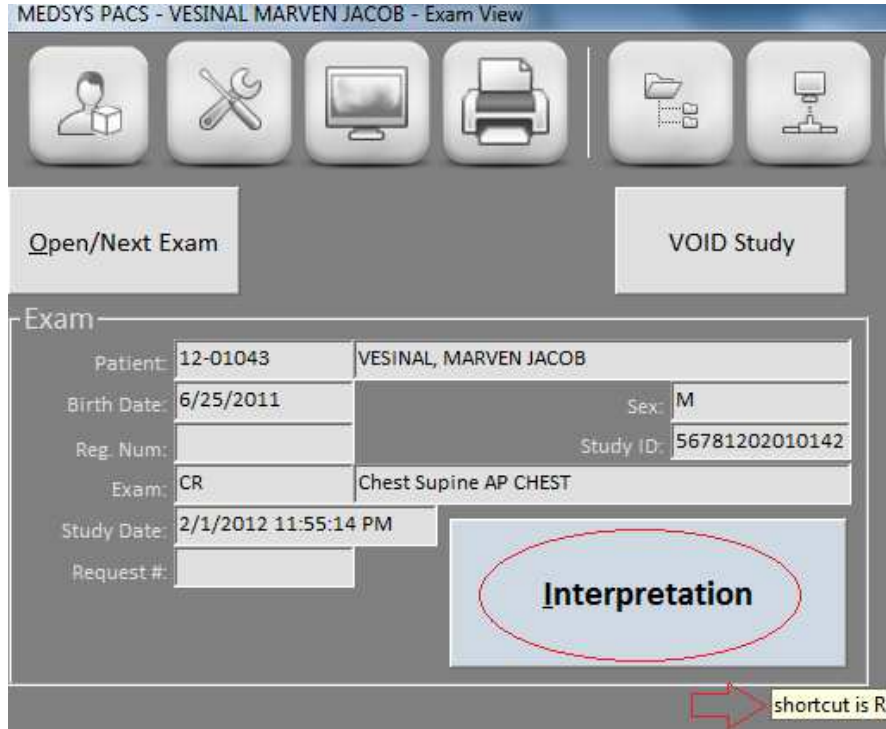
Note: NOT all users can access the Result. ONLY those who were given rights can access it.

Click on the **INTERPRETATION** button to enter, edit or view patient's result. Information of patients entered on the machine will automatically appear here.

