

User Pre-Release Notes

for RADNET rRIS
Build 1.20

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1. Purpose

This document describes some of the new features and changes implemented in rRIS as of the end of Sprint 20. This pre-release version of rRIS is referred to as Build 1.20.

Only features which can be visually demonstrated to the user will be outlined in this document.

2. Intended Audience

This document is created by the rRIS Development team for the RadNet RIS management team.

3. Installing/Accessing the Application

The installation instructions for the rRIS client have been posted to the RadNet Wiki page at <http://mdbal01rdtweb/Wiki/>

Under the RIS menu, click on the rRIS page. The credentials to access the page are:

Username: rRIS

Password: Summerside

Please note that Build 1.20 is considered a new core release of the application and will require a reinstallation of rRIS. This is accomplished by navigating to the rRIS shared installation drive and running the CoreInstall.bat file (ex: I:\RISDeployment\CoreInstall.bat)

If you experience difficulties accessing the application, please do not hesitate to contact Spencer MacDougall with the PEI RIS Development Team.

4. New Features and Enhancements

Checklist for Scheduling

A new check box, “Prep Instructions Reviewed”, has been added to the Review tab for orders and the Exam tab for scheduled studies data windows. The check box provides a visual confirmation that the Prep Instructions have been read. The new flag is added at the order level. If a new procedure is added to the order / exam, the flag is removed, as this will often require an additional review of the prep instructions.

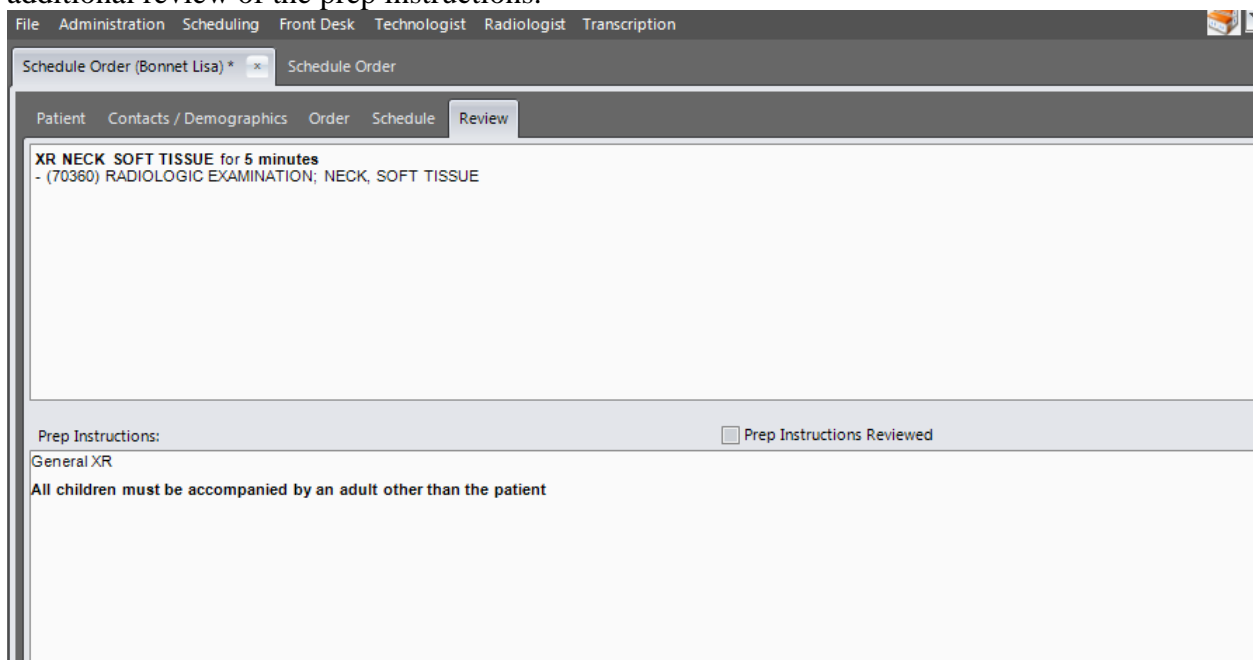


Figure 4.1 – Prep Instructions Reviewed check box location on Schedule Order.

The screenshot displays the RADNET rRIS Registration interface. At the top, there are tabs for 'Reception WL (1)' and 'Registration (Bonnet Lisa) *'. Below these, a navigation bar includes 'Patient', 'Contacts / Demographics', 'Order', and 'Exam'. The 'Exam' tab is active, showing a table with columns: 'Studies', 'Duration', 'Room', and 'Scheduled Date'. A single row is visible with the study name 'XR NECK SOFT TISSUE(Neck,) x', duration '5', room 'XR1EL', and scheduled date '08-29-2011 9:05 AM'. Below the table, there is a button that says 'Click here to add another study'. Further down, there are dropdown menus for 'Body Part' (set to 'Neck') and 'Laterality'. At the bottom, there is a section for 'Prep Instructions' with a checkbox labeled 'Prep Instructions Reviewed' which is checked. Below this checkbox, the text 'General XR' and 'All children must be accompanied by an adult other than the patient' is visible.

Figure 4.2 – Prep Instructions Reviewed check box location Registration.

