

Vanderbilt Imaging Services

PACS USER AGREEMENT

I understand that the Vanderbilt Imaging Services PACS system contains confidential patient information governed under the Health Insurance Portability and Accountability Act (HIPAA). I have been given a unique user name and password that will allow me to access this HIPAA protected patient information. I understand that as condition of my being granted access; I must agree that I will not disclose this password to anyone for any purpose. I will not share or allow anyone else to use my password. I agree to notify Vanderbilt Imaging Services of any disclosure of my password or any unauthorized use of my password. I agree that if I violate the terms of this Agreement, I will indemnify and hold harmless VIS and any person or entity affiliated with VIS from and against any claim, penalty, judgment or loss that VIS suffers because of my breach of this Agreement. I agree that this indemnification includes any penalties that VIS suffers if my breach of the Agreement is held to violate any state or federal laws or regulations, including HIPAA, as amended. I understand that this Agreement is terminable immediately by VIS in the event of my breach of this Agreement.

I understand that my user name and password grants me access to Vanderbilt Imaging Services PACS system and the radiological images and other patient information available through this PACS system. I understand and agree that as a user of this system I am authorized to review images and information on **only** those patients for which I have legitimate access. Physicians or their supervised staff, who are registered users, may access patients:

- a) for which the physician has ordered studies, or
- b) where another physician member of the group has ordered studies, or
- c) who are referred by the ordering physician or group for consultation or treatment.

Any breach of this shall result in the termination of PACS service by VIS. VIS will investigate and report any breach of a patient's medical information as required under the federal breach notification requirements of HIPAA.

Signature of registering user

Date

Print Name

Facility/Clinic Name

Phone Number

Ordering Physician Signature (if supervised staff member)

Approved by (Vanderbilt Imaging Services)

Date

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Nashville, TN 37205-2145
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(615) 936-3606
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www.onehundredoaksimaging.com

Vanderbilt Imaging Services

iConnect Access User Registration (Please allow 24-48 hours to set your account)

Please provide the following Information:

Name: _____

email: _____

Office/Group Practice Name: _____

Office Address: _____

Office Number: _____

Other Group Members (Physicians who cover, need access)

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____

Specialists (Recommended for registration/access)

NAME: _____ PRACTICE /CONTACT INFO: _____

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____

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Logging On:

To log on to iConnect Access, open your Internet browser and enter:

<https://mergcap.newlightimaging.com/webaccess>

in the address bar. When the login screen appears, enter your user name and password and click the Log In button to launch the Access. **Note that your user name and password are all lowercase with no spaces.**

Logging Off:

When you are finished viewing studies, click the Logout link located at the top of the screen to exit the application.

Changing Your Password:

You can change your password at any time while logged on to your account through your Profile page. From the Options button, select My Profile. Enter and confirm your new password. Click the Save button and use this password the next time you log on.

Viewing Studies:

To view your patient's study, change the Study Performed field to the appropriate time frame. Selecting too large of a time frame may cause the system to run slow and/or cause trouble retrieving the page. After selecting the patient, click View Study.

Viewing and Printing Reports:

To view your patient's report, click on the History tab on the left side of the screen. To view and print your patient's report, select the yellow icon at the top right of the screen. To print, click the printer icon at the top of the screen. Then click Print.

Main Features:

iConnect Access provides the following features to better serve your practice:

No-client imaging:

Visualize patient studies via the no-client imaging technology that requires no downloads or installation of any kind. The rendering of images and all manipulation is securely managed and facilitated by server-side processing.

Study display and visualization tool set:

Access current and prior studies for comparison with an extensive tool set for study manipulation. Additionally, you can load multiple series, view reports (available as a separate product option) perform measurements, utilize window level presets and default series layouts by modality.

Share study results and images:

Quickly and securely email a link of a patient study to any physician who is also a registered user using the "Send Email" feature of iConnect Access.

Patient search:

Locate and view studies for all of your patients.

Images and reports are available for viewing for patients only you or the group you are set up with have referred.

The iConnect Access is a dynamic new image-enabled Web portal that provides secure, convenient access to current and historical patient reports and images. This user guide is designed to help you log on and use iConnect Access application.

Website: <https://mergcap.newlightimaging.com/webaccess>

User ID: _____

Password: _____

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USER GUIDE TO IMAGE VIEWING TOOLS



Apply parameters to one image or to all images in a series.



Select a predefined number of Viewers and a predefined image layout in the Viewer.



Adjust the window level width or height using the mouse.



Zoom in on an area of the image.



Drag an image to a new position in the viewport.



Rotate images to the right.



Rotate images to the left.



Change window settings automatically to presets by modality.



Invert the image grayscale for a negative image display.



Go to full browser mode and suppress the left panel. Click the button again to return to normal mode.



Compare images of difference planes by turning on the Localizer Lines tool.



Turn off localizer lines in the image by clicking the Localizer Lines tool again.



Magnify an area of interest.



Flip images vertically or horizontally.



Reset the image display parameters to the setting applied when the study was first loaded.



Display overlay text on images



Select the previous series within the selected study.



Select the next series within the selected study.



Select the previous image in the series.



Select the next image in the series.



The Annotate tool is a multifunction tool that enables you to make measurement and text annotations.

Line

Click two points on the image to create a line.

Rectangle

Click and drag the mouse pointer to draw a rectangle over the desired region.

Ellipse

Click and drag the mouse pointer to draw an ellipse over the desired region.

ROI

Click and drag the mouse pointer to draw a freehand region of interest (ROI). When you release the mouse button, the application completes the ROI with a straight line between the start and end points.

Angle

Click three points on the image to display the angle's measurement.

Cobb Angle

Create two lines to extrapolate the point where the lines intersect to display the Cobb angle.

Text

From the Text menu, click Add. Click in the image and enter text.