Result Entry Window

The user can directly enter result of the study if she/he will not use the coded templates or interpretation. Click **Save/Print & Close** to save and print the result or simply hit **Alt-P** on keyboard. Reprint result by selecting on the **Re-Print Saved Data** button.
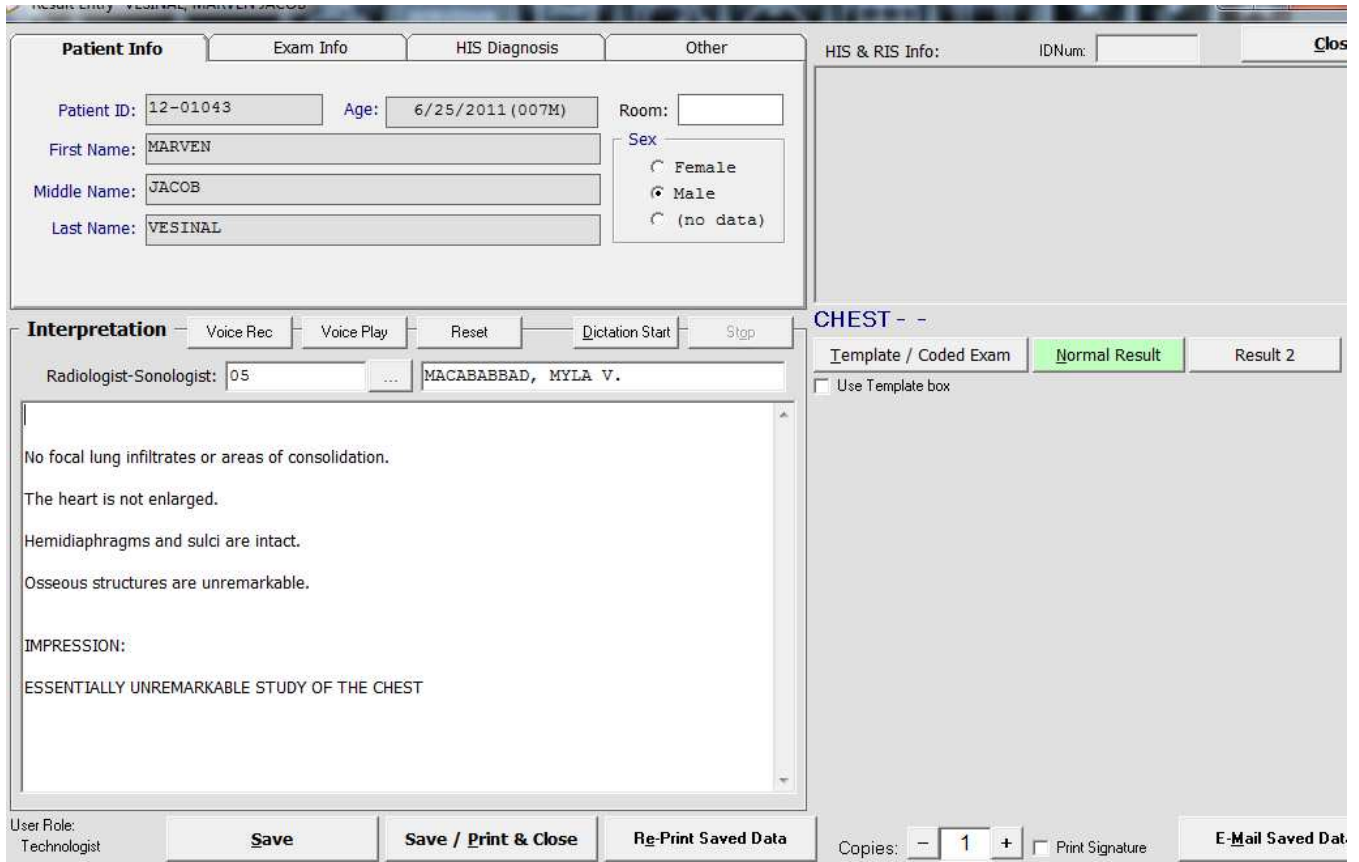
Using Templates / Coded Interpretations

Click on the [Template / Coded Exam] on the main **Result Entry** window to view doctor's templates.
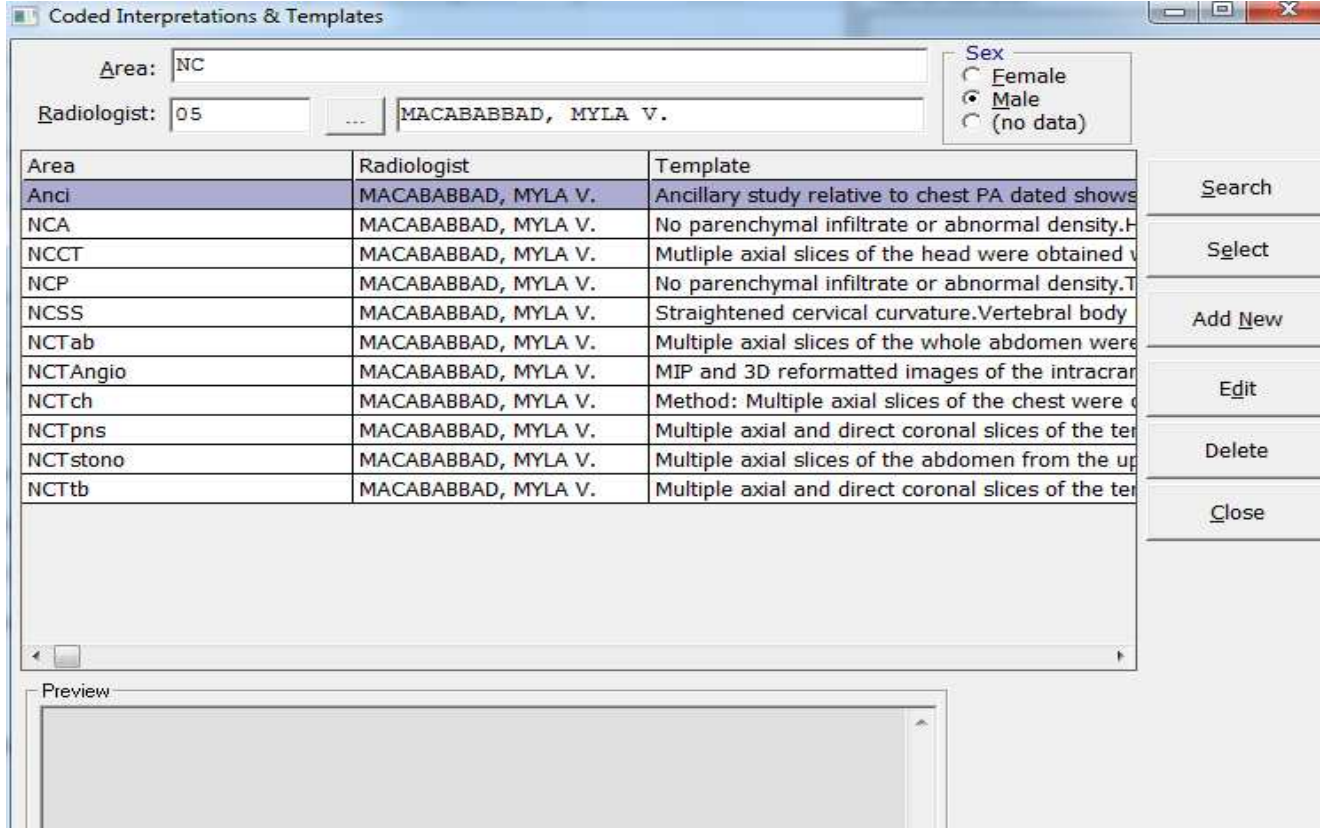
Coded Interpretation & Templates Window

