



# Cisco HealthPresence 2.5 and RADSpa

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## Version 2.5

November 29, 2012, OL-28315-01

RADSpa™ is an internet-based picture archiving and communications system (PACS) developed and distributed by a third-party, Telerad Tech™. Cisco has created a portal on the Cisco HealthPresence telemedicine window through which you can access the RADSpa application.<sup>1</sup>

When using Cisco HealthPresence and RADSpa, the workflow is slightly different. This document describes the general workflow when the two solutions are used together. It does not describe how to use the features specific to the RADSpa tab.

## Attendant Workflow

Prior to the appointment, either the patient or the receptionist completes the appropriate forms. After that, the workflow for the Attendant will be as follows:

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- Step 1** Escort the patient to the Cisco HealthPresence station.
  - Step 2** Log into Cisco HealthPresence.
  - Step 3** If your screen has a **Retrieve** link, type in the patient ID, and then click **Retrieve** to get the patient's name, gender, and date of birth from your Electronic Medical Records (EMR) system. Verify with the patient that the patient's name and birthday are correct (to assure that the correct record was retrieved.)  
If your screen does not have a **Retrieve** link, type in the patient ID and enter the patient's name, birth date and gender.



### Caution

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If you do not have a **Retrieve** option, you must enter the patient ID before continuing. The patient ID must be correct. If you enter the wrong patient ID, the radiology images could be associated with the medical records of the wrong patient.

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1. RADSpa is sold separately from Cisco HealthPresence and is available only from the manufacturer or its authorized resellers and distributors. Cisco makes no representations or warranties regarding the features, functionality, or intended use of the RADSpa application. RADSpa may not be available for sale in all countries.



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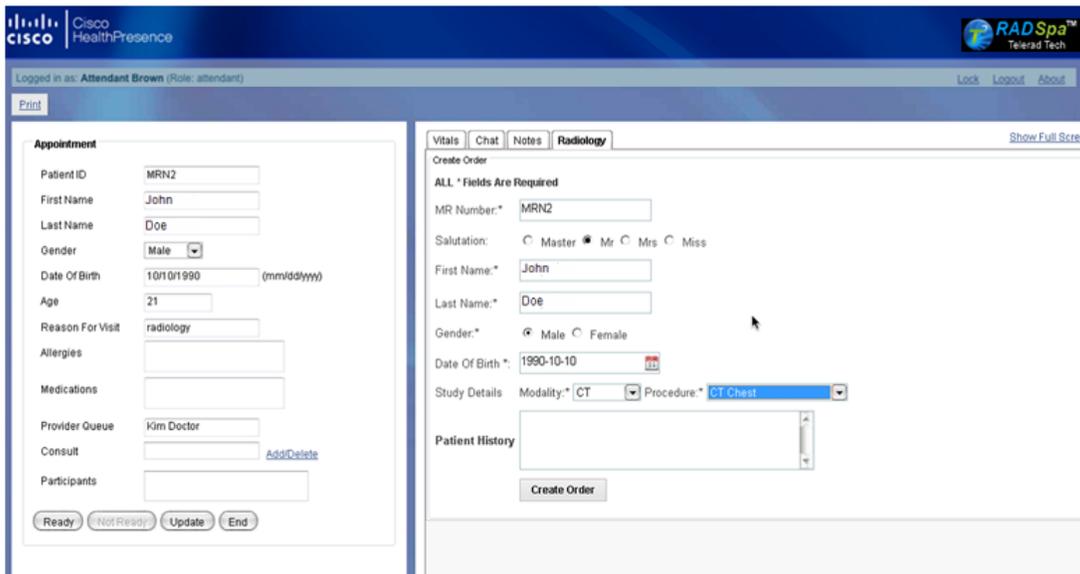
**Americas Headquarters:**  
Cisco Systems, Inc., 170 West Tasman Drive, San Jose, CA 95134-1706 USA

- Step 4** Add the **Reason for Visit**, **Allergies**, and **Medications** in the appropriate place on the Cisco HealthPresence window.
- Step 5** Select a Provider from the list of Providers.
- Step 6** Click **Start Appointment**. The **RADSpa** tab is displayed as shown in [Figure 1](#).



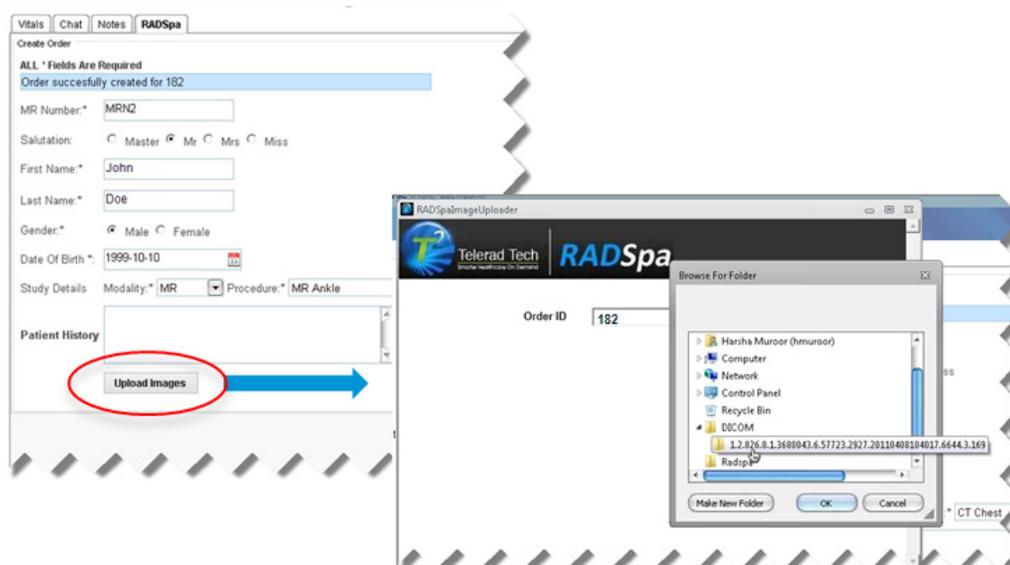
**Note** The content you are accessing through the RADSpa tab is obtained from the RADSpa application, not from the Cisco HealthPresence Connect Server. When you are accessing content from the RADSpa application, the RADSpa logo will appear on the upper right-hand side of the telemedicine window.

