Quick Reference Guide for Image Review - Cerner / PACS Downtime
Logging on to IntelliSpace PACS Enterprise Downtime via Citrix when PACS is not available.
Logging on to IntelliSpace PACS Enterprise

The IntelliSpace PACS Enterprise Logon screen is accessed by clicking the IntelliSpace PACS Enterprise program icon.

Access to IntelliSpace PACS Enterprise is provided through Microsoft Internet Explorer as seen to the right. (Your system administrator will tell you which URL you should use.)

Your institution might have multiple authentication sources. You will need to select the correct source from the Logon drop-down list.
Controls and Patient Lookup
Patient Lookup: Designed for ad hoc patient searches

The Patient Lookup allows you to perform queries for exams outside of your Filter criteria. Access the Patient Lookup by clicking its icon in the Folder List. Enter criteria in any of the available search fields and click on the Search button to initiate your search. Patients with Images Only and Append Results can be selected. Clear All will remove all selected Search and Close All will collapse opened Patient exams.

Exam Lookup: Designed for ad hoc Exam searches

You can use the Exam Lookup to quickly find exams based on a combination of search criteria.
During Cerner or PACS Downtime Images may also be found in the Exceptions Folder. Note: These are images acquired during downtime without an Electronic Order Placed in Powerchart or when PACS is down.
Patient Lookup and Exam Lookup

1. Search: Search on Patient Name, MRN, Exam Date, etc.
   - Click on next to patient name to expand the patient record to locate exams

2. Patient/Exam Lookup Symbols:
   - STAT Exam
   - Locked Exam
   - Linked Exam
   - Marked Read
   - Exception
   - Report Available
   - Has Images
   - Exam Scheduled
   - Exam Notes

3. Patient/Exam Lookup Criteria:
   - Right-click to display or hide additional symbols and Patient/exam criteria

Exam Lookup

Patient Lookup

<table>
<thead>
<tr>
<th>Patient Name</th>
<th>MRN</th>
<th>Date of Birth</th>
<th>SSN</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAISHY Carreira, Stephanie</td>
<td>806-03-009-48458CDC</td>
<td>11/2/1952</td>
<td></td>
<td>DEFAULT</td>
</tr>
<tr>
<td>CR - RIBS UNI. RT</td>
<td>Acc: 48458CDC0004</td>
<td>Date: 6/3/2008 11:26:36</td>
<td>Org: DEFAULT</td>
<td></td>
</tr>
</tbody>
</table>
**Shortcuts, Folder List, Filters**

The **Shortcuts** bar and **Folder List** are gateways to patient and exam management tools.

Add a shortcut by right clicking any tool and dragging it from the **Folder List** to the **Shortcuts** bar.

Add exam links to **Personal Folders** by dragging and dropping exams into folders.

You can use filters to generate custom reading worklists based on certain criteria such as modality, date, location, procedure code, or body part.
Patient History Timeline: Quick access to Exams, Relevant and History

The Patient History Timeline provides quick access to a patient's historical exams and reports. Report viewing and Exporting can be done quickly by right clicking on the exam from the timeline.
Exam Racks

The Exam Racks display exam images and series in thumbnails from which images displayed on the diagnostic monitors will be chosen. The racks can be laid out horizontally or vertically and the Thumbnail Images can be configured to display in Large or Small size; the default size is Large. Images and series in the racks can be expanded into independent larger windows by double clicking on them.
Pop-up menus

IntelliSpace Enterprise pop-up menus are always accessed by right clicking. These menus provide extra functionality in worklists, timelines, diagnostic exam racks and in your diagnostic monitors. Pop-up menus are modality sensitive and context sensitive.

An MR pop-up menu will have different options than a CR pop-up menu.

Image pop-up menu features

- Measurement tools – Ruler, Angle, ROI, Point Value, Freehand ROI, etc.
- Annotation tools – Line, Triangle, Circle, Text, Arrow, Freehand, etc.
- Window Width.Level - Standard window presets as well customized through Preferences.
- Multi image mode – 1:1, 1:2, 2:3, 3:3, 4:5, etc.
- Select series/Relevant exam
- Save Image- png, bmp and jpeg
Interactive Timelines: Quick access to Exams, Relevant and History

Hovering over an exam on the timeline will show additional exam information.

Right click on an exam from the timeline to view report or exam notes.
Interactive timelines: legend of symbols and icons

Exams that have been loaded into the IntelliSpace Enterprise canvas page are outlined by a grey box. Exams listed in green do not have a report associated with them yet.

The exam that you have selected from your worklist for reading is indicated by a yellow arrow. This exam is referred to as the “Main Exam.”

These arrows, located in the upper right-hand and left-hand corners of the timelines, indicate that there are more exam icons off the screen. Click the arrows to scroll or click and drag the wheel mouse to the left/right for fast scrolling of the timeline.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Green</strong></td>
<td>No diagnostic report</td>
</tr>
<tr>
<td><strong>Blue</strong></td>
<td>Diagnostic report available</td>
</tr>
<tr>
<td>“I”</td>
<td>Image available</td>
</tr>
<tr>
<td>“X”</td>
<td>No images</td>
</tr>
<tr>
<td>“A”</td>
<td>Exams on 3rd party digital archive—not on IntelliSpace PACS server</td>
</tr>
</tbody>
</table>