

GE Healthcare

ViewPoint 6 Getting Started Guide



ViewPoint 6 Introduction

ViewPoint 6 is:

A comprehensive ultrasound reporting and image management solution for Obstetrics, Gynecology, Radiology, Cardiology and Vascular users.



Note:

All exams, reports and screen captures depicted in this presentation contain sample patient information that was created by GE Healthcare for demonstration purposes.

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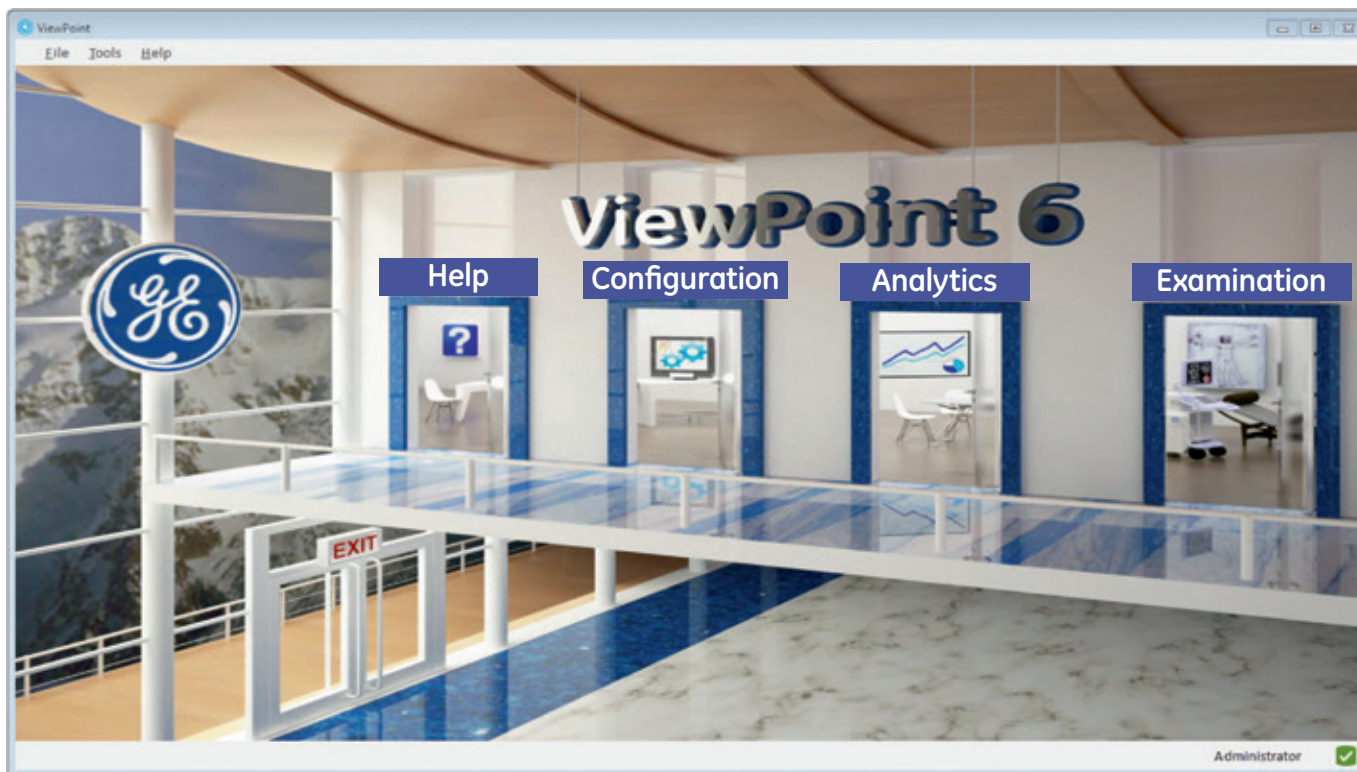
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ViewPoint 6 Main Menu



Help

Provides assistance on questions about specific areas in ViewPoint 6. Is also available in the upper toolbar or by clicking Start Help (F1) anywhere within a ViewPoint 6 screen.

Configuration

Allows to customize or set defaults for certain aspects or fields in ViewPoint 6.

Analytics

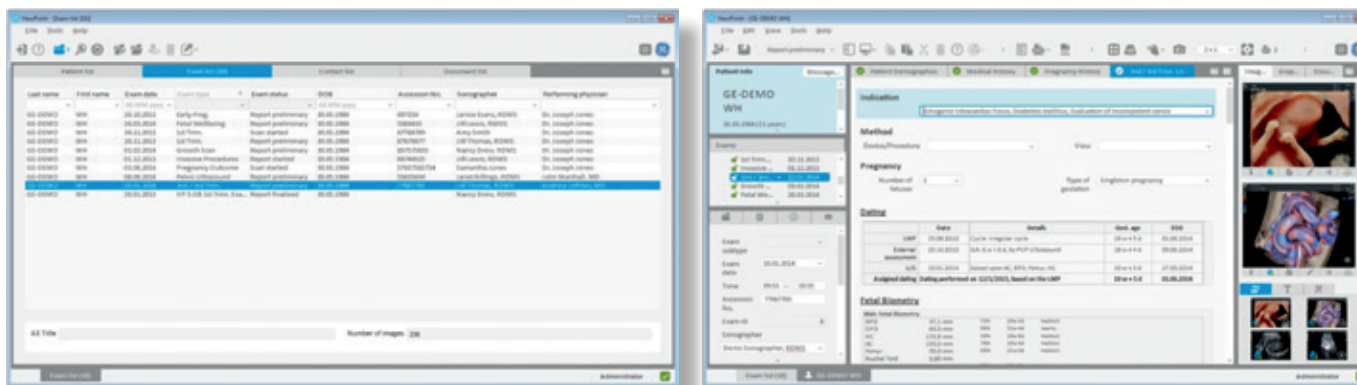
Allows for defining and running queries in order to retrieve data from the ViewPoint 6 database for e. g. statistics.

Examination

Provides access to patient data for report construction and image management. Selecting this door will take you to the VP Explorer to access patient or exam lists.



Navigating ViewPoint 6



VP Explorer view

- F5 Start Search
- F8 Clear Search

Patient Record view

- F4 Form View
- F5 Report View
- F6 Images View
- F7 Graphs View
- F12 Save and Close

- F1 Starts help
- ESC Closes the report or screen without saving



Basic Workflow

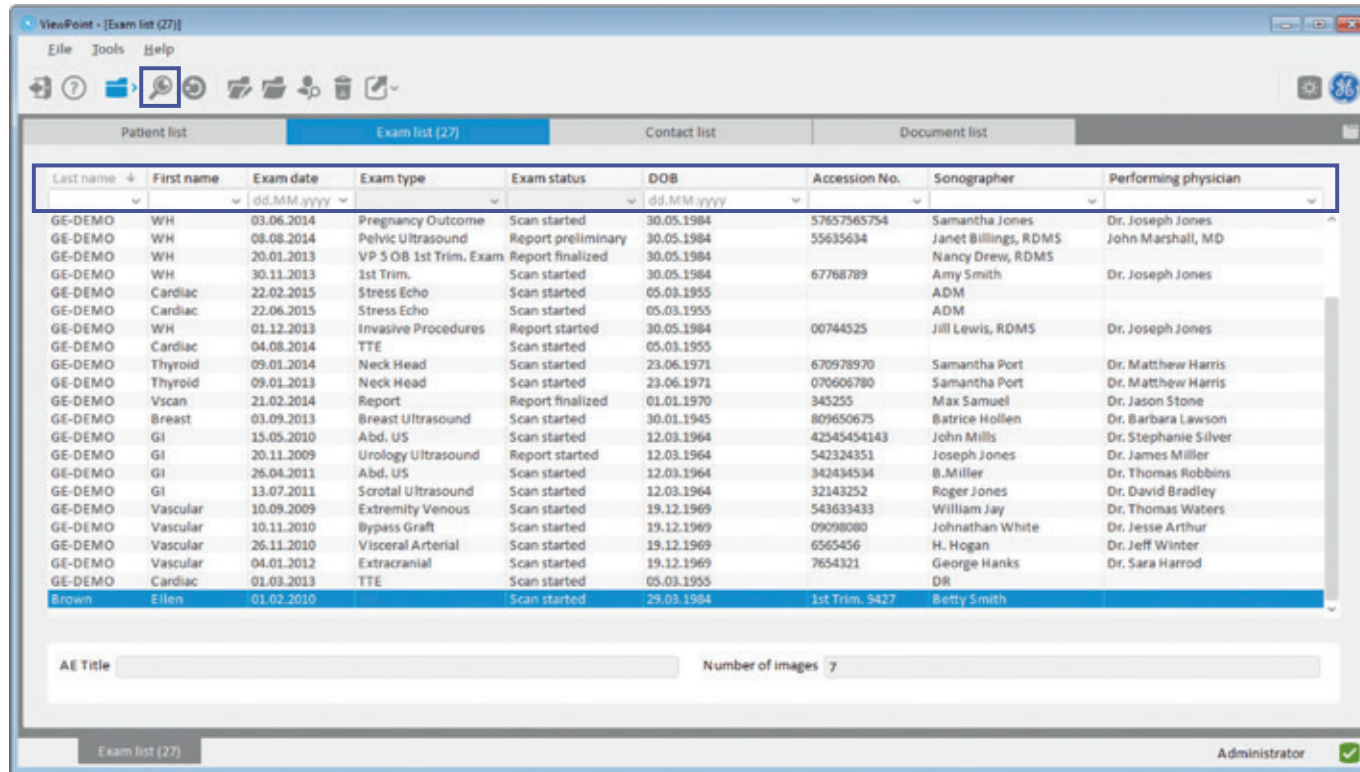
The first few pages will take you through a typical workflow:

- Create Exam
- Apply a Quick Report
- Review Images and Graphs
- Preview a Report
- Complete a Report
- Change Exam Status

Additional pages will provide more details on features in each section of ViewPoint 6.



