


Children's Care Gateway PACS Web

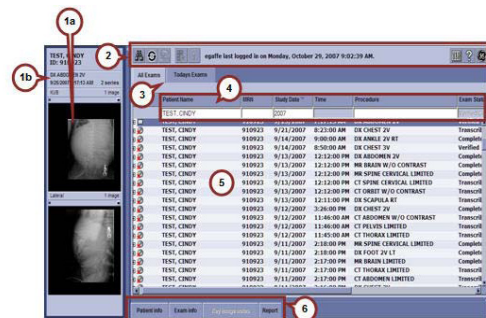
Getting Started

- Before you use PACS Web, ensure your computer support team has reviewed the enclosed System Requirements document and modified your browser and monitor settings as instructed.
- You must have a valid username and password to access digital radiology images. Contact your office manager if you have not received this information.
- To log on to PACS Web, go to: **http://gateway.seattlechildrens.org**. Click **PACS Web Logon**. Enter your username and password then click **Login**. Reminder: Passwords are case sensitive.
- The first time, you log in, you will need to change your password before proceeding:
 - Enter your temporary password in the Old Password field.
 - Create a new password that is at least 6 characters long. We recommend that you use a combination of uppercase and lowercase letters and numbers.
 - Re-enter your new password then click **Login**.
- Click the **Getting Started** tab at the bottom of the screen to learn more about how to use PACS Web.
- Always log out of the application before leaving the computer by clicking the  in the upper-right corner of the screen.

Exploring the Worklist View

- 1a. Pictorial Index** – Displays a miniature view of images (also called “thumbnail”) in a series. Multiple studies can be displayed in the index.
- 1b. Pictorial Index Header** – Click the header to collapse a study. Click the header again to expand it.
- 2. Toolbar** – Icons that allow you to perform a new query, refresh a query, fetch studies, view selected images, view key images only, set preferences, show Online Help and view system information.

The toolbar changes when you open an image (see *Overview of Image View*).
- 3. Worklist View** – There are two types of worklists in PACS Web:
 - All Exams** allows you to search for any study completed for your patients.
 - Today's Exams** includes only the studies completed at Children's today.
- 4. Query/Sort** – Query the worklist to find a patient or study. Change the sort order by clicking on a column header.
- 5. Worklist** – A list of studies or patients. Includes patient name, MRN, study date & time, procedure, status, referring MD, etc.
- 6. Information** – View patient information, exam information and the radiological report.



Modality Codes

CT	Computed Tomography
DX	Diagnostic Radiology
FL	Fluoroscopy
IR	Interventional Radiology
MR	Magnetic Resonance
NM	Nuclear Medicine
PT	Position Emission Tomography
US	Ultrasound

Exploring the Worklist View

There are two types of worklists: **1.) All Exams** – allows you to search for any study completed for your patients and **2.) Today's Exams** – includes only the studies completed at Children's today.

Locating Exams: Enter your patient's last name and the year the exam was performed. If using the **Todays Exams** list, you only need to enter the patient's last name as the study date defaults to the current date. Entering the patient's first name or providing additional criteria, such as modality, will narrow your search.

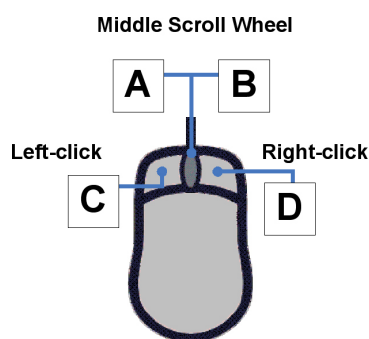
Hint: When you enter the patient's full name, enter it as "LastName, FirstName".

Viewing Multiple Studies: Single-click to select the first study of interest. Hold down the **Ctrl** key while you click other exams in the Worklist. Click on one of the exams to display the studies.

Overview of Image View

PACS Web is view-only. You can make measurements or change the orientation of an image, but you cannot save these changes.

Mouse Functionality



A Change the magnification

Press the scroll wheel down and move the mouse:

Up = Zoom out
Down = Zoom in

B Scroll through images

Roll the scroll wheel:

Up = Backward
Down = Forward

C Pan an image

Click the image and drag the mouse around.

Enlarge an image

In the Viewport, double-click an image to view it in **1-Up View**.

D Adjust brightness/contrast

Right-click and drag the mouse:

Up = Darkens
Down = Brightens
Right = Decreases contrast
Left = Increases contrast

Use the icons in the toolbar to view and manipulate images:






Returns you to the worklist



Determines how many series are shown at the same time and the format (single series area, two vertical series areas, two by two series areas, etc.). This area can be divided to allow you to compare images from different studies.



Changes the Viewport layout — the Viewport is the window in which images are viewed. This area can be divided into separate areas to allow you to view multiple images from the same study. For example, you could change the viewport layout to 1x2 , 2x3 , 6x6 , etc.



Enlarges the image. Double-clicking the image resets the image to its previous state.



Changes the orientation — allows you to flip and rotate an image.




Shows (or hides) image annotations.



Allows you to annotate images. For example, you can measure an angle or the distance between two points or mark a region of interest.



Returns the image to its original condition.

There is a comprehensive Online Help system in PACS Web that provides detailed information about the tools used to view and manipulate images. Click  to access this information.

For additional assistance contact:

Service Desk

Children's Hospital and Regional Medical Center

Phone: (206) 987-1111

E-mail: helpdesk@seattlechildrens.org

Monday – Friday 6 a.m. to 7 p.m.



4800 Sand Point Way N.E.
Seattle, WA 98105-0371
(206) 987-2000 (Voice) (206) 987-2280 (TTY)

www.seattlechildrens.org