

MDT Management and Study Tagging

Quick Reference Guide for IntelePACS

When a study is tagged, InteleViewer creates a link to the study and also records the viewport layout, image manipulations and related prior studies that are open. Study tags are available from any workstation on which users' access InteleViewer because InteleViewer saves the tags to IntelePACS.


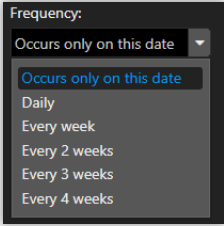
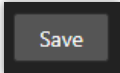
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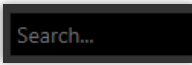
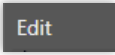
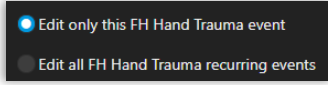
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Create or edit an MDT event



Clinicians are advised to contact their Medical Imaging department if they need to create or change a Public MDT event.

Screenshot	Instructions
	Access IntelViewer .
	Click the Study Tags icon in the menu bar.
	If required, click the Events tab above the calendar view.
	Note: For a new MDT event request, review the intended day/s for the event to ensure the requested MDT does not already exist.
	Click the Create New Event icon.
	From the Create New Event dialog, add the Event name: according to the agreed naming convention “<Site> <Speciality> <Context>” e.g. <SCGH> <Ortho> <Trauma Post Op>
	Enter the 1 st required date of the event.
	Select the required Frequency of the event.
	Set the access level to Public .
	Click Save .

Screenshot	Instructions
	<p>To edit an existing MDT event, search for the event using the date or name.</p>
	<p>Right click, Edit (or double click) to open the event.</p>
	<p>Only limited changes can be made when selecting Edit only this or Edit all instances of the event.</p> <p>You can only edit the Event Name and End Date for recurring events. To change the Day(s) of the week requires end dating the existing recurring event and creation of a new recurring event.</p>

Prepare an MDT meeting in IntelViewer




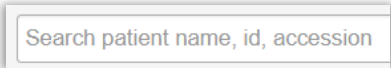
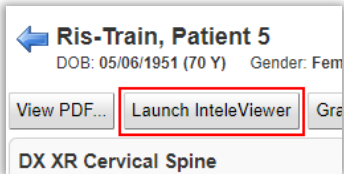

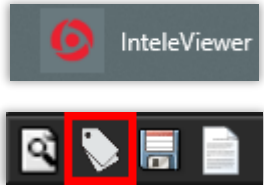

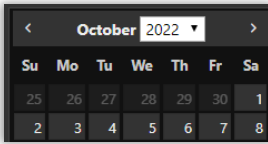
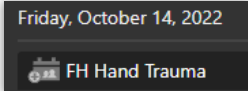
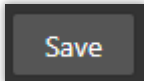

MDT requirements will differ between sites depending on the level of involvement required of imaging staff i.e. study tagging and/or private practice image and report ingest requirements.

Screenshot	Instructions
	Access IntelViewer .
	Search for and open the study to be added to the MDT event.
	Click the Tag a Study icon in the menu bar.
	If required, click the Events tab above the calendar view.
	Select the date of the MDT event from the calendar.
	Select the Event name from the list of available events.
Note: You can also search for an event by entering the event name. Each instance of the event will display below the chosen start date (or today's date by default).	
	As soon as you select your event, the selected study will be added to the right-hand pane of the study tags screen (in italics).
	Click Save to add the study to this event.
	Return to the search menu to browse for additional studies to include.
Note: Where private practice image and report ingest is required, please refer to the reference guide for Image and Report Ingest.	
Note: The layout of the study at the point of tagging is how it will display during the MDT meeting. Hanging protocols will not apply.	


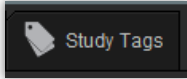
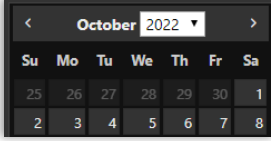
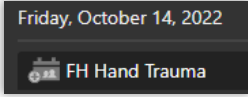

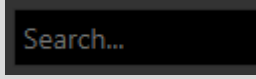
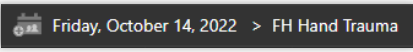

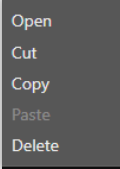
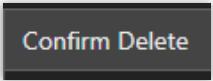
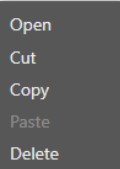
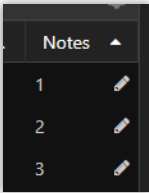

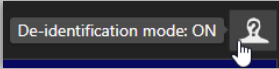
Tag studies launching from IntelConnect



Although studies can be accessed via IntelConnect, there is currently no functionality to tag studies within this application. They can, however, be launched in context in IntelViewer and tagged. These steps should be encouraged for clinicians to manage their own MDT events.

