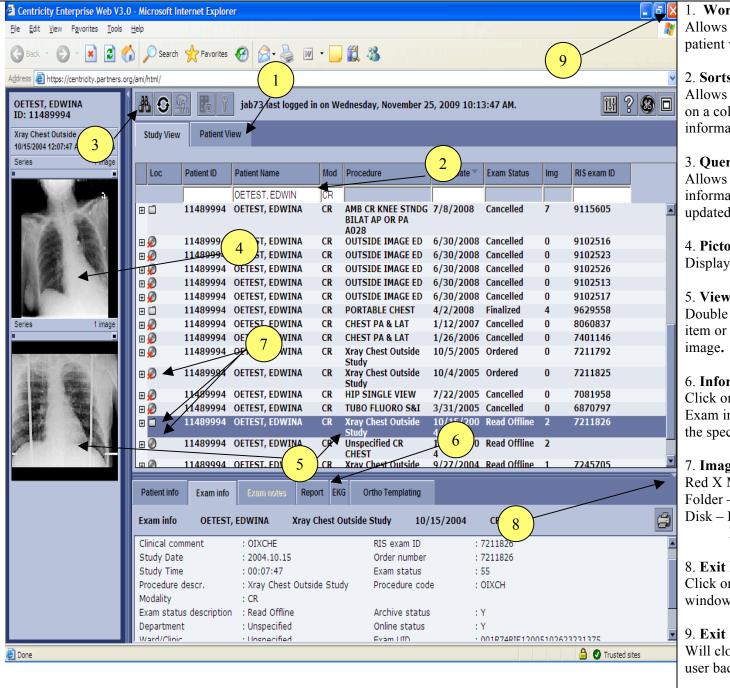
## **CENTRICITY WEB – VERSION 3.0**

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#### 1. Worklist Views

Allows the user to view studies in study or patient view.

#### 2. Sorts and Search

Allows the user to sort by left mouse clicking on a column heading and search by entering information in the white boxes.

#### 3. Query

Allows the user to query by specific information and refresh current query for new updated information

#### 4. Pictorial Index

Displays all images in study.

#### 5. View Selections

Double left mouse click on highlighted line item or image in the pictorial index to view the

#### 6 Information

Click on the specified tab to see Patient info, Exam info, Radiology Report or the EKG on the specified patient.

## 7. Image icons

Red X Mark on Disk – No Images Folder – Images available Disk – Images on long-term storage. Double click to fetch.

## 8. Exit Report Window

Click on the little triangle to close report window

Will close out entire Web session and take the user back to the Windows Desktop.

#### **CENTRICITY WEB – VERSION 3.0**

## (1) ACCESS CENTRICITY WEB

Open Centricity web viewer from the Partners Start menu, Partners Applications

## For Remote Access type:

https://centricity.partners.org/

For Windows XP, Vista or Windows 7 users: User ID: partners\Partners Username Password: Partners Network password (8 character)

Note: Must type back slash (\) after partners for User ID.

For Windows 2000, user needs to provide User ID: Partners Username Password: Partners Network password (8 character)

Domain field = partners

# (2) FIRST TIME USING CENTRICITY

The first time you access Centricity on your workstation you will be required to install Active X files. Centricity will auto-launch once Active X files have been downloaded.

Select **Yes** to any the security question.

# (3) SEARCH STUDY

The cursor will default to the Patient ID box (MRN #). Type in the patient's MR and hit **Enter**. Note: Faulkner Hospital Patients require the letter F prefix for the MR #

- Studies will be displayed according to the selected worklist view.
- **Left mouse click** on the column heading to sort the studies.

### (4) VIEW IMAGES

# To display one study:

- Left mouse click once on patient name to Updated 11/24/2009 Medical Imaging 11 view images in the Pictorial index (PI).
- **Double left click** on patient name to view the study.

## (5) VIEW IMAGES (CONT.)

Hold **ctrl button** down and select other studies to view on patient.

Double left click on one of the highlighted studies.

### To display selected images from a study:

- From the worklist view, left mouse click on a study to load thumbnails into Pictorial Index.
- **Left mouse click** on the 1<sup>st</sup> image in the Pictorial Index to highlight.
- Hold Ctrl button down and left mouse click on another image in Pictorial Index (PI); or hold **Shift button** down and **left mouse click** on another image for a series of images in PI.
- **Click View Selected Images Icon to display** images.
- **F11** will suppress the Internet Explorer (IE) tool bar. F11 again will display IE tool bar.

