

2020 WFP User Quick Guide

This reference guide will guide you through a series of seven easy steps to acquire an image from the DR modality that will then import the acquired images into the Opal PACS system.

There are 3 main sections which are: the *Client Worklist* (Study List), the *Acquire Interface* and the *Opal Viewer*.

Getting Started:

- a. Click on the Opal Icon on the Desktop
- b. Login using username and password

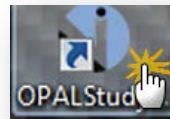


Figure 1



Figure 2

1. Username: siteadmin
2. Password: 123456789

Step 1- Create a New Study or Add an Image to an Existing Study

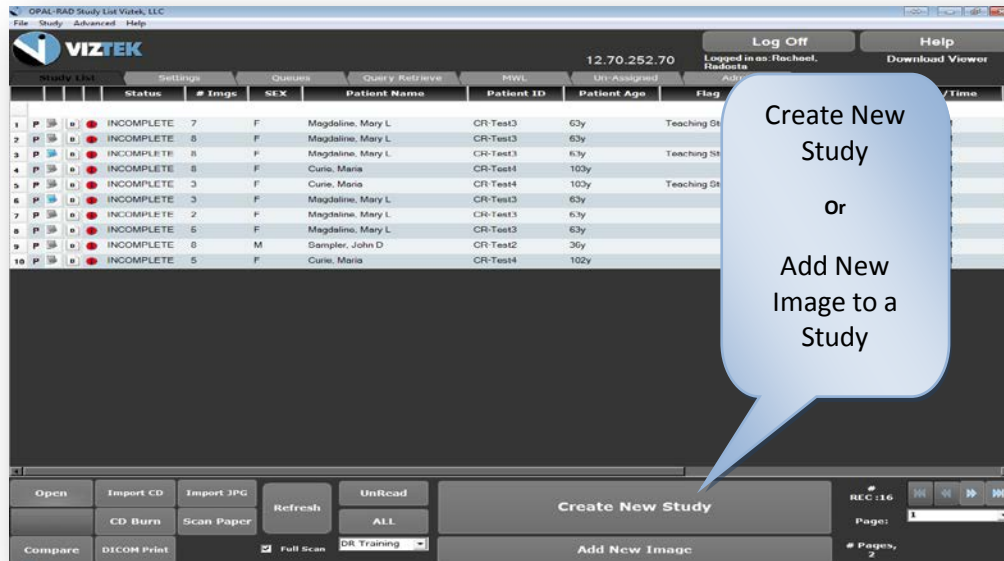


Figure 3

There is also a variety of functionality present on the worklist main page. From here you can:

- ✓ **COMPARE:** TWO STUDIES
- ✓ **IMPORT CD'S** FROM AN OUTSIDE SOURCE
- ✓ **BURN CD'S** FOR EASE OF DISTRIBUTION
- ✓ **PRINT IMAGES** IN DICOM FORMAT
- ✓ **IMPORT .JPG** FILES INTO THE WORKLIST
- ✓ **SCAN PAPER** DOCUMENTS FOR REFERENCE
- ✓ **CREATE FILTERS** TO STREAMLINE YOUR PRODUCTIVITY

Figure 4

To Create a New Study:

- 1) Click the *CREATE NEW STUDY* button from the Worklist. *Figure 3*
- 2) The Add New Study screen will display. *Figure 5*
 - a) If this is a *NEW PATIENT* with no existing Patient ID proceed to [STEP 2](#).
 - b) If this is an *EXISTING PATIENT* and you know the Patient ID:
- 3) Enter the Patient ID into the Patient ID field.