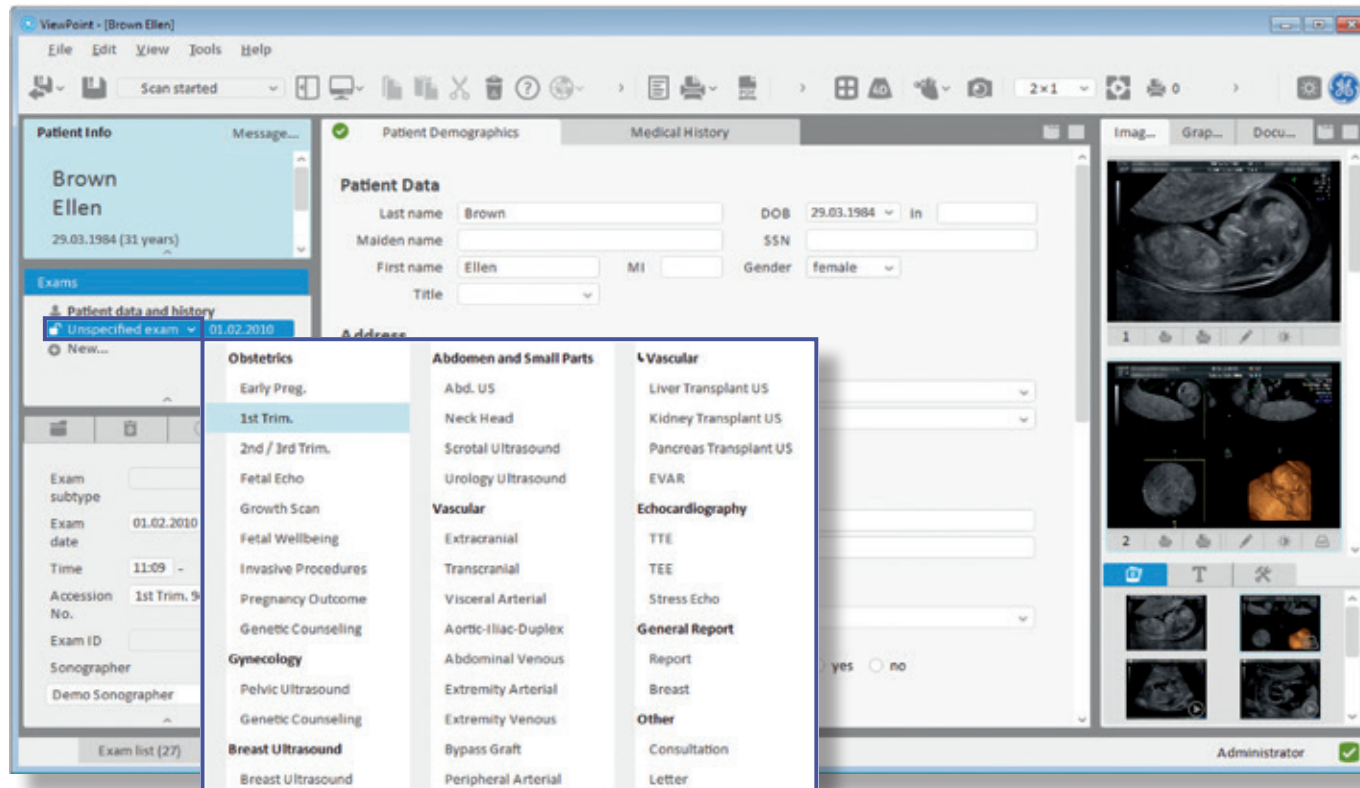
Create an Exam: VP Explorer (Exam List Workflow – after the ultrasound scan)



- Used to find exams by exam type, date, state, or other exam specific information.
- Example: find all new exams by selecting “Scan started” in the drop down search for Exam Status.



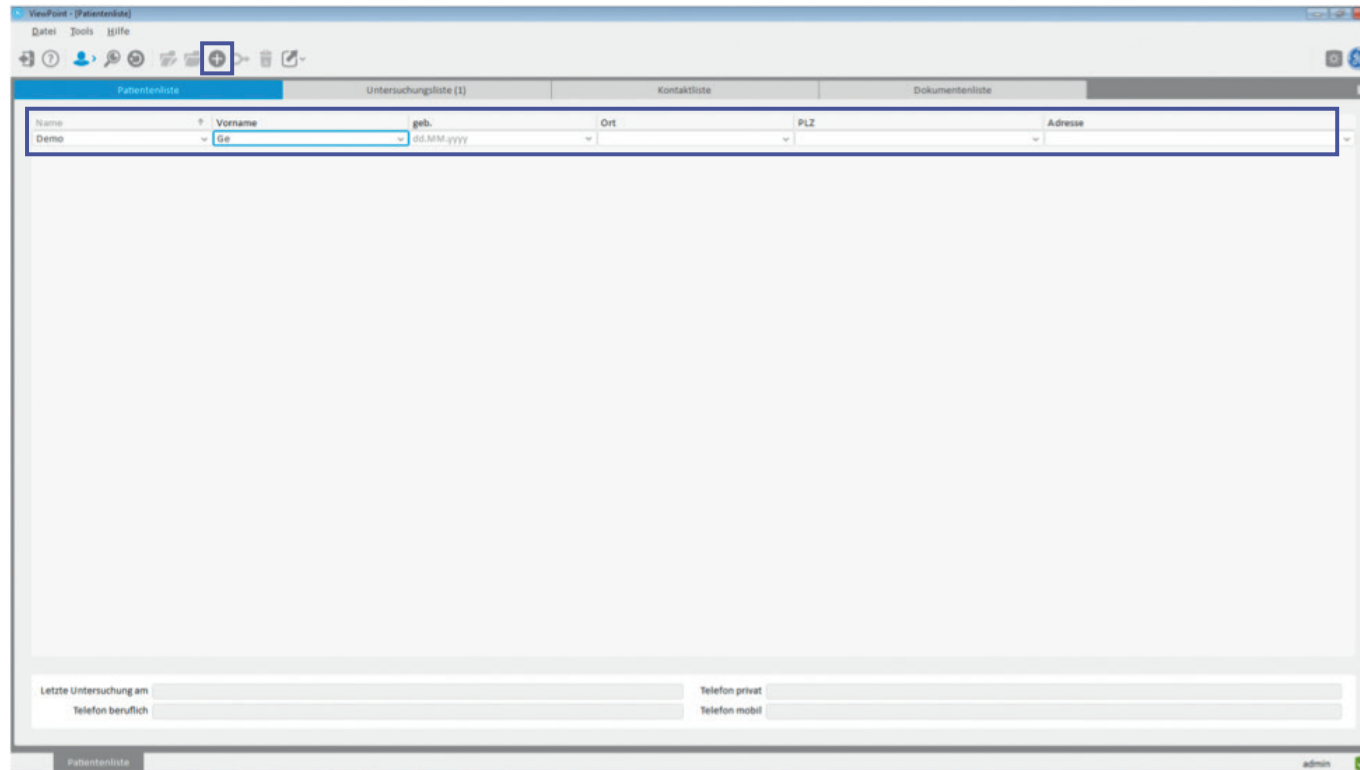
Create an Exam: Specify Exam Type



- Most exams start as unspecified exams.
- To assign an exam type, click the arrow next to **Unspecified Exam** to see the menu of all exam types available. Then select the exam type.
- In some cases if you use order management, the exam type may already be assigned. You can manually change it if needed.



Create an Exam: VP Explorer (Patient List Workflow – Prior to the Ultrasound Scan)



- To add a new patient, select the Patient list and type in at least the last name and first name.
- Then press the **Insert** key or click the **Add...** (INS) button to add the new patient.
- **Note:** a user must have the privilege Add patient records to add patients directly in ViewPoint 6.



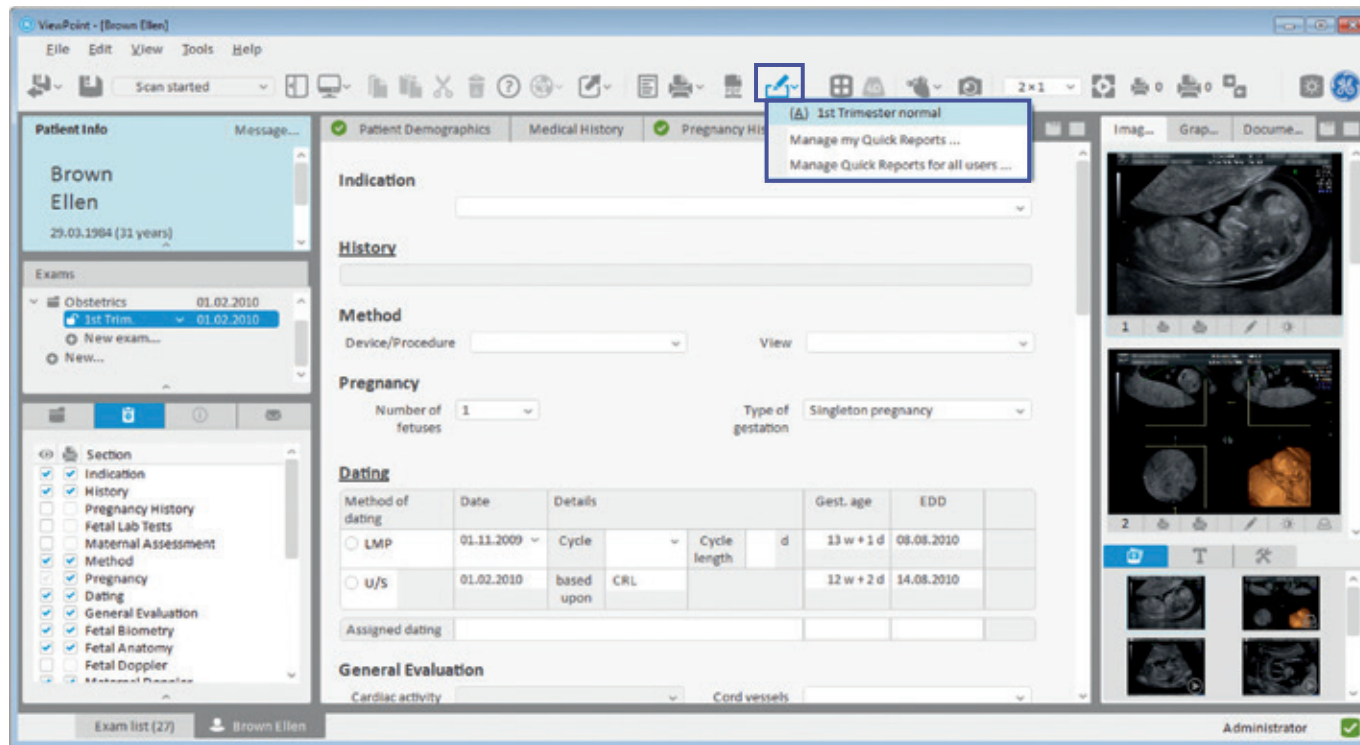
Create an Exam: Select Exam Type

The screenshot shows the ViewPoint software interface for creating an exam. The 'Patient Data' tab is active, displaying a form for patient information. The 'Exams' tab is also visible, showing a list of exam types. The 'Patient Data' form includes fields for Patient Data (Last name, First name, Title, DOB, SSN, Gender), Address (Country, Address, City, State, ZIP), and Emergency Contact (Last name, First name, Relationship, Home phone, Work phone, Cell phone). The 'Exams' list includes categories like Obstetrics, Vascular, General Report, Other, Echocardiography, and Emergency Contact. The 'Exams' tab is currently empty, showing 'No exam selected'.

- In the Exams tab click **New** and select the Exam type.
- Once you have an exam type selected, measurements will auto-populate into the report if taken on the ultrasound system.



