

Opal CR 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

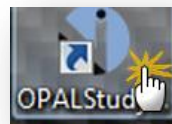


Figure 1

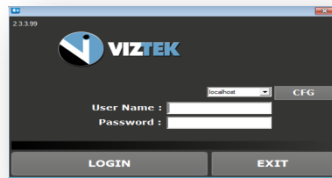


Figure 2

7 Steps

1. Create a New Study or Add an Image to an Existing Study
2. Enter the Patient Details
3. Capturing the Images for Opal CR Interface display
4. Capturing Additional Images for Same Study
5. Perform QC Functions
6. Accept/Reject Images
7. Validate the Study

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

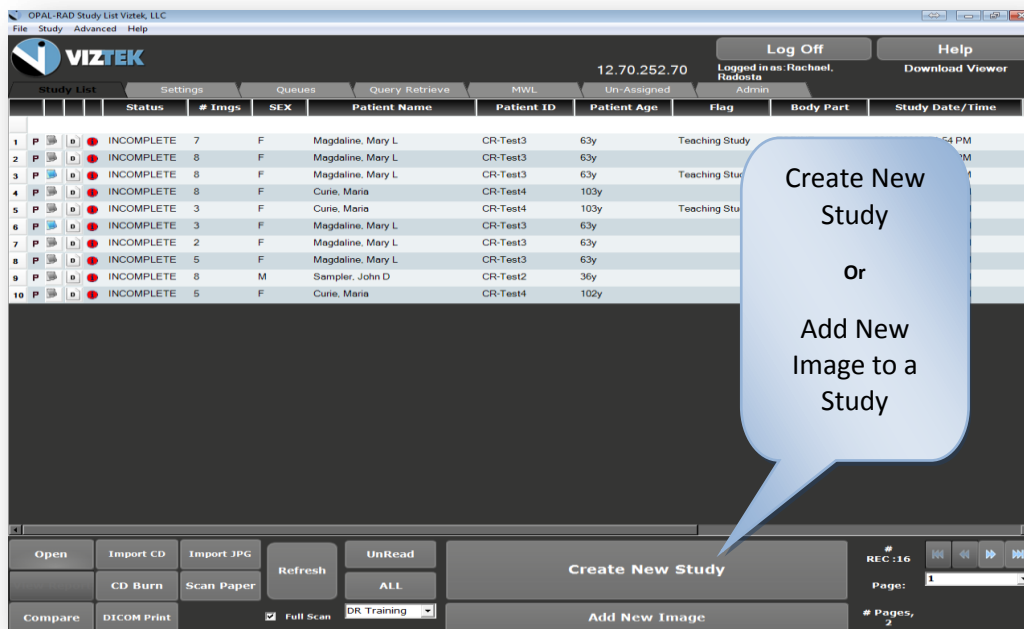


Figure 3

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**

To Create a New Study:

- 1) Click the *CREATE NEW STUDY* button from the Worklist. *Figure 4*
- 2) The Add New Study screen will display. *Figure 4*
 - 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.

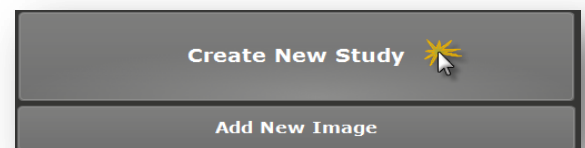


Figure 4

- 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 5

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 study list. *Figure 6*
3. Proceed to [STEP 3](#) if you are ready to add additional image(s).

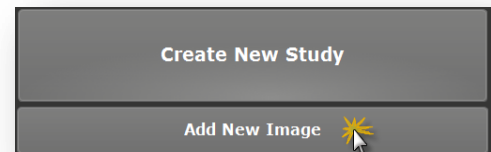


Figure 6

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 CR Interface display

1. Once you have clicked the **ACQUIRE** button in the above steps, the following **Opal CR Interface Window** will appear. *Figure 7*
2. Select Body Region, Body Part, View and Mask if not already select from previous step.
3. Expose your cassette
4. Insert the cassette into the scanner
5. Select **green Scan** button. *Figure 7*
6. Image displays proceed to **STEP 4**. *Figure 8*

