

AFHCANcart

Quick Check Guide





AFHCANcart Quick Check

- These checks are to be done routinely to ensure that your AFHCANcart is in working order
- We recommend that the Quick Check be done at least monthly on every cart
- The spirometer and the Earscan tympanometer both require calibration on the day of use
- Skip items that are not on your cart



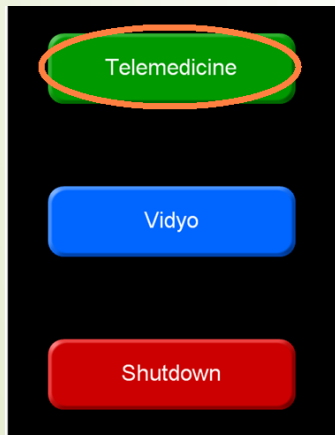
Items needed to Perform an AFHCANcart Quick Check

- AFHCANcart Quick Check Guide
 - Go to AFHCAN.org support page, select “Quick Cart Check” link in the right-hand column
OR go to the following link:
 - <http://afhcan.org/documentation/dl/Cart%20Quick%20Check.pdf>
- AFHCANcart access (User account login)
- Otoscope Focus Tool
- Spirometry Calibration Syringe, Nose Cone, and Disposable Mouthpiece
- Earscan Tympanometer Probe Cover for Calibration
- Live Stethoscope access (User account login)

If you do not know how to use a cart component, Handy Guides are available on the AFHCAN.org website support page at: <http://afhcan.org/support.aspx>

Steps to complete a quick cart check

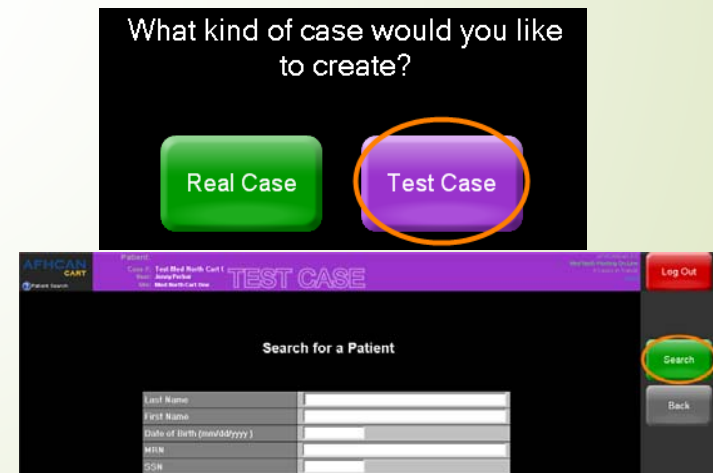
Launch your cart software by selecting the green telemedicine button



Software version can be found here



Create a Test Case for your quick cart check (use a test patient as well)