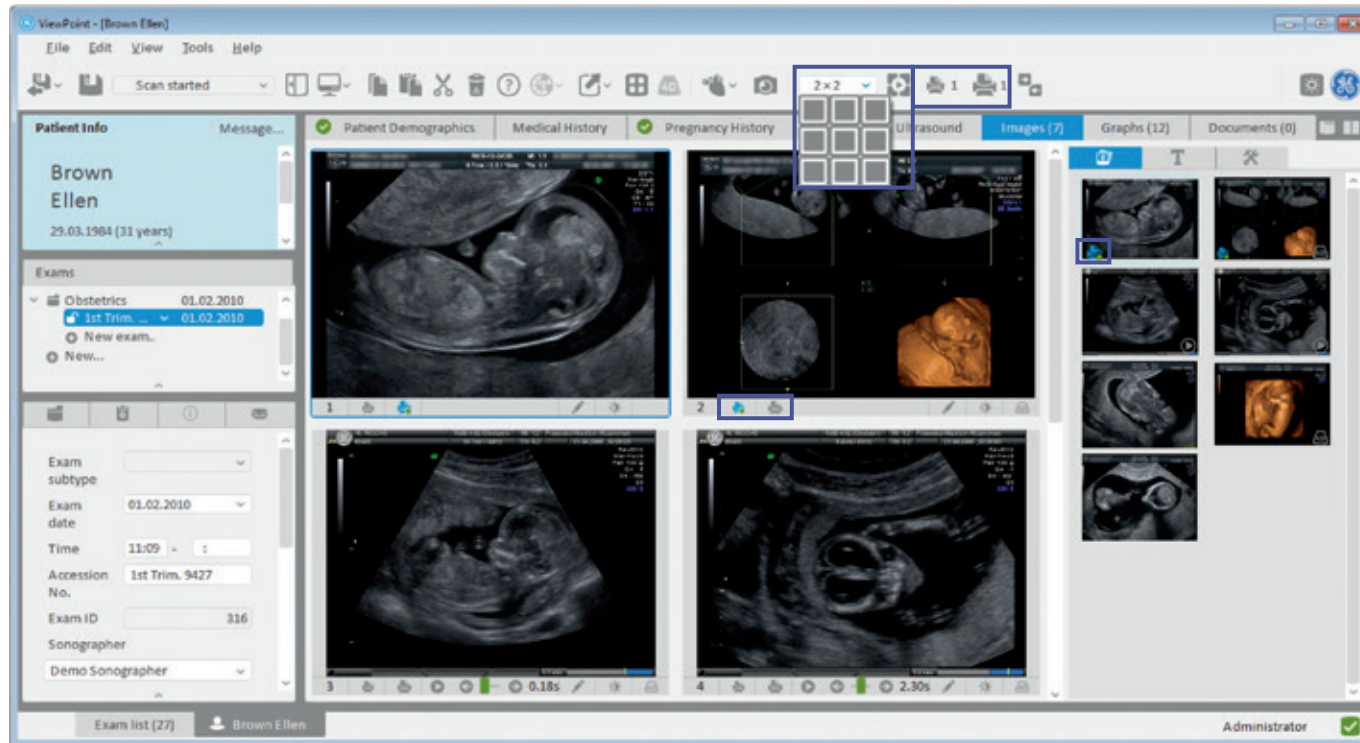
Apply a Quick Report



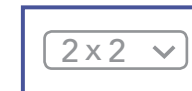
- You can create reporting templates for commonly used reports.
- To apply the template select the **Quick reports** icon.
Select the template you would like to use.
The exam information will be filled accordingly.
- To save the current details as a quick report, select the **Quick reports** icon. Select **Manage my quick reports**. Provide a name and any additional details. That value set will be available for future exams.



Review Images and Graphs



- To view all your ultrasound images, click the Images tab.
- To re-arrange the order of images, drag and drop them in the Gallery tab on the right hand side.
- To change the layout, use the buttons in the upper toolbar.
- To view graphs, select the Graphs tab at the top (instead of images).
- To play all image sequences at the same time, use the **Play all** button.
- To display images or graphs on a report, click the **Add to report** button in the lower left of the image. The small printer for a small image, the large printer for a large image. The button shows a check mark when selected.



Complete a Report: Preview

The screenshot displays the ViewPoint 6 GE Healthcare software interface. The main window is titled "ViewPoint 6 GE Healthcare" and shows a report preview for a "First Trimester Ultrasound". The patient information is "Brown Ellen, 29.03.1984 (31 years)". The exam date is "01.02.2010". The report includes a table with the following data:

Date	Details	Gest. age	EDD
LMP 01.11.2009		13 w + 1 d	08.08.2010
U/S 01.02.2010	based upon CRL	12 w + 2 d	14.08.2010
Assigned dating	Dating performed on 01.02.2010, based on the LMP	13 w + 1 d	08.08.2010

The interface also shows a sidebar with patient information and exam details, and a right-hand panel with ultrasound images. The status bar at the bottom indicates "Exam list (27)", "Brown Ellen", and "Administrator".

- To get a preview of the report, click the **Report preview** button. It shows a preview of what your report will look like with any images and graphs you have added to it.
- To return to the reporting screen, select the **Form view** button.
- To edit a specific section of the exam text, click on the section header to open a pop-up of that section.



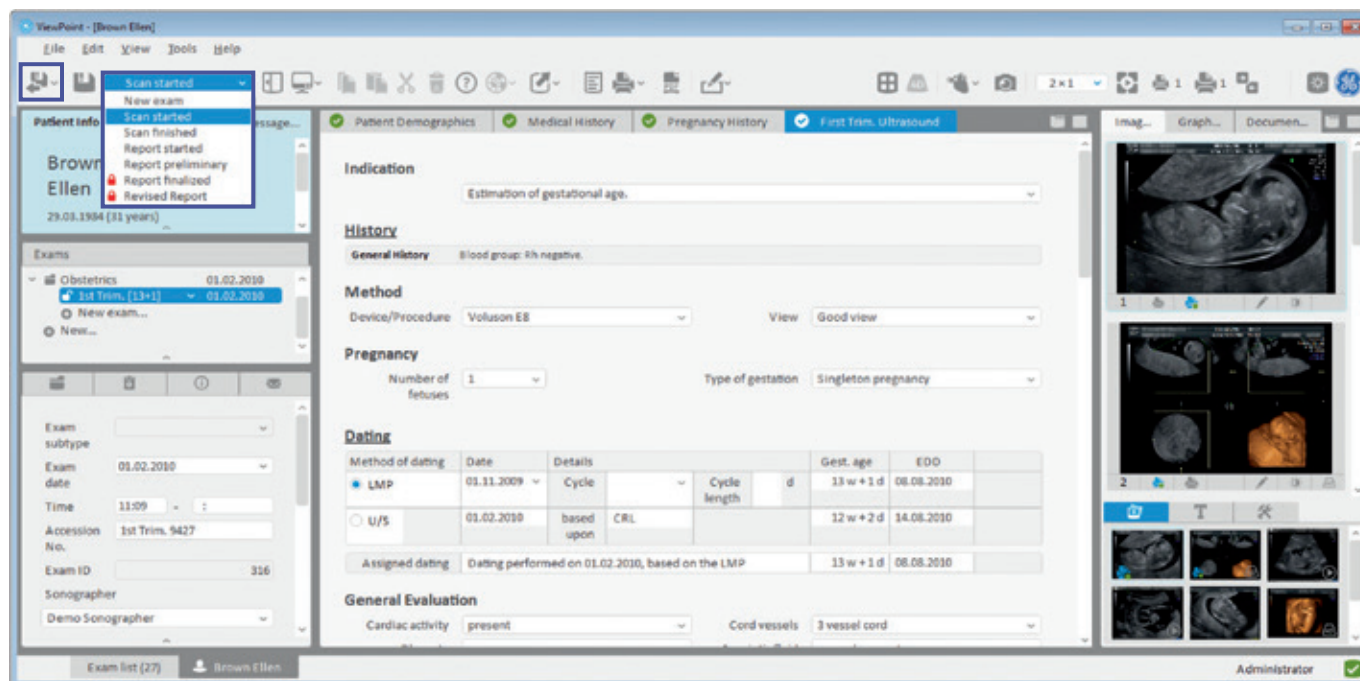
Complete a Report: Text Formatting

	Date	Details	Gest. age	EDD
LMP	25.08.2013	Cycle: irregular cycle	12 w + 3 d	01.06.2014
External assessment	20.10.2013	G.A: 6 w + 6 d, by PCP Ultrasound	11 w + 2 d	09.06.2014
W/S	20.11.2013	based upon CRL	13 w + 4 d	24.05.2014
Assigned dating		The LMP	12 w + 3 d	01.06.2014

- To change the formatting for specific text within a section, double-click the text and select the desired option from the formatting toolbar.
- To change the font color and background color of the selected text you can also use standard keyboard shortcuts such as CTRL+B to bold text, CTRL+I to Italicize text and CTRL+U to underline text.
- To save formatting changes to the report text, simply click the **Save** button.
- *Note: formatting changes are only applied to the currently selected exam's report.*



Change Exam Status



- To change the exam status at any point, use the exam status toolbar at the top.
- Certain exam statuses can be assigned actions. For instance, when “Report finalized” is selected, it can be assigned to lock and electronically sign the exam.
- After changing the exam status, click the **Save and close patient record** icon in the upper left corner to return to the exam list.



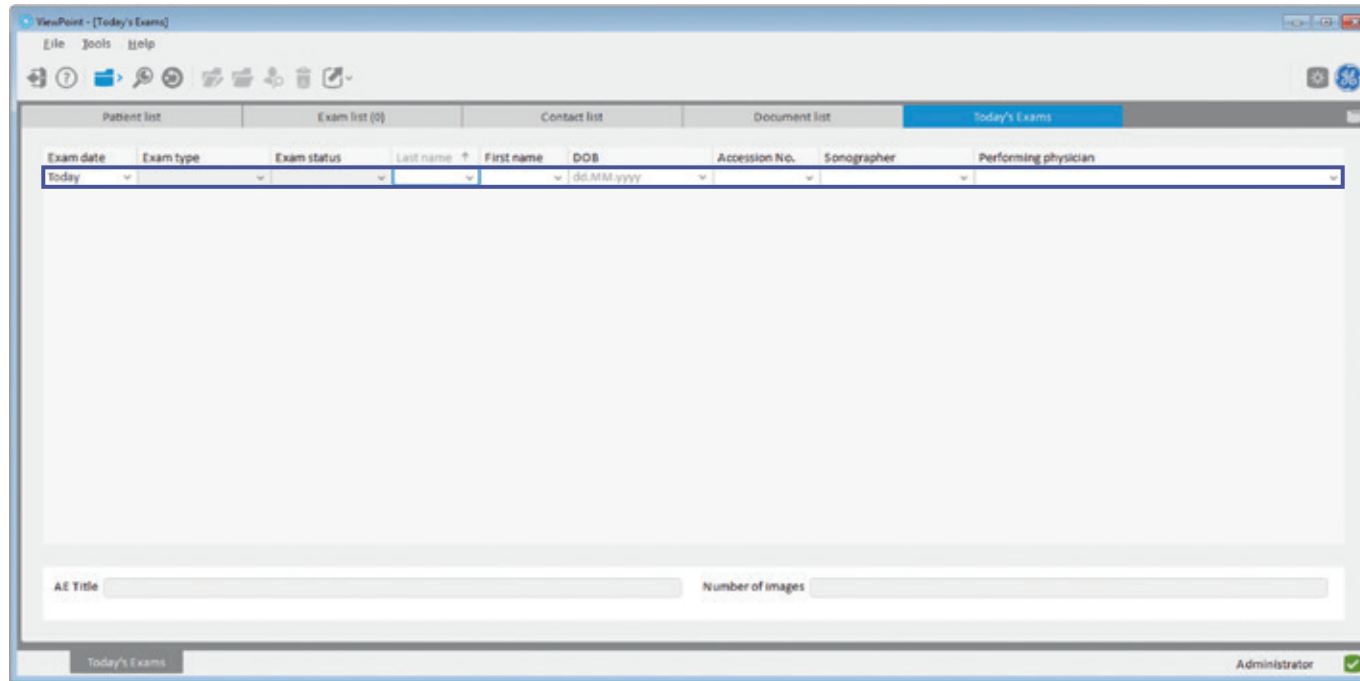
Additional Detailed Topics

The remaining pages provide additional details on the following topics:

- VP Explorer – Exam List
- ViewPoint 6 Tabs
- Navigation Toolbar
- Showing and Hiding Sections
- Entering Exam Information
- Estimating Gestational Age
- Images Tab
- 4D View
- Exporting Images
- Graphs Tab
- Report Preview
- Saving Records
- Additional Help/Contact