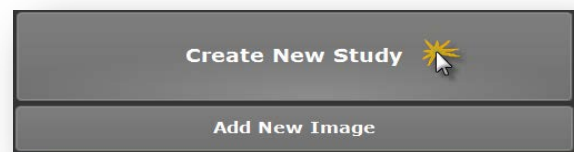


Figure 5

- 4) Hit the Tab key on your keyboard or move the cursor into the next field. *The database will search for existing patients with that ID and if one appears, will ask if you are trying to create a New Empty Study for the Patient.
- 5) Press the **AQUIRE BUTTON** and Proceed to [STEP 3](#).

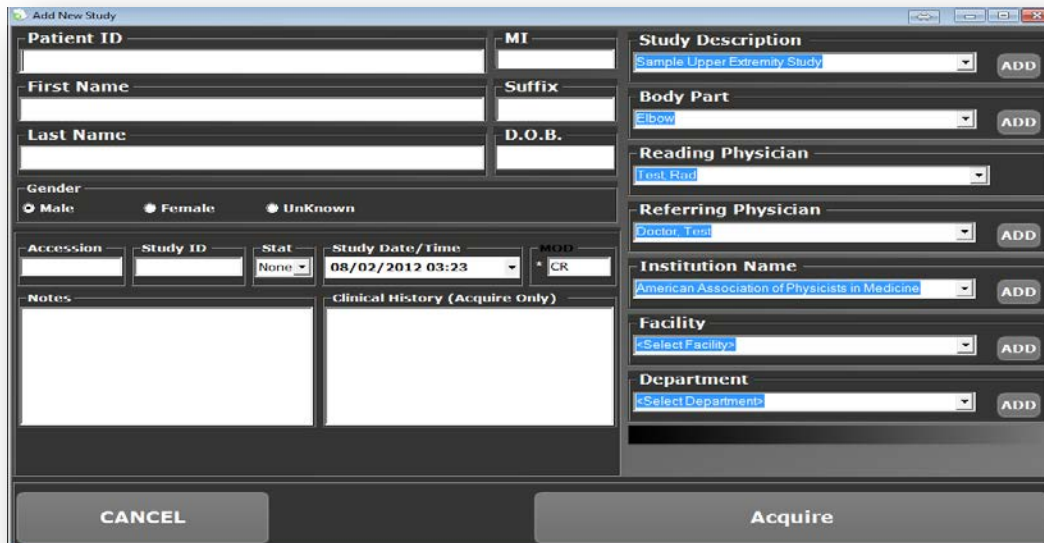



Figure 6

To ADD another image to an existing INCOMPLETE study:

 Please note this feature is used **ONLY** to add an image to a study in **INCOMPLETE** status. You cannot add an image to a study in the *Unread* or *Read* status.

1. Select the *Incomplete* study you wish to add an image to by left clicking on the desired study.
2. Then click the **ADD NEW IMAGE** button from the Vizion DR worklist. *Figure 7*
3. Proceed to [STEP 3](#) if you are ready to add additional image(s).

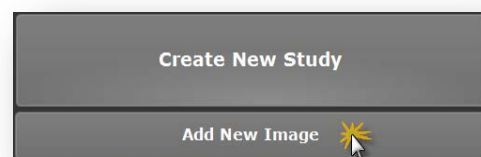


Figure 7

STEP 2: Enter the Patient Details

1. Enter the Patient Information. The required fields are *Patient ID*, *Patient Name – First and Last*, *DOB*. You may also enter any additional information, but that is not required.
2. Click the **ACQUIRE** button, once you have added all desired patient information (required/optional).

STEP 3: Capturing the Images for ViZion DR Interface display

1. Once you have clicked the **ACQUIRE** button in the above steps, the following **ViZion DR Interface** Window will appear. *Figure 8*
2. Select Body Region, Body Part, View and Mask if not already select from previous step.
3. Select **green ACQUIRE** button. *Figure 8*
4. Take exposure once the “READY FOR EXPOSURE” displays. *Figure 9*
5. Image displays proceed to **STEP 4**. *Figure 10*

