Scan Point®

SCAN POINT

IMAGE MANAGEMENT TECHNOLOGY

COMPREHENSIVE USER'S MANUAL

VERATHON®

SCAN POINT
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COMPREHENSIVE USER'S MANUAL

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CONTACT INFORMATION

To obtain additional information, contact Verathon® Customer Care or visit verathon.com/support.

Verathon Inc.
20001 North Creek Parkway
Bothell, WA 98011 U.S.A.
Tel: 800.331.2313 (US and Canada only)
Tel: 425.867.1348
Fax: 425.883.2896
verathon.com

EC REP

Verathon Medical (Europe) B.V.
Willem Fenengastraat 13
1096 BL Amsterdam
The Netherlands
Tel: +31 (0) 20 210 30 91
Fax: +31 (0) 20 210 30 92

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Information in this manual may change at any time without notice. For the most up-to-date information, see the documentation available at verathon.com/product-documentation.

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INTRODUCTION

ABOUT SCAN POINT

Scan Point is a Web-based application that provides viewing, printing, and HIPAA-compliant permanent online storage of patient exams generated from clinical use of the following Verathon® instruments:

- AortaScan® AMI 9700 aortic measurement instrument
- BladderScan® BVI 6000 series bladder volume instruments
- BladderScan BVI 9000 series bladder volume instruments
- FloPoint® Elite Uroflow System

Within Scan Point, individuals work with sets of Verathon instruments. Their access to these instruments is assigned through membership in groups called *instrument teams*. Depending on the role definitions assigned to them, they can perform some or all of the following tasks:

- Create user accounts
- Manage users' login credentials and account contact information
- Manage users' membership in instrument teams
- Retrieve patient exam records, which include measurements, scan images, and voice annotations (if the instrument can record such annotations)
- Add written annotations to exam records
- Print and archive exam records
- Submit exam records to an electronic medical record (EMR) or electronic health record (EHR) system, if Scan Point is configured to communicate with such a system
- Print patient reports in a variety of formats
- View and manage device calibration and service plan (warranty) status
- View and print calibration reports
- Configure and maintain the information exchange interface between Scan Point and an EMR or EHR system
- Communicate easily with other instrument team members, Team Administrators, biomedical technicians, and Verathon Customer Care
- Receive real-time technical support from Verathon Customer Care

ABOUT SCAN POINT QUICKPRINT

Scan Point QuickPrint is a local desktop utility that links AortaScan®, BladderScan®, and FloPoint® Elite instruments to the Scan Point application server.

With QuickPrint, a user can perform the following tasks:

- Transfer patient exam and instrument data to Scan Point
- Monitor the operating status of AortaScan, BladderScan, and FloPoint Elite instruments connected to their computers through a docking station or wireless hub
- Log on to Scan Point with one click
- Receive email notices from Scan Point
- Set exam and report preferences
- Review sample reports
- Set or update preferences on BladderScan BVI 9000 series instruments
- Install software upgrades on AortaScan, BladderScan, and FloPoint Elite instruments when such upgrades are available

STATEMENT OF INTENDED USE

Scan Point is accessory software that is available for use with Verathon® Inc. instruments that have Scan Point functionality. In combination with QuickPrint software installed on a customer computer and an Internet connection, the Scan Point site enables calibration, instrument performance monitoring, exam reporting and archiving service, and export of reports to customized third-party electronic health record (EHR) systems automatically or through manual download from Scan Point and import to the EHR.

COMPATIBLE DEVICES

The following interface devices can be used with Scan Point QuickPrint in order to upload exam results to the Scan Point server.

Scan Point Docking Station

Used with BladderScan® BVI 6000 series instruments and the FloPoint® Elite Uroflow System

Battery Charger/Wireless Hub

Used with AortaScan® AMI 9700 and BladderScan BVI 9000 series instruments

Scan Point Label Writer (optional)

Used with BladderScan BVI 6000 series instruments (except the BVI 6300) and FloPoint Elite Uroflow System

TYPOGRAPHICAL CONVENTIONS

This manual indicates information of special interest through the following types of formatting:

Text in color indicates a clickable link (typically a cross-reference or URL). Page numbers in the text, as well as the entire table of contents, do not appear in color but are also clickable links.

Bold text indicates the name (or occasionally the description) of an onscreen element on which a person acts. Examples include the following:

- **Image** icon
- **My Account** tab
- **Show Obsolete Exams** check box

Notes, shown in italic text, are comments that provide additional information.

CAUTIONS AND WARNINGS

Warnings indicate that injury, death, or other serious adverse reactions may result from use or misuse of the device. *Cautions* indicate that use or misuse of the device may cause a problem, such as a malfunction, failure, or damage to the product. Throughout the manual, pay attention to sections labeled *Important*, as these contain reminders or summaries of the following cautions as they apply to a specific component or use situation. Please heed the following cautions.

CAUTION

If the instrument powers off due to a low battery, or if the handset goes into sleep mode, unsaved exam data will be lost if not uploaded to Scan Point.

CAUTION

While exam data is uploading to Scan Point, do not remove the instrument from the Scan Point docking station or remove the console battery while data is being uploaded. The Scan Point QuickPrint window displays the percentage of data transferred.

CAUTION

Selecting **No Encryption** while configuring the HL7® interface allows confidential patient information to pass over an unencrypted, public Internet connection. Under normal conditions, this option is not recommended.

THE SCAN POINT USER INTERFACE

This section demonstrates the common parts of Scan Point as they appear in your browser. Refer to this section as needed while you complete the procedures in the manual.

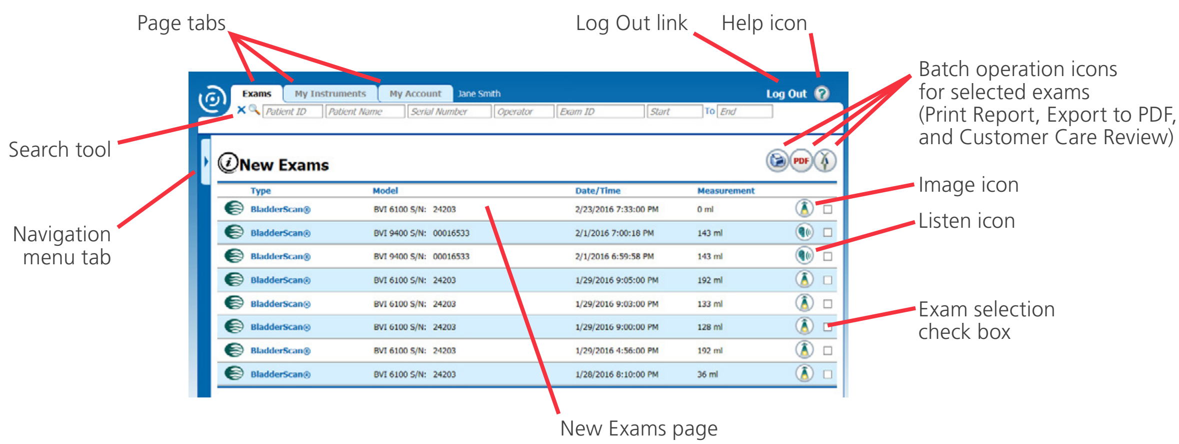
PAGES AND CONTROLS

The main Scan Point screen consists of a set of tabbed pages and a collapsible navigation menu. Depending on the current context, a set of batch processing controls and a search tool may also appear. Moving your mouse over the navigation menu tab expands the menu, from which you can select any additional pages available on the active tab.

Figure 1 shows the positions of these components.

Note: Depending on the browser you use, some elements of the screen may appear in different positions.

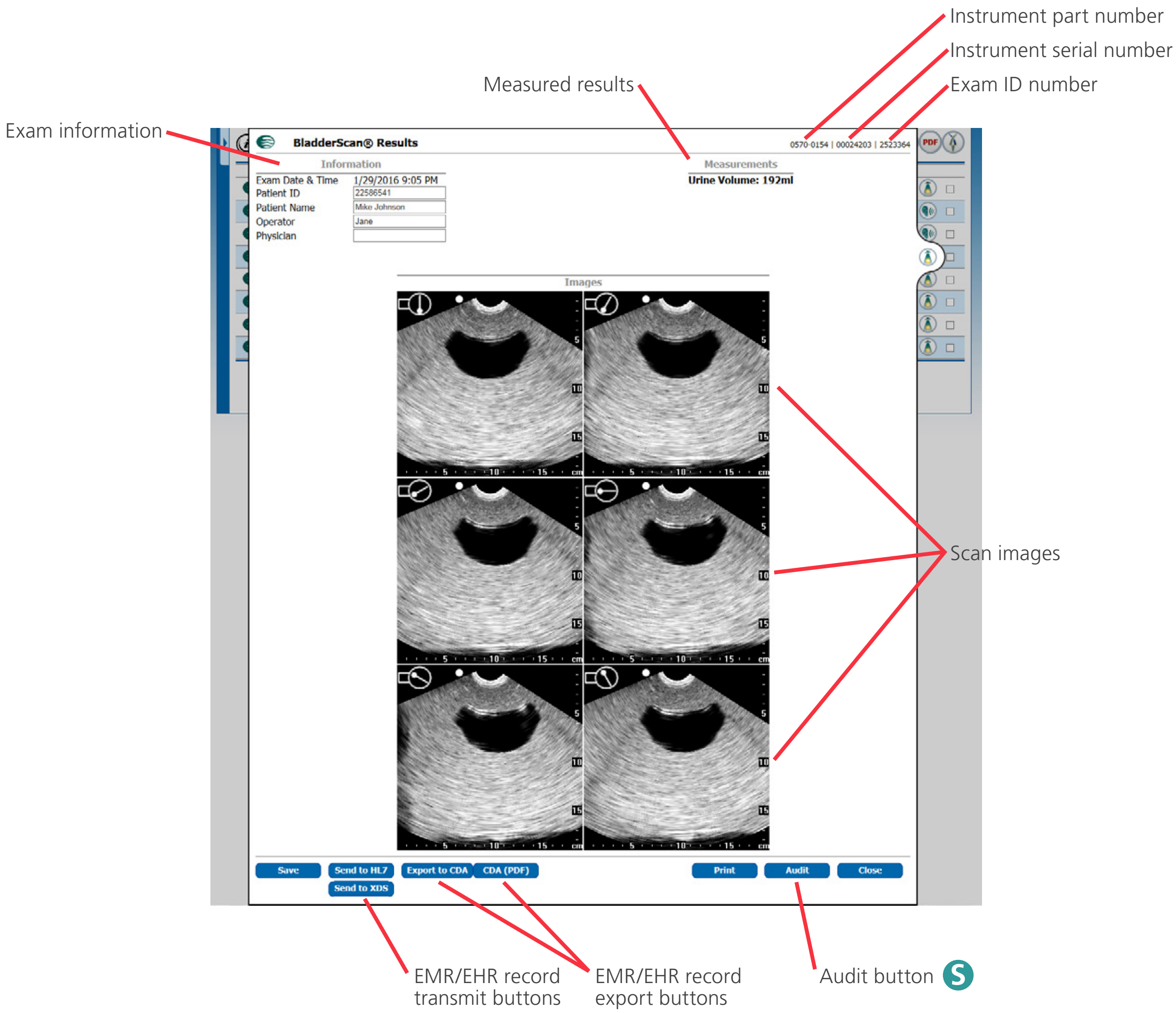
Figure 1. Main Scan Point Screen



When you open an exam to review or annotate it, it appears as a separate page overlaid on the main Scan Point screen, as shown in Figure 2.

Note: Some of the buttons at the bottom of the exam result page may not be visible depending on your role assignments and how (or whether) Scan Point is integrated with an electronic health record (EHR) or electronic medical record (EMR) system.

Figure 2. Exam Result Page



THE SCAN POINT SEARCH TOOL

The search tool appears with pages that display or list items. It allows you to locate or filter out those items by specifying at least one property. Table 1 shows the properties you can use to search for items of each type.

Table 1. Searchable Properties for Items Displayed in Scan Point

ITEM	SEARCHABLE PROPERTIES
Exams	Patient ID, patient name, instrument serial number, operator name, exam ID number, start and end dates
Instruments	Team name, identifier string, serial number, operator name, exam ID Number, start and end dates
Logins	Login name, team name, team role, active status (**Include Inactive Users** check box, normally cleared)
Patients	Patient ID, patient name, team name

PROCEDURE 1. PERFORM A SEARCH IN SCAN POINT C T A S P

1. If you want to constrain your search to items created or modified within specific dates, enter those dates in the **Start** and **End** boxes. Clicking in these boxes displays a date selector, in which you can scroll to the appropriate month and then click the date.

2. In the remaining boxes, enter the values you want to find.
   - If you want to find an instrument, replace any alphabetic characters at the beginning of the instrument's serial number with zeros. For example, if you were searching for an instrument with serial number A024203, you would enter *0024203* in the **Serial Number** box.
   - To indicate one or more unknown characters, type an asterisk (*). For example, entering **203* in the Serial Number box searches for all instruments whose serial numbers end in 203. Entering **242** searches for all instruments whose serial numbers have the digits 242 anywhere between their first and last characters, not including those characters.

3. If you are searching for logins and want to include users whose logins are no longer active, select **Show Inactive Users**.

4. Click the **Search** icon in order to begin the search.

SCAN POINT USER ROLES

Individuals who use Scan Point can retrieve and manage specific types of information based on the roles assigned to them. The following table shows a brief summary of the types of information available through each role.

Table 2. Scan Point User Roles

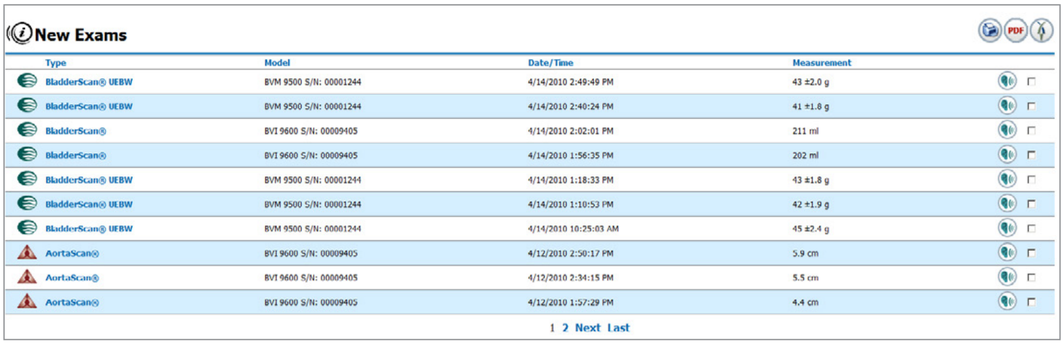
SYMBOL	ROLE	TYPICAL USERS	INFORMATION TYPE
C	Clinical User	• Physicians • Nurses • Clinicians	• Exam results • Patient demographics
T	Technical User	• Biotechnicians • Biomedical technicians	• Instrument configurations • Instrument calibration records
A	Team Administrator (Account Administrator)	• Team leads	• User accounts • User roles • Instrument team memberships
S	Document Security Officer	• IT administrators responsible for data security and regulatory compliance	• EHR/EMR interface configuration
P	Patient Administrator	• EHR/EMR system administrators	• Patient demographics

A single user can be assigned as many roles in a team as needed, and each user can be assigned different roles in different teams. For more information about teams, refer to Scan Point Instrument Teams on page 16.

CLINICAL USER

A Clinical user is typically a doctor, nurse, clinician, or healthcare worker who performs and annotates actual patient exams. The default home page for Clinical users is the New Scans page (Figure 3).

Figure 3. New Scans Page



New Exams

Type	Model	Date/Time	Measurement
BladderScan® UEBW	BVM 9500 S/N: 00001244	4/14/2010 2:49:49 PM	43 ±2.0 g
BladderScan® UEBW	BVM 9500 S/N: 00001244	4/14/2010 2:40:24 PM	41 ±1.8 g
BladderScan®	BVI 9600 S/N: 00009405	4/14/2010 2:02:01 PM	211 ml
BladderScan®	BVI 9600 S/N: 00009405	4/14/2010 1:56:35 PM	202 ml
BladderScan® UEBW	BVM 9500 S/N: 00001244	4/14/2010 1:18:33 PM	43 ±1.8 g
BladderScan® UEBW	BVM 9500 S/N: 00001244	4/14/2010 1:10:53 PM	42 ±1.9 g
BladderScan® UEBW	BVM 9500 S/N: 00001244	4/14/2010 10:25:03 AM	45 ±2.4 g
AortaScan®	BVI 9600 S/N: 00009405	4/12/2010 2:50:17 PM	5.9 cm
AortaScan®	BVI 9600 S/N: 00009405	4/12/2010 2:34:15 PM	5.5 cm
AortaScan®	BVI 9600 S/N: 00009405	4/12/2010 1:57:29 PM	4.4 cm

1 2 Next Last

TECHNICAL USER

A Technical user is typically one of the biotechnical or biomedical staff members responsible for maintaining the instruments, including performing and scheduling instrument calibrations, managing software upgrades, and managing instrument service (warranty) plans. The default home page for Technical users is the My Instruments page (Figure 4).

Figure 4. My Instruments Page

My Instruments

Hospital

Model	S/N	Identifier		Service Due Date		Schedule Service	ScanPoint Plan
+ BVI 6100	24203	ULab-24203	Save	5/28/2017	Certificate	Schedule	USA-ScanPoint...
+ BVI 9400	00016533		Save	4/17/2017	Certificate	Schedule	USA-ScanPoint...

Contact
Jane Smith (Account Administrator and Technical Administrator)

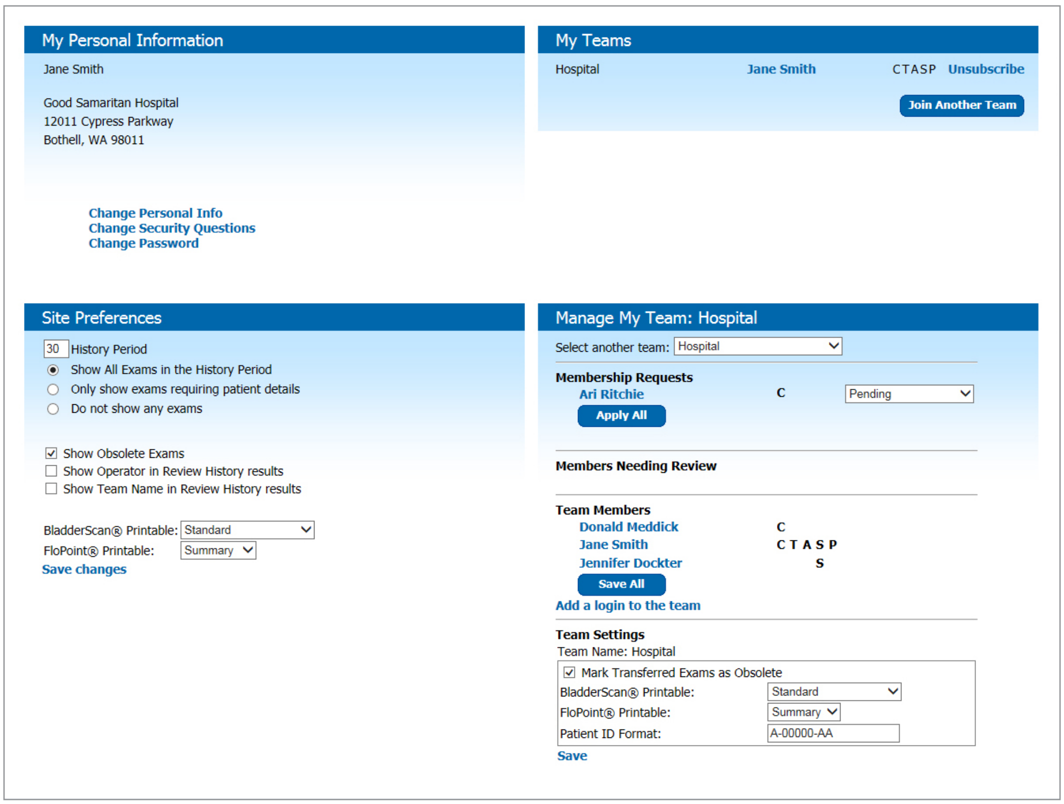
TEAM ADMINISTRATOR Ⓐ

Team Administrators (also referred to as *account administrators*) manage team membership and control other users' access to Scan Point. Team Administrator tasks include the following:

- Adding members to teams
- Authorizing and deactivating user accounts
- Assigning user roles
- Enabling and disabling user team assignments

The default home page for Team Administrators is the Account Administration page on the My Account tab (Figure 5). On this page, the Manage My Team panel allows them to perform their administrative tasks. The Manage My Team panel is not visible to Clinical or Technical users.

Figure 5. Team Administrator's Account Administration Page



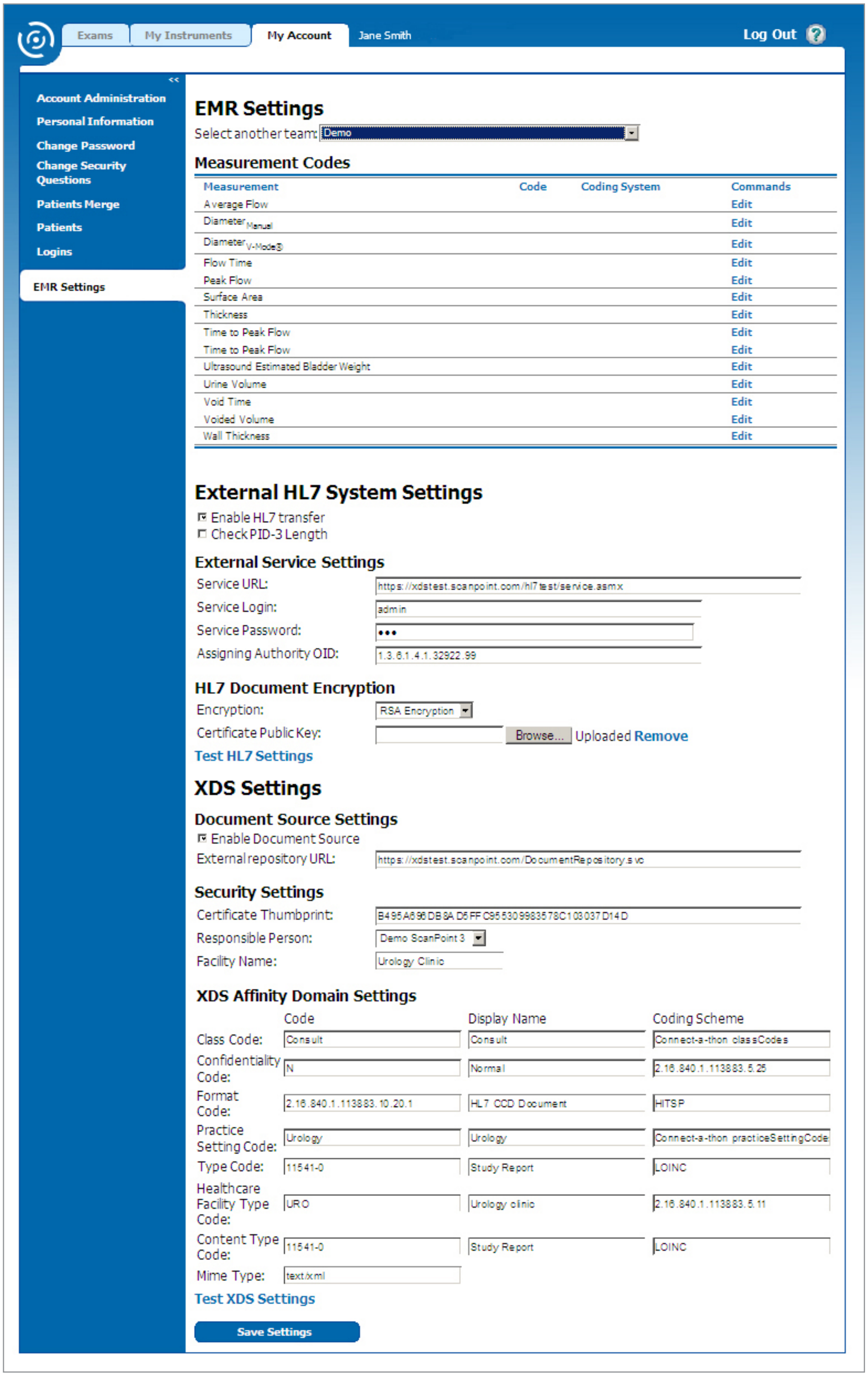
DOCUMENT SECURITY OFFICER S

The Document Security Officer is responsible for managing the security, integrity, and confidentiality of patient data. He or she monitors the actions of other Scan Point users and verifies that patient records are opened only under valid circumstances. Scan Point logs all access to all of its patient health information, and the Document Security Officer can review that access by retrieving system audit logs that Scan Point can generate at any time.

The Document Security Officer also configures the data exchange interface between Scan Point and an EMR or EHR system, ensuring that the communication between the two systems complies fully with HIPAA (Health Insurance Portability and Accountability Act) security rules. In order to record and examine the transmission of protected health information throughout the organization, the Document Security Officer may need to put a combination of hardware, software, and procedural measures into place.

The default home page for Document Security Officers is the Account Administration page on the My Account tab. However, an additional EMR Settings page (Figure 6) is also available to them on that tab. For information about the settings on this page, see External EHR/EMR Interfaces on page 71.

Figure 6. Document Security Officer's EMR Settings Page



PATIENT ADMINISTRATOR P

Patient Administrators are specialist users who correct errors introduced in EMR or EHR systems because of incorrect data entry. Within Scan Point, they apply these corrections by performing the following tasks:

- Adding or editing demographic information to existing patient records
- Merging duplicate patient records that have been created in error

Although they have access to patients' demographic information such as names and ID numbers, Patient Administrators do not have access to exam data.

The default home page for Patient Administrators is the Account Administration page on the My Account tab. Also on this tab, the Patients and Patients Merge pages allow the Patient Administrators to perform their duties.

Note: Clinical users and Team Administrators can also correct patient demographics and merge duplicate patient records.

For more information on Patient Administrator capabilities, refer to Patient Administration on page 78.

