



The Radiology Information Solution

CRIS CORE – Post Processing Module

For more details please contact:

e: sales@hssnet.com

t: 01623 489825

HSS, 3rd Floor, i2 Mansfield, Hamilton Court
Oakham Business Park, Mansfield, NG18 5FB

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Introduction

Purpose

The CRIS CORE – Post processing module is designed for use by Radiographers/Sonographers and Radiographic Assistants to facilitate recording examination details for IRMER purposes recording. In most cases the action of post-processing/signing-off an exam sends a message to PACS that the exam(s) are complete, which releases the images for viewing / reporting and are removes them from the CR Modality Worklist.

This document also covers use of the CRIS Stock Module.

Audience

This document is designed to inform users on the intended purpose and use of the Post Processing Module for use in the CRIS Live, Testing or Training Environments.

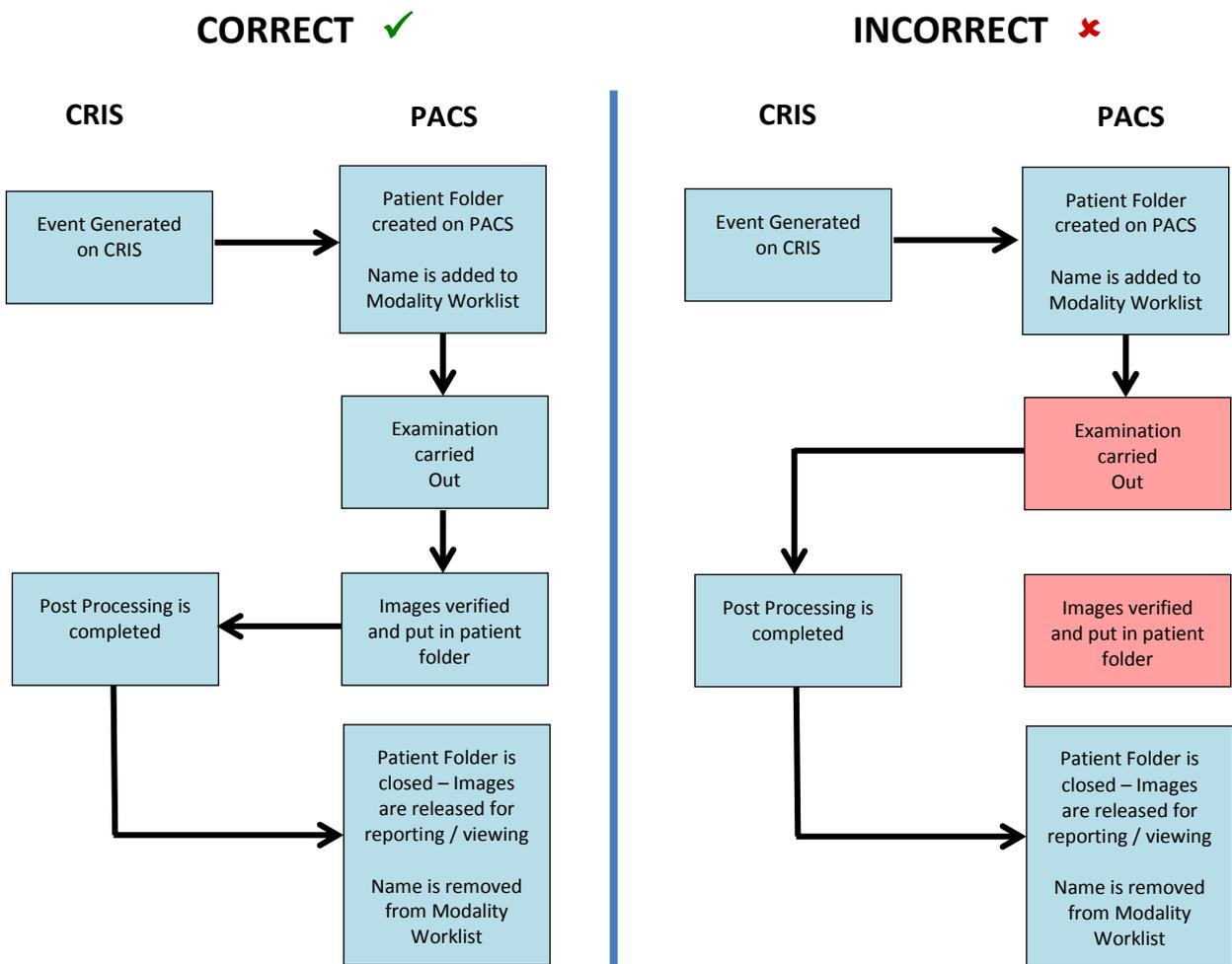
Post Processing

The CRIS application is a Patient based information system, and it is therefore possible to complete a patient’s post processing details (Room, Radiographer, Dosage, Films etc.) via any MODE. POST PROCESSING MODE is however, recommended for users who are exclusively responsible for performing and processing examinations, as CRIS will automatically display or highlight the most appropriate screens and buttons.

Please note: The CRIS Post processing module is designed to facilitate the data requirements of all radiology modalities, and you should therefore only complete information which is appropriate to you. Consequently, if you are unsure of what information is required, please contact your superintendent/team leader for guidance.

POST PROCESSING WORKFLOW

The following diagrams show you the correct and incorrect ways of Post Processing as recommended by HSS to best satisfy IRMER guidelines. It is particularly essential that the correct process is followed if the Trust PACS has an ‘Autoverify’ images feature from CRIS in order to ensure that the numbers of unassigned PACS images are kept to a minimum.



REGISTERING AND POST PROCESSING AN ATTENDANCE

POST PROCESSING mode has been developed so that Radiographers and Radiographic Assistants are able to rapidly register a patient and attendance as normal, before proceeding directly to the 'Post Processing' tab in order to enter all required radiological details.

Therefore, if it is necessary to register the patient and or attendance prior to performing the examination, you should follow the normal registration procedure. However, upon reaching the [Finished] screen where labels are produced, the default function button will be displayed as [Attend & Process] in order to allow you to enter all required radiological details.

POST PROCESSING AN EXISTING ATTENDANCE

It is assumed that in most cases the patient's attendance will already have been entered into CRIS prior to the examination.

To enter post-processing details following the examination you should:

1. Search for and select the required patient by typing directly into CRIS or enter their details using a barcode reader.
2. Select the relevant attendance, and click on the [Process] function button to display the 'Post Processing' tab.

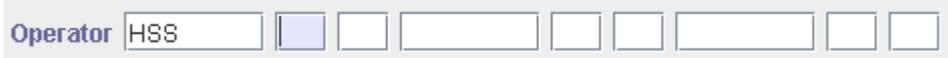
Please note: If you are using Post Processing mode the [Process] function button will be defaulted automatically, therefore you can simply select the attendance and press [Enter] to move to the Post Processing tab.