Credential Switch

To assist in auditing in shared workstation environments where a common login may be used, Credential Switch has been added in build 1.20. The Credential Switch flag is added at the personnel level.

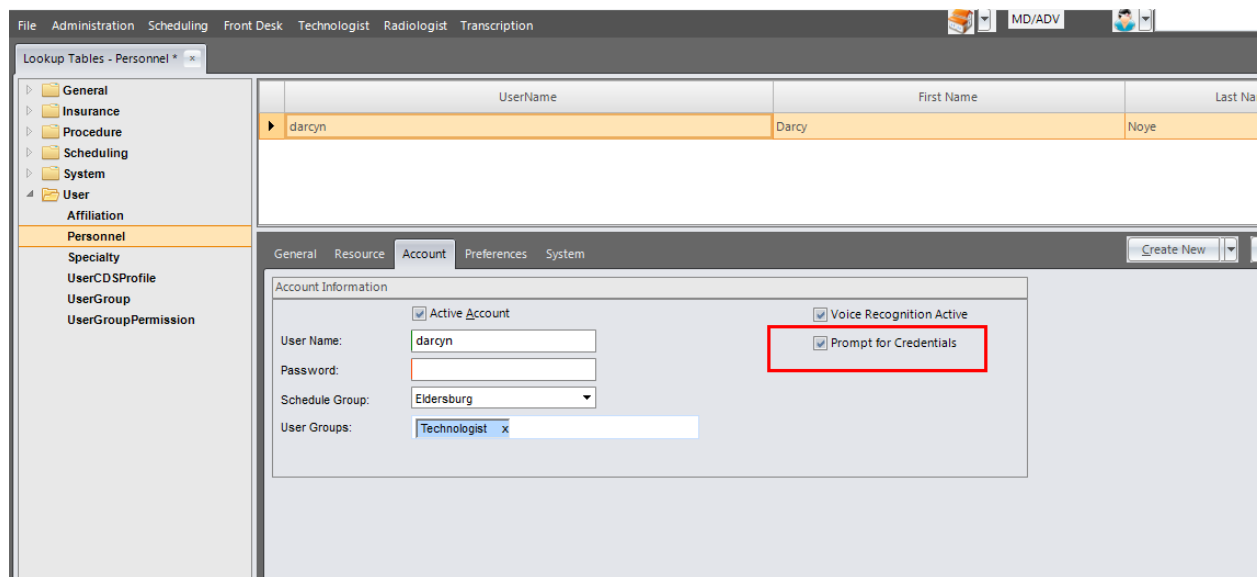


Figure 4.3 – Prompt for Credentials flag

If the user's account has this flag checked, they will receive a prompt. Build 1.20 will prompt users who are attempting Perform Exam or Edit Patient. If valid credentials are entered, the user will be permitted to continue workflow.

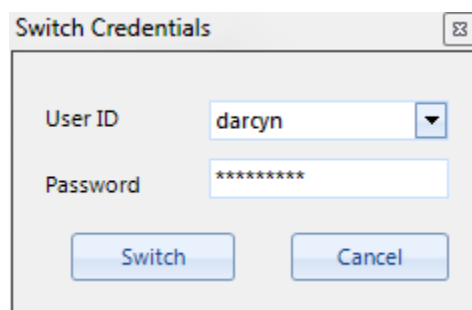


Figure 4.4 – Prompt for Credentials dialogue box

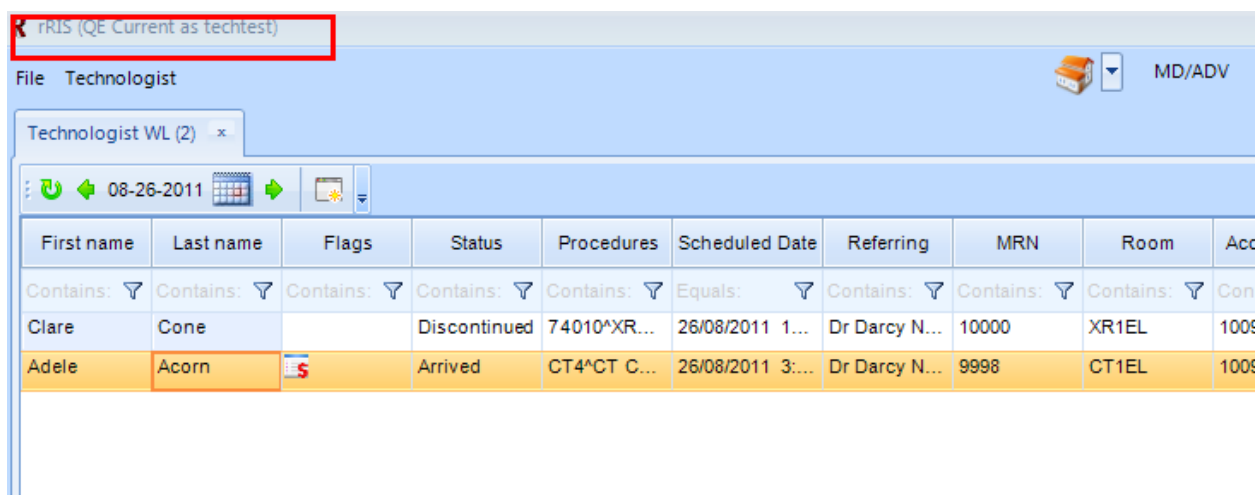


Figure 4.5 – Prompt for Credentials dialogue box

Figure 4.5 shows a common login (techtest). Performing exam on the highlighted row will prompt user with dialogue box in Figure 4.4. If valid credentials are entered, the Perform Exam data window will open with the title bar displaying the user logged into this Data window. Toggling back to the Technologist work list will show the title bar once again as the “common logged in user” as shown in figure 4.6
The same is true for Edit Patient.

