



Patient De-Identification Manual

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1. De-Identification Introduction

This document describes the correct procedure to de-identify patient identifiable information(PII) on GE MRI scanners on the console and offline.

2. Compatibility

The procedures described in this document are compatible with MRI-scanners support by LiverMultiscan as described in System Requirements – MRA001.

3. De-Identification - On Console

Follow the steps described below to edit patient identifiable information.

1. Close the patient in all task and processes
2. Select the patient that is to be corrected from the Local DB section
3. At Data Apps Tab, click **Edit Patient**.
4. Correct the patient information to the appropriate identifiers as described in the Patient Registration section for the project as shown in

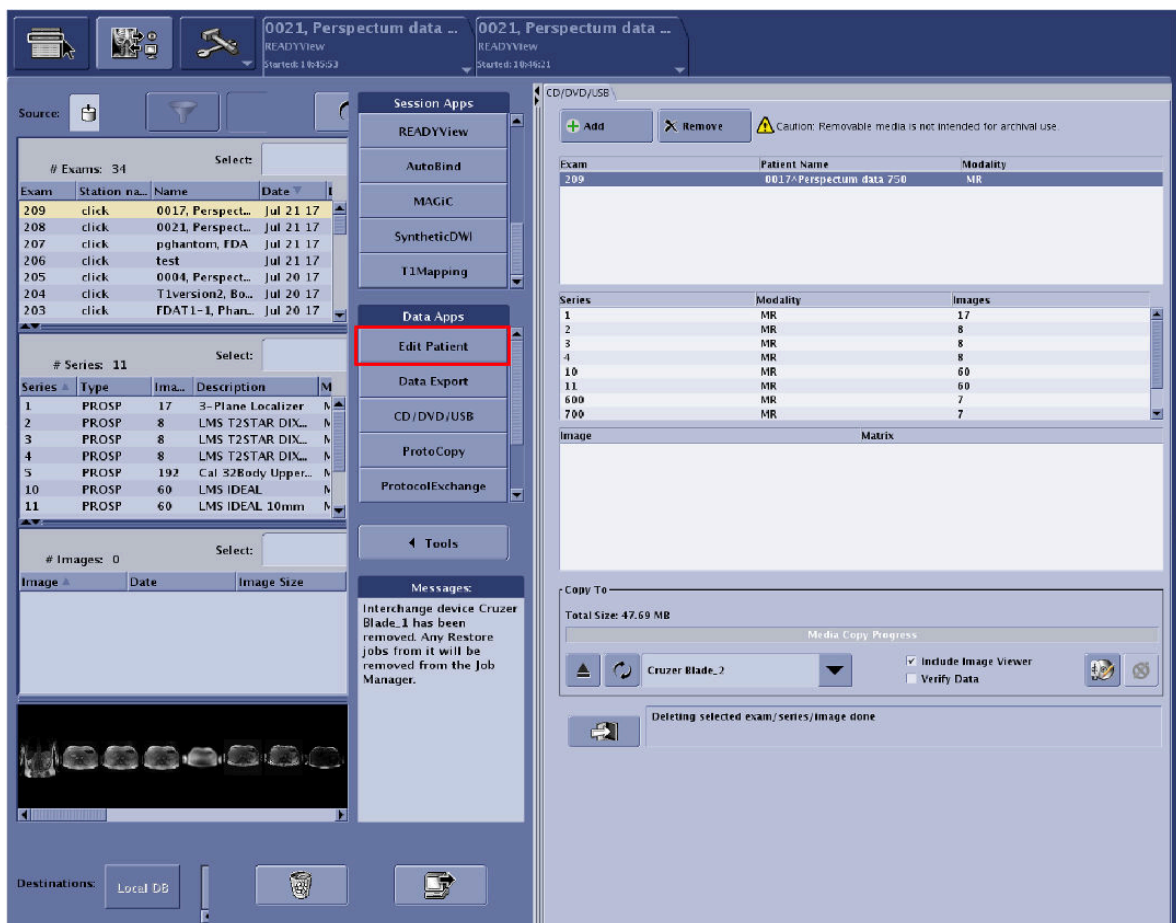


Figure 1. Patient de-identification on GE systems.