SUMMARY OF FEATURES BY USER ROLE

In Table 3, the following symbols indicate the capabilities available to users in each role:

- ✓ Feature is fully available to the role
- × Feature is not available to the role
- ⃠ Feature is available to the role, but some information may be restricted (either patient information or clinical information)

Table 3. Scan Point Features Available to Each User Role

	CLINICAL	TECHNICAL	ADMINISTRATIVE	DOCUMENT SECURITY OFFICER	PATIENT ADMINISTRATOR
Exams					
Recent Exams Review	✓	×	×	⃠	×
Recent Patient List	✓	×	×	✓	×
All Exam History	✓	×	×	⃠	×
Auto-complete search fields	✓	×	×	⃠	×
Filter tool available to narrow exam history to any number of criteria	✓	×	×	⃠	×
Retrieve audit log for an exam	×	×	×	✓	×
Patient Exam History with summary charts	✓	×	×	⃠	×
One-click to open annotation panel and listen to voice annotation	✓	×	×	⃠	×
Auto-complete boxes on the annotation panel, thus preventing errors in documenting patient information	✓	×	×	⃠	×
Print exam reports	✓	×	×	×	×
Download PDF exam reports	✓	×	×	×	×
Download CCD® exam reports (for EHR integration)*	✓	×	×	×	×
Request Verathon® customer support for an exam	✓	×	×	×	×
My Instruments					
View all instruments assigned to your teams	✓	✓	✓	×	×
Filter tool available to narrow instrument list	✓	✓	✓	×	×
Retrieve calibration certificate for valid calibration	×	✓	×	×	×
Schedule calibration service	×	✓	✓	×	×
View application update history	×	✓	×	×	×

	CLINICAL	TECHNICAL	ADMINISTRATIVE	DOCUMENT SECURITY OFFICER	PATIENT ADMINISTRATOR
Account Management					
Change personal information	✓	✓	✓	✓	✓
Change contact information	✓	✓	✓	✓	✓
Change your password	✓	✓	✓	✓	✓
Request membership to one or more teams	✓	✓	✓	✓	✓
Remove your membership to one or more teams	✓	✓	✓	✓	✓
Accept, reject, or modify membership requests	×	×	✓	×	×
Change role assignments of team members	×	×	✓	×	×
Activate or deactivate team members	×	×	✓	✓	×
Remove team members	×	×	✓	×	×
Assign team settings for print formats	×	×	✓	✓	×
Configure the New Scans page content (what type of exams, how many days of recent exams to review)	✓	×	✓	×	×
Update Patient Demographic information	✓	×	×	×	✓
Create your own login	✓	✓	✓	✓	✓
Recover your password	✓	✓	✓	✓	✓
EHR Configuration					
Configure Scan Point to be an IHE® Cross-Enterprise Document Sharing (XDS) Document Source	×	×	×	✓	×
Configure HL7® options	×	×	×	✓	×
Test the configuration	×	×	×	✓	×
Make the EHR connection live for team members	×	×	×	✓	×

SCAN POINT INSTRUMENT TEAMS

An instrument team forms an association in Scan Point between one or more users and one or more instruments. Verathon® Customer Care adds the instruments to the team, and users with valid Scan Point login accounts can be added in one of the following ways:

- They can submit a request to be added, using the serial number of a member instrument as a credential.
- A Team Administrator can add them (see Add a New Member Account on page 58).

The size of an instrument team can range anywhere from one or two people to an entire department or ward.

PROCEDURE 1. LOG IN TO SCAN POINT C T A S P

1. In your web browser, navigate to my.scanpoint.com.
2. Enter your login (user name) and password, and then click **Login**.

   Note: Scan Point automatically logs you out after a few minutes of inactivity.

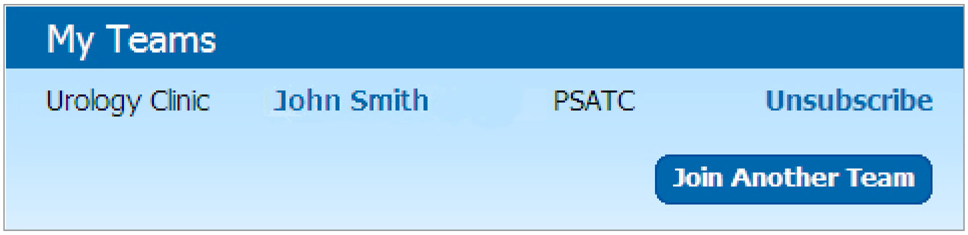
PROCEDURE 2. CREATE A LOGIN ACCOUNT C T A S P

1. In your web browser, navigate to my.scanpoint.com.
2. On the Scan Point login page, click **Create a Login**.
3. On the Create Login page, enter the following required pieces of information:
   - Your login (the ID you will use when you log in)
   - Your first name (personal name) and last name (surname)
   - Your email address
4. Enter or select the following pieces of additional information as appropriate:
   - Your physical address (street address, city, state or province, postal code, and country)
   - Your local time zone
   - Your telephone number
   - Your fax number
   - The language in which you would prefer to see Scan Point displayed
   - The version of your preferred language in use where you work (your *locale*)
5. Click **Continue**.

6. On the following page in the browser, in list box 1, select the first security challenge question. If you forget your password or have difficulty logging in, Scan Point uses these questions in order to confirm your identity.
7. If you selected **Custom question** in the previous step, enter your question in the additional text box that appears.
8. In the **Answer** text box just below challenge question 1, enter the answer you would give to the question you just selected.
9. Repeat Step 6 through Step 8 in order to select four additional challenge questions and define your responses.
10. Click **Save**.
11. Watch your email inbox for a message titled "Scan Point: your login credentials."
12. Open the email message in order to confirm your login and retrieve your temporary password.
13. In your browser, return to the Scan Point login page. If you have left your browser open while you checked your email, click **To Login**; otherwise, navigate to **my.scanpoint.com**.
14. Enter your login and temporary password in the **Login** and **Password** boxes, and then click **Login**.
15. On the **My Account** tab, click **Change Password**.
16. In the **Old password** box on the Change Password page, enter your temporary password again.
17. In the **New password** box, enter the password you want to use within Scan Point.
18. In the **Confirm Password** box, enter the password you entered in the previous step.
19. Click **Change Password**. You should now return to the **My Account** tab, and the My Personal Information, Site Preferences, and My Teams panels should now be visible.

PROCEDURE 3. VIEW TEAM MEMBERSHIP STATUS C T A S P

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. On the Account Administration page of the My Account tab, verify your current team memberships by looking at the My Teams panel.



If this is your first login to Scan Point, the My Teams panel may be empty, except for the **Join Another Team** button. If this happens, you are not yet a member of any teams. For instructions on requesting membership in an instrument team, see Join a Team on page 19.

If you are already a member of one or more teams, the My Teams panel lists them. For each team, the panel shows the following information:

- Team name
- Name of Team Administrator (which you can click to send the administrator an email message)
- Roles assigned to you in the team
- Your current status in the team

The status column displays one of the items in Table 4.

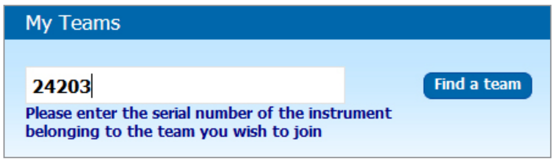
Table 4. Team Membership Status Types

ITEM DISPLAYED	MEANING
Unsubscribe (link)	You are an active member of this team and can perform all tasks defined for the roles you have been assigned. You can remove yourself from the team by clicking the **Unsubscribe** link.
Pending	You have submitted a request to join this team, but the Team Administrator has not yet granted that request. You will receive an email message when the Team Administrator approves your membership.
Under Review	You have forgotten your password and have been unable to provide the correct responses to the challenge questions Scan Point presented to you. The Team Administrator will need to review your case and reactivate your team membership.

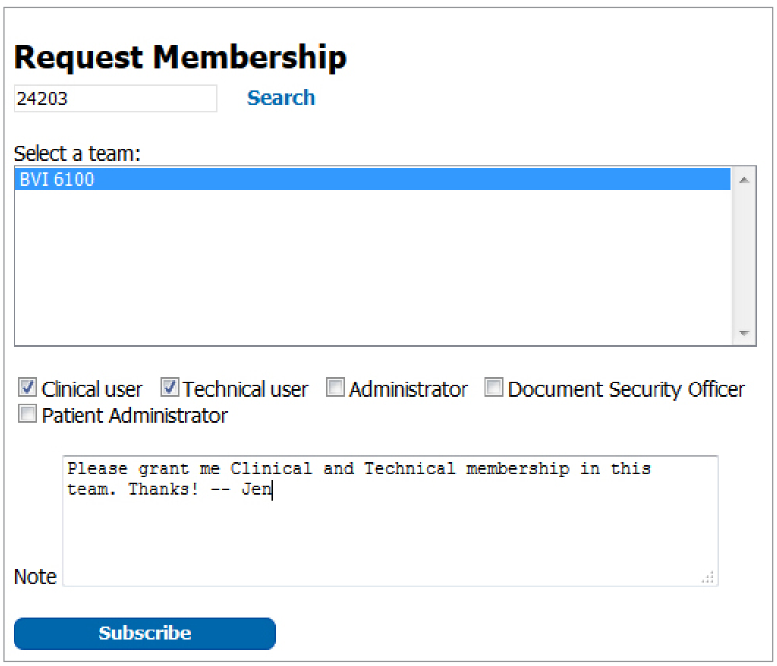
Note: If you were unable to answer the challenge questions correctly, you are blocked from Scan Point in two different ways: your team membership is placed under review as described in the preceding table, and your login is disabled. Your Team Administrator can remove your team membership from review, but you must contact Verathon® Customer Care to have your login account reinstated. You can see the "Under Review" item in the table only if Verathon Customer Care reinstates your login account before your Team Administrator removes your team membership from review.

PROCEDURE 4. JOIN A TEAM C T A S P

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. On the Account Administration page of the My Account tab, in the My Teams panel, click the **Join Another Team** button.
4. In the **Serial Number** text box, enter the serial number of an instrument associated with the team you want to join, and then click **Find a team**.



5. On the Request Membership page, select the team you want to join and the user roles (**Clinical** user, **Technical** user, **Administrator** (team administrator), **Document Security Officer**, **Patient Administrator**, or a combination) that you want to perform in that team.



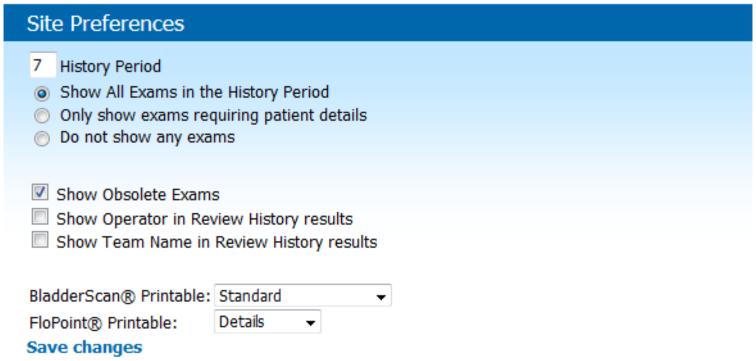
6. In the **Note** box, add a brief note to the Team Administrator explaining why you are making your membership and role requests.
7. Click **Subscribe** in order to notify the Team Administrator of your request.

After the Team Administrator approves or denies your request, you are notified by email.

PROCEDURE 5. SET YOUR SITE PREFERENCES C T A S P

After you have joined a team, a panel called Site Preferences (Figure 7) appears on your Account Administration page. In this panel, you can control what exam results you see in Scan Point and how they are presented.

Figure 7. Site Preferences Panel



1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. In the **History Period** box within the Site Preferences panel, enter the number of days that you want newly uploaded exams to remain on the New Exams page.
4. Select one of the three options below the History Period box to set the types of exams that you want Scan Point to display on the New Exams page:
    - All exams uploaded within the number of days you entered in the History Period box (**Show All Exams in the History Period**)
    - Only exams that have voice annotations but are missing patient details (**Only show exams requiring patient details**)
    - No exams (**Do not show any exams**)
5. If you want the exam listing pages to include exams that have been uploaded to an EHR or EMR system and marked obsolete in Scan Point, select **Show Obsolete Items**.

   Note: Exams that are not displayed on the New Exams page are available on the Review History page. Obsolete exams are shown in gray text.
6. If you want the Review History page to show the name of the operator who administered each exam, select **Show Operator in Review History results**.
7. If you are a member of more than one instrument team and you want the Review History page to show the name of the team that performed each exam, select **Show Team Name in Review History results**.

8. From the **BladderScan Printable** list, select the default format for all of your printed BladderScan® exam reports:
   - Exam results only (**Standard**)
   - Exam results, plus blanks and check boxes suitable for a physician's office (**For Physician's Office**)
   - Exam results, plus blanks and check boxes suitable for an extended care facility or skilled nursing facility (**For ECF/SNF**)
9. From the FloPoint Printable list, select the default format for all of your printed FloPoint® exam reports:
   - A brief synopsis of the exam results (**Summary**)
   - All exam results (**Details**)
10. Click **Save Changes**.

PROCEDURE 6. RESET YOUR PASSWORD C T A S P

In this procedure, you are asked to answer two security questions. You chose these questions and defined the answers when you created your account. Make sure your answers match the original answers exactly, including capitalization.

1. Open the Scan Point website: my.scanpoint.com.
2. Click **Forgot Your Password**. The Password Reset page opens.
3. Enter your login name or e-mail address, and then click **Request password reset**. Scan Point sends an email containing a password reset link to the email address associated with the account.
4. In the email message, click the password reset link. The Scan Point security verification page opens.
5. The Security Verification page displays two of the security questions you answered during your account setup. Answer the questions, and then click **Verify**. The Change Password page opens.

   Note: If you are unable to remember the answers to the two questions shown, click Change Question. Two new questions are displayed. If you are still unable to reset your password, please contact your local Verathon® representative or Verathon Customer Care.
6. In the **New password** and **Confirm password** boxes, enter the password you would like to use, and then click **Change Password**. The password is reset.

INSTALLING SCAN POINT QUICKPRINT

Scan Point is a Web-based application that provides viewing, printing, and HIPAA-compliant permanent online storage of patient exams, including images and voice annotations, generated from clinical use of Verathon® instruments.

Scan Point works in tandem with Scan Point QuickPrint, a local desktop client that links your AortaScan®, BladderScan®, and FloPoint® Elite instruments with the Web-based Scan Point application.

HARDWARE & SOFTWARE REQUIREMENTS

The following sections summarize how a computer must be configured in order to run Scan Point QuickPrint.

QUICKPRINT HARDWARE REQUIREMENTS

Table 5 summarizes minimum and recommended hardware requirements.

Table 5. QuickPrint Hardware Requirements

REQUIREMENT	MINIMUM	RECOMMENDED
Processor	PC with 800 MHz processor	PC with 2.0 GHz processor
Video display	Video card and monitor capable of 800 × 600 resolution	Video card and monitor capable of 1024 × 768 resolution
USB Ports	Two USB 2.0 ports	Three USB 2.0 ports*
Hard drive	200 MB of available space	5 GB of available space
Memory	512 MB	1024 MB (1 GB)
Internet access	256k DSL	512k DSL, cable modem, T1 line or other high-speed connection†

IMPORTANT

Your computer must be minimally certified to EN/IEC/CSA/UL 950 or 60101-1 standards.

This configuration ensures that compliance to the EN/IEC 60601-1-1 system standard is maintained. Any person who connects additional equipment to the signal input port or signal output port configures a medical system, and is therefore responsible for ensuring that the system complies with the requirements of the system standard EN/IEC 60601-1-1.

If you need assistance, contact Verathon® Customer Care or your local representative.

* One USB port each for the BVI 9000 series battery charger/wireless hub and the Scan Point docking station. The Scan Point host computer may connect with up to four Scan Point docking stations at one time.

† Scan Point QuickPrint supports the use of a Windows proxy server for Internet connections.

QUICKPRINT SOFTWARE REQUIREMENTS

Table 6 summarizes minimum and recommended software requirements.

Table 6. QuickPrint Software Requirements

REQUIREMENT	MINIMUM	RECOMMENDED
Operating system	Windows® 7 SP1 with all updates installed	Windows® 10 with all updates installed
Microsoft® .NET Framework	Version 4.5.1 (installed with QuickPrint)	Version 4.5.1 or later, with the latest Microsoft® updates installed
Adobe® Acrobat® Reader*	Adobe® Acrobat® Reader 7.0	Adobe® Acrobat® Reader DC

SUPPORTED OPERATING SYSTEMS AND WEB BROWSERS

Table 7 shows the major browsers and versions that Verathon® has tested and recommends for use with Scan Point. Before you install Scan Point, make sure that your web browser is configured to allow pop-up windows.

Table 7. Scan Point-Supported Operating Systems and Browsers

OPERATING SYSTEMS	BROWSER
Microsoft® Windows® 10 (32-bit and 64-bit)	Microsoft Edge™ 25 Microsoft® Internet Explorer® 8, 9, 10, or 11 Mozilla® Firefox® 50 Google Chrome™ 55
Microsoft® Windows® 8.1 (32-bit and 64-bit)	Microsoft® Internet Explorer® 8, 9, 10, or 11 Mozilla® Firefox® 50 Google Chrome™ 55
Microsoft® Windows® 8 (32-bit and 64-bit)	Microsoft® Internet Explorer® 8, 9, 10, or 11 Mozilla® Firefox® 50 Google Chrome™ 55
Microsoft® Windows® 7 (32-bit and 64-bit)	Microsoft® Internet Explorer® 8, 9, 10, or 11† Mozilla® Firefox® 50 Google Chrome™ 55

* Adobe® Acrobat® Reader is available as a free download from http://www.adobe.com.

† Microsoft® Internet Explorer® 10 and 11 require Service Pack 1 for Windows 7.

PERFORMING INSTALLATION

> **IMPORTANT**
>
> Do not connect any Verathon® instruments or accessories to the computer until instructed to do so. This includes all of the following devices:
>
> - Scan Point Docking Station (used with 6000 series instruments and the FloPoint® Elite Uroflow System)
> - Battery Charger/Wireless Hub (used with 9000 series instruments)
>
> If you have accidentally connected one of these devices, **do not** complete the Add New Hardware wizard that Microsoft® Windows® displays. Exit the wizard and disconnect your Verathon instruments and accessories before proceeding.
>
> However, if you will be using Scan Point QuickPrint with a 9000 series instrument, be sure that the power adapter and the USB cable are properly connected to the wireless hub before you continue.

When a BladderScan®, FloPoint Elite, or AortaScan® instrument connects to Scan Point QuickPrint through a docking station or wireless hub, QuickPrint displays the instrument details such as serial number, model name, and last calibration date. QuickPrint uploads this information automatically to your online Scan Point account.

Note: A maximum of four docking stations (BladderScan BVI 6000 series and FloPoint Elite) or one battery charger/wireless hub (BladderScan BVI 9000 series and AortaScan AMI 9700) can be connected to the QuickPrint host computer at one time.

Before you install QuickPrint, familiarize yourself with the information in this manual, particularly the Hardware & Software Requirements section on page 22. Make sure that your computer has the correct operating system and web browser versions installed, and that your Windows® logon account has administrative permissions on your computer. Also, make sure you have a valid Scan Point account. For information about creating an account, see Create a Login Account on page 16.

PROCEDURE 1. INSTALL ADOBE® ACROBAT® READER

QuickPrint uses Adobe® Acrobat® Reader (version 7.0 or higher) to print labels and patient reports. Adobe® provides Acrobat® Reader software free of charge.

1. In a web browser, visit the Adobe® web site at http://www.adobe.com.
2. On the Adobe® home page, click the **Acrobat Reader** link.
3. On the Acrobat® Reader installation page, clear the **Optional Offer** check box if one is present, and then click the **Install Now** button.
4. Follow the instructions in order to complete the Acrobat® Reader installation.

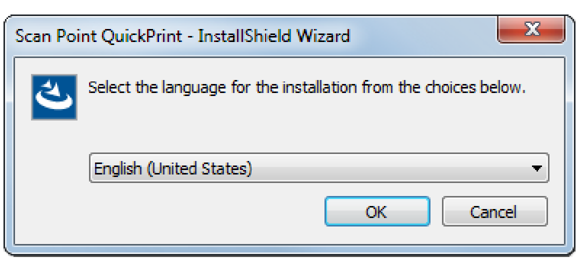
Note: After installing Acrobat® Reader but before using QuickPrint, you must run Acrobat® Reader once to accept its End User License Agreement.

PROCEDURE 2. INSTALL THE SCAN POINT LABEL WRITER (OPTIONAL)

1. Install a roll of labels into the Label Writer.
2. Plug the power cord of the Label Writer into a wall outlet.
3. Attach the USB connector of the Label Writer to any available USB connector on your computer.
4. When the Install New Hardware Wizard appears, follow the on-screen prompts to complete installation.

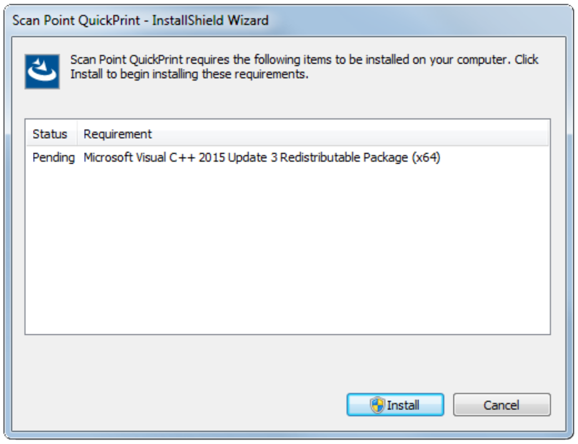
PROCEDURE 3. INSTALL QUICKPRINT

1. Insert the Software Install CD into your computer's CD drive.
2. If the InstallShield® Wizard does not open automatically, perform the following steps:
   - Double-click the **My Computer** icon on your desktop.
   - Double-click your CD drive icon or name.
   - Double-click the **Setup.exe** file.
3. In the language selection dialog box, choose the language that the installation wizard should display, and then click **OK**.

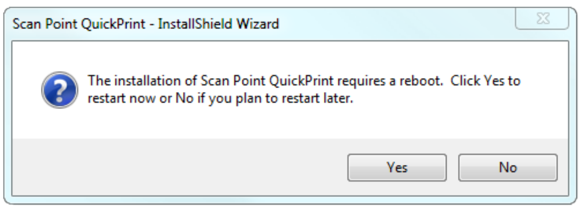


4. If a dialog box advises you that QuickPrint requires additional items to be installed, continue to Step 5. If not, skip to Step 11.

5. Click **Install**.

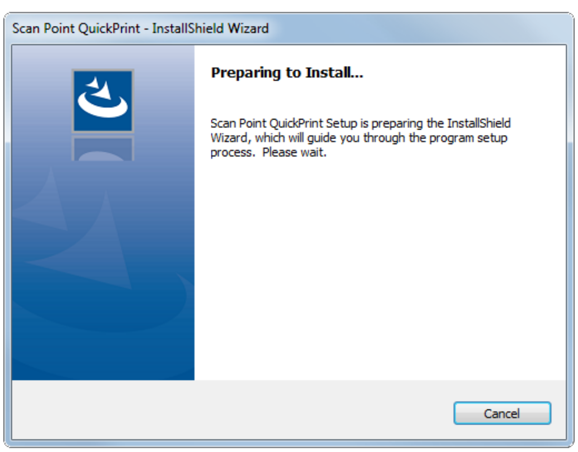


6. If you are asked whether you want to allow the installer to make changes to the system, click **Yes**.
7. When you are advised that the installation requires a reboot, click **Yes**.

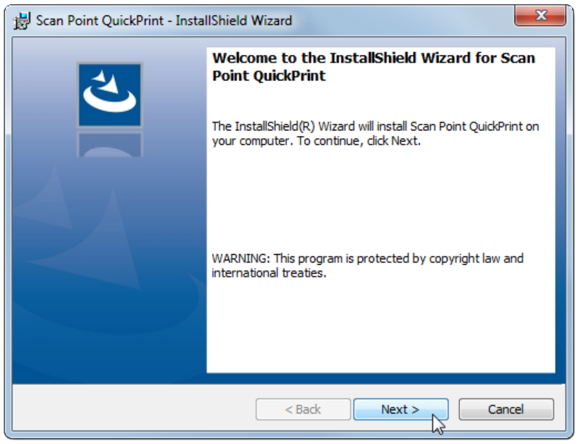


8. After the computer restarts, log on again.
9. If necessary, repeat Step 2 in order to resume the installation.
10. If the language selection dialog box appears again, choose the language that the wizard should display for the remainder of the installation process, and then click **OK**. A Preparing to Install dialog box may appear at this point.

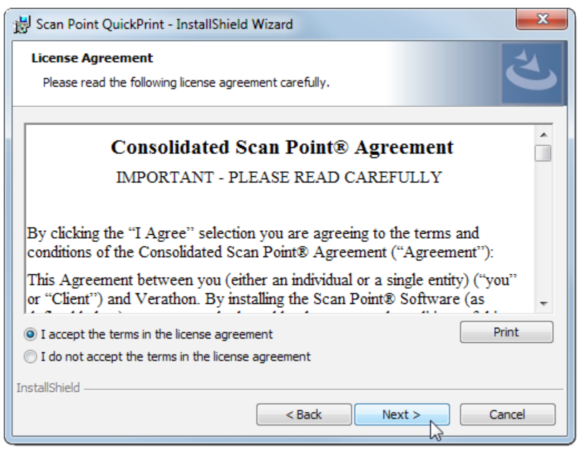
    Note: If you are upgrading an earlier version of Scan Point QuickPrint, the installer now removes the old software. However, it does not remove your program settings, instrument information, or saved exams.



11. When the Welcome page appears, click **Next**.



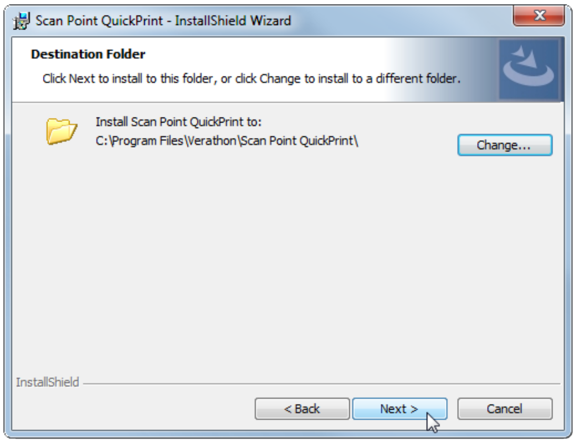
12. On the License Agreement page, select **I accept the terms in the license agreement**, and then click **Next**.



