



Vet Rocket Quick Guide:

1.) Patient Search:

- a. Because DICOM files start with a last name, you have to place a "*" in the search field first to search for first names only.

OR

- b. In order to increase speed of use, we are going to have Vet Rocket pre-populate the Patient Name field with a "*". This will search both first name and last name.

2.) Universal Login – *Now works at home!*

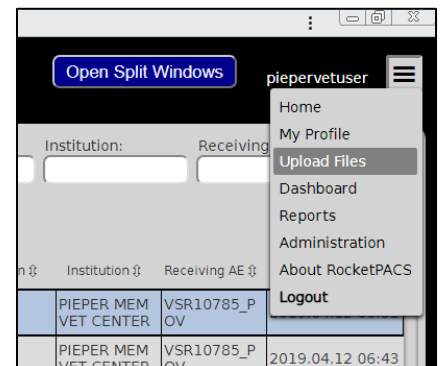
- a. Vet Rocket allows Pieper staff to log in from any web browser (even at home).
 - i. www.piepervet.vetrocket.net (same as URL in hospital)
 - ii. User name: **piepervet**
 - iii. Password: **Piepervet.19**
 1. The number on the password will change each year (so starting Jan 2020, the password will be *Piepervet.20*)

3.) On-site computers have been logged in with username: **piepervetuser**

- a. This login can upload and edit DICOMs
- b. If a computer logs out of this, please put in an IT ticket. In the meantime, the universal log in can be used.

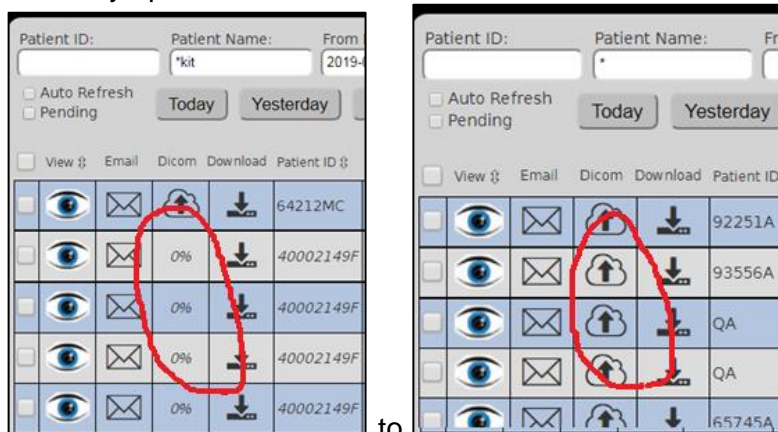
4.) Uploading Files

- a. In the top right-hand corner, click the menu icon (light grey box with three dark horizontal lines) and choose "Upload Files" from the drop down list.
- b. From the file upload screen, files can be dragged and dropped, or selecting "Choose files to upload" allows browsing the computer to the file location. Image files must be individually selected within their folder, not the folder itself, except in the case of zipped DICOMS which should be not be unzipped and added as is





- c. For JPG, PNG, BMP, GIF, and PDF file types – Need manual input
- Patient Name:** Owner Last Name, Patient Name (ie Smith, Fuzzy)
 - Patient Birthday:** YYYYMMDD
 - Patient ID:** This should be changed to the patient ID associated with *their Pieper account*.
 - Make sure to include the patient's alpha patient ID in caps with no spaces, such as 53429A.
 - Study Date:** Enter the date the images were taken. This information can generally be found stamped on the images, in the file name, or in the patient's written medical history.
 - The rest of the fields can be left blank
- d. For DCM and ZIP (of Dicom files), the files will populate information in the boxes, but certain fields must be updated before upload:
- Patient Name:** Remove any unnecessary characters, and format name to: Owner Last Name, Patient Name (ie Smith, Fuzzy)
 - Patient Birthday:** YYYYMMDD
 - Patient ID:** should be changed to the patient ID associated with *their Pieper account*.
 - Make sure to include the patient's alpha patient ID in caps with no spaces, such as 53429A.
 - If there is information missing from the other fields, such as birthdate, gender, or breed, it should be added from the patient's records.
 - In the case of zipped DICOMS (usually CTs/MRI), these should **not** be unzipped and dragged into the upload screen as is.
 - For these files, any edits to the DICOM information must be made **AFTER** the file has fully uploaded.



to

- 5.) Please double check that the images were loaded appropriately by searching for them. Once the images have been uploaded, continue to record this information in the patient pop-up in Impromed with the date and your initials: **4/1/19 Name: Smith, Fuzzy ID: 53429A /cm**