3. You should complete relevant details for each examination starting with the first exam, and clicking on the tab for the next examination (you can also use the [Page Down/Up] keys to move between examination tabs).

Please note: To facilitate the processing of multi-exam attendances as much information as possible is defaulted from the first examination details.

<div style="display: flex; justify-content: space-between;"> XR Chest XR Abdomen </div> <div style="margin-top: 20px;"> <p>Room <input type="text" value="H1"/> Start Time <input type="text" value="1519"/> End Time <input type="text" value="1529"/> Height <input type="text" value="0.0"/> cm Weight <input type="text" value="0.0"/> kg Exam Quality <input type="text"/></p> <p>Operator <input type="text" value="VRSVAE"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Clinician <input type="text"/> Status <input type="text"/> Practitioner <input type="text" value="VRSVAE"/> Intended Clinician <input type="text"/> Reporting Urgency <input type="text"/></p> <p>Check Pregnancy <input type="checkbox"/> <input type="text"/> Check ID <input checked="" type="checkbox"/> <input type="text" value="VRSVAE"/></p> </div>	<div style="text-align: center;"> <input type="button" value="Finished"/> <input type="button" value="Add"/> <input type="button" value="Stock"/> <input type="button" value="Contrast"/> <input type="button" value="Auto Report"/> <input type="button" value="Add to Session"/> <input type="button" value="Add New Stock"/> <input type="button" value="Delete Selected"/> <input type="button" value="Delete All Stock"/> <input type="button" value="Add Pack"/> <input checked="" type="checkbox"/> Justified by VRSVAE </div>
---	---

Room, Radiographer and Patient Details	
Room	<p>Enter the room the examination was performed in, either by typing directly into the field or by choosing from the [F4] prompt list.</p> <p>Please note: Room is used to display Post Exam defaults, or modality specific data entry fields (e.g. contrast details, screening times etc.)</p>

Start time	Start time and end time can be configured to complete automatically based on the current time and how long the examination takes based on the Examination codes tables.
End time	As a result, if you are post-examining patients retrospectively it will be necessary to overwrite this as required, or use the [Left and Right Arrow] keys to decrease or Increase the time entered by 5 minutes intervals.
Height	Numeric fields primarily developed to record height and weight in CENTIMETRES and KILOS respectively. It is however also possible to enter the patient's weight and height in Imperial measurement by typing in feet, then space, then inches (e.g. for 5'6", type in 5 6). This is the same principle for weight (e.g. for 9st 7lb, type in 9 7). CRIS will then convert the measurement to metric.
Weight	
Exam Quality	Site specific coded field which enables you to record the quality of exam for training purposes.
Red Dot	<p>Click the [Red Dot] check box if applicable:</p> <p>Red Dot Images have been 'Red Dotted' indicating a possible abnormality. N Images have been checked but there is no abnormality seen Blank Images have not been checked or it is not applicable (e.g. Ultrasound)</p>
Operator (Radiographer)	<p>It is possible to record up to 3 radiographers per examination, as well as recording student scoring information where applicable. 1st Radiographer will normally default automatically based on your USERID, therefore if you wish to change this, or enter 2nd or 3rd radiographer details simply amend or insert these details in the necessary fields. [F4] prompt available.</p>  <p>The fields adjacent to the Operator are designed as a Student Logbook facility. Level of difficulty, and Radiographer grading respectively.</p> <p><u>Please note:</u> To utilise the Student Logbook facility the CRIS System Manager should go to Tables > System Tables > Normal Tables > CRISDIF = Difficulty (i.e. Demonstrated, Assisted, Unassisted) and CRISCOMP = Grading (i.e. Competent 1, Competent 2). This table was utilised by some sites for ID Checked and Pregnancy Checked prior to the introduction of the official fields, so it will likely be necessary to amend these tables, taking care to keep the original codes but amend the description to "Legacy – do not user".</p>
Clinician	If a Clinician (i.e. Radiologist) was present, in addition to an operator you can enter his/her code here. [F4] prompt available.
Status	<p>If required, this field should be used to record why it was necessary to abandon an individual examination either for technical reasons, or due to the patient. This field is also used to record if the examination has been rejected in accordance with the IR(ME)R regulations.</p> <p><u>Please note:</u> If it is necessary to abandon the entire attendance you should instead use [Not Performed]. The event comments field via the Event Details screen can be used to record further details as required. Please also be aware that this method of abandoning an individual examination does send an interface message to PAS / OCS and PACS you should ensure you test this process with all relevant 3rd party systems to see how this is received, if at all.</p>

Practitioner	<p>This field should already have the vetting 'Practitioner' completed, or should be completed at the Post Processing stage as applicable to record which departmental clinician has actually justified the request for the examination(s) in accordance with IR(ME)R regulations. Alternatively, enter your own details if you are responsible for justifying the examination.</p> <p>You should also ensure that the 'Justified by' tick box (located under the function buttons on bottom right of processing screen) is completed before completing the Post processing to record the electronic signature of the vetting clinician. This could have been completed already at an earlier stage in the process, or will need to be finalised at the time of Post Processing.</p> <div data-bbox="778 698 1038 792" style="text-align: center;"> <input checked="" type="checkbox"/> Justified by VRSVAE </div>
Intended Clinician	Used to specify the intended (reporting) Clinician for reporting. If this field has been completed in the 'Event Details' screen, then the intended clinician will be displayed here, and can be amended as applicable. However, if it is left blank, the field will be marked as 'Unallocated'.
Reporting Urgency	<p>This field is designed to enable the Radiographer / Sonographer to set /amend the reporting urgency at the time of processing the examination. This will automatically display as Standard unless the <i>scheduling</i> urgency in the 'Event Details' screen has already been amended to a more urgent category (i.e. - 5 – Urgent, 7 – 2 week wait or 8 - 31/62) as this would reciprocally display as Urgent for reporting.</p> <p><u>Please note:</u> The mapping of Scheduling Urgencies to Reporting urgencies is configured via Tables > System tables > Normal Tables > CRISURG.</p>
Check Pregnancy	Tick box used to identify that a member of staff has asked if the patient is pregnant. Once selected the code will default automatically based on your USERID, but can be amended if required.
Check ID	Used to identify that a member of staff has Checked the patients ID. Once selected the code of user will default automatically based on your USERID, but can be amended if required.

CONTRAST/SCREENING AND CT DETAILS

To display Contrast/Screening and CT Details you should click the [Contrast] function button whenever an examination requiring contrast, screening time or CT details is selected. It will then be necessary to complete any appropriate fields as follows before progressing to enter 'Radiology Dosage Details'.

