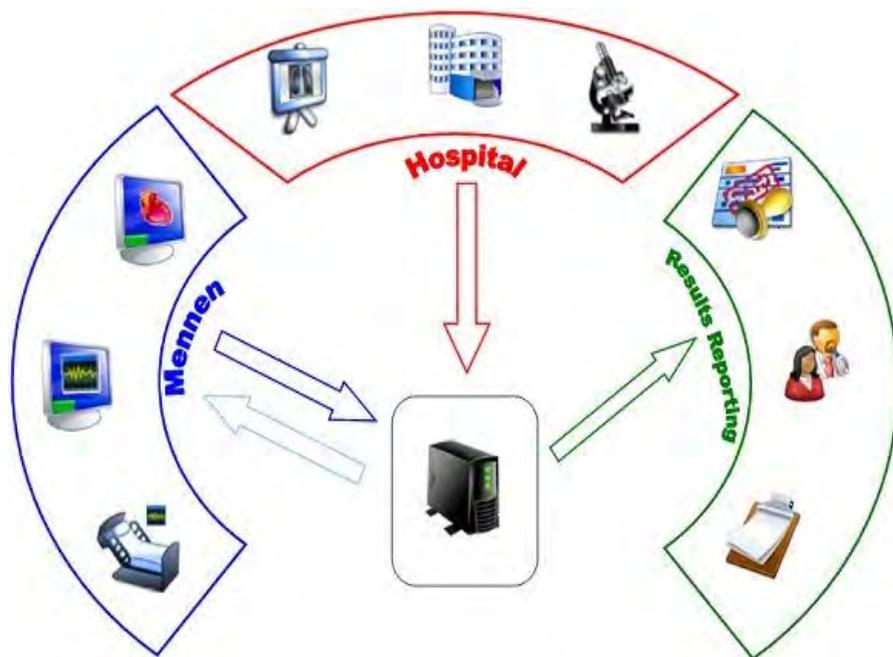




HemoCIS plus

Clinical Database System USER MANUAL



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Conformity according to the Council Directive 93/42/EEC as amended by 2007/47/EC concerning Medical Devices

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Chapter 1. Introduction to *HemoCis plus*

Introduction

HemoCis plus is a computerized clinical information system designed for integrated use in the hospital Cathlab environment. It is a powerful database, capable of storing large volumes of patient data in a logical and easy-to-use manner, facilitating efficient patient file management and rapid information retrieval.

The system operates as a central database, and is connected to the Horizon XVu system (Cathlab workstation) via a network

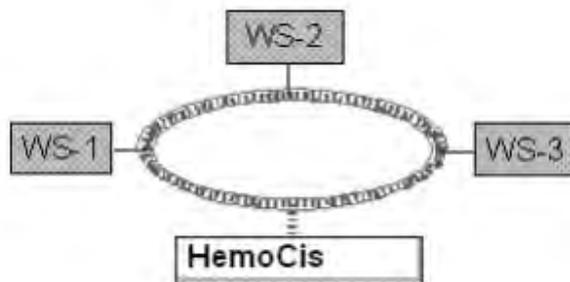


Figure 1-1: Typical *HemoCis plus* System Configuration

The connection between ***HemoCis plus*** and the Cathlabs is in real time, therefore data transfer is immediate. Information is dynamically updated and, since no physical importing and exporting routines are necessary, the system provides a superior and automatic solution to the complexities of storing and retrieving clinical information.

HemoCis plus is a totally integrated, fully-relational-based database. All aspects of procedure scheduling, inventory monitoring, patient file management and recording of procedure outcomes are incorporated in a single system, providing easy, rapid and efficient input and output of data.

The system is specially designed to work in a networking environment. Advanced network capabilities provide a strong and reliable means of database management. This is of particular significance in a busy Cathlab situation where, because of the complex nature of diagnostic and interventional cardiac procedures, large volumes of information are processed concurrently.

HemoCis plus supports various user levels. Operating parameters are set up and controlled by a System Administrator, who allocates passwords and privileges to specific users. These may include specialist physicians, doctors, anesthetists,

cardiac technicians, nurses, and registration clerks, each of whom are authorized to login to the database, using a unique, pre-assigned user name and password.

The database is designed for teamwork and is structured so that data in a patient file is organized logically and systematically. Depending on the privileges assigned to a user, functions that may be performed include:

- Patient registration
- Procedure scheduling
- Patient reporting
- Patient billing
- Inventory monitoring
- Statistical analysis
- Statistical reports

HemoCis plus User Interface

The *HemoCis plus* user interface is designed to facilitate rapid communication between the user and the database. Data input and output is easily accomplished using the clearly-labeled menus, toolbars, function buttons, and dialog boxes (see Figure 1-2).

The *HemoCIS plus* main menu consists of:

- Patient List
- Scheduler
- Inventory
- Statistical Report
- Administrator
- Quit

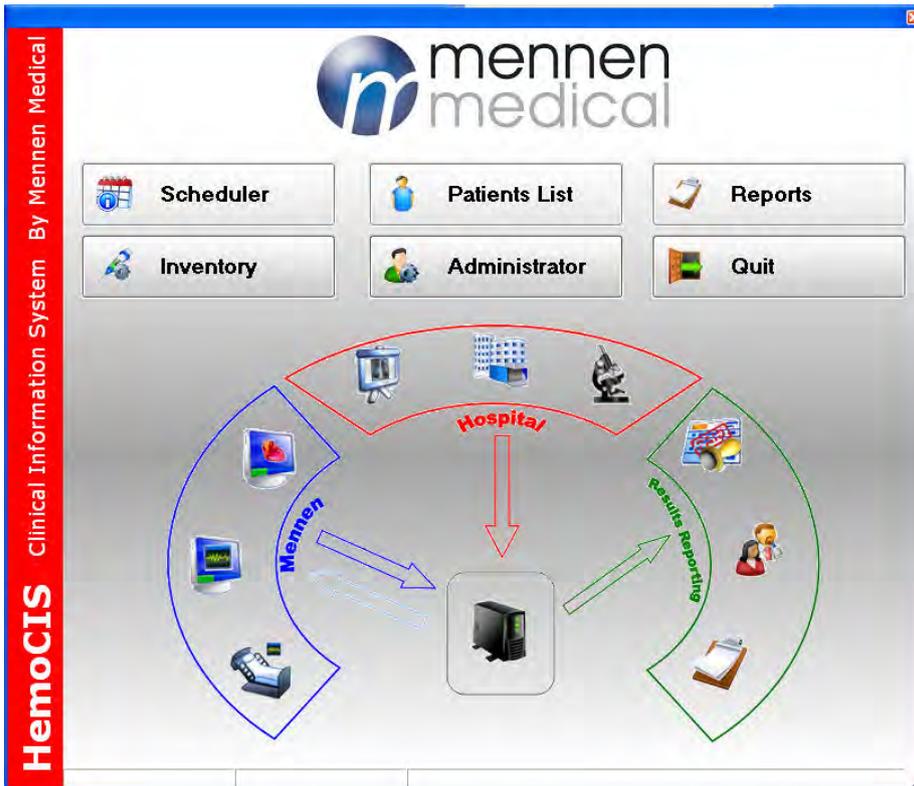


Figure 1-2 : HemoCis plus front page

 **Note:** For details on basic keyboard techniques, and step-by-step instructions for Data Input, and Retrieving Data, refer to *HemoCis plus* Operating Instructions - Chapter Four.

Conventions Used in this Guide

Abbreviations

For consistency, the following abbreviations or terms are used throughout this User Guide.

Abbreviation or Term	Meaning
ACC	American College of Cardiologists.
BSA	Body surface area.
Cathlab	Cardiac catheterization laboratory.
Client	Any work station in the network, using the server.
MRN	Medical record number.
Server	Computer that provides shared resources to the network.
SQL	Structured query language (SQL cursor is displayed when retrieving data from the database)
SSN	Social security number.
WP	Word processor.
WS	Work Station : Mennen Horizon 9000 WS/ Horizon SE / Horizon XVu Cathlab system

XVu	Horizon XVu Cathlab system (work station).
C.O.	Cardiac Output

Caution and notes

As an additional aid, symbols are used to help identify, Cautions and special Notes.



Caution: Used to warn of an irreversible action which may result in permanent loss of data.



Note: Explanation or information provided for additional clarification.

Icons

The HemoCis Plus uses icons for function that are widely used.

A basic list of icons is shown in the following table. Additional specific icons will appear in the relevant chapters

	Delete	Edit		
New	Delete	Edit	Show Icons	Show list

	New	Delete	Edit
User	Create New user	Delete user	Edit user

	New	Delete	Edit
Room	Add room	Delete room	Edit room

New Branch	New Item
New Branch	New Item

Find	Copy	Cut	Paste	Preview	Print	Up one level

Save		
------	--	--

Save changes	Save as new	Export Excel
--------------	-------------	--------------

Special HemoCis plus Features

The following *HemoCis plus* applications have certain unique features designed to facilitate efficient database management.

Scheduler

A special *HemoCis plus* feature is the procedure scheduling application. Scheduler operates in real time and has direct communication with a number of Mennen Medical Cathlab rooms; it is dynamically updated and therefore requires no routine management.

Patient File

HemoCis plus provides access to different locations within a patient file, admitting new patients, and opening a new case for patients already stored in the database. Patient Folder stores all the data and results of catheterization procedures with the results of the last procedure and the history of previous procedures. Manipulation of the Patient file is facilitated by the use of shortcut icons to save, modify or delete database record. To prevent the need to insert data by free text, a variety of pre-prepared lists of all procedure variables is available and can be customized by the Administrator.

Patient File - Tabs

HemoCis plus Tabs are used to take you straight to the data you require. It is not necessary to scroll through long lists, nor do you need to know the internal database table structure, to be able to find information.

The list of Tabs appears in the Patient Folder and allows the user to access by a single click to get information on Diagnostic Details, Inventory, Hemodynamics, Coronary, Summary, Images, Notes, and Utilities
All the information accessed by a Tab will appear on a single page.

Physician Patient Report

From the data stored in the Patient Folder, patient procedure reports are produced in WORD format. The report content and format can be easily customized to the work habits of each hospital. The use of standard WORD format allows also addition of free text, and exporting of the reports to main Hospital Information Systems or mailing by e-mail.

HemoCis plus has the capability to store image files. This feature is of particular benefit to the physician, when preparing a patient report. Image file storage is an automated process; the images are captured in the Cathlab during a procedure and automatically stored in the Patient Folder, where they can be used for reference to the disease history.

Inventory and Billing

HemoCis Plus is characteristically designed with a unique system of inventory management and billing which includes not only charges based on procedures performed and equipment used, but also the relevant billing codes. The ability to automatically attach these codes, especially CPT and ICD9, is a significant timesaving factor. Moreover, the facility to keep them regularly updated leads to greater accuracy of re-imburement.

Statistical Analysis

HemoCis Plus may be used as a fast and efficient tool for statistical analysis. The logistic layout of patient file data and the facility outcomes reporting are important features. The ability to build numerous types of user-defined reports is referred to in detail in the ***HemoCis Plus*** Administrator Chapter 9.

Chapter 2. HemoCis plus Overview

Introduction

HemoCis plus is a computerized database that operates like a sophisticated electronic filing cabinet. The system is designed for use in a hospital environment, for the storage and rapid retrieval of clinical information acquired during diagnostic and interventional cardiac procedures.

Large volumes of patient data are arranged and stored in an organized and clinically-relevant manner. Controlled user access is facilitated by interaction with a simple graphic user interface, using a mouse, keyboard, and a system of clearly-labeled screens, menus, and dialog boxes, that are logically placed and easy to understand.

Data fields are structured within a systematic framework of relevant applications, for example, *Patient File*, *Scheduler*, or *Inventory*.

Patient files

Information within each **HemoCis plus** application is accessed using simple, precise commands, in an assortment of dialog boxes appearing in the respective application screens. Additional messages are appropriately displayed when required, for the completion of a specific task.

The logical order in which **HemoCis plus** data is arranged, provides you with the ability to quickly retrieve a specific Patient File, or to access more detailed information about a group of patients. For example, you may wish to evaluate the medical and treatment history of one individual, or review the records of all patients who have undergone a specific procedure during the last six months.

HemoCis plus Data

The continuously-updated flow of information between the Cathlab and **HemoCis plus**, facilitates immediate access to the latest clinical data. This may be analyzed and presented in numerous ways, depending upon user privileges, and the purpose for which the data is required.

HemoCis plus data is protected by a system of passwords and privileges, which prevent unauthorized access, either to a particular application, or to a specific function. Under the control of a System Administrator, specified user levels determine the type of access permitted, as well as the ability of a user to *Add new*, *Edit*, or *Delete* information.

	 Delete	 Edit
New	Delete	Edit

Data Manipulation

Using the various *HemoCis plus* applications to input or retrieve data, you can easily perform variety functions, which typically include:

- Sort a List of Patient Files
- View a Medical and Treatment History
- Modify a Scheduled Procedure Time
- Find an Equipment Item
- Add a New Room
- Delete a Room
- Filter an Order List
- Print a Schedule Procedures Report
- Save a Low Stock Items Report

HemoCis plus provides numerous options for sorting and finding data. For example, you may wish to quickly find a Patient File for a patient whose last name you know, in a list containing hundreds of names.

You can achieve this easily in several ways, one of which is to change the layout of the Patient List Select screen so that it is displayed with all Last Names appearing in the first column

<input checked="" type="checkbox"/>	Last Name
<input checked="" type="checkbox"/>	First Name
<input type="checkbox"/>	Middle Name
<input type="checkbox"/>	Location
<input checked="" type="checkbox"/>	MRN.
<input checked="" type="checkbox"/>	SSN.
<input checked="" type="checkbox"/>	Gender
<input checked="" type="checkbox"/>	Date of Birth
<input type="checkbox"/>	Height (cm)
<input type="checkbox"/>	Weight (kg)
<input type="checkbox"/>	BSA
<input type="checkbox"/>	O2 Cons Est.
<input type="checkbox"/>	Address Line1
<input type="checkbox"/>	Address L2
<input type="checkbox"/>	Postal Code
<input type="checkbox"/>	City
<input type="checkbox"/>	State
<input type="checkbox"/>	Country
<input type="checkbox"/>	Phone Home
<input type="checkbox"/>	Phone Work
<input type="checkbox"/>	Insurance Provider
<input type="checkbox"/>	Insurance Exp Date
<input checked="" type="checkbox"/>	Last Case Date
<input type="checkbox"/>	Race
<input checked="" type="checkbox"/>	occurance_id

Figure 2-1: Available columns and column sequence

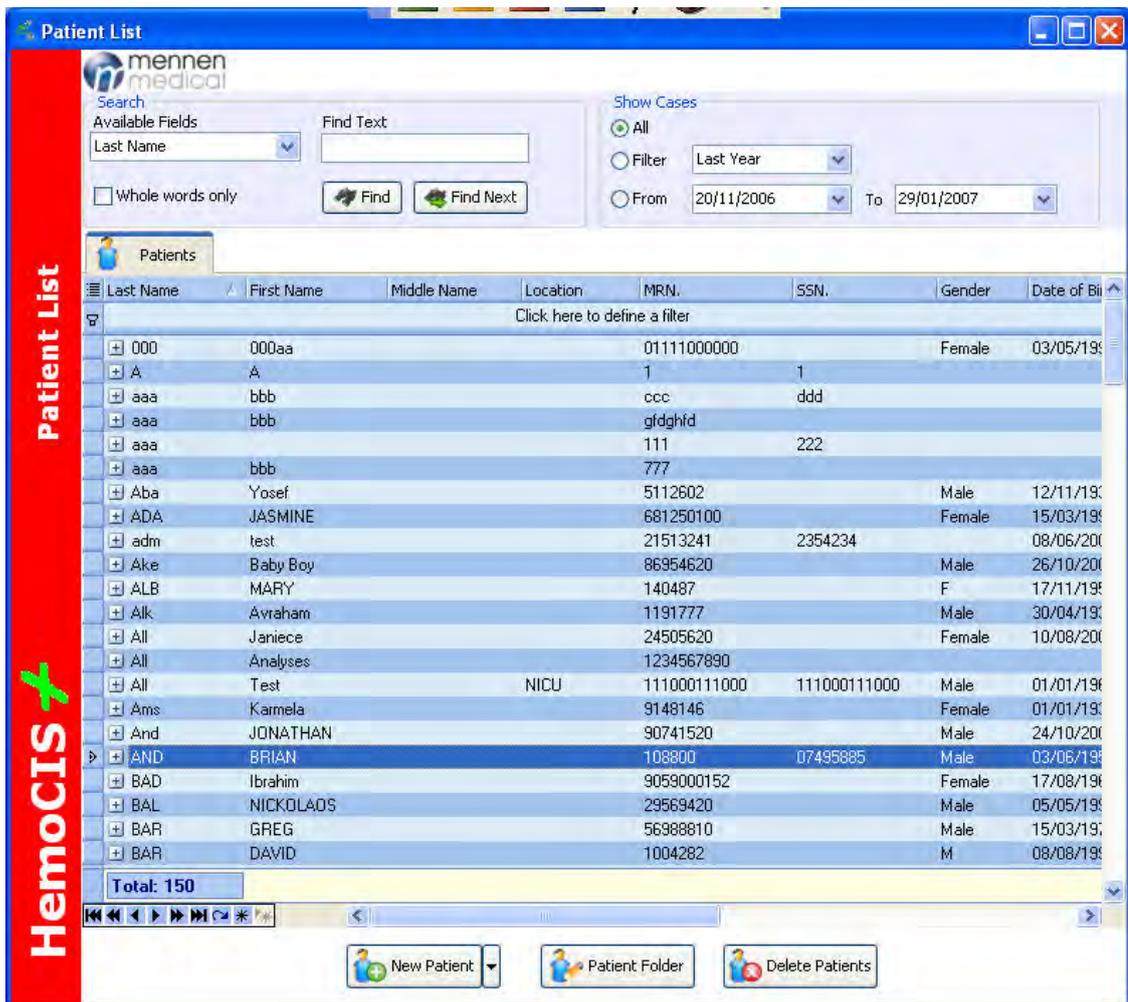


Figure 2-2: Patient Files Listed Alphabetically



Note: To keep patient privacy all Patient names and ID are not real names of actual patients.

With the Patient Files listed alphabetically, you can easily find the required file by scrolling through the list. Alternatively, you may prefer to use a faster method, as follows:



To find a Patient File:

1. Use the Search area at the upper, left of the patient list of the screen select *Last Name* from the drop-down list of *Available Fields* on the left.



Figure 2-3: Search Patient box

2. Type the details of the record you require in the *Find Text* window on the right (see Figure 2-3:).
3. Click **Find** ; the search commences.
When the search is complete, the Patient File Select screen is displayed; the cursor has jumped to the relevant record, which now appears highlighted in the list.
4. Double-click on the highlighted record; Case information for the selected patient is displayed.



Note: It is possible to refine the search and locate a record by typing only the first few characters of a name (for example, Gal instead of Galver). For full details, refer to the step-by-step instructions *Locate a specific patient* in Page 6- 2

Clinical Information Management

HemoCis plus may be used to store large volumes of clinical information that can be easily retrieved, and effectively utilized in numerous ways. The fast and reliable capabilities of the system help you perform many important functions, the advantages of which include:

- Improved Utilization of Cathlab Facilities – less down time.
- Effective Case Management – ‘the big picture’ at a glance.
- Thorough Inventory Control – automatic stock calculation.
- Accurate Patient Billing – charges automatically billed.
- Functional Statistical Analysis – reports instantly updated.

Within a busy hospital environment, the effective management of patient data is paramount. In the Cathlab, this of particular significance due to the inherent complexities of cardiac procedures, and to the large volumes of data acquired during each case. Further advantages of using *HemoCis plus* in this situation, are listed below:

HemoCis plus Overview

HemoCis Features	User Benefits
Speed	<i>Quick access to information - no need to wait for patient notes to arrive from another department. Rapid information retrieval - as and how you want it.</i>
Continuous Update	<i>System operates in real time. This ensures you work with the latest information.</i>
Integration	<i>System operates within a network - communicates with all Cathlabs, simultaneously. Many users can access data at the same time.</i>
Consistency	<i>Standardized data format.</i>
Timesaving	<i>Multiple files containing the same data updated quickly with a single entry - eliminates unnecessary work.</i>
No Duplication	<i>Data input with a single entry - the same data may be used for many purposes.</i>
Automatic Calculation	<i>Information is updated and recalculated automatically.</i>
Flexibility	<i>Data may be analyzed and presented in numerous ways.</i>
Space	<i>Large volumes of complex information stored easily.</i>

Chapter 3. Getting Started

How to Use this Guide

The HemoCis plus User Guide is designed to help you find your way around the database, enabling you to input and retrieve information quickly and easily.

Basic Operating Instructions are given in Chapter Four, for users who are unfamiliar with using a database. General techniques - for example, Using the Mouse, Moving between Data Input Fields, Using a Dialog Box, and Moving between Applications, are included in that chapter.

You will find step-by-step operating instructions for individual HemoCis plus applications in the following chapters:

- Scheduler -----Chapter 5
- Patient Files ----- Chapter 6
- Patient Reports-- --Chapter 7
- Inventory -----Chapter 8
- Statistical Report – Chapter 9
- Administrator -----Chapter 10

Getting Started

When *HemoCis plus* is installed in a Cathlab environment where a Mennen Medical installation is currently running, an upgrade of the existing software is performed at start-up by a Mennen Medical technician. The program is loaded from a CD-ROM (compact disc), and *HemoCis plus* is linked to the WS system(s) via a network. From then on, data is automatically transferred from the Cathlabs to the newly-installed database.

During installation, various parameters are set. These include: field names to be displayed in user-defined lists, and Administrator/Super User passwords and privileges. The system is then ready to operate. The new database installation is tailored to maintain existing protocols such as: procedure descriptions, complications, indications, and risk factors. To ensure a smooth transition to the new system, many other parameters (for example, room setup) are user-definable.

Prior to a *HemoCis plus* installation, a short implementation period is required for the System Administrator and Mennen Medical technician to set the coding and user-defined parameters, in accordance with individual hospital/user requirements. System Administrators should refer to chapter 10 - Administrator of this manual.

On completion of the program installation, the input of all patient data into the new database (either from the Cathlab or from a new registration) will require a Patient File to be registered in the system.

Initially, for procedures scheduled prior to the *HemoCis plus* installation, it will be necessary to perform manual registration of those patients in the new database.

In a situation where a patient has been scheduled for a second or third procedure, if required, the details (date and type) of the previous procedure/s may be added to the relevant Patient File in the new database, to maintain continuity in the procedure history.

Basic User Passwords and Privileges

HemoCis plus is designed to operate with a system of passwords and privileges that are setup, administered, and controlled by the System Administrator. This information is stored in the database and facilitates controlled access to the system, at Administrator-designated user levels.



Note: Administrators may refer to Administrator Chapter 10, to provide *Passwords and Privileges* to each user

Each *HemoCis plus* user is required to use a personal, predefined user name and password, to login to the system. Functions that may be performed are therefore determined by the relevant privileges assigned to a user. Certain users may have authority to read data only, others may be able to read and edit specific data, while an Administrator/Super User would be authorized to perform a wider range of activities.

Invoking the HemoCis plus Program

To start running the HemoCis plus program:

1. Double-click on the *HemoCis plus* icon  on the desktop; the *HemoCis plus* Main Screen is displayed (see Figure 3-1).

HemoCis plus Main Screen

When the program starts, the HemoCis plus Main Screen appears in which six icons are displayed, each of which represents an application or major activity that may be performed in the database (see Figure 3-1).

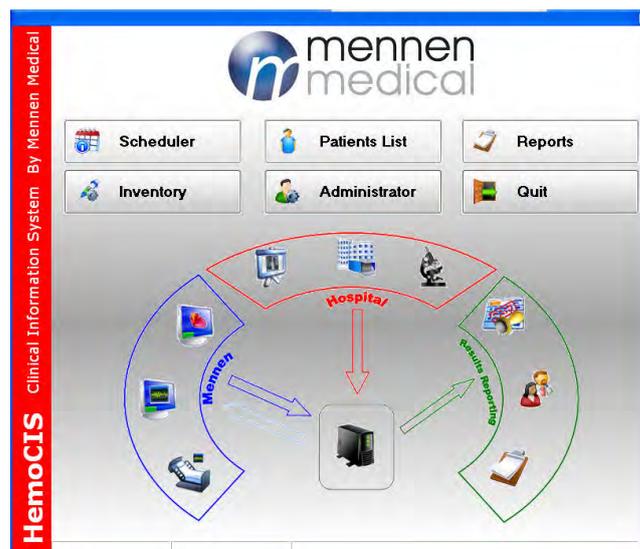


Figure 3-1: *HemoCis plus* Main Screen

The ability to access a *HemoCis plus* application is dependent upon user passwords and privileges; this is detected by the system when a user logs in, using a name and password. If a person does not have authority to use a particular application, access will be denied; the relevant icon is then inactive and appears on the Main Screen as light grey in color.

Main Screen Icons

The following briefly describes the applications associated with each Main Screen icon. For further information on using a particular application, refer to the individual chapters in this User Guide.

- **Inventory**

For monitoring stock levels, ordering stock, and equipment billing.

- **Scheduler**

HemoCis plus Scheduler provides the solution to total management of Cathlab procedure scheduling.

- **Patients List**

The *HemoCis plus* Patient List application simplifies all aspects of patient file management, using specially-designed Smart Tabs to organize large volumes of data in a logical and clinically-applicable manner.

- **Statistical Reports**

For generating many different types of reports, using user-defined parameters. Reports may be viewed on the screen.

- **Administrator**

For use by the System Administrator to set all user-defined parameters and to configure the system according to individual requirements.

- **Quit**

Used to exit the program.

You are now ready to proceed to Chapter Four and commence the *HemoCis plus* *Operating Instructions*.

Chapter 4. HemoCis plus Operating Instructions

Overview of Operating Instructions

The information in this chapter will help inexperienced users understand how to use *HemoCis plus*, and to become familiar with the techniques required to perform various functions. For example, typing entries in data input fields, retrieving data, and generally moving through the screens of the various applications.

For complete Windows® operating instructions, refer to the Microsoft® User's Guide.

Users who are familiar with basic keyboard/mouse techniques and who have experience in using a computerized database may skip this chapter. Specific, step-by-step operating instructions for each *HemoCis plus* application are given in this User Guide, in separate chapters.

General Notes

- The shortcut keys (for example F1, F2, F3, etc.) which you may be accustomed to using routinely when working with Windows-based programs, are inactive in *HemoCis plus*.
- When information is being retrieved from *HemoCis plus*, a blinking SQL cursor is displayed on the screen. The keyboard is then inactive, and only becomes operational again when this cursor ceases to blink.
- If you are using a mouse with three buttons, only the left and right buttons are used with *HemoCis plus*.

Basic Mouse Terms

The terms for mouse actions used in this guide are as follows:

Term	Meaning
Click	Click once and release the <i>left</i> mouse button
Right-click	Click once and release the <i>right</i> mouse button
Double-click	Click the <i>left</i> mouse button twice in rapid succession
Drag	Press and hold down the <i>left</i> mouse button, while you move the mouse
Drop	Release the <i>left</i> mouse button, after dragging the mouse cursor to a new position on the screen

Table 4-1: Explanation of Mouse Terms

Hint Window

In some ***HemoCis plus*** applications, placing the mouse cursor at a certain point on the screen evokes the display of a hint window, in which details are listed.

Right-click

Using the unique, right-click mouse feature of ***HemoCis plus*** provides a useful, time saving shortcut to performing certain functions. In Scheduler, for example, right-clicking on a scheduled procedure allows you to edit or cancel procedure. By default, the right click mouse cursor will open a list of functions relative to its position on the screen, such as:

- New Procedures
- Cancel Procedure
- New Event
- New recurring event, etc.