To search for a specific template, enter the template's name on the **Area** search box then click **Search.** Click **Select** to choose the desired template or simply double click the template.

Once you have selected the result template, it will go back to the main result entry window.
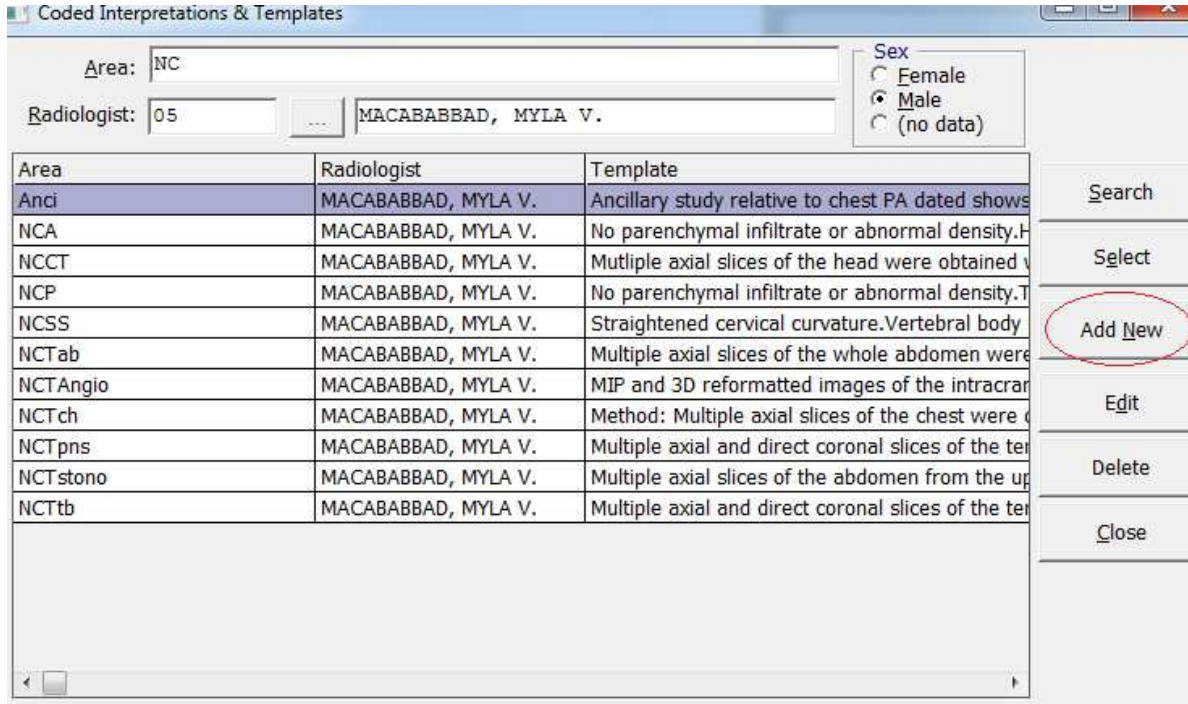
Result Entry Window