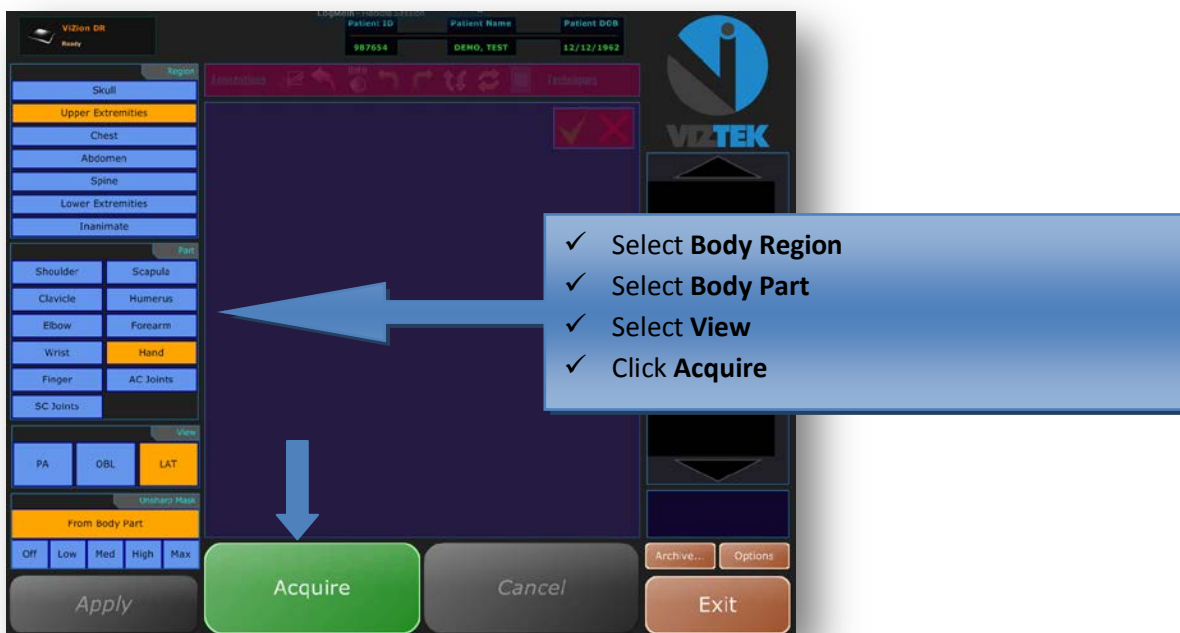
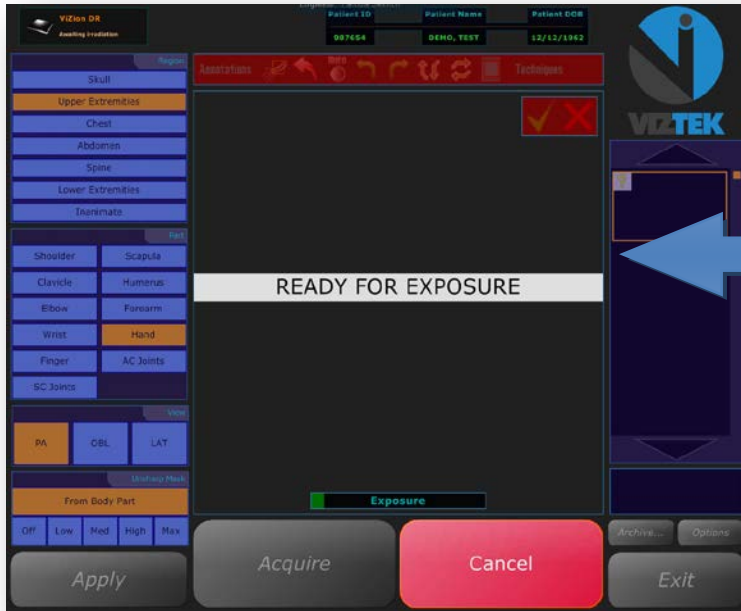