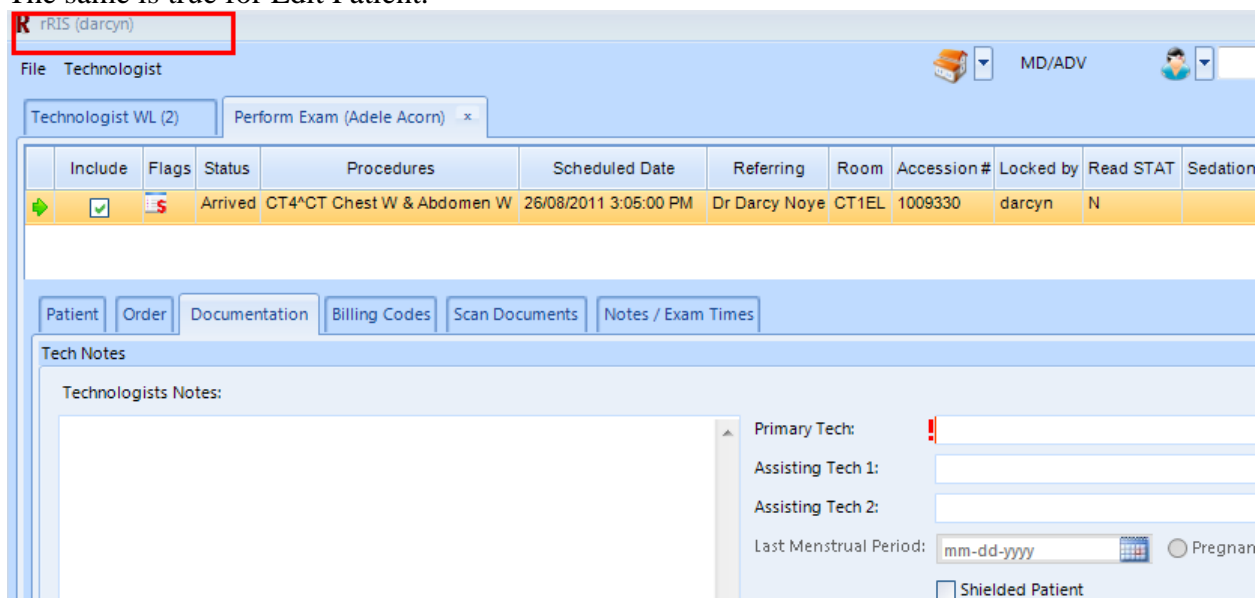


Figure 4.6 – Prompt for Credentials dialogue box

The user will be prompted every time either of these Data Windows is accessed, even when the user may currently have a data window open where credentials have been passed. If a second user clicks on the first user's tab, rRIS will allow them to see the tab, without being prompted for credentials again. In this manner, it is possible for the second user to save the data of the first user, and it will be saved under the credentials of the first user. This was preferred to having the system prompt yet again for credentials. When the user leaves the Perform Exam or the Edit Patient, the credentials will be set back to the generic user account

The dialogue box will keep a history of User ID's enter as long as the current rRIS session is active.

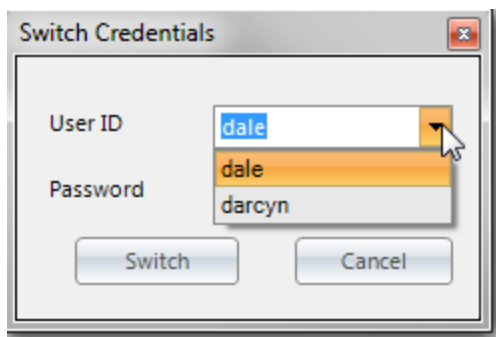


Figure 4.7 – Switch Credentials dialogue box user history.

Direct Referral Program

A flag has been added at the personnel level for Referring Physicians. If this user's account has the Resource Type of Referring Physician, the flag for Direct Referral Program will become active.

The screenshot shows a personnel lookup window with tabs for 'abc (1)', 'Registration (abc abc) *', and 'Lookup Tables - Personnel *'. A table lists personnel with columns 'UserName', 'First Name', and 'Last'. The entry 'kevin' is highlighted, showing 'Kevin' as the first name and 'Molyneaux' as the last name. Below the table are tabs for 'General', 'Resource', 'Account', 'Preferences', and 'System'. The 'Resource' tab is active, showing 'Resource Type' with checkboxes for 'Referring Physician' (checked), 'Transcriptionist', 'Radiologist', 'Technologist', and 'Unknown Referring'. The 'Referring Flags' section has checkboxes for 'Direct Referral Program' (checked) and 'Pre-Auth Program'. A 'Create New' button is visible in the top right.