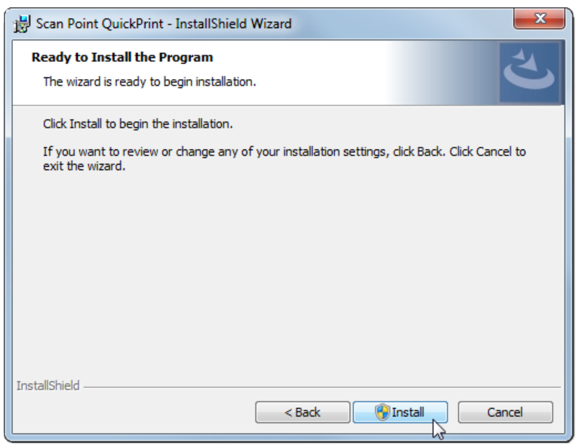
13. When the Disconnect Devices page appears, ensure that you have disconnected all Verathon® docking stations and wireless hubs from the computer, and then click **Next**.

14. On the Destination Folder page, verify that the installation folder is correct. If not, click the **Change** button, and then enter the desired location or browse to it. Click **OK** in order to return to the Destination Folder dialog box.

    Once the installation folder is correct, click **Next**.

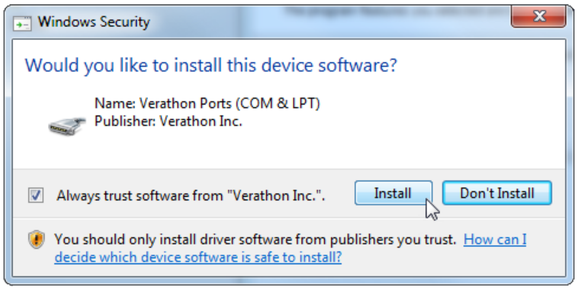


15. On the Ready to Install the Program page, click **Install**. InstallShield® displays a progress bar while it installs QuickPrint.

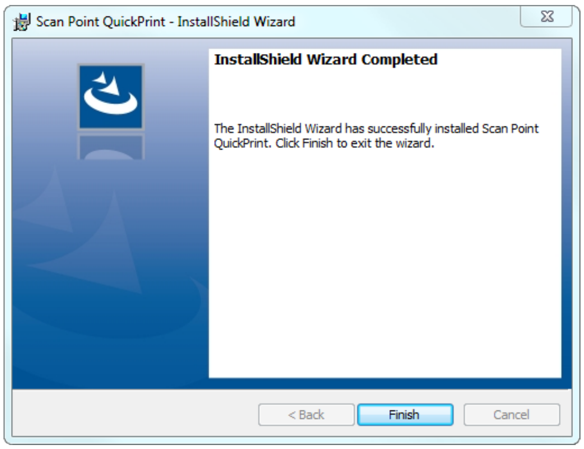


16. If you are asked whether you want the program to install the software on your computer, click **Yes**.

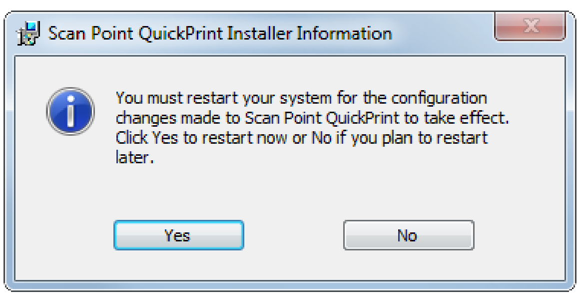
17. If the Windows Security dialog box appears, select **Always trust software from "Verathon Inc."** and then click **Install**.



18. When the InstallShield Wizard Completed page appears, click **Finish**.



19. When you are advised that the configuration changes made to Scan Point QuickPrint require another reboot, click **Yes**.



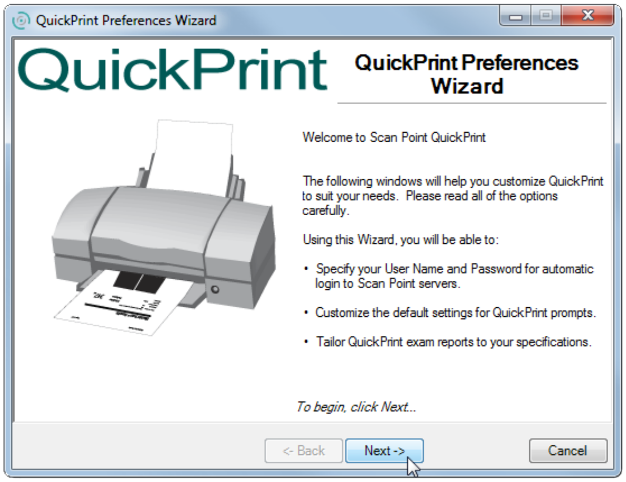
20. When Scan Point QuickPrint starts and the QuickPrint Preferences Wizard appears, continue to Set Your QuickPrint Preferences.

PROCEDURE 4. SET YOUR QUICKPRINT PREFERENCES

If you are installing QuickPrint according to the procedures in this chapter, you should still have the QuickPrint Preferences Wizard open on your Windows® desktop. If you need to return to the Preferences Wizard later, select **Preferences Wizard** from the **Tools** menu in QuickPrint itself.

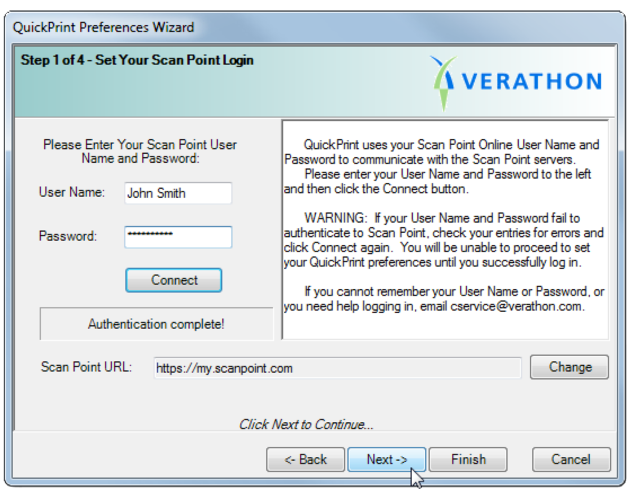
As noted earlier in the chapter, you must have an active Scan Point login account before you complete this procedure. For information about how to create an account, see Create a Login Account on page 16.

1. On the initial QuickPrint Preferences Wizard page, click **Next**.



2. On the Set Your Scan Point Login page, enter your login name and password in the **User Name** and **Password** boxes, and then click **Connect**.

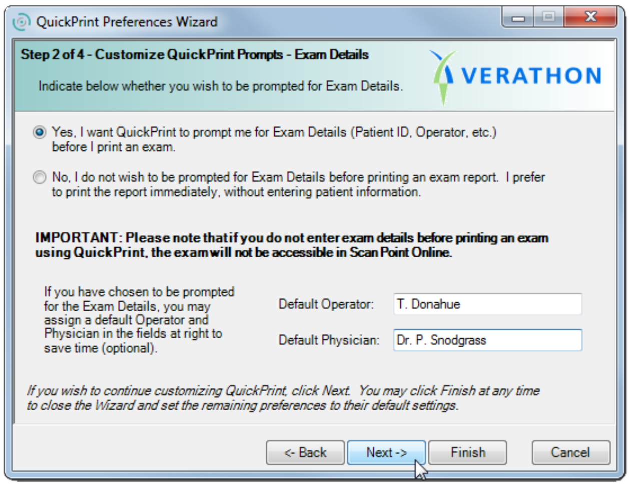
   Note: Do not change the default Scan Point URL on this page unless Verathon® Customer Care specifically asks you to do so.



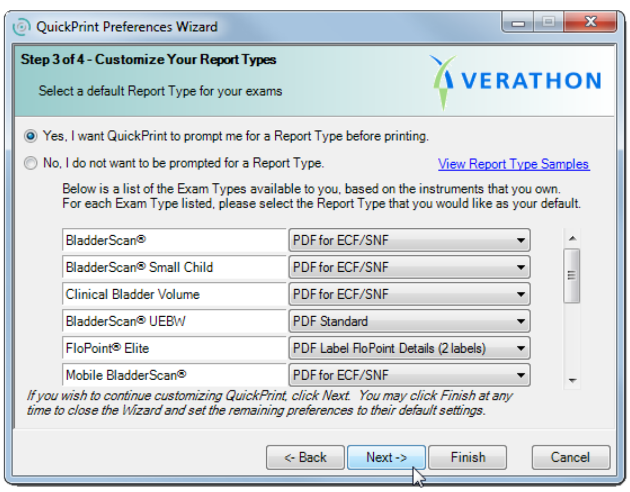
3. After your login account has been authenticated, click **Next**.

4. On the Customize QuickPrint Prompts page, indicate whether you want QuickPrint to prompt you for details about an exam before uploading the results of that exam.
    - If you choose to be prompted for exam details, you can enter default names for the operator (the person who performed the exam) and the physician (the doctor who ordered the exam) in the Default Operator and Default Physician text boxes. These names will appear automatically in the Operator and Physician text boxes that QuickPrint displays when you upload each exam. You can then accept the defaults or enter new names before you begin the upload or print the exam results.
    - If you choose **not** to be prompted for exam details, QuickPrint prints and uploads the results of each exam automatically, without prompting you for exam details. Printed exam reports include blank spaces for the patient ID, the patient's name, the operator's name, and the physician's name.

    After you have made your selection, click **Next**.



5. On the first Customize Your Report Types page, indicate whether you want to choose a report type each time you upload an exam.

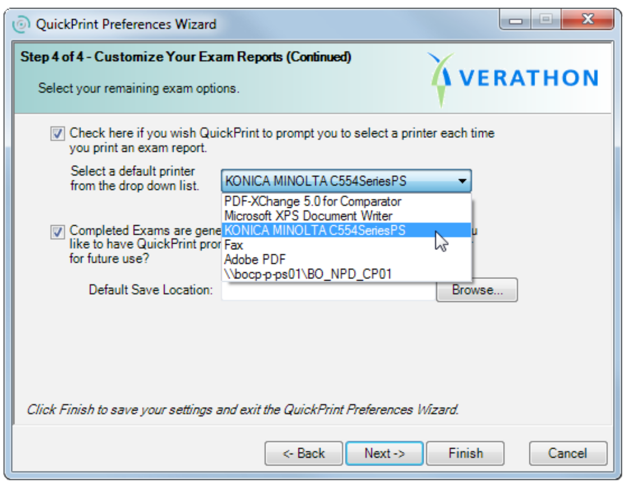


6. From the list boxes shown for each of your BladderScan® or FloPoint® Elite instruments, select the type of PDF report that QuickPrint should generate by default:
   - Exam results, plus blanks and check boxes suitable for a physician's office (**PDF for Physician's Office**)
   - Exam results, plus blanks and check boxes suitable for an extended care facility or skilled nursing facility (**PDF for ECF/SNF**)
   - Exam results only (**PDF Standard**)

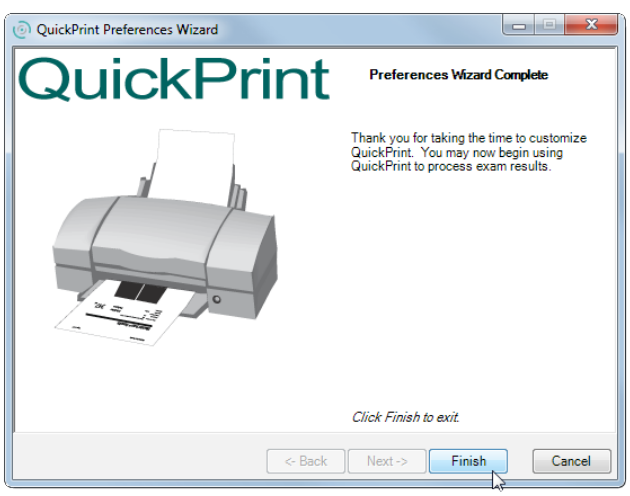
   *Note: You can view samples of each report type by clicking **View Report Type Samples**. Because AortaScan® instruments have only one report type, this dialog box does not list them.*

   After you have made your selection, click **Next**.

7. On the Customize Your Exam Reports (Continued) page, specify whether QuickPrint should prompt you to select a printer each time you print an exam report and whether it should save a copy of the report as well as printing it. From the list of printers, select the printer that QuickPrint should use by default. Click **Next** to continue.



8. On the Preferences Wizard Complete page, click **Finish**.



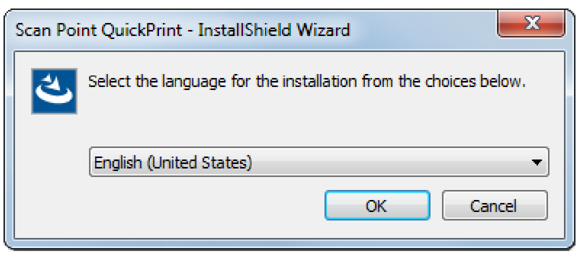
9. Connect the docking station or wireless hub to the computer. The computer configures the device drivers that were installed along with Scan Point QuickPrint.

PROCEDURE 5. UPDATE QUICKPRINT

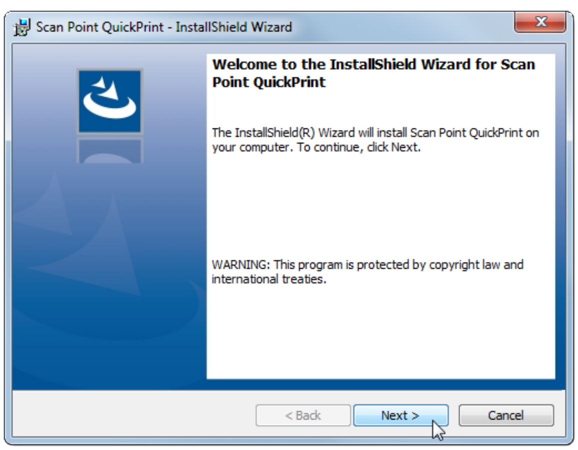
Verathon® sends out messages regularly through Scan Point in order to inform customers of software updates. When these messages are sent, you can read them by clicking the **Message Waiting** icon on the QuickPrint main screen. You can also check for software updates before you receive such a message.

1. In the main QuickPrint window, click **Tools**, and then select **Check for Updates**.
2. If a dialog box informs you that you are already running the latest version of QuickPrint, click **OK**. Otherwise, continue to the following step.
3. If you are asked if you want to allow 7z Setup SFX to make changes to your computer, click **Yes**.
4. At each of the following two dialog boxes, when you are asked if you want to install the new version of Scan Point QuickPrint and to perform an upgrade, click **Yes**.
5. In the language selection dialog box, choose the language that the installation wizard should display, and then click **OK**. A Preparing to Install dialog box may appear at this point.

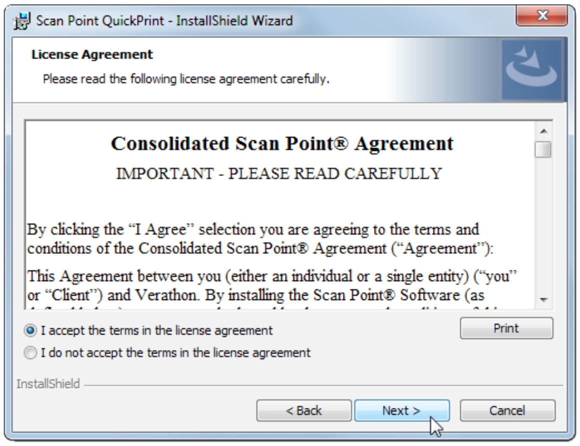
   Note: The installer now removes the old software. However, it does not remove your program settings, instrument information, or saved exams.



6. When the Welcome page appears, click **Next**.



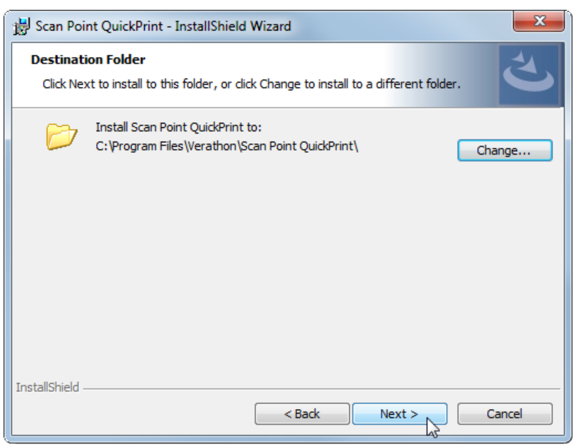
7. On the License Agreement page, select **I accept the terms in the license agreement**, and then click **Next**.



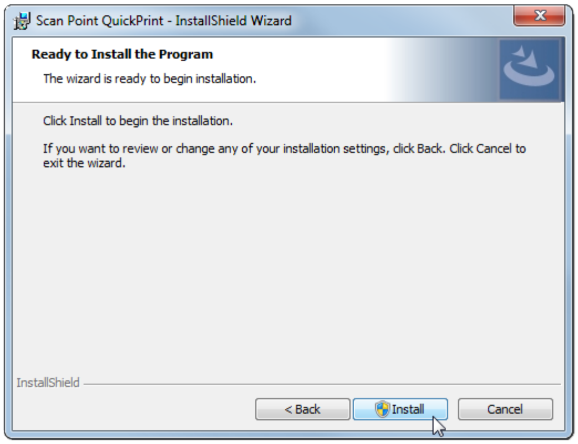
8. When the Disconnect Devices page appears, ensure that you have disconnected all Verathon® docking stations and wireless hubs from the computer, and then click **Next**.

9. On the Destination Folder page, verify that the installation folder is correct. If not, click the **Change** button, and then enter the desired location or browse to it. Click **OK** in order to return to the Destination Folder dialog box.

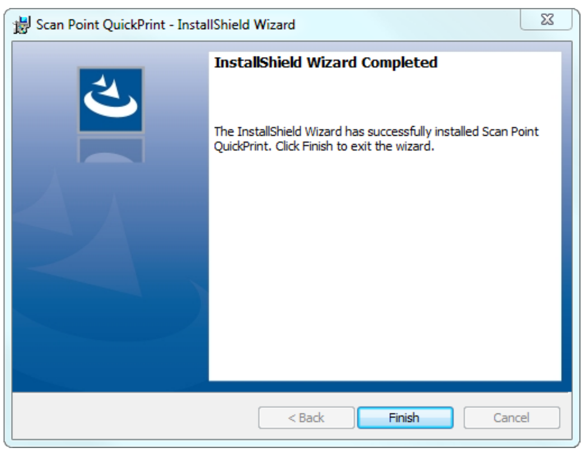
   Once the installation folder is correct, click **Next**.



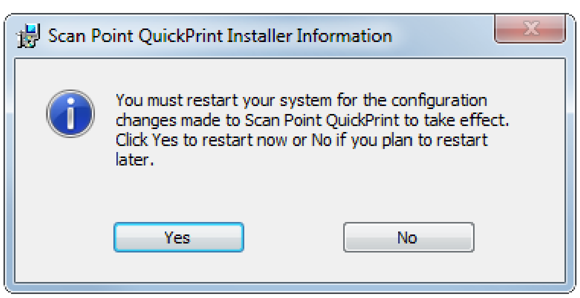
10. On the Ready to Install the Program page, click **Install**. InstallShield® displays a progress bar while it installs QuickPrint.



11. If you are asked whether you want the program to install the software on your computer, click **Yes**.
12. When the InstallShield Wizard Completed page appears, click **Finish**.



13. When you are advised that the configuration changes made to Scan Point QuickPrint require a reboot, click **Yes**.



USING SCAN POINT QUICKPRINT

Once installed, Scan Point QuickPrint starts automatically every time you start your computer. You can verify that QuickPrint is running by confirming the presence of the Scan Point QuickPrint icon in your system tray (in the lower right corner of your screen, near the clock).

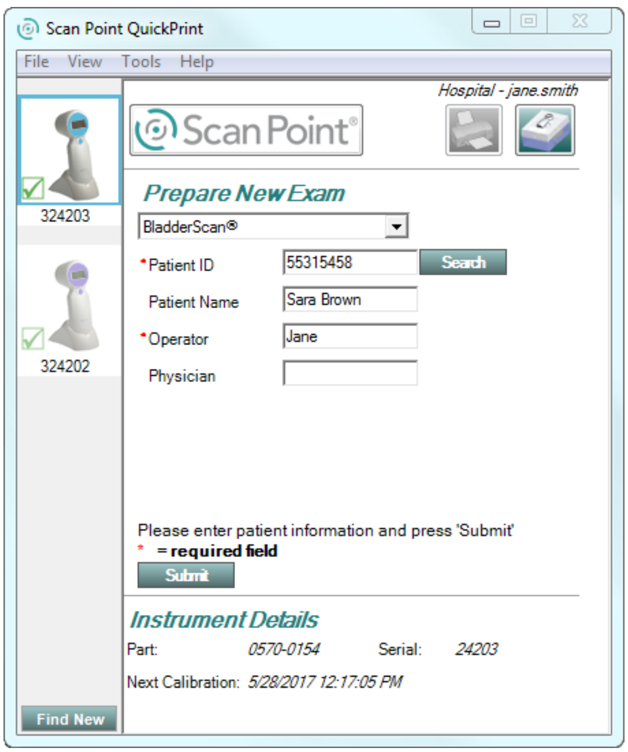
Figure 8. System Tray

Note: Using QuickPrint requires an active Internet connection.

THE QUICKPRINT MAIN WINDOW

The QuickPrint main window (Figure 9) provides immediate access to the status of any Verathon® instruments connected to the computer via docking stations or wireless hub.

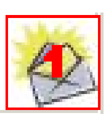
Figure 9. QuickPrint Main Window



MAIN WINDOW CONTROLS

Table 8 provides descriptions of the controls and features found in the QuickPrint main window.

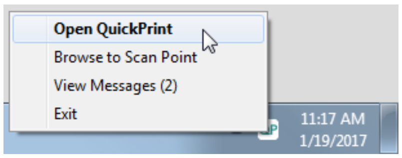
Table 8. QuickPrint Main Window Controls

CONTROL	NAME	PURPOSE
Scan Point®	**Scan Point** button	Starts Scan Point and logs you in.
	**Calibrate** button	Opens the Calibrate Instrument window, where you can calibrate the selected device.
	**Print Last Exam** button	Prints a copy of the last exam uploaded.
	Instrument image, name, and status Indicator	Represents a connected instrument and indicates its status using one or more of the following symbols: • **Highlighted border:** Selected. • **Green check mark** **:** Ready to use. • **Blue exclamation point** **:** Waiting for information. • **Red stop sign** **:** Transmitting or receiving information (as also shown by the progress bar). **Do not** remove the instrument from the docking station or interrupt the wireless connection. Clicking the image selects the instrument. The instrument name defaults to the instrument's serial number. If a Technical user renames the instrument in Scan Point, that name appears here instead.
Change Configuration	**Change Configuration** button (9000 series instruments only)	Allows configuration of instrument settings through QuickPrint (see Use QuickPrint to Configure Your 9000 Series Instrument on page 43)
Update Instrument	**Update Instrument** button (9000 series instruments only)	Downloads and installs the most recent software update for the selected instrument.
Find New	**Find New** button	Locates and displays new connected instruments.
	**Message Waiting** icon	Appears when QuickPrint has received one or more notification messages from the Scan Point server. Displays the number of waiting messages. Click the icon in order to view the messages.

MANUAL STARTING OPTIONS

QuickPrint normally starts along with the computer, after it has been installed and a user has logged in. However, if it does not do so on your computer, or if you have exited and want to restart it, you can start it manually in any of the following ways:

- Double-click the **Scan Point QuickPrint** icon in your system tray or on your Windows® desktop .
- Right-click the **Scan Point QuickPrint** icon in your system tray, and then select **Open QuickPrint** from the menu that appears.



- On the **Start** menu, click **All Programs**, then **Verathon**, then **Scan Point QuickPrint**, and finally **Scan Point QuickPrint**.

Under normal use, QuickPrint remains active after it first starts. BladderScan® BVI 6000 series instruments and FloPoint® Elite controllers activate QuickPrint when they are placed in a docking station that is connected to the computer. You must activate QuickPrint manually in order to download exam results from AortaScan® AMI 9700 or BladderScan BVI 9000 series instruments. For more information about uploading exam results in QuickPrint, see the following sections of this manual:

- Upload Exams from 6000 Series and FloPoint Elite Instruments (page 45)
- Upload Exams from 9000 Series Instruments (page 47)

PREFERENCES

When you install QuickPrint, the Preferences Wizard runs automatically. If you want to walk through all of your preferences and change them later, you can do so by selecting **Preferences Wizard** from the **Tools** menu within QuickPrint.

If you want to adjust individual preferences, select **Preferences** from the **Tools** menu. In the tabbed Preferences dialog box that appears, you can locate and change settings as shown later in this section.

COMMON BUTTONS

The buttons in Table 9 are available regardless of which tab is selected.

Table 9. Common Buttons, Preferences Dialog Box

BUTTON	FUNCTION
Apply Defaults	Restores all settings to the default values for your instrument team. Where no default exists for your team, the settings revert to the system-wide default values.
Save as All Users Default	Saves your current settings as the default values for your instrument team. ***Do not*** *click this button unless Verathon® Customer Care instructs you to do so.*
OK	Saves your changes and exits the Preferences dialog box.
Cancel	Discards your changes and exits the Preferences dialog box.

SCAN POINT LOGIN TAB

The Scan Point Login tab (Figure 10) defines how your copy of QuickPrint establishes contact with the Scan Point server. Table 10 describes the function of each of the controls on this tab.