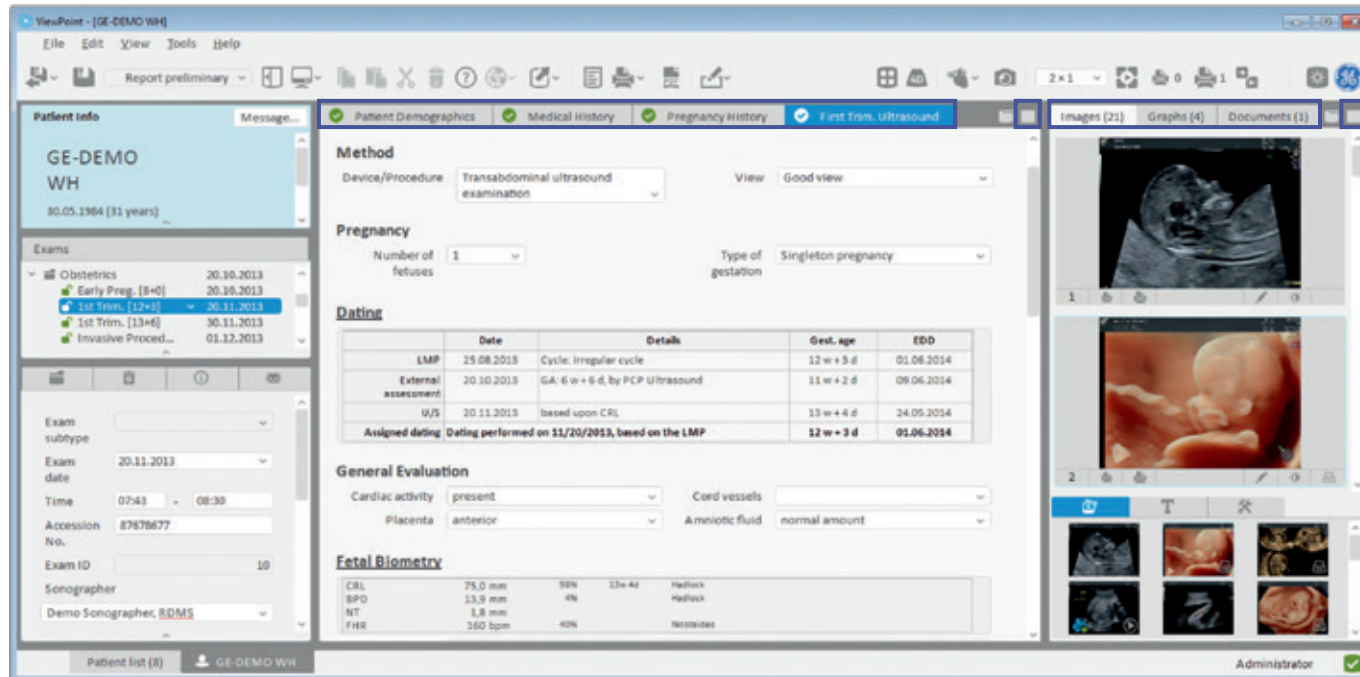
VP Explorer – Exam List



- Create your own search list tab based on any field in ViewPoint 6, for instance a list of all today's new exams.
- Example: this search tab filters the field where exams are from today's exam date.



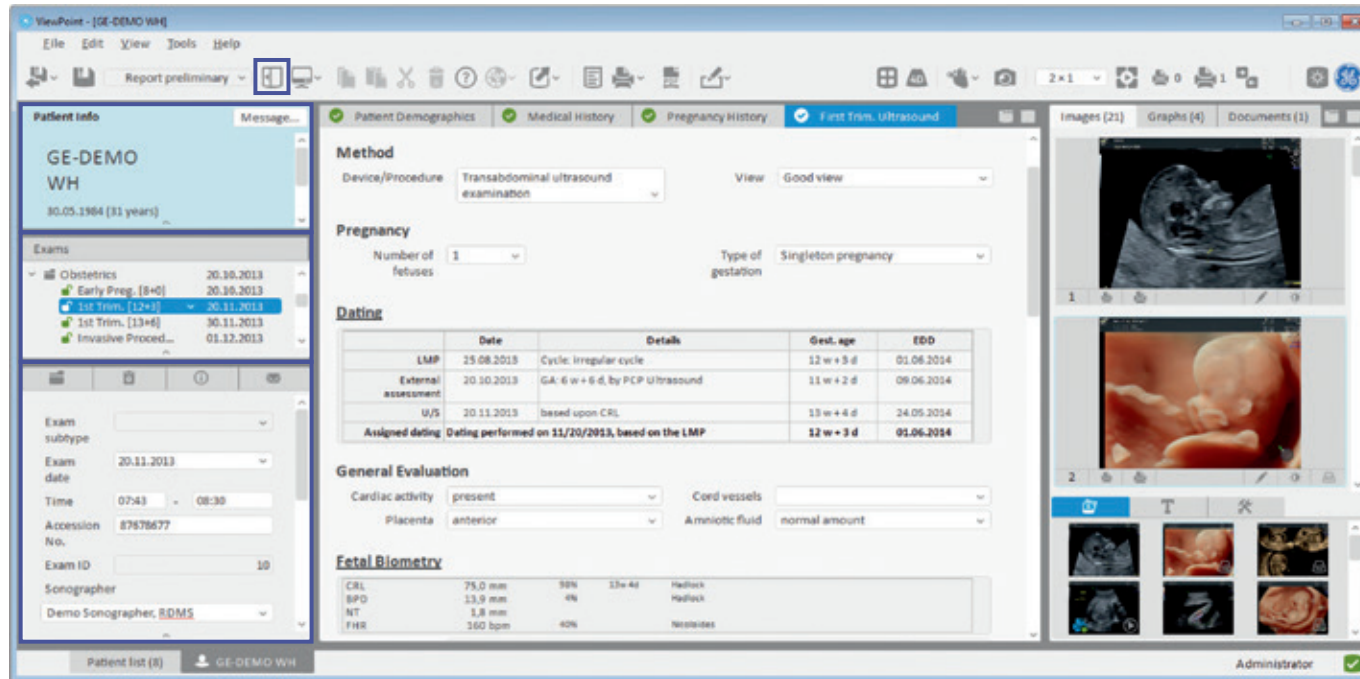
ViewPoint 6 Tabs



- The upper tab bar allows you to navigate between patient demographics and reporting details, as well as images and graphs.
- To exit split screen and switch to a single work area at any time, click the **Maximize** icon in the upper right of any section.



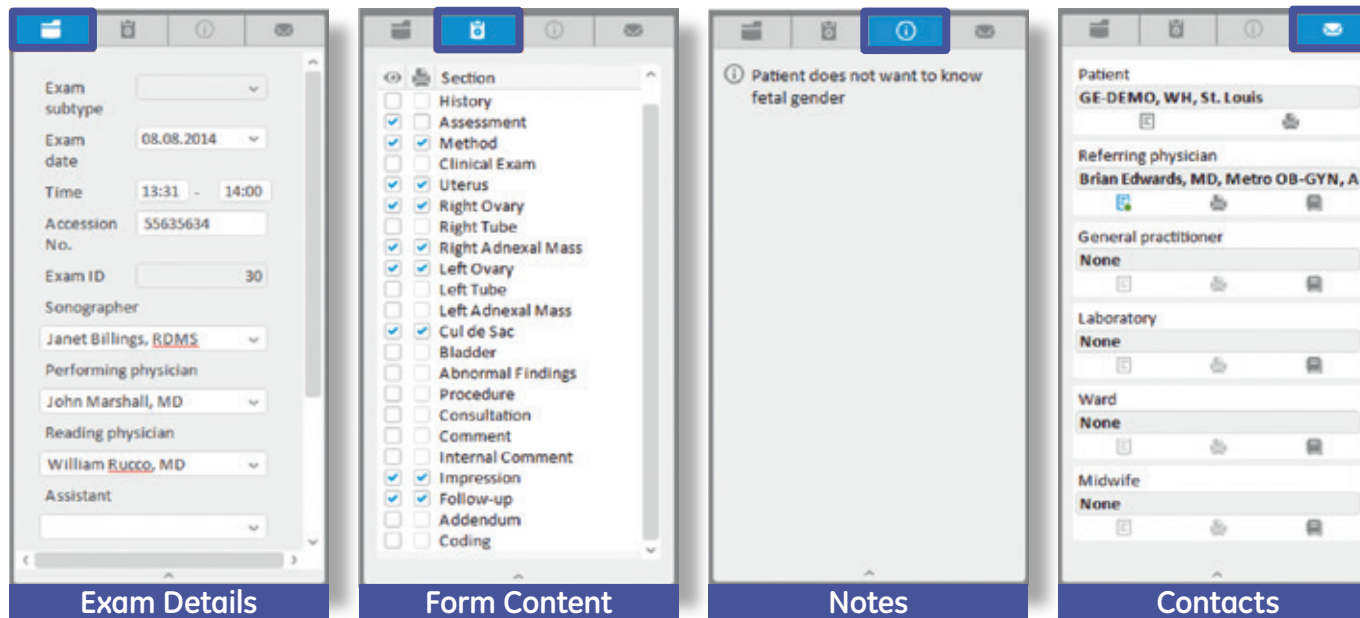
Navigation Toolbar



- In the left toolbar, you navigate within a patient's record. To hide this toolbar, click the icon in the upper left.
- The top box shows basic patient information.
- The middle box is the Exam list view which allows you to view any past exams associated with the patient.
- The lower box provides any notes and patient alerts, exam details, selected contacts, and the form content.



Navigation Toolbar



- The lower left section of the navigation panel has several tabs to show additional details.
- Exam details tab – shows details relevant to that particular exam including exam date and time, accession number, and persons involved with the exam.
- Form Content tab – shows the sections of the exam, which appear in the reporting screen and on a final report. You can set these as a default or change them on the fly.
- Notes tab – shows any notes or alerts related to the exam. For example, missing information or information that could have been changed incorrectly.
- Contacts tab – shows related contacts such as a referring physician or laboratory where a report may need to be provided. You can select persons from pre-loaded contacts.



Showing and Hiding Sections

The screenshot displays the ViewPoint 6 software interface for a patient named GE-DEMO WH. The interface is divided into several sections:

- Left Column (Section List):** A list of report sections with checkboxes. The 'Indication' section is checked, while others like 'History', 'Pregnancy History', 'Fetal Lab Tests', 'Maternal Assessment', 'Method', 'Pregnancy', 'Dating', 'General Evaluation', 'Fetal Biometry', 'Fetal Anatomy', 'Fetal Doppler', and 'Method of Reporter' are unchecked.
- Central Form:** Contains fields for 'Indication' (This is the report text example), 'Method' (Transabdominal ultrasound examination), 'Pregnancy' (Number of fetuses: 1, Type of gestation: Singleton pregnancy), and 'Dating' (Table below).
- Right Column (Images):** Displays two ultrasound images, labeled 1 and 2, showing fetal anatomy.