UserName	First Name	Last
kevin	Kevin	Molyneaux

Resource Type

☒ Referring Physician ☐ Radiologist ☐ Unknown Referring
☐ Transcriptionist ☐ Technologist

Referring Flags

☒ Direct Referral Program
☒ Pre-Auth Program

Resource Information

Figure 4.8 – Direct Referral Flag at personnel level.

When a Referring Physician has this flag, an additional check box is added to the New Appointment / Schedule Order data windows when this referrer is selected.

The screenshot shows a 'Schedule Order (Brie Bella) *' window. The 'Referring' dropdown is set to 'Noye, Darcy T'. Below it, the 'Direct Referral' checkbox is checked and highlighted with a red box. The 'Visited at' dropdown is set to '154 Hangdown Dr., Hangtown, MD, 45742'. The 'CC Physicians' field is empty. The 'Preferred Location' section shows 'Practice' as 'Advanced Radiology' and 'Site' as an empty dropdown. The 'Flags' section has checkboxes for 'STAT Exam', 'STAT Read', 'STAT Precert', 'Transportation Required', and 'Special Accommodations'. The 'Class' dropdown is set to 'Outpatient' and 'Sedation' is empty. The 'Insurance Policies' table at the bottom has columns: Note, Carrier code, Carrier name, Policy number, Group name, Group number, Phone, and Priority.

Referring: Noye, Darcy T Visited at: 154 Hangdown Dr., Hangtown, MD, 45742

☒ Direct Referral

CC Physicians:

Preferred Location

Practice: Advanced Radiology Site:

Flags

☐ STAT Exam ☐ STAT Read ☐ STAT Precert Class: Outpatient Sedation:

☐ Transportation Required: ☐ Special Accommodations:

Insurance Policies

Note	Carrier code	Carrier name	Policy number	Group name	Group number	Phone	Priority
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Figure 4.9 – Direct Referral Flag at order level.

Pre-Auth Program

Similar to the Direct Referral Program flag, the Pre-Auth Program is a new flag added to Personnel that becomes active when the resource type Referring Physician flag checked.

The screenshot shows the 'Lookup Tables - Personnel' window. A table lists personnel with columns 'UserName', 'First Name', and 'Last'. The first entry is 'kevin', 'Kevin', and 'Molyneaux'. Below the table are tabs for 'General', 'Resource', 'Account', 'Preferences', and 'System'. The 'Resource' tab is active, showing 'Resource Type' with checkboxes for 'Referring Physician' (checked), 'Radiologist', 'Unknown Referring', 'Transcriptionist', and 'Technologist'. To the right, 'Referring Flags' shows 'Direct Referral Program' (checked) and 'Pre-Auth Program' (checked). A 'Create New' button is in the top right.

Figure 4.10 – Pre-Auth Program check box.

If the ordering referring physician selected has the Pre-Auth Program flag, it will display directly under the Referring box on the order tab. The Referrer may or may not have the Direct Referral flag.

The screenshot shows the 'Schedule Order' form. The 'Referring Details' section has a 'Referring:' dropdown set to 'Noye, Darcy T' and a 'Visited at:' dropdown. Below these, the 'Direct Referral (Pre-Auth Program)' checkbox is checked. The 'CC Physicians:' field is empty. The 'Visit Location for CC' dropdown is also empty. The 'Preferred Location' section has a 'Practice:' dropdown set to 'Advanced Radiology' and an empty 'Site:' dropdown. The 'Flags' section has checkboxes for 'STAT Exam', 'STAT Read', 'STAT Precert', 'Transportation Required', and 'Special Accommodations'. The 'Class:' dropdown is set to 'Outpatient'.

Figure 4.11 – Pre-Auth Program displayed on order. (In this example the Referrer also has the Direct Referral flag)

Report Delivery Options

It is now possible for a user to have delivery methods of print and fax selected for a particular “Type” address. Previous to build 1.20 the “Delivery To” was a list box with only one selection possible. Check boxes are now used in place of the list box.

The screenshot shows the rRIS (kevin) application interface. A window titled "Edit Address: Kevin Molyneaux" is open, displaying contact information and delivery options. The "Contact Information" section includes fields for Type (Home Address), Address 1 (343 Central St), Address 2, City (Summerside), State (PEI), Zip Code (C1N 3N2), Phone # ((902) 439-4503), and Fax # (0 -). The "Delivery To" section shows checkboxes for Print and Fax, both of which are checked. Below these are fields for Delivery Fax# ((902) 436-8220), Address 1 (343 Central St), and Address 2. To the right, a table shows the delivery options for the selected address:

Address	Delivery
343 Central St PEI	Fax to (902) 436-8220 Print Reports

Figure 4.12 – Personnel contact information – Delivery To

Scanned Document Notes

The ability to attach notes to a scanned document has been introduced in build 1.20.

After scanning a document the Scan Document Viewer Control opens to view the completed scan. A new ICON displayed in Figure 4.13 has been added. Selecting this ICON will open the Scan Document Notes window. See Figure 4.14



Figure 4.13 – Notes ICON in Scan Document Viewer Control.