4. De-Identification - Offline Mac

We recommend the use of open-source programs such as *Horos* or *OsiriX* to de-identify data.

1. Select the DICOM dataset you want to de-identify into Horos or OsiriX after loading into Document Data Base.
2. Click **Anonymize** as shown in Figure 2 (page 4) left
3. Correct the patient information to the appropriate identifiers as described in the Patient Registration section for the project as shown in Figure 2 (page 4) right.
4. If needed to customise additional DICOM tags, click the **plus sign** on the **Select a DICOM tag...** option.

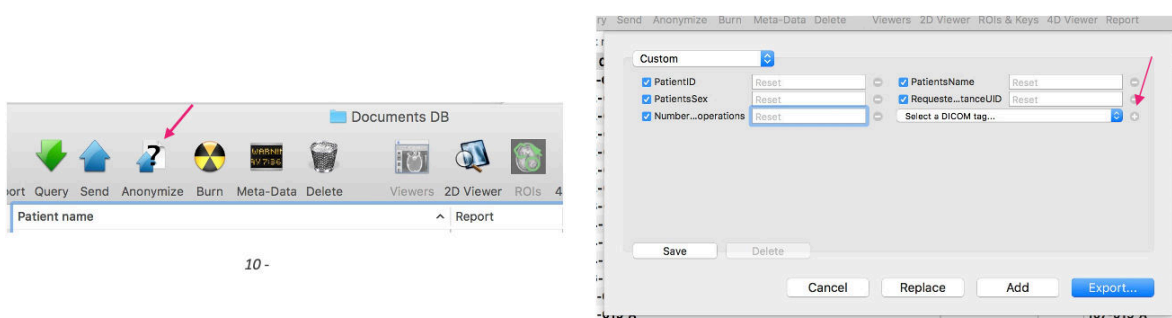
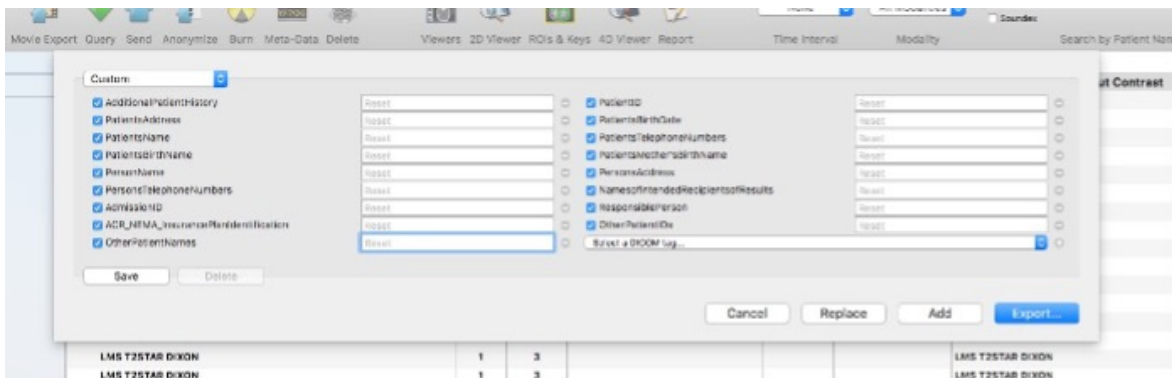


Figure 2. Select anonymize to correct the patient information (left) and modify additional DICOM tags if needed (right).

5. Ensure all the following DICOM tags are selected before exporting the dataset.



5. De-Identification - Offline Windows

We recommend the use of open source program such as DicomCleaner™ to de-identify data.

Follow the steps described below, to edit patient information.

1. **Import** the dataset to de-identify as shown in [Figure 3 \(page 5\)](#)

