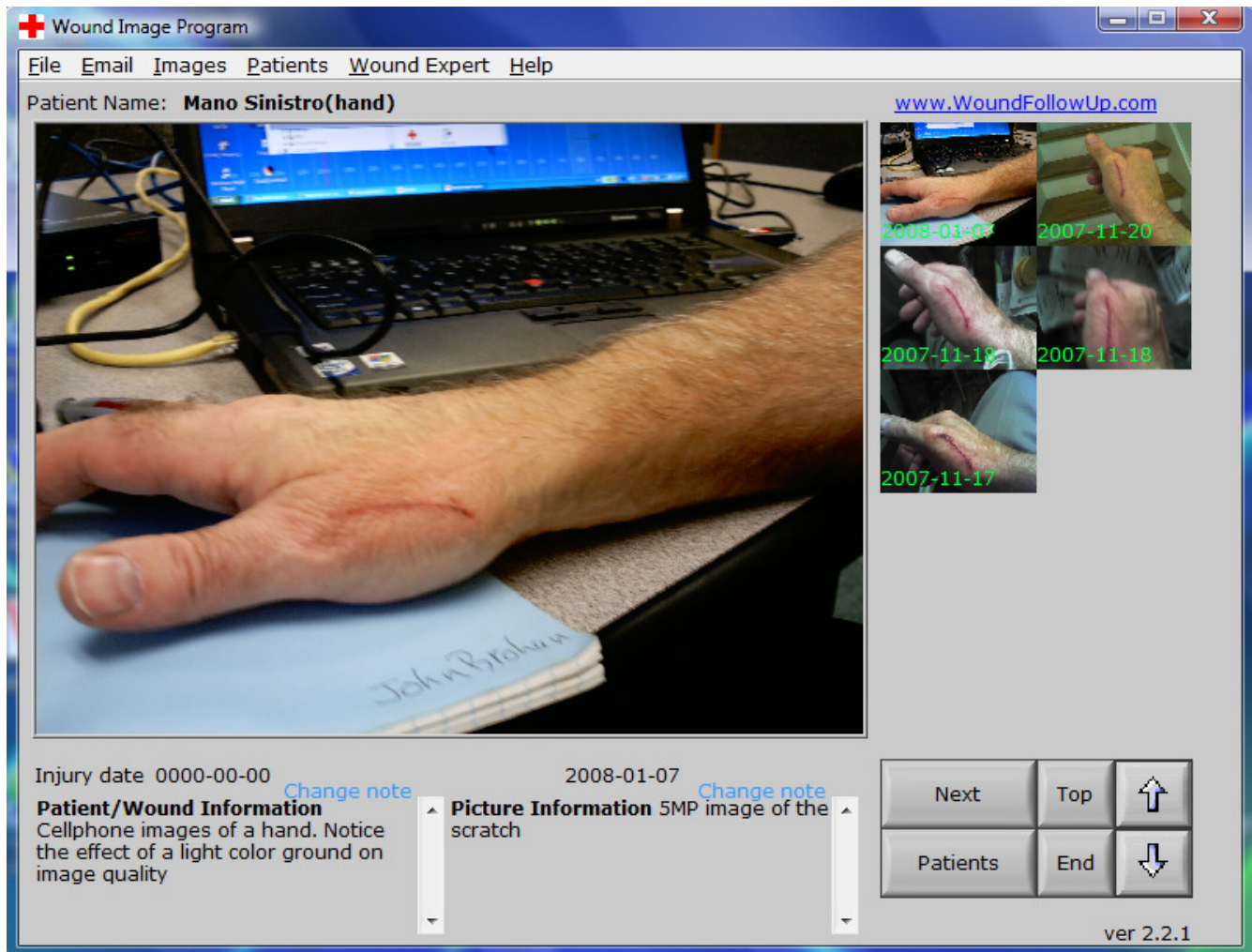


Wound Image Program.

J.Brohan 2008 10 07 revised 2009 01 20

This user manual covers the operation of the Wound Image Program. Some detailed explanations are presented of the features you will need to use in order to get started. Every effort has been made to get it to operate the “same way” for every function. This means that once you see how some features work, the others will work the same way.



General Operation.

The Wound Image Program is aimed at Nurses and Doctors managing or providing expert advice about wounds. Basically for each patient there is a list of "Thumbnail" images in chronological order and you click on one of these to move it to the central "large" position. Click on the large image and it is maximized. You can navigate through the thumbnails of each patient and from one patient to another. There are facilities to send emails to colleagues or to the patient himself to acknowledge that you have checked his photos.