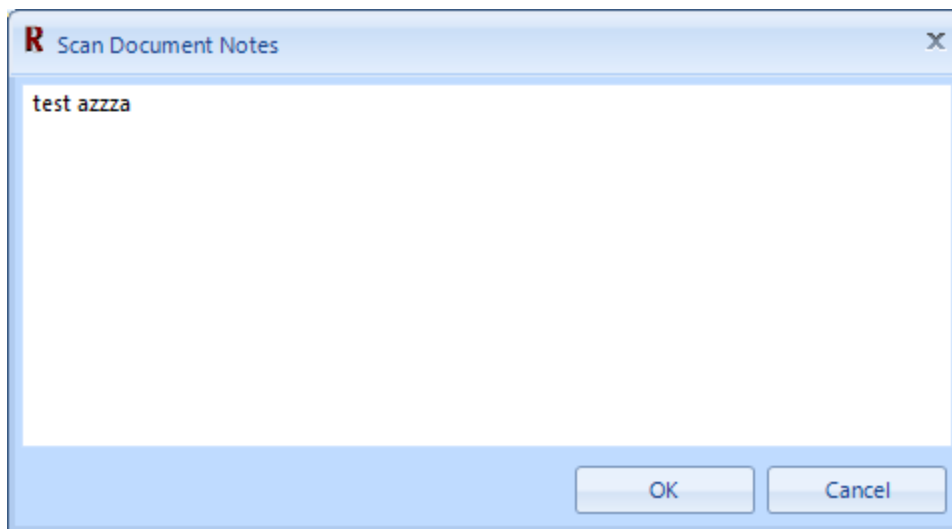


Figure 4.14 – Scan Document Notes window.

Entering notes in the above window, selecting OK will attach the note to scanned document. The note ICON will display in a new column titled “notes” on the Scan Document Viewer work list.

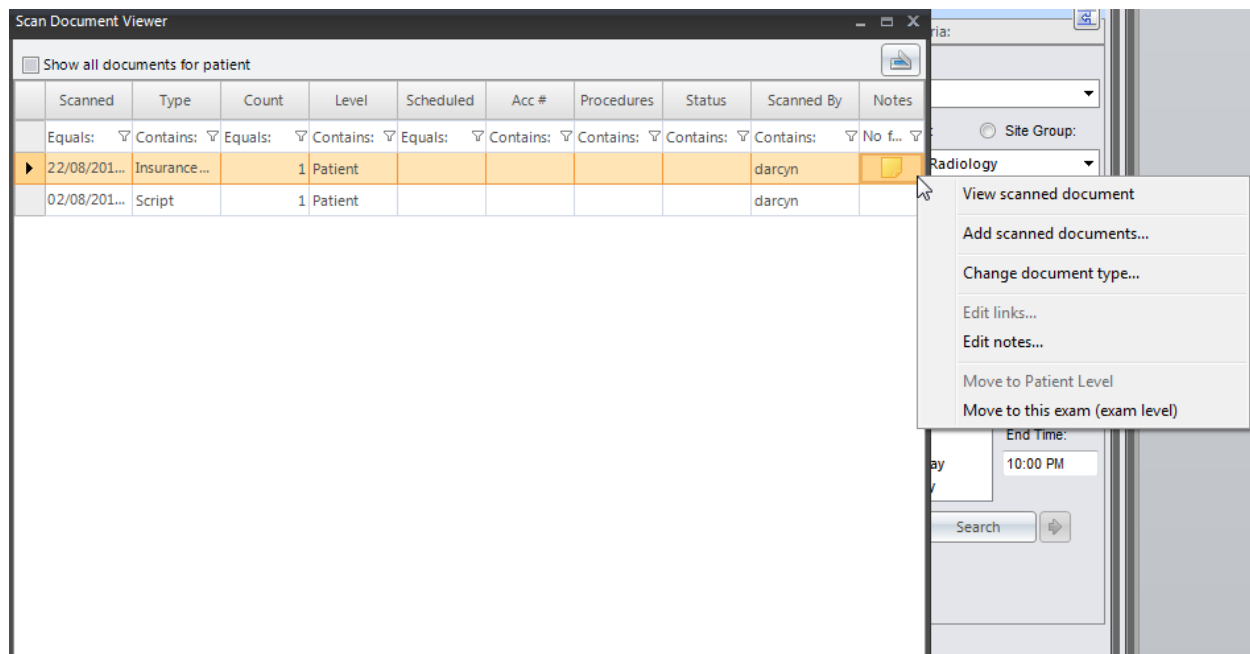


Figure 4.15 – Notes column added to Scan Document Viewer work list

The scan document notes can be edited from the work list via a right click menu from the notes ICON.

Transportation Required

A flag was added to document if transportation is required. This is something that practices may offer as a service to patient's that don't have reliable means of transportation.