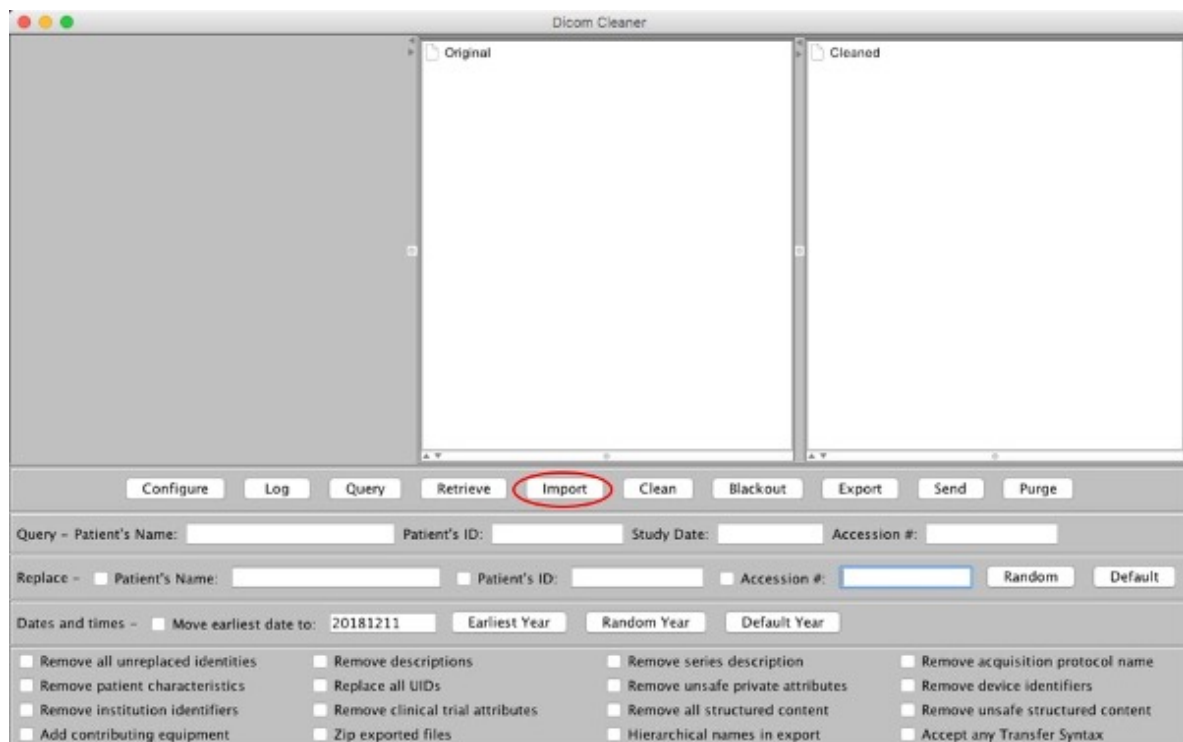


Figure 3. DicomCleaner de-identification for Windows system. Import data to de-identify

2. Check **Replace** box

In Patient's Name, Patient's ID and Accession Number fields, fill in the naming convention as described in the Patient Registration section of Image Acquisition Manuals

Check **Remove all unreplaced identities**, and **Remove patient characteristics** boxes

Press **Clean** button as shown in [Figure 4 \(page 6\)](#)