Figure 10. Scan Point Login Tab

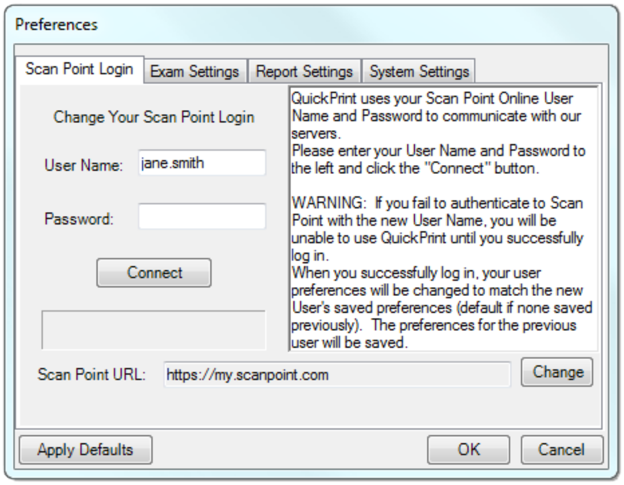


Table 10. Scan Point Login Tab Controls

CONTROL	FUNCTION
UserName box	Specifies the name that QuickPrint uses when logging in to the Scan Point server.
Password box	Specifies the password for the login name entered in the **UserName** box.
Connect button	Saves your changes and exits the Preferences dialog box.
Scan Point URL box and **Change** button	Specifies the URL that Scan Point uses when contacting the Scan Point server. ***Do not** change this URL unless Verathon® Customer Care directs you to do so.*

EXAM SETTINGS TAB

The Exam Settings tab (Figure 11) affects the way QuickPrint generates exam reports. The default information specified here appears on the reports unless the operator replaces it with more specific information for each exam. Table 11 describes the function of each of the controls on the tab.

Figure 11. Exam Settings Tab

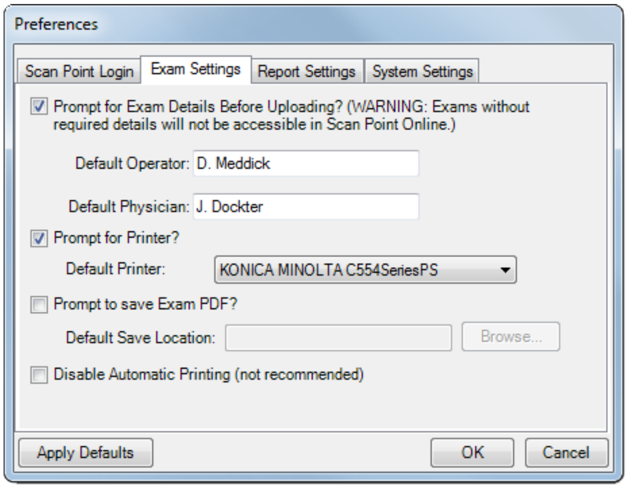


Table 11. Exam Settings Tab Controls

CONTROL	FUNCTION
Prompt for Exam Details Before Uploading check box	Specifies whether or not QuickPrint allows the operator to add or change report information before printing each exam.
Default Operator box	Specifies the operator name that QuickPrint records on all exam reports, unless the operator replaces it with a different name.
Default Physician box	Specifies the physician name that QuickPrint records on all exam reports, unless the operator replaces it with a different name.
Prompt for Printer check box	Specifies whether QuickPrint allows the operator to select a printer when printing each exam.
Default Printer list box	Specifies the printer that QuickPrint uses for exam reports, unless the operator changes it.
Prompt to save Exam PDF check box	Allows the operator to choose whether to save a PDF copy of each report as it is uploaded. If this box is not selected, Scan Point does not save a PDF copy of any exam report.
Default Save Location box and **Browse** button	Specifies the location where QuickPrint saves PDF copies of exam reports, unless the operator changes it.
Disable Automatic Printing check box	If selected, prevents QuickPrint from printing exam reports automatically. *Verathon® recommends that you keep this box cleared.*

REPORT SETTINGS TAB

The Report Settings tab (Figure 12) defines the default formats that QuickPrint uses when it creates reports for each type of exam. For BladderScan® and FloPoint® Elite instruments, the following report formats are available:

- Exam results, plus blanks and check boxes suitable for a physician's office (**PDF for Physician's Office**)
- Exam results, plus blanks and check boxes suitable for an extended care facility or skilled nursing facility (**PDF for ECF/SNF**)
- Exam results only (**PDF Standard**)

For AortaScan® instruments, only the PDF Standard format is available, so QuickPrint does not provide any format selection for them.

Table 12 describes the function of each of the controls on this tab.

Figure 12. Report Settings Tab

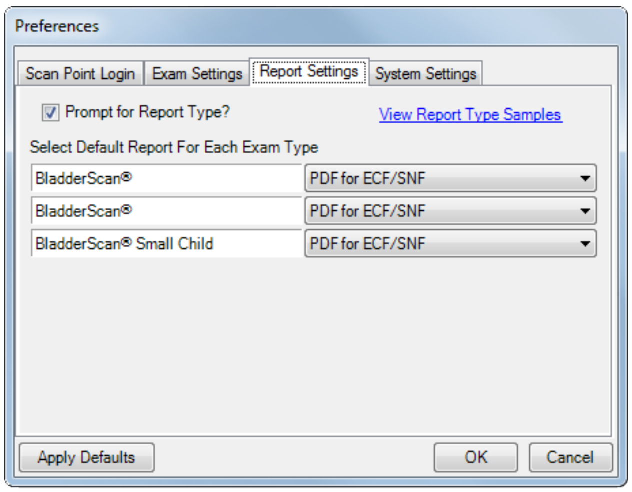


Table 12. Report Settings Tab Controls

CONTROL	FUNCTION
Prompt for Report Type check box	Specifies whether the operator can select the exam report format at printing time.
View Report Type Samples link	Leads to a webpage showing examples of all available report formats.
Default report type lists for BladderScan and FloPoint Elite instruments	Specifies the format used in printing reports for each type of instrument, unless the operator selects a different format at printing time.

SYSTEM SETTINGS TAB

The System Settings tab (Figure 13) displays and determines certain operational settings for the QuickPrint software itself. Table 13 describes the function of each of the controls on this tab.

Figure 13. System Settings Tab

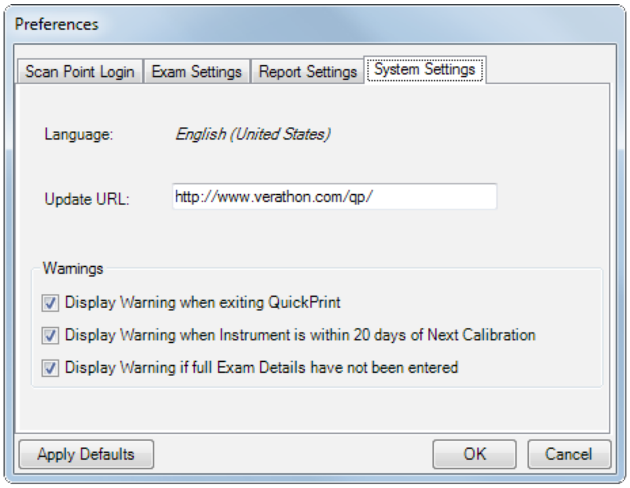


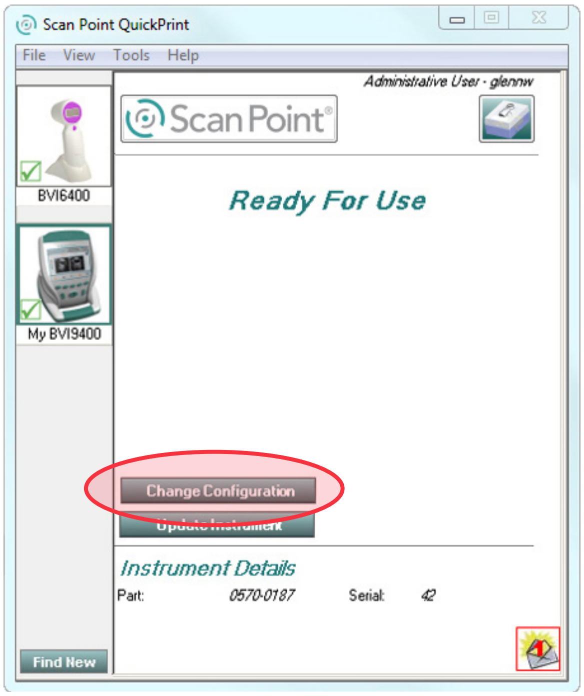
Table 13. System Settings Tab Controls

CONTROL	FUNCTION
Language indicator	Displays the language used in QuickPrint windows, dialog boxes, and messages. This value cannot be changed.
Update URL box	Specifies the URL from which QuickPrint downloads software updates. ***Do not*** *change this URL unless Verathon® Customer Care directs you to do so.*
Warnings check boxes	Specifies whether QuickPrint displays an advisory warning under one or more of the following conditions: • The operator attempts to exit QuickPrint. • The selected instrument is due for calibration in 20 days or less. • The operator attempts to upload an exam without providing all details.

PROCEDURE 1. USE QUICKPRINT TO CONFIGURE YOUR 9000 SERIES INSTRUMENT

All BladderScan® or AortaScan® 9000 series configuration settings that you can change in QuickPrint can also be changed directly in the instrument itself. For information about the values available for each of these settings, refer to the operations and maintenance guide for the instrument you are configuring.

1. In the QuickPrint main window, click **Change Configuration**.



2. In the Set Instrument Configuration dialog box, in the **Language** list, select the language that should be used on the instrument's displays.
3. In the **Organization Name** box, enter the name of the facility where the instrument is installed and used.

   *Note: If you want to enter accented characters or non-Latin text, you must use QuickPrint. Depending on your computer's operating system configuration, you may be able to type the desired text directly on your keyboard. If not, you can use the Windows® Character Map to enter the text. To start the Character Map, click the **Start** button, then **All Programs**, then **Accessories**, then **System Tools**, and finally **Character Map**.*

4. From the **Date Format** list, select the format in which dates should appear on the instrument.
5. From the **Time Format** list, select the format in which times of day should appear on the instrument.

6. From the **UTI Rate** list, select the percentage of cases in which a urinary tract infection would be expected to develop after catheterization. The instrument uses this setting, along with the following four settings, in order to calculate the amount of money it is saving for your facility.
7. From the **UTI Cost** list, select the average cost of treating a urinary tract infection at your facility.
8. From the **Catheter Cost** list, select the average cost of a urinary catheterization procedure at your facility.
9. From the **Catheter Volume** list, select the average amount of urine that must be retained in a patient's bladder before your facility performs a catheterization.
10. From the **Currency** list, select the unit of currency that the instrument should use when calculating cost savings.
11. If this is a BVI 9400 instrument and you want to deactivate its small child scanning mode, clear the **Enable Small-Child Mode** box.
12. If you want to use the computer's internal clock to regulate the clock in the instrument, select **Resync instrument clock to my clock**.
13. Click **Save**.

PROCEDURE 2. EXIT QUICKPRINT OR HIDE THE QUICKPRINT WINDOW

1. In the QuickPrint main window, click **File**.
2. In the **File** menu, select a command as follows:
   - If you want to leave QuickPrint running in the background, click **Close**.
   - If you want to exit QuickPrint entirely, click **Exit**.
3. If the Warning: Exiting QuickPrint dialog box appears, click **OK**.

*Note: If QuickPrint is currently running in the background and you want to exit entirely, you can also right-click on the Scan Point icon in the system tray and select **Exit**. When the **Warning: Exiting QuickPrint** dialog box appears, click **OK**.*

UPLOADING EXAMS

CAUTION

If the instrument powers off due to a low battery, or if the handset goes into sleep mode, unsaved exam data will be lost if not uploaded to Scan Point.

CAUTION

While exam data is uploading to Scan Point, do not remove the instrument from the Scan Point docking station or remove the console battery while data is being uploaded. The Scan Point QuickPrint window displays the percentage of data transferred.

This chapter contains procedures for uploading exams from a AortaScan®, BladderScan®, or FloPoint® Elite instrument to your Scan Point account.

For information on reviewing past exams, see the procedure Review Exam History on page 49.

For additional information on using and understanding the Scan Point QuickPrint utility, see the chapter Installing Scan Point QuickPrint on page 22.

PROCEDURE 1. UPLOAD EXAMS FROM 6000 SERIES AND FLOPOINT ELITE INSTRUMENTS C

Use this procedure in order to upload exam information from BladderScan BVI 6100, BVI 6200, BVI 6400, BVM 6500, and FloPoint Elite instruments.

BladderScan BVI 6100

BladderScan BVI 6200

BladderScan BVI 6400

BladderScan BVM 6500

FloPoint Elite

OPTION 1. EXAMS WITH VOICE ANNOTATION

If the instrument is holding a patient exam that does not have a voice annotation, skip to the option Exams Without Voice Annotation on page 46.

1. Place the instrument on the Scan Point docking station.

2. The exams will automatically start to upload to Scan Point. Do not remove the instrument from the Scan Point docking station while exam data is being uploaded. Once the exam data has finished uploading, a Scan Point window opens allowing you to review the exams.

   If you need to add annotations to an exam, continue to the procedure Annotate a New Exam on page 49.

OPTION 2. EXAMS WITHOUT VOICE ANNOTATION

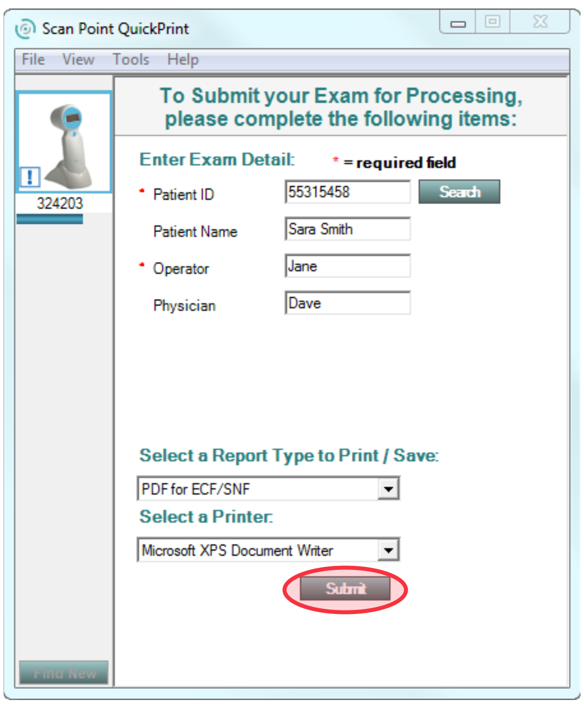
Complete this option if the instrument is holding an exam that does not have a voice annotation.

1. Place the instrument on the Scan Point docking station.

2. If more than one docking station is connected to the Scan Point host computer, ensure that the instrument you would like to upload exam data from is selected.

   Note: A maximum of four docking stations can be connected to the QuickPrint host computer at one time.

3. Annotate the exam, and then click **Submit**. The exam uploads to Scan Point.



PROCEDURE 2. UPLOAD EXAMS FROM 9000 SERIES INSTRUMENTS

Use this procedure in order to upload exam information from BladderScan® BVI 9400, BVM 9500, BVI 9600, and AortaScan® AMI 9700 instruments.

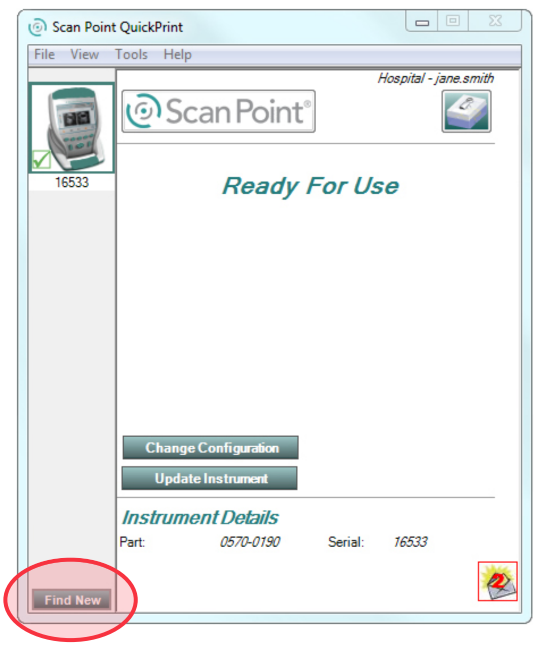

BladderScan
BVI 9400


BladderScan
BVM 9500


BladderScan
BVI 9600


AortaScan
AMI 9700

1. Place the instrument within 3 m (10 ft) of the Battery charger/wireless hub.
2. On the instrument, on the Home screen, press the **Scan Point** button.
3. On the computer, in the Scan Point QuickPrint window, click **Find New**. QuickPrint establishes a connection with the instrument, and an icon for the device appears in the left pane. On the console, two arrows appear, confirming that the console is connected to Scan Point. The saved exams begin to transfer.



Once the exam data has finished uploading, a Scan Point window opens allowing you to review the exams.

If you need to add annotations to an exam, continue to the procedure Annotate a New Exam on page 49.

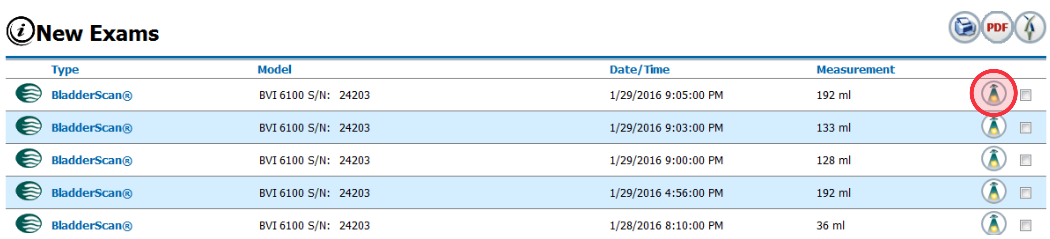
MANAGING EXAM DATA

This chapter contains the following procedures for managing exam data uploaded to Scan Point:

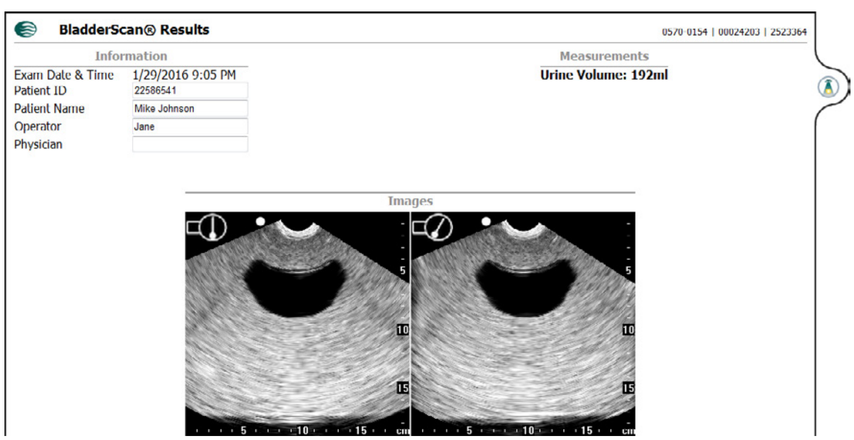
PROCEDURE 1. VIEW NEW EXAMS

The New Exams page (also called the Exam Home page) lists new exams that have been uploaded to Scan Point.

1. Click the **Exams** tab at the top of the Scan Point window.
2. Click the **Listen** icon or **Image** icon to the right of the exam you would like to view.



The exam results provide saved annotations, exam measurements, and ultrasound images or measurement graphs as applicable.

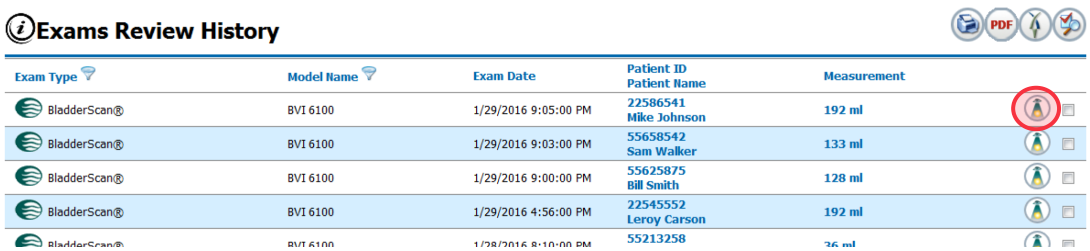


PROCEDURE 2. REVIEW EXAM HISTORY

The Review History page lists all exams that have been uploaded to Scan Point by any user on your instrument team.

1. Click the **Exams** tab at the top of the Scan Point window.
2. In the navigation menu, click **Review History**. The Exam Review History page opens.
3. Click the **Listen** icon or **Image** icon to the right of the exam you would like to open.

   For information about using the Scan Point search tool in order to locate an exam, complete the procedure Perform a Search in Scan Point on page 7.



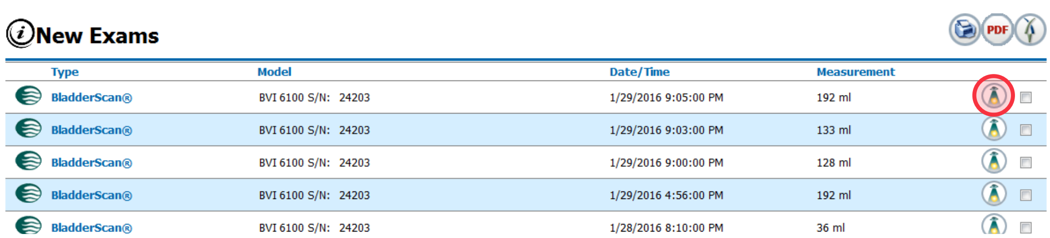
Exams Review History

Exam Type	Model Name	Exam Date	Patient ID Patient Name	Measurement
BladderScan®	BVI 6100	1/29/2016 9:05:00 PM	22586541 Mike Johnson	192 ml
BladderScan®	BVI 6100	1/29/2016 9:03:00 PM	55658542 Sam Walker	133 ml
BladderScan®	BVI 6100	1/29/2016 9:00:00 PM	55625875 Bill Smith	128 ml
BladderScan®	BVI 6100	1/29/2016 4:56:00 PM	22545552 Leroy Carson	192 ml
BladderScan®	BVI 6100	1/28/2016 8:10:00 PM	55213258	36 ml

PROCEDURE 3. ANNOTATE A NEW EXAM

1. Click the **Exams** tab at the top of the Scan Point window. The Exam Home New Exams list opens.
2. In the New Exam list, locate the exam you would like to annotate.

   If you cannot find the exam you want to annotate, use the Scan Point search tool in order to locate it. For more information, see Perform a Search in Scan Point on page 7.
3. Click the **Listen** icon or **Image** icon of the exam you would like to annotate. The exam opens.



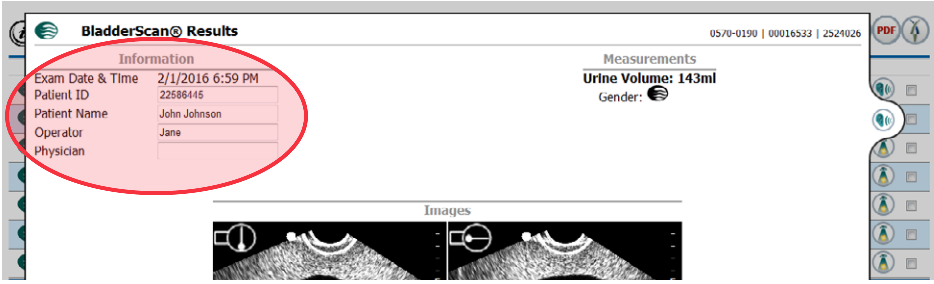
New Exams

Type	Model	Date/Time	Measurement
BladderScan®	BVI 6100 S/N: 24203	1/29/2016 9:05:00 PM	192 ml
BladderScan®	BVI 6100 S/N: 24203	1/29/2016 9:03:00 PM	133 ml
BladderScan®	BVI 6100 S/N: 24203	1/29/2016 9:00:00 PM	128 ml
BladderScan®	BVI 6100 S/N: 24203	1/29/2016 4:56:00 PM	192 ml
BladderScan®	BVI 6100 S/N: 24203	1/28/2016 8:10:00 PM	36 ml

*Note: If a voice annotation has been recorded, playback begins when the exam is opened. If you need to replay a voice annotation, click **Play** near the bottom of the exam report.*

4. Complete the Patient ID, Patient Name, Operator, and Physician boxes as needed, and then click **Save**.

   Note: After an exam is annotated, the patient's name and ID appear in the navigation menu.



PROCEDURE 4. PRINT AN EXAM

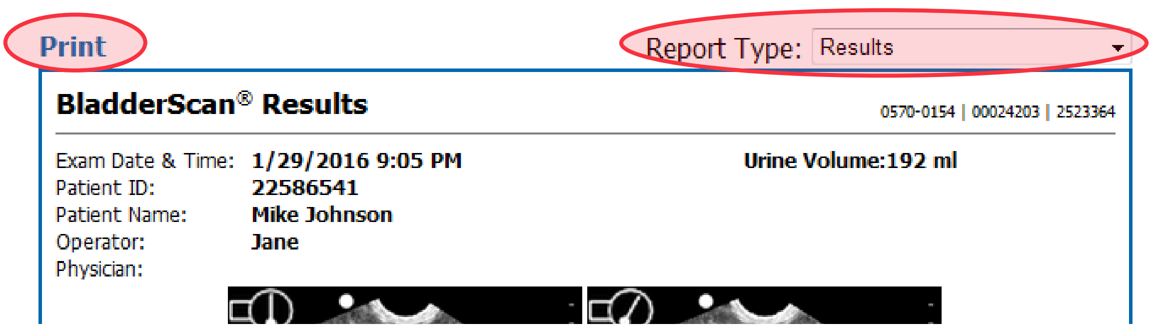
1. Click the **Exams** tab at the top of the Scan Point window. The Exam Home New Exams list opens.
2. Select one or more exams from the New Exam list.

   If you cannot find the exam you want to print, use the Scan Point search tool in order to locate it. For more information, see Perform a Search in Scan Point on page 7.
3. Check the box to the right of each exam that you would like to print.

   If you would like to review or edit an exam before printing, click the **Listen** icon or **Image** icon to the right of the exam.
4. Click the **Print Report** button. An exam report window opens.
5. Select the Report Type you would like to print, and then click **Print**.

   For information on the types of exam reports available, see the chapter Exam Reports on page 53.