The information appearing in the displayed dialog box, is therefore dependent upon where the cursor is standing when you right-click the mouse button;

Drag and Drop

Using the drag and drop mouse facility in the Scheduler, you are able to move a scheduled procedure or inactive time to a new position in the Scheduler. That entry is then rescheduled accordingly.

Selecting and Choosing**> To select an item:**

- Click on the item once with the left mouse button,

or

Move the cursor to the item, using the ↑ or ↓ arrow keys.

***Note:***

Merely selecting an item, does not initiate an action.

**> To choose an item**

- Double-click on the selected item

or

Click once on the OK button, or press Enter on the keyboard (while the required item is highlighted on the screen).

Drop-Down Menus

Drop-down menus (lists) may be seen in certain application screens. You have the option to select an item from such a list, using the left mouse button or the appropriate ↑ or ↓ arrow keys.



Note:

The contents of a drop-down list may be defined or edited by a System Administrator, using the Administrator application.

Radio Buttons and Check Boxes

A dialog box may contain one or more Check Boxes , or Radio Buttons , or both.

The Radio button (circle) has toggle-switch action and is used to enable or disable a particular function. When these are not active (i.e., when switched off), they appear grey on the screen.

Each Check Box (Square) is an independent option; you can select as many options as you want. When a Check Box is activated, a black tick is visible, as follows:

Figure 4-1: Patient folder

Typing Text

Many *HemoCis plus* data fields are case-sensitive. It is advisable to maintain consistency when typing free text - for example, an initial capital at the beginning of a word or name. Consistency is important because, when performing a Search (for example for an Inventory item), the search is also case-sensitive. In certain data fields however (such as Patient Last Name), the first letter automatically appears capitalized (i.e., as Goodman not goodman).



Caution – Text is Case Sensitive. Search will fail if Capital or low case is disregarded

Deleting Text

The way in which text is deleted from a data field depends upon the type of field. In a free-text entry - for example, Patient Name field, pressing the Backspace key ← will delete characters to the left of the cursor; pressing the Delete key will delete all characters to the right of the cursor.



Caution - Pressing the Delete key in certain **HemoCis plus** fields (for example, Procedures or Equipment) deletes the entire entry. All data in that line will be erased.

Moving Between Data Input Fields



To move the cursor from the current data input field to the next field:

1. Press the Tab key; the cursor moves to the next data input field.
2. Repeating this action enables you to move clockwise from one field, to the next.



To move the cursor from the current data input field to the previous field:

1. Press the Shift and Tab keys, simultaneously; the cursor moves to the previous field.
2. Repeating this action enables you to move counterclockwise from one field, to the previous field.

Moving Between Applications

The following describes the way in which you move between the five applications (*Scheduler, Patient File, Reports, Inventory, and Administrator*), and the **HemoCis plus** Main Screen.



To move between the Patient list, Reports, Inventory, Scheduler or Administrator applications, and the **HemoCis plus Main Screen:**

1. Click on the X button at the top right of the active application. The application is closed and the **HemoCis plus** Main Screen is displayed.
2. Click on the application icon you require; the new application screen is displayed.

Data Input

The ability to manually input data is dependent upon the relevant user privileges. A user authorized to input data, enters it into data fields or, where required, types it as free text.

It is important to remain consistent when typing information in certain data fields. For example, a date must always be entered using the format that has been

configured by the Mennen Medical technician at start-up (MM/DD/YYYY or DD/MM/YYYY).

Editing Data

The ability to edit *HemoCis plus* data depends upon the type of data, the application, and the relevant user privileges - some fields may not be edited and are read-only (for example, the BSA field - demographic data in the Patient File application).

Saving Data

New or updated information that has been entered into the database is saved in the system. In certain applications, for example Patient Report as WORD File, information is not saved to the database, but may be saved in as a document file on the hard disk, to a floppy disk, or to the NT network.

Data Transfer

HemoCis plus data is transferred in two directions and incorporates the following: sending of registration data from *HemoCis plus* to the Cathlab, and transfer of data from the Cathlab to *HemoCis plus*. Both types of transfer are described in this chapter.

Sending Registration Data

When a new patient is registered, or when information in an existing Patient File is updated, the demographic data is sent from HemoCis plus to the Cathlab, using the Send Reg. function button in the Patient File application.



> To send registration data:

1. Click the  function button (Patient File Details screen); a message appears "Patient will be exported with current ID" (see Figure 4-2).

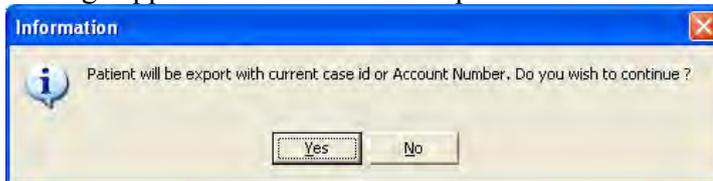


Figure 4-2: Confirmation of patient registration

2. Click Yes to confirm this action.

Automatic Data Transfer

Once a case is completed (i.e, when Case Ended is activated by the WS), the case data is automatically sent from the Cathlab to HemoCis plus. The data transferred in this way includes:

- Demographic data
- Procedure data
- Hemodynamic data
- Laboratory results
- Valve/oximetry findings
- Coronary tree diagnostic findings
- Cardiac images
- Medications
- Equipment
- Notes

Chapter 5. Scheduler

Scheduler Overview

HemoCis plus Scheduler is designed to facilitate complete and efficient Cathlab management, and is totally flexible and easy to use. This application provides a powerful tool for instant, continuously-updated scheduling of procedures, leading to reduced downtime and increased utilization of Cathlab facilities.

You can use the Scheduler to perform the following functions:

- Schedule a new procedure
- Reschedule a procedure
- Cancel a procedure
- Schedule an inactive time
- Generate a Scheduled Procedures Report

The timetable format of the Scheduler Main Screen may be viewed in Scheduler Days or Hours resolution, as preferred. Scheduled Procedures appear on the screen in colored blocks and Inactive time slots are displayed as black, mesh-like patterns, both of which are clearly recognizable against the background.

Each scheduled procedure is color coded according to type and, with the aid of hint windows; you can easily see the overall picture of scheduled Cathlab activity in up to eight rooms at a glance, as follows:

- Procedures scheduled
- Procedure types
- Patient name
- Physician name
- Day and time
- Room number
- Inactive time slots
- Available time slots

Current procedures are reflected in Scheduler as they are actually taking place, and the data from each case is automatically transferred from the WS to the database, in real time. This communication mode ensures that the relevant Patient Files and Scheduler, are continuously and dynamically updated.



Note:

When a patient is scheduled for a procedure, the Patient File data is sent from **HemoCis plus** to the WS for registration, therefore it is not necessary to register the patient twice (i.e., once in the database and again in the WS), as both systems are concurrently updated.



> **To use the Scheduler**

On the main menu click on Scheduler

A panel showing columns for each available procedure room, with hour lines for to-today

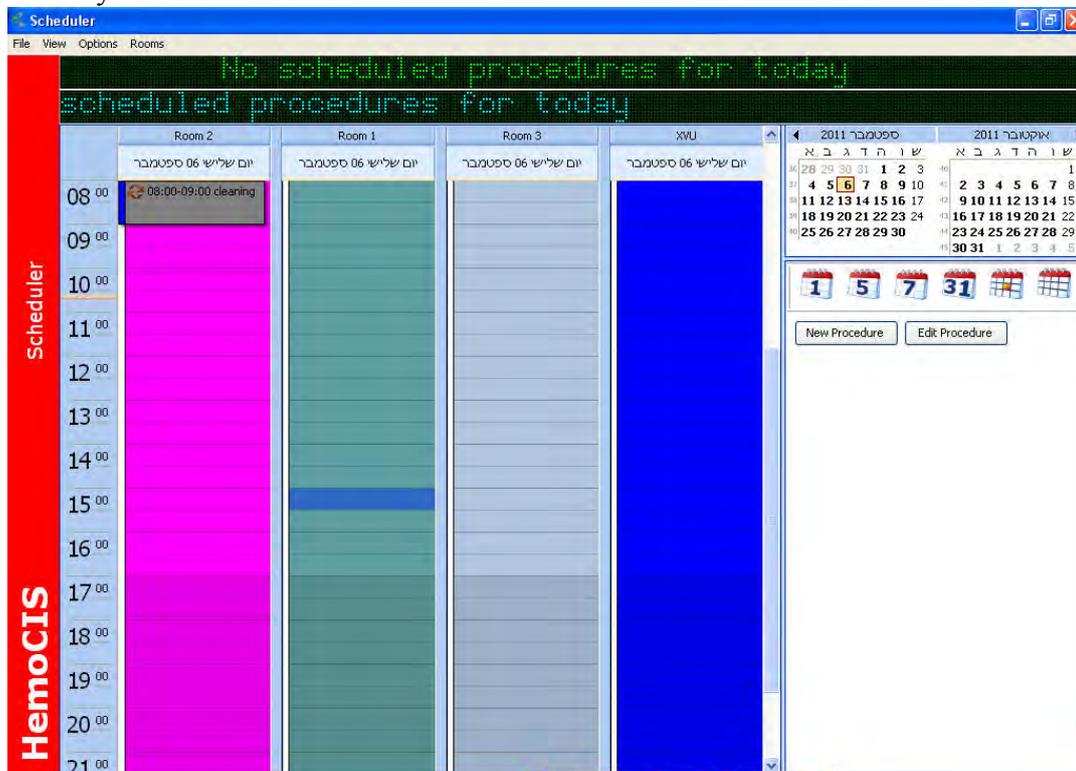


Figure 5-1: Scheduler panel

The panel has several function areas:

- Menu consisting of : File, View, Options, Rooms
- Hourly scheduled columns for each available room
- Two month calendar (Top-Left)
- Icons for 1, 5, 7, 31 days of calendar
- A Time Grid icon, organizing the information with time on the X-Axis 
- An icon for one year schedule 
- Two switches are available for "New procedures" or "Edit Procedure"

Using the menu

File

Export – Export the report of **scheduled procedures** in Excel, Text, Html or Xml format

Exit – Exit from the Scheduler to the main menu

View

This opens a list that is equivalent to the days icons under the two month calendar. View the schedule in either:

- Day
- Work Week (5 days a week)
- Week (7 days a week)
- Month
- Year
- Go to date – This will open a Go to Date box (see below)

Options

This has the list of options available for various interval schedules
Mark with the tag, the options you wish to activate

Interval	Tag	Options
Day	√	All day Event container
		Always show Event time
		Work Time Only
		Display Minutes on time ruler
Week		Compressed Weekends (show Sunday, Saturday as a small box
		Single Column
Month	√	Compress Weekends
Time Grid		Work time only
Year		All Day Event only

Rooms

- Room List
- Layout Editor
- Rooms per page : Show All or 1, 2, 3, 4,,,

Room list opens a panel with all rooms available, with their IP addresses
The panel allows to *Add*, *Delete*, and *Modify* the room list.

These functions will usually be performed by the system manager (See Administrator Chapter 10)

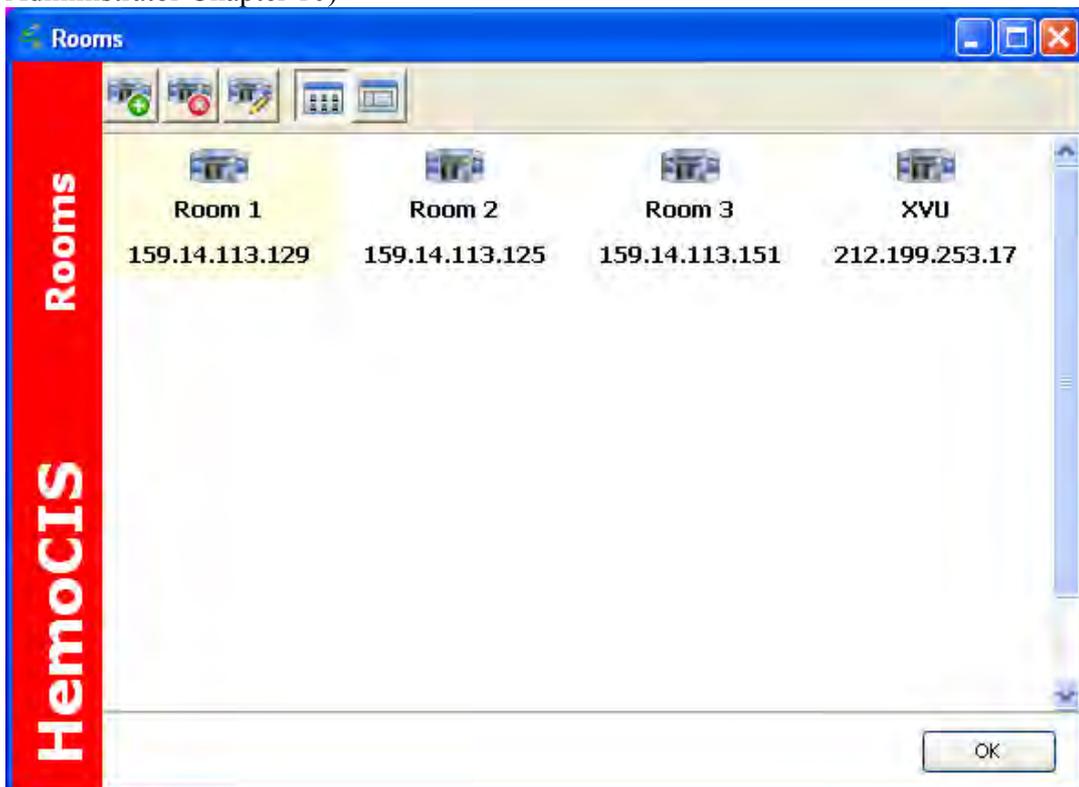


Figure 5-2: Rooms panel with IP address of each room

Layout Editor opens a panel with list of the rooms with up/down keys to arrange the rooms in the required sequence

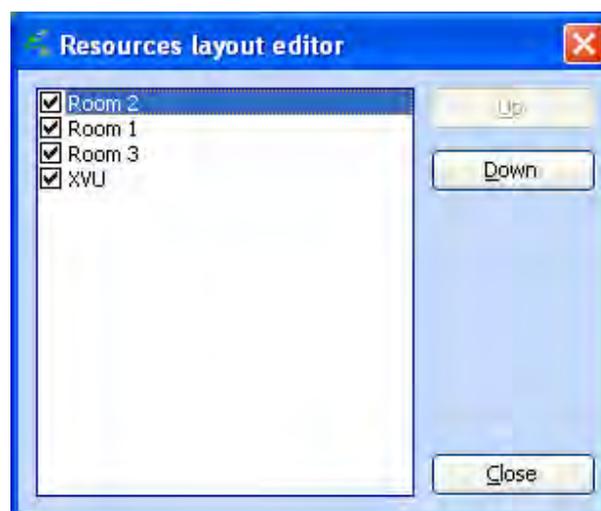


Figure 5-3: Room layout editor

- Two Month Calendar
The calendar allows viewing the schedule for any day of the month.

 > To view a day, click with the mouse on the relevant day.

 **Note:** Days with scheduled procedure or event are shown with a bold number.

Schedule Duration Icons

One Day Icon

Click on this icon or open a one day schedule on the view menu.
 The default is the schedule for "Today", other days can be selected from the calendar.
 Use the arrows or slider at the left of the schedule to move between hours

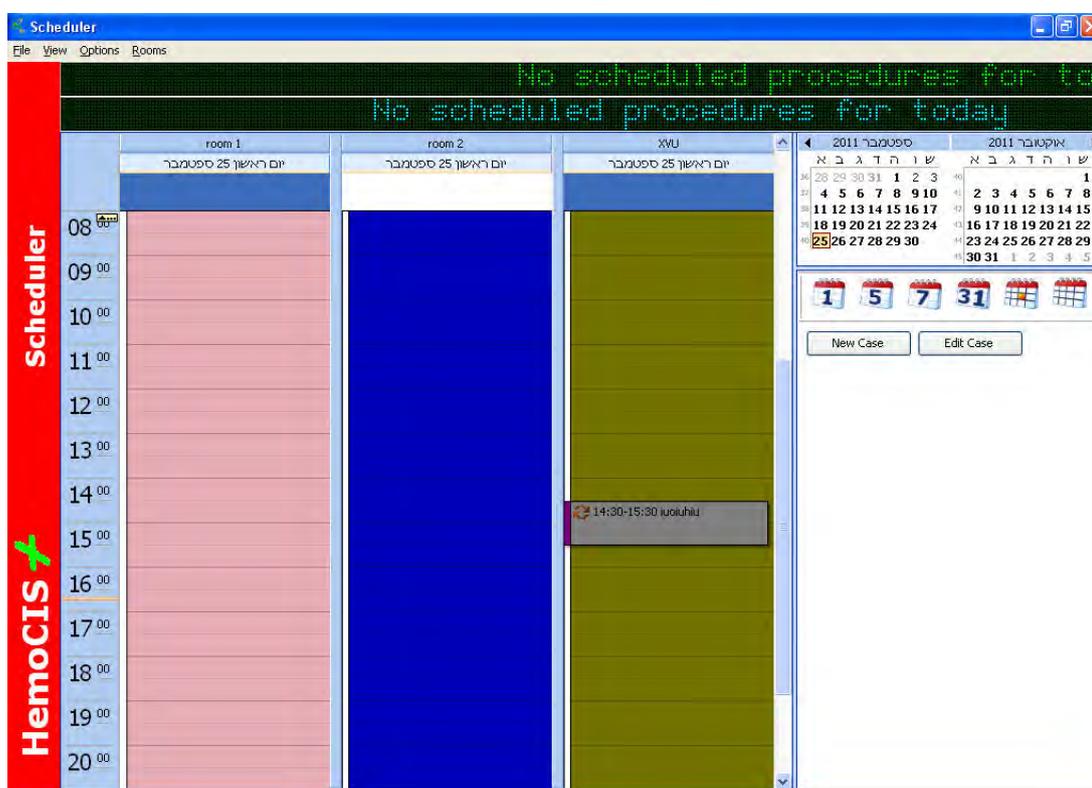


Figure 5-4: One day schedule

Five days Week, icon

Click on this icon or open a "Week" schedule on the view menu.
 The default is the schedule for "This Week",

 **Note:** To view another week mark a full week on the calendar.
 Use the arrows or slider at the left of the schedule to move between hours

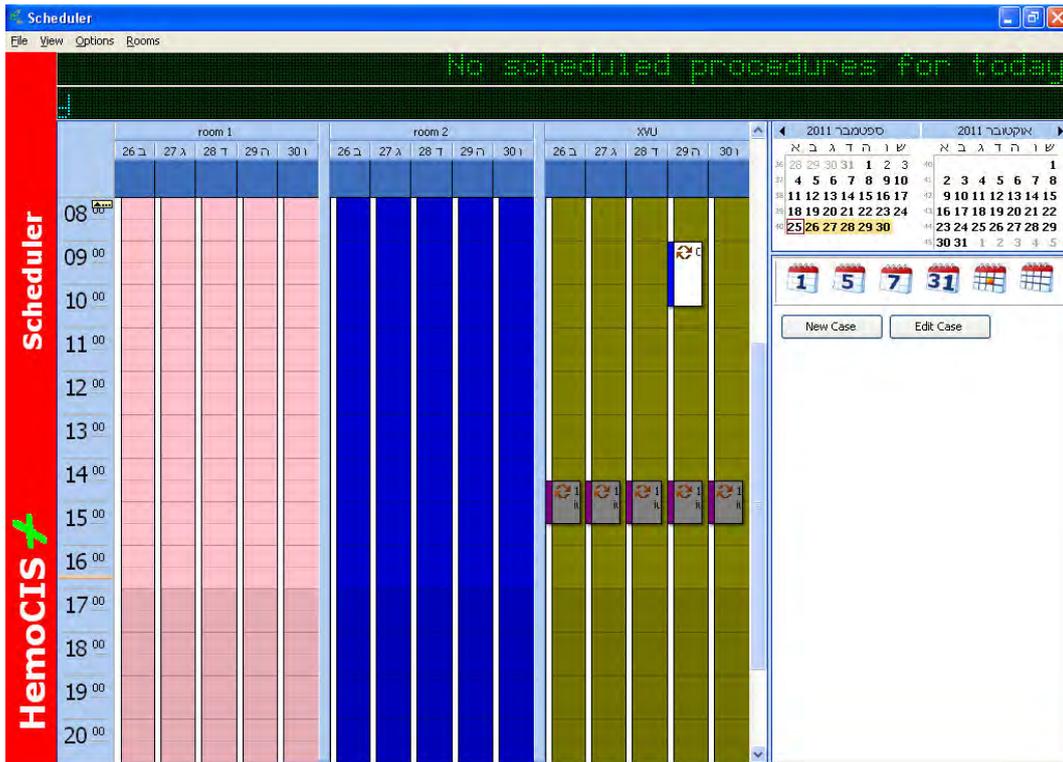


Figure 5-5: Five days week schedule

Seven days Week, icon 

Click on this icon or open a "Week" schedule on the view menu.
 The default is the schedule for "This Week", Other weeks can be either selected from the calendar, or moved by use of the arrows and slider on the left of the schedule.

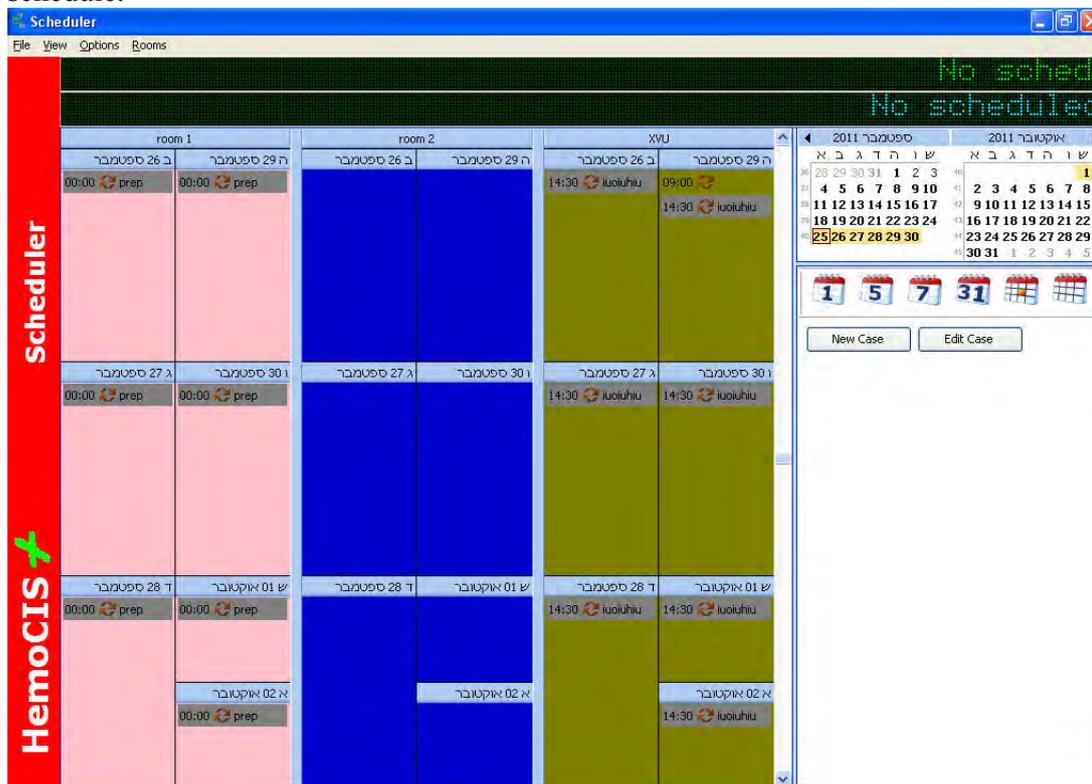


Figure 5-6: Seven days week schedule

31 days icon 

Click on this icon or open a "Month" schedule on the view menu.
 The default is the schedule "consecutive 31 days ending this week ", The 31 days covered by the Scheduler are marked on the calendar by an orange background to the days covered by the scheduler. Use the arrows or slider to the left of the schedule to move in time in steps of one week

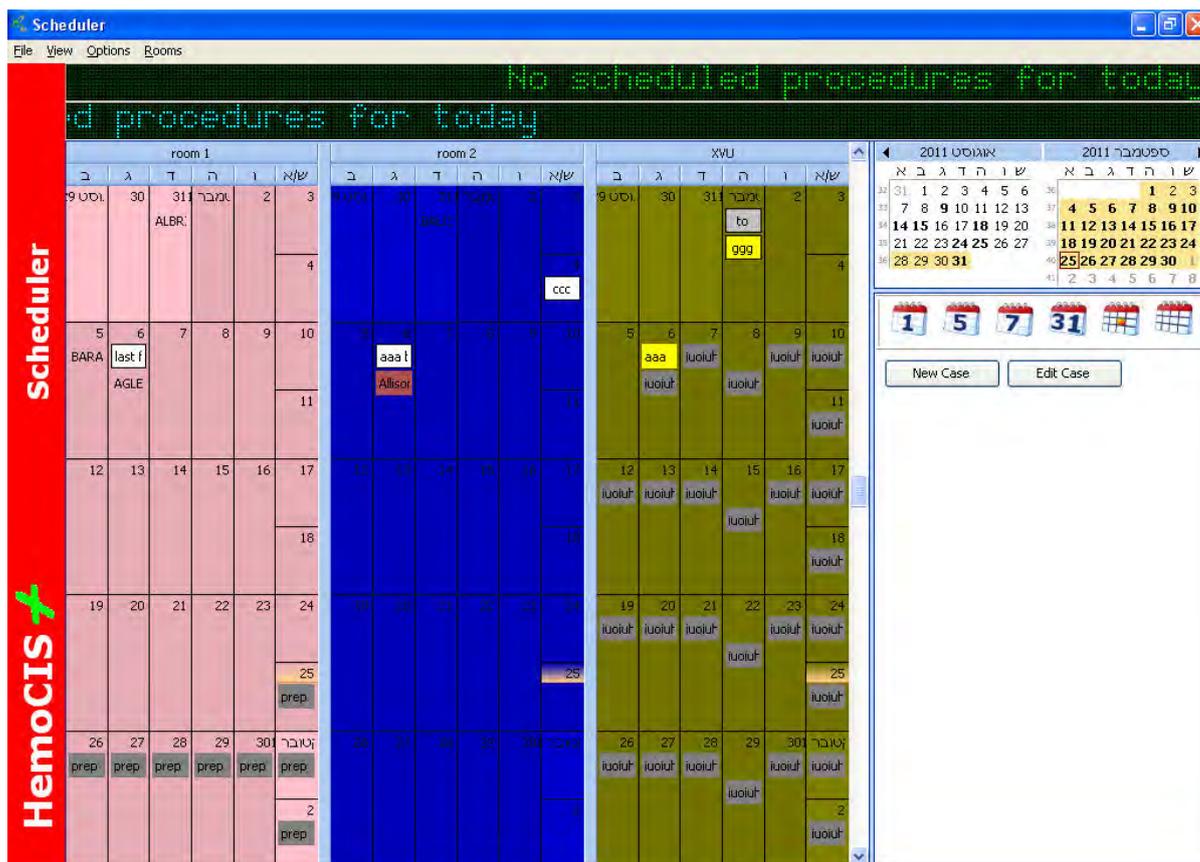


Figure 5-7: 31 days schedule

Time Grid Icons

Click on this icon or open a Time Grid schedule on the view menu.

This will show a schedule with the time on the horizontal axis.

The default is the schedule for "Today", other days can be selected from the calendar. Alternatively use the arrows or slider at the bottom of the schedule to move between hours and days.