Click **Save/Print & Close** to save and print the result or simply hit **Alt-P** on keyboard. Reprint result by selecting on the **Re-Print Saved Data** button.
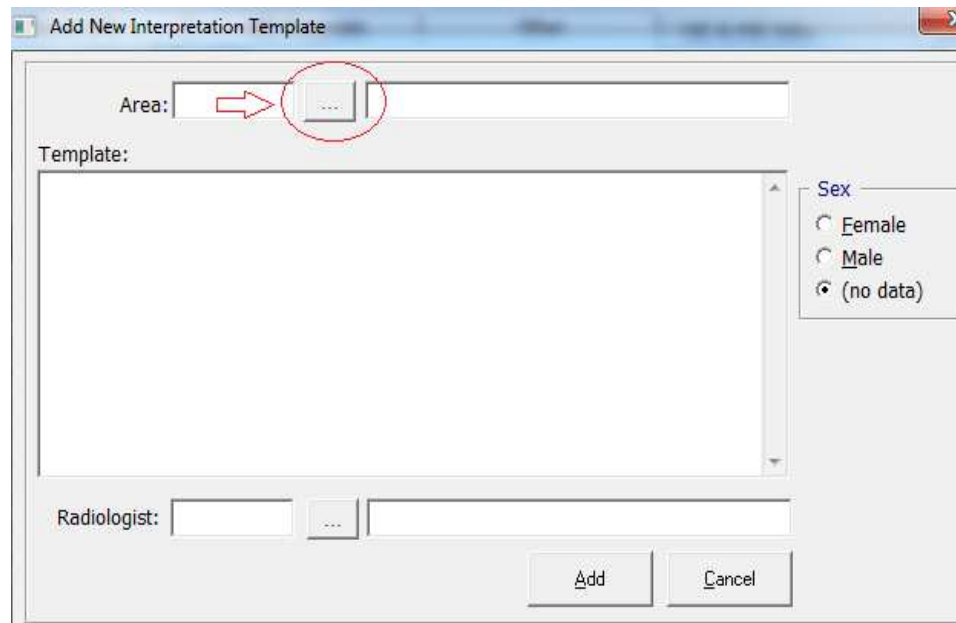
Adding Templates / Coded Interpretation