   Note: A print window may open with the report. If you would like to change the report type, click ***Cancel*** *to close the window, select the new report type, and then click* ***Print****.*



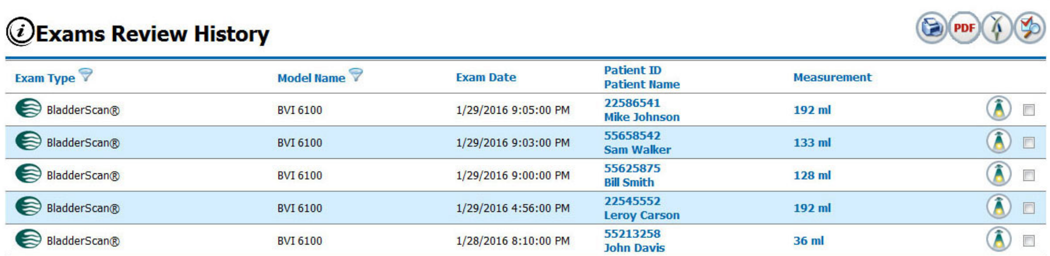
PROCEDURE 5. REVIEW PATIENT HISTORY

The Patient History page lists all past exams for a patient, along with the following four result charts that allow you to review the progress of treatment over time:

- Post-void BladderScan®
- BladderScan UEBW
- FloPoint® Elite
- AortaScan®

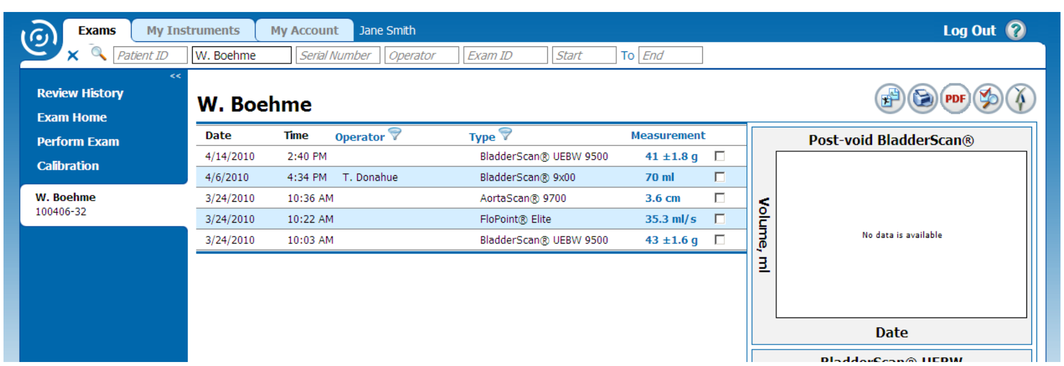
Note: The Post-void BladderScan chart is populated with exam data only if the bladder volume measurements were taken within 20 minutes after a FloPoint Elite exam.

1. Click the **Exams** tab at the top of the Scan Point window.
2. In the navigation menu, click **Review History**. The Exams Review History page opens.



3. From the Exams Review History list, click the ID or name of the patient whose history you would like to see. The Patient History page opens.

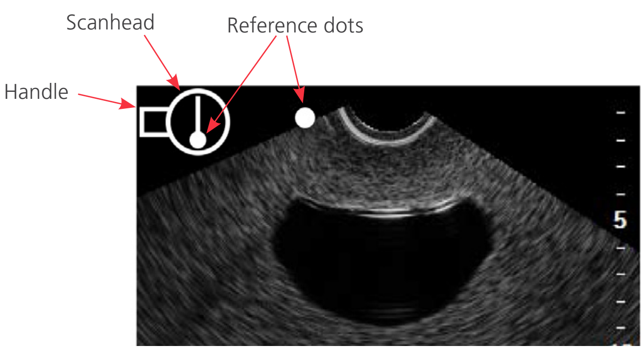
   If you cannot find an exam for the patient, use the Scan Point search tool in order to locate one. For more information, see Perform a Search in Scan Point on page 7.



UNDERSTANDING ORIENTATION ICONS

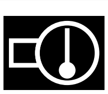
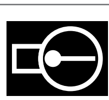
Exam images generated by BladderScan® instruments feature orientation icons that assist with interpreting images. The icon is located at the top left of the ultrasound image. This icon shows the scan plane of the displayed image in relation to the probe's orientation.

The scanhead is represented by the large circle and the probe's handle by the rectangle. The white dot in the large circle corresponds to the dot displayed at the upper left of the scan image.



When a scan is taken with the probe handle perpendicular to the patient's spine and pointing to the patient's right side, the orientation icon will show how the image corresponds to the patient.

Table 14. Orientation Icons

ICON	MEANING
	The scan was taken in the sagittal plane, with the left side of the image toward the patient's feet
	The scan was taken in the transverse plane, with the left side of the image toward the patient's right side

EXAM REPORTS

AORTASCAN, BLADDERSCAN AND FLOPOINT ELITE

The exam data gathered from AortaScan®, BladderScan®, and FloPoint® Elite instruments is available in several different report formats:

- **AortaScan Aortic Diameter Reports** – Standard (summary)
- **BladderScan Bladder Volume Reports** – Standard (summary), Physician's Office (detailed), and Extended Care Facility (detailed)
- **BladderScan UEBW Reports** – Standard (summary)
- **FloPoint Elite Reports** – Summary and Detailed

Note: To view examples of the available reports, In the Scan Point QuickPrint window click Help, and then click Report Type Samples.

BLADDER ASSESSMENT KIT

A Bladder Assessment Kit report is only available when exam data from a pre-void BladderScan exam, FloPoint Elite exam, and post-void BladderScan exam are taken within 20 minutes of each other. The BladderScan Bladder Assessment Kit report combines data from all three exams.

PROCEDURE 1. CREATE A BLADDER ASSESSMENT KIT REPORT

1. Complete the procedure Review Patient History on page 51, in order to view the patient's available exams.
2. Check the box to the right of the pre-void, FloPoint Elite, and post-void exams that you would like to combine into a Bladder Assessment Kit report.
3. Click the **Composite Exam Report** icon. The Bladder Assessment Kit preview opens.
4. If you want to print the Bladder Assessment Kit report, click **Print**.

TEAM ADMINISTRATION

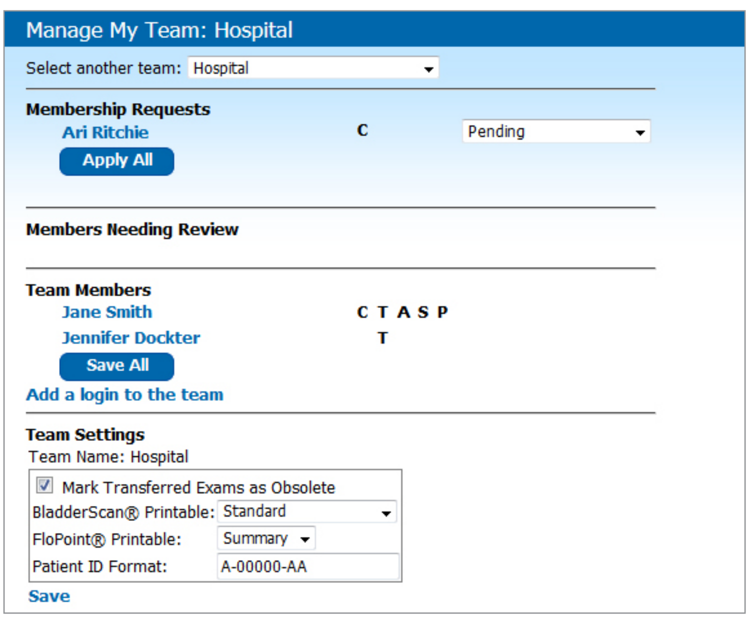
The My Account page includes all the functions needed to manage a personal account. For Team Administrators, it also provides the functions needed to manage one or more user teams.

At the lower right of the My Account page is a panel called Manage My Team (Figure 14). In this panel, Team Administrators can perform the following tasks:

- Approve new members' requests to join the team
- Review the status of members who have been blocked after failing to answer their identity challenge questions correctly, and reinstate them to the team if appropriate
- Assign or change roles for team members
- Remove members from the team
- Create logins for new team members
- Set exam report formats and exam status policy for the team
- Set a patient ID format mask for the team
- Review the status of members who need to reset their passwords
- Review the BladderScan®, AortaScan®, and FloPoint® Elite instruments that must be calibrated or have their warranty maintenance plans updated soon

*Note: The procedures in this section all take place within the **Manage My Team** panel. They assume that you have logged in to Scan Point and clicked the **My Account** tab if necessary. Note also that the warranty replacement plan for an instrument is updated automatically unless you ask Verathon® Customer Care to terminate or change it.*

Figure 14. Manage My Team Panel on My Account Page



PROCEDURE 1. SET UP TEAMS Ⓐ

Teams are made up of one or more Clinical and/or Technical users assigned to use a particular Scan Point-enabled instrument or set of instruments. Specifically, a team is defined as the group of users associated with a set of instrument part numbers and serial numbers. The Clinical users assigned to a particular team are permitted to use the instruments assigned to that team and to view the exam results that those instruments generate.

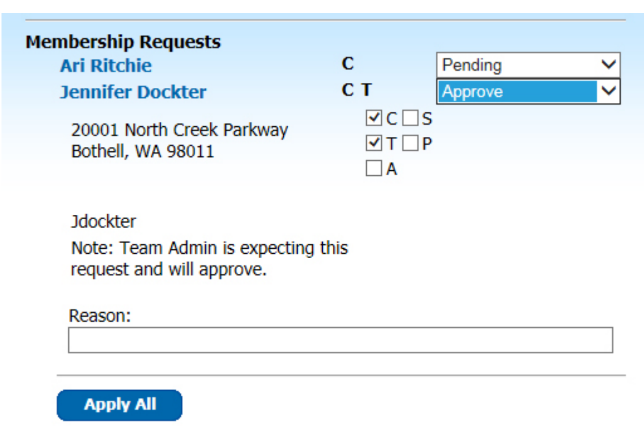
For example, a team may include several Clinical users (physicians or nurses) assigned to use a particular BladderScan® bladder volume instrument and FloPoint® Elite instrument assigned to their clinic within a larger facility. The team may also include a Technical user (a biomedical technician) who calibrates and maintains those instruments.

1. Collect the following information pertaining to the new team:
   - The team name
   - The part numbers and serial numbers for the instruments that should be associated with the team
2. Contact Verathon® Customer Care with the information for the new team. If necessary, visit http://verathon.com/support for the appropriate contact information.

PROCEDURE 2. APPROVE A MEMBERSHIP REQUEST Ⓐ

Users can request membership in an instrument team by clicking the **Join Another Team** button on the My Account page. Before they can use the team's instruments, the Team Administrator must approve their requests.

1. If necessary, select the appropriate team from the **Select another team** list.
2. In the Manage My Team panel, under Membership Requests, locate the name of the member you want to approve.
3. If you want to change the roles the member has requested, click the team member's name. Select the check boxes for the roles you intend to assign to the team member, and then ensure that the check boxes for the other roles are not selected.



4. From the list to the right of the team member's name, select **Approve** or **Reject**.

   Note: If you want to leave the team member's approval unresolved, leave ***Pending*** *selected.*

5. If you want to add a note to your approval or register a reason for your rejection, enter it in the **Reason** box. If you reject the request, this note appears in the email notification message that Scan Point sends the user.

6. Click **Apply All**.

PROCEDURE 3. CHANGE MEMBERSHIP STATUS Ⓐ Ⓢ

Deactivating a Scan Point user's membership in an instrument team denies the user access to all exam records for all instruments in that team. This might be necessary to maintain confidentiality when a user is reassigned to another part of your facility, or to ensure security when it is necessary to dismiss a user.

Three levels of membership deactivation are available:

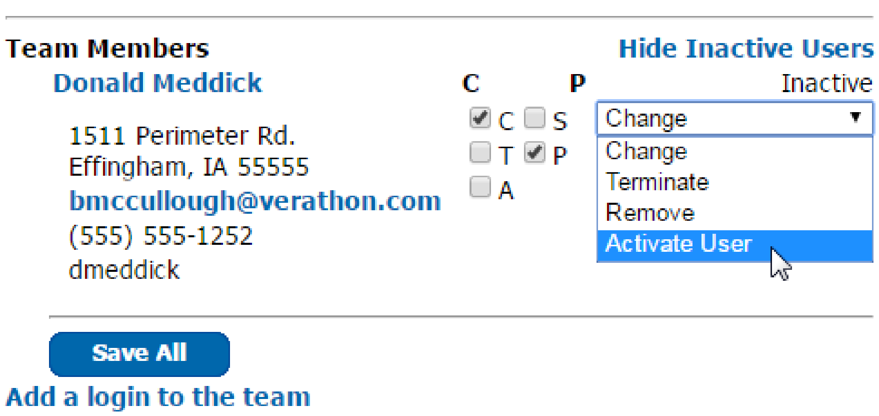
- **Removal** simply removes a user from your team.
- **Termination** removes the user from your team and notifies the administrators of all other teams in which the user is a member, so that those administrators can quickly terminate the user as well if necessary.
- **Deactivation due to inactivity** leaves the user on your team, but removes the user's access permissions until you restore them. Every month, Scan Point notifies team administrators by email of users who have not logged in for a year or longer. If any such users have not logged in for three years, Scan Point deactivates their accounts and sends an additional notification. You can also apply this level of deactivation manually, as described in this procedure.

1. If necessary, select the appropriate team from the **Select another team** list.

2. If you want to reactivate an inactive user, in the Manage My Team panel, under Team Members, click **Show Inactive Users**.

3. Continuing under Team Members, click the name of the user whose status you need to change.

4. From the list to the right of the user's name, select one of the following actions:
   - **Remove**
   - **Terminate**
   - **Activate User**
   - **Deactivate User**



5. Click **Save All**.

PROCEDURE 4. CHANGE A TEAM MEMBER'S ROLES Ⓐ

The Team Administrator can add or remove roles from any team member at any time.

1. If necessary, select the appropriate team from the **Select another team** list.
2. In the Manage My Team panel, under Team Members, click the name of the user whose team membership you want to modify.
3. In the group of check boxes to the right of the user's name, select the boxes for the roles you intend to assign to the team member, and then ensure that the boxes for the other roles are not selected.
4. From the list to the right of the user's name, select **Change**.
5. Click **Save All**.

PROCEDURE 5. REVIEW A SUSPENDED MEMBERSHIP Ⓐ

Team members who forget their account passwords must reset them in order to regain access to Scan Point. Resetting a password requires answering two security challenge questions correctly, and users who cannot answer their challenge questions have their accounts and team memberships suspended. If this happens, they must first contact Verathon® Customer Care to have their accounts reinstated, and then the Team Administrators of each of their instruments teams must restore their memberships.

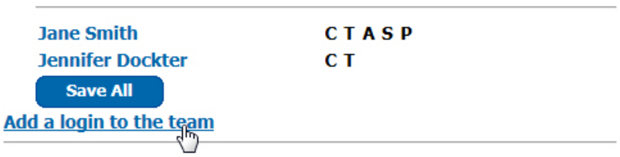
1. If necessary, select the appropriate team from the **Select another team** list.
2. In the Manage My Team panel, under Members Needing Review, click the name of the user whose team membership you want to review.
3. If you want to change the team member's current roles, select the check boxes for the roles you intend to assign, and then ensure that the check boxes for the other roles are not selected.
4. From the list to the right of the team member's name, select **Verify** or **Reject**.

   *Note: If you want to leave the team member suspended, leave **Pending** selected.*
5. If you want to add a note to your verification or register a reason for your rejection, enter it in the **Reason** box. If you reject the request, this note appears in the email notification message that Scan Point sends the user.
6. Click **Apply All**.

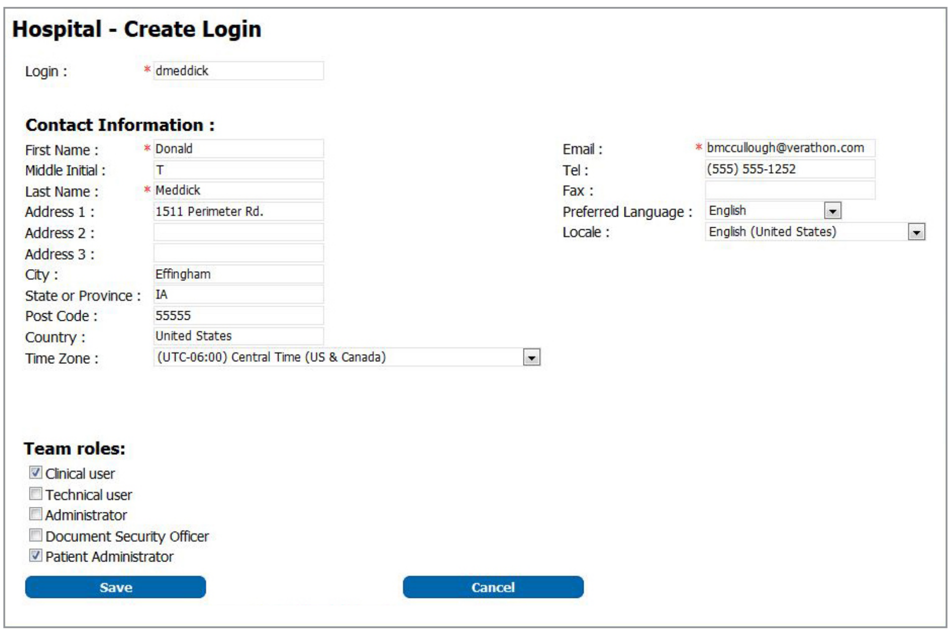
PROCEDURE 6. ADD A NEW MEMBER ACCOUNT Ⓐ

Typically, new users create their own accounts (or *logins*). However, the Team Administrator also has the option of creating a login for a new member, assigning roles and team permissions at the same time. However, if the Team Administrator creates a login for a user, the user must still replace the assigned temporary password after logging in for the first time.

1. If necessary, select the appropriate team from the **Select another team** list.
2. In the Manage My Team panel, under Team Members, click **Add a login to the team**.



3. In the **Login** box on the Create Login page, enter a new login ID.



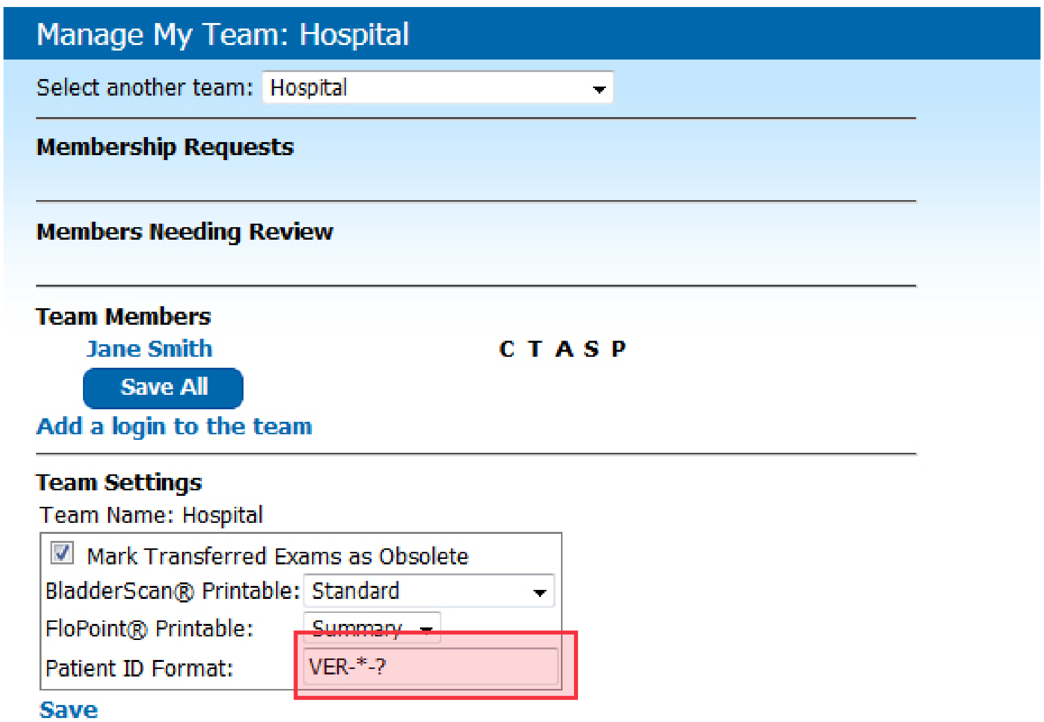
4. In the **First Name** box, enter the new user's given name.
5. In the **Last Name** box, enter the new user's surname or family name.
6. In the **Email** box, enter the new user's email address.
7. From the **Time Zone** list, select the time zone in which the new user typically works.
8. In the remaining boxes in the **Contact Information** section, enter the rest of the new user's information.
9. In the **Team Roles** section, select the check boxes for the roles you intend to assign to the new user, and then ensure that the check boxes for the other roles are not selected.
10. Click **Save**.

Scan Point sends the new user an email notification message containing a temporary password. After logging in for the first time, the user must change this password.

PROCEDURE 7. DEFINE A PATIENT ID FORMAT Ⓐ

In order to reduce the variation between patient IDs entered in Scan Point, and to ensure those IDs remain consistent with the ones used by the EMR/EHR system, Team Administrators can define a fixed ID format for each instrument team. If a user enters an ID that does not match the format, Scan Point rejects the ID.

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. Open the navigation menu, and then click **Account Administration**.
4. Within the Manage My Team panel, enter the format string in the **Patient ID Format** box.



5. Click **Save**.

The format string can contain wildcard characters as shown in Table 15. If you include any other characters in the string, input IDs must contain those characters in the positions where you put them.

Table 15. Wildcard Characters for Patient ID Format Strings

WILDCARD	CHARACTER TYPE	NUMBER ALLOWED
A	Alphabetic (A-Z)	1
0	Numeric (0-9)	1
?	Alphanumeric (0-9, A-Z)	1
*	Alphanumeric (0-9, A-Z)	Variable

For example, Table 16 shows how format string definitions would cause Scan Point to accept or reject input patient IDs.

Table 16. Patient ID Format Examples

FORMAT STRING	INPUT STRING	RESULT	REASON
AA-000	BZ-012	Accepted	Input string matches format.
AA-000	AB-987	Accepted	Input string matches format.
AA-000	F-123	Rejected	Only one letter before hyphen
AA-000	ABC-123	Rejected	Too many letters before hyphen
VER-*-?	VER-Smith0123-1	Accepted	Input string matches format
VER-*-?	VER-123ABC-A	Accepted	Input string matches format
VER-*-?	123ABC-A	Rejected	"VER-" prefix missing
VER-*-?	VER-ABC123-A1	Rejected	Two characters after hyphen (only one allowed)

INSTRUMENT MAINTENANCE

AortaScan®, BladderScan®, and FloPoint® Elite instruments require the following periodic maintenance activities:

- Appropriate cleaning after use (see the instrument's operations and maintenance manual for details)
- Weekly inspection for cracks or other damage (see the instrument's operations and maintenance manual for details)
- Annual calibration to ensure accurate clinical results

Scan Point sends Technical users automatic email notification messages listing the instruments that are due for calibration within the next 35 days. When a Technical user schedules an instrument for calibration, Scan Point sends an automatic email notification message to the administrator of the team associated with that instrument three days before the calibration date. This gives the Team Administrator time to prepare the instrument for pickup.

The annual calibration process for these instruments takes approximately 15 minutes. You can calibrate your instrument as often as you like; you do not have to wait for the next scheduled calibration date. However, at a minimum, you should observe the recommended calibration schedule for your instruments in order to maintain accuracy.

Note: On BladderScan BVI 6000 series instruments, you cannot perform exams if the calibration period has expired. You can perform patient exams with a FloPoint Elite or BladderScan BVI 9000 series instrument after that time, but the accuracy of the measurements may be compromised.

Approximately 30 days before you attempt to calibrate a FloPoint Elite instrument, order the Calibration Fluid 4-pack and a Calibration Quick Reference Card from Verathon® Customer Care. See Instrument Calibration on page 65 for details.

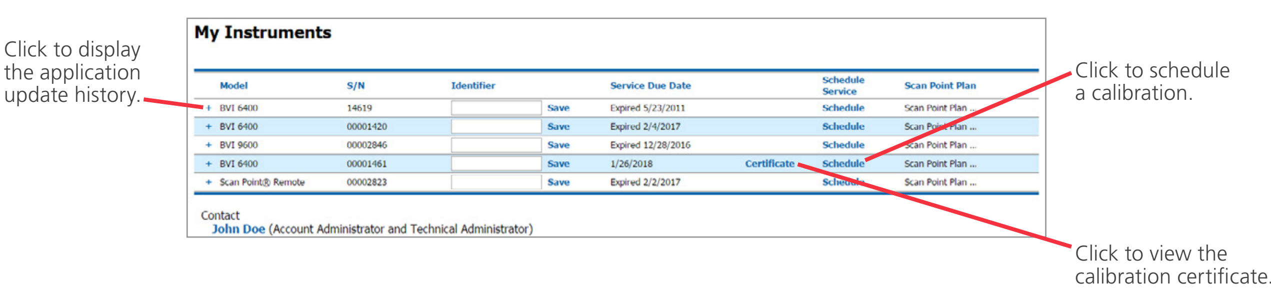
If you are a Technical user or Team Administrator, your My Instruments page (Figure 15) allows you to view calibration status, schedule calibrations, and view warranty details for all instruments assigned to your account.

From the My Instruments page, Technical users can perform the following tasks:

- Schedule instruments for calibration
- View calibration reports
- Inspect the application update history (AortaScan and BladderScan BVI 9000 series instruments only)

By clicking the appropriate column heading on the My Instruments page, you can sort instruments in ascending or descending order by **Type**, **Serial Number**, **Identifier**, **Service Due Date**, **Scheduled Service Date**, or **Scan Point Service Plan**.

Figure 15. My Instruments Page



The My Instruments page is the default home page for Technical users. This page displays a list of instruments assigned to your account, arranged in reverse chronological order by calibration expiration date and grouped by model and serial number.

Clicking the **+** sign at the beginning of each row opens the Application Update History page for the instrument in that row (Figure 16).

Figure 16. Application Update History

My Instruments

	Model	S/N	Identifier	Service Due Date	Schedule Service	Scan Point Plan
-	BVI 9600	00002853	Save	Expired 2/3/2017	Schedule	Scan Point Plan ...