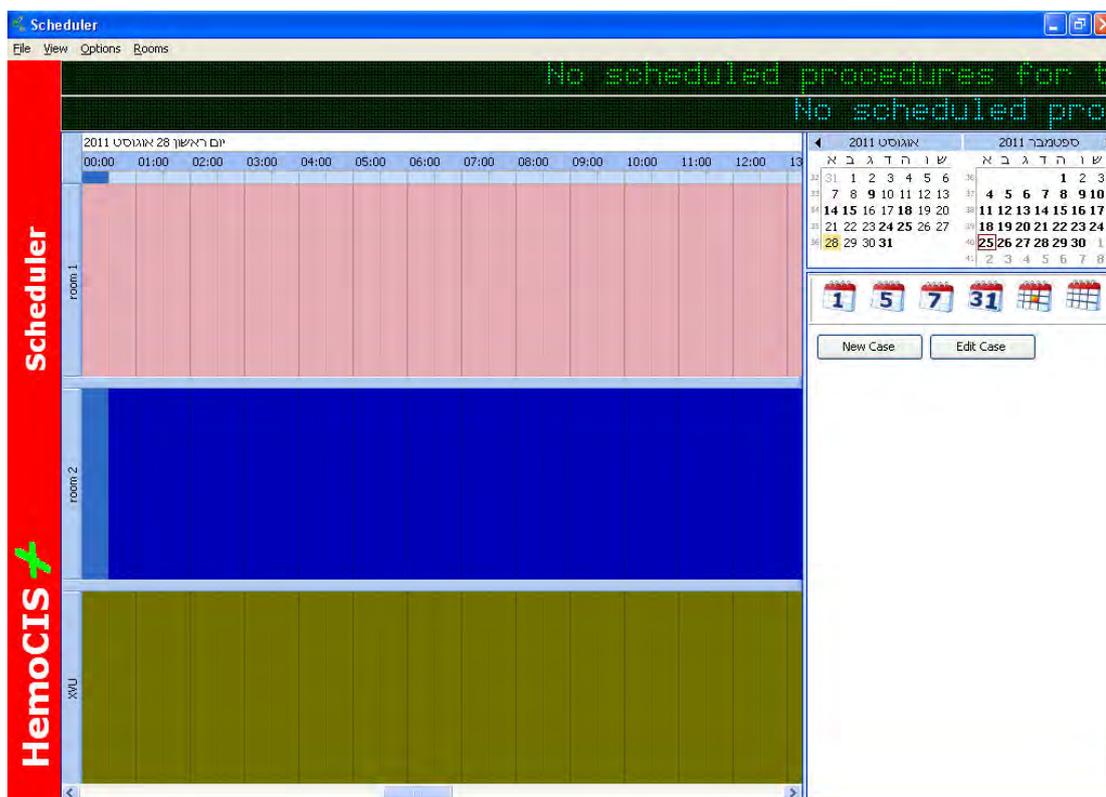


Figure 5-8: Schedule panel with horizontal Time grit



Year icon

Click on this icon or open a "Year" schedule on the view menu. The default is the schedule for "This Year", Other years can be either selected from the calendar, or moved by use of the arrows and slider on the left of the schedule.

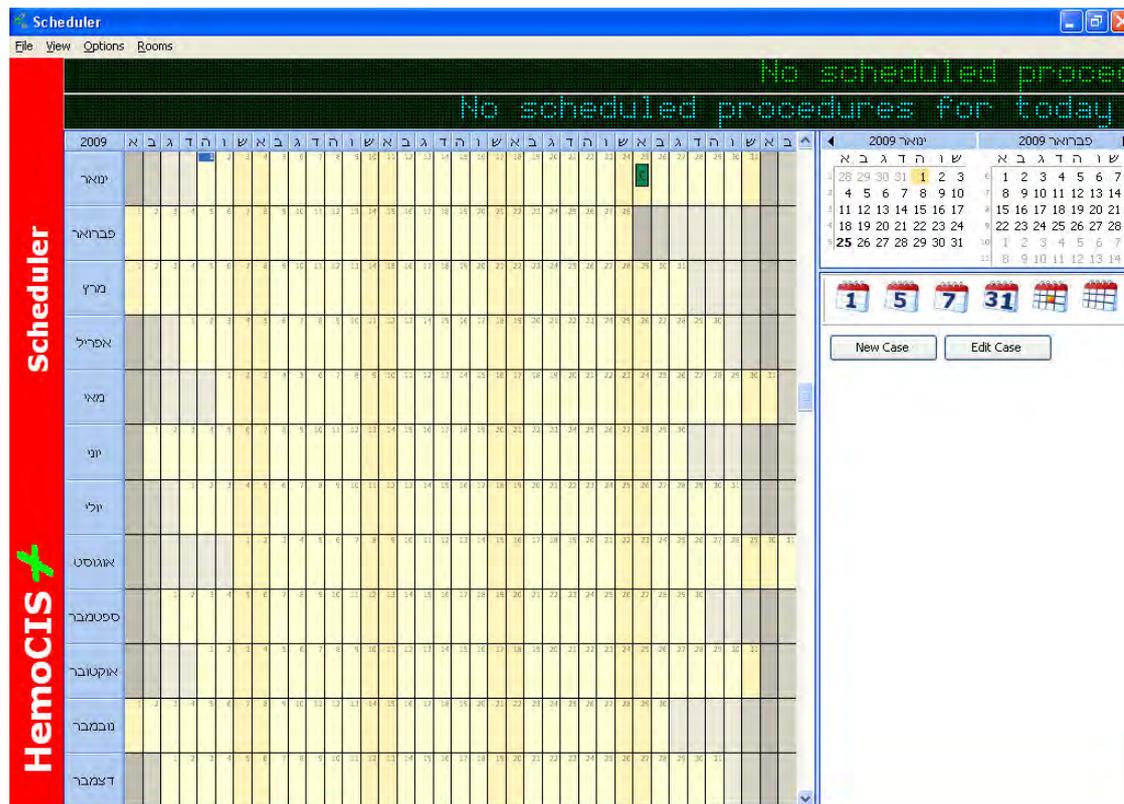


Figure 5-9: Year schedule panel

Inserting information to the Scheduler



> To insert information to the scheduler:

Select a Day panel

Click with the left mouse on the time to be scheduled

Use the right mouse to open a drop down menu:

- New Procedure
- Cancel procedure
- New Event
- New All day Event
- New Recurring Event
- Today
- Go to Date
- Resources Layout Editor

New Procedure



> To insert new procedure,

Use either the drop down menu,

or

Click on the "New Procedure" box under the calendar

A "Schedule New Procedure" panel opens

Figure 5-10: Schedule new procedure panel

1. **Select a patient** (See chapter 6 "Register a New Patient" on page 6-5)
 You can either select a patient **from the list**
or
 Get a patient from **DICOM list**
or
 Use **HIS Query**
 If it is a new patient, click on new patient and fill the patient information
2. **Insert Case**
 Click on New case to insert the case information
3. **Export**
 After filling the information click on Export to send the information to the selected Procedure Room.

Edit Procedure



> To edit procedure:

- Select the procedure area on the scheduler,
- Click on the "Edit Procedure" box under the calendar
- A "Schedule New Procedure" panel opens and allows to edit the information on the procedure panel
- Click on Export to update the information on the relevant Cathlab room.

New Event



To insert a new event:

- Select the Event area on the scheduler,
- Use the right mouse to open a drop down menu:
- Click on New Event
- Fill in the Event detail and select color to show on the Scheduler the event as either Free, tentative, Busy or Out of office.

Each will cover the event period with the specific background

Figure 5-11: Insert event panel

New All Day Event



To insert a New All Day event:

- Select the Event day on the scheduler,
- Use the right mouse to open a drop down menu:
- Click on New All day Event
- Fill in the Event detail and select Label and "Show Time As" color to show on the Scheduler the event as either Free, tentative, Busy or Out of office.

New Re-occurring Event

To insert a Re-occurring Event:

- Select the Event day on the scheduler,
- Use the right mouse to open a drop down menu:
- Click on New Reoccurring Event
- A panel for Event Recurrence is displayed
- Fill the table information and press OK

This will open the Event information panel where the Event label and information can be set.

Figure 5-12: Recurrent event control panel

Go to Today

To get to the Today schedule

- Select the any day, 5 days, 7 day, or month on the scheduler,
- Use the right mouse to open a drop down menu:
- Click on Today
- A one day schedule of Today will be shown

Go to This Today

This menu item opens when a 7 day or 31 day or Year schedule is used



To Go to This Today schedule

- Select a day, on one of the above schedule displays.
- Use the right mouse to open a drop down menu:
- Click on Go to This Day
- A one day schedule of the selected day will be shown

***Go to Date*****To Go to a selected date**

- Put the mouse on any of the schedule panels
- Use the right mouse to open a drop down menu:
 - Select the "Go to Date"
 - Select the Required date
 - Select the type of schedule and the panel to Show In
 - Press OK to accept

A screenshot of a Windows-style dialog box titled "Go To Date". The dialog has a blue title bar with a close button (X) in the top right corner. It contains two rows of controls. The first row is labeled "Date:" and has a text box containing "28/08/2011" with a dropdown arrow on the right. The second row is labeled "Show in:" and has a text box containing "Day Calendar" with a dropdown arrow on the right. To the right of these controls are two buttons: "OK" and "Cancel".

Chapter 6. Patient List

Introduction

To start use of the *HemoCis plus*, insert User name and Password.

From the main menu select the patient list.

The list will include all patients that were registered in the database from the time it was initiated.



Note: Names and IDs in the lists in this user manual are not of real patients

The Patient list

(see Figure 6-1)

On the Main Menu (Figure 1-1) select Patient list to:

- View the list
- Search for a specific patient
- Create a sub list
- View and modify details of patients.
- Insert new patients

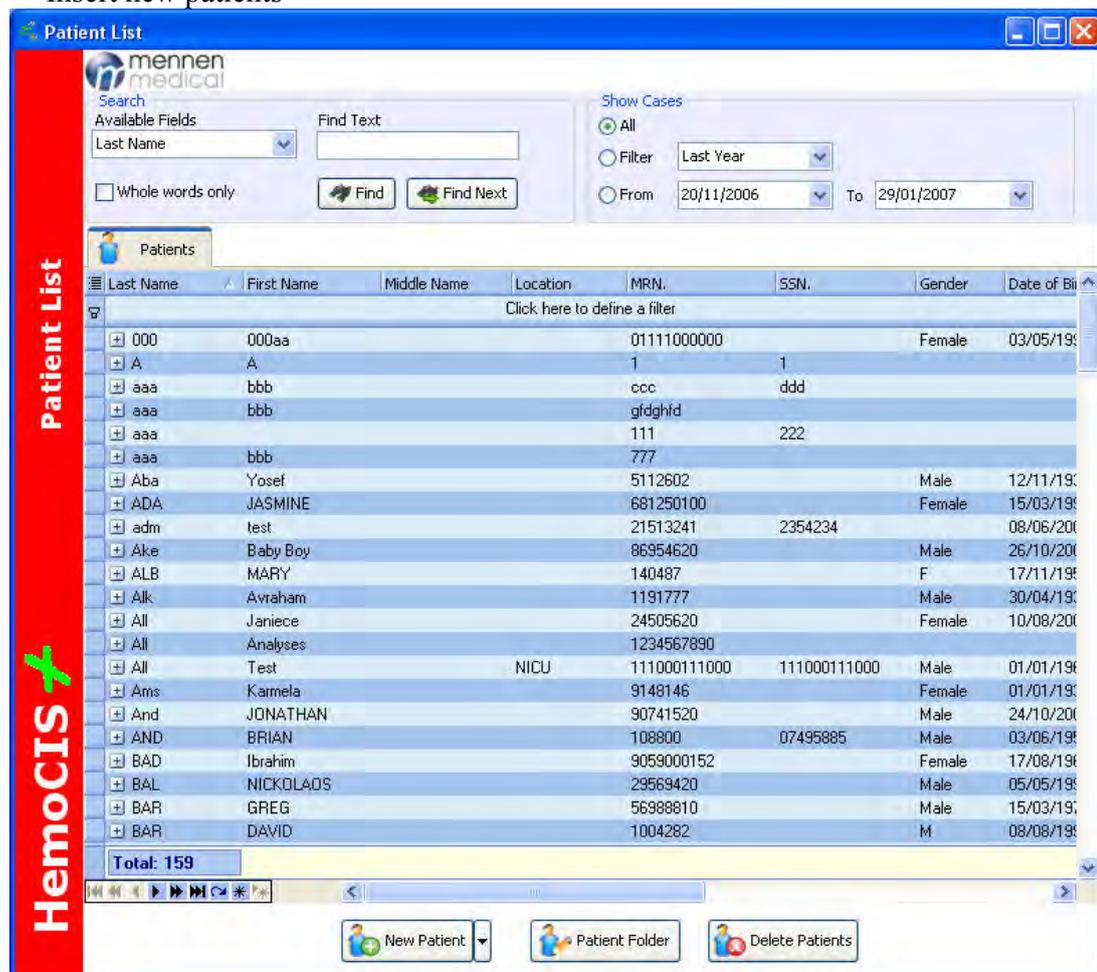


Figure 6-1: Patient List

Locate a specific patient

There are several ways to locate a patient from the list: – A patient can be searched by either Patient Search or by use of table columns:

A. **Patient Search** – Available Fields:

Last Name
 First Name
 MRN (Medical record Number)
 SSN (Social Security Number)
 Gender
 Date of Birth
 Last Case date
 Occurrence ID



> To perform a patient search:

- In the Search box (top, left) select one of the Available fields and compare it with the text in the "Find Text" box
- Click Find to reach the first item in the list or Find next to reach the next

B. **Search by table Columns**

Another search method is to mark the arrow on one of the column's heading. This opens a filter list, that can either be marked by \surd on the interesting items, or show all or open a "custom" filter



Search Filter

To locate the relevant person click on the heading of one of the columns, to the left of the label "Update Person". This will open the full list of relevant people, to search for a specific person or group of people, insert in the space under the column label the name you wish to filter by

- Use (_) (under score) to represent any single character

Example: C_ _ _ will show words with 4 characters, C in the beginning and three characters after.

- Use * after a series of characters to search for names starting with these characters
Example: Bu* will show all words starting with Bu, disrespect of word length
- Use * before and after a series of characters to search for names consisting of the characters between the * marks

Custom Search Filter

Custom search filters allow you to search or create a sub-list based on two variables

To reach the Custom Filter, click on the arrow on the column label, this will open a list of all items in the column and Custom

> select "Custom"

This will open a filter panel that offers to select to parameters connected by either logical AND or logical OR.

Each item can be selected by a variety of tools.

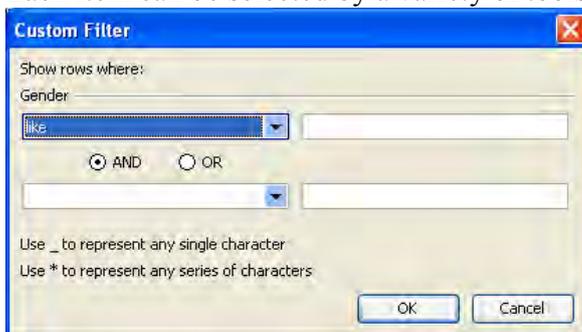


Figure 6-2: Custom Filter

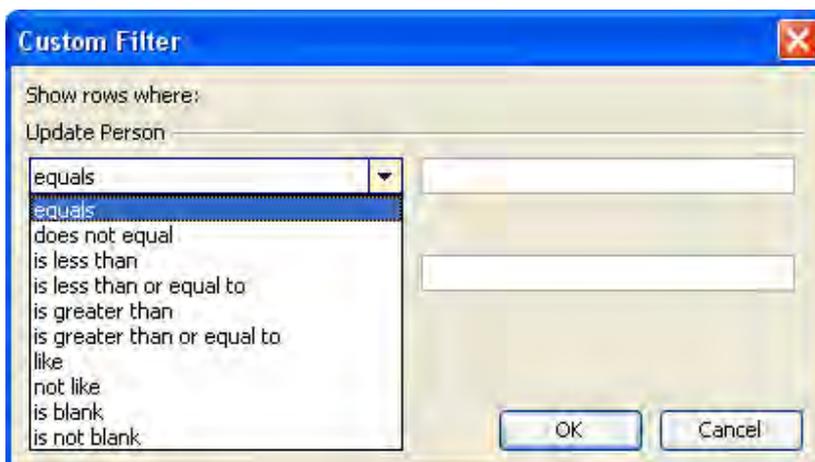


Figure 6-3: Custom Filter with list of logical tools

The search can be:

Alphabetic

- Like

- Not like
- Alphanumeric**
- Equals
- Does not equal
- Is less than
- Is less than or equal to
- Is greater than
- Is greater than or equal to
- Is blank
- Is not blank

Case detail

To view the case performed for any patient click on the + at the left of the name. The + is converted into (-) sign and a box or boxes showing the cases is/are opened

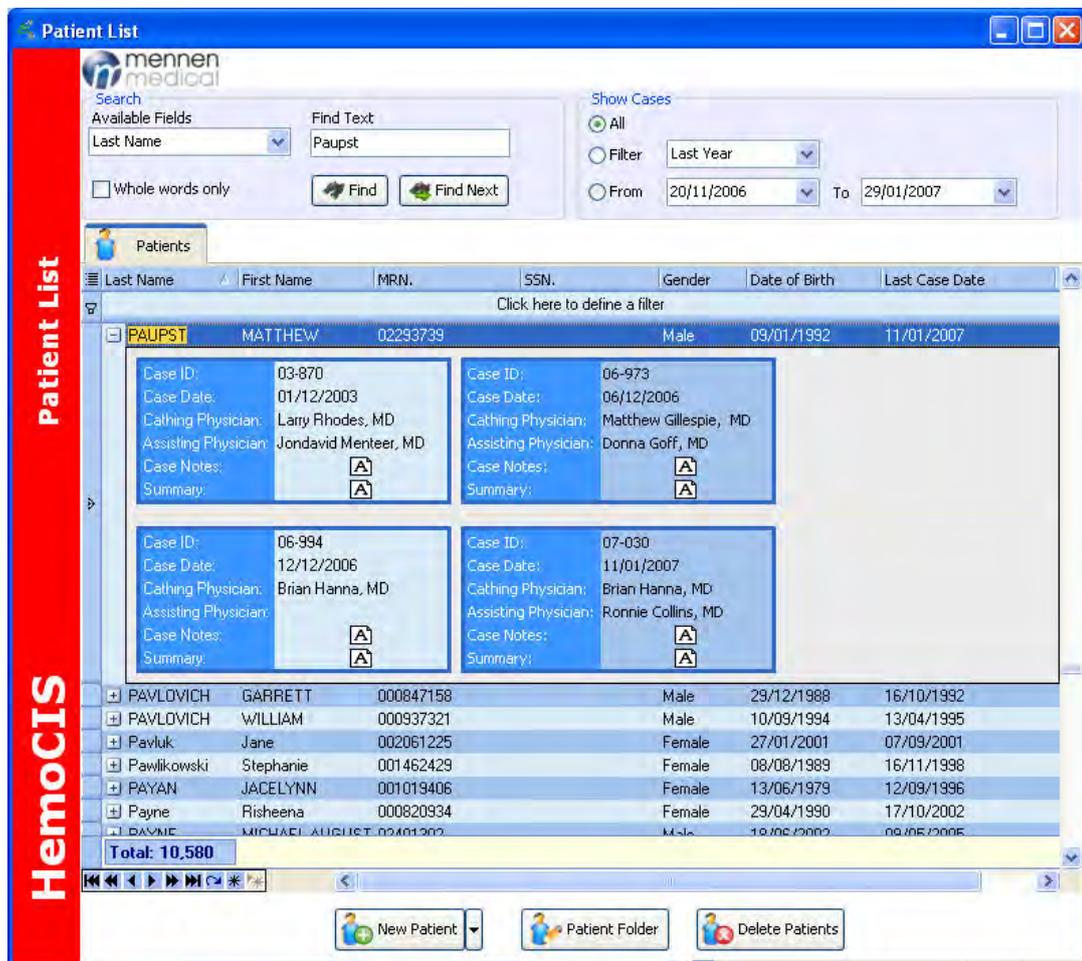


Figure 6-4: Patient List (Case Details)

Details of the Case notes or Summary can be viewed by opening the relevant box

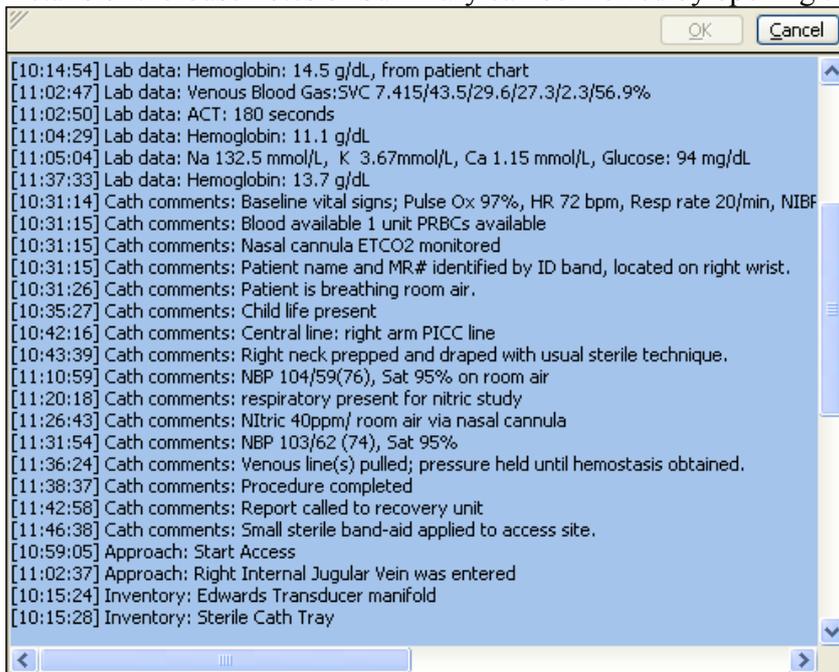


Figure 6-5: case notes

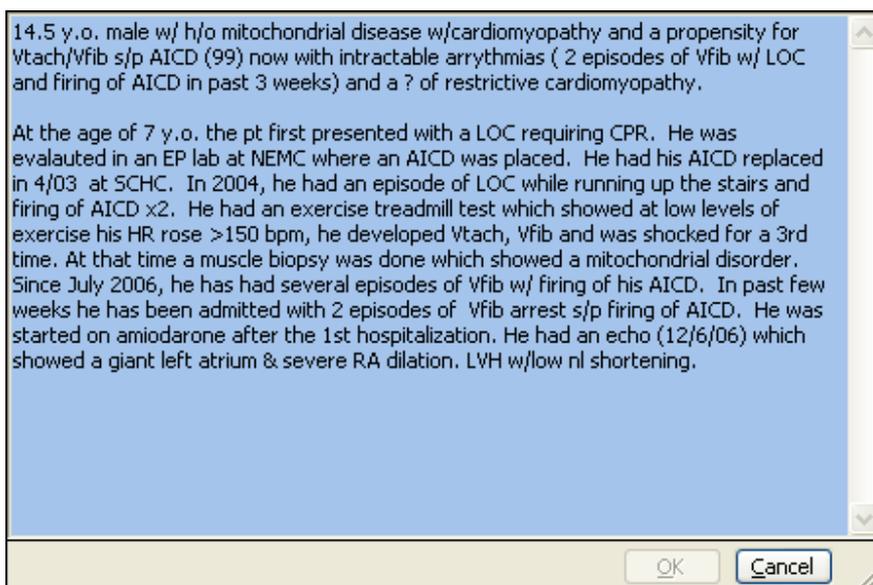


Figure 6-6: Summary

Register a New Patient

A new patient can be inserted manually or received for external list

Register New Patient from external lists

Use the arrow at the side of the New Patient icon to get patient data from either:

- DICOM List
- HIS Query or
- Extended list (a list of patients)



Note: Interface to DICOM or HIS will require customizing, Contact Mennen Medical Service to get customizing offer.

Register a New Patient manually

Use the "New Patient" icon (under the list) to open a Register New Patient panel

Figure 6-7: Patient Folder (Register a New Patient)

The red boxes must be filled.

The boxes that have an arrow such as: Race, Gender, Admit Status, Location, City and Country can be selected from lists prepared by the Administrator manager.

Also Risk Factors, Allergies and Previous Procedures are taken from lists prepared by the Administrator manager.

Patient Folder

The Patient Folder contains all the data that relates to a given patient case.

It also covers History of previous procedures of a patient.

The Patient folder includes also the Patient Reporting tools.

The data in the patient folder is collected during the Catheterization procedure on the Mennen Medical Horizon XVu or SE systems

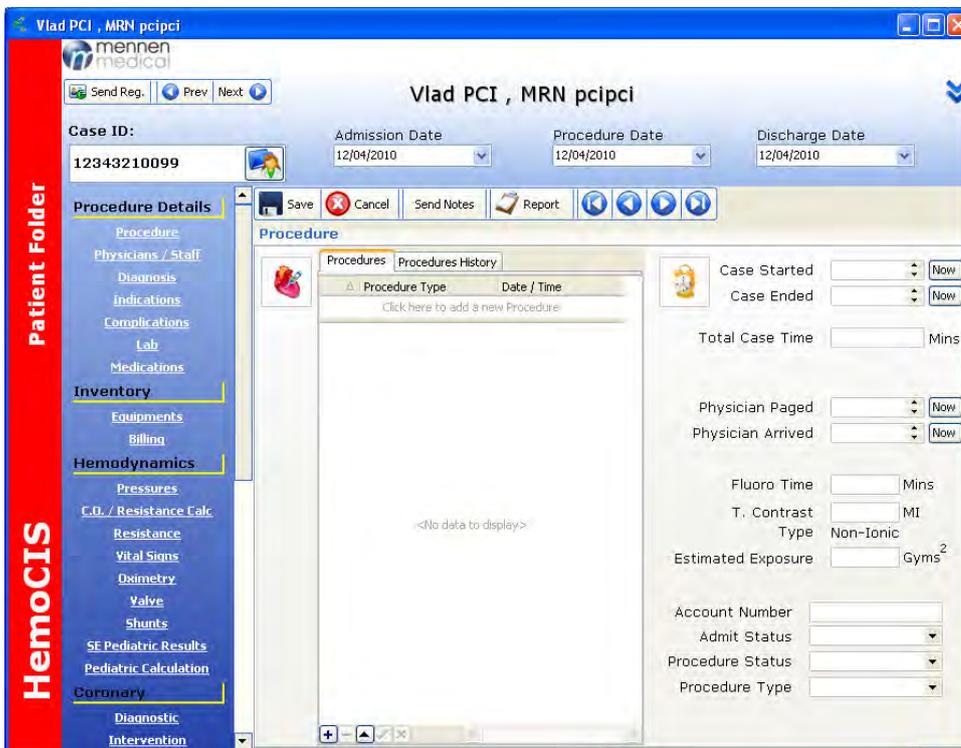


Figure 6-8: Patient Folder

Use the arrow on top right to open the "Patient Detail" panel containing the patient's demographic details (this is identical to the "Register New Patient" panel Figure 6-7 above).

Patient Folder Details

- **Case ID**

Case ID box (top, left) shows the case ID. If there is more than one case use the



icon to view all cases of the same patient and to add delete or select a case to be viewed.