Open the main **Result Entry** window. Click on **Template / Coded Exam** button to open the Template window.
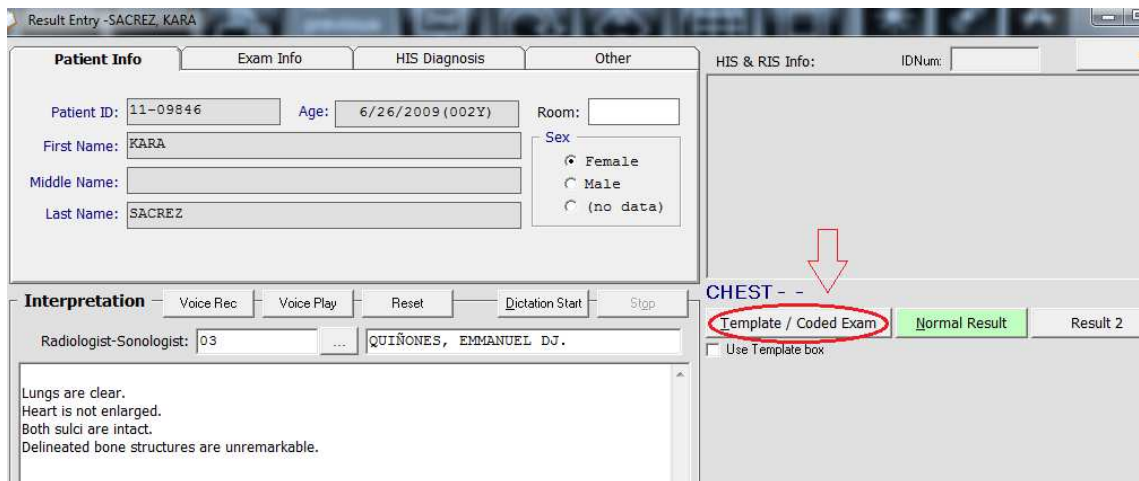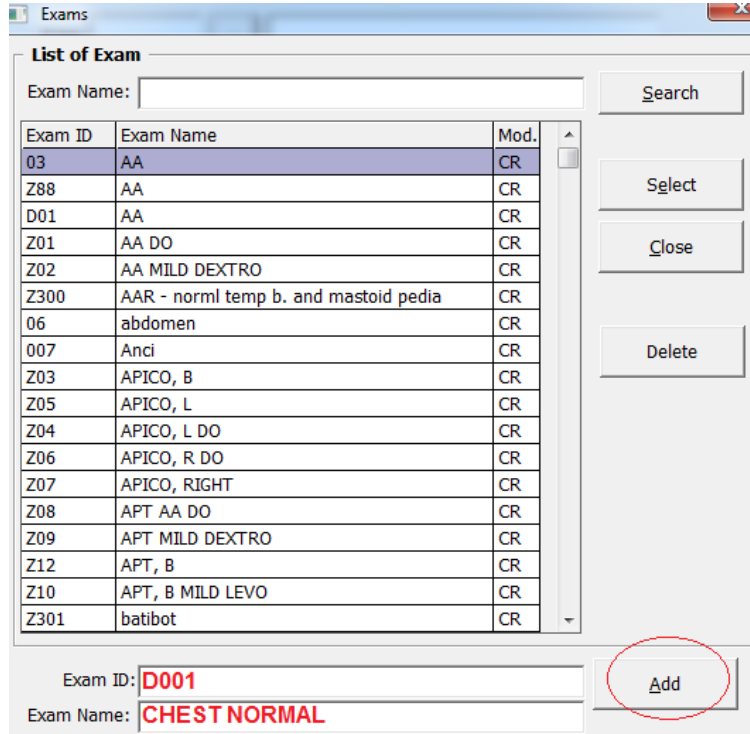
Coded Interpretation & Templates Window

Click on **Add New** button (located on the left side) to add templates and coded interpretations.
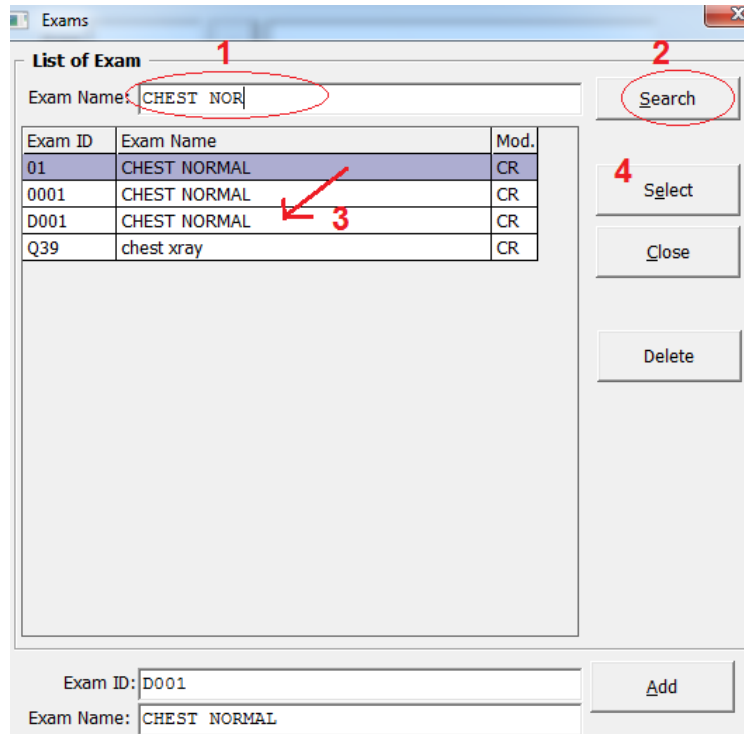