The field for transportation is a yes or no field and if yes, it will require the user to fill out the patient address and phone numbers at the time of scheduling. The text box is enabled when the flag is added

The screenshot displays the 'Registration (asdf asdf) * x' window with tabs for Patient, Contacts / Demographics, Order, and Exam. The 'Referring Details' section includes a 'Referring:' dropdown set to 'Molyneaux, Kevin L', a 'Visited at:' dropdown set to '343 Central St, Summerside, PEI, C1N 3N2', and a checkbox for 'Direct Referral (Pre-Auth Program)'. Below this is a 'CC Physicians:' dropdown and a 'Visit Location for CC' dropdown. The 'Preferred Location' section has a 'Practice:' dropdown set to 'Advanced Radiology' and a 'Site:' dropdown. The 'Flags' section contains checkboxes for 'STAT Exam', 'STAT Read', 'STAT Precert', 'Transportation Required' (checked), and 'Special Accommodations'. The 'Transportation Required' checkbox is accompanied by a text box containing 'Call a cab that morning at 11:00.'. The 'Class:' dropdown is set to 'Outpatient', and the 'Sedation:' field is empty. The 'Insurance Policies' section shows a table with columns: Note, Carrier code, Carrier name, Policy number, Group name, Group number, Phone, and Priority. A 'Checking In' button is located at the bottom right. A status bar at the bottom indicates 'Connected: Debug' and 'There are 4 Errors'. A tooltip is visible over the 'Checking In' button, listing four required fields: 'Address 1' Is Required, 'City' Is Required, 'State' Is Required, and 'Primary Phone' Is Required.

Registration (asdf asdf) * x

Patient | Contacts / Demographics | Order | Exam

Referring Details

Referring: Molyneaux, Kevin L Visited at: 343 Central St, Summerside, PEI, C1N 3N2

☐ Direct Referral (Pre-Auth Program)

CC Physicians: Visit Location for CC

Preferred Location

Practice: Advanced Radiology Site:

Flags

☐ STAT Exam ☐ STAT Read ☐ STAT Precert Class: Outpatient Sedation:

☒ Transportation Required: Call a cab that morning at 11:00.

☐ Special Accommodations:

Insurance Policies

Note	Carrier code	Carrier name	Policy number	Group name	Group number	Phone	Priority
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Checking In

Connected: Debug

There are 4 Errors

'Address 1' Is Required
'City' Is Required
'State' Is Required
'Primary Phone' Is Required

Figure 4.16 – Transportation required flag and text box.

Site Logos

The ability to add a logo to the practice and /or the site has been added in build 1.20. The logo can be added, edited or removed via the configure Organization – Edit practice or edit site windows. The user will only be able to load picture format logos. For example the user would not be able to load a .pdf file.

Lookup Tables - Organization * x

Region: Maryland

Practices

Advanced Radiology
Phone: (443) 436-1100
Fax: (443) 436-4568
Time Zone: (UTC-04:00) Atlantic Time (Canada)

Stick Practice
Test Practice

Sites

Eldersburg (E)
Phone: (443) 436-1100
Fax: (443) 436-4568

Fisher (FH)
Phone: (443) 436-1100
Fax: (443) 436-4568

Lutherville (L)
Phone: (410) 580-1100
Fax: (410) 580-4568

General
Insurance
Procedure
Scheduling
System
CanceledStudyReason
FormCategory
FormsAndLabels
Organization
QueueSubscription
SiteGroup
SystemConfig
User

Practice

Practice Code: ADV ☒ Active Practice Notes:

Description: Advanced Radiology

Phone #: (443) 436-1100

Fax #: (443) 436-4568

Time Zone: (UTC-04:00) Atlantic Time (Canada)

Contact

Contact Name: Jim Smith Contact Notes:

Phone #: (443) 436-1100

Mobile #:

Fax #: 0 -

Email: jim@mail.com

Address

Address 1: 7253 Ambassador Road

Address 2:

City: Baltimore

State: MD

Zip Code: 21244

Load Logo

Delete Logo

Save Close

Figure 4.17 – Adding logo to practice and / or site.

Expiring Time Block Exceptions

The expiring time block indicators will allow the administrator to ability to hide specific time periods from scheduling search until a pre-determined time. The time is calculated in days, so the earliest a time block would display would be 24 hours before that block would be available. The time block is setup from the Availability template window. Select the template, and to add a time block select the Exception button. See figure 4.18