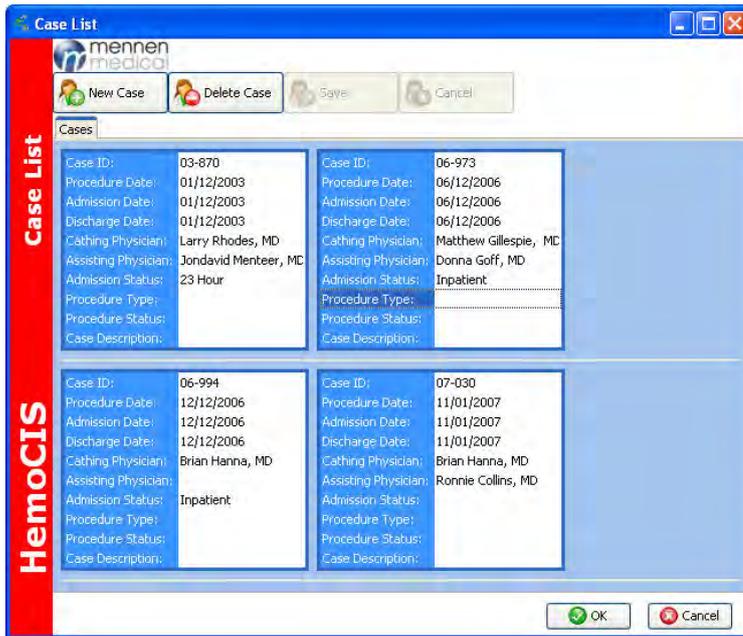


Figure 6-9: Case List

Patient Categories list

The list under the case ID box shows all possible categories for entries of a patient folder.

Not all of them will be available at the end of a given procedure.

For each of the items, both the current case details and the History of each parameter are available

See below (Figure 6-10) for an example of the procedures category performed during the current case.

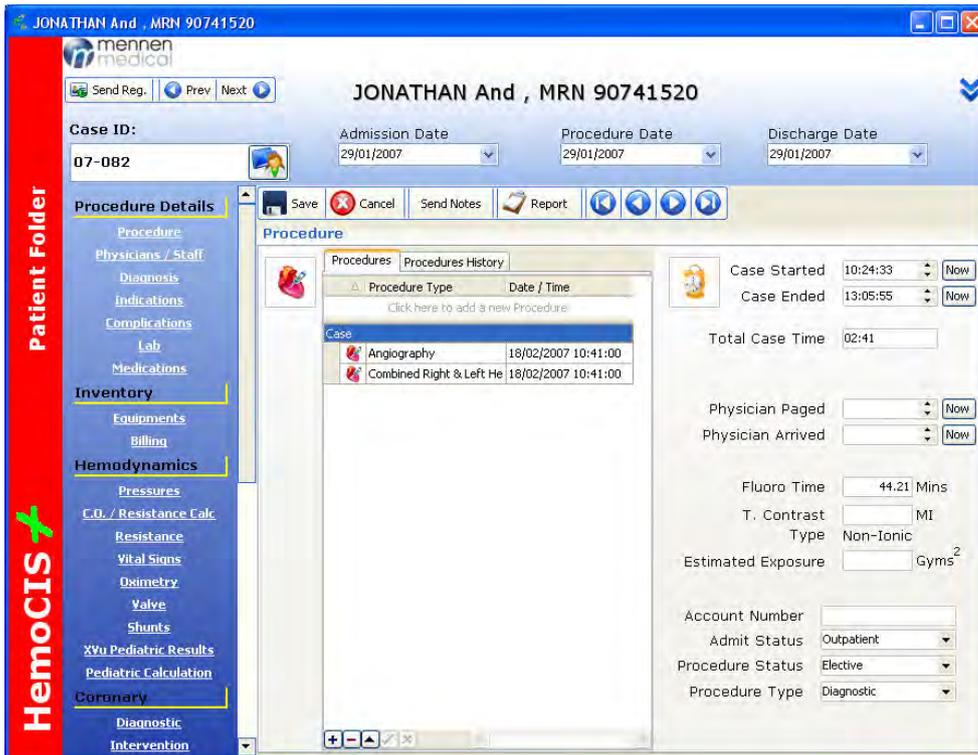


Figure 6-10: Patient Categories List (Procedures)

To view the History click on the Procedures History tab.

The screenshot displays the 'Procedures History' view for patient Cristina BAT (MRN 20376420). The interface is divided into several sections:

- Header:** Patient name and MRN, along with Case ID (07-088), Admission Date (30/01/2007), Procedure Date (30/01/2007), and Discharge Date (30/01/2007).
- Navigation Menu (Left):** Includes categories like Procedure Details, Inventory, Hemodynamics, and Coronary.
- Procedures History Table:** A table with columns for Case Date and Procedure. The data is as follows:

Case Date	Procedure
10/11/2005	Vascular Access: PICC
03/07/2006	Vascular Access: PICC
07/07/2006	Vascular Access: PICC
07/08/2006	Vascular Access: Broviac
16/08/2006	Biopsy: Endomyocardial
16/08/2006	Right Heart Cath
31/08/2006	Biopsy: Endomyocardial
31/08/2006	Right Heart Cath
06/09/2006	Biopsy: Endomyocardial
06/09/2006	Biopsy: Endomyocardial
06/09/2006	Right Heart Cath
06/09/2006	Right Heart Cath
06/09/2006	Right Heart Cath
19/09/2006	Biopsy: Endomyocardial
19/09/2006	Right Heart Cath
18/10/2006	Biopsy: Endomyocardial
18/10/2006	Right Heart Cath
20/11/2006	Biopsy: Endomyocardial
20/11/2006	Right Heart Cath
03/01/2007	Biopsy: Endomyocardial
03/01/2007	Right Heart Cath
- Right Panel:** Contains fields for Case Started (11:12:41), Case Ended (12:26:30), Total Case Time (01:13), Physician Paged (11:12:51), Physician Arrived (11:16:07), Fluoro Time (6 Mins), T. Contrast (MI), Type (Non-Ionic), Estimated Exposure (Gyms²), Account Number, Admit Status, Procedure Status, and Procedure Type.

Figure 6-11: Procedures History as viewed on Patient folder

Similar panels can be viewed for each of the items in the list under the Case ID box.

Categories list

- Procedure
- Physician / Staff
- Diagnosis
- Indications
- Complications
- Lab
- Medication

Inventory

- Equipments
- Billing

Hemodynamics

- Pressures
- C.O. / Resistance Calc
- Resistance

- Vital Signs
- Oximetry
- Valves
- Shunts
- SE Pediatric Results
- Pediatric calculation

Coronary

- Diagnostic- all data regarding the status of the coronary vessels as diagnosed during a coronary angio procedure. The percent of stenosis, morphology of the plaque, calcification status and type of treatment recommended can be entered here.
- Intervention- all data regarding the PTCA procedure performed. This includes the site of the PTCA performed, inflation time and pressure of the balloon, and type of equipment can be entered here.
- Peripheral

Summary

- Summary- data regarding Physician summary of the case. This is divided into three sections:
 - Summary- for free text summary of the case procedure
 - Recommendation- physician recommendation upon discharge
 - Impression

Images

- Images
- Heart diagrams

Notes

- Notes – a summary of all notes entered in the current case. The notes are divided into 3 sections:
 - **Pre-case-** notes entered in the *HemoCIS plus* before the case started in the WS. These notes are marked automatically as pre-notes as long as they are entered before the patient details are exported to the WS.
 - **Case notes-** Notes that were entered in the WS during the procedure and exported to the *HemoCIS plus* at end-case.
 - **Post Case-** Notes entered in the *HemoCIS plus* after the case ended and exported from the WS.
- Cath Comments
- Angiographic
- Conscious Sedation
- Name 1 *thru* Name 4 – these are self configurable notes according to users requirements. To build and configure this list see Categories Catalog in Chapter 10 page 4

Utilities

- LV Analysis
- SE Full Disclosure
- Cathlab WS
- Monitor Data

Patient Report

To produce a final report for printing, the report Manager should be used.
Please see Chapter 7 for details.

Chapter 7. Report Manager

Introduction

The report Manager enables the user to build a customized final report for printing and saving in the database.

This tool enables the user to design a final report beginning with the type of data entered into the final report and up to the formatting of the report including the hospital logo etc.

The report Manager enables the user to print out a final report integrating all/some of the clinical data of the patient.

Multiple report configurations can be saved so that the user can decide per report which configuration suits his needs.



To activate the Report Manager click on the Report icon in the Patient Folder



This will request a Name and Password and will open the Report Manager.

The Report Manager is divided into two parts:

- a. The patient list
- b. The categories list for the Report Configuration set-up. Click on the  key to open the Report Configuration section

Patient list

Categories List for Report Configuration



Figure 7-1: Report Manager

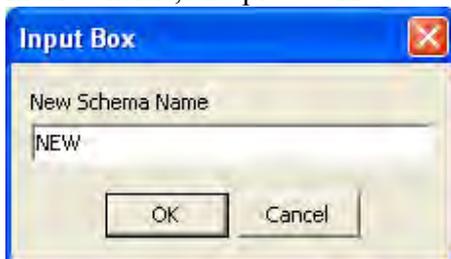
Defining a Report Configuration

- 
 > To define a report configuration:
 - 
 > In the REPORT CONFIGURATION panel, check the boxes of the categories you wish to include in the report.
 - 
 > To change the order of appearance of the categories in the report: Use the up and down arrows as seen in Figure 7-2.
 - 
 > Press the *Insert Signature* button if you wish for a designated position for the doctor's signature to be entered in the report.



Figure 7-2: Categories List by order

- Click on the Save Configuration icon 
 This will open an input box for the new configuration name
 Insert a name, and press OK



This will open a box requiring a password
 Insert the Administrator Manager password and press OK



The new name will now become one of the report configuration options.

Category Types

Patient

Each report includes as a default, the patient demographic data. This data is entered under the category named "Patient". The corresponding template in which the data can be formatted can be found in the Template "Patient".

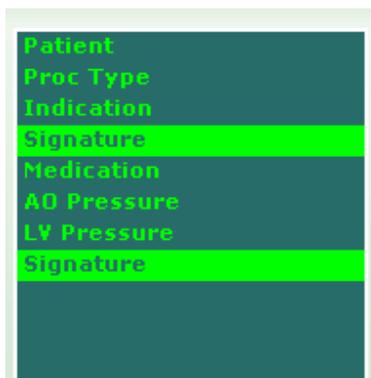
THE HOSPITAL Cardiovascular Laboratories Cardiac Catheterization Report	
Patient Name:	Date of Birth:
Medical Record:	Age:
Gender:	Date of Procedure:
BSA:	Case ID:
Height: cm	Weight: kg
Room:	
Fluoro Time:	
Attending:	Assisting:

Figure 7-3: Example of the template word file "Patient"

Signature

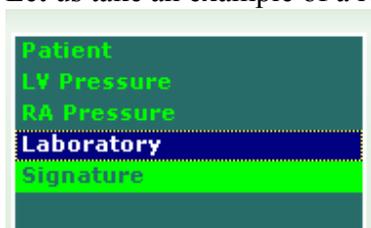
To insert a designated location for a signature, click on the signature icon.
 It is possible to insert signatures in several locations, for example a signature can be inserted after the pressure measurements and an additional signature can be inserted at the end of the word report.

In this case the list of categories will look like this



Example

Let us take an example of a report that consists of the following categories:



The Report Manager takes the patient demographic data plus the four additional elements from the "Template Directory". The data from each category will be entered in the correct section of the template and all templates will be displayed one after the other in the order set by the user to create the final report form. The final report format will look as seen in Figure 7-4 but the empty fields will be filled with the specific data from the patient file as entered in the Patient folder, and/or transferred from the Horizon XVu.

<u>THE HOSPITAL</u>			
Cardiovascular Laboratories			
Cardiac Catheterization Report			
Patient Name:		Date of Birth:	
Medical Record:		Age:	
Gender:		Date of Procedure:	
BSA:		Case ID:	
Height: cm		Weight: kg	
Room:			
Fluoro Time:			
Attending:		Assisting:	

LV PRESSURE

Condition	Systolic	EDP	Time

RA PRESSURE:

Condition	A-Wave	V-Wave	Mean	Time

LABORATORY:

Test	Result	Time

Signature:

Figure 7-4: example of final report configuration

Customize Reports format

Category Templates

Each category that appears in the category list of the Report Manager includes the specific data compiled from that category of the patient file.

The HemoCis plus includes Mennen default Word template files for each category. These files include Bookmarks and are stored in your PC together with the HemoCIS plus software. Each template has its set of "bookmarks". Bookmarks are the locations into which the data elements are inserted into the report.

When a patient report is created, all data and parameters are inserted into the files at the location of the bookmarks, and the files are used to create the final report.

The user can decide whether all or some of the data from the category will be entered into the Template, and the Templates can also be formatted according to the user's request (for example, which font, spacing and overall style of the template).

Table 7-3 & Table 7-4 (chapter appendix) is a list of all the WORD report templates files, each with its category name and locations for the bookmarks.

Template Editor

The Template Editor, on the top-left of the Report Manager screen is used to locate the Bookmarks that are used to represent each of the elements measured and inserted into the patient reports.



- Open the Template Editor and choose the category and sub category you wish to customize



The template editor screen will open.

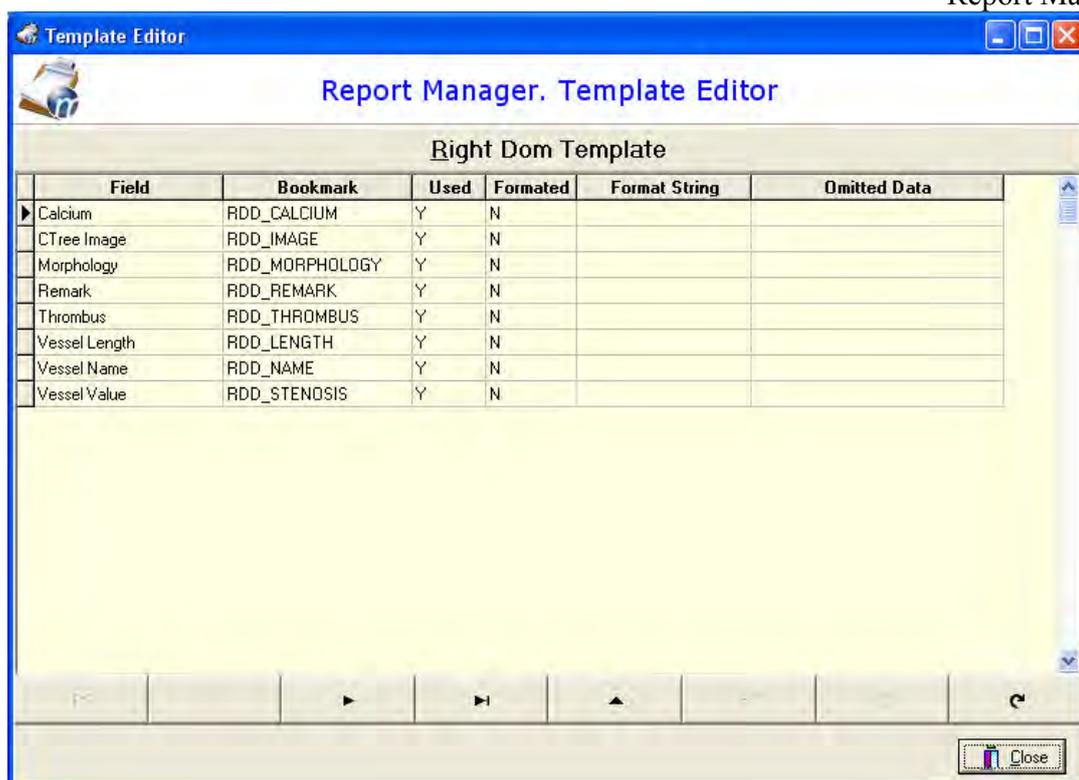


Figure 7-5: Bookmarks for the "Right Dom"

In the template editor screen, edit the relevant columns according to your requirements:

Column title	Details of column data	Available options
Field	List of fields in the chosen category. These cannot be changed.	
Bookmark	List of bookmarks per field in the chosen category. These cannot be changed.	
Used	Choose if the data field will be included in the final report	<p>Y-the data of this field WILL be entered in the final report.</p> <p>N- the data WILL NOT be entered</p>
Formatted	<i>Only relevant for fields including a date and/or time.</i> Choose if the date and/or time will be written in the report.	<p>Y-the date and/or time data will be included in the report.</p> <p>N- the date and/or time data will NOT be included in the report</p>

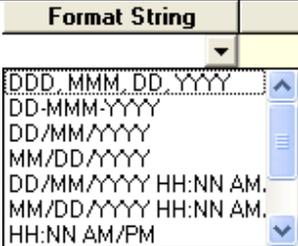
Format string	<i>Only relevant for fields including a date and/or time.</i>	
Omitted Data	Select a message for cases in which the data field is empty (no data was entered for the field in the <i>HemoCIS plus</i> patient file)	Free text

Table 7-1: Template editor



> Press *CLOSE* to exit the Template Editor.



Note: The list of Word template files is fixed and no additional files may be added. A user familiar with creating Word files with Bookmarks may modify the template file to the form they wish.

Template Directory

The "Template Directory" default location is:

c:\program files\mennen medical\Hemocis\templates

You can see the location of the template files at the bottom of the report manager screen.



The list of template files in this site is fixed and cannot be changed by the user. The user is, however, allowed to customize the word file and to style it.

To customize a template open the template file of your choice and change the style of the word document as you please. Use the bookmarks for the template in the word document.

Note: If you intend to modify the Mennen default word file, refer to Microsoft / Word user manual

Creating a Patient final report

1. In the Configuration window, open the drop down list to choose the required configuration for your report.





2. Click on New Report

The system will assemble a Draft Report, and the following message will appear when the draft is done



Press YES to open the Report immediately for viewing, or NO for a later viewing.



Note: The new report will enter the list of Draft Reports. To finalize a report it must be signed electronically by a physician. See *Signing a patient report* Chapter 7-page 9



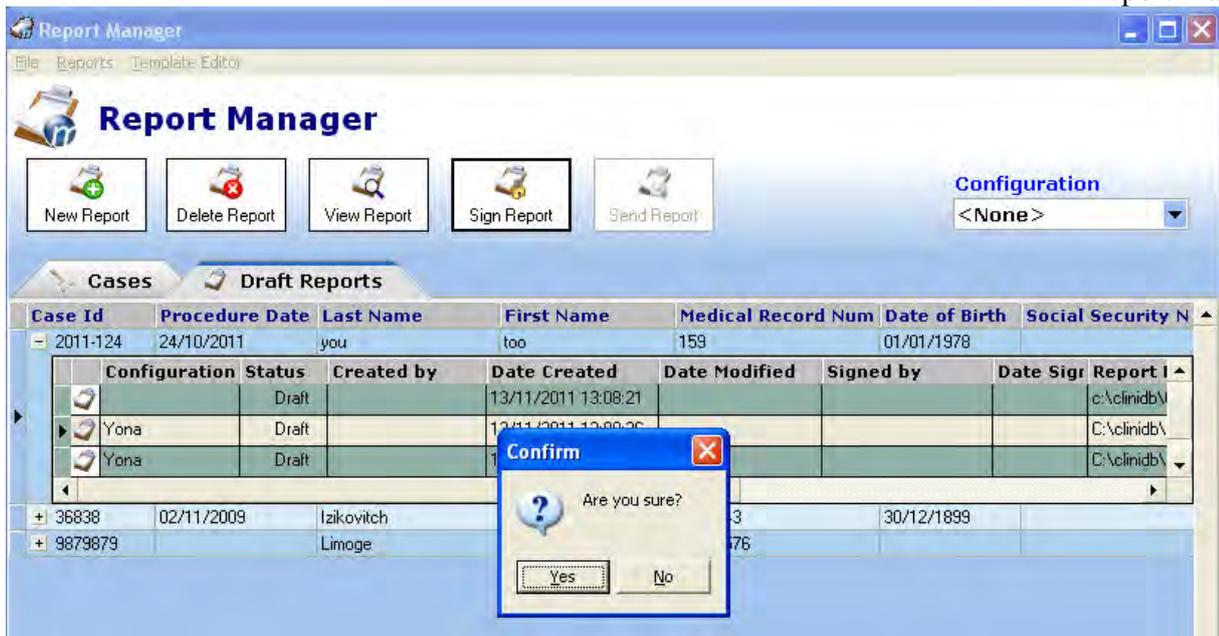
Note: The report is shown in WORD format and can be saved as such.

Signing a patient report

To sign a patient report, choose from the draft list the report you wish to sign.

Press sign report.

A message will appear:



To sign the report press *YES* or press *NO* to return to the draft list.

A list of the available doctors will appear.

The doctor who wishes to sign the report should click on his/her name and enter the password chosen previously and press *SIGN*. (For information on entering a digital signature and password to the system see Chapter 10 page 11.)



Figure 7-6: Physician "choose signature" screen

The patient name will now appear with a checkmark and the report has the label "final":

Configuration	Status	Created by	Date Created	Date Modified	Signed by	Date Signed
Yona	Final		10/11/2011 11:40:46		Dr. Kehati	10/11/2011 11:57:38
Yona	Draft		10/11/2011 11:56:50		Dr. Kehati	10/11/2011 11:57:38

Figure 7-7: Final report signed and completed for patient "HemoCIS Test"

 **Note:** There can only be one Final report per report type per case.

Viewing Patient Reports

ALL Patient Reports

In the CASES Tab, Press the + sign to the left of the patient's name *or* Double click on the patient row.

A list of all the reports for that patient will open.

Double click on the required report to open it *or* mark one report and press



Report types

There may be severable Drafts for one patient case, but only one final report. A final report is marked as Final in the Status column, and the patient row will have a green check mark before the caseID. See Figure 7-7

A Draft report is converted to FINAL after it has been signed electronically by a physician.

Draft Reports

A list of the Draft reports can be viewed by selecting the tab Draft Report

Cases		Draft Reports	
	Case Id	Procedure Date	Last Name
+	98139	06/03/1998	BAULL
+	94771	09/12/1994	BAUMAN

Figure 7-8: List of draft reports

Press the + sign to the left of the patient's name *or* Double click on the patient row.

A list of draft reports for that patient will open.

Report Manager

Double click on the required report to open it *or* press



Appendix to chapter 7**Template reference tables:**

Table 7-2: List of categories and Word templates used by the Report Manager:

Category	SubCategory	Word template file
Patient		patient.doc
Procedure	Proc Type	proceduretypes.doc
	Indication	indication.doc
	Complication	complication.doc
	Staff	staff.doc
	Laboratory	laboratory.doc
	Medication	medication.doc
	Equipment	equipment.doc
	PCI	
Valve/Oximetry	Valve	valve.doc
	Oximetry	oximetry.doc
	Shunt	shunt.doc
	Pediatric and HD	pediatriccalculation.doc
Hemodynamic	AO Pressure	aopressure.doc
	LV Pressure	lvpressure.doc
	RA Pressure	rapressure.doc
	PA Pressure	papressure.doc
	PV Right Pressure	pvrigh.doc
	PV Left Pressure	pyleft.doc
	RV Pressure	rvpressure.doc
	PW Pressure	pwpressure.doc
	Resistance	resistance.doc
	Cardiac Outputs	cardiacoutputs.doc
	User Site Pressure	hemodynamic.doc
	Resistance Calc	resistancecalculation.doc
	Results & Calc	pediatriccalculation.doc
	Pediatric Calc	pediatriccalculation.doc
Notes	Note	note.doc
	Diagnosis	diagnosis.doc

	Cath Comments	cathcomments.doc
	Angiographic	angiographic.doc
	Cons. Sedation	conscioussedation.doc
	Catuser1	catuser1.doc
	Catuser2	catuser2.doc
	Catuser3	catuser3.doc
	Catuser4	catuser4.doc
	Catuser5	catuser5.doc
	Vital Signs	vitalsings.doc
Clinical History	Risk Factors	riskfactors.doc
	Allergies	allergy.doc
	Previous Proc	prevproc.doc
Coronary Tree-Diagnosis	Right Dom Diag.	rightdomdiagnosis.doc
	Left Dom Diag.	leftdomdiagnosis.doc
	CO Dom Diag.	codomdiagnosis.doc
Coronary Tree-Intervention	Right Dom Int.	rightdomintervention.doc
	Left Dom Int.	leftdomintervention.doc
	CO Dom Int.	codomintervention.doc
Coronary	Diagnostic	coronarydiagnostic.doc
	Intervention (PCI)	pci.doc
Other	Images, Heart Diags	image.doc
	User Heart Diags	heartdiagrams.doc
	Conclusion	conclusion.doc
	Pediatric	pediatric.doc
	Envoy Wave Forms	wf_images.doc
	LV Analysis	lvanalysis.doc

Table 7-3: List of categories and Word templates used by the Report Manager

Table 7-4: Report Categories, Word files and Bookmarks :

Report Category	Template Word Files	Report Field	Bookmark Name
Allergies	allergy.doc	Allergy	ALG_NAME
Angiographic	angiographic.doc	Angiographic Name	ANG_NAME

Report Category	Template Word Files	Report Field	Bookmark Name
		Angiographic Note	ANG_NOTE
		Angiographic Time	ANG_TIME
AO Pressure	aopressure.doc	Condition	AOP_CONDITION
		Diastolic	AOP_DIASTOLIC
		Mean	AOP_MEAN
		Systolic	AOP_SYSTOLIC
		Time	AOP_TIME
Cardiac Outputs	cardiacoutputs.doc	CI	CRO_CI
		CO	CRO_CO
		Condition	CRO_CONDITION
		Method	CRO_METHOD
		SI	CRO_SI
		SV	CRO_SV
		Time	CRO_TIME
Cath Comments	cathcomments.doc	Cath Comments Name	CC_NAME
		Cath Comments Note	CC_NOTE
		Cath Comments Time	CC_TIME
Catuser1	catuser1.doc	Catuser1 Name	CU1_NAME
		Catuser1 Note	CU1_NOTE
		Catuser1 Time	CU1_TIME
Catuser2	catuser2.doc	Catuser2 Name	CU2_NAME
		Catuser2 Note	CU2_NOTE
		Catuser2 Time	CU2_TIME
Catuser3	catuser3.doc	Catuser3 Name	CU3_NAME
		Catuser3 Note	CU3_NOTE
		Catuser3 Time	CU3_TIME
Catuser4	catuser4.doc	Catuser4 Name	CU4_NAME
		Catuser4 Note	CU4_NOTE
		Catuser4 Time	CU4_TIME
Catuser5	catuser5.doc	Catuser5 Name	CU5_NAME
		Catuser5 Note	CU5_NOTE
		Catuser5 Time	CU5_TIME
CO Dom Diag.	codomdiagnosis.doc	Calcium	CDD_CALCIIUM
		CTree Image	CDD_IMAGE
		Vessel Length	CDD_LENGTH
		Morphology	CDD_MORPHOLOGY
		Vessel Name	CDD_NAME
		Remark	CDD_REMARK
		Vessel Value	CDD_STENOSIS
		Thrombus	CDD_THROMBUS
CO Dom Int.	codomintervention.doc	Angulation	CDI_ANGULATION
		Calcium	CDI_CALCIIUM
		Graft	CDI_GRAFT
		CTree Image	CDI_IMAGE

Report Category	Template Word Files	Report Field	Bookmark Name
		Vessel Length	CDI_LENGTH
CO Dom Int.	codomintervention.doc	Lesion Type	CDI_LESIONTYPE
		Morphology	CDI_MORPHOLOGY
		Vessel Name	CDI_NAME
		Post Stenosis	CDI_POST
		Pre Stenosis	CDI_PRE
		Result	CDI_RESULT
		Thrombus	CDI_THROMBUS
		Timi Flow	CDI_TIMIFLOW
Complication	complication.doc	Complication Name	CMP_COMPLICATION
Conclusion	conclusion.doc	Physician Impression	CNC_IMPRESSION
		Notes	CNC_NOTE
		Physician Recommendation	CNC_RECOMMENDATION
		Physician Summary	CNC_SUMMARY
Cons. Sedation	conscioussedation.doc	Conscious Sedation Name	CONS_NAME
		Conscious Sedation Note	CONS_NOTE
		Conscious Sedation Time	CONS_Time
Diagnosis	diagnosis.doc	Diagnosis Name	DIAG_DIAGNOSIS
		Diagnosis Code	DIAG_DIAGNOSISCODE
		Diagnosis Note	DIAG_DIAGNOSISNOTE
		Diagnosis Time	DIAG_DIAGNOSISTIME
Diagnostic	coronarydiagnostic.doc	Calcified	COD_CALCIF
		Diag Comment	COD_COMMENT
		Graft	COD_GRAFT
		Morphology	COD_MORPH
		Coronary Recommendation	COD_RECOMMEND
Diagnostic	coronarydiagnostic.doc	Vessel Name	COD_SITE
		% Stenosis	COD_STEN
Envoy Wave Forms	wf_images.doc	Envoy Wave Form	WF_IMG
Equipment	equipment.doc	Catalog Number	EQP_CATALOGNUMBER
		Equipment Name	EQP_EQUIPMENT
		Quantity	EQP_QUANTITY
		Equipment Time	EQP_TIME
Image	image.doc	Image	IMG_IMAGE
Indication	indication.doc	Indication Name	IND_INDICATION
Laboratory	laboratory.doc	Laboratory Result	LBR_RESULT
		Laboratory Test Name	LBR_TEST
		Laboratory Time	LBR_TIME