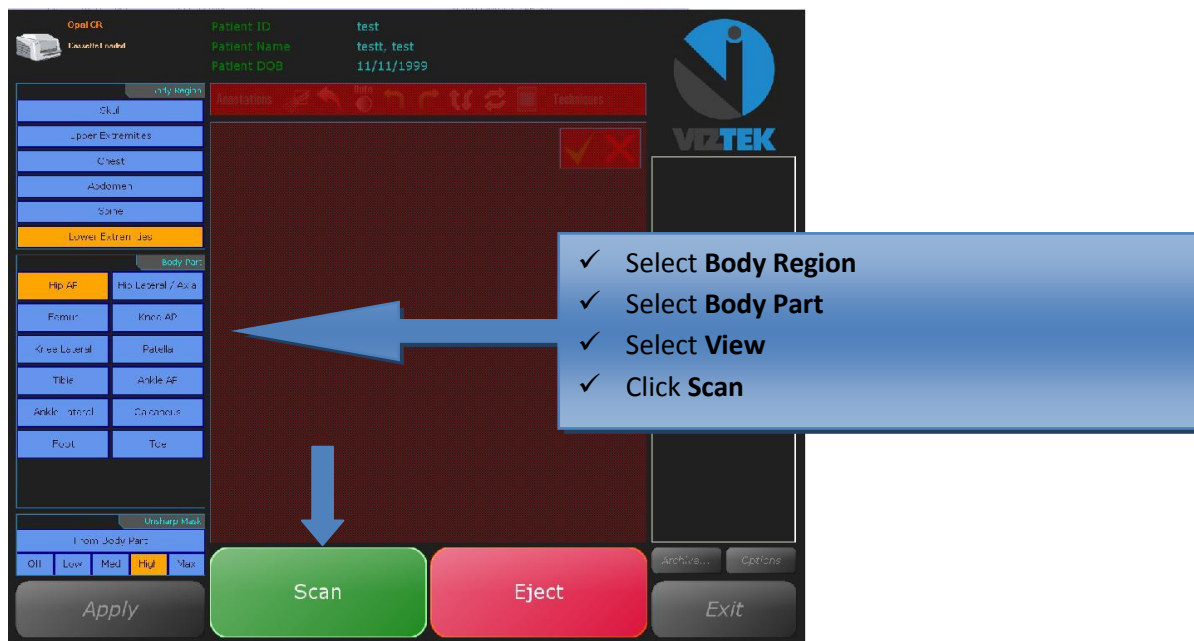


Figure 7



Figure 8

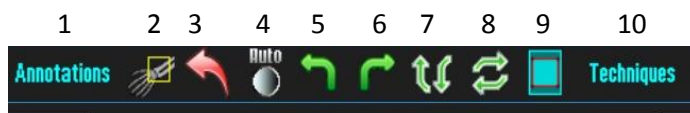
STEP 4: Scanning Additional Images for Same Study

If you have more images to capture for this study, remove the cassette you just scanned after it has been erased, and remove it from the CR machine. Repeat [STEP 3](#) for each cassette, selecting BODY REGION/BODY PART, inserting cassette, then clicking the SCAN 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.



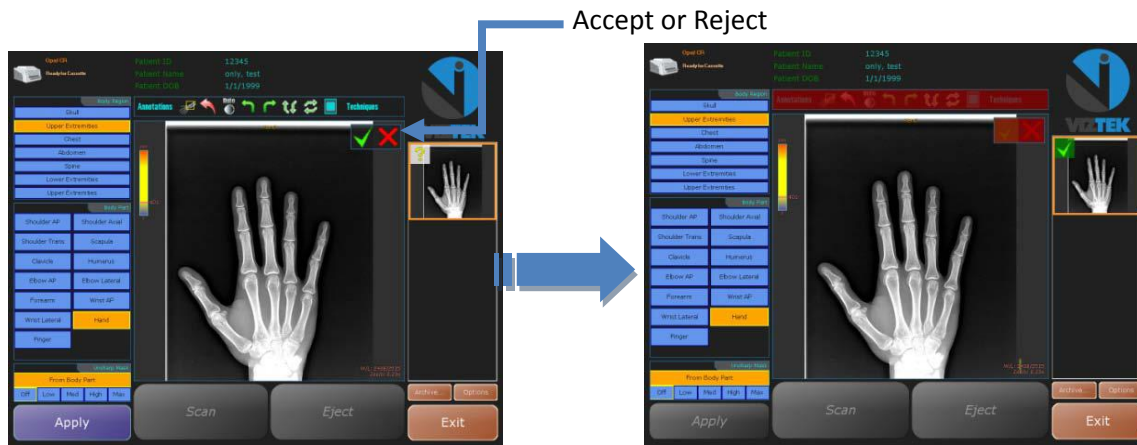
- | | |
|----------------------------------|--|
| 1. Annotation options | 6. Rotate Image Right |
| 2. Smart Box | 7. Flip Image Vertical |
| 3. Revert Image back to original | 8. Flip Image Horizontal |
| 4. Auto W/L | 9. Shutter Box |
| 5. Rotate Image Left | 10. Launches Positioning Guide in PDF format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

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.



- Select the **Green check** to ACCEPT the current image.
- Select **Red X** to REJECT current image and erase it from the study series.
- Once all images have been Accepted/Rejected, you may exit out of the **Opal CR Interface** by left clicking on the **EXIT** button. This will close out the **Opal CR 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.

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

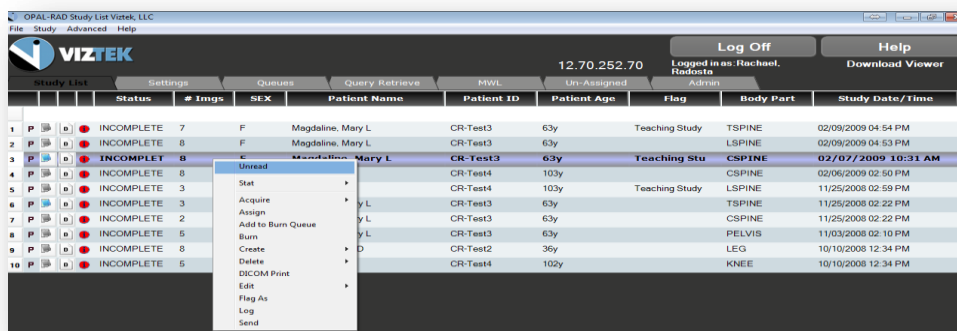


Figure 9