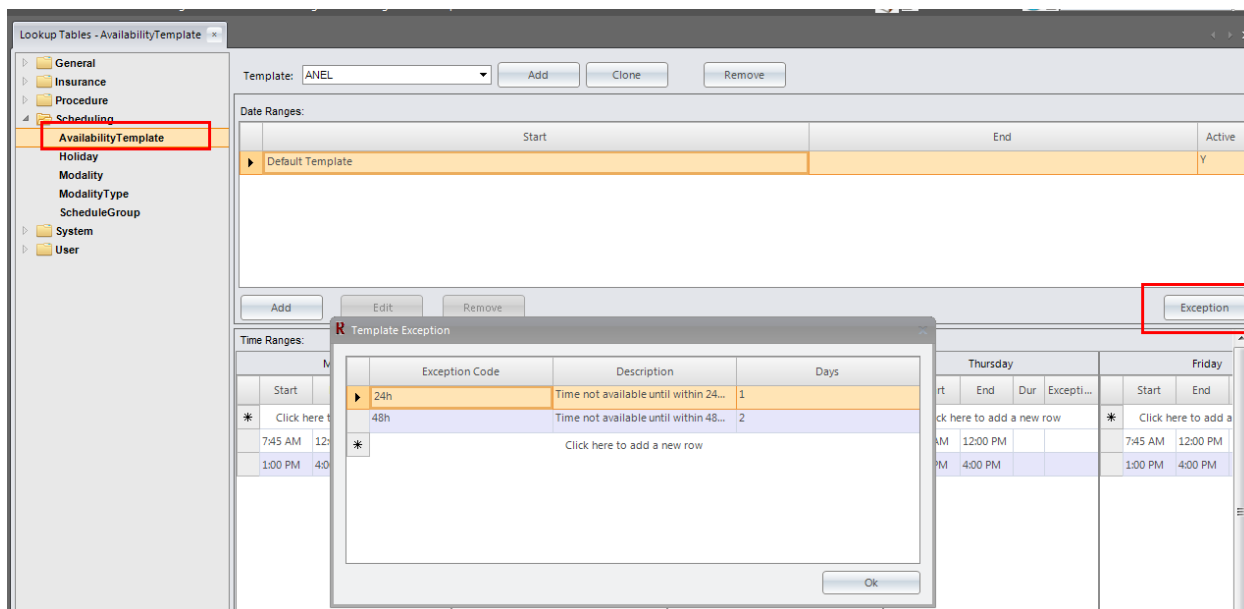


Figure 4.18 – Time Block Exception setup.

Once the exception has been defined, the time range(s) must be edited to indicate what exception is to be used. Under the Time Ranges section of this window, a new “exception” column has been added to this window that requires the Exception Code configured in the Template Exception window. In the example displayed in Figure 4.19 the time range of 6-9 on Monday will be available for schedule at any given time. The same time range for Tuesday and Wednesday would not be available via scheduling search until 24 hours before, and Thursdays time range of 7:10-9 is available 48 hours before.

Lookup Tables - AvailabilityTemplate

General
Insurance
Procedure
Scheduling
AvailabilityTemplate
Holiday
Modality
ModalityType
ScheduleGroup
System
User

Template: XREL Add Clone Remove

Date Ranges:

Start	End
Default Template	

Add Edit Remove Excel



Time Ranges:

Monday					Tuesday					Wednesday					Thursday					Friday	
Start	End	Dur	Exception		Start	End	Dur	Exception		Start	End	Dur	Exception		Start	End	Dur	Exception		Start	End
* Click here to add a new row					* Click here to add a new row					* Click here to add a new row					* Click here to add a new row					* Click here to	
7:45 AM	12:00 PM				7:45 AM	12:00 PM				7:45 AM	12:00 PM				7:45 AM	12:00 PM				7:45 AM	12:00
1:00 PM	4:00 PM				1:00 PM	4:00 PM				1:00 PM	4:00 PM				1:00 PM	4:00 PM				1:00 PM	4:00
6:00 PM	9:00 PM	5			6:00 PM	9:00 PM	5	24h		7:00 PM	9:00 PM	5	24h		7:10 PM	9:00 PM	5	48h			

Figure 4.19 – Specifying time range exceptions

Pre_Auth Referring Physician Management Report

A new management report is available with build 1.20. The report is accessed via the Administration – Management Reports menu and displays the modality counts for Pre-Auth Referring Physicians.

Practice:	Advanced Radiology ▼	Site(s):	Eldersburg, Fisher, Luthervill ▼
Param Date	09/07/2011 	Param Date2	08/08/2011 

143db59c-22da-4398-84b5-88a2d7af0fd8

Practice: Advanced Radiology
 Site(s): Eldersburg, Fisher, Lutherville, New site just bought
 Date Range: 7/9/2011 - 8/8/2011

Ref Phys	Modality Code	Total
<input checked="" type="checkbox"/> a Kevin Molyneaux a		49
<input type="checkbox"/> Ian Power	CT1LU	5
	DE1EL	1
	DE1FH	1
	PT1FH	2
	US2EL	1
	XR1EL	5
	XR1FH	14
	XR1LU	6
	XR2FH	8
<input checked="" type="checkbox"/> s Stick Powell s		23
Total		115

Figure 4.20 – Pre-Auth Referring Physician Report

Composite Code Min – Max Site Override

In build 1.20 procedure plans may be overridden for specified site(s). The Procedure Plan window has been modified by adding an ICON in the lower right corner of the window.