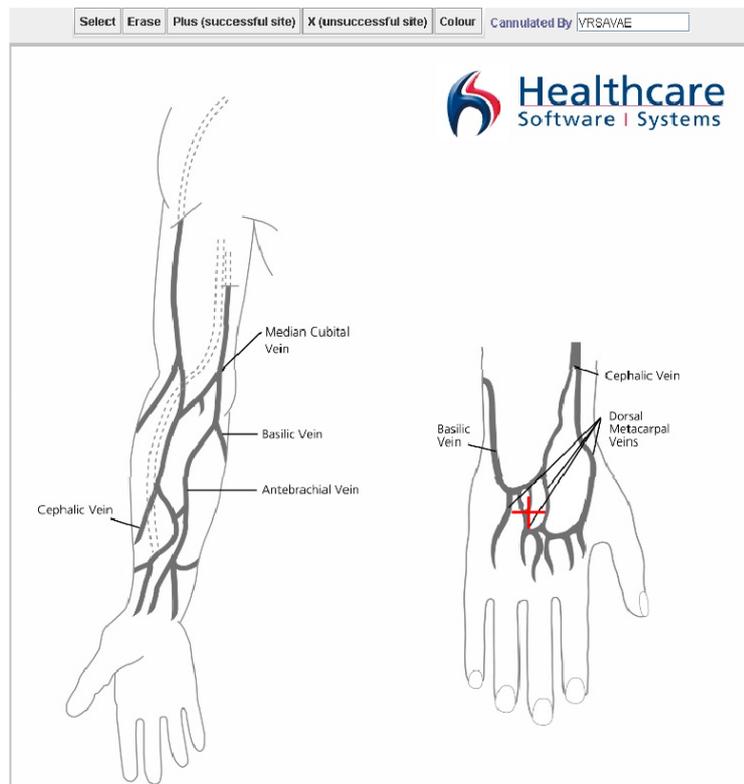
Contrast	<input type="text" value="GASTROG"/>	Batch	<input type="text" value="ABC12345"/>	Injected By	<input type="text" value="HSSSAVAE"/>
Quantity	<input type="text" value="300"/>	Concentration	<input type="text" value="50"/>	Reaction	<input type="text"/>
Screening time	<input type="text" value="0.5"/>	Slices	<input type="text"/>	Disk	<input type="text"/>

Contrast, Screening and CT Details	
Contrast	Contrast or any other drug used. Coded entry field - [F4] Prompt available.
Batch	Batch id of the drug used. Alphanumeric entry field.
Injected By	Coded entry field - [F4] Prompt available.
Quantity	Numeric entry field.
Concentration	<u>Please note:</u> These fields are not always applicable as the contrast code may also incorporate the relevant quantity and concentration.
Reaction	Type of reaction. This should only be complete if the patient has suffered a reaction. Coded entry field - [F4] Prompt available. <u>Please note:</u> This doesn't automatically add an Alarm to the patient. This should be done by clicking onto the <u>Patient Details</u> tab and adding a contrast reaction alarm there.
Screening Time	Used to record screening times for fluoroscopy examinations such as barium enemas. Numeric entry field (Use 0.5 for 30 Secs, or 1.0, 2.5 for mins etc.).
Slices	CT specific field – Number of slices taken
Disk	CT specific field - Disk that was used, or disk that the images are stored on.

Please note: It is possible to make CONTRAST fields appear automatically, via the use of Post Exam Defaults which can be set-up by the RIS System Manager. It is also now possible to record more than one incidence of contrast via the new STOCK module.

INJECTED / CANNULATION FORM

The Post Processing Module now also contains an injected / cannulation form which appears automatically for all CT, MRI and Nuclear Medicine examinations. To use the form you simply click the [Plus (successful site)] function button then position you mouse on the appropriate area of either the displayed arm or hand, and click to display the + successful site of injection / cannulation.



You can also add one (or more) [X (unsuccessful site)] if required, by repeating the same process of clicking the function button, followed by the appropriate location (either arm or hand).

It is also possible to click [Select] to move the + or X annotations to alternative locations, or to click [Erase] followed by the appropriate + or X which will delete the annotations altogether.

If preferred you can also use colour to change the colour of the annotation (i.e. X – unsuccessful site) by clicking the [Colour] function button and choosing a colour before clicking the [X (unsuccessful site)] and annotating the arm or hand as applicable.

You should also complete the “Cannulated By” field if this is relevant.

RADIOLOGY DOSAGE AND FILM USAGE

Proj	kVp	mA	Secs	mAs	Dose	Dose Type	Film	Used	Rej	Reason
PA	96	0	0.0	3	0			0	0	

4. In order to enter Radiology Dosage and Film Usage details either click on the [Add] function button, or press [Alt – A] on the keyboard and enter the relevant information as follows:

ADD PROJECTIONS AND RADIOLOGY DOSAGE DETAILS

The following table contains information on each of the Projections and Dosage Details fields:

Projection	Type of view - Obligatory coded entry field. <i>Please note:</i> This field <u>must not</u> be left blank as doing so will result in the entire projection and associated data being deleted since this is the mechanism for removing unwanted projections.
KVp	Enter the measurements used to carry out the examination.
MA	
Secs	
mAs	
Dose	
Dose Type	Automatically entered if configured, or press [F4] to choose from a list of options.
Film	Type of film used - Coded entry field.
Used	Total number of films used (including any rejected).
Rej	Number of films rejected.
Reason	Reject Reason - Coded entry field (e.g. PM - Patient Moved).

Please note: CRIS Post Processing has been designed to work in conjunction with defaults, although this does mean that all defaults for each exam will first need to be set-up by the Department. As a result, if defaults have been established for use in conjunction with the post examination module, relevant projections will appear automatically and it will normally only be necessary to modify existing defaults or add views, films used as applicable.

HOW TO REMOVE A PROJECTION

- Delete the 'Projection' code and click [Finished], a prompt is displayed informing you that "Projections without a projection code will not be displayed, do you want to continue?"
- Select 'Yes' at the prompt, the 'Finished' tab is displayed.
- Click on [Save], the screen closes, the projection is not saved.

New - DOSE MONITOR – Integrated Radiation Dose Monitoring

HSS DoseMonitor – powered by PACSHealth is an additional module which can be purchased and deployed to monitors patient exposure to ionizing radiation, helping healthcare professionals to protect patients and meet increasingly stringent regulations. The solution helps hospitals and practitioners to perform the required tests while monitoring risk and staying in compliance. The single server, browser-based solution automates dose data collection and reporting, enabling hospitals to manage patient radiation dose and comply with regulatory requirements and industry guidelines, while increasing efficiency and reducing cost.