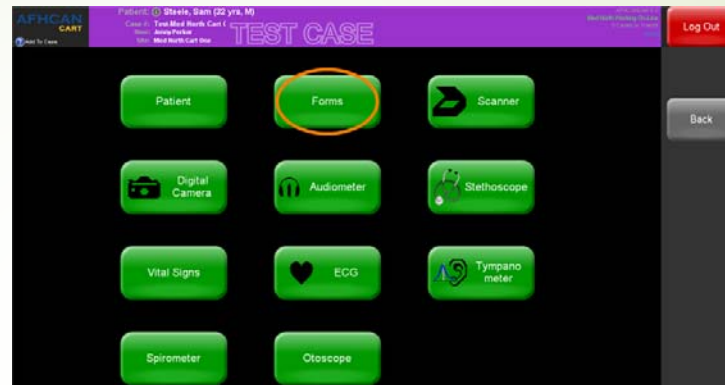


Identify a Test Patient

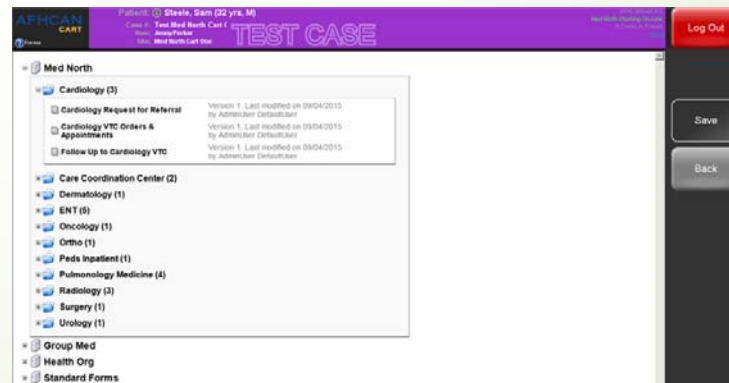
- If you don't already have a test patient in your system, you may want to create one for the purpose of routine cart checks
- 

To Add a Form

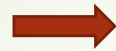
Select the Forms button on the touch screen or click with the mouse to open the forms view



Select a form, fill out the form, and save

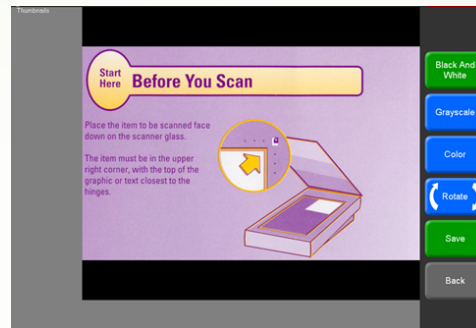


To Add a Scanned Document (Single Page Scanner)

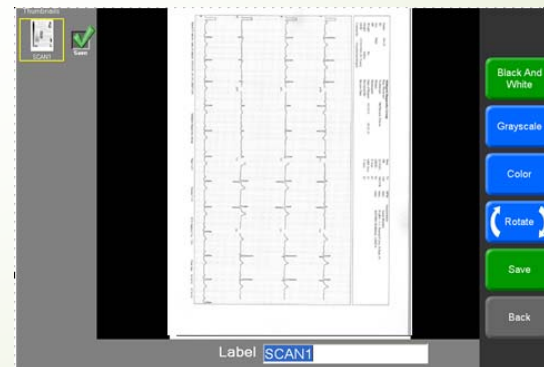


Select the Scanner button

- Place item to be scanned in single page scanner
- Select Separate Attachments
- Select appropriate scan button: Black and White, Grayscale, or Color
- Rotate, label the scan, and save



The selected device supports multi-page scanning. Pages can be scanned into a single attachment or each page can be scanned as separate attachments. Please choose one of the following:



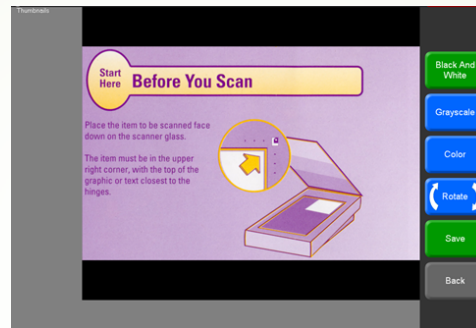
If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

To Add a Scanned Document (Multi-Page Scanner)



Select the Scanner button

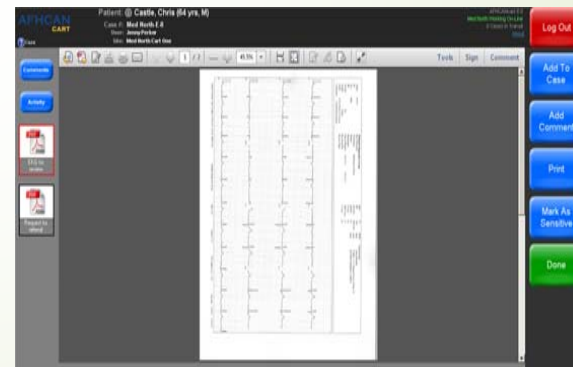
- Place items to be scanned in multi-page scanner
- Select Single Attachment
- Select appropriate scan button: Black and White, Grayscale, or Color
- Rotate, label the scan and save