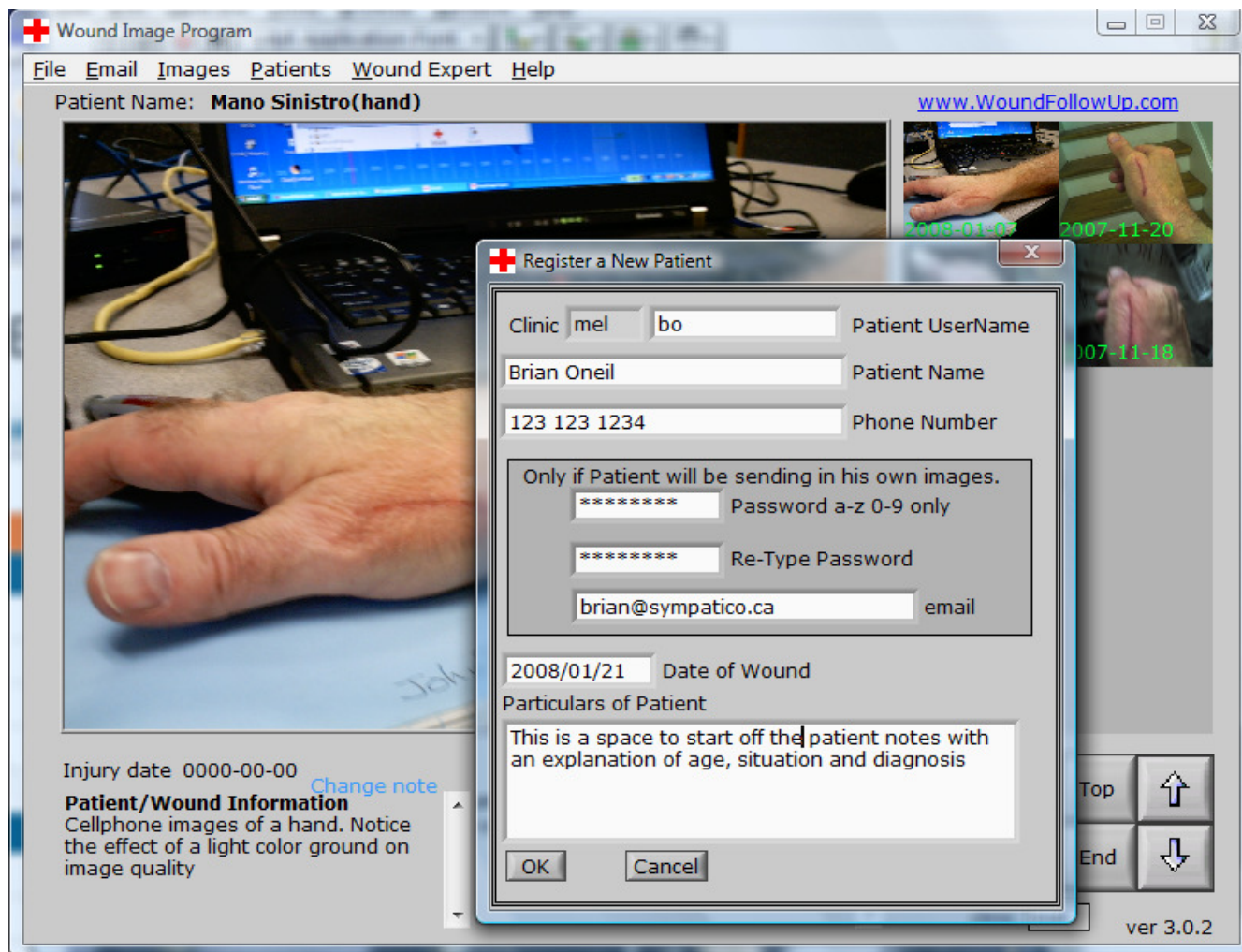
It's easy to download images that the patient or his nurse has sent in through email or web upload or directly from a cell phone. Some of these upload technologies allow them to add a voice message to tell you more about the wound.

Getting Started.

When you start the program for the first time you have to register. If this is a new clinic, then make the registration, or register into an already established clinic. Then you need to register as a wound specialist. Very small amounts of data are collected about Wound Specialists.