As an integrated application, DoseMonitor® helps to eliminate time-consuming manual steps and reduces input errors. It also provides near-time visibility, alerting operators to potential excessive radiation dose before additional exposure occurs. Facilities can accurately depict historical exposure and compare, aggregate and interpret data from ionizing radiation sources for an individual patient, in a clinical study, between diagnostic modalities and facilities. For more information please speak to your HSS Client Manager.

Once the DoseMonitor® application is implemented and live, it automatically adds projections and radiation dosage information into the CRIS Post Processing screen.

Projection and radiation dosage information is exported from PACS into DoseMonitor® which then transfers the information into the post-processing screen in CRIS. All other post-processing details should be completed in the 'Post-processing' screen in the usual way.

Radiographer should manually enter all applicable post-processing details as normal and once [Finished] is selected the projections and radiation dosage information will be added to the event. This process may take up to 15 minutes before the information is available in the post-processing screen depending on your site's individual IT configuration.

All projections for the examination will be added to the post-processing screen as well as a new 'TDAP' projection which will display the total radiation dosage administered:

Proj	kVp	mA	Secs	mAs	Dose	Dose Type	Film	Used	Rej	Reason
LAT	95	500	0.56	281.5	58.41	DGYCM2		0	0	
LAT	95	630	0.09	53.55	13.38	DGYCM2		0	0	
AP	95	400	0.04	16	9.68	DGYCM2		0	0	
AP	95	400	0.2	90	20.44	DGYCM2		0	0	
TDAP	0	0	0.0	0	120.91	DGYCM2		0	0	

If configured to do so DoseMonitor® can also perform a validation check of the examination room and will automatically update the room in the event details if necessary. Where the examination is carried out on a modality which is configured to a different room than the one selected in the CRIS event (or if the room has not been completed) DoseMonitor® will update the CRIS event with the room in which the examination took place.

Please note: Any projections imported into CRIS with a projection code which is not recognised by CRIS will be added with a default projection code of 'DMON'. System administrators may wish to create a stat to identify any 'DMON' projections, the HSS support team can update these projections with the intended code to correct this for future use.

STOCK

The stock module has been allows users to record usage of consumables within a department. Examples of these are multiple contrast injections, and equipment used during the course of an examination such as catheters or stents. It is also important to note that the stock module is not a stock control application, and is only designed to record the usage of stock for any relevant procedures / examinations.

TO RECORD A STOCK ITEM

To record stock usage, click the [Stock] function button followed by [Add New Stock] to record a new entry. If more stock items are required simply click [Add New Stock] as many times as necessary.

Stock											
Category	Code	Quantity	Units	Adm.	Rate	Batch	Serial	Exp. Date	Admin. By	Checked By	
CAT1	VISH1	10.0	ML	IV	0.0	BH1145	DMC12345	30/11/2008	HSS	DCTRAIN	<input type="checkbox"/>

Please note: Stock recorded in this way will not be automatically re-ordered. You will need to re-order all stock using your usual method

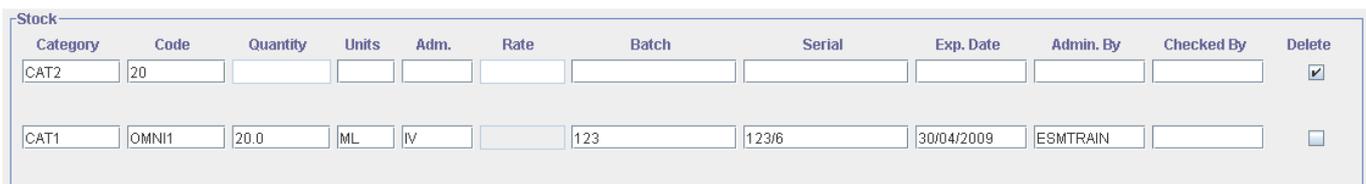
Stock Item Fields

Category	<p>Press [F4] Help to display a list of different categories of Stock, or type the category directly if known (i.e. Catheter or Contrast).</p> <p><u>Please note:</u> This values in this field should be set-up by the CRIS System Manager via Tables > System Tables > Normal Tables > STOCKCAT</p>
Code	<p>Press [F4] Help to display a list of different Stock codes, or type the category directly if known (e.g. Size One or Omnipaque).</p> <p><u>Please note:</u> This values in this field should be set-up by the CRIS System Manager via Tables > Other Tables > Stock</p>
Quantity	<p>Numeric data entry field, used to specify how much of the selected stock was used – (e.g. mls of contrast injected).</p> <p><u>Please note:</u> To display this field for use via stock it will be necessary for the CRIS System Manager to specify the number of decimal places required via the STOCK set-up tables.</p>
Units	<p>Press [F4] Help to select an appropriate Unit of measurement.</p>

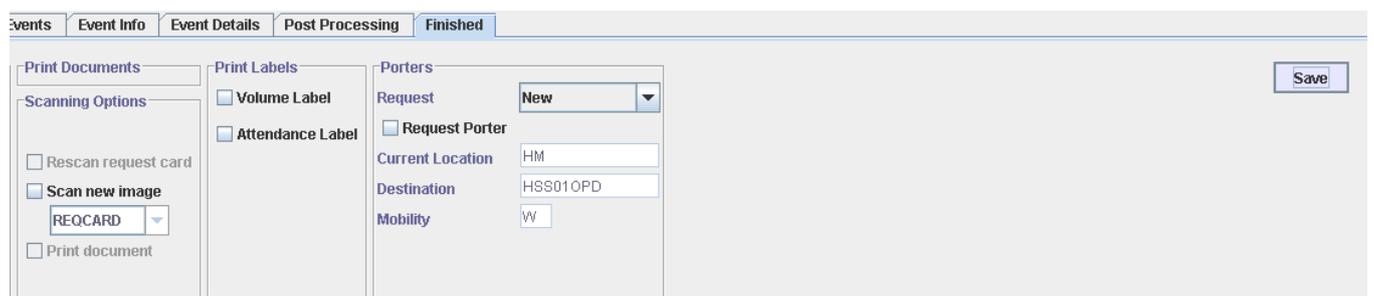
Admin	Press [F4] Help to select an appropriate method of Administration (e.g. Intravenous, Ingested etc.) <i>Please note:</i> This values in this field should be set-up by the CRIS System Manager via Tables > System Tables > Normal Tables > STOCKADM
Rate	Flow rate (i.e. For use with a Contrast pressure injector).
Batch	Batch id of the stock used. Alphanumeric entry field.
Serial	Unique serial number used to identify stock administrated.
Exp. Date	Used to identify the expiry date of any administrable drugs or contrast.
Admin. By	Press [F4] Help to select the person who administered the stock item, or type their code directly if known.
Checked By	If applicable press [F4] Help to select the person who checked usage of the stock item, or type their code directly if known.
Used	Automatically ticked but can be un-ticked if the item was opened but not used.