Add New Interpretation Template Window

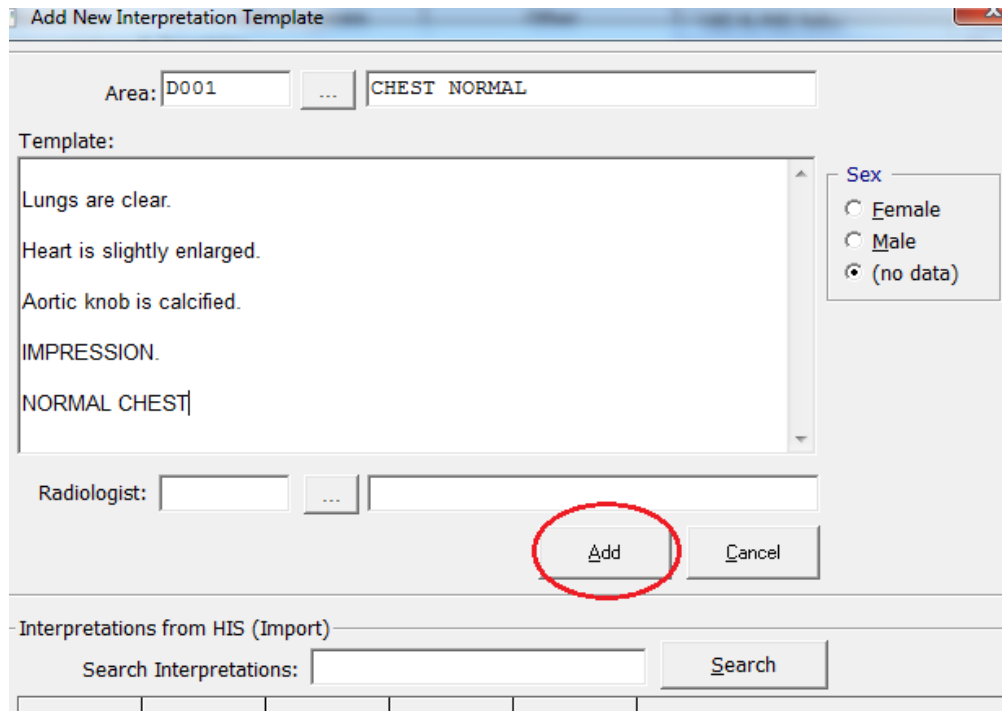Click on **Area** button to display the list of **Exams/Templates** name.

Exams Window

Enter desired **Exam ID** (should not be repeated if existed already) and **Exam Name** (template name). Click **Add** button to add the template name.

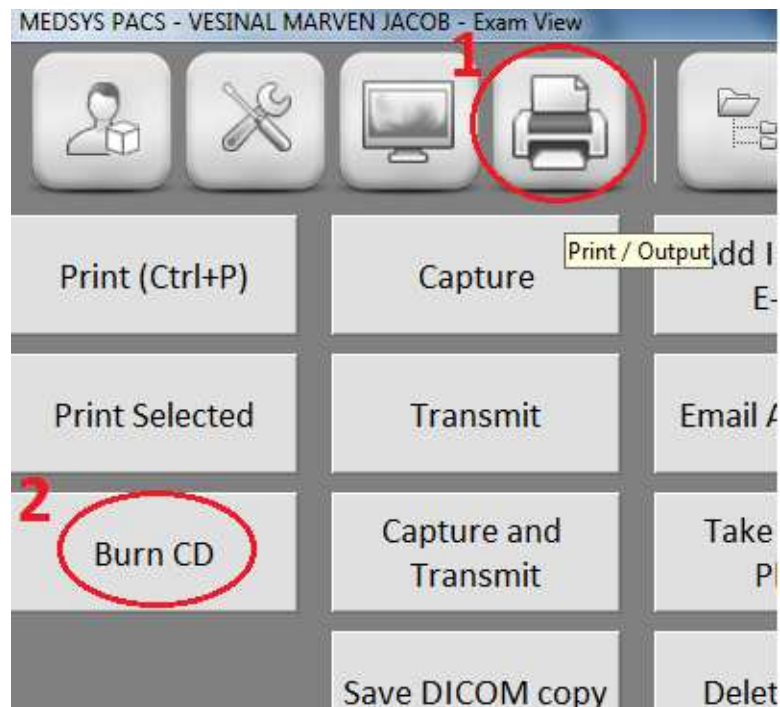Search the newly created template name on the **Exam Name** search bar located on the

top of the window. **Double-click** or click on **Select** button to choose it.