The selected device supports multi-page scanning. Pages can be scanned into a single attachment or each page can be scanned as separate attachments. Please choose one of the following:

Single Attachment

Separate Attachments



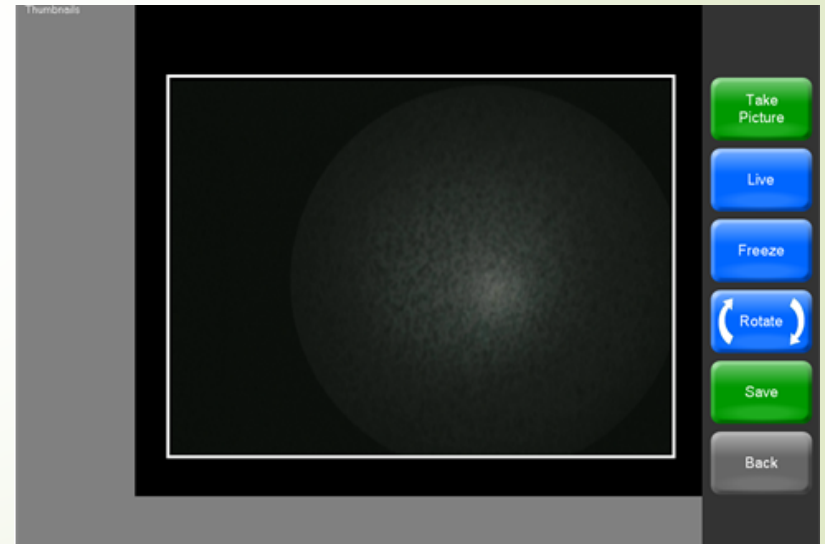
If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

To Add a Video Otoscope Image



Turn on your video otoscope, select the Otoscope button

- White Balance first
- Use otoscope focus tool to capture test image for case (if applicable)
- Capture image
- Label image
- Select save to add to test case



If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

To Add a Digital Camera Image



Select the Digital Camera button

- Take a picture with digital camera
- Upload pictures via docking station or USB cord
- Select picture you would like to save
- Label picture
- Save Picture to AFHCAN test case
- Delete pictures from digital camera



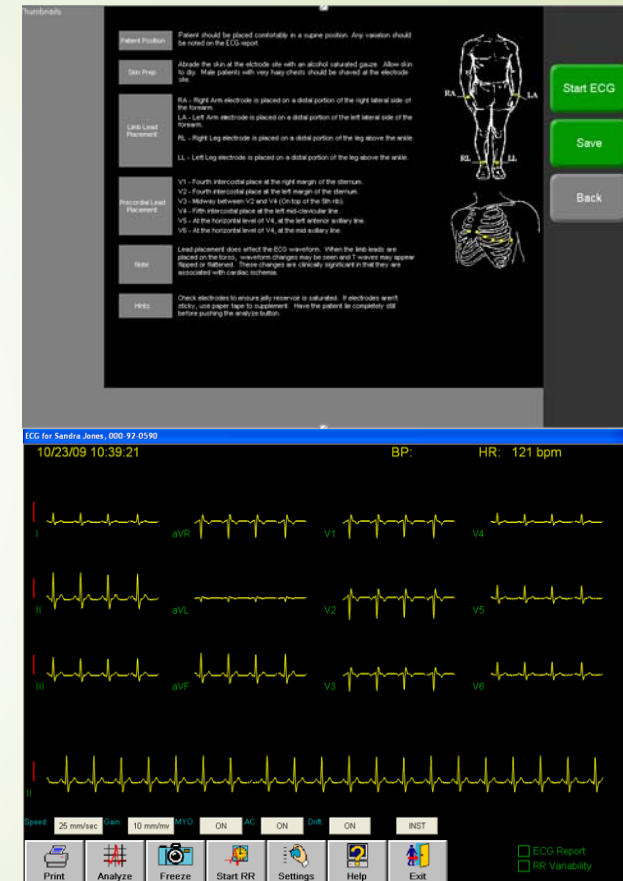
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To Add a ECG Recording