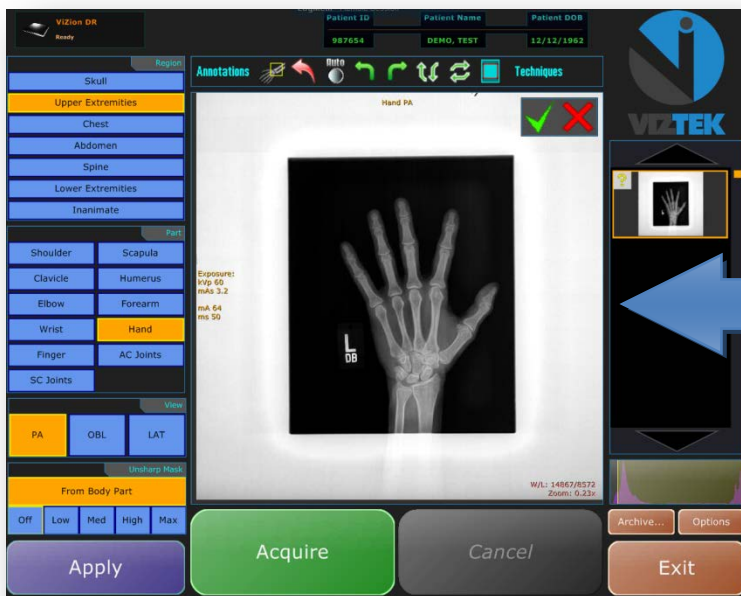
Figure 8



“Ready for Exposure” will indicate the system is ready to take an exposure.

Within seconds of capture, the image will display on the **ViZion DR Interface** screen

Figure 9



Within seconds of capture, the image will display on the **ViZion DR Interface** screen

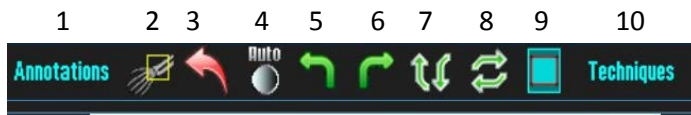
Figure 10

STEP 4: Capturing Additional Images for Same Study

If you have more images to capture for this study repeat **STEP 3** for each image capture, selecting BODY REGION/BODY PART, click the green **ACQUIRE** button. If **NO**, proceed to **STEP 5**.

STEP 5: Perform QC Functions

After scanning the image(s), you have the option to use the following tool bar at the top of the scanned image to perform QC functions for Window/Leveling, Adding annotations, and Rotating the image.



- | | |
|----------------------------------|--|
| 1. Annotation options | 6. Rotate Image Right |
| 2. Smart Box | 7. Flip Image Vertical |
| 3. Revert Image back to original | 8. Flip Image Horizontal |
| 4. Auto W/L | 9. Shutter Box |
| 5. Rotate Image Left | 10. Launches Positioning Guide in PDF format |

👉 PLEASE NOTE: You can also use your Right or Left mouse button to manually Window/Level your image. To perform this function, simply hold button to change W/L. (see below)

Move your mouse ⇔ **to change the contrast** --- **Move your mouse** ⇕ **to change the brightness.**

STEP 6: Accept/Reject Images

Each image must now be Accepted or Rejected.