Screenshot	Instructions
	Access IntelConnect
	Search for the patient.
	Open the required study and select Launch Intelviewer from the menu. You can tag the study from the launched screen without the need to search.
	Note: Studies, or at least a series, must be online prior to the “Launch IntelViewer” button being available.
	Within IntelViewer , click the Tag a Study icon in the menu bar.
	Select the Folders or Events tab above the calendar view.
	Existing Folders and Events will be displayed under their relevant tabs. Select the date of the MDT event from the calendar.
	Select the Event name from the list of available events.
	Click Save to add the study to this event.
	Note: Detailed instructions for clinicians are provided in their eLearning and the following reference guide: PACS-QRG-06.pdf






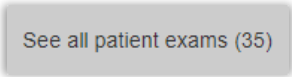

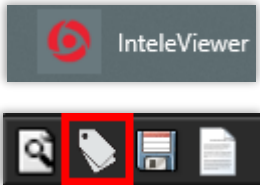
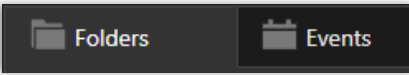

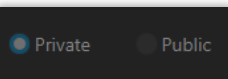
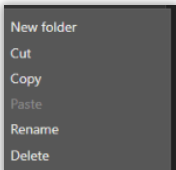
Review, edit and customise MDT tagged studies

Screenshot	Instructions
	Access IntelViewer .
	Click the Study Tags icon in the menu bar.
	Select the date from the calendar.
	Select the Event name from the list of available events.
<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">  </div> <div style="flex-grow: 1;"> <p>Note: You can also search for an event by entering the event name. Each instance of the event will display below the chosen start date (or today's date by default).</p> </div> <div style="margin-left: 10px;">  </div> </div>	
	Review the list of Tagged Studies in the right-hand pane.
	Double click any Tagged Study to launch the associated image.
	To edit the list, right click on a Tagged Study and select Cut, Copy or Delete as required. Selecting Open will launch the Patient Record Tab, showing request and report details.
	A confirmation is required when selecting Delete and warns that this tag will be deleted for all users.
	The Cut , Copy and Paste functions can be used to move or duplicate a tagged study between MDT events.
	Notes can be used to customise the tagged studies. To achieve a customised sort order, apply a lead numerical digit and click the column header to apply an ascending or descending sort order.
<div style="display: flex; align-items: center;"> <div style="margin-right: 10px;">  </div> <div style="flex-grow: 1;"> <p>Note: When presenting an MDT, you can elect to turn on De-identification mode to hide patient data.</p> </div> <div style="margin-left: 10px;">  </div> </div>	

AGFA Keywords: Recreating Folders in IntelViewer



Although it is not possible to capture the existing AGFA Keywords in IntelViewer, an extract will be made available with links to the keyword studies in IntelConnect. Radiologists can create their own folders and recapture any studies of interest in IntelViewer.

Screenshot	Instructions
	Access the Excel document containing the AGFA Keyword export.
	Note: Although a Physician field is available, this does not indicate the user who applied the keyword, therefore the only way to identify your keywords will be to recognise the naming convention that you have applied previously.
	Review / Filter the Keyword column to identify your studies to be tagged in IntelViewer.
	Click the hyperlink in the Accession Number column to launch the study in IntelConnect (if required, login to IntelConnect).
	Note: Studies, or at least a series, must be online prior to the “Launch IntelViewer” button being available.
	If the study is offline, click See all patient exams and reselect the Retrieving study to access the “Launch IntelViewer” function. 
	Within Intelviewer , click the Tag a Study icon in the menu bar.
	Select the Folders tab above the calendar view.
	Click the Create New Folder icon and enter a Folder name to match or reflect the Keyword to be saved e.g. Interesting Cases.
	Folders can be made Private or Public , however Public Events can be amended or deleted by anyone with access to IntelViewer.
	A hierarchy of folders can be created, and folders can be deleted, renamed or moved within the hierarchy.