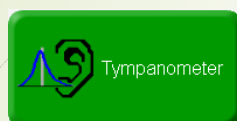
Select the ECG button

- Click on Start ECG Button
- Use either a patient heart simulator and/or a test person to capture a test ECG reading (must identify a patient before you can use the ECG)
- Click the Analyze button to record
- Click Review, select reports with green check mark
- Click Save



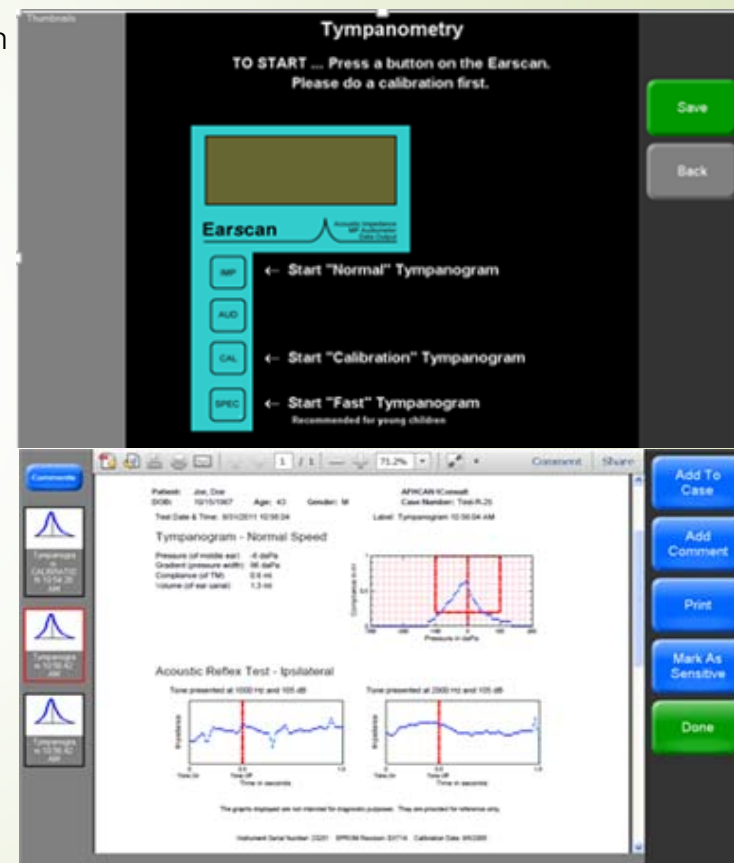
If you do not know how to use a cart component,
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To Add a Tympanogram Report



Select the Tympanometer button

- Before adding a Tympanogram you should calibrate your device – Reference AFHCAN Handy Guide on how to do this
- IMP/SPEC buttons are the two options to add a Tympanogram
- SPEC Button is for “Fast”
- IMP Button is for “Normal”
- SPEC would be preferred for adding to a test case
- Select desired option, complete test, label, and save