Application Updates	Date Uploaded	Application File Name	Version	Login Name
Sent	12/28/2009 3:42:03 PM	Aim_BL.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:04 PM	Aim_BL_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:04 PM	Aim_BM.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:04 PM	Aim_BM_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:05 PM	Aim_BR.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:05 PM	Aim_BR_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:06 PM	Aim_ML.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:06 PM	Aim_ML_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:07 PM	Aim_MR.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:07 PM	Aim_MR_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:08 PM	Aim_TL.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:08 PM	Aim_TL_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:09 PM	Aim_TM.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:09 PM	Aim_TM_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:09 PM	Aim_TR.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:10 PM	Aim_TR_Flash.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:10 PM	amode_oriented_sag.bmp	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:14 PM	CalNoData.bin	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:23 PM	Chinese (Simplified).resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:24 PM	Chinese (Traditional).resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:25 PM	Czech.resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:26 PM	Danish.resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:27 PM	Dutch.resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:28 PM	DuxRecord.dll	2.6.0.2	mfg mfg
Sent	12/28/2009 3:42:33 PM	Finnish.resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:34 PM	French.resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:35 PM	German.resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:36 PM	GPIO270.dll	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:37 PM	Greek.resources	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:39 PM	House.bmp	2.0.0.5	mfg mfg
Sent	12/28/2009 3:42:39 PM	Hungarian.resources	2.3.0.6	mfg mfg
Sent	12/28/2009 3:42:40 PM	Italian.resources	2.3.0.6	mfg mfg

The Application Update History lists all the software upgrades performed on an instrument, allowing Technical users to track all software upgrade activity for the instrument.

PROCEDURE 1. VIEW CALIBRATION CERTIFICATES Ⓣ Ⓐ

On the My Instruments page, you can display and review the most recent calibration certificate for each instrument associated with your team.

1. Log in to Scan Point.
2. If necessary, click the **My Instruments** tab.
3. In the list of instruments on the My Instruments page, click the **Certificate** link for any instrument. Scan Point displays the current calibration certificate for that instrument.

   *Note: If no **Certificate** link appears for an instrument, no certificate is available for that instrument.*

Scan Point® VERATHON

Calibration Report

Calibration Result:	**Success**
Calibration Date:	1/26/2017
Expiration date:	1/26/2018
Model Number:	BVI 6400
Serial Number:	00001461
Tests:	
Control Functionality:	**PASS**
Cradle Communication:	**PASS**
Device Communication:	**PASS**
Device Flash RAM:	**PASS**
Device ROM:	**PASS**
Device DSP:	**PASS**
Device Self-Test:	**PASS**
Device Application Upload:	**PASS**
Device Application Execution:	**PASS**
Upload to Web:	**PASS**
Image Acquisition:	**PASS**
Image Intensity:	**PASS**
Image Alignment:	**PASS**
All Tests PASSED	
Customer Name:	Horizon Project
Customer Address:	20001 North Creek Parkway

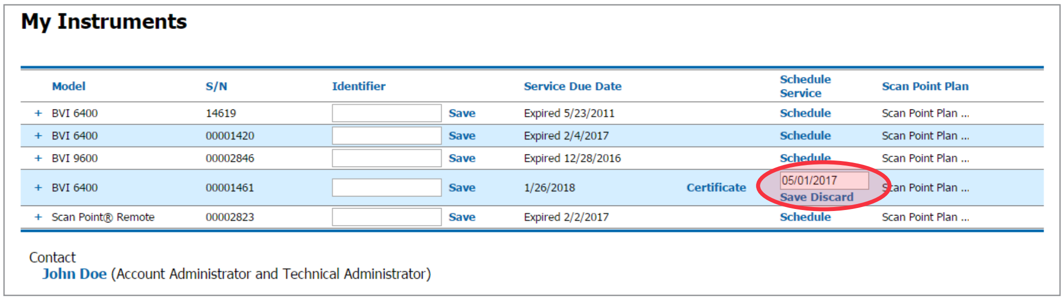
Print

PROCEDURE 2. SCHEDULE A CALIBRATION

1. On the My Instruments page (Figure 15), click the **Schedule** link for the instrument you want to schedule for calibration.

2. In the text box that appears in place of the link, enter the desired calibration date (by either typing it in or clicking in the box and using the calendar that appears).

3. Click the **Save** link just below the text box.


My Instruments

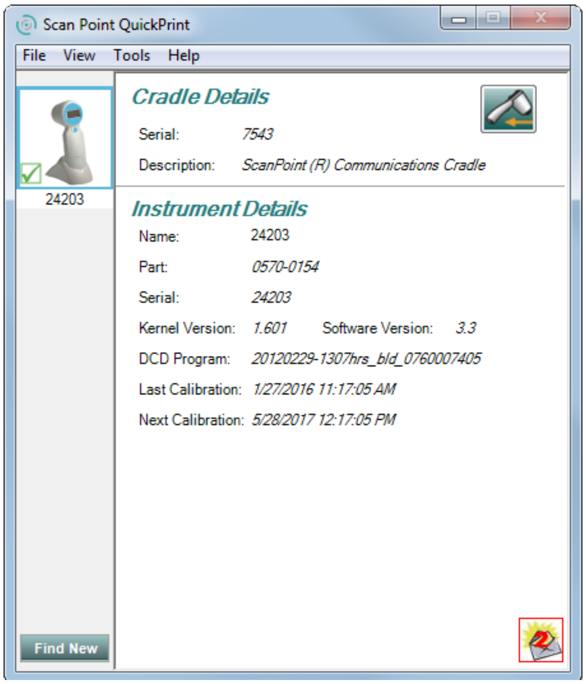
	Model	S/N	Identifier		Service Due Date		Schedule Service	Scan Point Plan
+	BVI 6400	14619		Save	Expired 5/23/2011		Schedule	Scan Point Plan ...
+	BVI 6400	00001420		Save	Expired 2/4/2017		Schedule	Scan Point Plan ...
+	BVI 9600	00002846		Save	Expired 12/28/2016		Schedule	Scan Point Plan ...
+	BVI 6400	00001461		Save	1/26/2018	Certificate	05/01/2017 Save Discard	Scan Point Plan ...
+	Scan Point® Remote	00002823		Save	Expired 2/2/2017		Schedule	Scan Point Plan ...

Contact
John Doe (Account Administrator and Technical Administrator)

PROCEDURE 3. VIEW CALIBRATION STATUS IN QUICKPRINT C T A

1. Place the instrument in the docking station or wireless hub as appropriate.
2. From the **View** menu in the QuickPrint main window, select **Instrument Details**. The Instrument Details window lists information for both the docking station and instrument.

   Note: The notes on Kernel Version, Software Version, and DCD Program are used by Verathon® Customer Care only.

3. Click the **Return to Instrument Overview**  button in order to return to the QuickPrint main window.

INSTRUMENT CALIBRATION T

If your facility has enrolled in the Scan Point Online Service Plan for FloPoint® Elite, order a Calibration Fluid 4-Pack (part number 0800-0331) from Verathon Customer Care about 30 days before your instrument requires calibration. The calibration fluid package includes a copy of the *FloPoint Elite Calibration Quick Reference Card*, which provides instructions for calibrating the FloPoint Elite instrument.

For instructions on how to calibrate other instrument models, refer to the operations and maintenance manual provided with the instrument. The current edition of each manual is available at http://verathon.com/product-documentation/.

DOCUMENT SECURITY MANAGEMENT

This chapter assumes that the reader clearly understands the policies and technologies underlying electronic medical record (EMR) and electronic health management (EHR) systems. For definitions of the acronyms and abbreviations in this section, refer to the Glossary (page 96).

OVERVIEW

The Document Security Officer (DSO) is responsible for managing the security and integrity of patient data in exchanges between Scan Point and third party EHR/EMR systems. In order to fulfill this responsibility, the DSO performs the following tasks:

- Monitoring access to patients' personal and health information within Scan Point
- Configuring and testing the IHE® XDS registry and authentication process
- Configuring and testing HL7® document transfer settings
- Keeping the connection between Scan Point and the EHR/EMR system available to other Scan Point users
- Ensuring that all transactions between Scan Point and the EHR/EMR system comply with HIPAA security rules, including implementation of hardware, software, and procedural mechanisms that record and examine activities involving protected health information

The My Account page is the default home page for Document Security Officers. A link on the navigation menu leads to the EHR Settings page, which is available only to DSOs.

AUDIT LOGS

In order to monitor interaction between Scan Point users and patient records, the DSO must retrieve the logs of the audit data that Scan Point maintains. These logs include records of all access to patient healthcare information, including who obtained access to a particular patient's exam records and when. Most such access involves viewing of the records, rather than annotation or audits.

Scan Point audit logs are available at all times. They cover a period of time from the date when Scan Point was installed on its servers to the present. Scan Point generates the logs as plain text files in comma-separated-value (CSV) format. If a download request includes multiple selections, the records for those selections are intermingled in the log.

Note: Audit logs for access prior to Scan Point server installation are not available through Scan Point. If you need additional logs, contact Verathon® Customer Care for assistance.

Auditable events describing Scan Point user accounts (logins) include the following:

- Login status changes (login failures, blocking, and unblocking)
- Login creation
- Login deactivation due to inactivity
- Login removal from Scan Point
- Personal information change
- Password change
- Security question change
- Team membership grant
- Team membership denial
- Team membership role change
- Team membership confirmation
- Team membership termination
- Team membership suspension
- Password recovery (request, success)
- Identity challenge success
- Identity challenge failure
- Audit data access

Auditable events for exams include the following:

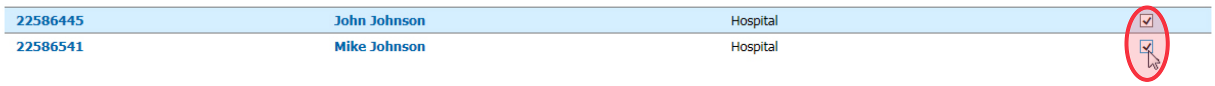
- Exam creation
- Exam annotation
- Exam modification
- Annotation panel access
- Printable report access
- PDF report download
- EHR/EMR report download
- EHR/EMR system transfer attempt
- EHR/EMR system transfer acknowledgment
- Audit report access
- Review history (record for each patient name seen on the page)

Auditable events for patient information include the following:

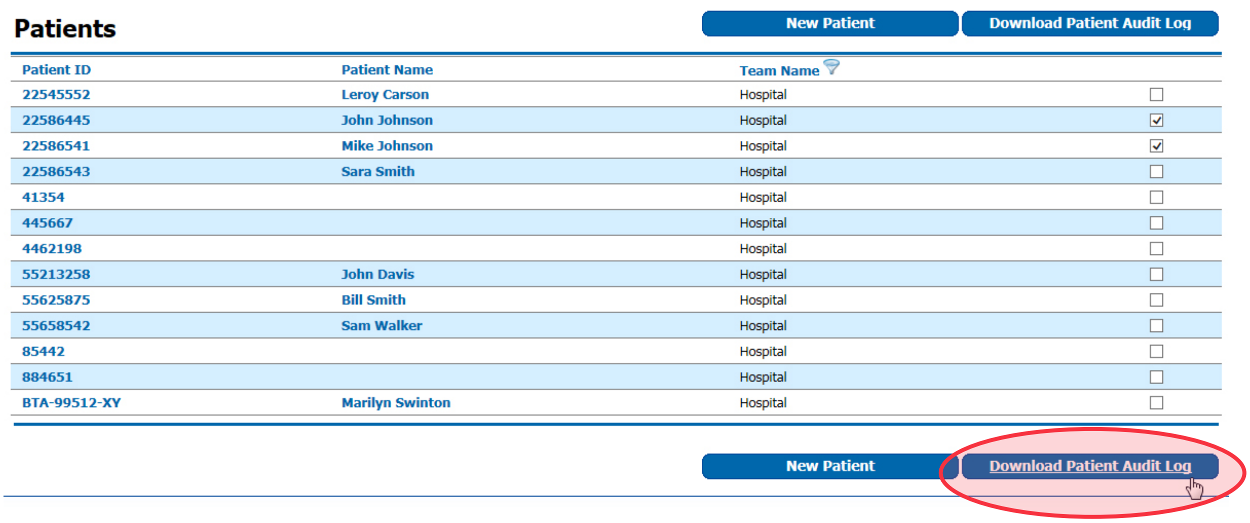
- Patient creation from Scan Point QuickPrint
- Patient creation from Annotation panel
- Patient ID or name displayed in navigation bar
- Patient Exam History page access
- Patient merge
- Patient audit access

PROCEDURE 1. RETRIEVE AUDIT LOGS BY PATIENT Ⓢ

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. Open the navigation menu, and then click **Patients**.
4. On the Patients page, select the check boxes for any patients who should be included in the log.



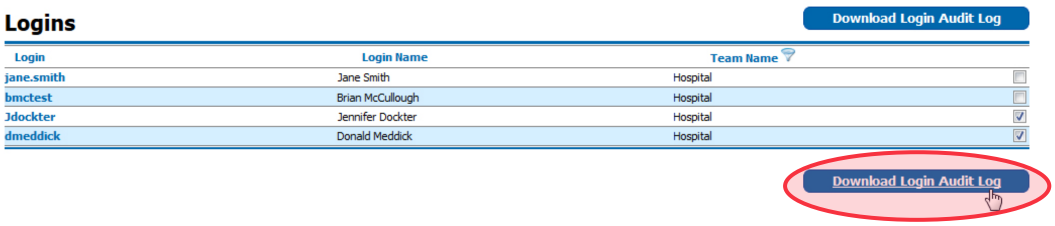
5. Click the **Download Patient Audit Log** button.



6. If a dialog box appears asking whether to save or open the PatientAuditReport.csv file, select the action you want to take.

PROCEDURE 2. RETRIEVE AUDIT LOGS BY USER (LOGIN) Ⓢ

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. Open the navigation menu, and then click **Logins**.
4. On the Logins page, select the check boxes for any users who should be included in the audit log.
5. Click the **Download Login Audit Log** button.



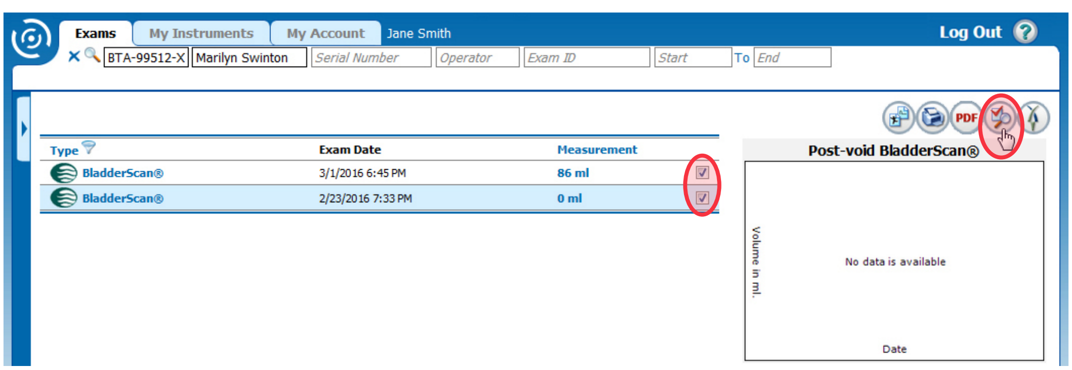
6. If a dialog box appears asking whether to save or open the LoginAuditReport.csv file, select the action you want to take.

PROCEDURE 3. RETRIEVE AUDIT LOGS BY EXAM Ⓢ

If you want to retrieve an audit log for a group of exams, you can include all patients or constrain the log to only one patient.

OPTION 1. RETRIEVE EXAM AUDIT LOGS FOR ONLY ONE PATIENT

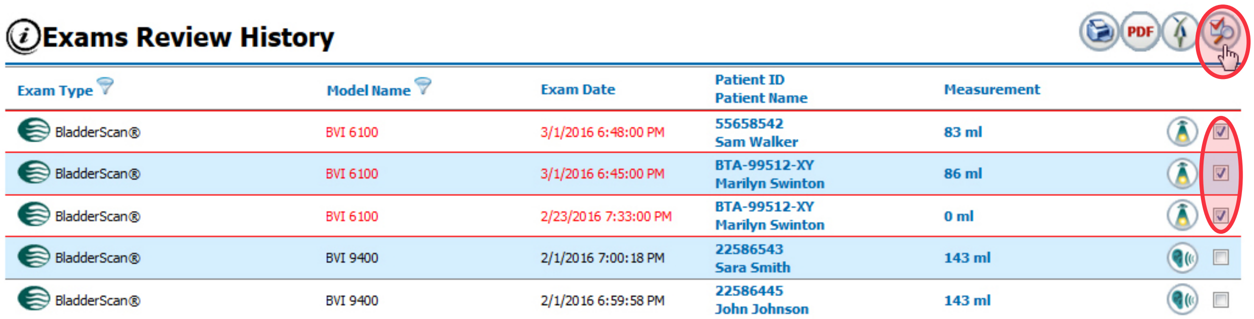
1. Log in to Scan Point.
2. If necessary, click the **Exams** tab.
3. Open the navigation menu, and then click the name of the patient whose exam details you want to retrieve.
4. On the Patient History page, select the check boxes for any exams you want to include in the audit log.



5. In the upper right corner of the exam listing, click the icon.
6. If a dialog box appears asking whether to save or open the ExamAuditReport*examidrange*.csv file, select the action you want to take.

OPTION 2. RETRIEVE EXAM AUDIT LOGS FOR ALL PATIENTS

1. Log in to Scan Point.
2. If necessary, click the **Exams** tab.
3. Open the navigation menu, and then click **Review History**.
4. In the exam listing, select the check boxes for any exams you want to include in the audit log.


Exams Review History

Exam Type	Model Name	Exam Date	Patient ID Patient Name	Measurement
BladderScan®	BVI 6100	3/1/2016 6:48:00 PM	55658542 Sam Walker	83 ml
BladderScan®	BVI 6100	3/1/2016 6:45:00 PM	BTA-99512-XY Marilyn Swinton	86 ml
BladderScan®	BVI 6100	2/23/2016 7:33:00 PM	BTA-99512-XY Marilyn Swinton	0 ml
BladderScan®	BVI 9400	2/1/2016 7:00:18 PM	22586543 Sara Smith	143 ml
BladderScan®	BVI 9400	2/1/2016 6:59:58 PM	22586445 John Johnson	143 ml

5. In the upper right corner of the exam listing, click the icon.
6. If a dialog box appears asking whether to save or open the ExamAuditReport*examidrange*.csv file, select the action you want to take.

   Note: If you only need the audit details for a single exam, you can follow the preceding steps for that exam or open its annotation page and click the Audit *button there. To open an exam's annotation page, click its measurement value inn the Review History or Patient History listing.*

PATIENT ID VALIDATION

The Scan Point server tracks all patient demographic information by a combination of patient name and ID number. A Clinical user or Patient Administrator must record a patient's name and assign an ID before Scan Point can save that patient's exam results. Scan Point ensures that every name/ID combination can be tracked reliably by assigning it a unique (but undisplayed) record identifier.

When Scan Point is integrated with an EHR/EMR system, that system becomes the absolute authority on patient identity. When you configure the interface between your facility's Scan Point teams and its EHR/EMR system, you must supply a valid HL7® object identifier (OID) for the assigning authority that creates patient IDs in the EHR/EMR system. This OID is a required element in the HL7® patient identifier format.

Scan Point transmits patient information in patient identifier list format (even when it transmits only one patient ID at a time). As part of the list, it sends IDs for both the user and itself in order to support cross-referencing in the customer's EHR system.

Team Administrators can help enforce the validation of patient IDs by setting up ID format masks for their teams. For more information about setting up these masks, see Define a Patient ID Format on page 59.

EXTERNAL EHR/EMR INTERFACES

Document Security Officers can configure Scan Point for automated export of patient exam records to an electronic medical record (EMR) or electronic health record (EHR) system using either of the following mechanisms:

- As unsolicited observations using HL7® ORU message specification, authenticated through RSA encryption hosted on the EHR/EMR server
- As HITSP/C32 electronic continuity-of-care (CCD®) documents including PDF attachments and transferred under the IHE® XDS specification

Once Scan Point has uploaded the results of an exam to an EHR/EMR system, the uploaded copy becomes current and definitive. Scan Point reinforces this change by marking its local copy of the exam as obsolete. Individual users can force obsolete exams to remain visible on the Review History page as part of their site preferences. For instructions on setting these options, see Set Your Site Preferences on page 20.

HL7® ORU WITH RSA ENCRYPTION

When Scan Point transmits an exam result as an HL7® ORU message, the contents of the message are in plain text format. Because the Scan Point server is not local to the EHR/EMR system, encryption of these messages and authentication of the Scan Point server are critically important. However, because the HL7® protocols do not cover authentication, the EMR/EHR server must host a web-based gateway service that supports RSA encryption and provides an X.509 public key certificate for Scan Point to use.

For information about setting up a web service supporting HL7® ORU and RSA encryption, see the section Web Service Configuration on page 87.

IHE® XDS DOCUMENT TRANSFER

When Scan Point transmits an exam result as an IHE® XDS document, it invokes a "Provide and Register Document Set-b" transaction and sends a HITSP/C32 CCD® that includes an embedded PDF of the exam report. The transaction specification allows the transfer of sets of documents; in the case of Scan Point, each document is transmitted as its own set. A certificate thumbprint code accompanies the document in order to provide authentication. Scan Point requires a Transport Layer Security (TLS) 1.0, 1.1, or 1.2 connection to the EHR/EMR system in order to support IHE® XDS document transfer.

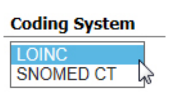
PROCEDURE 4. DEFINE MEASUREMENT CODES S

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. From the navigation tab, select **EMR Settings**.
4. From the **Select another team** list box, select the name of the instrument team to which these settings should apply.
5. In the first line of the Measurement Codes table (Average Flow), click the **Edit** link at the far right.

Measurement	Code	Coding System	Commands
Average Flow	9188-4	LOINC	Edit
Diameter$_{Manual}$			Edit

Note: After you have defined the measurement code in the following two steps, you can change your definition (the code itself or the coding system), but you cannot remove it.

6. From the list box in the **Coding System** column, select the reference standard (**LOINC** or **SNOMED CT**) that your facility uses for its code definitions.



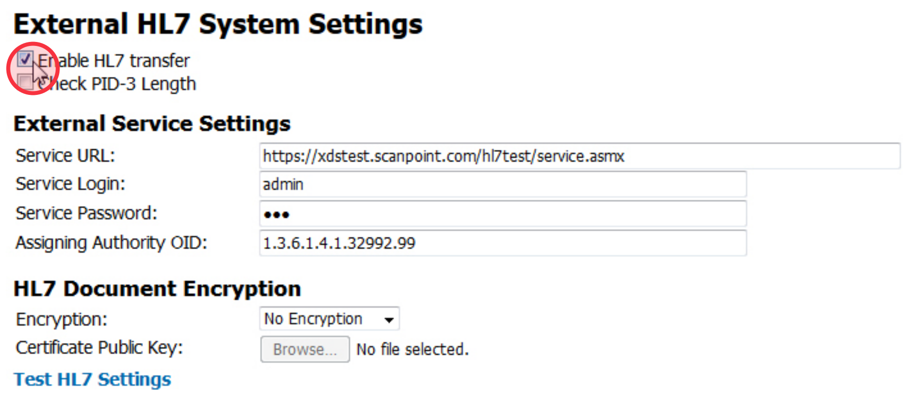
7. In the **Code** column, enter the standard code defined for this measurement in the reference standard you selected.
8. Save the code definition by clicking the **Update** link at the far right.
9. Repeat Step 5 through Step 8 for the remaining codes in the table, as needed.
10. If you need to set up an HL7® interface for this group, continue to Configure the HL7® Interface on page 73. Otherwise, skip to Configure the IHE® XDS Interface on page 75.

PROCEDURE 5. CONFIGURE THE HL7® INTERFACE S

CAUTION

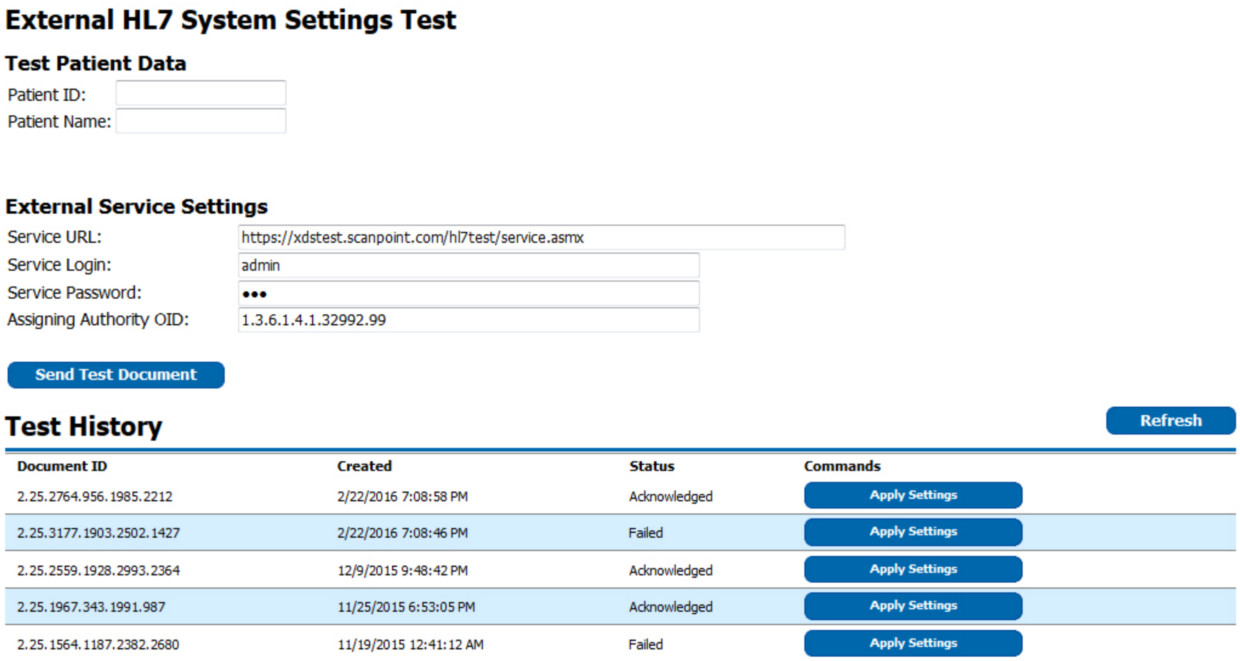
Selecting **No Encryption** while configuring the HL7® interface allows confidential patient information to pass over an unencrypted, public Internet connection. Under normal conditions, this option is not recommended.