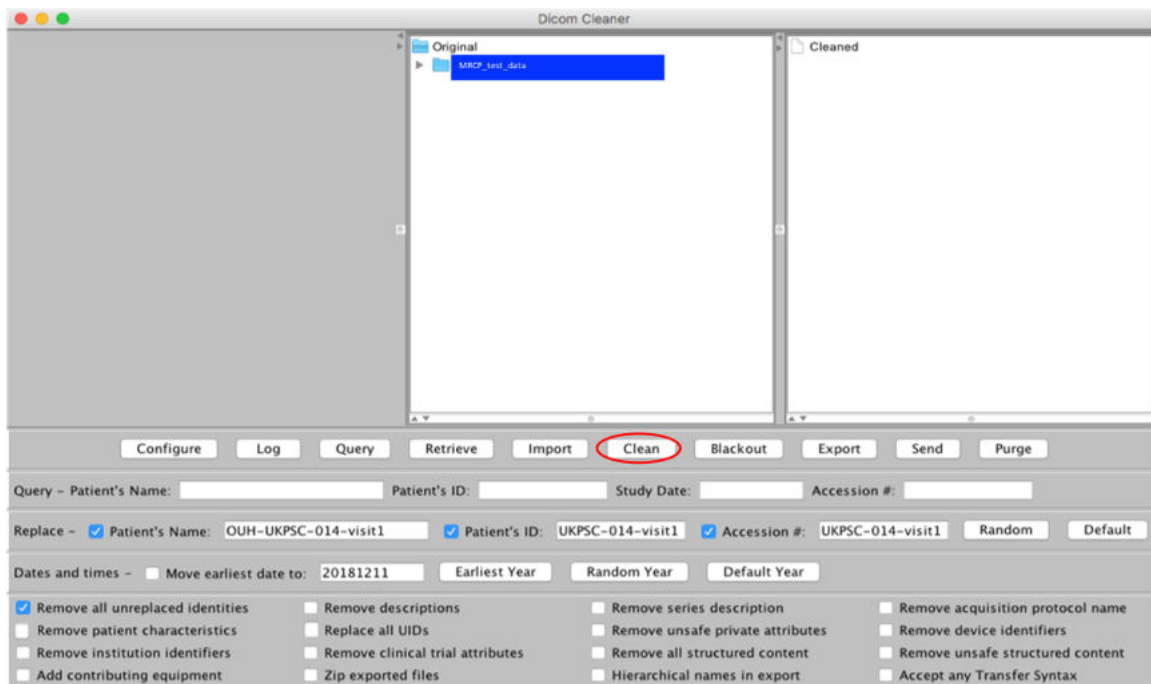


Figure 4. Fill in information according to the agreed naming convention

3. Create a folder with the patient information as described in the Patient Registration section in your local hard drive, select the proper patient dataset to export, press **Export** button, select the folder created in your local hard drive.

Press **Choose** and data will be exported for the correct folder as shown in [Figure 5 \(page 6\)](#)

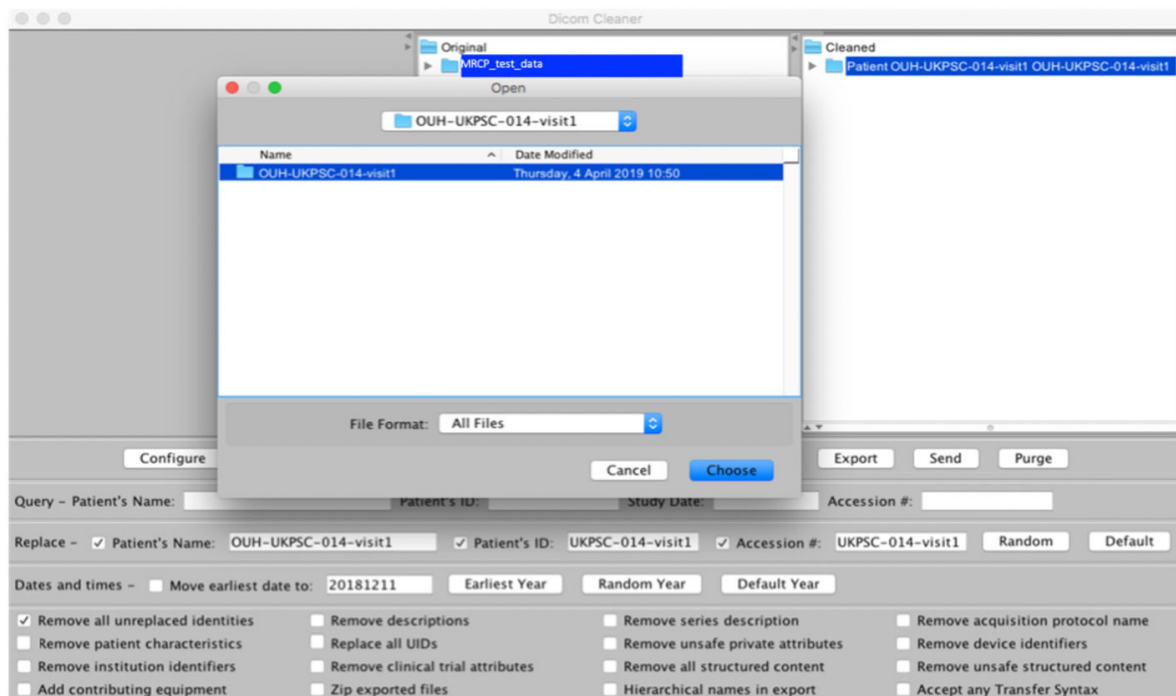


Figure 5. Export to a specific folder with de-identified data

6. Approvals

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