ICT-HIS Radiology Training Form

Employee ID: _____   **Date:**

Employee Name: _____   **Department:** _____

 *Check Below Mentioned boxes if your training is completed by BIH-HIS Team

Sr. #	HIS Features	Status
1	How to log in to your account.	
2	How to reset the password of your HIS Account.	
3	How to make a Patient Enquiry?	
4	How to view Service in HIS?	
5	How to view the list of OP/IP/ER Patients?	
6	How to use Search Patient?	
7	How do print Results for the Laboratory & Radiology?	
8	How to generate a Material Request?	
9	How to Request for Stock Transfer?	
10	How to Transfer Stock?	
11	How to generate a Purchase Request?	
12	How to do Radiology Check-In?	
13	How to do Radiology Check-In Report?	
14	How to view Patient information during Result Entry?	
15	How to do Radiologist Authentication?	
16	How to use Cancel Radiology?	
17	How to do Radiology Result Entry?	
18	How to view Radiology Dashboard?	
19	How to take a print from the Dashboard (specific Area).	
20	How to do Pick-list Configuration?	
21	How to do Technician Authentication?	
22	How to view Incentive Reports?	

How was the trainer's training and behavior?

(a) Not Satisfied   **(b) Good**   **(c) V. Good**

_____   _____   _____

          ICT Representative   **Radiology Staff Signature**   **Manager ICT**