Report Category	Template Word Files	Report Field	Bookmark Name
Left Dom Diag.	leftdomdiagnosis.doc	Calcium	LDD_CALCNIUM
		Ctree Image	LDD_IMAGE
		Vessel Length	LDD_LENGTH
		Morphology	LDD_MORPHOLOGY
Left Dom Diag.	leftdomdiagnosis.doc	Vessel Name	LDD_NAME
		Remark	LDD_REMARK
		Vessel Value	LDD_STENOSIS
		Thrombus	LDD_THROMBUS
Left Dom Int.	leftdomintervention.doc	Angulation	LDI_ANGULATION
		Calcium	LDI_CALCNIUM
		Graft	LDI_GRAFT
		Ctree Image	LDI_IMAGE
		Vessel Length	LDI_LENGTH
		Lesion Type	LDI_LESIONTYPE
		Morphology	LDI_MORPHOLOGY
		Vessel Name	LDI_NAME
		Post Stenosis	LDI_POST
		Pre Stenosis	LDI_PRE
		Result	LDI_RESULT
		Thrombus	LDI_THROMBUS
		Timi Flow	LDI_TIMIFLOW
		LV Analysis	lvanalysis.doc
LV Analysis Diastolic Volume	LVA_DV		
LV Analysis Ejection Fraction	LVA_EF		
LV Analysis LAO Diastolic Area	LVA_LAODA		
LV Analysis LAO Diastolic Length	LVA_LAODL		
LV Analysis LAO Systolic Area	LVA_LAOSA		
LV Analysis LAO Systolic Length	LVA_LAOSL		
LV Analysis RAO View	LVA_LAOVIEW		
LV Analysis RAO Diastolic Area	LVA_RAODA		
LV Analysis RAO Diastolic Length	LVA_RAODL		
LV Analysis RAO Systolic Area	LVA_RAOSA		
LV Analysis RAO Systolic Length	LVA_RAOSL		

Report Category	Template Word Files	Report Field	Bookmark Name
		LV Analysis RAO View	LVA_RAOVIEW
		LV Analysis Systolic Volume	LVA_SV
LV Pressure	lvpressure.doc	Condition	LVP_CONDITION
		EDP	LVP_EDP
		Systolic	LVP_SYSTOLIC
		Time	LVP_TIME
Medication	medication.doc	Dosage	MDC_DOSAGE
		Medication Name	MDC_MEDICATION
		Quantity	MDC_QUANTITY
		Medication Time	MDC_TIME
Note	note.doc	Physician Summary	NOT_NOTE
Oximetry	oximetry.doc	Condition	OXI_CONDITION
		PO2	OXI_PO2
		Sat	OXI_SAT
		Site	OXI_SITE
		Time	OXI_TIME
PA Pressure	papressure.doc	Condition	PAP_CONDITION
		Diastolic	PAP_DIASTOLIC
		Mean	PAP_MEAN
		Systolic	PAP_SYSTOLIC
		Time	PAP_TIME
Patient	patient.doc	Account Number	PAT_ACCOUNTNUMBER
		Address Line 1	PAT_ADDRESS1
		Address Line 2	PAT_ADDRESS2
		Admit Date	PAT_ADMITDATE
		Admit Status	PAT_ADMITSTATUS
		Age	PAT_AGE
		Assisting	PAT_ASSISTING
		BSA	PAT_BSA
		Case End Time	PAT_CASEENDED
		Case ID	PAT_CASEID
		Case Start Time	PAT_CASESTARTED
		Cathing	PAT_CATHING
		City	PAT_CITY
		Country	PAT_COUNTRY
		Date of Procedure	PAT_DATEOFPROC
		Discharge Date	PAT_DISCHARGEDATE
		Date of Birth	PAT_DOB
		XRay Exposure	PAT_ESTIMATEDEXPOSURE
		First Name	PAT_FIRSTNAME
		Fluoro Time	PAT_FLUOROTIME

Report Category	Template Word Files	Report Field	Bookmark Name
		Full Name	PAT_FULLNAME
		Gender	PAT_GENDER
		Group	PAT_GROUP
		Height	PAT_HEIGHT
		Insurance Exp Date	PAT_INSURANCEEXPDATE
		Insurance Provider	PAT_INSURANCEPROVIDER
		Last Name	PAT_LASTNAME
		Location	PAT_LOCATION
Patient	patient.doc	Middle Name	PAT_MIDDLENAME
		Medical Record Number	PAT_MRNO
		PCI Physician	PAT_PCIPHYSICIAN
		Home Phone	PAT_PHONEHOME
		Work Phone	PAT_PHONWORK
		Physician Arrived Time	PAT_PHYSICIANARRIVED
		Physician Paged Time	PAT_PHYSICIANPAGED
		Postal code	PAT_POSTALCODE
		Procedure Status	PAT_PROCEDURESTATUS
		Procedure Type	PAT_PROCEDURETYPE
		Race	PAT_RACE
		Referring	PAT_REFERRING
		Social Security Number	PAT_SSNO
		State	PAT_STATE
		Total Contrast	PAT_TCONTRAST
		Total Case Time	PAT_TOTALCASETIME
		Ionic Type	PAT_TYPE
Weight	PAT_WEIGHT		
PCI	pci.doc	PCI Comment	PCI_COMMENT
		PCI Equipment	PCI_EQUIPMENT
		PCI Number	PCI_NUMBER
		PCI OK	PCI_OK
		PCI Pressure Atm	PCI_PRESSURE
		PCI Site	PCI_SITE
		PCI Size mm	PCI_SIZE
		Stenosis Post	PCI_SPOST
		Stenosis Pre	PCI_SPRE
		PCI Inf. Time	PCI_TIME
		TIMI Post	PCI_TPOST
		TIMI Pre	PCI_TPRE

Report Category	Template Word Files	Report Field	Bookmark Name
Pediatric Calc	pediatriccalculation.doc	Condition	PC_CONDITION
		Condition Number	PC_CONDNUM
		Effective	PC_EFF
		Effective Index	PC_EFFI
		Pediatric Report	PC_FILE
		Hemoglobin	PC_HGB
		Used Pressures: MV Mean	PC_MVRMEAN
		Used Pressures: MV Site	PC_MVRSITE
		Used Pressures: MV Time	PC_MVRTIME
		Used Saturation: MV PO2	PC_MVSP02
		Pediatric Calc	pediatriccalculation.doc
Used Saturation: MV Site	PC_MVSSITE		
Used Saturation: MV Time	PC_MVSTIME		
O2 Cons	PC_O2CONS		
Used Pressures: PA Mean	PC_PARMEAN		
Used Pressures: PA Site	PC_PARSITE		
Used Pressures: PA Time	PC_PARTIME		
Used Saturation: PA PO2	PC_PASPO2		
Used Saturation: PA Sat	PC_PASSAT		
Used Saturation: PA Site	PC_PASSITE		
Used Saturation: PA Time	PC_PASTIME		
PBF	PC_PBF		
PBF Index	PC_PBFI		
PVR Index	PC_PVRI		
Used Pressures: PV Mean	PC_PVRMEAN		
Used Pressures: PV Site	PC_PVRSITE		
Used Pressures: PV Time	PC_PVRTIME		
Used Saturation: PV	PC_PVSP02		

Report Category	Template Word Files	Report Field	Bookmark Name
		PO2	
		Used Saturation: PV Sat	PC_PVSSAT
		Used Saturation: PV Site	PC_PVSSITE
		Used Saturation: PV Time	PC_PVSTIME
		QP/QS	PC_QPQS
		Used Pressures: SA Mean	PC_SARMEAN
		Used Pressures: SA Site	PC_SARSITE
		Used Pressures: SA Time	PC_SARTIME
		Used Saturation: SA PO2	PC_SASPO2
		Used Saturation: SA Sat	PC_SASSAT
Pediatric Calc	pediatriccalculation.doc	Used Saturation: SA Site	PC_SASSITE
		Used Saturation: SA Time	PC_SASTIME
		SBF	PC_SBF
		SBF Index	PC_SBFI
		Shunt Left to Right	PC_SHUNTLR
		Shunt Right to Left	PC_SHUNTRL
		SVR Index	PC_SVRI
Previous Proc	prevproc.doc	Previous Proc	HPP_NAME
Proc Type	proceduretypes.doc	CPT	PRT_CPT
		ICD	PRT_ICD
		Procedure Name	PRT_NAME
		Time	PRT_TIME
PV Left Pressure	pyleft.doc	A-Wave	PVL_AWAVE
		Condition	PVL_CONDITION
		Mean	PVL_MEAN
		Time	PVL_TIME
		V-Wave	PVL_VWAVE
PV Right Pressure	pvrigh.doc	A-Wave	PVR_AWAVE
		Condition	PVR_CONDITION
		Mean	PVR_MEAN
		Time	PVR_TIME
		V-Wave	PVR_VWAVE
PW Pressure	pwpressure.doc	A-Wave	PWP_AWAVE
		Condition	PWP_CONDITION

Report Category	Template Word Files	Report Field	Bookmark Name
		Mean	PWP_MEAN
		Time	PWP_TIME
		V-Wave	PWP_VWAVE
RA Pressure	rapressure.doc	A-Wave	RAP_AWAVE
		Condition	RAP_CONDITION
		Mean	RAP_MEAN
		Time	RAP_TIME
		V-Wave	RAP_VWAVE
Resistance	resistance.doc	Condition	RES_CONDITION
		PVR	RES_PVR
		SVR	RES_SVR
		Time	RES_TIME
		TPR	RES_TPR
Resistance Calc	resistancecalculation.doc	CI	RC_CI
		CO	RC_CO
		Condition	RC_CONDITION
		Method	RC_METHOD
		PA Mean	RC_PAMEAN
		PA Site	RC_PASITE
		PA Time	RC_PATIME
Resistance Calc	resistancecalculation.doc	PV Mean	RC_PVMEAN
		PVR	RC_PVR
		PV Site	RC_PVSITE
		PV Time	RC_PVTIME
		SA Mean	RC_SAMEAN
		SA Site	RC_SASITE
		SA Time	RC_SATIME
		MV Mean	RC_SVMEAN
		SVR	RC_SVR
		MV Site	RC_SVSITE
		MV Time	RC_SVTIME
Right Dom Diag.	rightdomdiagnosis.doc	Calcium	RDD_CALCIIUM
		CTree Image	RDD_IMAGE
		Vessel Length	RDD_LENGTH
		Morphology	RDD_MORPHOLOGY
		Vessel Name	RDD_NAME
		Remark	RDD_REMARK
		Vessel Value	RDD_STENOSIS
		Thrombus	RDD_THROMBUS
Right Dom Int.	rightdomintervention.doc	Angulation	RDI_ANGULATION
		Calcium	RDI_CALCIIUM
		Graft	RDI_GRAFT
		CTree Image	RDI_IMAGE
		Vessel Length	RDI_LENGTH

Report Category	Template Word Files	Report Field	Bookmark Name
		Lesion Type	RDI_LESIONTYPE
		Morphology	RDI_MORPHOLOGY
		Vessel Name	RDI_NAME
		Post Stenosis	RDI_POST
		Pre Stenosis	RDI_PRE
		Result	RDI_RESULT
		Thrombus	RDI_THROMBUS
		Timi Flow	RDI_TIMIFLOW
Risk Factors	riskfactors.doc	Risk Factor	PRF_NAME
RV Pressure	rvpressure.doc	Condition	RVP_CONDITION
		EDP	RVP_EDP
		Systolic	RVP_SYSTOLIC
		Time	RVP_TIME
Shunt	shunt.doc	Condition	SHN_CONDITION
		Flow Value	SHN_FLOW
		Flow Index	SHN_INDEX
		Location	SHN_LOCATION
		QP/QS	SHN_QPPS
Staff	staff.doc	Staff	STF_STAFF
User Heart Diagrams	heartdiagrams.doc	User Heart Diagram	UHD_IMAGE
User Site Pressure	hemodynamic.doc	A-Wave	HDN_AWAVE
		BDP	HDN_BDP
User Site Pressure	hemodynamic.doc	Condition	HDN_CONDITION
		Diastolic	HDN_DIASTOLIC
		EDP	HDN_EDP
		Max Pressure	HDN_MAX
		Mean	HDN_MEAN
		Min Pressure	HDN_MIN
		Site	HDN_SITE
		Systolic	HDN_SYSTOLIC
		Time	HDN_TIME
		V-Wave	HDN_VWAVE
Valve	valve.doc	Area	VAL_AREA
		CO	VAL_CO
		Condition	VAL_CONDITION
		Area Index	VAL_INDEX
		Mean Grad	VAL_MEANGRAD
		Peak Grad	VAL_PEAKGRAD
		Type	VAL_TYPE
		Valve Name	VAL_VALVE
Vital Signs	vitalsings.doc	Vital Signs Result	VS_RESULTS
		Vital Signs Time	VS_TIME

Table 7-5: Report Categories, Word files and Bookmarks

Chapter 8. Inventory

Introduction



➤ **To open Inventory** on the HemoCis plus main menu, double click on Inventory

- This will open the Inventory Manager panel.

This panel allows to:

- Make new inventory Orders
- Examine Inventory Entries and to check the available inventory

Orders

Icons

Description of icons (left to right)

New order	Delete order	Edit order	Auto order	New Entry	Delete Entry	Print



➤ **To Select the Order key**

Note: Order Status may appear as **Opened** if not yet performed or **Closed** if already ordered

Note: Order Type may appear as **Manual** or **Auto** if ordered automatically because of low stock as per Administrator stock level definition

Order Number	Date	Ordering Person	Status	Type
000002	15/05/2007	ccc ddd	Closed	manual
000003	18/05/2007	ddd ggg	Opened	manual
000004	12/05/2007	hhh iii	Opened	manual
0000006	16/05/2007	y36ryery	Closed	manual
0000007	16/05/2007	sdfsadfasfd	Closed	manual
000008	16/05/2007	etwrhwhwh	Closed	manual
0000010	16/05/2007	6547897	Closed	manual
0000011	16/05/2007	srfqfgef	Closed	manual
0000014	17/05/2007	kjhkhkh	Closed	manual
0000017	20/05/2007	w4t34tw	Closed	manual
8273912879	12/08/2007	wewergewg	Closed	manual
qwrqwr	15/08/2007		Opened	manual
123weqwe12	03/06/2009	123weq	Closed	auto
1	18/08/2010	yina	Opened	manual

Total: 14

Figure 8-1: Inventory Manager panel



> To make a new order

Click on the + icon

- This opens an Order form
- Fill in:

The Order number

The Ordering person

A list of items to be ordered

1. Double click on an item on the list
2. The item appears under the inventory label with blue background
3. Click on ✓ or on Inventory label to add the item to the order list
4. Insert the Quantity
5. Repeat 1, 2, 3, 4 to add another item to the order list
6. A list of items with a cost summary is shown

Order

mennen medical

Order number Order date 14/09/2011

Ordering person

Inventory	Qty	Price	Total Price
* <small>Click here to add a new inventory</small>			
BBraun 12mm 3cm Tyshak2 Balloon	1	€ 691.00	€ 691.00
Cook 9F Blue Mullins Sheath	1	€ 1,033.00	€ 1,033.00
Mediatech 6F 100cm Berenstein Catheter	1	€ 1,102.00	€ 1,102.00
Cook 11f 13cm Sheath	1	€ 1,233.00	€ 1,233.00

Total: \$4,057.00

OK Cancel

Figure 8-2: Order panel



- **To replace one of the items**
- Double click on the item to be changed – Get blue background
 - Use the arrow to the left of the item to view the whole inventory list
 - Double click on the required item – It will replace the original item.



- **To delete an item** from the order list
- Double click on the item to be changed – Get blue background
 - click on the delete  icon
 - a confirm box will be displayed – Press OK to delete

Confirm

Delete record?

OK Cancel



- Press OK to add the order to the list of orders

Entry**> Select the Entry key**

Note: When items ordered for the inventory are received, and marked as Entry, it will automatically update the stock.

Note: Entry referenced to a previous order will convert the Order list Status from Opened to Closed

**> To view Entry details**

Click on the  to the left of left Column

The  will convert to , and a detailed list of items for the selected order will be displayed

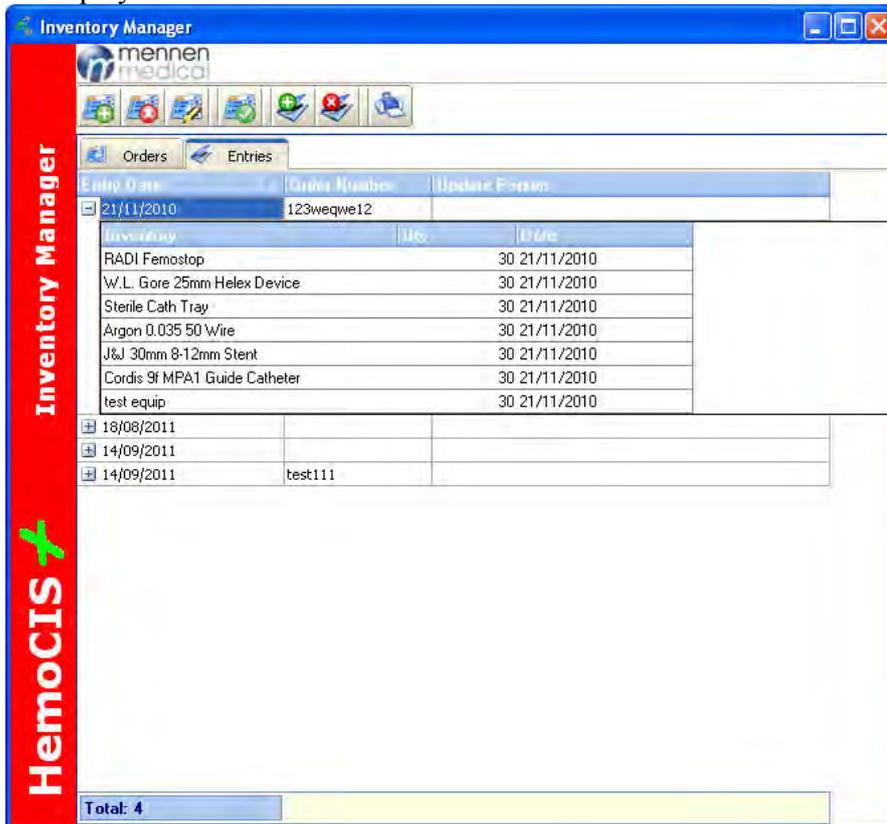


Figure 8-3: View Entry

**> To make a new Entry**

Note: Entries can be either per order or manual

Click on the **Entry +** icon to insert a new entry

- This opens an Order form
- Fill in:

The Order number

The Ordering person

A list of items to be ordered

1. Double click on an item on the list
2. The item appears under the inventory label with blue background

3. Click on ✓ or on Inventory label to add the item to the order list
4. Insert the Quantity
5. Repeat 1, 2, 3, 4 to add another item to the order list
6. A list of items with a cost summary is shown



➤ **To view the items in the selected Order**

Click on the arrow on the Inventory blue label

This opens two options All and Custom

Select All to open the whole list of the selected order number

Or select Custom to search for an item in the selected order number



➤ **To view a full list of the inventory items**

Click on the arrow in the space under the Inventory label

This will open a list of all inventory items.

The list has columns for: Vendor, Inventory, Barcode, Catalog Number, Purchase Price and Stock

Vendor	Inventory	Barcode	Catalog Number	Purchase Price	Stock
Click here to define a filter					
Cordis	Cordis 25mm Genesis Stent			₺ 828.00	25
Cordis	Cordis 29mm Genesis Stent			₺ 829.00	25
J&J	J&J 10mm 7mm BDA Premount Stent33			₺ 830.00	34
Target Therepeutic	Target 0.010x205 Wire			₺ 831.00	21
Cook	Cook 0.045x100 TDW-10 Wire			₺ 832.00	26
Cook	Cook 0.052x260 Wire			₺ 833.00	19
Advanced Medical	Advanced 0.014x190 Floppy Wire			₺ 834.00	30
Scimed	Scimed 0.014x300 Floppy Wire			₺ 835.00	28

Figure 8-4: List of inventory items and stock



➤ **To organize the list**

It is possible to arrange the list in alphanumeric order of each of the columns.

1. Click on the column label to organize the list in ascending or descending order.
2. Click on the arrow to the right of the column label to show either:
 - All,
 - Custom, or
 - List of items

Custom Search Filter

Custom search filters allow you to search or create a sub-list based on two variables



➤ **To search by Custom**

Use the Custom Filter, click on the arrow on the column label, this will open a list of all items in the column and Custom

> select "Custom"

This will open a filter panel that offers to select to parameters connected by either logical AND or logical OR.

Each item can be selected by a variety of tools.

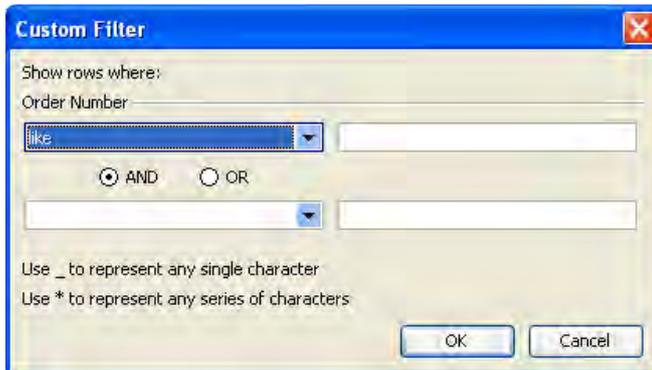


Figure 8-5: Custom Filter

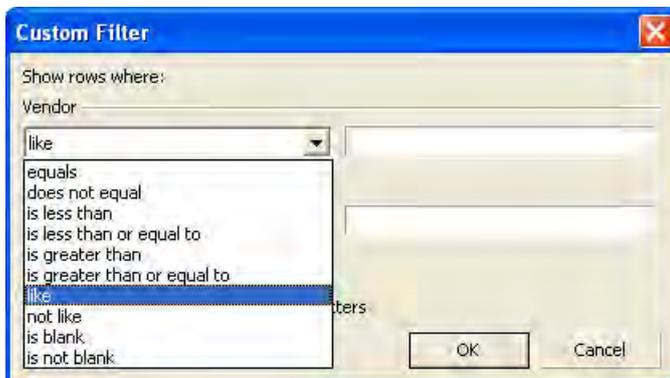


Figure 8-6: Custom Filter with list of logical tools

The search can be:

Alphabetic

- Like
- Not like

Alphanumeric

- Equals
- Does not equal
- Is less than
- Is less than or equal to
- Is greater than
- Is greater than or equal to
- Is blank
- Is not blank

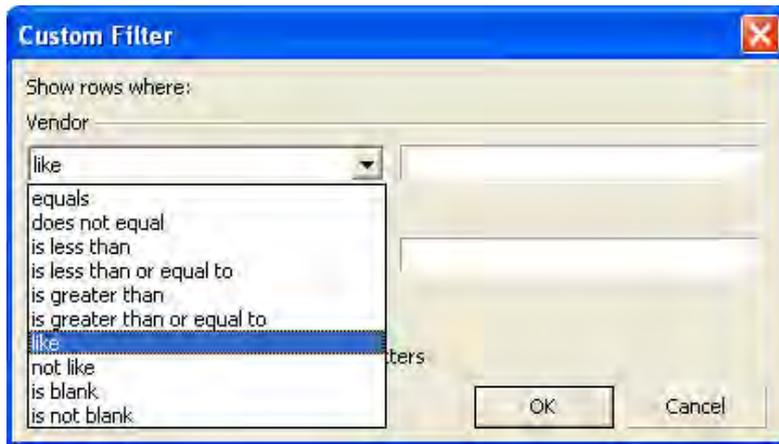


Figure 8-7: Custom filter logical functions

Chapter 9. Statistical Reports

Introduction

This chapter describes the use of patient lists to create Statistical Reports that describe the activity of the Cathlab unit over time.

The basis for the statistical reports, are lists of patients organized by one or more parameters and or diagnosis and treatment results.

The capability to transfer the report to Excel, provides the user with an easy, user friendly tool to create graphic presentation of his/hers reports.



- > To start creating statistical reports, Click on the Statistical Report box on the main HemoCis plus menu.
This will open a family of lists

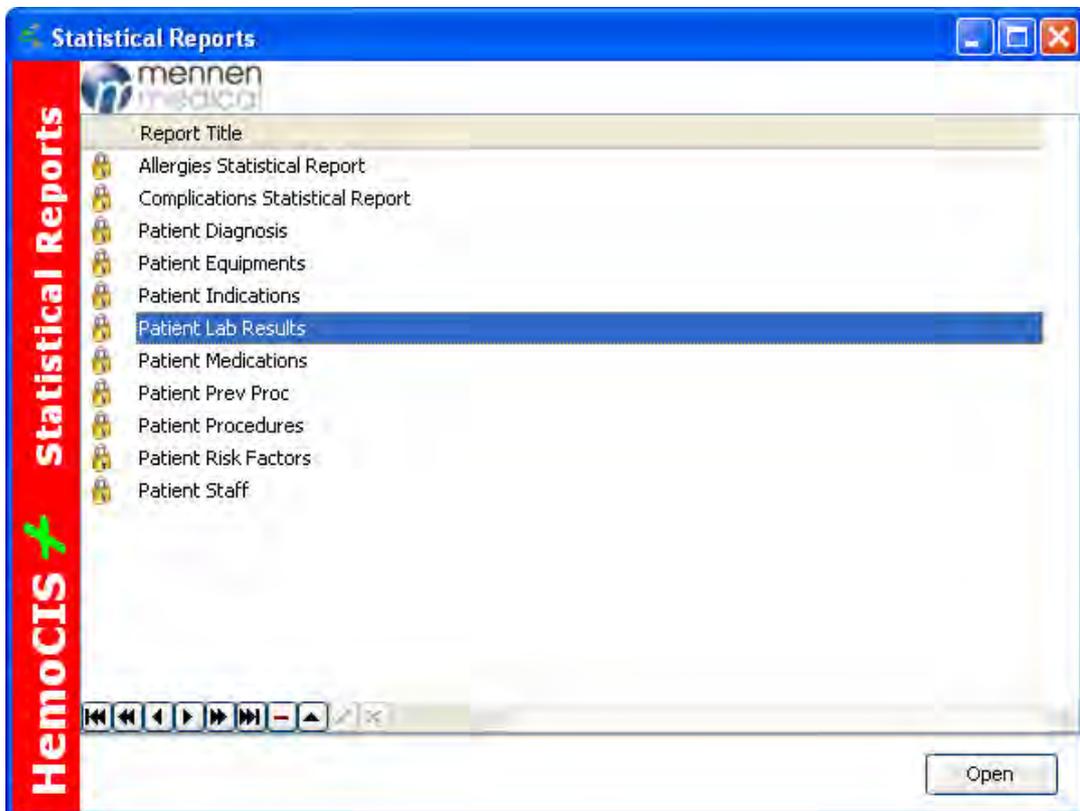


Figure 9-1: Basic preconfigured patient lists

The lists, created by Mennen Medical and marked by a lock icon , can be manipulated and stored under user defined labels that are marked by a  icon and are open to changes.