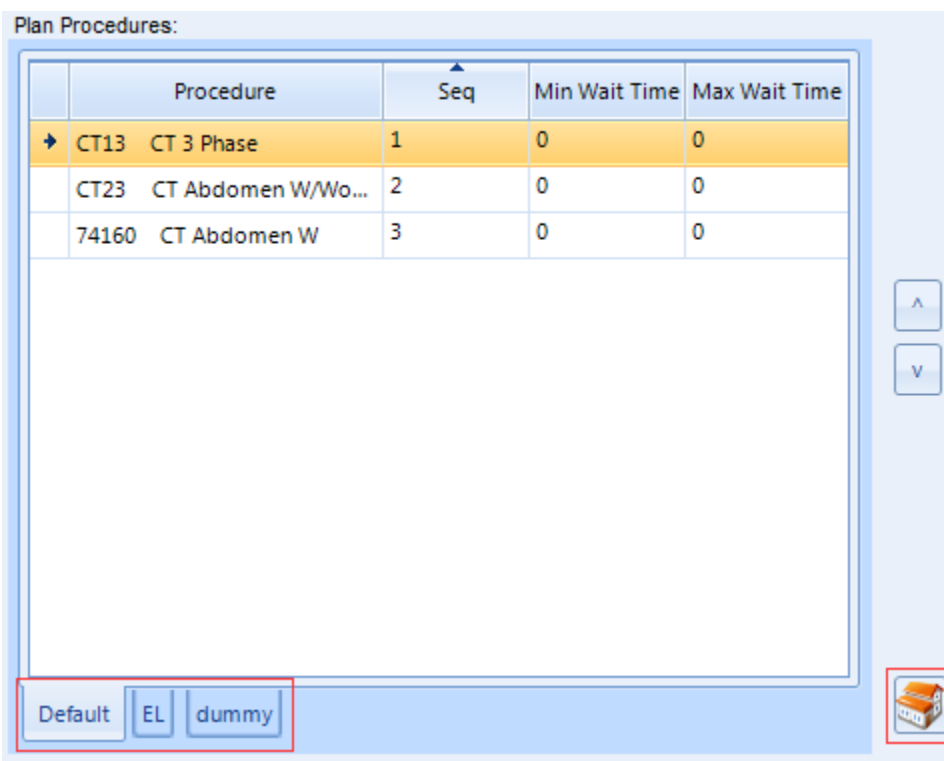


Figure 4.21 – ICON to add, edit, or remove sites to be exempt from a procedure plan.

Selecting this ICON will spawn a new window where the user may select the site(s) that are to override this procedure plan.

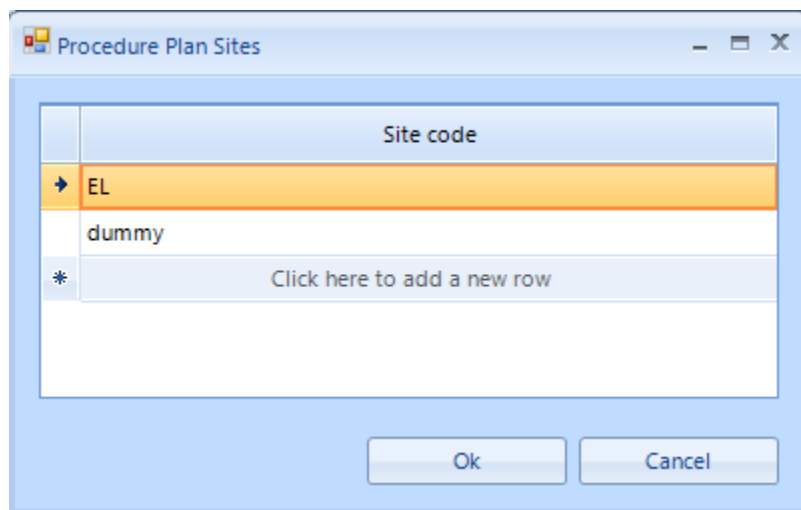


Figure 4.22 – Add, edit and delete sites to override procedure plan

5. Known Limitations

Bugs, Suggested Features, and Support Issues are now tracked in a web based system called Redmine. The following is a snapshot of the issues found in Build 1.20.

#	Status	Subject	Category	Target version	% Done	Resolved Version
522	New	Search for available times incomplete based on criteria	Thick Client GUI	1.20	0	
521	New	Exception thrown at login if user is not associated to a practice	Admin Tools	1.20	0	
520	Resolved	Scheduler gets exception when selecting procedure	Thick Client GUI	1.20	100	1.21
519	New	Scheduling Planned Procedures does not adhere to min/max times	Thick Client GUI	1.20	0	
518	New	Config - User groups added don't have "x" to remove	Admin Tools	1.20	0	
516	New	Exception on reschedule	Thick Client	1.20	0	
515	New	Exception on closing edit patient window	Thick Client	1.20	0	
514	New	Refresh issue on save personnel	Admin Tools	1.20	0	
512	Resolved	Incorrect button labels on popups for adding printing criteria	Admin Tools	1.20	100	1.21
511	Resolved	Error saving AvailabilityTemplate	Admin Tools	1.20	100	1.21
509	New	Credential switch lock overridden by unknown user	Thick Client GUI	1.20	0	
508	New	IVT worklist is blank for sites	Thick Client	1.20	0	
507	New	Credential Switch - Exception thrown on save edit user.	Thick Client GUI	1.20	0	
506	New	Scanning document with notes, first notes ICON does not display	Thick Client GUI	1.20	0	
505	New	Exception thrown scanning document	Thick Client	1.20	0	
504	New	Scan Doc notes	Thick Client	1.20	0	
503	Resolved	Report Delivery Options Sprint 1.20	Web	1.20	100	1.21
502	Resolved	Document Distribution - ok / cancel buttons missing	Thick Client GUI	1.20	100	1.21
501	Resolved	Report delivery - print selected does not require address	Thick Client GUI	1.20	100	1.21
500	Resolved	Reschedule double study has incorrect study selected.	Thick Client GUI	1.20	100	1.21