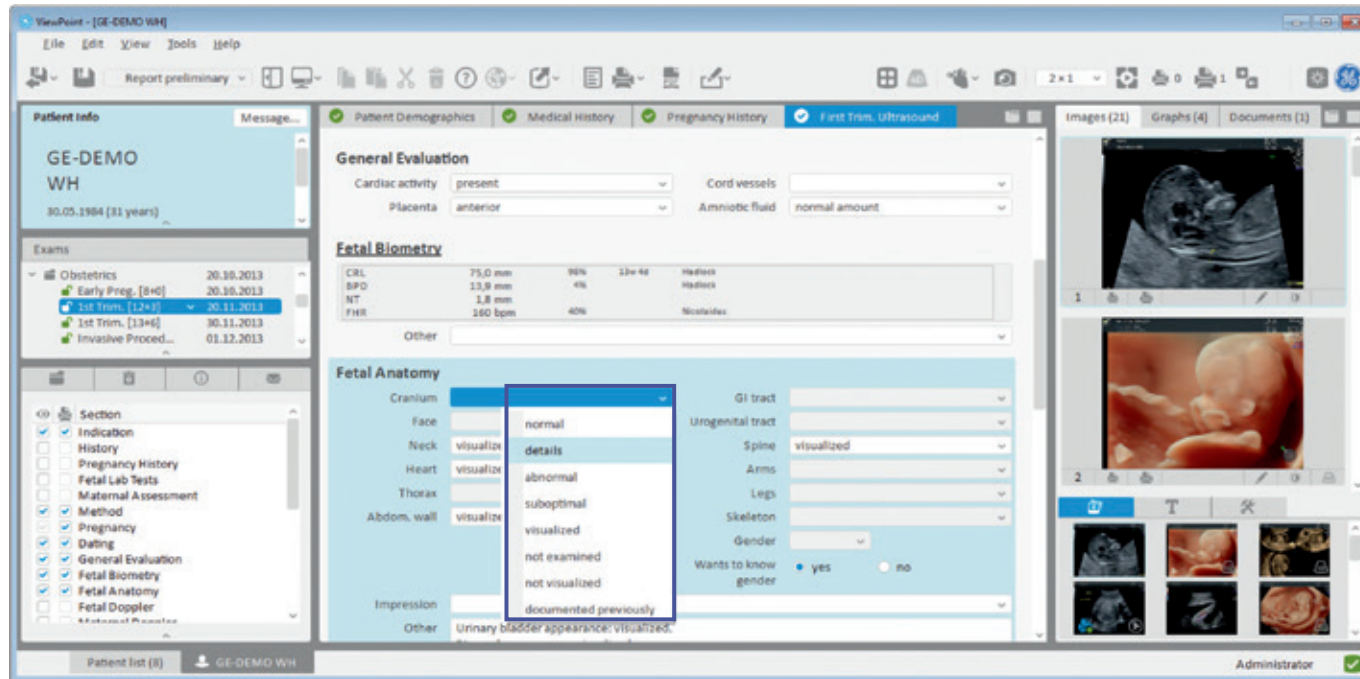
	Date	Details	Gest. age	EDD
LMP	25.08.2013	Cycle: irregular cycle	12 w + 3 d	01.06.2014
External assessment	20.10.2013	GA: 6 w + 6 d, by PCP Ultrasound	11 w + 2 d	09.06.2014
U/S	20.11.2013	based upon CRL	13 w + 4 d	24.05.2014
Assigned dating	Dating performed on 11/20/2013, based on the LMP		12 w + 3 d	01.06.2014

The form section allows you to display or hide any sections of the available report:

- The left column of boxes shows sections displayed on the report screen.
- The right column of boxes shows sections displayed in the report.
- To hide any section from the reporting screen or displayed report, deselect the check box. The check box can be re-checked at any time to add the section back.



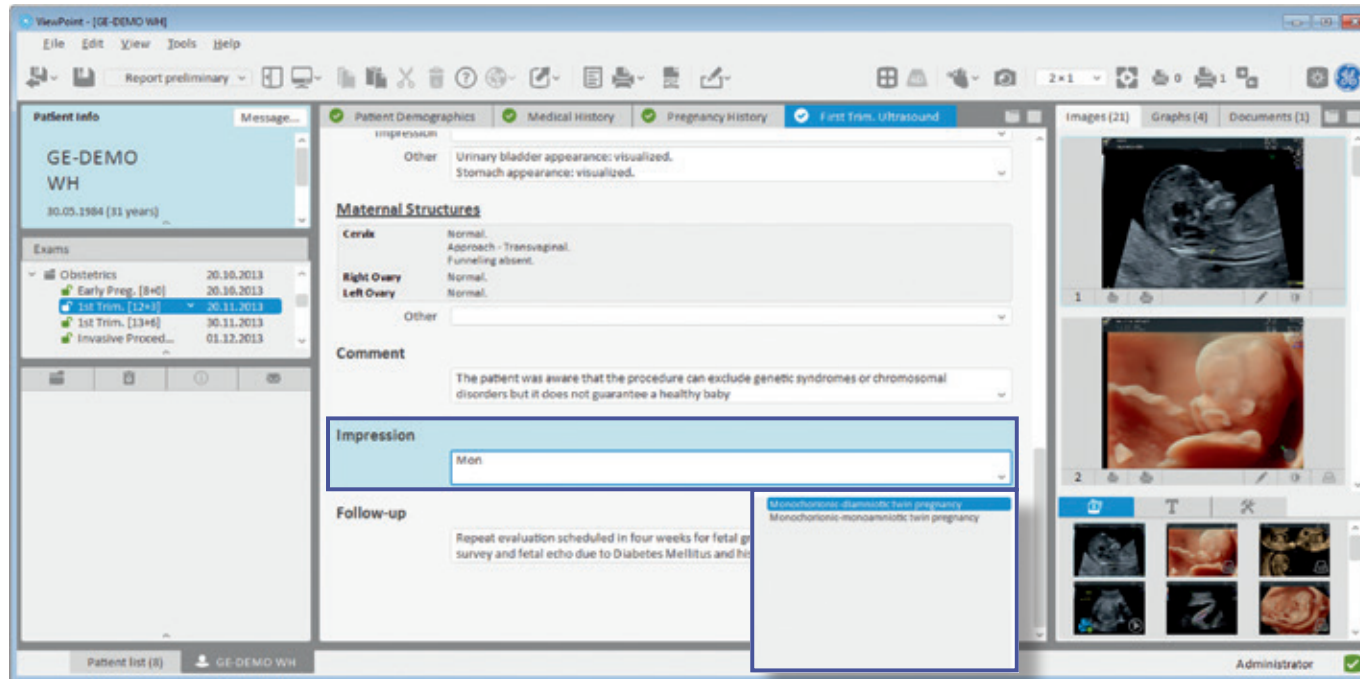
Entering Exam Information



- To fill in exam details, use the customized drop down menus.
- Select the statements to be included.



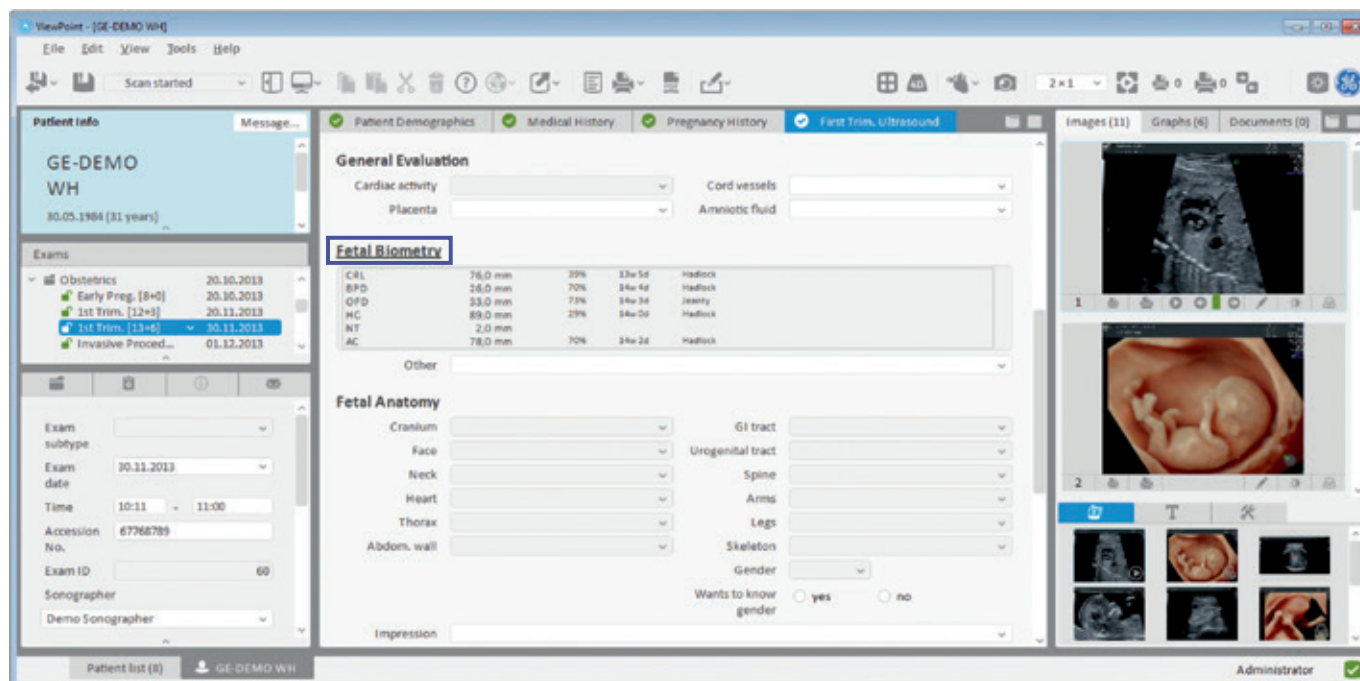
Entering Exam Information



- Some fields are free text fields where you can type any phrases.
- The Type Ahead feature will highlight any options from the existing drop down menu that may apply. You also can free type the entire phrase if it is not listed in a drop down.



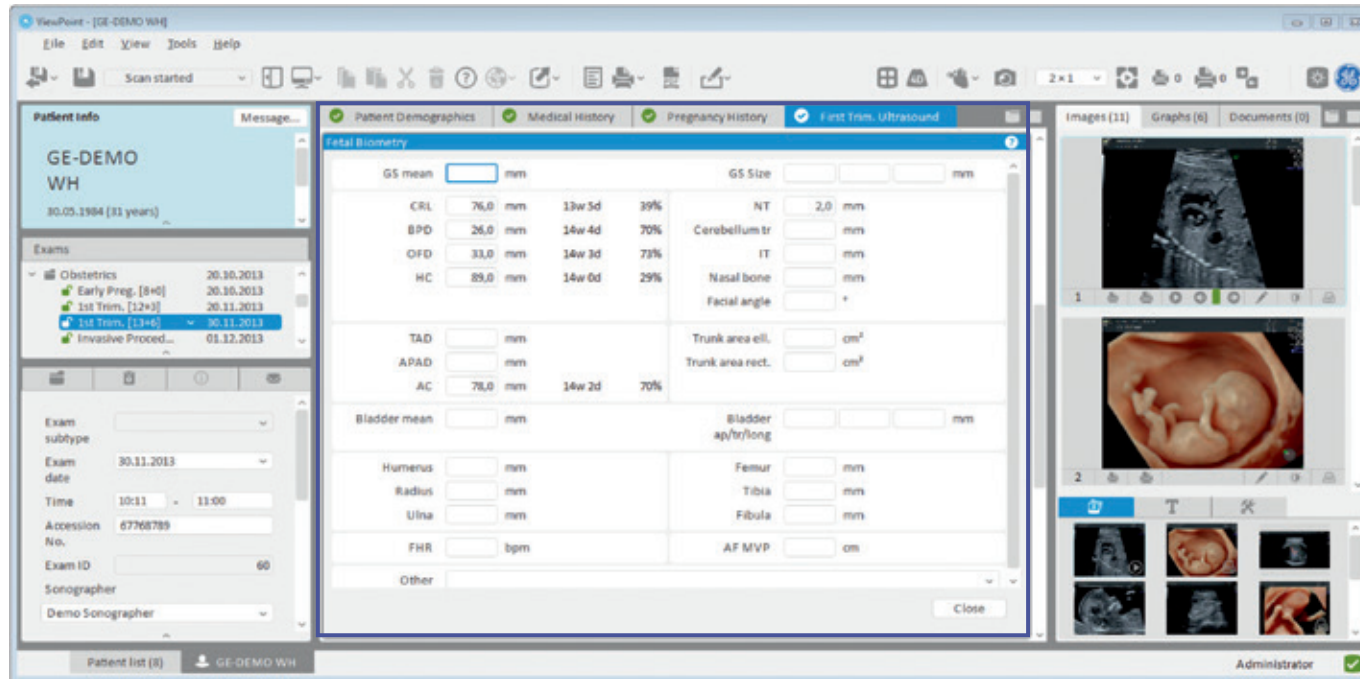
Entering Exam Information



- Report sections that are underlined have additional detail screens available for use.
- To open the additional details screen for a report section, click the underlined words.



