

Importing & Archiving Images

DX-R & scil IPS Software

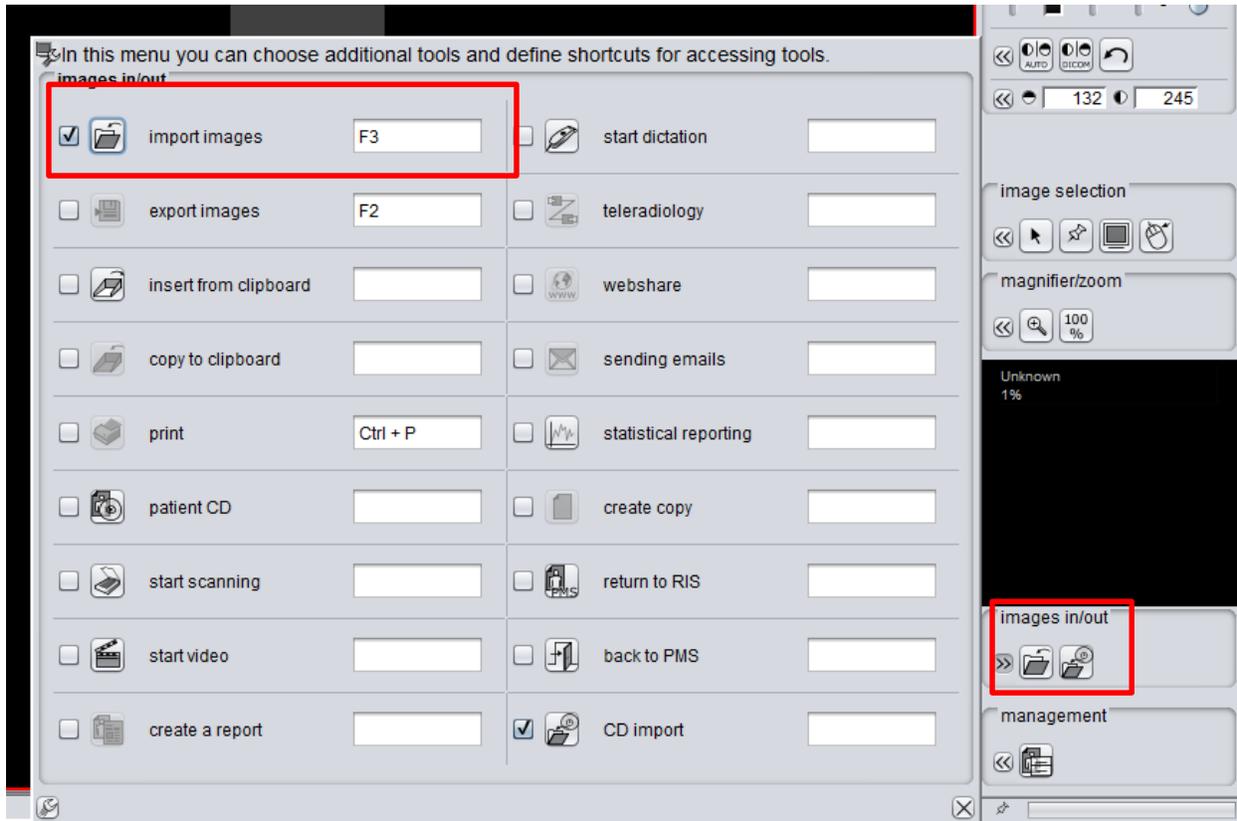


This document is intended for scil animal care company employees and clients. This document is for training purposes only.

Importing & Archiving Images

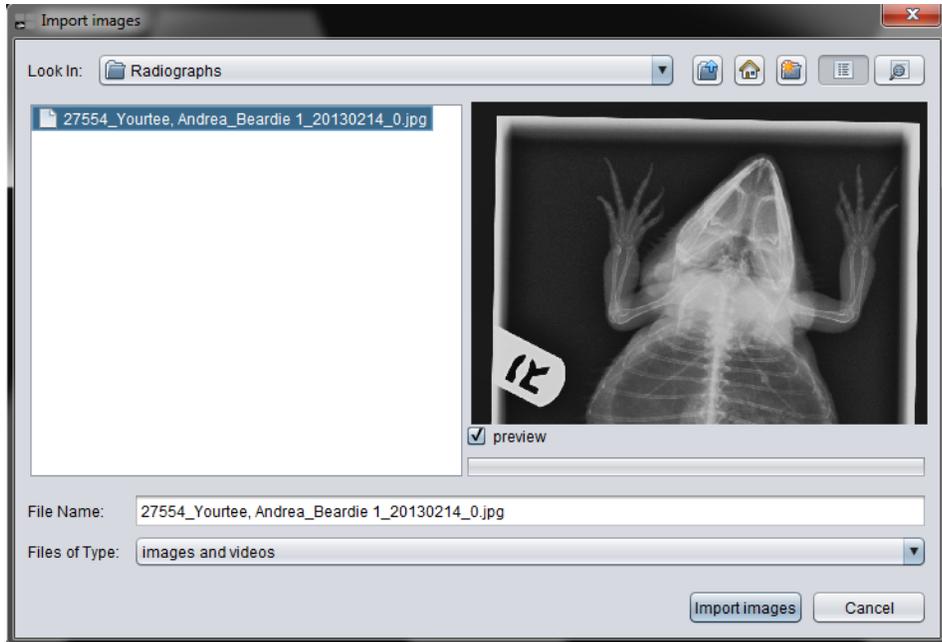
*****Images may only be imported into the scil viewer or Dragonfly*****

1. Open the viewer and select the “import” button from the menu on the right, under “Images in/out”. You may have to click the double-chevron on the side to open the full menu to find the button.