The following are the Mennen Medical default lists. Users that need additional lists should refer to Mennen Medical's main office to get customized lists per their specific requirement.

The default lists are:

- Allergies Statistical Report
- Complication Statistical Report
- Patient Diagnosis
- Patient Indication
- Patient Lab Results
- Patient Medication
- Patient Previous Procedures
- Patient Procedure
- Patient Risk Factors
- Patient Staff

List Manipulation

The list below (Figure 9-2) shows a list of all patients treated in a sample hospital organized by their diagnosis



Note: *The names and IDs are not real patient names*

Diagnosis	Case ID	Medical Record Number	Social Security Number	Last Name	First Name
Mustard Operation	07-011	33773100		Ing	WILLIAM
Transposition of Great Arteries	07-011	33773100		Ing	WILLIAM
Mustard Operation	07-016	33773100		Ing	WILLIAM
Transposition of Great Arteries	07-016	33773100		Ing	WILLIAM
Heart Transplant	06-370	543210NRM		Dem	Patient
Heart Transplant	06-784	543210NRM		Dem	Patient
Heart Transplant	07-040	543210NRM		Dem	Patient
Stent Placement in Systemic Vein	07-018	70141020		SAN	NICOLAS
Fontan Operation: Extracardiac Non-Valved Conduit	07-018	70141020		SAN	NICOLAS
Stent Placement in RPA	07-018	70141020		SAN	NICOLAS
Hypoplastic Left Heart Syndrome	07-018	70141020		SAN	NICOLAS
Heart Transplant	06-448	53566800		DUN	Rachel
Cath Complication-Femoral/Iliac vein obstruction, right	06-448	53566800		DUN	Rachel
Heart Transplant	07-073	53566800		DUN	Rachel
Gore-Tex Tube Graft Anastomosis from Aorta/Brachioc	07-035	29048010		Tin	TYLER
Arterial Switch Operation with Re-implantation of Coron	07-035	29048010		Tin	TYLER
Left Pulmonary Artery Proximal Branch Stenosis	07-035	29048010		Tin	TYLER
Pulmonary Artery Anomaly, (specify)	07-035	29048010		Tin	TYLER
Transposition of Great Arteries	07-035	29048010		Tin	TYLER
Heart Transplant	07-089	96805220		Cla	Mason
Anastomosis of Right SVC to RPA with Ligation/Division	06-795	96805220		Cla	Mason
Hypoplastic Left Heart Syndrome	06-795	96805220		Cla	Mason
Heart Transplant	06-818	96805220		Cla	Mason
Heart Transplant	06-842	96805220		Cla	Mason
Heart Transplant	06-855	96805220		Cla	Mason
Heart Transplant	06-878	96805220		Cla	Mason
Heart Transplant	06-904	96805220		Cla	Mason
Heart Transplant	06-945	96805220		Cla	Mason
Total: 322					

Figure 9-2: List of diagnosis of all patients treated in the virtual department.

Icons used for list manipulation

	Save Report
	Save Report As...
	Cancel Changes
	Export to Excel
	Print Preview
	Page Setup
	Show/Hide Groups panel
	Show/Hide Indicators
	Show/Hide Headers
	Show/Hide Footer panel
	Show/Hide Grid Lines
	Collapse All
	Expand All
	Automatic column width

Table 9-1: Icon row on top of the patient list

Organize by Columns



➤ Click the  icon to the left of the columns labels to get the list of columns available (Figure 9-3).

<input checked="" type="checkbox"/> Case ID	<input checked="" type="checkbox"/> O2 Cons Est
<input checked="" type="checkbox"/> Medical Record Number	<input checked="" type="checkbox"/> Location
<input checked="" type="checkbox"/> Social Security Number	<input checked="" type="checkbox"/> Last Procedure Date
<input checked="" type="checkbox"/> Last Name	<input checked="" type="checkbox"/> Procedure Date
<input checked="" type="checkbox"/> First Name	<input checked="" type="checkbox"/> Total Contrast
<input checked="" type="checkbox"/> Middle Name	<input checked="" type="checkbox"/> Fluoro Time
<input checked="" type="checkbox"/> Date of Birth	<input checked="" type="checkbox"/> XRay Exposure
<input checked="" type="checkbox"/> Gender	<input checked="" type="checkbox"/> Account Number
<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Procedure Type
<input checked="" type="checkbox"/> Address Line 1	<input checked="" type="checkbox"/> Procedure Status
<input checked="" type="checkbox"/> Address Line 2	<input checked="" type="checkbox"/> Physician
<input checked="" type="checkbox"/> City	<input checked="" type="checkbox"/> Assisting
<input checked="" type="checkbox"/> State	<input checked="" type="checkbox"/> Referring
<input checked="" type="checkbox"/> Country	<input checked="" type="checkbox"/> PCI Physician
<input checked="" type="checkbox"/> Postal Code	<input checked="" type="checkbox"/> Admit Status
<input checked="" type="checkbox"/> Phone Home	<input checked="" type="checkbox"/> Current Age
<input checked="" type="checkbox"/> Phone Work	<input checked="" type="checkbox"/> Current Age (Years)
<input checked="" type="checkbox"/> Insurance Provider	<input checked="" type="checkbox"/> Procedure Age
<input checked="" type="checkbox"/> Insurance Exp Date	<input checked="" type="checkbox"/> Procedure Age (Years)
<input checked="" type="checkbox"/> Height	<input checked="" type="checkbox"/> Last Procedure Age
<input checked="" type="checkbox"/> Weight	<input checked="" type="checkbox"/> Last Procedure Age (Years)
<input checked="" type="checkbox"/> BSA	

Figure 9-3: List of columns, each with select box



- To simplify the table and show only a limited number of relevant columns, uncheck the box. See example below (Figure 9-4)

<input type="checkbox"/> Case ID	<input checked="" type="checkbox"/> O2 Cons Est
<input type="checkbox"/> Medical Record Number	<input checked="" type="checkbox"/> Location
<input type="checkbox"/> Social Security Number	<input checked="" type="checkbox"/> Last Procedure Date
<input type="checkbox"/> Last Name	<input checked="" type="checkbox"/> Procedure Date
<input type="checkbox"/> First Name	<input type="checkbox"/> Total Contrast
<input checked="" type="checkbox"/> Middle Name	<input type="checkbox"/> Fluoro Time
<input checked="" type="checkbox"/> Date of Birth	<input type="checkbox"/> XRay Exposure
<input checked="" type="checkbox"/> Gender	<input type="checkbox"/> Account Number
<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Procedure Type
<input type="checkbox"/> Address Line 1	<input type="checkbox"/> Procedure Status
<input type="checkbox"/> Address Line 2	<input checked="" type="checkbox"/> Physician
<input type="checkbox"/> City	<input type="checkbox"/> Assisting
<input type="checkbox"/> State	<input type="checkbox"/> Referring
<input type="checkbox"/> Country	<input type="checkbox"/> PCI Physician
<input type="checkbox"/> Postal Code	<input checked="" type="checkbox"/> Admit Status
<input type="checkbox"/> Phone Home	<input type="checkbox"/> Current Age
<input type="checkbox"/> Phone Work	<input checked="" type="checkbox"/> Current Age (Years)
<input checked="" type="checkbox"/> Insurance Provider	<input type="checkbox"/> Procedure Age
<input type="checkbox"/> Insurance Exp Date	<input checked="" type="checkbox"/> Procedure Age (Years)
<input checked="" type="checkbox"/> Height	<input type="checkbox"/> Last Procedure Age
<input checked="" type="checkbox"/> Weight	<input checked="" type="checkbox"/> Last Procedure Age (Years)
<input checked="" type="checkbox"/> BSA	

Figure 9-4: List of columns, only select boxes will appear



- An alternative way to delete columns is to select the column label and pull it up to the tool bar/down into the table area.

Diagnosis	Gender	Race	BSA	O2 Cons	Procedure Type	Procedure	Physician	Admit Status	Current	Procedure
Ascites	Female	Caucasian	1.56	138		Elective	A. ROMANO			88
Abnormal cardiopulmonary physiology	Female	Caucasian	1.56	138		Elective	A. ROMANO			88
Patent Foramen Ovale					Diagnostic	Emergent	A. ROMANO	Inpatient		6
Anomalous Origin of Right (Ventricul)	Female	Hispanic			Pacemaker Implant	Emergent	APOST/ROBINSON			12
Heart Transplant	Female		0.67	83			Brian Hanna, MD			8
Heart Transplant	Female		0.67	83			Brian Hanna, MD	Outpatient		8
Heart Transplant	Female		0.67	83			Brian Hanna, MD			8
Heart Transplant	Female		1.46	182			Brian Hanna, MD			19
Cath Complication-Femoral/Illac vein	Female		1.46	182			Brian Hanna, MD			19

Figure 9-5: drag and drop the column header you wish to delete

The label appears with an X on it and is deleted from the table.

For example, to delete the Procedure Type, drag and drop the label to any area besides the grey row and the column will be deleted



Organize the list by alphanumeric order of a selected column



- To organize the table by alphanumeric order of any column
- Click on the column heading to organize the list by ascending order
- Click again on the column heading to get descending order

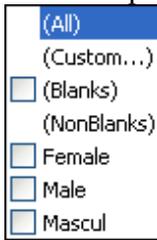
Diagnosis	Gender	Race	BSA	O2 Cons	Procedure Type	Procedure	Physician	Admit Status	Current	Procedure
Ascites	Female	Caucasian	1.56	138		Elective	A. ROMANO			88
Abnormal cardiopulmonary physiology	Female	Caucasian	1.56	138		Elective	A. ROMANO			88
Patent Foramen Ovale					Diagnostic	Emergent	A. ROMANO	Inpatient		6
Anomalous Origin of Right (Ventricul)	Female	Hispanic			Pacemaker Implant	Emergent	APOST/ROBINSON			12
Heart Transplant	Female		0.67	83			Brian Hanna, MD			8
Heart Transplant	Female		0.67	83			Brian Hanna, MD	Outpatient		8
Heart Transplant	Female		0.67	83			Brian Hanna, MD			8
Heart Transplant	Female		1.46	182			Brian Hanna, MD			19
Cath Complication-Femoral/Illac vein	Female		1.46	182			Brian Hanna, MD			19
Heart Transplant	Female		1.46	182			Brian Hanna, MD			19
Heart Transplant	Male		0.612	76		Elective	Brian Hanna, MD	Outpatient		8
Anastomosis of Right SVC to RPA wit	Male		0.612	76			Brian Hanna, MD	Inpatient		8
Hypoplastic Left Heart Syndrome	Male		0.612	76			Brian Hanna, MD	Inpatient		8
Heart Transplant	Male		0.612	76			Brian Hanna, MD	Inpatient		8
Heart Transplant	Male		0.612	76			Brian Hanna, MD			8
Heart Transplant	Male		0.612	76			Brian Hanna, MD			8
Heart Transplant	Male		0.612	76			Brian Hanna, MD			8
Heart Transplant	Male		0.612	76			Brian Hanna, MD			8
Heart Transplant	Male		0.612	76			Brian Hanna, MD			8
Heart Transplant	Male		0.612	76			Brian Hanna, MD			8
Heart Transplant	Female		1.584	197			Brian Hanna, MD	Outpatient		21
Heart Transplant	Female		1.584	197			Brian Hanna, MD	Outpatient		21
Glycogenesis, (specify)	Male		1.749	218			Brian Hanna, MD	Inpatient		19
Biventricular Heart Failure	Male		1.749	218			Brian Hanna, MD	Inpatient		19
Ventricular Fibrillation	Male		1.749	218			Brian Hanna, MD	Inpatient		19
Heart Failure, not further specified	Male		1.749	218			Brian Hanna, MD			19
Cardiomyopathy, Hypertrophic	Male		1.749	218			Brian Hanna, MD			19
Heart Transplant	Female	Black	1.336	166			Brian Hanna, MD	Outpatient		14
Heart Transplant	Female	Black	1.336	166			Brian Hanna, MD	Outpatient		14
Heart Transplant	Female	Black	1.336	166			Brian Hanna, MD	Outpatient		14
Total:										322

Figure 9-6: Diagnosis list with limited number of columns and alphabetic order of Physicians

List filtering tools

To view the filter tool, click on the arrow  to the right of the column label. This will open three alternatives: All, Custom or a list of items.

The example below shows the alternatives for the Gender column



- It is possible to mark the items of interest by checking the category you wish to insert to the table.
 - For example, checking Female will filter only the entries with a female gender. All other entries will be excluded from the table.
 - All will show the whole list of entries.
 - Custom with open a filter panel



➤ To activate the filter, click on Custom

Custom Search Filter

Custom search filters allow you to search or create a sub-list based on two variables



➤ To reach the Custom Filter, click on the arrow on the column label > select "Custom"

This will open a filter panel that offers to select parameters connected by either logical AND or logical OR.

Each item can be selected by a variety of tools.

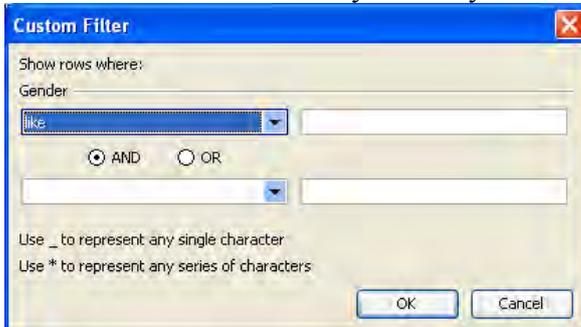


Figure 9-7: Custom Filter

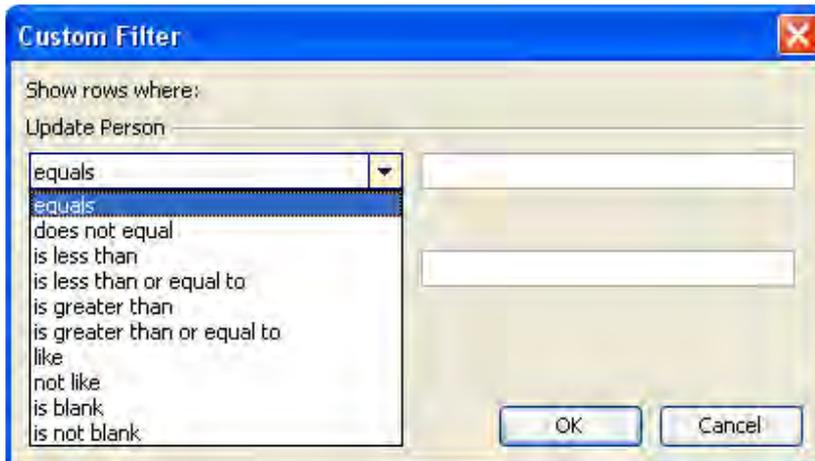


Figure 9-8: Custom Filter with list of logical tools

The search can be:

Alphabetic

- Like
- Not like

Alphanumeric

- Equals- enter a parameter to search for. The parameter can also be "today", "tomorrow" or "yesterday" for columns including dates.
- Does not equal
- Is less then
- Is less than or equal to
- Is greater than
- Is greater than or equal to
- Is blank
- Is not blank

Another possibility for custom-filtering the list is to Click on the filter icon , or click on the line under the column labels marked by the Label "Click here to define a filter". This will open a row under the column labels that can be filled by a letter or string of letters.

Diagnosis	Gender	BSA	Procedure Ty	Procedure S	Physician	Admit Statu	Current	Procedur	Last Proc
Atrial Flutter	Male	2.006			Uam Ahs, MD		23	18	18
Tetralogy of Fallot	Male	2.006			Uam Ahs, MD		23	18	18
Atrial Flutter	Male	2.006			Uam Ahs, MD		23	18	18
Tetralogy of Fallot	Male	2.006			Uam Ahs, MD		23	18	18
SVT, AV Nodal Reentry Slow Pathway	Male	1.874			Uam Ahs, MD		17	12	12
SVT, Atrial Ectopic (Automatic Atrial Tachycardia)	Female	1.502			Uam Ahs, MD		22	17	17
SVT, AV Nodal Reentry	Female	1.473			Nor Nat, MD		20	15	15
SVT, AV Nodal Reentry Slow Pathway	Male	1.164			Nor Nat, MD		13	8	8
Noonan's Syndrome	Male	1.404			Nor Nat, MD		19	14	14
Cardiomyopathy, Hypertrophic	Male	1.404			Nor Nat, MD		19	14	14
SVT, AV Nodal Reentry	Male	1.908			Nor Nat, MD		20	15	15
Mustard Operation	Male	1.956			Noj Mor, MD	23 Hour	31	26	26
Transposition of Great Arteries	Male	1.956			Noj Mor, MD	23 Hour	31	26	26
Stent Placement in Systemic Vein	Male	0.709			Noj Mor, MD		11	6	6
Fontan Operations: Extracardiac Non-Valved Conduit	Male	0.709			Noj Mor, MD		11	6	6
Stent Placement in RPA	Male	0.709			Noj Mor, MD		11	6	6
Hypoplastic Left Heart Syndrome	Male	0.709			Noj Mor, MD		11	6	6
Gore-Tex Tube Graft Anastomosis from Aorta/Brachio	Male	0.897			Noj Mor, MD		13	9	9
Arterial Switch Operation with Re-implantation of Coron	Male	0.897			Noj Mor, MD		13	9	9
Left Pulmonary Artery Proximal Branch Stenosis	Male	0.897			Noj Mor, MD		13	9	9
Pulmonary Artery Anomaly, (specify)	Male	0.897			Noj Mor, MD		13	9	9
Transposition of Great Arteries	Male	0.897			Noj Mor, MD		13	9	9
Fontan Operation, not further specified	Female	1.414			Noj Mor, MD		29	25	25
Tricuspid Atresia (D loop)	Female	1.414			Noj Mor, MD		29	25	25
Rastelli/VSD Closure	Female	0.636	Interventional	Elective	Noj Mor, MD	Outpatient	7	3	3
Transposition of Great Arteries	Female	0.636	Interventional	Elective	Noj Mor, MD	Outpatient	7	3	3
Conal Septal Malalignment VSD	Female	0.636	Interventional	Elective	Noj Mor, MD	Outpatient	7	3	3
Heart Transplant	Female	0.498			Noj Mor, MD		6	2	2
Heart Transplant	Female	0.498			Noj Mor, MD	Outpatient	6	1	2
Heart Transplant	Female	0.498			Noj Mor, MD		6	1	2
Total:							322		

Figure 9-9: Patient Diagnosis list with open filter boxes



> To filter by letter or string

- In the filter row, insert one letter to filter the list and show only the items starting with the inserted letter.
 - For example, if you insert the letter B on top of the physician column the list will include only the physicians with names starting with a Capital B
- **Note:** The filter lettering is case sensitive (Example no doctor will be shown if first letter is **b** and not capital B)
- Use (_) (under score) to represent any single character
 - For Example: C _ _ _ will show words with 4 characters, C in the beginning and three characters after.
- Use * after a series of characters to search for items starting with these characters
 - For Example: Bu* will show all words starting with Bu, without respect of word length
- Use * before and after a series of characters to search for names consisting of the characters between the * marks

Statistical Query building

Introduction

The report manager allows to group data by any of parameters that appear in the patient list. For example you can count how many people were treated by each physician and how many of those were males or females.

Another example would be counting the number of patients treated for each diagnosis



- To group patients for a given parameter
 Drag the column label of the parameter you wish to group by, to the grey row above the column heading.

Grouping the patient list by Physicians is shown in Figure 9-10 below.

For each of the Physicians in the list we also have the number of patients treated by that physician.

And on the bottom row the total number of patients is summed.



- To regroup the list by gender, drag the gender column head label to the row above the column heading.

The table (Figure 9-11) now shows the number of male and females treated by each of the physicians

It is also possible to drag another parameter and sub group it in several levels.

The sequence of grouping depends on the sequence of the parameter dragged.

Figure 9-12 shows the same data as Figure 9-11, with converted grouping sequence- first Gender and then Physician.

Physician	Total
Physician : (Total: 652)	Total: 652
Physician : A. ROMANO (Total: 14)	Total: 14
Physician : Caj Erk, MD (Total: 40)	Total: 40
Physician : Civ Tex, MD (Total: 61)	Total: 61
Physician : Dr. R. Wolff (Total: 3)	Total: 3
Physician : Ela Vad, MD (Total: 10)	Total: 10
Physician : FELLOWS (Total: 2)	Total: 2
Physician : Irb Nah, MD (Total: 780)	Total: 780
Physician : Noj Mor, MD (Total: 1,075)	Total: 1,075
Physician : Nor Nat, MD (Total: 78)	Total: 78
Physician : Ral Ohr, MD (Total: 10)	Total: 10
Physician : Uam Ahs, MD (Total: 108)	Total: 108
Total	2,833

Figure 9-10: List of patients grouped by Physician

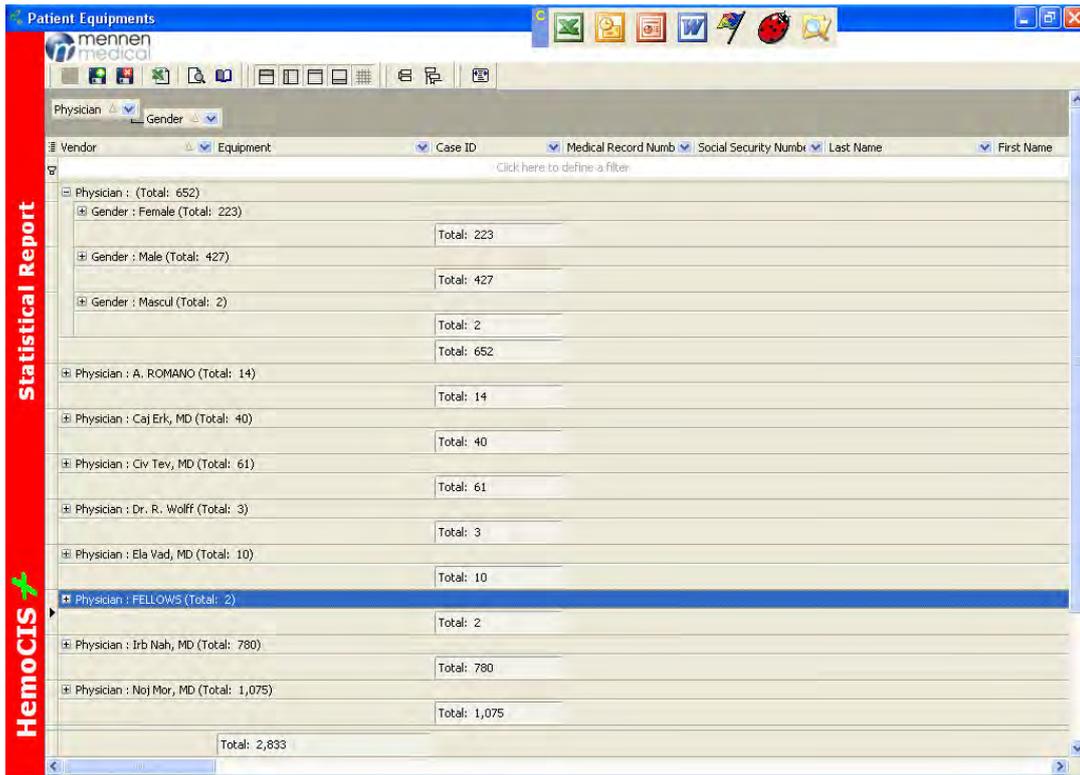


Figure 9-11: List of patients grouped by Physician and then grouped by Gender

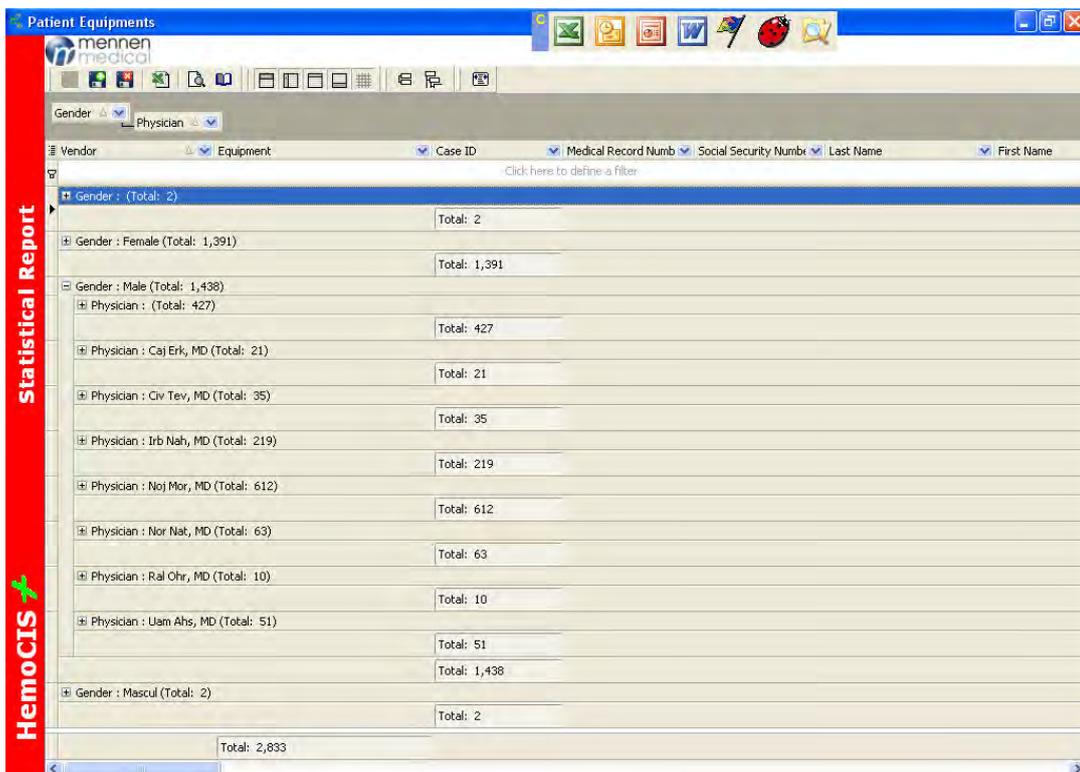


Figure 9-12: List grouped by Gender and than by Physician

Viewing of Statistical list



➤ To view the patient list in each of the groups, click on the  box to the left of the group.

The box will convert to  and the list of all patients within the group is revealed.

See Figure 9-13 for an example of a list of patients with complications arranged per procedure date.

Procedure Date	Complication	Last Name	First Name	Date of Birth	Genr	Height	Weight	BSA	O2 Cons	Last Procedure Dal	Total Co
Procedure Date : 03/01/2007 (Total: 5)											
	No Adverse Events	BAT	Cristina	23/12/2004	Female	83	11.4	0.498	62	30/01/2007	
	No Adverse Events	HIL	JON ALLEN	24/07/2006	Male	61	5.8	0.302	37	03/01/2007	21.8
	No Adverse Events	MIL	ALIYA RENEE	06/07/2006	Female	64	6	0.317	39	03/01/2007	36.7
	No Adverse Events	MCM	BABY BOY	26/12/2006	Male	45	1.9	0.149	18	03/01/2007	12
	No Adverse Events	ZAH	ALI	05/08/2006	Female	64	6.3	0.32	39	03/01/2007	13.8
Procedure Date : 04/01/2007 (Total: 3)											
Procedure Date : 05/01/2007 (Total: 2)											
Procedure Date : 08/01/2007 (Total: 4)											
Procedure Date : 09/01/2007 (Total: 4)											
Procedure Date : 10/01/2007 (Total: 5)											
Procedure Date : 11/01/2007 (Total: 4)											
Procedure Date : 12/01/2007 (Total: 5)											
Procedure Date : 16/01/2007 (Total: 4)											
Procedure Date : 17/01/2007 (Total: 5)											
Procedure Date : 18/01/2007 (Total: 8)											

Figure 9-13: List of patient, with complication treated on a given procedure date

Use of icons on the statistical tables



Save Report

Use this icon to save changes in an open report



For the locked reports  this icon will be dimmed and would not respond



Save Report As...