Entering Exam Information



- A report screen will pop up with additional details available for reporting. This screen includes measurements populated from the ultrasound study.
- Some detail screens provide a place to provide additional comments and observations using drop down menus and free text boxes.
- Any details filled in on these pop ups will be summarized in the text box on the main screen once the pop up is closed.



Estimating Gestational Age

The screenshot displays the GE ViewPoint 6 software interface for a pregnancy scan. The main window is titled 'ViewPoint - [Brown Ellen]' and shows a patient record for 'Brown Ellen' (DOB: 29.03.1984, 31 years old). The 'Exams' list shows a '1st Trim. (12+2)' scan on 01.02.2010. The 'Dating' section is highlighted, showing a table of dating information:

Method of dating	Date	Details	Gest. age	EDD	
<input type="radio"/> LMP	01.11.2009	Cycle	13 w + 1 d	08.08.2010	
<input checked="" type="radio"/> u/s	01.02.2010	based upon CRL	12 w + 2 d	14.08.2010	
Assigned dating				Dating performed on 01.02.2010, based on ultrasound (CRL)	
				12 w + 2 d	14.08.2010

The 'General Evaluation' section shows 'Cardiac activity' as 'present', 'Cord vessels' as '3 vessel cord', and 'Amniotic fluid' as 'normal amount'. The right-hand pane displays several ultrasound images of the fetus.

- In the Dating section, you find information of the dating.
- If a previous scan was done in the pregnancy, dating information remains.
- If this is the first scan or you want to change dating information, select **Dating** to open a pop up with more information.



Estimating Gestational Age

Patient info
Brown Ellen
29.03.1984 (31 years)

Exams
Obstetrics 01.02.2010
1st Trim. (12+2) 01.02.2010

Dating

Method of dating	Date	Details	Gest. age	EOD		
<input type="radio"/> LMP	01.11.2009	Cycle	Cycle length	d	13 w + 1 d	08.08.2010
<input type="radio"/> Conception	dd.MM....	Conception	Ovulation			
<input type="radio"/> External assessment	dd.MM....		mm	GA		dd.MM....
<input checked="" type="radio"/> U/S	01.02.2010	based upon	CRL	Method	12 w + 2 d	14.08.2010

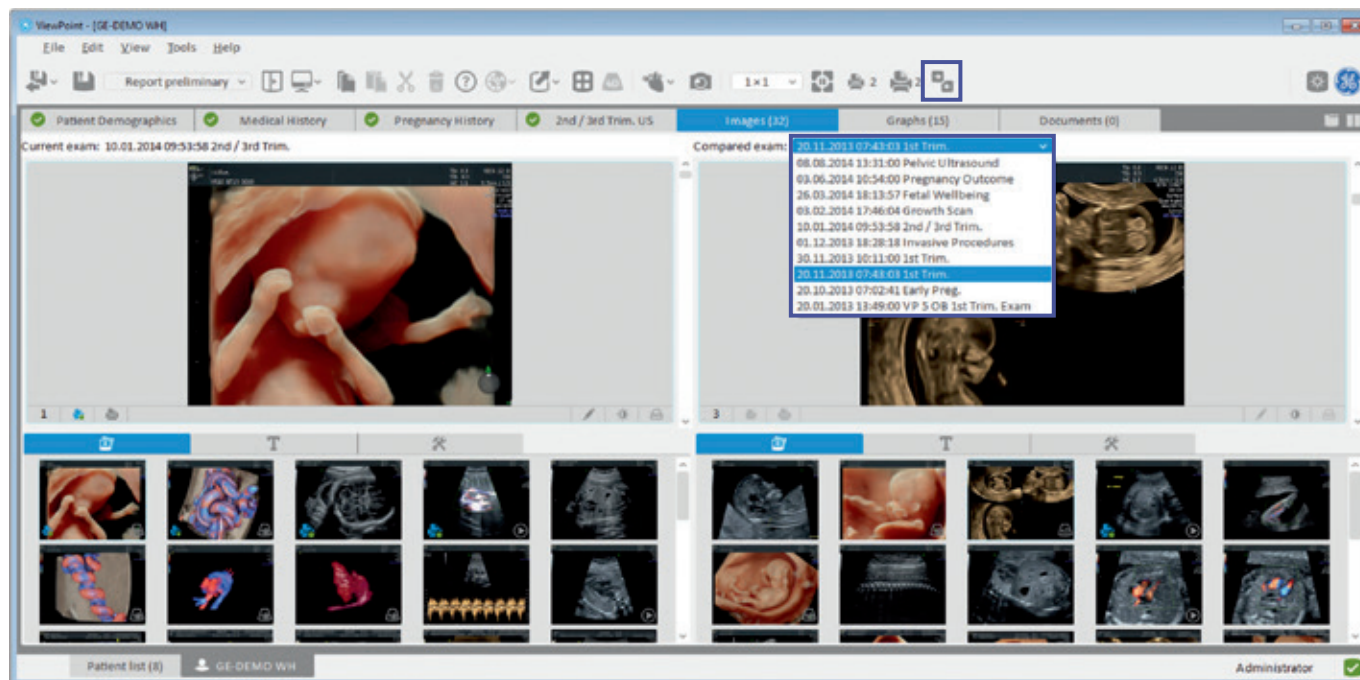
Assigned dating: Dating performed on 01.02.2010, based on ultrasound (CRL) 12 w + 2 d 14.08.2010

General Evaluation
Cardiac activity: present
Cord vessels: 3 vessel cord
Placenta:
Amniotic fluid: normal amount

- Determine the most appropriate criteria for dating.
- Select corresponding radio button for “Method of dating”.



Images Tab



- The Image Compare feature allows you to compare images from different studies from the same patient.
- Select the **Compare** button.
- Your currently selected exam will appear on the left side. Use the drop down to select the exam you would like to compare.
- You can scroll through images and change image settings in compare mode as well.



Images Tab



- The Images tab allows you to view all your ultrasound images.
- You can re-arrange the order of images by dragging and dropping them to where you would like them to go in the images tab on the right.
- Change the layout using the buttons in the upper toolbar:
- Change the layout of images (2x2, 3x3, 4x3 etc.) using the drop down menu.
- Play all cine clips at the same time using the **play all** button.



Images Tab



- In the Annotations tab, you can add keywords or free type in annotations. You can place arrows and a black box over any part of the image.
- You also access the annotations by clicking the **Pen** button in the lower right corner of an image.
- You can add comments and search terms in the Comments section. You can search for these terms in the VPEXplorer.
- Printed comments appear on a final report, internal comments are seen only within ViewPoint.



Images Tab



- In the Image tools tab, you can adjust brightness and contrast of an image, perform a SonoNT™ measurement, and measure on images.
- You can also access the Image tools tab by clicking the brightness button in the lower right of the image.
- Measurements are available for a straight line, multi-point shape, ellipse/circle, angle and SonoNT™.



Images Tab



- To display images or graphs on a report, click the **Print** buttons in the lower left of the image you wish to print. The small printer for a small image, the large printer for a large image. The button has a checkmark when selected.
- Your selections will be noted in the upper right printer icons to let you know how many of each size you have added to the report, as well as on the images in the Images tab.



Images Tab



- Create a snapshot of an image or multi-frame by using the **Snapshot** button in the upper toolbar.
- This will add another image to your gallery that can be sent on to a PACS system. For instance, if you change the brightness and want to save that as a separate image.



4D View



- Volumes transferred during the exam will display a volume button in the lower right corner of the image.
- Click the **Switch to 4D View** button on the image or in the utilities toolbar to open 4D View for post processing capabilities (4D View license required).

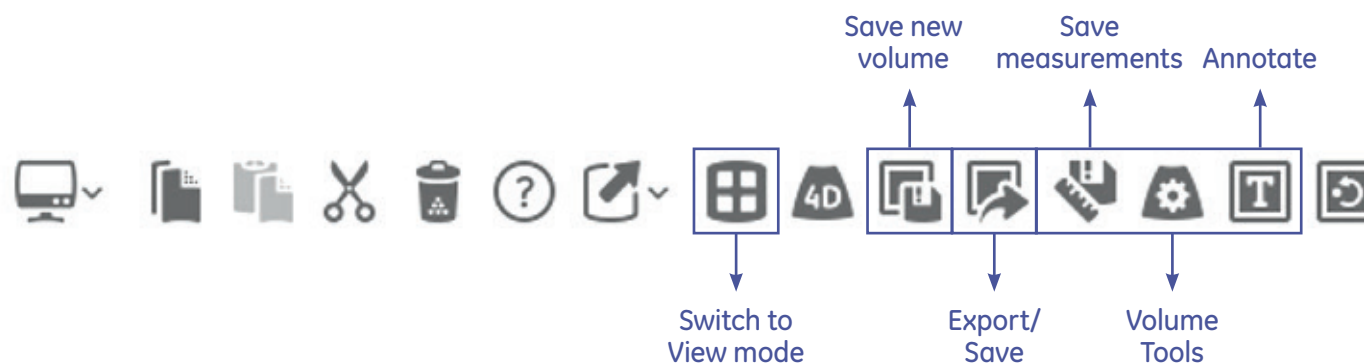


4D View



- 4D View opens as a plug-in within ViewPoint 6.
- Move from volume to volume by selecting other volumes in the gallery.





- The 4D View toolbar allows you to:
 - Save a snapshot image of a volume to the gallery
 - Export or save an image or volume
 - Re-measure, use other volume calculation tools or annotate on a volume
- To exit 4D View and return to the image gallery, either click the **Close** button, select a 2D image from the gallery or click the **Switch to View mode** icon.