## (6) MANIPULATE IMAGES

2 ways to access a tool:

- 1. **Tool Bar** above the image
- 2. **Pop Up menu** by right mouse click on image and release
- Double left mouse click once on image in the **Pictorial Index** to load image in viewport.
- **Left mouse** hold and drag to pan the image.
- Right mouse hold and drag up and down (density), or left and right (contrast) to window / level.
- Hold down middle wheel on the image to **zoom** in and out.
- Left click on a viewport and move the middle wheel up and down to manually scroll through the images.
- Double left mouse click will make the image larger. Double left mouse click again to return to the original sizehnical Support please call the Help Desk 617-732-5927

### (7) TOOLS

- Window / Level Allows creation of presets, inverting gray scale, and W/L ROI
- **Zoom** Dynamic zooming, Magnifying glass, flip and rotate
- Cine Manual or Dynamic with speed control
- Measurements Distance, Angles, Probe
- **View Ports** Change viewing layout, or create a new protocol

## (8) EXPORT IMAGES

Export images as TIFF or JPEG

- Adjust image as necessary
- Right mouse click and release to activate pop up menu
- Select **Export** TIFF or JPEG
- Specify file name, compression factor if using JPEG, and a location for the file to be saved in.

## (9) PC REQUIREMENTS

Minimum hardware/software requirements are: 1GB RAM

Windows 2000 or higher

IE 6.0 or higher

Your display setting should be set to 1024 by 768 and we recommend at least a 17 inch monitor.

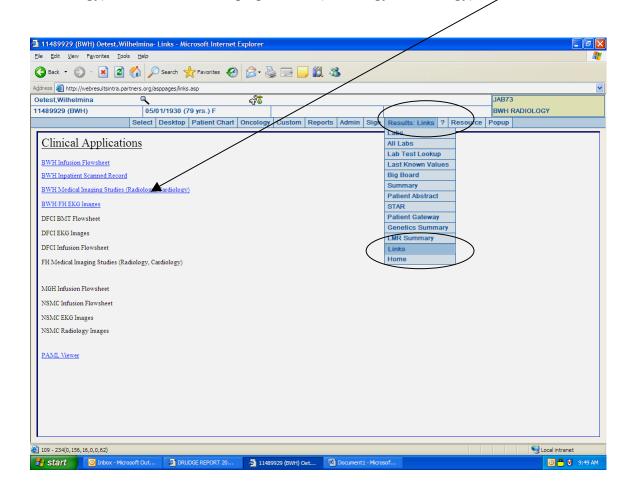
**32 Bit** True Color display High speed internet access

## (10) MAC REQUIREMENTS

For Mac users, Centricity Web can be accessed using Partners VPN. Please contact the help desk at 617-732-5927 and request access to the Mac Gateway.

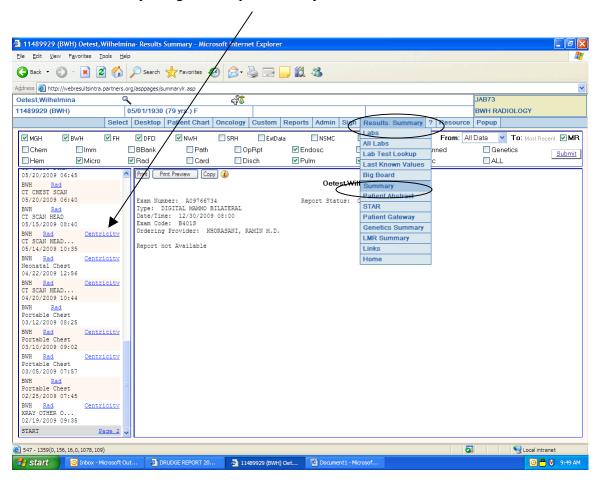
### TO ACCESS IMAGES FROM LMR

To Access all of the patients Imaging in Centricity from LMR click on the Results Tab → Links → BWH Medical Imaging Studies (Radiology, Cardiology) or FH Medical Imaging Studies (Radiology, Cardiology)



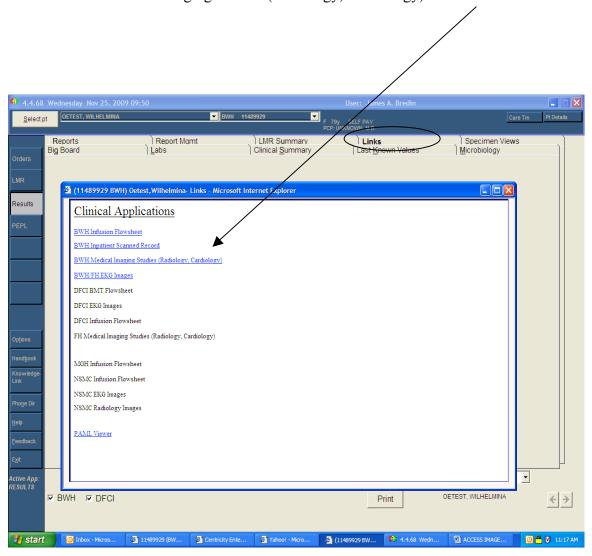
#### **CENTRICITY WEB – VERSION 3.0**

To Access Centricity Images on a specific study in LMR click on the Results Tab → Summary → Centricity link



## TO ACCESS IMAGES VIA CAS

To Access all of a patients imaging from CAS, click on the Links tab and then click on the "BWH Medical Imaging Studies (Radiology, Cardiology) link or the FH Medical Imaging Studies (Radiology, Cardiology) link.



#### **CENTRICITY WEB - VERSION 3.0**

To Access Centricity Images on a specific study from CAS click on the Image Button at the bottom when reviewing a patient's result.