HOW TO REMOVE UNWANTED STOCK ITEMS

Click the 'Delete' tick box for the stock line(s) and select the [Delete selected] function button, alternatively use the [Delete all Stock] button to remove all items if required.



TO FINISH / SAVE EVENT

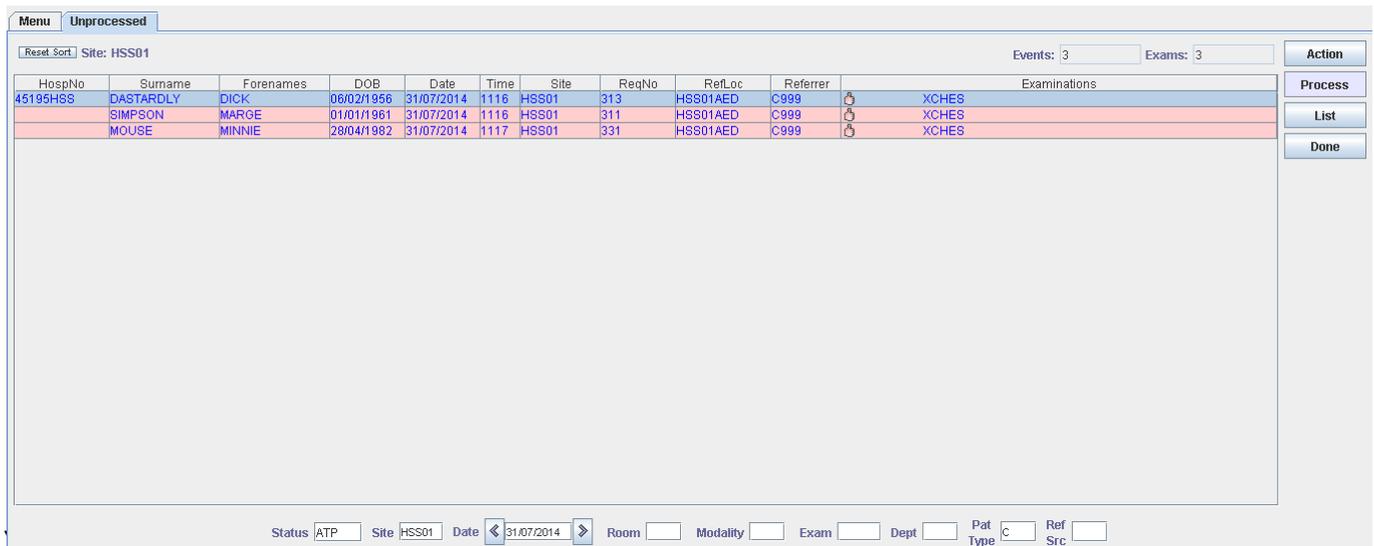


- Having entered all relevant radiographic details for all examinations click on the [Finished] function button and the 'Finished' tab will be displayed.
- In this screen you can 'Scan a new image' if you have added additional detail to a request card, or obtained a patient signature. You can also 'Print Labels' and make 'Porter' requests if the module is in use.

USING THE [UNPROCESSED LIST]

The CRIS system also provides the facility to process patients via an unprocessed patient list, rather than immediately following the examination.

To access this facility click on the [Unprocessed] function button, which that is located on the Main CRIS 'Menu' screen, displayed immediately following login.



HospNo	Surname	Forenames	DOB	Date	Time	Site	ReqNo	RefLoc	Referrer	Examinations
45195HSS	DASTARDLY	DICK	06/02/1956	31/07/2014	1116	HSS01	313	HSS01AED	C999	XCHES
	SIMPSON	MARGE	01/01/1961	31/07/2014	1116	HSS01	311	HSS01AED	C999	XCHES
	MOUSE	MINNIE	28/04/1982	31/07/2014	1117	HSS01	331	HSS01AED	C999	XCHES

[Process] function button to enter the required radiographic details as normal.

Have completed the attendance, you will be automatically returned to the unprocessed list in order to select the next patient for processing. Alternatively should you wish to quit out of the 'Unprocessed' tab at any time simply click on the [Done] function button.

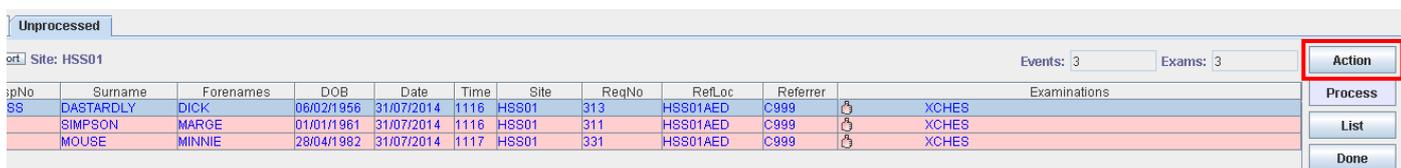
Please note: Events are shaded green up until 30 mins after attendance, and red after 30 mins to indicate how long patients have been waiting for their examinations.

ACTION / LOCKING FEATURES

To ensure that users are aware which patients are already being post processed by another person, CRIS applies a locking feature. This functionality can also be used to indicate the patient has been taken into the examination room. CRIS will automatically lock the event if you are in the 'Post Processing' tab. It is also possible to lock an event by using the [Action / Unaction] button on the [Unprocessed] List.

LOCK/ ACTION AN EVENT

From the [Unprocessed] list, highlight the patient event and click [Action] once.



This will lock the event and display the post processing locked icon . The patient's 'Events' tab will also display the locking icon.

Unprocessed											
Site: HSS01											Unaction
											Process
											List
											Done
ipNo	Surname	Forenames	DOB	Date	Time	Site	ReqNo	RefLoc	Referrer	Examinations	
SS	DASTARDLY	DICK	06/02/1956	31/07/2014	1116	HSS01	313	HSS01AED	C999	XCHES	
	SIMPSON	MARGE	01/01/1961	31/07/2014	1116	HSS01	311	HSS01AED	C999	XCHES	
	MOUSE	MINNIE	28/04/1982	31/07/2014	1117	HSS01	331	HSS01AED	C999	XCHES	

If a different user attempts to process the same event the below message is displayed:



Selecting [Yes] will unlock the event and allow the user to post process, or [No] will leave the event locked and it will not load into the 'Post Processing' tab.