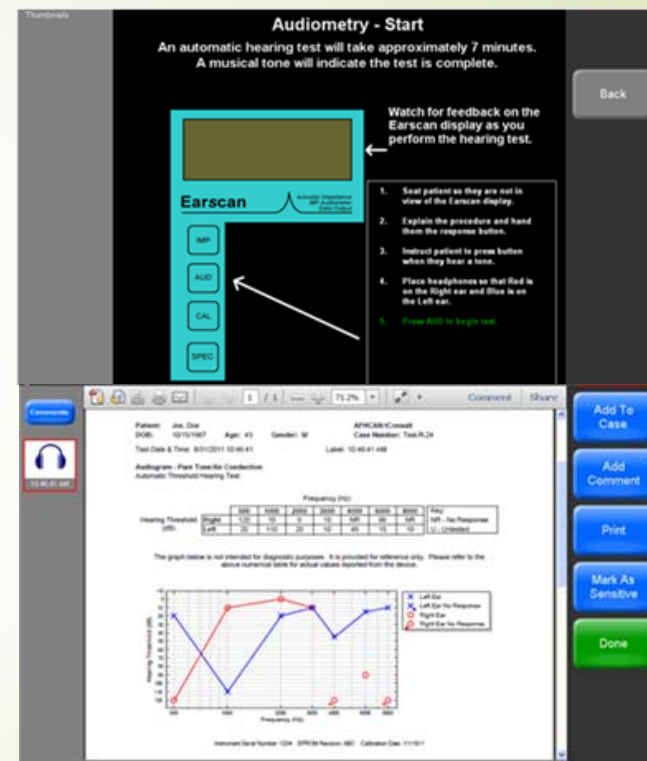
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To Add an Audiogram



Select the Audiometer button

- The Audiometer test takes approximately 7 mins to complete
- Use headphones – Red on Right and Blue on left
- Audiometer trigger button needs to be in hand, this is used to signal to Audiometer that you can hear various decibels and frequencies
- Run through test to complete successful Audiogram
- Select readings and label accordingly
- Click the Save button



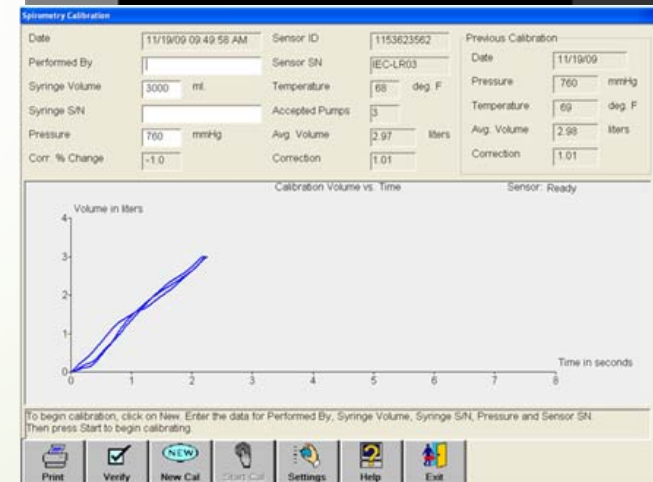
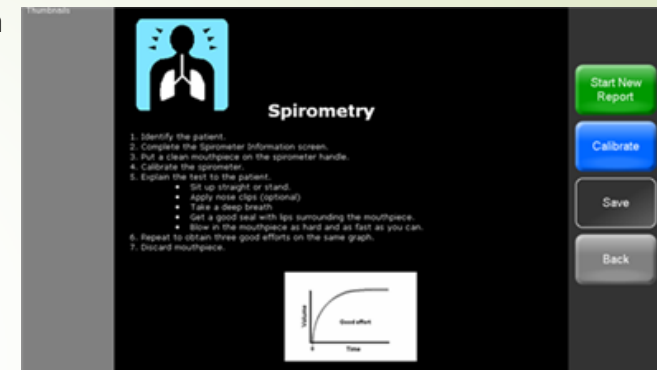
If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

To Add Spirometry



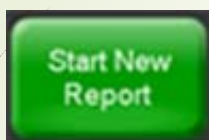
Select the Spirometer button

- Calibrate your spirometer prior to performing a spirometry reading.
- Tools need to calibrate your spirometer
 - Disposable mouthpiece
 - Nose Cone
 - Calibration Syringe
- Select the **Blue** Calibrate button
- Select New Cal button
- Follow calibration prompts on cart screen