**Figure 1** *RADSpa Tab on Attendant Appointment Window*



- Step 7** To upload images, do the following:
  - a.** Choose the modality from the drop down menu (options are CR, CT, MR, MG, or US).
  - b.** Choose a Procedure from the drop down menu. The options in the drop down will be based on your modality selection.
  - c.** Click **Create Order**. You will see “Order successfully created” in the top left side of the Radiology tab window and an option to **Upload Images** at the bottom, as shown in [Figure 2](#).

**Figure 2**      **Uploading Images**



- d. Click **Upload Images**. Insert the CD with the images into the external CD/DVD drive.
- e. Click **Select Images**. A pop-up window appears (shown in [Figure 2](#)). Select the images you want to upload. Click **OK**.
- f. When you see the pop up window with the words *Files copied to temp folder. Safe to remove CD*, click **OK**.
- g. Click **Upload** to start the upload after the files are copied to the temporary folder.

After the images are uploaded, you can continue to Step 8 or you can wait until the Radiology study is completed before continuing with the appointment.

- Step 8** Gather vitals. Click **Get** and then click **Ready** and **Join**.
- Step 9** Conduct the appointment as you would any Cisco HealthPresence appointment.
- Step 10** Click **Leave** to end the TelePresence conference. Transcribe vitals into the patient records, print appointment data, or click **Save to EMR** (if applicable).
- Step 11** Click **End** to end this appointment, clear the vitals, and return to the Cisco HealthPresence home screen.



**Note**

For more information on Cisco HealthPresence appointment, refer to the *Cisco HealthPresence 2.5 User Reference Guide*, which can be found at [http://www.cisco.com/en/US/products/ps11966/products\\_user\\_guide\\_list.html](http://www.cisco.com/en/US/products/ps11966/products_user_guide_list.html).

# Provider Workflow

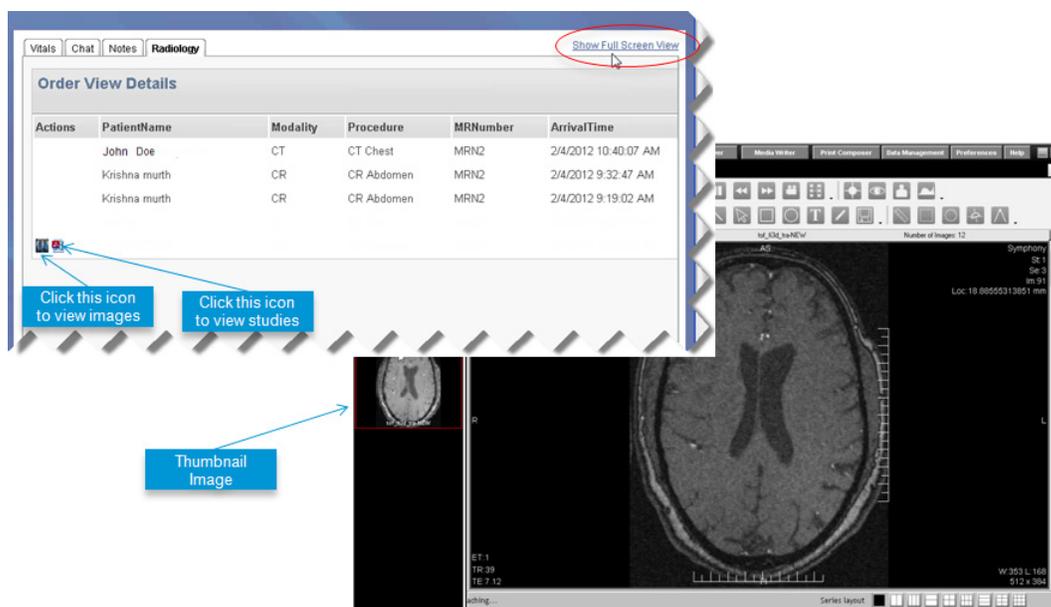
The workflow for the Provider will be as follows:

- Step 1** Log into Cisco HealthPresence and select an appointment from the list of Ready Appointments.
- Step 2** Optionally, click the Cisco HealthPresence **Vitals** tab to review the patient information.
- Step 3** If you want to look at any radiology studies for this patient before joining the video conference, click the **RADSpa** tab.
- Step 4** Find the patient name and appropriate study. Completed studies will have a **Study Status** of **Closed**. (You may need to click **Show Full Screen View** to see the status.) Click on either the image icon or the study icon you wish to view as shown in [Figure 3](#).



**Note** Click **Show Full Screen View** to use your entire screen for the RADSpa window. To return to the standard screen configuration, click **Return to Normal View**.

**Figure 3** RADSpa Tab on Provider Appointment Window



If you click on the Image icon, all images relevant to this radiology will be displayed. To see a particular image, click on the thumbnail on the left hand side.

- Step 5** When ready, click **Join** to participate in the video conference.
- Step 6** Conduct the appointment as you would any Cisco HealthPresence appointment.
- Step 7** When done, click **Leave**.
- Step 8** Click **Exit Appointment**.