Once you are registered, you will need to register the patients. A patient belongs to a clinic

Choose Patients>>Register a new patient and this screen comes up.



If the patient will not be sending in his own images, if he is a patient in a nursing home for example, then don't fill in his password and email. He will need these only to send in pictures through the web page or email, and to get comments from the expert mailed to him directly.

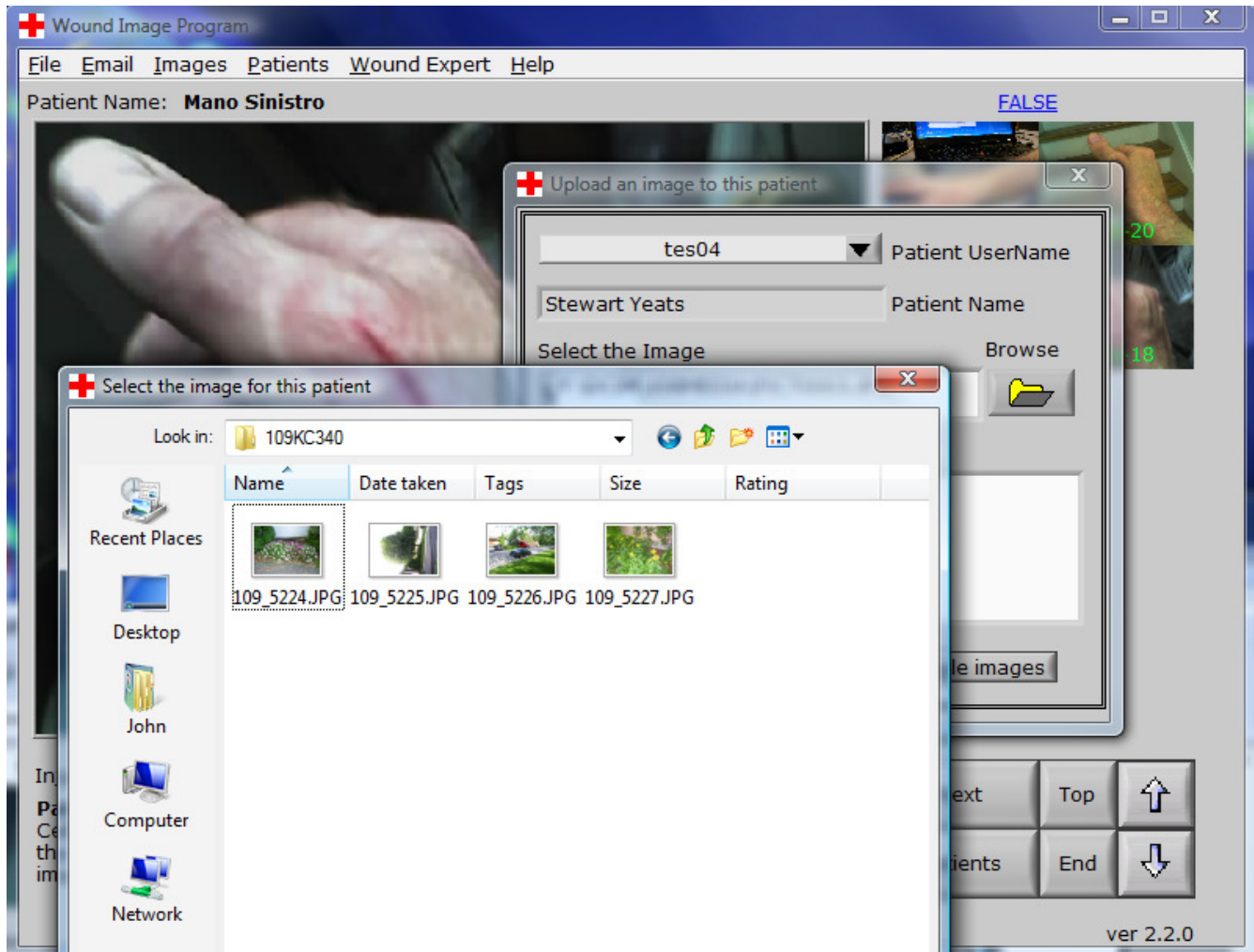
Naming Patients and Wound Experts.