UNLOCK/ UNACTION THE EVENT

To unlock an event, highlight the locked patient / event and click [Unaction] once.

Unprocessed											
Site: HSS01											Unaction
											Process
											List
											Done
ipNo	Surname	Forenames	DOB	Date	Time	Site	ReqNo	RefLoc	Referrer	Examinations	
SS	DASTARDLY	DICK	06/02/1956	31/07/2014	1116	HSS01	313	HSS01AED	C999	XCHES	
	SIMPSON	MARGE	01/01/1961	31/07/2014	1116	HSS01	311	HSS01AED	C999	XCHES	
	MOUSE	MINNIE	28/04/1982	31/07/2014	1117	HSS01	331	HSS01AED	C999	XCHES	

This will display the following message:



Clicking [Yes] will unlock the event and removed the locked icon, whereas clicking [No] will leave the event locked.

Please note: [Unaction] can only be carried out by the user that locked/ actioned the event otherwise post processing and saving the event will clear the lock or alternatively pressing [F5] to clear the screen without saving via the Post Processing screen will also unlock the event.

MARKING AN EVENT AS [NOT PERFORMED] – I.E. ABANDONED

If the patient has attended for their examination(s) but it has been necessary to ABANDON all procedures (e.g. In the event the patient had not followed required preparation, or is uncooperative) it is possible to mark the attendance as [Not Performed].

METHOD 1 – VIA EVENT DETAILS SCREEN

Load the required patient, select the appropriate ATTENDANCE and click [Change] followed by [Save] via 'Event Details'.

Attend Event

Print Documents

Print Labels
 Volume Label
 Attendance Label

Scanning Options
 Rescan request card
 Scan new image
 REQCARD
 Print document

Save
Attend
Not Performed

Status Comment
 Patient had not followed prep instructions.

You should then click [Not Performed] and confirm your intention to mark the attendance as 'Not Performed' via the resulting prompt.

Please note: By choosing 'OK' this event will be marked as Not Performed. This may result in this event NOT being reported. It is also possible to record a free text comment explaining the appropriate circumstances via the 'Status Comment'. You should also be aware that marking a record as 'Not Performed' does typically send a message to PAS/OCS, but not to PACS interfaces and you should therefore ensure you test this process with all relevant 3rd party systems to see how this is received, if at all.

METHOD 2 – USING 'UNDO ATTEND' VIA EVENT DETAILS OR RIGHT CLICK MENU VIA EVENTS SCREEN

It is also possible to mark an event as [Not Performed] either by clicking [Undo Attend] via the 'Event Details' screen or by right-clicking the Event / Attendance via the 'Events' screen and selecting [Undo Attendance].

Menu Patient Details Events **Event Details**

Attended: 13/08/2014 at 1035 Earliest Breach Date: 24/09/2014 Request Number 997 Att Number 5 Site Att Number 5 Save

Referral Source: C81025 DRONFIELD MEDICAL PRACTICE
 Ref. Location: GP General Practice
 Referrer: G6233642 SMITH CD (Training)
 Speciality: 600 GENERAL PRACTICE
 Lead Clinician: G6233642 SMITH CD (Training)
 Mobility: Blank
 Intend Clinician: S Blank Radiologist
 Pathway:

Request Category: N NHS Patient
 Patient Type: G GP Direct Access Patient
 On Call: NO
 Copy To Location: Not Entered
 Copy To: Not Entered
 Request made by:
 Pregnancy Possible:
 Required Clinician: Blank Radiologist

Code Examination: XCHES XR Chest Status Ignore Room Time
 H2

History Q&A's Status Sessions Resources

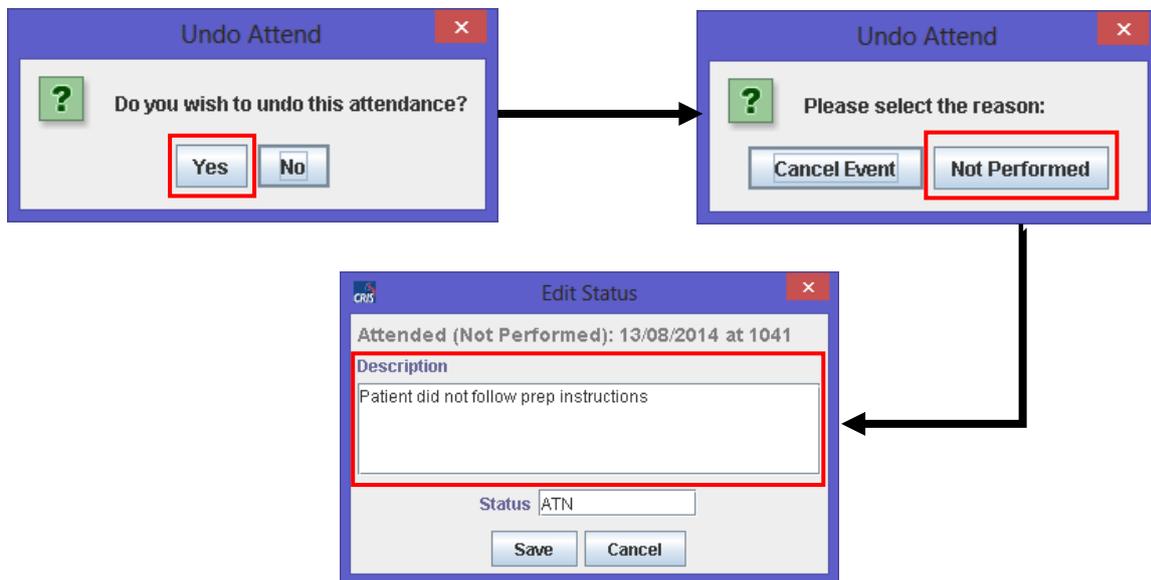
Req. Group Req. Resource Alloc. Resource Exam

Menu Patient Details Events **Event Details**

Date	Time	Site	ReqNo	RefLoc	Referrer	
31/07/2014		HSS01	Request	HSS01AED	C999	XCHES
31/07/2014		HSS01	Request	GP	G6233642	XCHES
22/08/2014	1155	HSS01	Appoint	GP	G6233642	UAILB
22/08/2014	1210	HSS01	Appoint	HSS01AED	C999	MVICV
22/08/2014	1015	HSS01	Appoint	GP	G6233642	XCHES
22/08/2014	0830	HSS01	Appoint	HSS01AED	C999	XCHES
20/08/2014	1055	HSS01	Appoint	GP	G6233642	XCHES
20/08/2014	0830	HSS01	Appoint	GP	G6233642	XCHES
13/08/2014	1156	HSS01	1000	GP	G6233642	XCHE
13/08/2014	1041	HSS01	998	HSS01AED	C999	XCHE
13/08/2014	1035	HSS01	997	GP	G6233642	XCHE
13/08/2014	1030	HSS01	994	GP	G6233642	XHAW
13/08/2014	1026	HSS01	993	GP	G6233642	XFIRL
31/07/2014	1000	HSS01	DNA	GP	G6233642	XCHE

