

XR: Copy Exam Optima™ XR646 and Optima XR220amx

This reference guide is used to copy images from a completed exam to a scheduled exam. For example images that were acquired for the incorrect patient selected from the worklist to the correct patient.

NOTE: In order to use the copy exam feature the exam from which the images are being copied must be closed/completed.

1. Highlight the patient exam on the Image Management Screen (Local Data Base) (Must highlight the exam and not the individual images)

				Multip	le Copy	Exam 💌	
C	Local DB	👌 CD 1 🔹	1	Search By;	Date	-	
P	atient Name	- Patient ID	Accession#	Description	Date	Time	Physician
8	greene mark	32132	7598 05/18/2				
P	Series #	Images	Туре	Proc	Procedure		
	189	2	Raw	Chest		05/18/	
	190	2	Process	sed Che	Chest		05/18/

2. Select the button to Copy Exam



3. The Copy Exam screen appears, highlight the correct patient exam and click "OK" Note: Only Scheduled, Suspended, or Discontinued exams will appear on this list

Search by: Status		-					Filter List Refresh L		
Date 🖘	Time	Patient Name	Patient ID	Accession#	Physician	Description	Modality	Status	
08/02/2005	14:10	coruday, elizabeth	NEW PATI				DX	SCHEDUL	
08/02/2005	14:09	ross, douglas	NEW PATI				DX	SCHEDUL.	
08/02/2005	14:09	ross, doug	NEW PATI				DX	SCHEDUL	
08/02/2005	14:09	romano, robert	NEW PATI				DX	SCHEDUL	
08/02/2005	14:07	greene mark	321321				DX	SCHEDUL	
08/02/2005	14:05	benton, peter	NEW PATI				DX	SCHEDUL	
	10.55	NEWOF 000313FF 40	NEW DATE	2005000			nv.		

- 4. A message appears: "Images will be copied to the selected exam." Images will not automatically be removed from the source exam. The destination exam will be marked as "completed"
- 5. Click "OK" Copying Images message appears; images are copied to the exam
- 6. Ensure that the correct images have been copied
- 7. Manually send the images to Selected Network/PACS destination
- 8. Ensure the correct images have transferred to the Selected Network/PACS destination
- 9. If desired, delete the incorrect patient details

NOTE:

PACS manager may need to be apprised of any mistakes / issues. Exam description will not update. Images can only be copied from one exam at a time. Images cannot be copied to multiple Worklist procedures. Copied Images must be manually pushed to the Selected Network/PACS destination.

Copy Exam to a completed exam

This reference guide is used to copy images from a completed exam to another completed exam.

1. Highlight the patient exam on the Image Management Screen (Local Data Base) (Must highlight the exam and not the individual images)

Ĩ					Multip	Сору	Exam 💌	
	Local DB	(e) CD 1	- 1		Search By;	Date	-	[
Pati	ient Name	Patie	nt ID Access	ion≠	Description	Date	Time	Physician
E 1	est	NEW ID				10/27/2	08:28	
	Series #	Images	Туре	Pro	cedure	Date	Time	
	36	1	Processed	ised Abdomen		10/27/	08:29	
	35	1	Raw	Abo	lomen	10/27/	08:29	

2. Select the button to Copy Exam



- 3. The Copy Exam screen appears
- 4. Select Filter List

Copy Exam						
Filter List Refresh List						
lality Status						
SCHEDUL						
SCHEDUL.						
SCHEDUL						
SCHEDUL						
SCHEDUL						
SCHEDUL						
×						

- 5. Filter list will screen appears
- 6. Enter information: Accession number, name etc... Click "OK"



7. The Copy Exam screen appears highlight the correct patient exam and Click "OK"



- 8. A message appears: "Images will be copied to the selected exam." Images will not automatically be removed from the source exam. The destination exam will be marked as "completed"
- 9. Click "OK" Copying Images message appears; images are copied to the exam
- 10. Ensure that the correct images have been copied
- 11. Manually send the images to Selected Network/PACS destination
- 12. Ensure the correct images have transferred to the Selected Network/PACS destination
- 13. If desired, delete the incorrect patient details

NOTE:

PACS manager may need to be apprised of any mistakes / issues. Exam description will not update. Images can only be copied from one exam at a time. Images cannot be copied to multiple Worklist procedures. Copied Images must be manually pushed to the Selected Network/PACS destination.