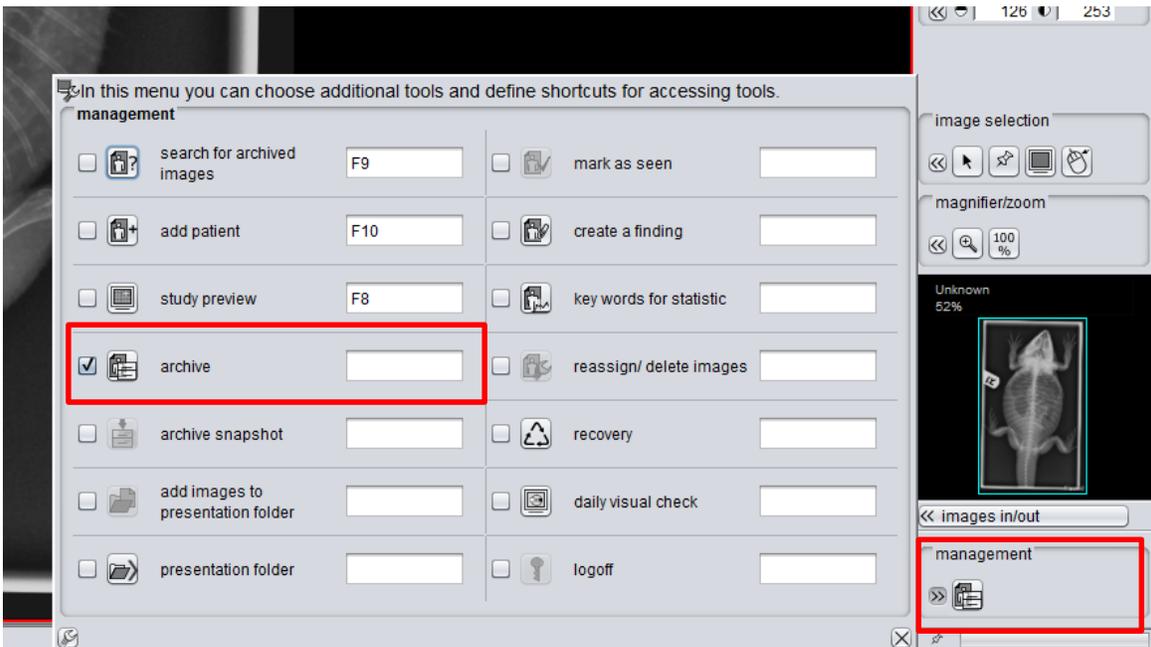


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- From the next screen, navigate to the location of the images you would like to import using the drop-down box next to the label "Look In"; select your image and then click "Import Images". (If you have multiple images, hold the Shift or Ctrl key and select all the images you want.)



- Now you will see your image loaded into the viewer. If you want to archive this image in your PACS system, on the toolbar, under "management", select "Archive". Again, you may have to expand the full tool menu by clicking the double chevron.



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- The system will populate a list of patients in your PACS on the right side of the archiving window. You can either select a patient from that list or if the patient doesn't exist in your system, you can enter it manually on the left by filling out the First and Last Name, ID, and Birth Date. Once you have entered in all the necessary information, the archive button will become active; simply click it and the archiving process will complete.

The images will be archived with following patient data.
Please verify data!

Which images would you like to archive?

... the current image ... the current series (1) with reports
 ... all selected images ... all loaded images (1) reports only

Please double check patient data

Last name: Last name: Freeman First name: Gordon PatID: 852963 DOB: 01/09/...

First name:

ID:

DOB:

Sex: female male other From PMS

Study data

Date: Modality:

Requesting physician:

Bildquelle:

Kommentar:

Description:

Add further information Show all existing values

Archive Cancel

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5. Now, when you search the archive, your new image will be there.

The screenshot shows a software interface for patient administration. At the top, there's a 'select modality' section with checkboxes for CR, DX, HC, and US. Below that are search filters for 'Last name, first name', 'PatID', 'date of birth', and 'full text search'. There's a search input field and buttons for 'All', 'Yesterday', 'Today', 'Timeframe', and 'from - to'. A section labeled 'today's studies' is also present. Below these are filters for 'undiagnosed', 'diagnosed', and 'all patients'. The main area contains two tables. The first table lists patient information:

Last name	First name	PatID	DOB
Freeman	Gordon	852963	01/09/20...

The second table lists study information:

Date of study	Modality	Description
<input type="checkbox"/> 02/22/2013	HC	
<input checked="" type="checkbox"/> 07/30/2012	DX	Abdomen caudal LAT,COP: ablat n...

At the bottom right, there's a preview window showing a large 'A1' on a dark background. Below the tables are buttons for 'Load selected', 'Add selected', and 'Close'. The status bar at the bottom indicates '1 patient(s)' and '2 studies'.