Volume Label
 Attendance Label
 Volume & Attendance Labels
 Print Exam Details
 Properties
 Send Note
 Move
 Delete
 Resequence Attendance numbers
 Undo Attend

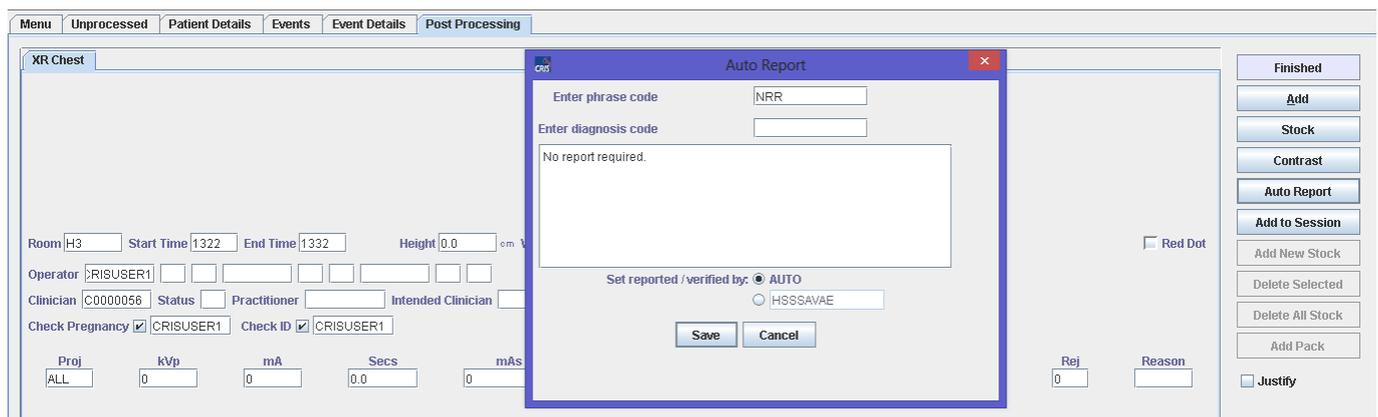
This will result in the following sequence of messages, where you should begin by selecting [Yes] followed by [Not Performed] and ending in recording a reason for the examination not being performed before clicking [Save].



Please note: By choosing 'OK' this event will be marked as Not Performed. This may result in this event NOT being reported. It is also possible to record a free text comment explaining the appropriate circumstances via the 'Status Comment'. You should also be aware that marking a record as 'Not Performed' does typically send a message to PAS/OCS, but not to PACS interfaces and you should therefore ensure you test this process with all relevant 3rd party systems to see how this is received, if at all.

AUTO REPORTING VIA POST PROCESSING

CRIS also includes an auto-report feature, allowing you to specify a particular reporting code via post processing, which will then apply the appropriate report text and verify/authorise the report automatically.



To access this feature, click the [Auto Report] function button and either type the required reporting code, followed by [Enter], or press [F4] to choose from a list of options via the 'Enter Phrase' field. Upon selection the full report text will be displayed for reference.

It is also possible to record a diagnosis code, or proceed to 'Set the reported / verified by' to AUTO, your own Reporting Clinician code or an alternative reporting clinician as applicable.

Having completed all necessary fields you should click [Save] which will display a 'Report Saved' message will then appear on the screen to indicate the process is complete and allowing you to finish processing the exam(s) as normal.

Post Processing Module Access Settings

CRIS LICENSES

There is no license for the Post Processing Module as it is CORE functionality. However a valid trust license will be required for the CRIS Stock Module. You can check if a valid 'STOCK' Module Code has already been applied to the system via **TABLES > SYSTEM TABLES > LICENSES**. In the event that the license is not present and you have purchased the 'Stock Module' or the module is 'Inclusive' to your CRIS deployment this can be requested via your Client Manager or the Helpdesk.

XR SETTINGS

The following XR setting are designed for use with the Post Processing Module. These settings can be applied at XRTR (Trust), XRS (Site) or XRT (Terminal) Level as applicable via **TABLES > SYSTEM TABLES > XR SETTINGS**.



Setting	Description	Value
POSTEXAM.DefaultVolumeDestination	The volume destination used when one is not specified	
POSTEXAM.HideKVP	Hide KVP field on post processing	No
POSTEXAM.HideMA	Hide MA field on post processing	
POSTEXAM.HideMAS	Hide MAS field on post processing	
POSTEXAM.HideSeconds	Hide Seconds field on post processing	
POSTEXAM.HighlightUnprocessedOnDaylist	Highlight unprocessed event on the day list	Yes
POSTEXAM.MandatoryIntendedClinician	Enforce the allocation of intended clinician	No
POSTEXAM.UseCurrentTime	Use the current time when post processing an exam	No
REPORT.PostProcessBeforeVerify	Force post processing of exams before being able to verify	No

Setting	Description
POSTEXAM.DefaultVolumeDestination	Legacy setting used for Hard Copy film tracking to specify a default location
POSTEXAM.HideKVP	Ability to hide KVP fields via post processing screen
POSTEXAM.HideMA	Ability to hide MA fields via post processing screen
POSTEXAM.HideMAS	Ability to hide MAS fields via post processing screen
POSTEXAM.HideSeconds	Ability to hide Seconds fields via post processing screen
POSTEXAM.HighlightUnprocessedOnDaylist	Set as Yes to activate coloured highlighting via the [Daylist] to indicate events which were attended up to 30 mins (green) or over 30 mins ago (red)
POSTEXAM.MandatoryIntendedClinician	Set to Yes to force an Intended Clinician to be entered for reporting purposes (i.e. PACS worklists) during post processing.
POSTEXAM.UseCurrentTime	Use the current time for calculating the start and end time when processing an exam.
REPORT.ProcessBefore Verify	Force post processing to be undertaken prior to a report being verified.