1. On the EMR Settings page, in the External HL7 System Settings section, select the **Enable HL7 transfer** check box.



2. If the interface must verify that all HL7® Patient Identifier List (PID-3) fields contain 255 characters or fewer, select the **Check PID-3 Length** check box.
3. In the **Service URL** box, enter the URL of the web-based gateway service that Scan Point should use to gain access to the EHR/EMR system through its HL7® interface.
4. In the **Service Login** and **Service Password** boxes, enter the login credentials that Scan Point should use when logging in to the gateway service.
5. In the **Assigning Authority OID** box, enter the object ID (OID) of the service within the EHR/EMR system that assigns and controls patient IDs.
6. From the **Encryption** list, select **RSA Encryption**.
7. Next to Certificate Public Key, click **Browse**. Navigate to the file containing the public key certificate for the web gateway service, and then select it.
8. Click **Test HL7 Settings**.

9. On the External HL7 System Settings Test page, in the **Patient ID** box, enter a valid patient ID.



10. In the **Patient Name** box, enter a valid patient name.

11. Click **Send Test Document**.

12. In the Test History table, watch the status of the test document you just submitted. If necessary, click **Refresh** in order to update the information in the table.

13. If the word "Failed" appears in the Status column for your test document, adjust the EHR/EMR settings on the test page as needed. Click the **Apply Settings** button for your test document in order to resubmit it.

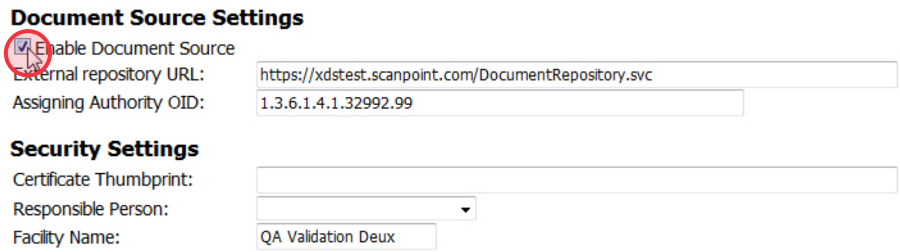
14. Repeat Step 12 through Step 13 as needed until the word "Acknowledged" appears in the Status column for your test document.

15. Open the navigation menu, and then select **EMR Settings**.

16. On the EMR Settings page, enter any changes that you needed to make to the EHR/EMR settings during the test, and then click **Save Settings**.

PROCEDURE 6. CONFIGURE THE IHE® XDS INTERFACE

1. On the EMR Settings page, in the Document Source Settings section, select the **Enable Document Source** check box.



2. In the **External repository URL** box, enter the URL of the web service that provides a gateway to the XDS interface on the EHR/EMR system.

3. In the **Assigning Authority OID** box, enter the object ID (OID) of the service within the EHR/EMR system that assigns and controls patient IDs.

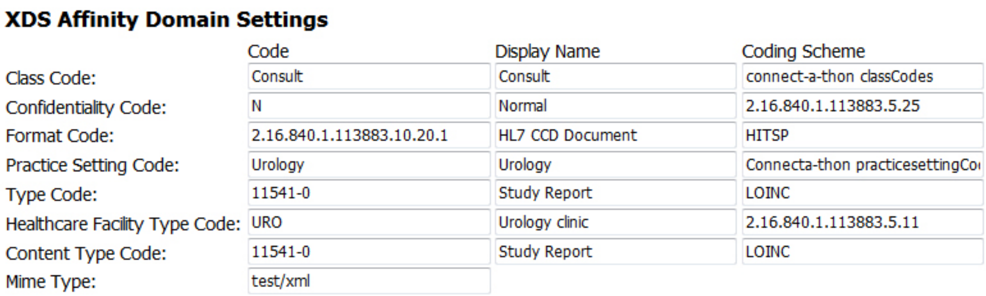
4. In the **Certificate Thumbprint** box, enter a valid digital thumbprint to identify the XDS gateway service on the EHR/EMR system.

   Note: Thumbprints are not transferable. Each instrument team must have its own.

5. From the **Responsible Person** list, select the name of the Document Security Officer who configures security settings for the team.

6. In the **Facility Name** box, either accept the default name (the name of the current instrument team) or enter a different name for the location where the team conducts exams. Scan Point includes this name as a secondary patient identifier in the documents that it transmits to the EHR/EMR system.

7. In the XDS Affinity Domain Settings table, enter the following pieces of information:
    - The standardized code reported to the EHR/EMR system
    - The user-friendly display name that corresponds to the code
    - The scheme under which the code is defined (such as LOINC®, HITSP, OID, IHE®, or Connect-a-thon parameter)



XDS Affinity Domain Settings

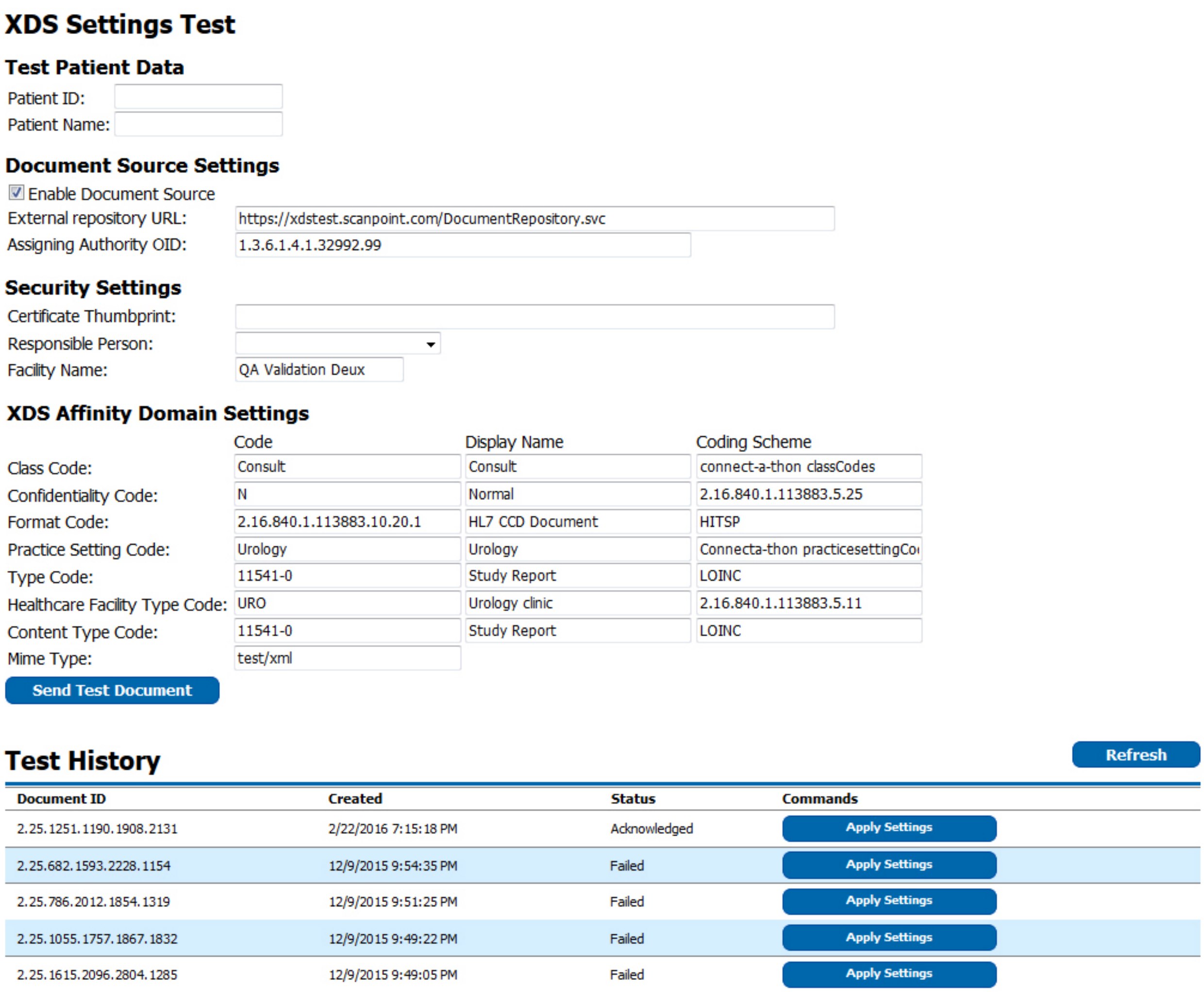
	Code	Display Name	Coding Scheme
Class Code:	Consult	Consult	connect-a-thon classCodes
Confidentiality Code:	N	Normal	2.16.840.1.113883.5.25
Format Code:	2.16.840.1.113883.10.20.1	HL7 CCD Document	HITSP
Practice Setting Code:	Urology	Urology	Connecta-thon practicesettingCo
Type Code:	11541-0	Study Report	LOINC
Healthcare Facility Type Code:	URO	Urology clinic	2.16.840.1.113883.5.11
Content Type Code:	11541-0	Study Report	LOINC
Mime Type:	test/xml		

The following table defines each of the XDS Affinity Domain Settings.

SETTING	PURPOSE
Class Code	The kind of document being transmitted
Confidentiality Code	The level of confidentiality assigned to all Scan Point documents submitted for this team
Format Code	Globally unique identifier of the document format (HITSP/C32 with PDF attachment). The Format Code and Type Code, in combination, should allow any potential XDS document consumer to process the transmitted document successfully.
Practice Setting Code	Clinical specialty of the facility submitting the document
Type Code	Type of document being submitted
Healthcare Facility Type Code	The type of facility where the reported exam took place
Content Type Code	The type of clinical activity that generated the document
Mime Type	The MIME content description to be applied to all submitted documents, typically *text/xml*

8. Click **Test XDS Settings**.

9. On the XDS Settings Test page, in the **Patient ID** box, enter a valid patient ID.



10. In the **Patient Name** box, enter a valid patient name.

11. Click **Send Test Document**.

12. In the Test History table, watch the status of the test document you just submitted. If necessary, click **Refresh** in order to update the information in the table.

13. If the word “Failed” appears in the Status column for your test document, adjust the EHR/EMR settings on the test page as needed. Click the **Apply Settings** button for your test document in order to resubmit it.

14. Repeat Step 12 through Step 13 as needed until the word “Acknowledged” appears in the Status column for your test document.

15. Open the navigation menu, and then select **EMR Settings**.

16. On the EMR Settings page, enter any changes that you needed to make to the EHR/EMR settings during the test, and then click **Save Settings**.

PATIENT ADMINISTRATION

Within Scan Point, Patient Administrators have the right to correct the demographic information on patient records and to update the patients' IDs. If unrelated duplicate records are accidentally created for a single patient, a Patient Administrator can also merge the two records. Clinical users are given these abilities as well, so that they can correct a problem as soon as they spot it.

Note: If more than one person is editing the same patient record, change locking occurs on a first-come-first-served basis. In other words, the first user who saves changes to the record locks the other users out.

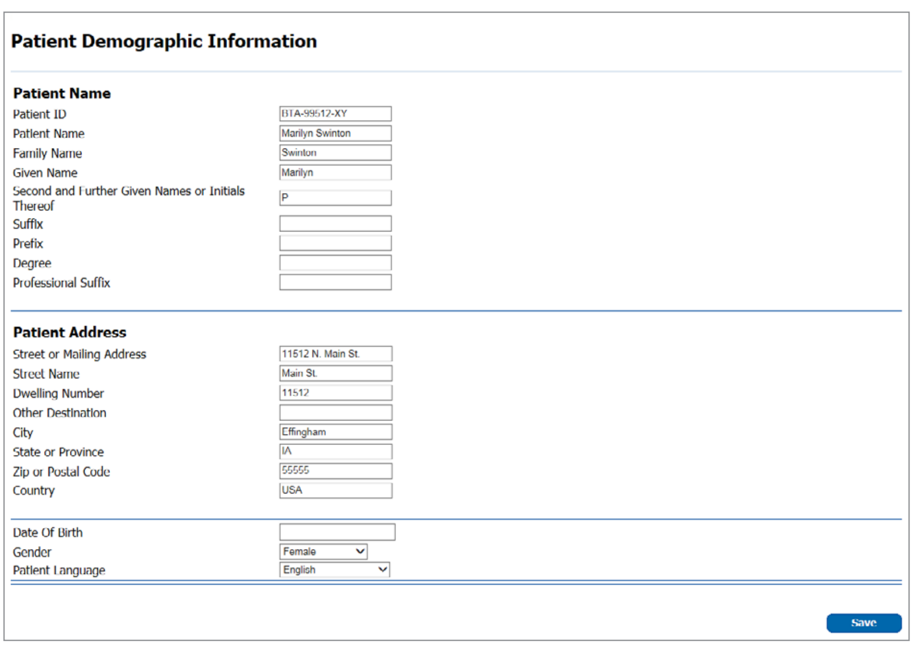
PROCEDURE 1. UPDATE PATIENT DEMOGRAPHIC INFORMATION C P

Scan Point does not support patient demographic entry through external services such as an admission (ADT) system or the Patient Demographic Query (PDQ) profile specified by Integrating the Healthcare Enterprise (IHE®). Clinical users and Patient Administrators must complete the demographic information for each patient manually.

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. From the navigation tab, select **Patients**.
4. If you are creating a record for a new patient, click the **New Patient** button. Otherwise, on the Patients page, click the ID or name of the patient whose record you want to modify.

   Note: only a Patient Administrator can create a record for a new patient.

5. On the Patient Demographic Information page, enter the information shown in the following table, and then click **Save**.



Patient Demographic Information

Patient Name

Patient ID	BTA-99512-XY
Patient Name	Marilyn Swinton
Family Name	Swinton
Given Name	Marilyn
Second and Further Given Names or Initials Thereof	P
Suffix	
Prefix	
Degree	
Professional Suffix	

Patient Address

Street or Mailing Address	11512 N. Main St.
Street Name	Main St.
Dwelling Number	11512
Other Destination	
City	Effingham
State or Province	IA
Zip or Postal Code	55555
Country	USA

Date Of Birth	
Gender	Female
Patient Language	English

Save

Table 17. Patient Demographic Definitions

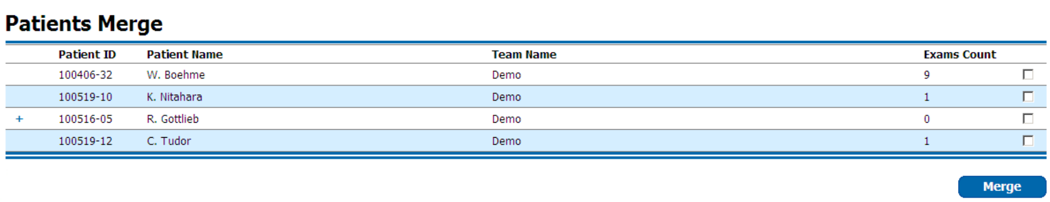
TEXT BOX	CONTENTS
PATIENT NAME	
Patient ID	The unique identifier for this patient. If Scan Point is integrated with an EHR or EMR system, this must match the patient ID in that system.
Patient Name	The patient's full, informal written name (for example, "Mary Smith")
Family Name	The patient's family name or surname (for example, "Smith")
Given Name	The patient's main personal or given name (for example, "Mary")
Second and Further Given Names or Initials Thereof	Additional personal or given names, or their initials (for example, "Elizabeth Catherine" or "E.C." for Mary Elizabeth Catherine Smith)
Suffix	A non-professional suffix such as "Jr." or "III"
Prefix	A customary name prefix, such as "M.," "Ms.," "Mr.," or "Miss"
Degree	An educational degree, such as "M.A.," "Ph.D.," or "M.D."
Professional Suffix	A professional name suffix, such as "FACS" or "Esq."
PATIENT ADDRESS	
Street or Mailing Address	The patient's full mailing address, without the city, state or province, and postal code (for example, "102 N. Main St.")
Street Name	The name of the street or road where the patient lives (for example, "N. Main St.")
Dwelling Number	The house or building number in the patient's address (for example, "102")
Other Destination	Other local information that is normally provided as part of the address, such as a district or prefecture
City	The city where the patient lives
State or Province	The U.S. state, Canadian province, or similar area where the patient lives
Zip or Postal Code	The patient's postal routing code
Country	The country where the patient lives
OTHER INFORMATION (NO HEADING)	
Date of Birth	The exact date when the patient was born. Clicking in this box displays a date selection menu; you can either select the appropriate date from this menu or type the date directly in the box.
Gender	The patient's sex, or biological gender
Patient Language	The language that clinicians must use to communicate with the patient

PROCEDURE 2. MERGE TWO OR MORE PATIENT RECORDS Ⓒ Ⓟ

When a Clinical user enters the first few characters of a patient's name or ID on a new exam, Scan Point displays the names or IDs of existing patients that match those characters. The Clinical user can then select the correct patient, and Scan Point copies in that patient's name and ID. If a user enters a patient's name and ID by hand, however, it is still possible to create two unrelated records for the same patient. In such cases, a Patient Administrator or a Clinical user can merge the two records together.

When two patient records are merged, Scan Point reannotates all exam results associated with both of the source records, so that they are associated with the newly combined record. If two patient records are merged by mistake, a Patient Administrator or a Clinical user must create a replacement record for the patient who was removed, and then annotate that patient's exams by hand to associate them with the patient's new record.

1. Log in to Scan Point.
2. If necessary, click the **My Account** tab.
3. From the navigation tab, select **Patients Merge**.
4. On the Patients Merge page, select the check boxes to the right of the two (or more) patient records you want to merge, and then click **Merge**.

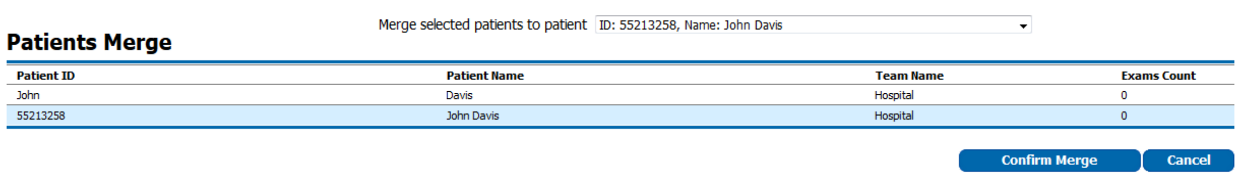


Patients Merge

	Patient ID	Patient Name	Team Name	Exams Count	
	100406-32	W. Boehme	Demo	9	☐
	100519-10	K. Nitahara	Demo	1	☐
+	100516-05	R. Gottlieb	Demo	0	☐
	100519-12	C. Tudor	Demo	1	☐

Merge

5. On the next page, carefully review the patient records you have selected for merging.



Patients Merge

Merge selected patients to patient ID: 55213258, Name: John Davis

Patient ID	Patient Name	Team Name	Exams Count
John	Davis	Hospital	0
55213258	John Davis	Hospital	0

Confirm Merge Cancel

6. From the **Merge selected patients to patient** list, select the record that you want to use as the destination. This is the record that will be preserved after the merge is complete.
7. Click **Confirm Merge**. The main Patients Merge page reappears, with the newly combined patient record indicated by a blue plus sign (+).

TROUBLESHOOTING & HELP RESOURCES

HELP RESOURCES

Verathon® provides an extensive array of customer care resources, described in Table 18 below.

You can obtain copies of this manual, the *Scan Point Clinical User's Manual*, and other resources by accessing http://verathon.com/product-documentation or by contacting your local representative.

Table 18. Verathon Help Resources

RESOURCE	DESCRIPTION
Quick Reference Cards	Summary of procedures for using an instrument.
Verathon.com	The Product Documentation page on the Verathon Web site (verathon.com/product-documentation) provides the latest use instructions for your system and software.
Scan Point Software Install CD	Installs Scan Point QuickPrint and instrument drivers
In-Service CDs or USBs	Available for all Verathon devices. Includes instructions for use.
Scan Point (https://my.scanpoint.com)	Scan Point provides: • The ability to calibrate Scan Point-enabled instruments online, at your facility, anytime you wish • The capability to download software upgrades for your instrument, when they are available • HIPAA-compliant automatic data backup and archiving
System Diagnostics	This tool checks your system and lets you know of any problems or needed updates. For more information, see Real Time System Diagnostics on page 82.

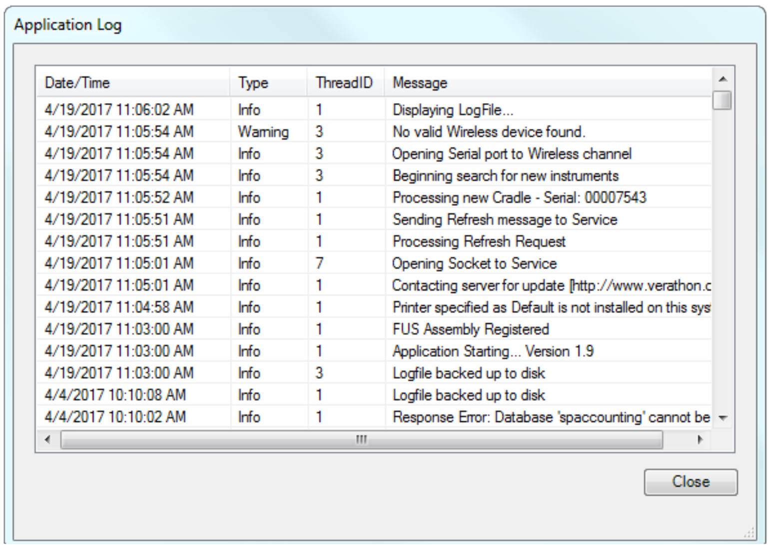
TROUBLESHOOTING

The following sections provide information that may be helpful in diagnosing problems with Scan Point or Scan Point QuickPrint.

REAL TIME SYSTEM DIAGNOSTICS

If you are experiencing problems, Verathon® Customer Care may request permission to view your application log. After you consent to providing this information to Verathon, the log is transmitted automatically to Verathon Customer Care (Figure 17).

Figure 17. Application Log



Date/Time	Type	ThreadID	Message
4/19/2017 11:06:02 AM	Info	1	Displaying LogFile...
4/19/2017 11:05:54 AM	Warning	3	No valid Wireless device found.
4/19/2017 11:05:54 AM	Info	3	Opening Serial port to Wireless channel
4/19/2017 11:05:54 AM	Info	3	Beginning search for new instruments
4/19/2017 11:05:52 AM	Info	1	Processing new Cradle - Serial: 00007543
4/19/2017 11:05:51 AM	Info	1	Sending Refresh message to Service
4/19/2017 11:05:51 AM	Info	1	Processing Refresh Request
4/19/2017 11:05:01 AM	Info	7	Opening Socket to Service
4/19/2017 11:05:01 AM	Info	1	Contacting server for update [http://www.verathon.c
4/19/2017 11:04:58 AM	Info	1	Printer specified as Default is not installed on this sys
4/19/2017 11:03:00 AM	Info	1	FUS Assembly Registered
4/19/2017 11:03:00 AM	Info	1	Application Starting... Version 1.9
4/19/2017 11:03:00 AM	Info	3	Logfile backed up to disk
4/4/2017 10:10:08 AM	Info	1	Logfile backed up to disk
4/4/2017 10:10:02 AM	Info	1	Response Error: Database 'spaccounting' cannot be

The application log has a record of all the actions the Scan Point program has performed. There is no patient health information included. You can see your application log in QuickPrint by selecting **Application Log** from the **View** menu.

FREQUENTLY ASKED QUESTIONS

Table 19 lists common issues (questions or functional problems) along with explanations and suggestions for resolving them. If you cannot find a solution here, contact your local Verathon® representative or Verathon Customer Care.

Table 19.   Common Issues and Solutions

ISSUE	SOLUTION
After the software install CD is inserted into the CD drive, the installation window does not appear.	1. From the Windows® desktop, open **My Computer**. 2. Double-click your CD drive icon. 3. Double-click the **setup.exe** file.
When I enter my Scan Point user name and password into QuickPrint, I get a message, "Warning! Authentication Failed."	Try the following: • Double-check that your user name and password are spelled correctly. • Verify that you have an active Internet connection. For example, try launching your browser and navigating to a common web site. If you still cannot log in, contact your Team Administrator. If the Team Administrator cannot resolve the issue, contact Verathon Customer Care.
The Scan Point icon does not appear in the system tray.	Verify that neither of the following is true: • The QuickPrint window is open in the background. Look for a **Scan Point** icon on your task bar, and click it to bring the QuickPrint window to the front. • You have exited QuickPrint (no QuickPrint icon is open either on the taskbar or in the system tray).
I can't reach the Scan Point Web site.	Verify that you have an active Internet connection. For example, try launching your browser and navigating to a common Web site. If that works, but you still cannot access Scan Point, contact your Team Administrator for login assistance.
Some menu options are not available.	You have access to only the features associated with your user role. Refer to Scan Point User Roles on page 8 for more information.
Some exam results are not available.	Ensure that the exam was transmitted to your account and not to someone else's. If it was transmitted to your account and you cannot find it, one of the following conditions may apply: • Scan Point may not have validated the exam yet. Wait a few minutes and try again. • The exam results may have already been viewed. If so, go to the Review History page and request the results again.