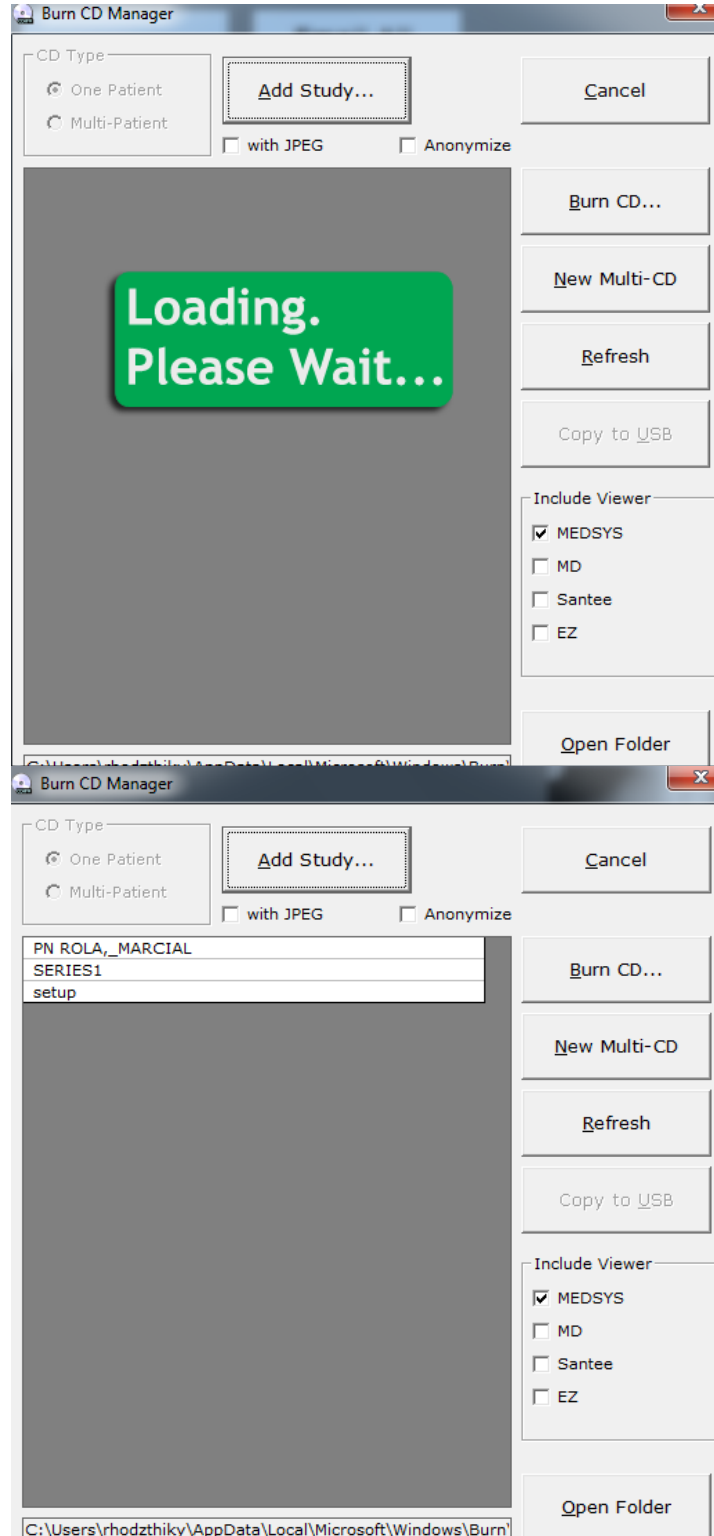Enter the template content. Click on **Add** button when finished.