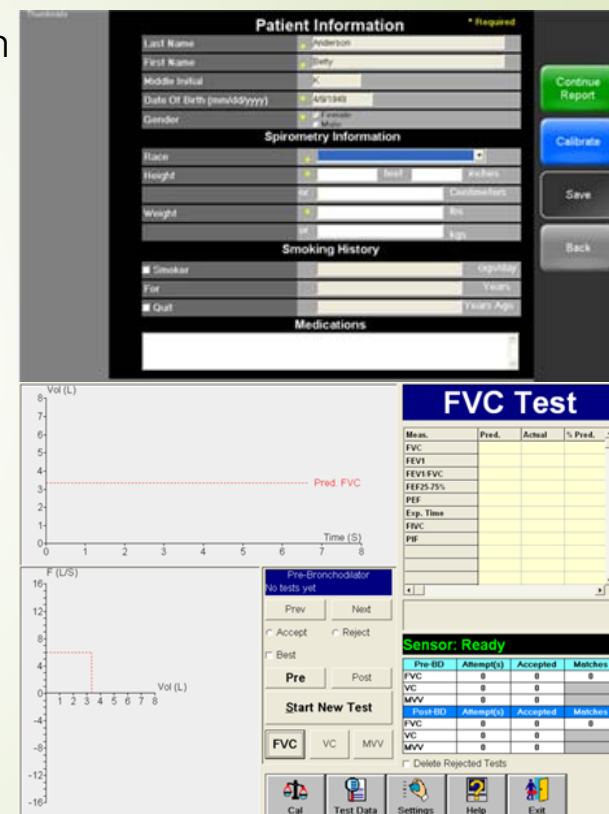
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To Add Spirometry – New Report



Select the Start New Report button

- Fill out required patient information, select Continue Report
- Pre-bronchodilator is selected by default
- Select Start New Test button
- The sensor will zero out
- Administer the test

The screenshot shows the software interface for adding a new spirometry report. It is divided into several sections: "Patient Information" with fields for Last Name, First Name, Middle Initial, Date Of Birth, and Gender; "Spirometry Information" with fields for Race, Height, Weight, and Age; "Smoking History" with checkboxes for Smoker, Former, and Out; and "Medications" with a text input field. On the right side of the Patient Information section are buttons for "Continue Report", "Calibrate", "Save", and "Back". Below these sections are two graphs: "Vol (L)" vs "Time (S)" showing a red line for "Pred. FVC", and "F (L/S)" vs "Vol (L)" showing a red line for "Pre-Bronchodilator". To the right of the graphs is a table for "FVC Test" results, including columns for Mean, Pred., Actual, and % Pred. Below the table is a "Sensor: Ready" status indicator. At the bottom are buttons for "Cal", "Test Data", "Settings", "Help", and "Exit".

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To Add Vital Signs



Select the Vital Signs button

- Capture a set of vitals
- Vital signs will not record to a AFHCAN case if you have not selected the Vital Signs button prior to starting your vital sign machine

AFHCAN CART

Patient: Steele, Sam (32 yrs, M)
Case #: Test Med North Cart (1)
User: Jenny Parker
Site: Med North Cart One

TEST CASE

Vital Signs

Started: 10/09/2015 08:11 AM

Time	Blood Pressure (Sys / Dia) (mmHg)	Heart Rate (bpm)	SpO2 (%)	Temp. (°F)	Temp. Probe Type

Instrument Make/Model:
Instrument Serial Number:
Instrument Software Version:

