User Manual

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## Default User Accounts

To install the Radiology Information System follow the instructions in the Installation\_Instructions PDF located in the “1. Installation Instructions” folder. Following the instructions wil set up the environment for the Radiology Imaging System. After installation you can run the Radiology Information System and sign in with the default users provided below. The default users generated correspond to the six user types with different permissions in the system.

Username: admin

Password: admin

UserRole: ADMIN

Username: doc

Password: doc

UserRole: REFERRAL\_DOCTOR

Username: desk

Password: desk

UserRole: RECEPTIONIST

Username: tech

Password: tech

UserRole: TECHNICIAN

Username: radio

Password: radio

UserRole: RADIOLOGIST

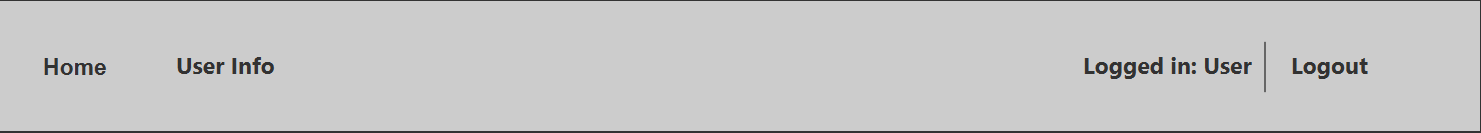
Username: user

Password: user

UserRole: USER

## Layout of the User Interface

#### Navigation Bar



At the top of each page will be a Navigation Bar with role related buttons on the left and a the current users role and logout button on the right. By default all users will have a Home button and a User Info Button in the navigation bar. The Home button opens that users home page where the majority of the time will be spent. The User Info button opens the Modify User Info page which allows the user to change their personal information including: Username, Display Name, Email Address and Password. The other buttons available will change depending on the logged-in users role and the permissions that are provided to them.

A user can log out of the system by pressing the Logout button on the right of the Navigation Bar or by pressing the ESCAPE key on their keyboard. Once logged out another user can log in or the system can be closed by pressing the close button Most actions in the Radiology Information System can be preformed through the usage of the TAB and ENTER buttons on a keyboard in the case that a mouse is not available.

For increased responsiveness of the system each button in the Navigation Bar will highlight when hovered over by the users mouse.

#### Content Area

Each page in the Radiology Information System will have a main Content Area below the Navigation bar. The content area will be populated with tables populated with information needed by the user to complete their responsibilities.

The tables can be sorted in ascending/descending order by clicking on a columns header and can be filtered by using the search bar positioned alongside each table. Most pages will contain a single table in the Content Area, but a few pages will contain multiple tables which can be accessed by scrolling with the mouse or clicking and dragging the scrollbar on the right side of the page.

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## Initial Configuration of the Radiolgy Information System

To begin the initial set up of the Radiology Information System first log in as the default ADMIN user and navigate to the Admin Panel by clicking on the Admin button in the navigation bar at the top of the screen. From there a page will load with System Users at the top of the main content area

#### Configuring Modalities

For the initial configuration of the Radiology Information System adding modalities to the system corresponding to the modalities available by the imaging center is prudent. On the Admin Panel locate the Modalities Table and select the blue New Option. A pop-up should appear prompting to “Create New Modality” type a Modality Name and a corresponding price for the procedure. Submit the modality to the Radiology Information System by pressing the “Save Modality” button. The new modality should appear in the Modalities Table.

#### Configuring Patient’s Alerts

The process of adding a patient alert is similar to the process for creating a new

modality. From the admin panel navigate to the Patient Alerts table and select the blue New button. From here type in the name of the patient alert and save it by pressing the Save Alert Button.

## Referral Doctor Usage