CD Burning

Open patient's image and mouse-point on **Print/Output** icon.

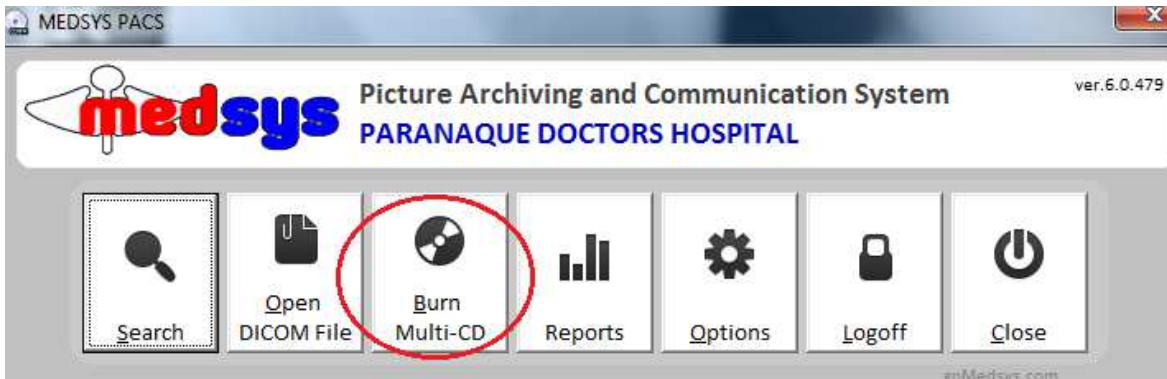- **Burning Images of a Single Patient (Single Study)**

    Click on **Burn CD** button to open **Burn CD Manager**.
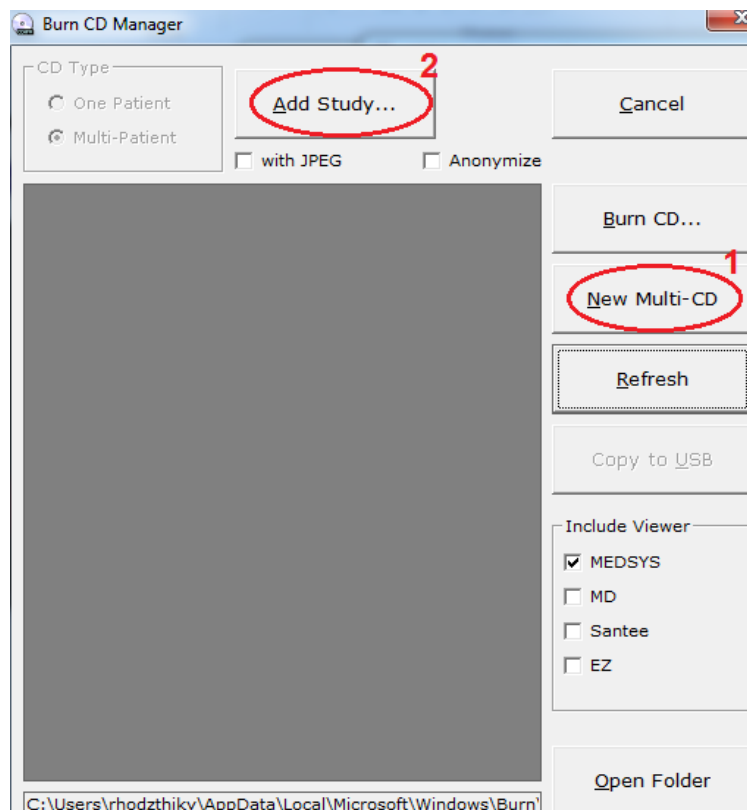
    Wait for the image to load..

Once loaded, click on **Burn CD** button located on the right side of the window to burn the image study of patient.

- **Burning Images of Multiple Patients**

Click **Burn Multi-CD** button to open **Burn CD Manager**.

To create new multi-study, click on **New Multi-CD** located on the right side of the window. Then **Add Study** to choose patients to be burned on CD.

Search patients to be added on Multi-CD. **Double-click** on patient's name to add them to the list of patients to be burned. Once finished, click on **Close/Done** button located on the left side of the window.

Click on **Burn CD** button to burn images of multiple patients.