Save a report as a open report with user selected name, that will be added to the Statistical report list

Cancel Changes

Use this icon to cancel changes performed on a list. This will delete all changes that were made after the last "save as".

Export to Excel

Use this key to transfer the grouped table to Excel file. The number value of each of the grouped items will appear in a separate column on the Excel table. Select the file name and folder to which the Excel file will be stored.

Print Preview

Use this icon to get print preview. Note that number of pages may be quite large. Use Print Dialog to set the pages and number of pages you wish to print

Page Setup

Use this icon for page setup, to be used for printing

Show/Hide Groups panel

Use this icon to show/hide the top row on which the group labels are shown

Show/Hide Indicators

Show/Hide the side column than include the  icon and the  icon.

Show/Hide Headers

Show/Hide the column headers

Show/Hide Footer panel

Show/Hide the Footer that is last row of the panel

Show/Hide Grid Lines

Show/Hide the grid lines that separate the rows and columns of the table

Expand All

Use this to show the list of patients for each group. It is equivalent to change the  box of all groups to 

Collapse All

Use this to show the list of groups, without expanding it to list of patient in each group. It is equivalent to change the  box of all groups to 



Automatic column width

Use this icon to change column width, to insert the whole table into the screen size.

Note: If all columns are available the column heading will be very small and may not be readable.

Chapter 10. Administrator

Introduction

The Administrator Manager is used by the System Administrator to create the basic data for the *HemoCis Pro* database, to be used by the database end users. This section is not to be used on a day to day basis and would be accessed only by the Manager. Access is protected by User name and password. The administrator will also provide passwords to users as per their permissions to use or modify the database.

Administration Functions

The Administrator Manager allows you to create the following lists

- User Manager
- Categories Catalogs
- Field Definition
- Setting :
 - Rooms
 - Option
 - Vessel Order

To access the Administrator menu, use the Administrator key on the main menu (Figure 1-2)

This will open the Administrator manager menu (Figure 10-1)

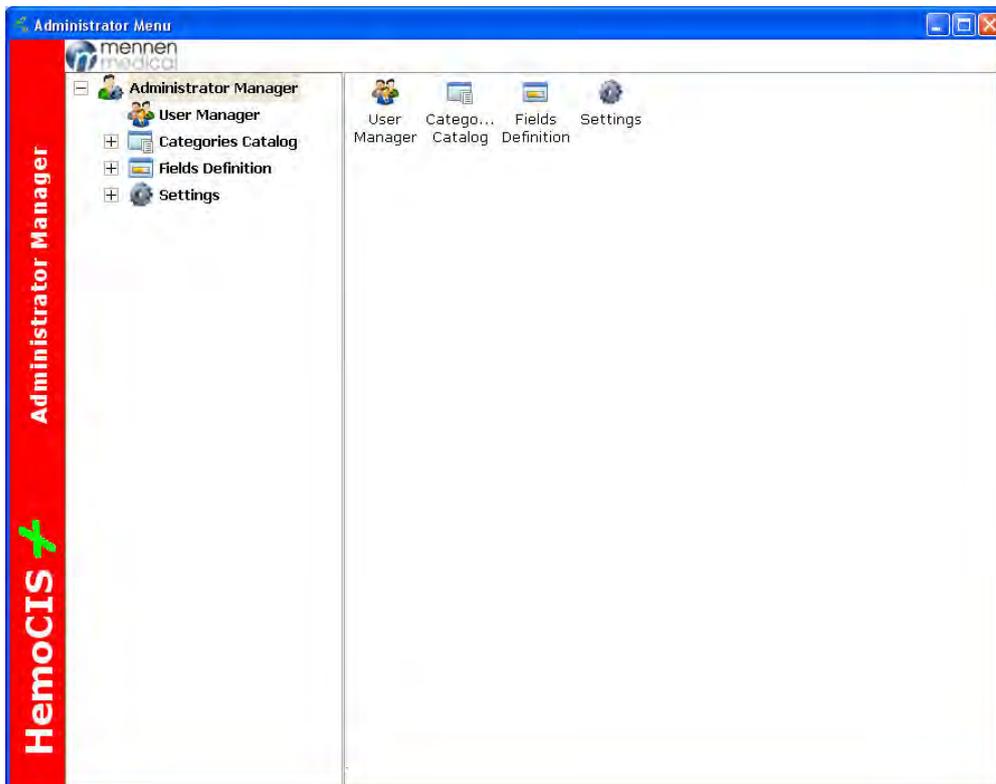


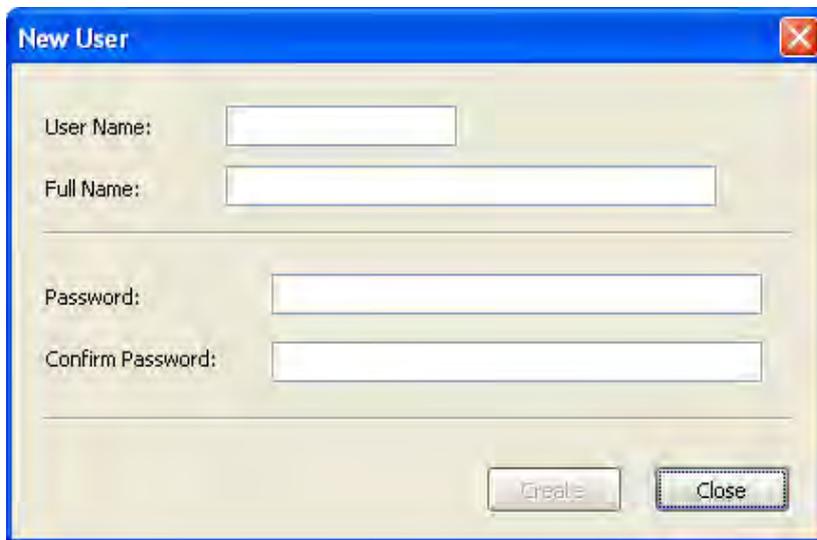
Figure 10-1: Administrator main menu

User Manager

This panel is used to Add a new user, Delete or Edit Users and provide user's access permission. The users can be viewed using icons or as a list.

 New	 Delete	 Edit			
Create New user	Delete user	Edit user	Icon	Detail	Up one level

Select **New** to create a new user
 This will open an information panel (Figure 10-2)



The 'New User' dialog box features a blue title bar with a close button. It contains four text input fields: 'User Name', 'Full Name', 'Password', and 'Confirm Password'. At the bottom right, there are two buttons: 'Create' and 'Close'.

Figure 10-2: New User

The administrator manager will insert the User name, Full name and Password. Use the Create button to confirm the data or Close to exit the panel without adding a new user

-  > To delete a user, mark the user and click **Delete**
 A delete confirmation box will appear



The 'Confirm' dialog box has a blue title bar with a close button. It contains a question mark icon and the text 'Confirm the Delete User action?'. At the bottom, there are two buttons: 'OK' and 'Cancel'.



- To edit a user, mark the user name or icon and click **Edit**
An Edit panel will open
Fill in View and/or Modify permissions for both Statistical Report and Patient Report

Edit User

mennen medical

User Name: AV

Full Name: Administrator-catalogs, User M

Change Password

All Programs	<input checked="" type="checkbox"/> View	<input type="checkbox"/> Modify
Administrator	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Inventory	<input type="checkbox"/>	<input type="checkbox"/>
Patient File	<input type="checkbox"/>	<input type="checkbox"/>
Reports	<input type="checkbox"/>	<input type="checkbox"/>
Scheduler	<input type="checkbox"/>	<input type="checkbox"/>

Report Manager Permissions

Create Report View Report Configure Report

Delete Report Send Report

Edit Report Sign Report

OK Cancel

Figure 10-3: Edit User Permission



- To change user's password, select "Change Password"



Enter:

- Old Password
- New password, and
- Confirm password

Press "OK" to accept the change or Cancel to exit without changing

Categories Catalog

This section is used to create a Catalog that can be used by the Mennen Medical cathlab units.

The catalog includes lists created by Mennen Medical and User notes that can be prepared by the users to fit the specific need of their hospital.

All notes can be exported to the Horizon XVu cathlab systems via the network.

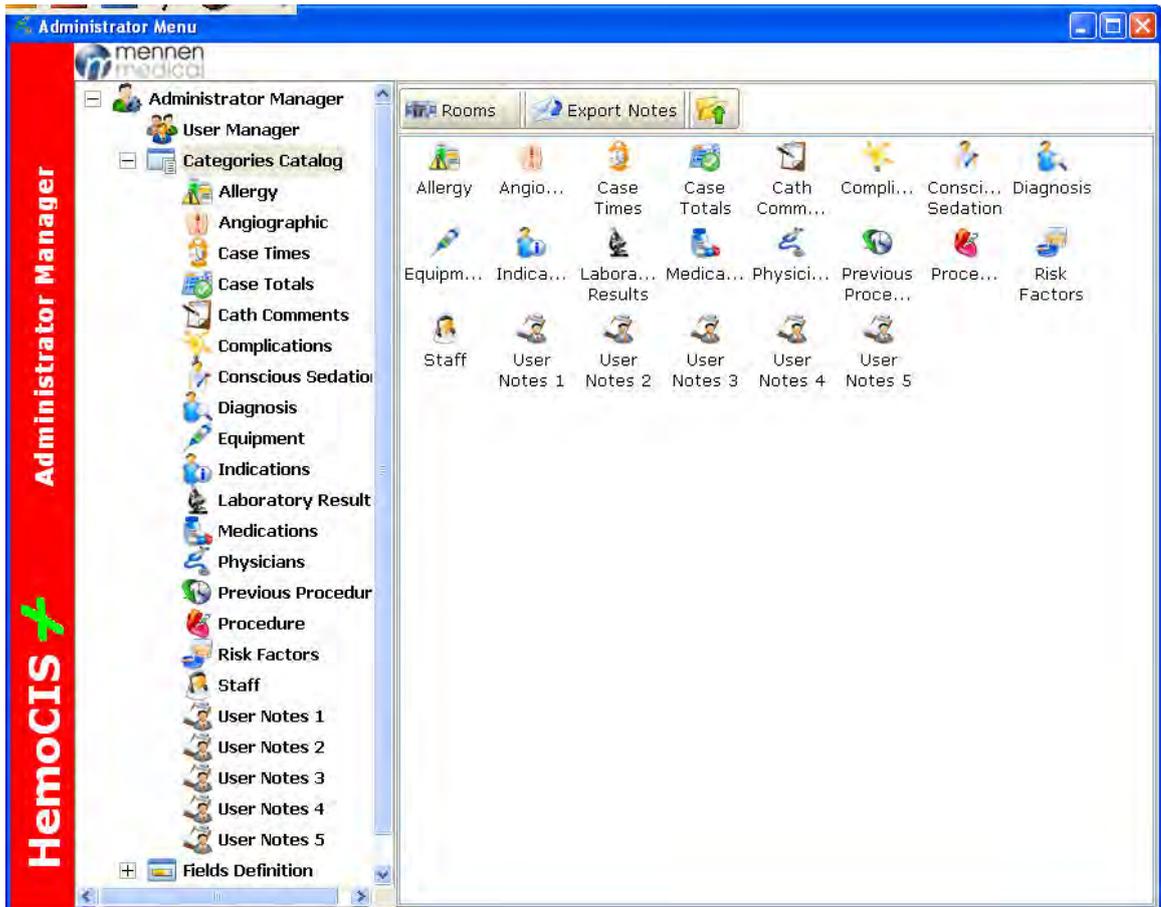


Figure 10-4: Administrator , Category Catalog

Open the Categories Catalogs to access the catalogs created by Mennen or to create your own catalogs



- To create or modify a catalog, select the relevant catalog and use the control icons to customize the catalog.

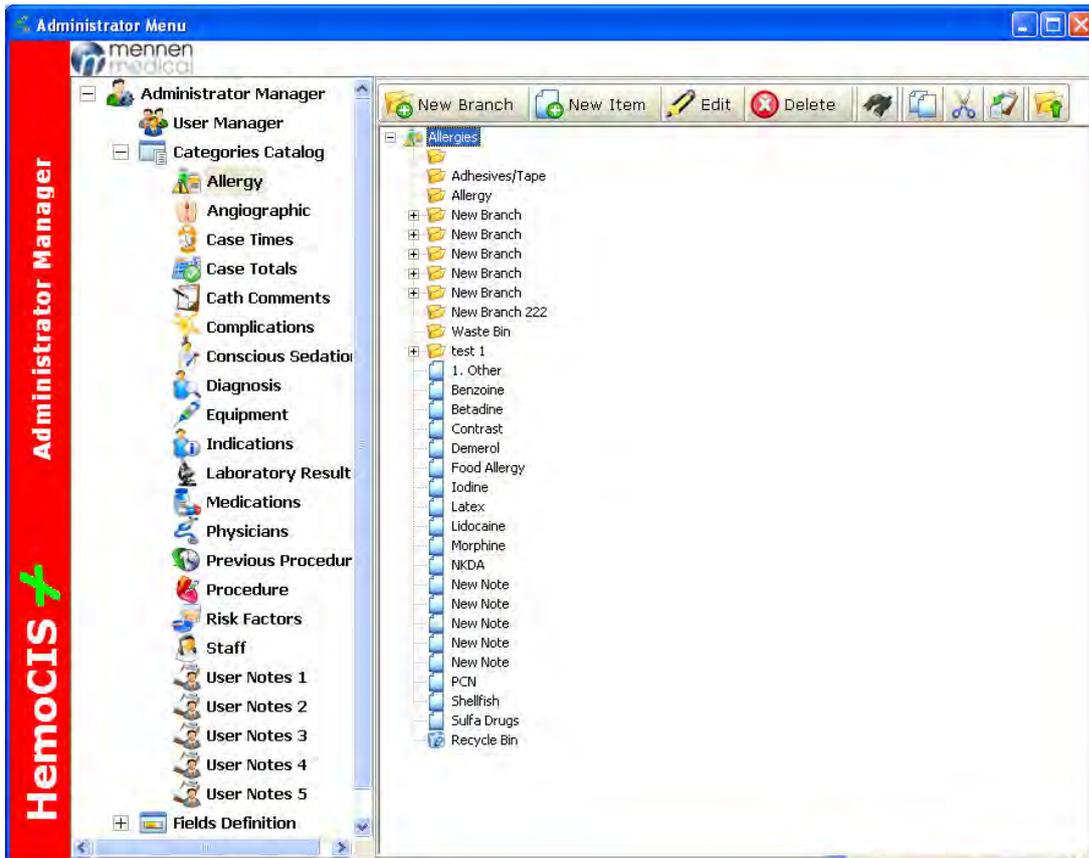


Figure 10-5: Administrator category catalog with Allergy details

Icon description

New Branch	New Item	Edit	Delete	Find

Copy	Cut	Paste	Up one level

New Branch:



- > To insert a new branch use the *New Branch* Icon
- To add a new branch to the main catalog, select the catalog heading [Allergy]
- To add a branch to one of the branches, select the branch you wish to split and select *New Branch*.
- Each new branch is opened with the default label "New Branch". This can be Renamed and changed to any useful label.

New Item:

New items can be inserted into a branch or as part of the main catalog

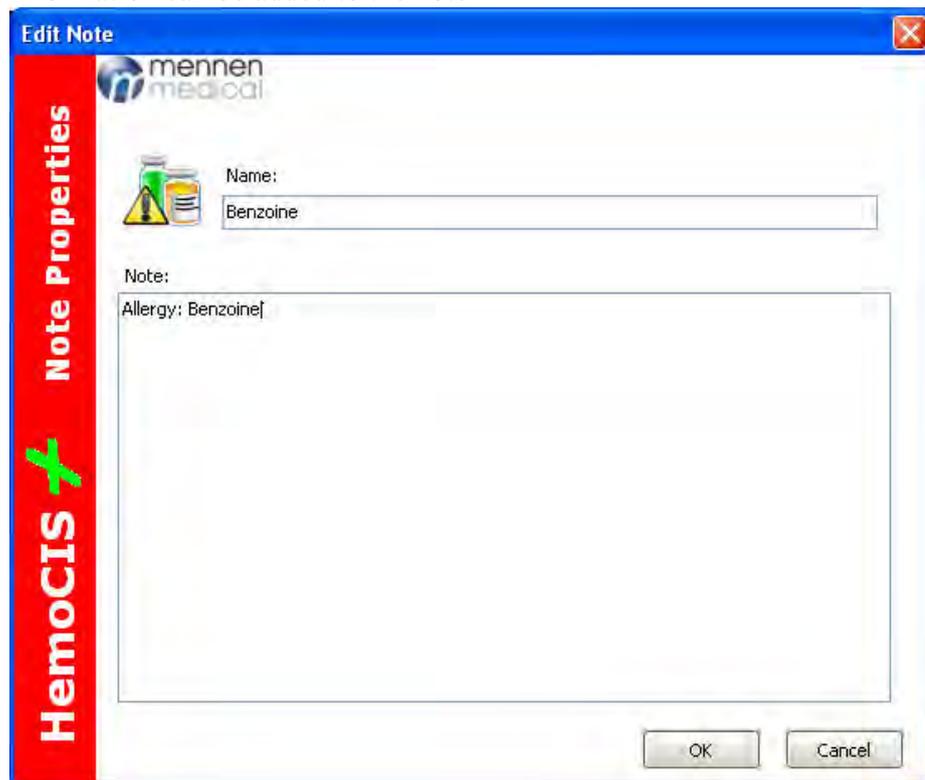
- 
 - To add an item to a Branch select the branch and click on "New Item"
 - To add a new item to the main Catalog :
Open the catalog and click on the *New Item* icon
This will open a new item labeled as "New Note"

-  To change the label – use either the mouse to open the label box and change the text or,
Mark the item by the mouse and click on the *Edit* icon – An edit Note panel will open.

-  **Edit:**
To edit Branch name
Select a branch and click *Edit*, this will open the name box of the branch and enable changing the branch label.

-  To edit an item in most of the lists:

Select the item and click Edit, this will open an Edit Note panel where additional information can be added to the note



The screenshot shows a software window titled "Edit Note". On the left side, there is a red vertical banner with the text "HemoCIS" and a green plus sign, and "Note Properties" written vertically. The main content area features the "mennen medical" logo at the top left. Below the logo is a warning icon (a triangle with an exclamation mark) and a "Name:" label followed by a text input field containing the word "Benzoine". Underneath the name field is a "Note:" label followed by a larger text area containing the text "Allergy: Benzoine". At the bottom right of the window, there are two buttons labeled "OK" and "Cancel".

Figure 10-6: Edit panel for general use



- To Edit an item in Equipment List
Select the item and click on the Edit icon
The detail of the item and the Quantity in stock will appear and allow modification

Equipment Edit

mennen medical

General Details

Name: Baxter 2f 60cm Balloon Embolectomy Catheter

Vendor: Baxter

Unique ID: 1276

Catalog Number:

Barcode:

Quantity: 43

Product Information:

OK Cancel

Figure 10-7: Equipment Edit panel



- To Edit an item in *Physicians List*
Select the item and click on the Edit icon

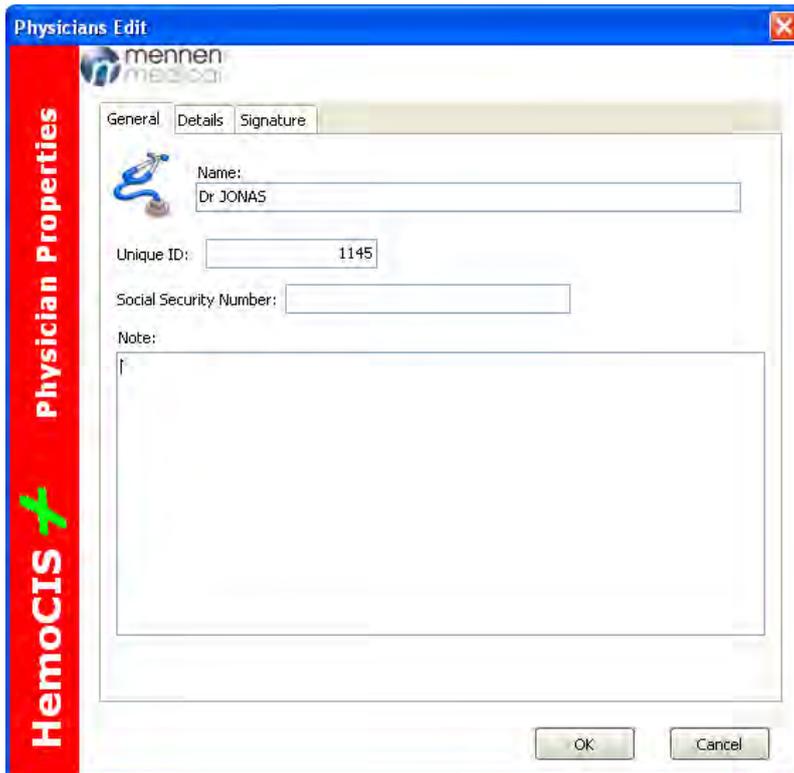


Figure 10-8: Physician Edit panel - General

On the Physicians Edit panel click on *Details* to insert Physicians Address and Telephone details

The screenshot shows a software window titled "Physicians Edit" with a blue title bar. On the left, there is a red vertical sidebar containing the text "HemoCIS" and "Physician Properties" with a green plus sign. The main area of the window features the "mennen medical" logo and three tabs: "General", "Details", and "Signature". The "Details" tab is currently selected and contains the following fields: "Address:" (two stacked text boxes), "City:" (a text box with a dropdown arrow), "State:" (a text box), "Country:" (a text box with a dropdown arrow), "Postal Code:" (a text box), "Phone (home):" (a text box), and "Phone (work):" (a text box). At the bottom right of the window, there are "OK" and "Cancel" buttons.

Figure 10-9: Physician Edit panel - Details

Use the *Signature* tab to insert a digital signature

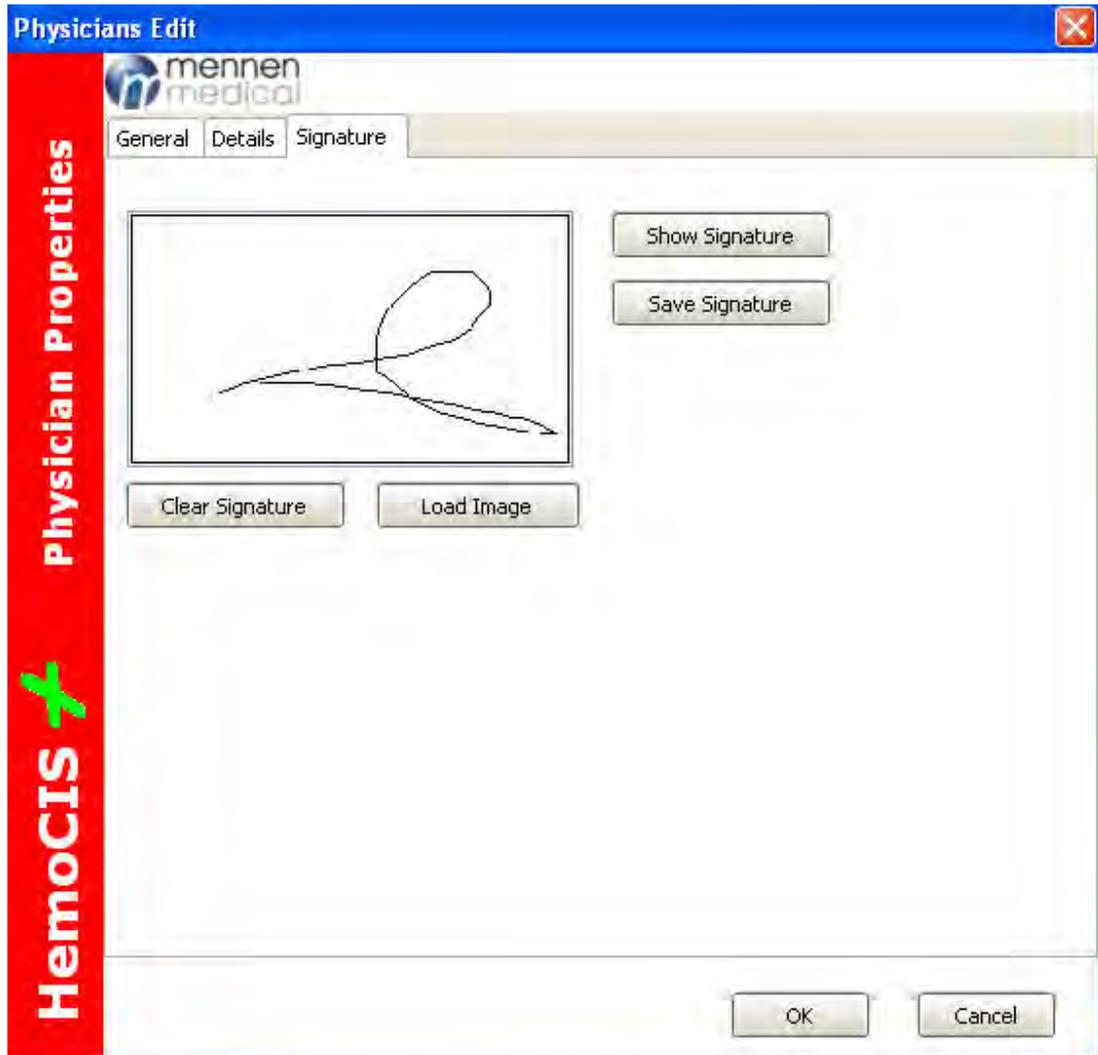


Figure 10-10: Physician Edit panel - Signature



To enter a *Digital Signature*:

- a. Use the mouse to draw a signature in the designated box "digital signature".
- b. Press Save signature.
- c. Enter a password
- d. Press OK
- e. Press OK to exit physician properties screen

You can also load a signature form an external file:

- a. press LOAD Image
- b. choose the file with the signature
- c. press SAVE
- f. Enter a password
- g. Press OK
- h. Press OK to exit physician properties screen



- > To Edit a *Procedure*
- Select a procedure item and click Edit icon
- This will open a Procedure Edit panel
- The Panel shows and allows editing of the procedure details

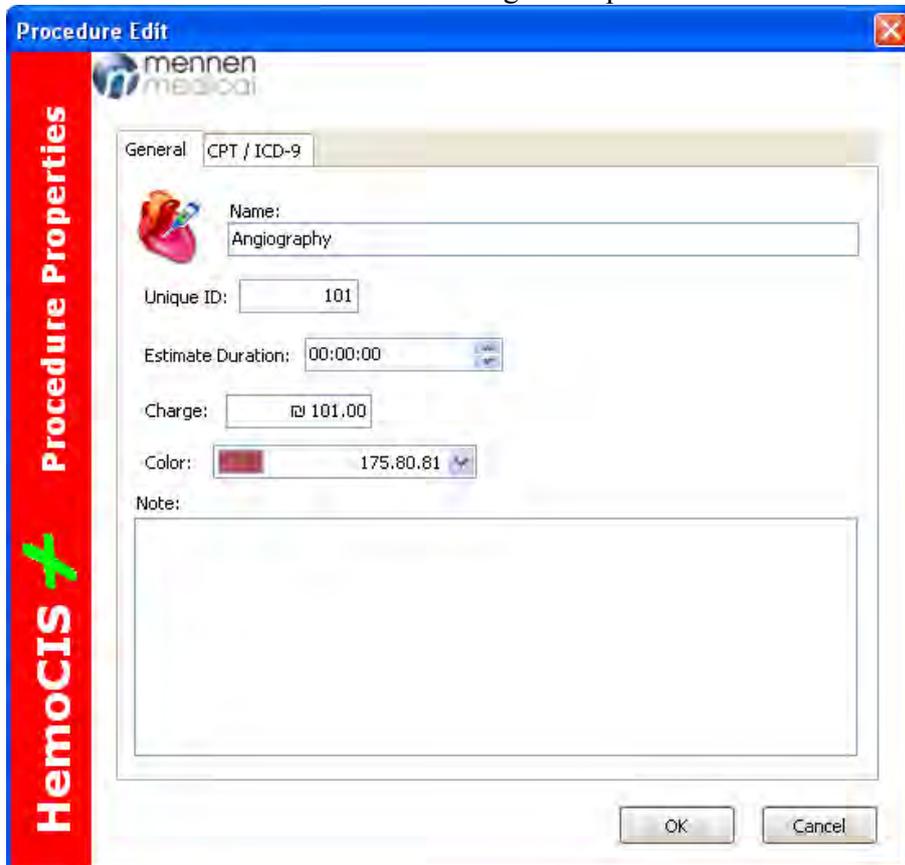


Figure 10-11: Procedure Edit panel

Click on CPT / ICD-9 to open a panel for entering CPT and/or ICD-9 code number

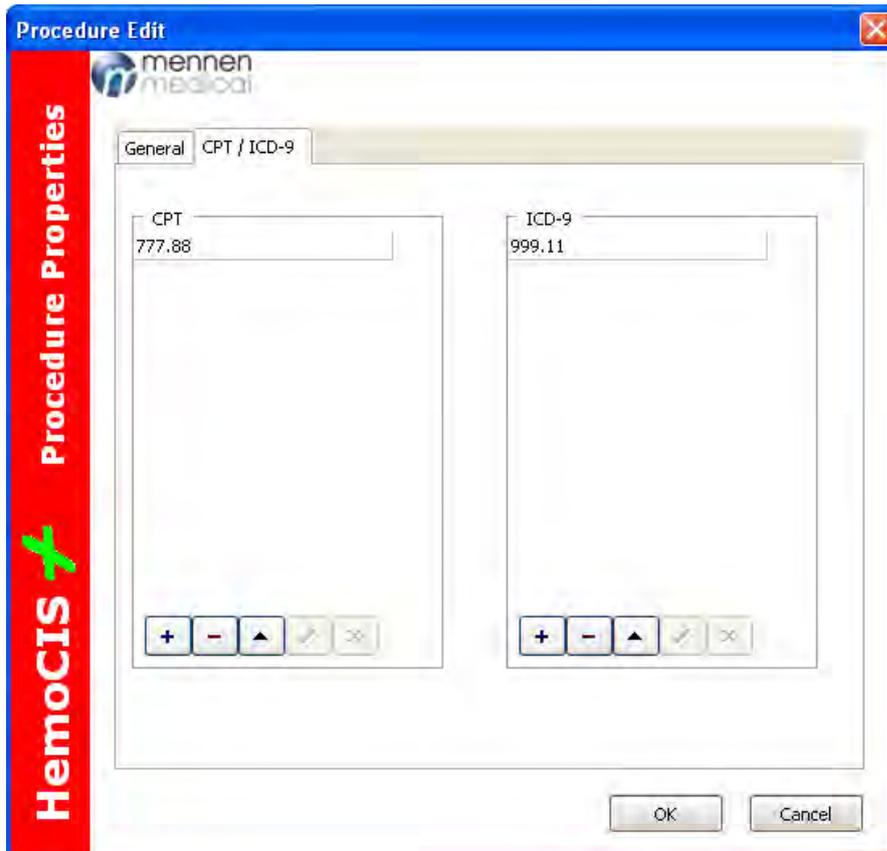


Figure 10-12: Procedure Edit panel – CPT / ICD-9

CPT (Current Procedural Terminology) codes are numbers assigned to every task and service a medical practitioner may provide to a patient including medical, surgical and diagnostic services. They are then used by insurers to determine the amount of reimbursement that a practitioner will receive by an insurer. Since everyone uses the same codes to mean the same thing, they ensure uniformity.