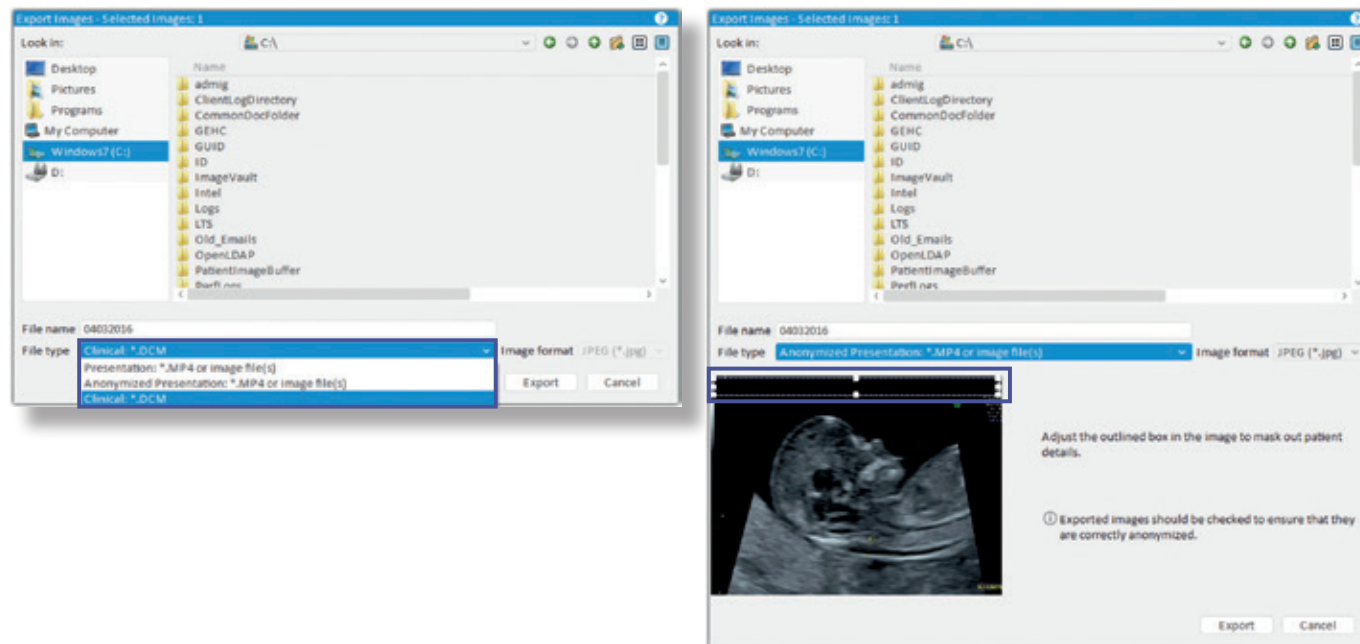
Exporting Images



- To export images, select the images you want to export, right click, and select Export selected image(s).



Exporting Images



- Select the location where you would like to export the images to, as well as the file type:
 - JPG (photo) and MP4 (video file for cine clips)
 - DCM – DICOM file for clinical use
- If you select “Anonymized presentation”, adjust the black bar to cover any patient information. This black bar will appear in the same place on every image you export.



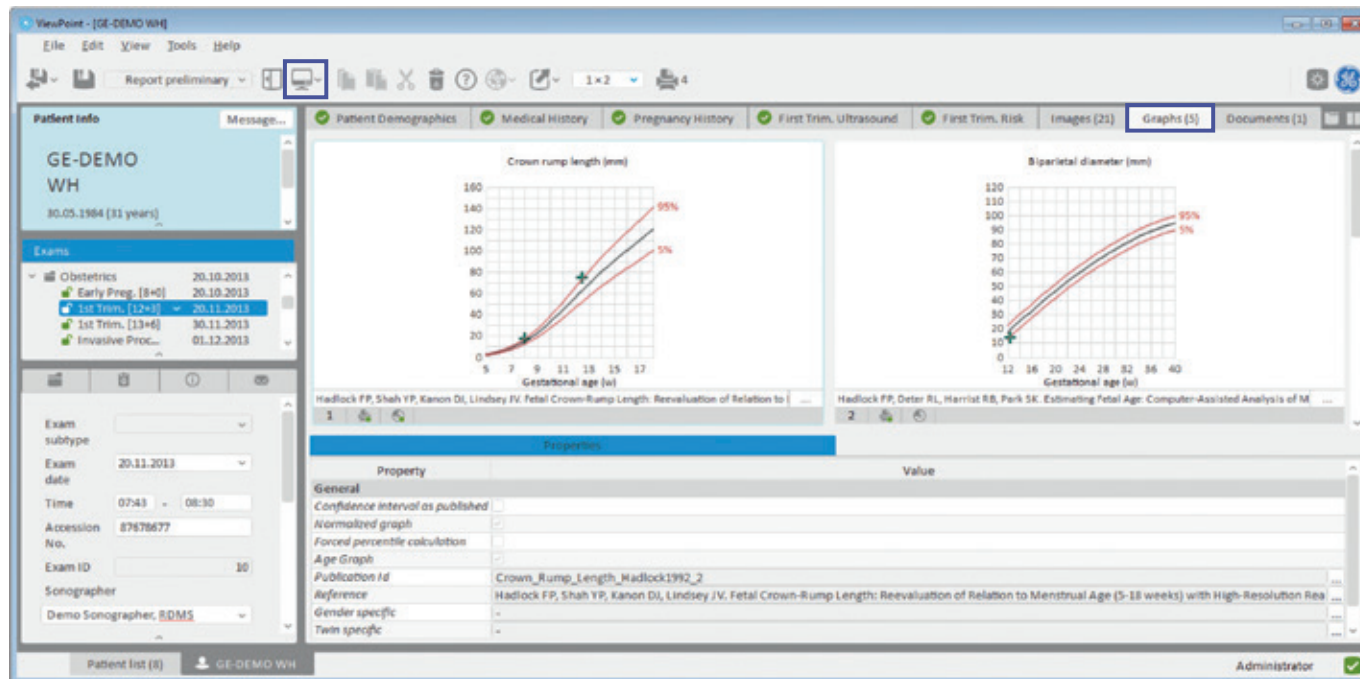
Graphs Tab



- In the Graphs tab, you can select graphs to add to your reports.
- Graphs can be configured to be selected for a report by default, or by selecting the **Print** icon in the lower left of the graph.
- The printer icon at the top shows how many graphs are displayed on the report.



Graphs Tab



- To show graph information, select the **Show utilities area** icon at the top of the toolbar.
- Graph information shows properties of each graph including authors and settings.



Report Preview

The screenshot displays the ViewPoint 6 software interface. The main window is titled "ViewPoint 6 GE Healthcare" and shows a report preview for a "First Trimester Ultrasound". The patient information sidebar on the left includes the patient name "GE-DEMO WH", date of birth "30.05.1984 (31 years)", and a list of exams. The main report area contains the following text:

ViewPoint 6
GE Healthcare

WH GE-DEMO
9806 Meridian Way
St. Louis 63005

MRN: 632489
Date 04.03.2016

First Trimester Ultrasound

Patient: GE-DEMO WH DOB: 30.05.1984
63005 St. Louis, 9806 Meridian Way
20.11.2015

Exam date: 20.11.2015

Indication: This is the report text example.
Method: Transabdominal/ultrasound examination. Good view.
Pregnancy: Singleton pregnancy. Number of fetuses: 1.
Dating:

	Date	Details	Gest. age	EDD
LMP	25.08.2013	Cycle: Irregular cycle	12 w + 3 d	01.06.2014
External assessment	20.10.2013	GA: 6 w + 6 d, by PCP Ultrasound	11 w + 2 d	09.06.2014
U/S	20.11.2013	based upon CRL	13 w + 4 d	24.05.2014
Assigned Dating performed on 11/20/2013, based on the dating LMP			12 w + 3 d	01.06.2014

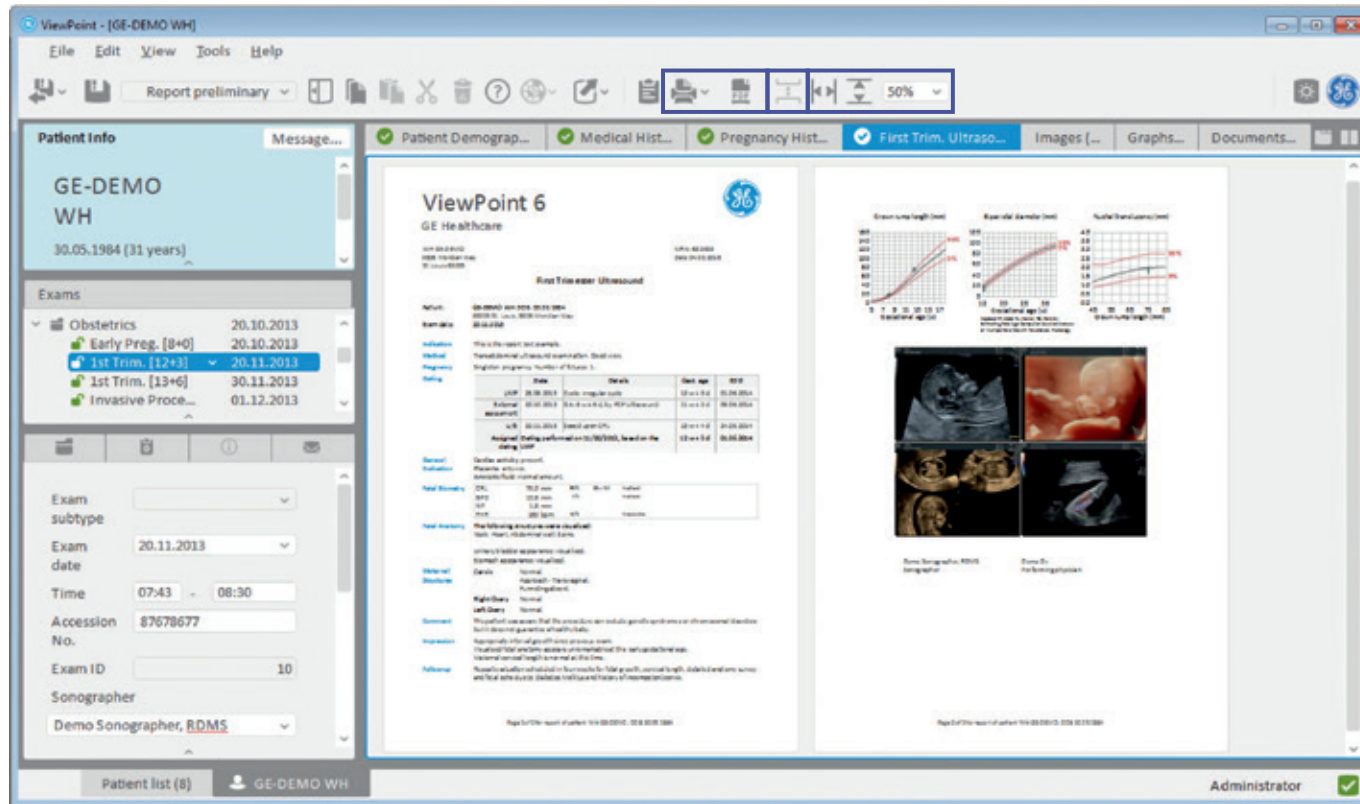
General Cardiac activity present.

The right-hand panel shows two ultrasound images: a grayscale image of a fetus and a color Doppler image. Below the images is a grid of smaller thumbnail images.

- The **report preview** button shows a preview of what your report will look like, with any images and graphs you have added to it.
- To return to the reporting screen, select the **Form view** icon.
- To edit a specific section of the exam text, click on the section header to open a pop-up of that section.