ISSUE	SOLUTION
My account has expired, and I need to renew it.	Contact Verathon® Customer Care.
I want or need to remove QuickPrint from my computer.	Complete the following steps: 1. From the Windows® Start menu, select **Control Panel**. 2. In the Control Panel, double-click **Add or Remove Programs**. 3. Locate **Scan Point with QuickPrint** in the software list, and then click to highlight it. 4. Click the **Remove** button to remove Scan Point with QuickPrint.
QuickPrint is printing labels in the wrong size.	The Scan Point Label Writer paper size setting may need to be changed. 1. From the Windows® Start menu, choose **Devices and Printers**. 2. Right-click **Scan Point Label Writer** in the list of printers, and choose **Printing Preferences**. 3. Click **Advanced**. 4. Choose **Verathon** from the drop-down list next to Paper Size.
QuickPrint does not start.	Exit all web browsers and restart QuickPrint.
I can't log in to Scan Point.	Try entering your user name and password again, double-checking that spelling and capitalization are correct. If you cannot remember your login name or password, contact Verathon Customer Care.
My Scan Point session expired, but I did not log out.	Your Scan Point session has timed out because it was idle for over 12 hours. Close the Scan Point browser window, and then log in again.
An instrument does not communicate with QuickPrint.	Check the connections between the docking station or wireless hub and the USB port on your computer. Cycle power on the device that the BladderScan® or FloPoint® Elite system uses for communication with QuickPrint. For FloPoint Elite or BladderScan 6000 series docking stations, disconnect the USB cable. For BladderScan 9000 series wireless hubs, disconnect the power cord. Wait 30 seconds, and then restore the USB or power connection. If you are running QuickPrint on a laptop computer, try connecting the instrument through an externally powered USB hub. Electric current available through the USB ports on some laptop computers can be limited. Verify that QuickPrint software is installed and running on your computer.

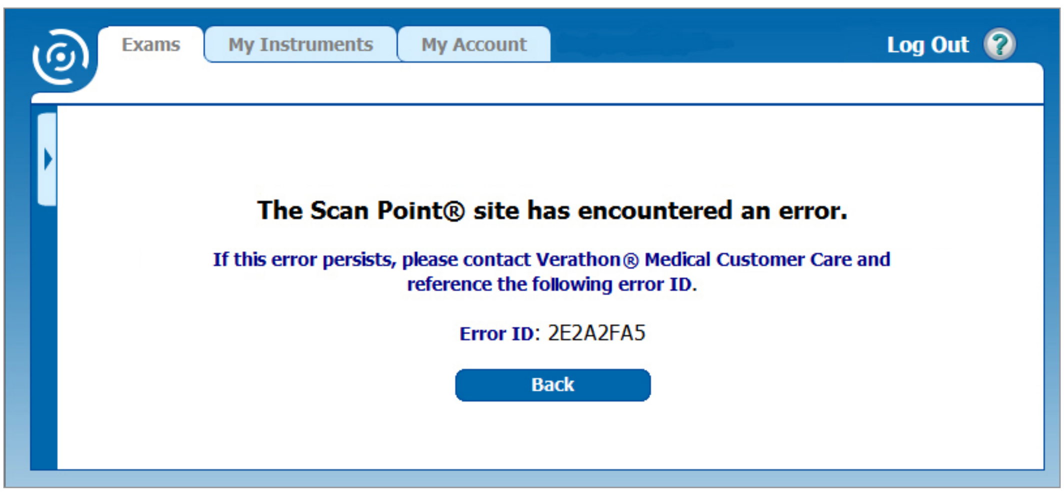
ISSUE	SOLUTION
Scan Point does not display details for a specific instrument.	You are not a member of the team that owns the instrument. On the My Account page, click **Join Another Team**. Enter the serial number of the instrument in the **Serial Number** box to request membership in the team associated with the instrument.
I can't log in to Scan Point.	If you have tried to log in unsuccessfully three times, and have then been unable to answer the security challenge questions that Scan Point displayed, your account is locked for security reasons. You must contact Verathon® Customer Care in order to restore the account, and then contact your Team Administrators in order to restore your team memberships.

ERROR MESSAGES

The Scan Point web site can display error messages such as the message shown in Figure 18. These messages contain diagnostic error ID codes for use by Verathon® Customer Care.

If an error message appears, close the browser, restart it, and then log in to Scan Point again. If the error message persists, make a note of the error ID number, and then contact Verathon Customer Care for assistance.

Figure 18. Scan Point Site Error Message



QuickPrint can also display error codes when software or system errors occur. Table 20 lists QuickPrint error codes with solutions you can apply directly. If QuickPrint displays one of these error codes, try to correct the error using the solution shown in the table. If the error persists, or if QuickPrint displays an error code not shown in the table, contact Verathon® Customer Care.

Table 20. Scan Point QuickPrint Error Codes

CODE	ISSUE	SOLUTION
0000	A minor error has occurred.	Restart your computer, and then start QuickPrint again.
0002	An installation or system configuration error is preventing QuickPrint from reading necessary information.	Remove QuickPrint, and then reinstall it.
0008	QuickPrint cannot parse a downloaded exam. The data in the exam may have been corrupted.	Delete the first exam from the instrument, and then try the download again.
0012	QuickPrint was not able to download an exam.	Check the computer's connections to the Scan Point docking station and to the Internet.
0016	QuickPrint was unable to communicate with the Scan Point server.	Check the computer's Internet connection.
0019	QuickPrint is trying to print an exam report, but cannot contact an appropriate printer.	• Verify that your operating system meets the platform requirements. • Verify that Adobe® Acrobat® Reader is installed. • Check the direct or network connections between the computer and the printer.
0021	QuickPrint does not have sufficient system permissions to run.	Ensure that you have been granted Windows administrative permissions. If not, ask your system administrator to grant you those permissions, and then try again.
0022	The QuickPrint service has reported a low-level communication error.	Remove QuickPrint, and then reinstall it.
0024	QuickPrint cannot communicate with the Scan Point docking station.	Verify that no USB devices other than Verathon docking stations and wireless hubs are connected to the computer.
0027	QuickPrint could not update the instrument to the latest software version.	Make sure that the latest version of QuickPrint is installed, and then try updating the instrument again.
1721	The QuickPrint installer cannot finish installing the software.	Verify that your operating system meets the platform requirements. If it does, try the installation again.

NOTIFICATION OF TEAM MEMBERSHIP TERMINATION

When a Team Administrator removes a user from a team, Scan Point sends automatic email notification messages to the administrators of all other teams that include the user as a member. Each of these messages includes a link that the Team Administrator can click to confirm the user's membership in that team.

WEB SERVICE CONFIGURATION

Note: This section describes the Scan Point server's specific requirements for a web service connecting it to an EHR or EMR system. For information on establishing and configuring the service itself, please contact the vendor of your system.

The web service supporting encrypted HL7 ORU data transfer between Scan Point and your organization's EHR or EMR system must support the operations listed in the following table.

Table 21. Scan Point Web service operations

OPERATION	PASSED ELEMENTS	ELEMENT CONTENT	DATA FORMAT
Logon	loginName	Login name assigned to the Scan Point server	String (UTF-8)
	password	Password assigned to the Scan Point server	String (UTF-8)
SendDocument	documentID	Unique ID string for the transmitted document	String (UTF-8)
	documentContent	Contents of the transmitted document	base64Binary

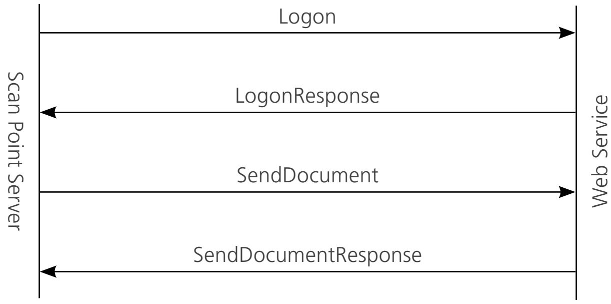
The Scan Point server initiates all transactions. The web service provides the responses listed in the following table.

Table 22. Scan Point operation responses

OPERATION	PASSED ELEMENTS	ELEMENT CONTENT	DATA FORMAT
LogonResponse	None	—	—
SendDocumentResponse	SendDocumentResult	Contents of the transmitted document (not used)	base64Binary

For both responses, the web service should return an HTTP status code appropriate to the outcome of the operation. If the operation succeeds, the service should return a 200-level code, typically 200 (OK); if it fails, the service should return a 400-level or 500-level code. The data flow in each transaction proceeds as shown in the following diagram.

Figure 19. Data flow for Scan Point HL7 ORU uploads



The transaction between the Scan Point server and the web service can take place over any of the following protocols:

- SOAP 1.2
- SOAP 1.1
- HTTP 1.1 POST (because the Scan Point server initiates the transactions and provides the data, the GET method is never used)

The web service and its associated EHR or EMR server must support all three.

When you set up the web service, you must configure it to provide the following information:

- The URI to the default namespace that defines the operation names
- **ScanPointHL7ReceiverService** as the name of the service

These items should be declared in the WSDL service description that your service provides.

Note: The default namespace URI must be formatted as an HTTP destination, but does not need to be reached through the web; it can be a location within your organization. URIs that specify only a path must end in a slash (/), although you can specify a file or resource name after the slash if needed.

EXAMPLE TRANSACTIONS

The text listings in this section show how a typical transaction between the Scan Point server and the web service would occur over each of the three supported protocols. In these examples, the following placeholders are used:

- **[value]** indicates a value passed between the two systems during the transaction.
- **[uri]** indicates the URI for a resource (for example, *http://myehrserver.com/*). If the URI specifies only a path, it ends in a slash (/), although you can specify a file or resource name after the slash if needed.

SOAP 1.2

LOGON: TRANSMISSION FROM SCAN POINT

```
POST /HL7Test/service.asmx HTTP/1.1
Host: localhost
Content-Type: application/soap+xml; charset=utf-8
Content-Length: [value]

<?xml version=”1.0” encoding=”utf-8”?>
```

```
<soap12:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap12="http://www.
w3.org/2003/05/soap-envelope">
   <soap12:Body>
      <Logon xmlns="[uri]">
         <loginName>[value]</loginName>
         <password>[value]</password>
      </Logon>
   </soap12:Body>
</soap12:Envelope>
```

LOGON: RESPONSE FROM WEB SERVICE

```
HTTP/1.1 200 OK
Content-Type: application/soap+xml; charset=utf-8
Content-Length: [value]

<?xml version="1.0" encoding="utf-8"?>
<soap12:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap12="http://www.
w3.org/2003/05/soap-envelope">
   <soap12:Body>
      <LogonResponse xmlns="[uri]" />
   </soap12:Body>
</soap12:Envelope>
```

SENDDOCUMENT: TRANSMISSION FROM SCAN POINT

```
POST /HL7Test/service.asmx HTTP/1.1
Host: localhost
Content-Type: application/soap+xml; charset=utf-8
Content-Length: [value]

<?xml version="1.0" encoding="utf-8"?>
<soap12:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap12="http://www.
w3.org/2003/05/soap-envelope">
   <soap12:Body>
      <SendDocument xmlns="[uri]">
         <documentId>[value]</documentId>
         <documentContent>[value]</documentContent>
      </SendDocument>
   </soap12:Body>
</soap12:Envelope>
```

SENDDOCUMENT: RESPONSE FROM WEB SERVICE

```
HTTP/1.1 200 OK
Content-Type: application/soap+xml; charset=utf-8
Content-Length: [value]

<?xml version="1.0" encoding="utf-8"?>
<soap12:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap12="http://www.
w3.org/2003/05/soap-envelope">
   <soap12:Body>
      <SendDocumentResponse xmlns="[uri]">
         <SendDocumentResult>[value]</SendDocumentResult>
      </SendDocumentResponse>
   </soap12:Body>
</soap12:Envelope>
```

SOAP 1.1

LOGON: TRANSMISSION FROM SCAN POINT

```
POST /HL7Test/service.asmx HTTP/1.1
Host: localhost
Content-Type: text/xml; charset=utf-8
Content-Length: [value]
SOAPAction: "[uri]Logon"

<?xml version="1.0" encoding="utf-8"?>
<soap:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap="http://schemas.xmlsoap.
org/soap/envelope/">
   <soap:Body>
      <Logon xmlns="[uri]">
         <loginName>[value]</loginName>
         <password>[value]</password>
      </Logon>
   </soap:Body>
</soap:Envelope>
```

LOGON: RESPONSE FROM WEB SERVICE

```
HTTP/1.1 200 OK
Content-Type: text/xml; charset=utf-8
Content-Length: [value]

<?xml version="1.0" encoding="utf-8"?>
<soap:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap="http://schemas.xmlsoap.
org/soap/envelope/">
   <soap:Body>
      <LogonResponse xmlns="[uri]" />
   </soap:Body>
</soap:Envelope>
```

SENDDOCUMENT: TRANSMISSION FROM SCAN POINT

```
POST /HL7Test/service.asmx HTTP/1.1
Host: localhost
Content-Type: text/xml; charset=utf-8
Content-Length: [value]
SOAPAction: "[uri]SendDocument"

<?xml version="1.0" encoding="utf-8"?>
<soap:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap="http://schemas.xmlsoap.
org/soap/envelope/">
   <soap:Body>
      <SendDocument xmlns="[uri]">
         <documentId>[value]</documentId>
         <documentContent>[value]</documentContent>
      </SendDocument>
   </soap:Body>
</soap:Envelope>
```

SENDDOCUMENT: RESPONSE FROM WEB SERVICE

```
HTTP/1.1 200 OK
Content-Type: text/xml; charset=utf-8
Content-Length: [value]

<?xml version="1.0" encoding="utf-8"?>
<soap:Envelope xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:soap="http://schemas.xmlsoap.
org/soap/envelope/">
   <soap:Body>
      <SendDocumentResponse xmlns="[uri]">
         <SendDocumentResult>[value]</SendDocumentResult>
      </SendDocumentResponse>
   </soap:Body>
</soap:Envelope>
```

HTTP 1.1 POST

LOGON: TRANSMISSION FROM SCAN POINT

```
POST /HL7Test/service.asmx/Logon HTTP/1.1
Host: localhost
Content-Type: application/x-www-form-urlencoded
Content-Length: [value]

loginName=[value]&password=[value]
```

LOGON: RESPONSE FROM WEB SERVICE

```
HTTP/1.1 200 OK
```

SENDDOCUMENT: TRANSMISSION FROM SCAN POINT

Note: The HTTP POST protocol passes the elements as plain ASCII text using URL formatting conventions. Content of the documentContent element can be split into multiple segments, as shown in the following example.

```
POST /HL7Test/service.asmx/SendDocument HTTP/1.1
Host: localhost
Content-Type: application/x-www-form-urlencoded
Content-Length: [value]

documentId=[value]&documentContent=[value]&documentContent=[value]
```

SENDDOCUMENT: RESPONSE FROM WEB SERVICE

```
HTTP/1.1 200 OK
Content-Type: text/xml; charset=utf-8
Content-Length: [value]

<?xml version="1.0" encoding="utf-8"?>
<base64Binary xmlns="[uri]">[value]</base64Binary>
```

EXAMPLE SERVICE DESCRIPTION

The web service you create must provide a Web Services Definition Language (WSDL) service description in order to communicate the details about the service to applications such as Scan Point. The listing in this section shows a typical description for such a service. In this description, the **[uri]** placeholder indicates a URI describing a resource that the web service provides or requires. If the URI specifies only a path, it ends in a slash (/), although you can specify a file or resource name after the slash if needed.

```
<?xml version="1.0" encoding="utf-8" ?>
<wsdl:definitions
xmlns:s="http://www.w3.org/2001/XMLSchema"
xmlns:soap12="http://schemas.xmlsoap.org/wsdl/soap12/"
xmlns:mime="http://schemas.xmlsoap.org/wsdl/mime/"
xmlns:tns="[uri]"
xmlns:soap="http://schemas.xmlsoap.org/wsdl/soap/"
xmlns:tm="http://microsoft.com/wsdl/mime/textMatching/"
xmlns:http="http://schemas.xmlsoap.org/wsdl/http/"
xmlns:soapenc="http://schemas.xmlsoap.org/soap/encoding/"
targetNamespace="[uri]"
xmlns:wsdl="http://schemas.xmlsoap.org/wsdl/">
   <wsdl:documentation xmlns:wsdl="http://schemas.xmlsoap.org/
   wsdl/">ScanPointHL7ReceiverService</wsdl:documentation>
   <wsdl:types>
      <s:schema elementFormDefault="qualified" targetNamespace="[uri]">
         <s:element name="Logon">
            <s:complexType>
               <s:sequence>
                  <s:element minOccurs="0" maxOccurs="1" name="loginName"
                  type="s:string" />
                  <s:element minOccurs="0" maxOccurs="1" name="password"
                  type="s:string" />
               </s:sequence>
            </s:complexType>
         </s:element>
         <s:element name="LogonResponse">
            <s:complexType />
         </s:element>
         <s:element name="SendDocument">
            <s:complexType>
               <s:sequence>
                  <s:element minOccurs="0" maxOccurs="1" name="documentId"
                  type="s:string" />
```

```
                <s:element minOccurs="0" maxOccurs="1" name="documentContent"
                type="s:base64Binary" />
            </s:sequence>
        </s:complexType>
    </s:element>
    <s:element name="SendDocumentResponse">
        <s:complexType>
            <s:sequence>
                <s:element minOccurs="0" maxOccurs="1"
                name="SendDocumentResult" type="s:base64Binary" />
            </s:sequence>
        </s:complexType>
    </s:element>
  </s:schema>
</wsdl:types>
<wsdl:message name="LogonSoapIn">
  <wsdl:part name="parameters" element="tns:Logon" />
</wsdl:message>
<wsdl:message name="LogonSoapOut">
  <wsdl:part name="parameters" element="tns:LogonResponse" />
</wsdl:message>
<wsdl:message name="SendDocumentSoapIn">
  <wsdl:part name="parameters" element="tns:SendDocument" />
</wsdl:message>
<wsdl:message name="SendDocumentSoapOut">
  <wsdl:part name="parameters" element="tns:SendDocumentResponse" />
</wsdl:message>
<wsdl:portType name="ScanPointHL7ReceiverServiceSoap">
  <wsdl:operation name="Logon">
    <wsdl:input message="tns:LogonSoapIn" />
    <wsdl:output message="tns:LogonSoapOut" />
  </wsdl:operation>
  <wsdl:operation name="SendDocument">
    <wsdl:input message="tns:SendDocumentSoapIn" />
    <wsdl:output message="tns:SendDocumentSoapOut" />
  </wsdl:operation>
</wsdl:portType>
<wsdl:binding name="ScanPointHL7ReceiverServiceSoap"
type="tns:ScanPointHL7ReceiverServiceSoap">
  <soap:binding transport="http://schemas.xmlsoap.org/soap/http" />
  <wsdl:operation name="Logon">
    <soap:operation soapAction="[uri]Logon" style="document" />
    <wsdl:input>
      <soap:body use="literal" />
    </wsdl:input>
    <wsdl:output>
      <soap:body use="literal" />
    </wsdl:output>
  </wsdl:operation>
  <wsdl:operation name="SendDocument">
    <soap:operation soapAction="[uri]SendDocument" style="document" />
    <wsdl:input>
```

```
            <soap:body use="literal" />
         </wsdl:input>
         <wsdl:output>
            <soap:body use="literal" />
         </wsdl:output>
      </wsdl:operation>
   </wsdl:binding>
   <wsdl:binding name="ScanPointHL7ReceiverServiceSoap12"
   type="tns:ScanPointHL7ReceiverServiceSoap">
      <soap12:binding transport="http://schemas.xmlsoap.org/soap/http" />
      <wsdl:operation name="Logon">
         <soap12:operation soapAction="[uri]Logon" style="document" />
         <wsdl:input>
            <soap12:body use="literal" />
         </wsdl:input>
         <wsdl:output>
            <soap12:body use="literal" />
         </wsdl:output>
      </wsdl:operation>
      <wsdl:operation name="SendDocument">
         <soap12:operation soapAction="[uri]SendDocument" style="document" />
         <wsdl:input>
            <soap12:body use="literal" />
         </wsdl:input>
         <wsdl:output>
            <soap12:body use="literal" />
         </wsdl:output>
      </wsdl:operation>
   </wsdl:binding>
   <wsdl:service name="ScanPointHL7ReceiverService">
      <wsdl:documentation xmlns:wsdl="http://schemas.xmlsoap.org/
      wsdl/">ScanPointHL7ReceiverService</wsdl:documentation>
      <wsdl:port name="ScanPointHL7ReceiverServiceSoap"
      binding="tns:ScanPointHL7ReceiverServiceSoap">
         <soap:address location="http://localhost/SpHl7Rx/service.asmx" />
      </wsdl:port>
      <wsdl:port name="ScanPointHL7ReceiverServiceSoap12"
      binding="tns:ScanPointHL7ReceiverServiceSoap12">
         <soap12:address location="http://localhost/SpHl7Rx/service.asmx" />
      </wsdl:port>
   </wsdl:service>
</wsdl:definitions>
```

GLOSSARY

TERM	DEFINITION
ANSI®	**American National Standards Institute** (ansi.org), the United States standards organization and the U.S. member of the International Standards Organization (ISO).
BAK	**Bladder Assessment Kit**, a set of equipment containing a BladderScan® bladder volume instrument and a FloPoint® Elite Uroflow System for a complete assessment of bladder function. A complete BAK test includes the following measurements: • Pre-void bladder volume (BladderScan) • Voided volume and peak flow (FloPoint) • Post-void residual volume (PVR; BladderScan) These tests must be performed in the above sequence within the same 20-minute period for optimum clinical utility. When this is done, Scan Point provides a BAK Composite report that integrates the results from all three exams into one document. For more information about BAK testing, refer to Create a Bladder Assessment Kit Report on page 53.
C32	A summary document published by HITSP and based on the HL7® CCD® component.
CCD®	**Continuity of Care Document**, a CCR stored or transmitted electronically under HL7® CDA® specifications.
CCR	**Continuity of Care Record**, a standard for a comprehensive data summary that aggregates data from multiple sources, health care records, medical legal documents, and health care encounters to form a comprehensive overall clinical picture of a patient's current and relevant historical health care status. The healthcare provider can share the record in paper or electronic form either with the patient or with other healthcare providers. Scan Point reports can be exported in CCR format for EHR exchange.
CDA®	**Clinical Document Architecture**, an HL7® - ANSI® document markup standard that specifies the structure and semantics of clinical documents for the purpose of data exchange between different electronic health record (EHR) systems. Scan Point patient exam reports can be exported in CDA® format for EHR exchange.
DCM	**Data Collection Module**, the scanning components - hardware and software - of the BladderScan bladder volume instrument.
Demographics	Descriptive personal information about a patient, such as name, age, or gender.
DHR	**Device History Record**, a record generated for each instrument beginning with the steps in the manufacturing process and continuing through the life of the instrument. Verathon® uses DHRs to track instrument ownership, usage, and maintenance history.
EHR	**Electronic Health Record**, an electronic record of patient health information generated by one or more encounters between patient and clinician in any care delivery setting. Included in this information are patient demographics, treatment progress notes, current patient illnesses, medications, vital signs, past medical history, immunizations, laboratory data, and radiology reports. The EHR has the ability to generate a complete record of a clinical patient history. Scan Point is designed to integrate with EHR systems.

TERM	DEFINITION
EMR	**Electronic Medical Record**, an electronic record of diagnosis and treatment information, typically describing a patient's interaction with a single healthcare provider. An EMR is similar to an EHR, but smaller in scope.
HIMSS®	**Healthcare Information and Management Systems Society®**, an organization that integrates the development efforts of EHR stakeholders.
HIPAA	The **Health Insurance Portability and Accountability Act** (HIPAA), a healthcare regulation bill enacted by the United States Congress in 1996. Title I of HIPAA protects health insurance coverage for workers and their families when they change or lose their jobs. Title II of HIPAA requires the establishment of national standards for electronic health care transactions and national identifiers for providers, health insurance plans, and employers. Title II also addresses the security and privacy of health data. The standards are meant to improve the efficiency and effectiveness of the nation's health care system by encouraging the widespread use of electronic data interchange in the U.S. healthcare system.
HITSP	**Healthcare Information Technology Standards Panel** (hitsp.org), a US healthcare information standards organization managed by ANSI®.
HTTP	**Hypertext Transfer Protocol**, the fundamental protocol for transferring information over the World Wide Web.
HL7®	**Health Level Seven®** (hl7.org), an international community of healthcare subject matter experts and information scientists collaborating to create standards for the exchange, management and integration of electronic healthcare information. HL7® promotes the use of such standards within and among healthcare organizations to increase the effectiveness and efficiency of healthcare delivery. The HL7® community is organized as a global organization with country-specific affiliate organizations. The Scan Point system uses HL7®-compliant Patient ID and document formatting standards in order to facilitate EHR integration.
IHE®	**Integrating the Healthcare Enterprise** (ihe.net), a global initiative that creates the framework for passing electronic health records seamlessly – from application to application, system to system, and setting to setting – across multiple healthcare enterprises. This group promotes real interconnection of health record systems through annual "Connect-a-thon" competitions in North America, Europe, and Asia. These competitions put multiple vendors' products through transactions that are generally required in actual healthcare practices.
IHTSDO	**International Health Terminology Standards Development Organization** (ihtsdo.org), an international standards organization for medical and clinical terminology used in information systems. IHTSDO publishes the SNOMED® CT standard, which may be used only within countries that are members of the organization.
ITI-41	The IHE® message format that Scan Point uses when it transmits scan results using XDS.
LOINC®	**"Logical Identifiers, Names, and Codes"** (loinc.org), a free, publicly available database of references that standardize clinical terms and their tracking codes between different information systems.

TERM	DEFINITION
ORU	**"Observation Result, Unsolicited,"** an HL7® message specification. Scan Point uses ORU messages when it transmits scan results using HL7® protocols.
SNOMED® CT	**"Systematized Nomenclature of Medicine, Clinical Terms"**, a database of references that standardize clinical terminology between different information systems. SNOMED® CT is published by IHTSDO and may be used only within IHTSDO member countries.
SOAP	**Simple Object Access Protocol**, a widely used method of exchanging data over a network as sets of structured XML objects.
TLS	**Transport Layer Security**, an encrypted communication protocol that ensures data integrity on web-based transactions. TLS is the successor to the Secure Sockets Layer (SSL).
WSDL	**Web Services Description Language**, a format and namespace designed to provide details about web services through a defined XML structure.
XDS	**Cross-Enterprise Document Sharing**, a mechanism defined by IHE® for coordinating document retrieval and search between multiple information systems. Scan Point implements the Provide And Register Document Set-b transaction and send a HITSP/C32 continuity of care document with an embedded PDF of the patient exam report to a designated EHR system. The XDS profile is described in full in the IHE® IT Infrastructure technical framework at www.ihe.net.
XML	**Extensible Markup Language**, a tagged text data format in which the set of tag names and properties can be defined and extended by developers.

VERATHON®