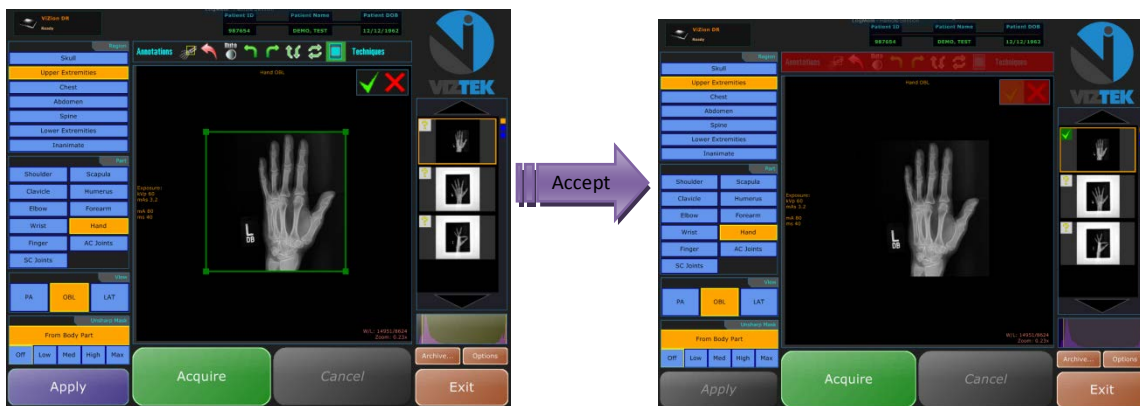


Figure 11

- Select the **Green check** to ACCEPT the current image.
- Select **Red X** to REJECT current image and erase it from the study series.

- c. Once all images have been Accepted/Rejected, you may exit out of the ViZion DR Interface by left clicking on the **EXIT** button. This will close out the **ViZion DR Interface**, import all images into Opal PACS, and allow the user to open the exam in the Opal Viewer when doubling clicking on a patient in the Study List.

STEP 7: Validate the Study*

*If your workflow includes validating the study by manually changing the status from **INCOMPLETE** to **UNREAD** please continue with the steps a-c.

Highlight the study in the worklist by *single* left clicking on it.

- a. Then right click to display a drop down menu.
- b. Select **UNREAD**, the status of the study has now been changed from **INCOMPLETE** to **UNREAD**. *Figure 9*

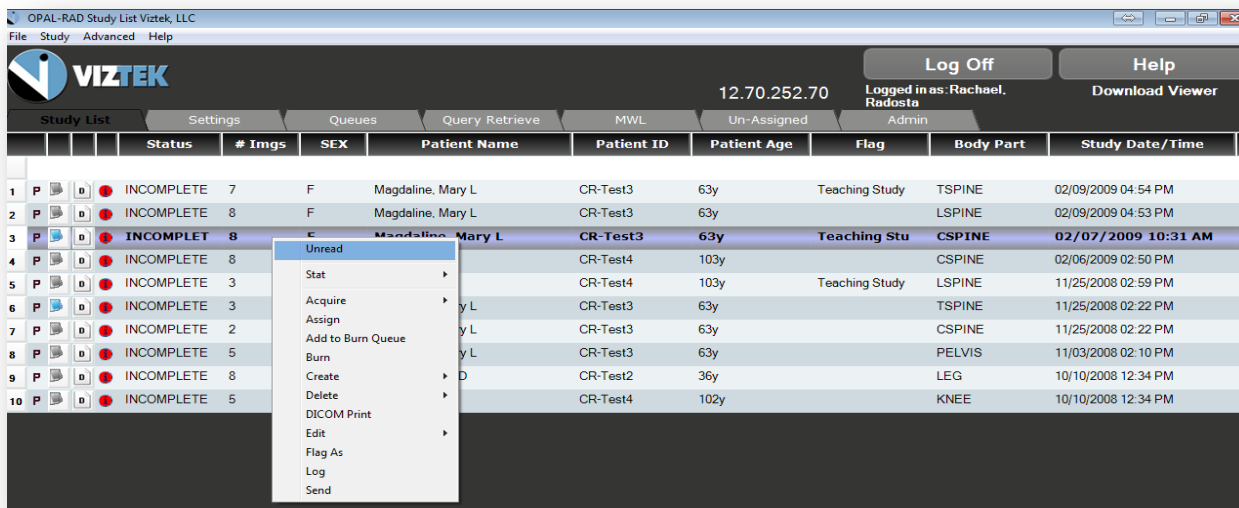


Figure 12