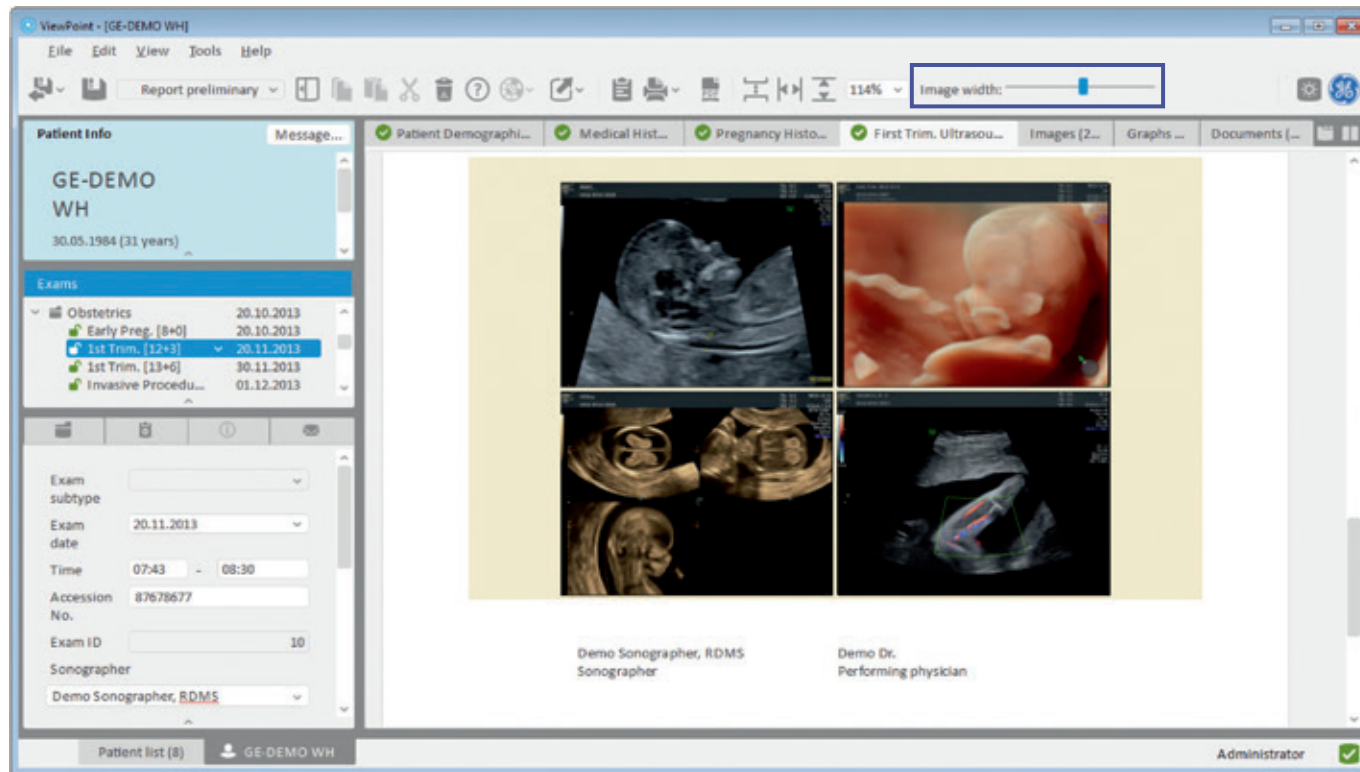
Report Preview



- You can fit the report to the screen horizontally or vertically, or zoom in and out using the toolbar at the top.
- To add a page break anywhere in the report, click the area you want to insert the page break and click the **Insert page break** icon.
- You can also choose to print, fax or create a PDF of the report from this screen.



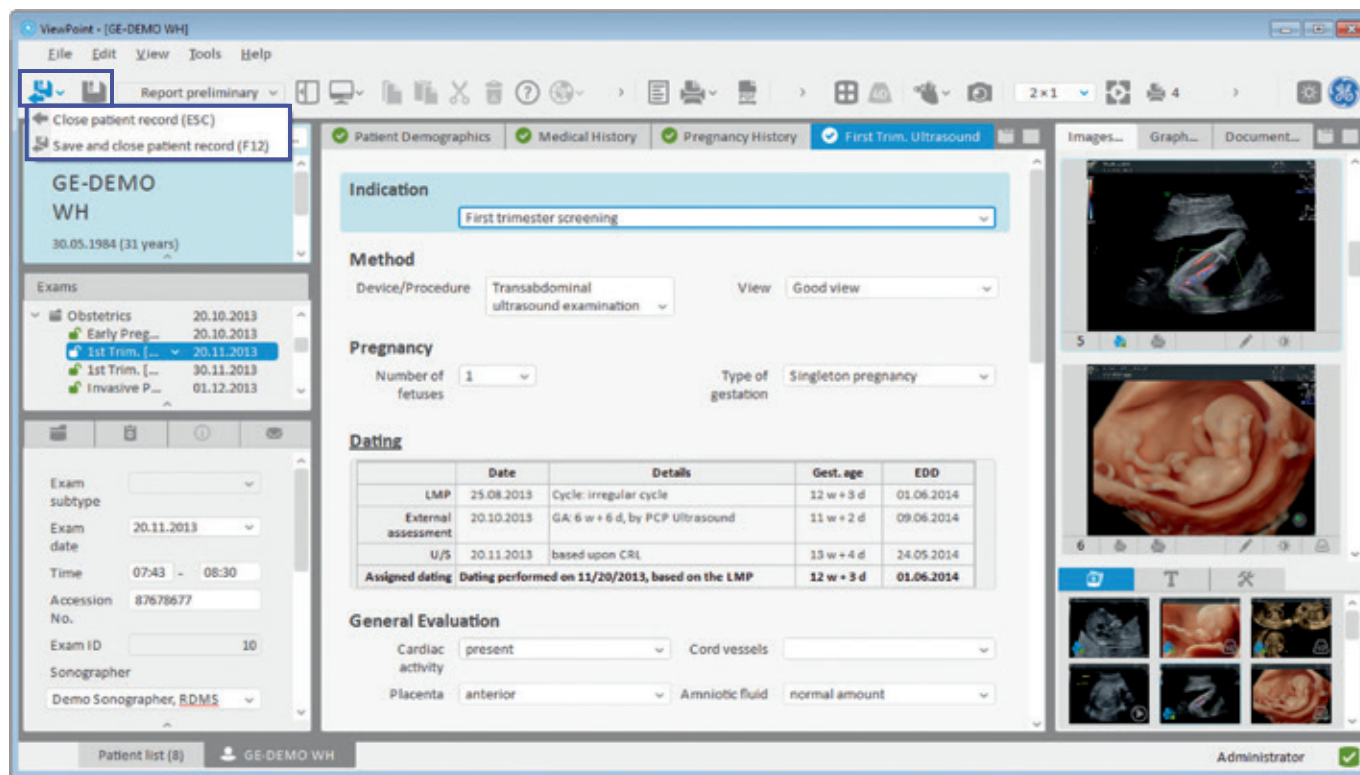
Report Preview



- You can adjust the size of images and graphs by clicking the image group and using the sliding toolbar at the top to increase or reduce their size.
- Graphs, small images, and large images all change their size as a group (i. e. the size of 6 “small” images will all be changed together).



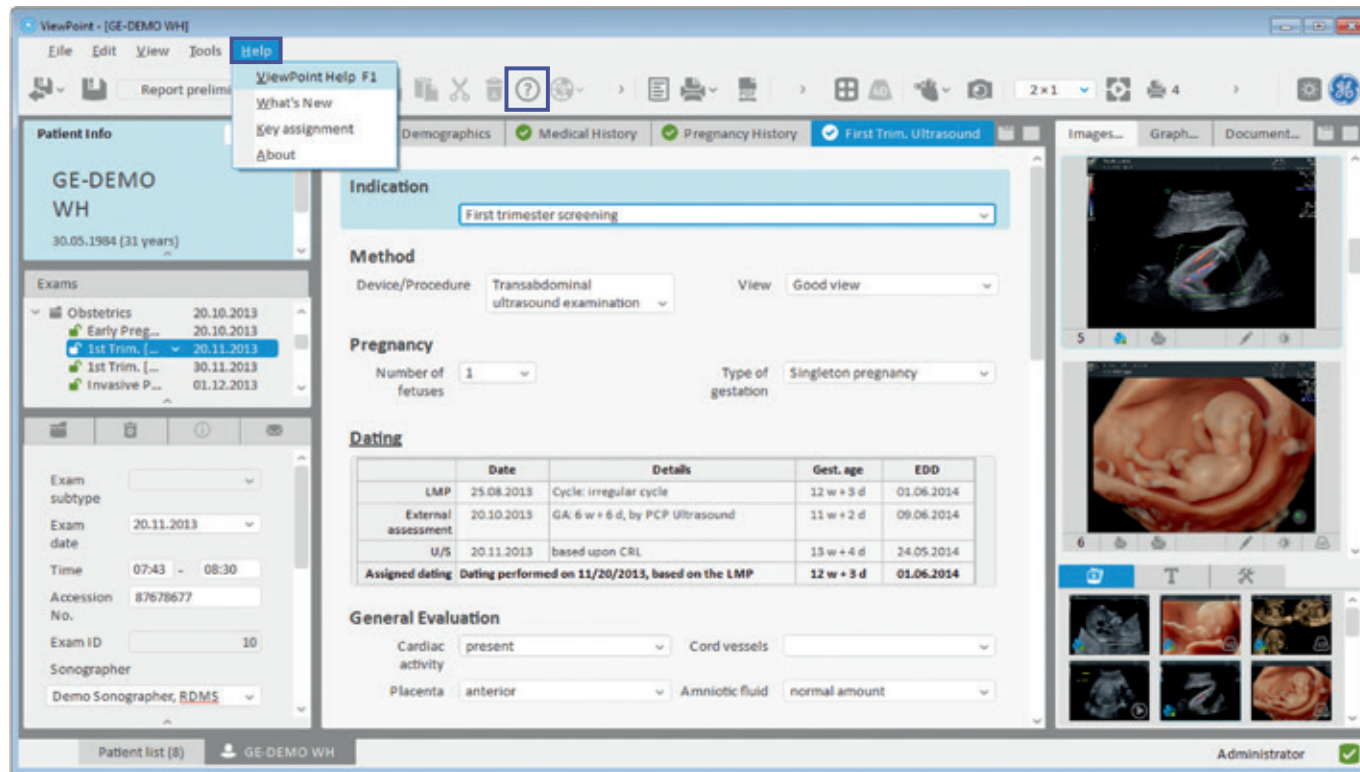
Saving a Record



- To save a patient record, simply click the **Save** button in the upper left.
- To close a patient record, click the **Save and close patient record** icon in the upper left. You can select to close the patient record with or without saving.
- F12 will also save and close the patient record. ESC closes the patient record without saving.



Additional Help



- For additional help, frequently asked questions, and guides, click the **Start Help** icon (F1) or the Help menu to open the online help and user guides.
- For tutorials on specific topics see the Ultrasound IT Academy website at <https://viewpoint-academy.gehealthcare.com/>



ViewPoint Contact Information

For more information, please visit:

www.gehealthcare.com/viewpoint

GE Healthcare GmbH
Beethovenstrasse 239
42655 Solingen
Germany

Note:

All exams, reports and screen captures depicted in this presentation contain sample patient information that was created by GE Healthcare for demonstration purposes.

Consider the safety notes in the “Safety and Regulatory” chapter of the Online Help.

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September 2016