Log Out

Save

Back

Vital Signs Monitor
Begin Monitoring

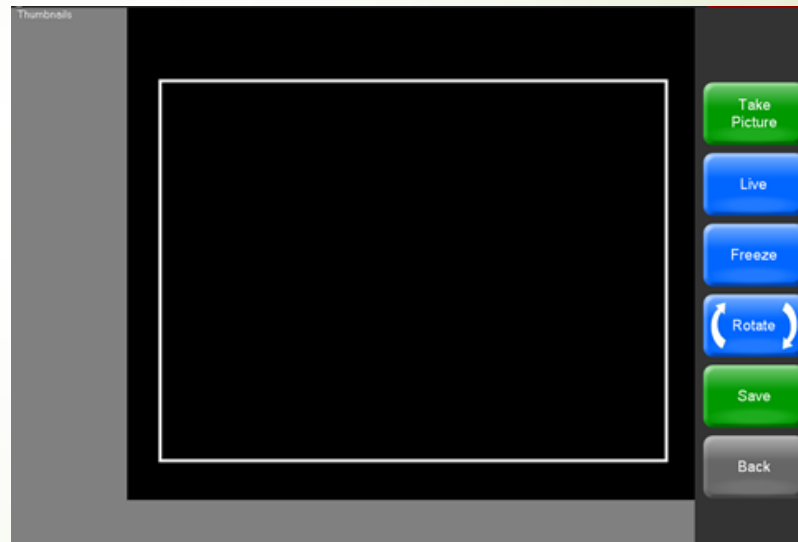
If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

To Add Dental Camera Image



Select the Dental Camera button

- Place a sheath on dental camera prior to capturing images
- Capture a set of dental images at various distances
- Focus at each distance
- Utilize the touch screen, foot switch, and the hand switch to capture images
- Label images and click the Save button



If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

To Add a Stethoscope recording (Store & Forward)



Select the Stethoscope button

- Select options from the drop-down menus
- Ensure the chest piece is connected and in Transmit Mode
- Place chest piece and click on the Record button
- Click Stop Recording button, if continuous was selected
- Save the recording

A screenshot of a web application interface titled "AFHCAN CART". The main heading is "Stethoscope". The interface includes several dropdown menus: "Exam description" set to "Heart", "Location of chest piece" set to "2nd Right Intercostal Space", "Patient Position" set to "Sitting Up, Straight", and "Technique" set to "Breathing Normal". There is a text area for "Other Information" and a dropdown for "Interval" set to "Continuous". At the bottom center is a green "Record" button. On the right side, there are three buttons: "Log Out" (red), "Record New" (grey), "Save" (grey), and "Back" (grey). The top of the interface shows patient information: "Patient: Castle, Chris (64 yrs, M)", "Case #: Med North E 8", "User: Jenny Parker", and "Site: Med North Cart One".

If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

To Add a Comment



Select the Add Comment button

- Add a comment and select save



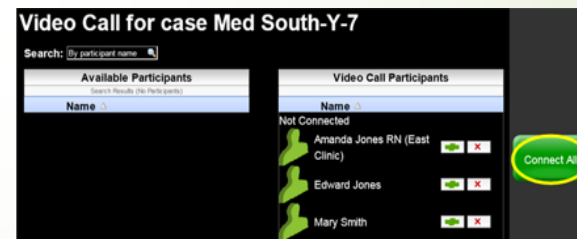
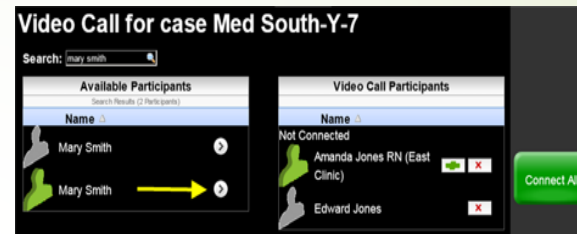
The screenshot shows the AFHCAN CART interface for a patient named Castle, Chris (64 yrs, M). The 'COMMENTS' section is active, displaying a comment created on Oct 21, 2015 (09:12 AM) by Jenny Parker at Med North. The comment text is: 'Please see attached information for a consult on a 64 y/o patient that is complaining of new onset of chest pain for two days. Thanks.' The interface includes buttons for 'Add To Case', 'Add Comment', 'Print', 'Mark As Sensitive', 'Done', 'Save', and 'Discard'. The left sidebar contains buttons for 'Comesside', 'Activity', 'Vital Signs', and 'Vital Signs'.

Using Vidyo in an AFHCANcase



Select the Video Call button

- If you've not already done so, you will need to map your AFHCAN account to your Vidyo account. Contact your IT for help.
- This will set up a video call within an AFHCAN case
- You will have to add participants to the case call
- Once added, select Connect All to launch the video call in the case
- Call will ring to all participants
- Call log summary should contain a video call summary with date, time initiated, participants, and when the call ended.