ICD means **International Statistical Classifications of Diseases**. ICD codes are alphanumeric designations given to every diagnosis, description of symptoms and cause of death attributed to human beings.



Delete:

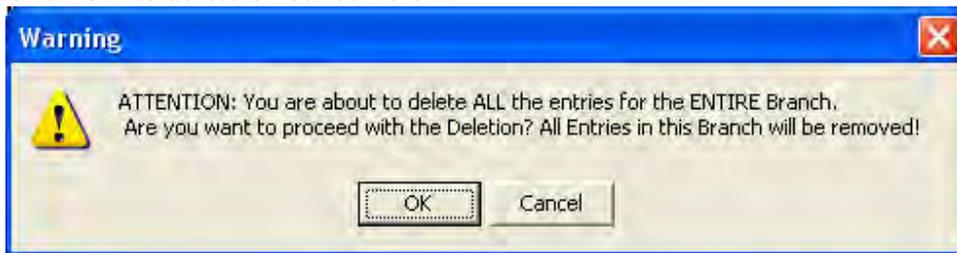
To delete an Item

Mark an item and click Delete, A Warning panel will open.

Click OK to delete or Cancel to exit



- > To delete a Branch
Mark a branch and click Edit, A Warning panel will open.
Click OK to delete or Cancel to exit



Find:



- > To find a branch or an item
Select a Category

Click on Find icon,  A Find panel will open

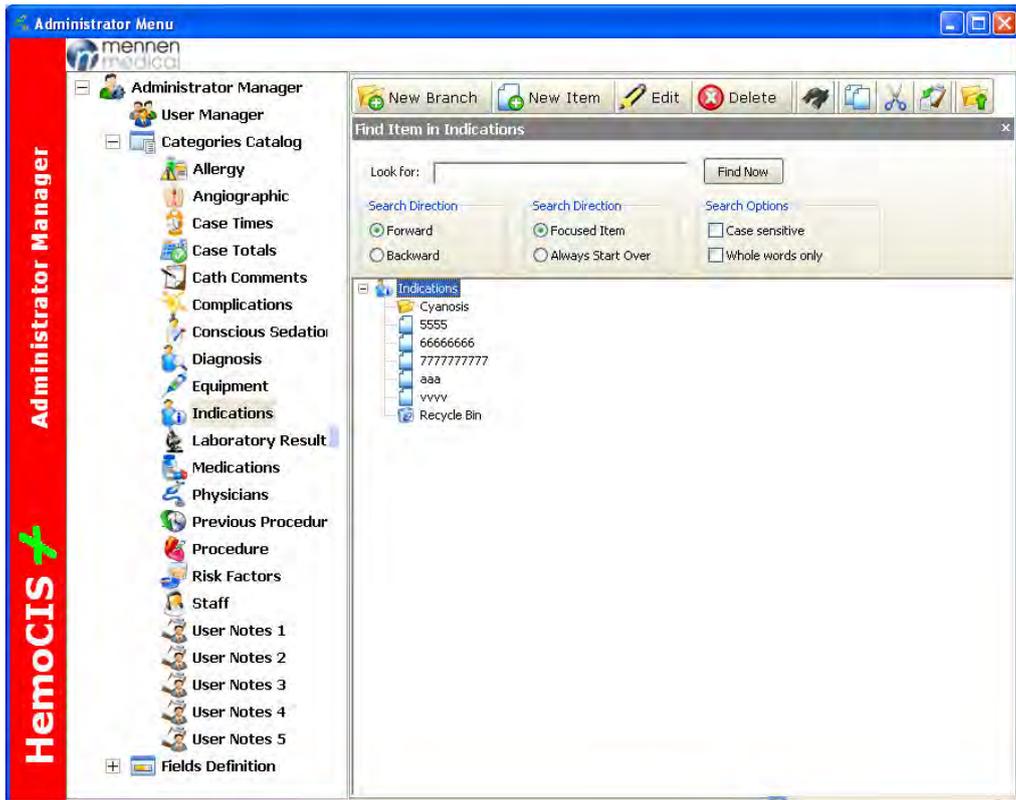


Figure 10-13: Administrator Menu with Search panel

Search Criteria

The following search criteria are available:

- Search Direction – Forward or Backward
- Search Direction – Focused Item or Always Start Over
- Search Option – Case Sensitive or Whole Words Only

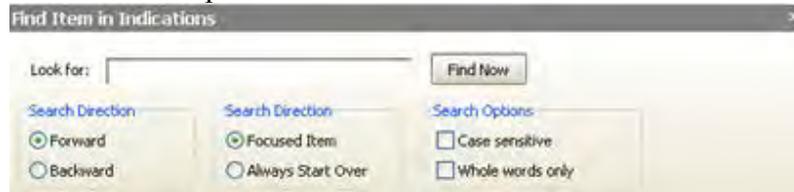


Figure 10-14: Search panel in Administrator menu

Case Sensitive:

Will make the search sensitive to Upper or Lower case letter

Whole Word:

Will make the search for a whole word

Note: A label that consists of more than one word is assumed "whole word" for the search

Example: a "Whole Word" search for **New Branch** will not look for *New* alone or *Branch* alone but only for *New Branch*

Focused Item:

Search will start from the focused item and will continue Forward or Backward to all items searched for

Always Start Over:

Search will start from the Category and reach the FIRST item that is looked for.

Note: Only the first item will be found

Note: This search is functional only in the Forward direction

Note: Copy, Cut and Paste are available for single item or single branch
It is not possible to copy, cut and paste a list of items.

Copy:

To copy an Item or a Branch, use the mouse to select the Item or Branch

Cut:

To cut an Item or a Branch, use the mouse to select the Item or Branch

Paste:

Use the Paste icon to paste the item or branch you have copied or cut into the branch or list that was selected by the mouse

Field definition

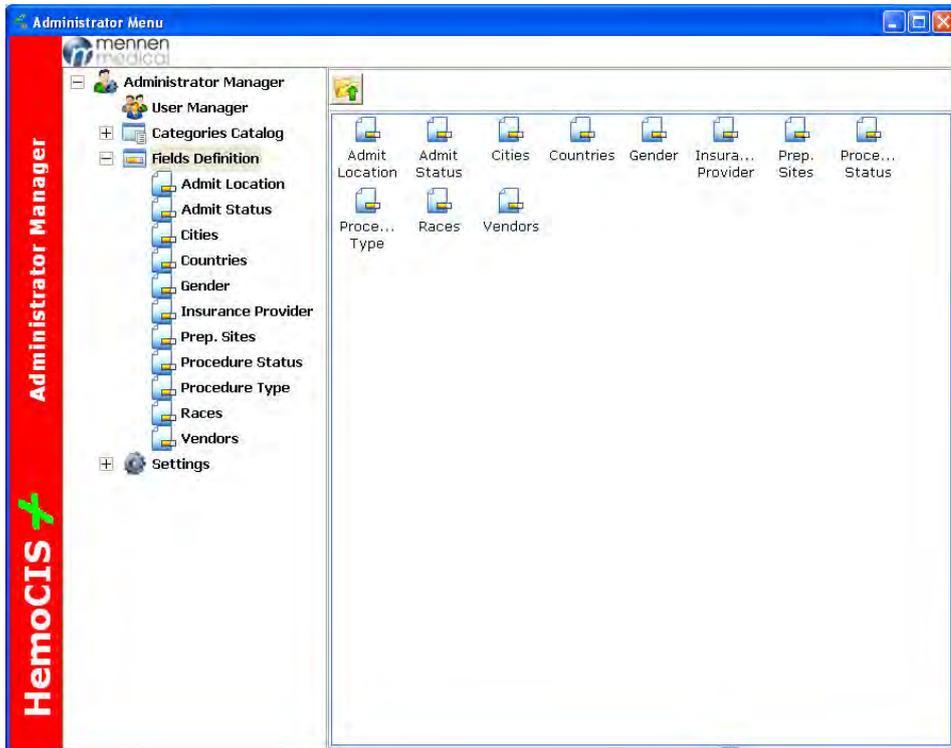


Figure 10-15: Administrator panel – Field Definition

Introduction:

- Field Definitions are prepared for use in:
- Patient Demographics
- Admit Location
- Cities
- Countries
- Gender
- Insurance Provider
- Race
- Procedures
- Admit Status
- Prep Site
- Procedure Status
- Procedure type
- Equipment
- Vendors

Note: Only Items are used in the patient information, branches are not transferred

Edit Items

Select one of the following fields:

- Admit Location
- Admit Status
- Cities
- Countries
- Gender
- Insurance Provider
- Prep Site
- Procedure Status
- Procedure type
- Race

Select one of the items and click Edit icon,  Edit This will open the Edit panel

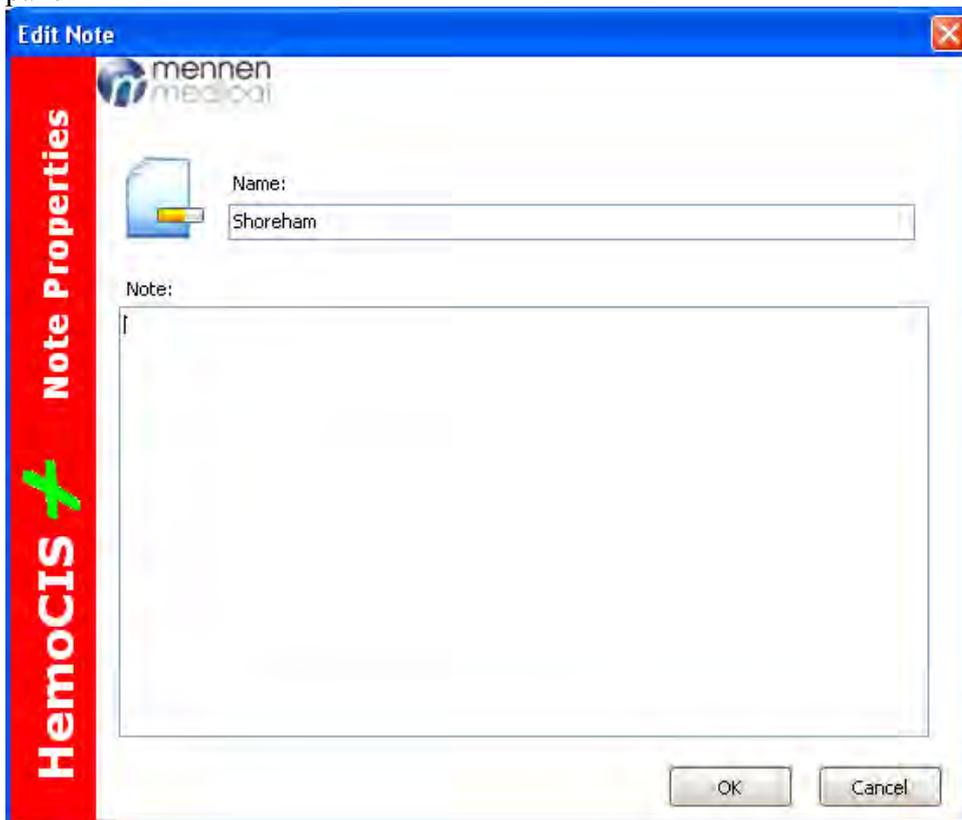


Figure 10-16: Edit Note panel

Vendor Edit



To Edit a vendor

Select a Vendor and click the Edit Icon



An information edit panel opens

Fill in the required information

Press *OK* to accept, or *Cancel* to Exit

A screenshot of a Windows-style dialog box titled "Vendor Edit". The dialog box has a blue title bar with standard window controls. On the left side, there is a red vertical bar with the text "HemoCIS" and "Vendor Properties" in white. The main area of the dialog box is white and contains the Mennen Medical logo at the top left. Below the logo, there are several input fields: "Name:" with a text box containing "Biosphere Medical"; "Unique ID:" with a text box containing "61"; "Address:" with two stacked text boxes; "City:" with a dropdown menu; "State:" with a text box; "Country:" with a dropdown menu; and "Note:" with a large text area. At the bottom right of the dialog box, there are two buttons: "OK" and "Cancel".

Figure 10-17: Edit Vendor panel

Field Definition Manipulation

Use similar rules as in Categories Catalog

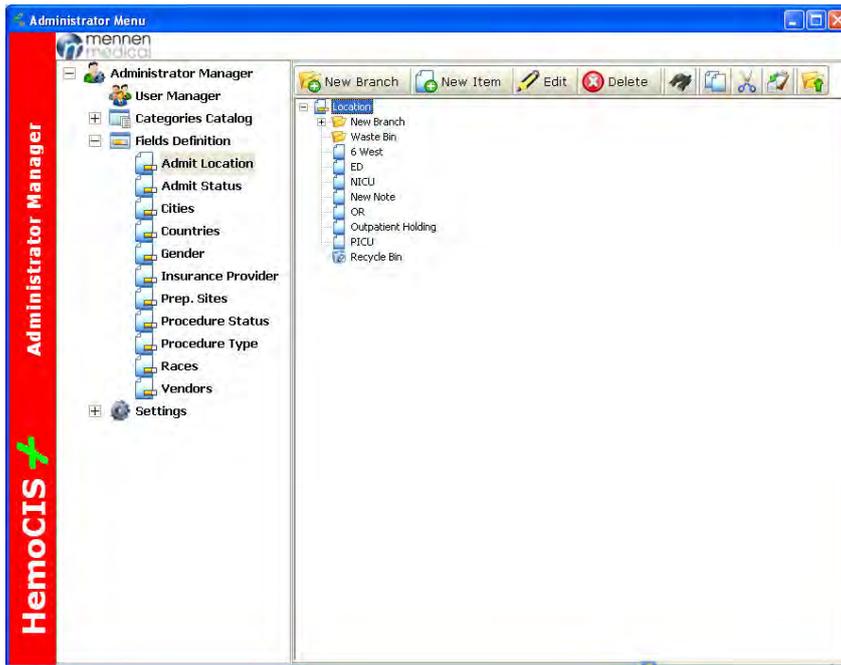


Figure 10-18: Administrator panel – Field Definition

Administrator Setting Menu

Rooms

Use the Settings to enter a New room, Room name and IP address

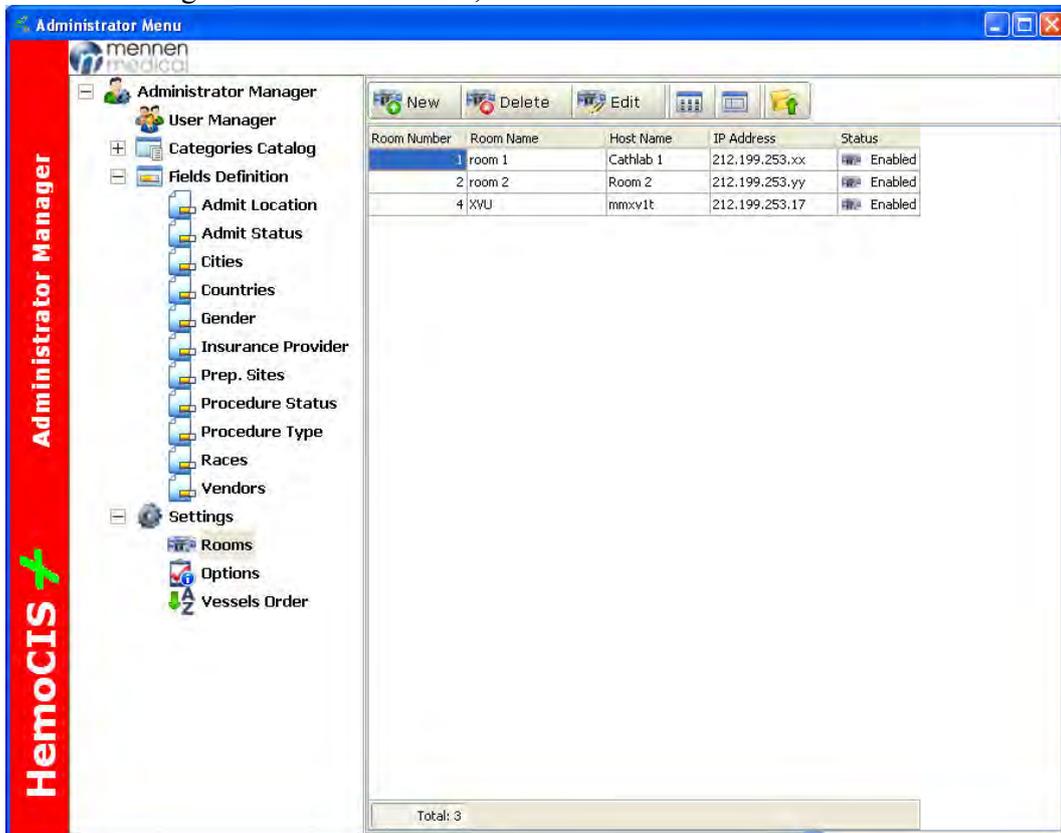


Figure 10-19: Administrator – Room setting

Options

Use this panel (Figure 10-20) to insert:

- Full Disclosure Directories
- DICOM Worklist
- HL7 ADT
- Auto LOG out
- Auto Case ID

Full Disclosure Directories

Insert here the Server, Client, and Temp directories.



Note: The default directories are in C: but the Administrator Manager can set other location for the Directories

DICOM Worklist

On systems linked to DICOM, patient information can be received from the DICOM list

HL7 ADT

On Systems linked to Hospital Information system, patient information can be received using HL7 protocol

Auto LOG out

When Enabled the HemoCis will log out automatically, if HemoCis was not accessed for the Wait time.

Auto Case ID

When Enabled, each new case will receive from the system a unique Case ID

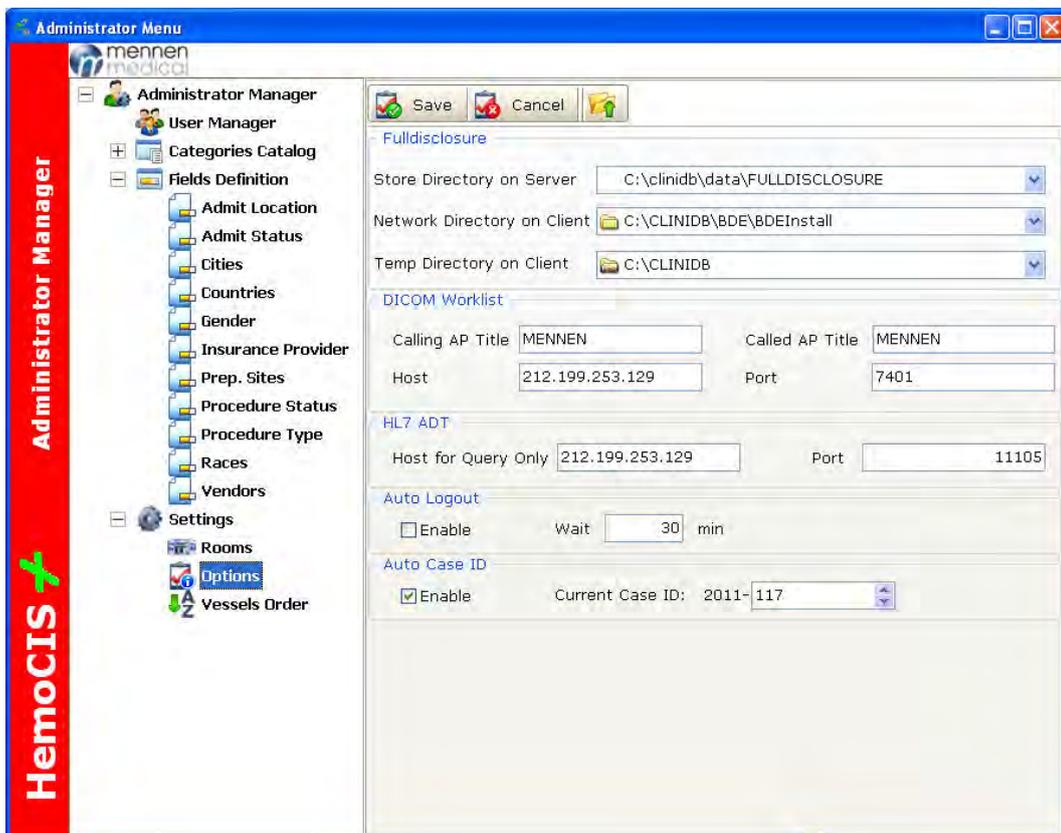


Figure 10-20: Administrator – Option setting panel

Vessel Order

Use this panel to arrange the vessels in anatomical logic order

 > To locate a vessel in the list:
Select the vessel and use the arrows to move the selected vessel up or down in the list

 **Note:** The vessel list is created the *Category Catalog* under *Cath Comments* under *Vessels* , where the Vessel names are stored in alphabetic order

 **Note:** The list created under the vessel order is used in *Patient Folder* under *Coronary Diagnostics*.

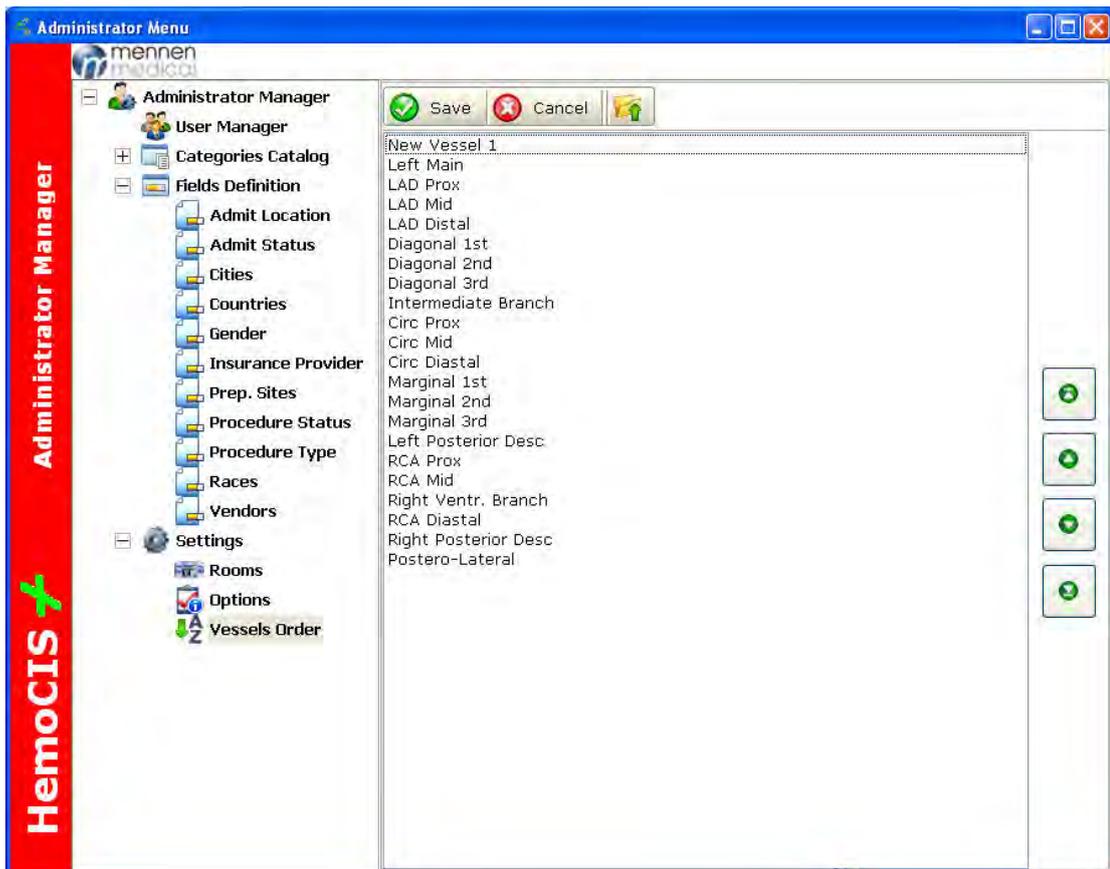


Figure 10-21: Administrator – Vessel Order setting panel