SECURITY SETTINGS

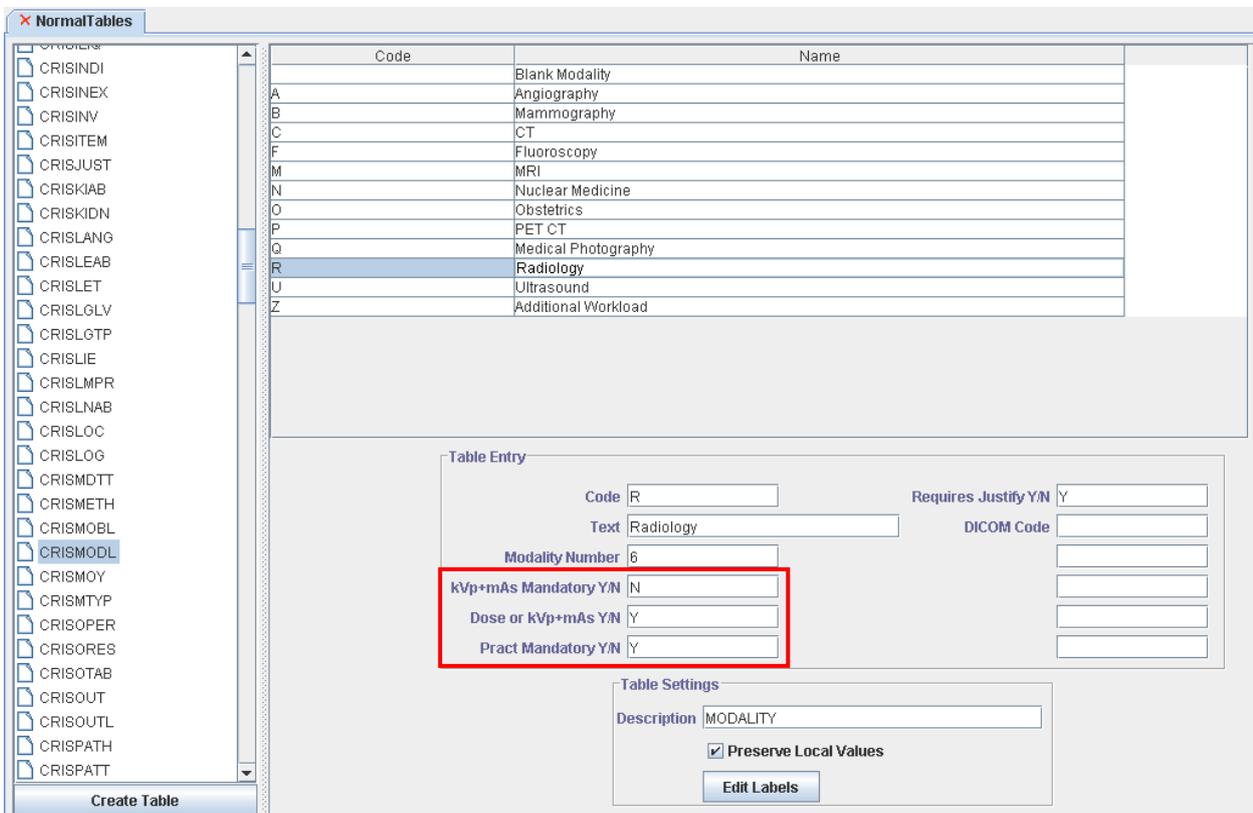
The following security settings are required to access the Vetting Module.

Setting	Description
VIEWS.POSTEXAM	Overall User Access to the Post Processing Module
GENERAL.ALL_EXAMS	Allows users to setting events/ attendances as [Not Performed]
GENERAL.ASSIGN_STOCK	Access to assigning Stock Module if in use
VIEWS.CONTRAST	Access to the Contrast Table for CRIS System Managers
VIEWS.POSTDFLT	Access to the Post Examination Defaults Table for CRIS System Managers
VIEWS.PROJECT	Access to the Projections Table for CRIS System Managers
VIEWS.REASON	Access to the Reaction Reasons Table for CRIS System Managers
VIEWS.STOCKVW	Access to the Stock Module Table for CRIS System Managers

Post Processing Module Table Configuration

SPECIFYING MANDATORY DATA ENTRY

It is possible to specify certain fields as mandatory based on IrMEd regulations via **TABLES > SYSTEM > NORMAL TABLES > CRISMODL**.



Code	Name
	Blank Modality
A	Angiography
B	Mammography
C	CT
F	Fluoroscopy
M	MRI
N	Nuclear Medicine
O	Obstetrics
P	PET CT
Q	Medical Photography
R	Radiology
U	Ultrasound
Z	Additional Workload

Table Entry

Code: R Requires Justify Y/N: Y

Text: Radiology DICOM Code: []

Modality Number: 6

kVp+mAs Mandatory Y/N: N

Dose or kVp+mAs Y/N: Y

Pract Mandatory Y/N: Y

Table Settings

Description: MODALITY

Preserve Local Values

Edit Labels

KVP+MAS MANDATORY

This setting is designed to enable you to specify that radiographers must enter the individual kVp and mAs amounts rather than entering an overall dose before being able to save the Event. This is blank which equals N by default but can be set to Y if required.

DOSE OR KVP+MAS

This is the most commonly used setting as it requires users to enter either the overall dose per projection, or individual kVp+mAs before being able to save the Event. This is blank by default which means it is not obligatory to enter any projection details, and it is therefore advisable to set this to Y for all applicable modalities.

PRACTITIONER MANDATORY

This setting is popular as it means that the event cannot be saved until the relevant 'Vetting Practitioner' has been entered. It is expected that the 'Vetting Practitioner' will have been completed much earlier in the process (i.e. upon receipt of request) however as a number of examinations are not necessarily vetted ahead of attendance – i.e. A&E events and walk-in clinics this is the last opportunity to ensure the practitioner has been recorded for IrMER and clinical governance guidelines. This is blank by default which means it is not obligatory to enter any practitioner details, and it is therefore advisable to set this to Y for all applicable modalities.

Please note: If you make any changes to this table you should tick 'Preserve Local Values' to maintain your configuration during future system upgrades.

Document Control

Title	CORE CRIS - Post Processing Module		
Owner	HSS Training Manager	Date Created	01/09/2009
File Ref.	CRIS_CRIB_CM_270_Post_Processing_V2.1.doc		
CRIS Version	2.09.10p		
Change History			
Issue	Date	Author / Editor	Details of Change
V1.0	01/09/2009	David Costin	First Issue
V1.1	16/09/2010	Emma Savage-Mady	Amendments to further reiterate correct working practice.
V1.2	04/07/2011	David Costin	Amendments to version number for 2.09.10e
V2.0	20/10/2014	Emma Savage-Mady	Further addition and amendments to include cannulisation and removal of legacy references. Additional changes to clarify when messages are sent to PAS / OCS and PACS for Status Abandon (single exam) and [Not Performed].
D2.1	08/07/2016	Louis Wilkinson	Added Dose Monitor information.
V2.1	08/07/2016	Emma Savage-Mady	Reviewed / Edited and released new Dose Monitor information for 2.09.10p
Review Date	08/07/2018		