If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>



AFHCANcart Quick Check Final Steps

Once you have compiled your case information through the AFHCANcart Quick Check Guide:

- If required by your organization, send the case to your CHA/P Director or Training Instructor
- If not required to send the case anywhere, archive it
- Log Out from the AFHCANcart
- Note any discrepancies on the AFHCANcart Quick Check Guide and provide it to your local IT department for review of any operational issues that users may have



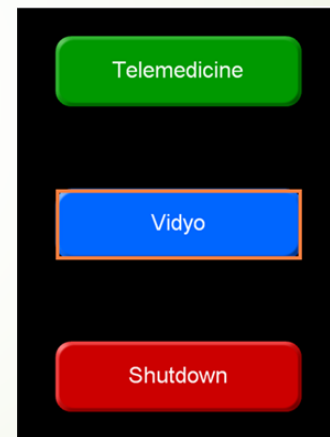
Archive



Log Out

Using Vidyo on Cart without a Case

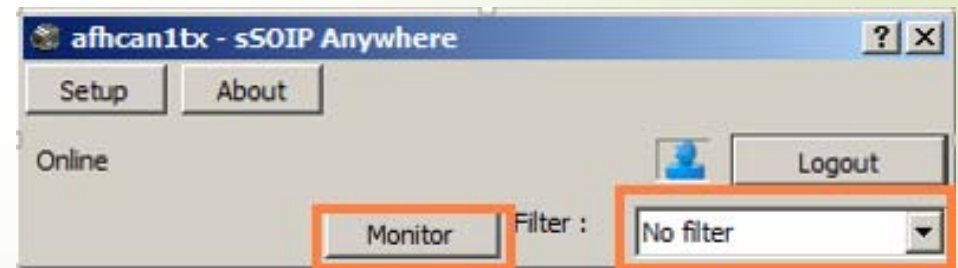
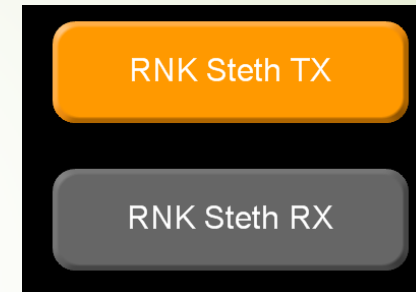
- Vidyo (Video Teleconferencing Software)
 - This will launch the kiosk Vidyo software for clinical conferencing independently of any AFHCAN case on your AFHCANcart
 - Make sure your web camera and Jabra are working. Ensure that you can connect to cart kiosk room and/or place a Vidyo call to another user end point



If you do not know how to use a cart component, Handy Guides are available at <http://afhcan.org/support.aspx>

Using the Live RNK Stethoscope

- Log in to your RNK Steth TX/RX software via the button on main screen of the cart – (you will need user account information as this is a separate software)
- Once logged in, place headset on ears and put stethoscope on area you wish to auscultate
- Select the monitor button: you should now hear stethoscope sounds

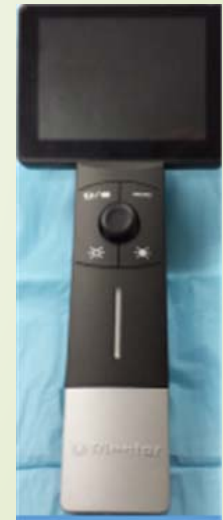


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Using Live Exam Cameras

Please make sure you have an active Vidyo session open for testing the following exam cameras:

- **AMD 2500**
 - Power on through back of device
 - Make sure that camera is selected in Vidyo session
 - Verify that image is being transmitted through screen
- **Versa 4/AMD 2600**
 - Power on – button is on top of device LED Screen
 - Make sure that camera is selected in Vidyo session
 - Verify that image is being transmitted through screen



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Thank you!