The patient username has to be unique within the clinic. For example there can be patients called jb in clinic `ash` and clinic `bsh`. You can use any combination of 12 letters and numbers (no spaces). Think a little about this, if you work for a clinic or Nursing Home, maybe the impersonal patient number is appropriate to link with other files. This username and the phone number is encrypted on the database. The email address for sending in photos is clinic(dot)username@wfuemail.com eg ash.jb@wfuemail.com . If the patient is sending in images from home, then he will need to log in using

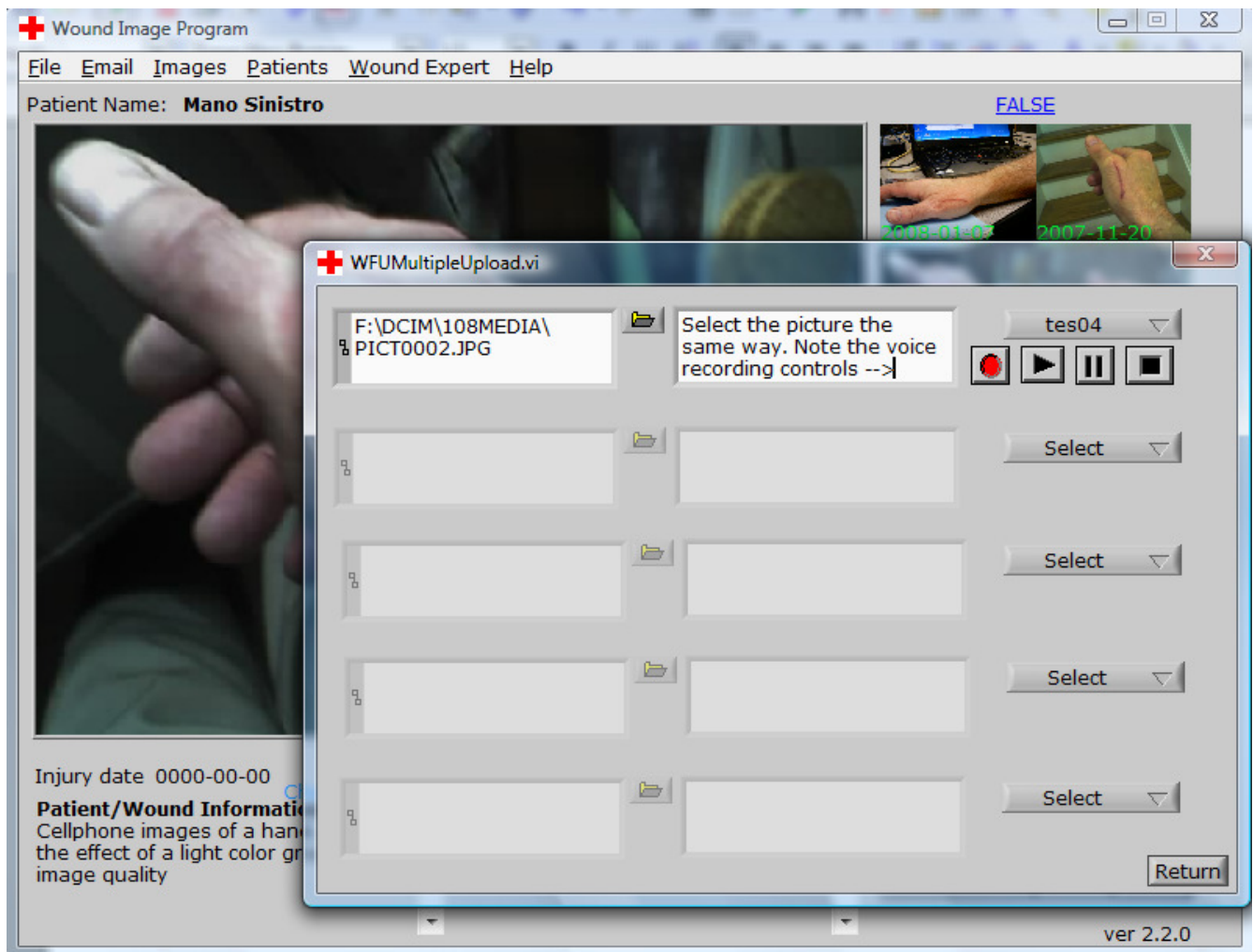
the clinic, username and password that you assign. He can of course change the password to something different.

Images >> Upload from Camera

In a nursing home the nurse can upload directly from her camera into the Wound Image program. This is easier. There are two options, one at a time, or multiple (with Voice Messages).

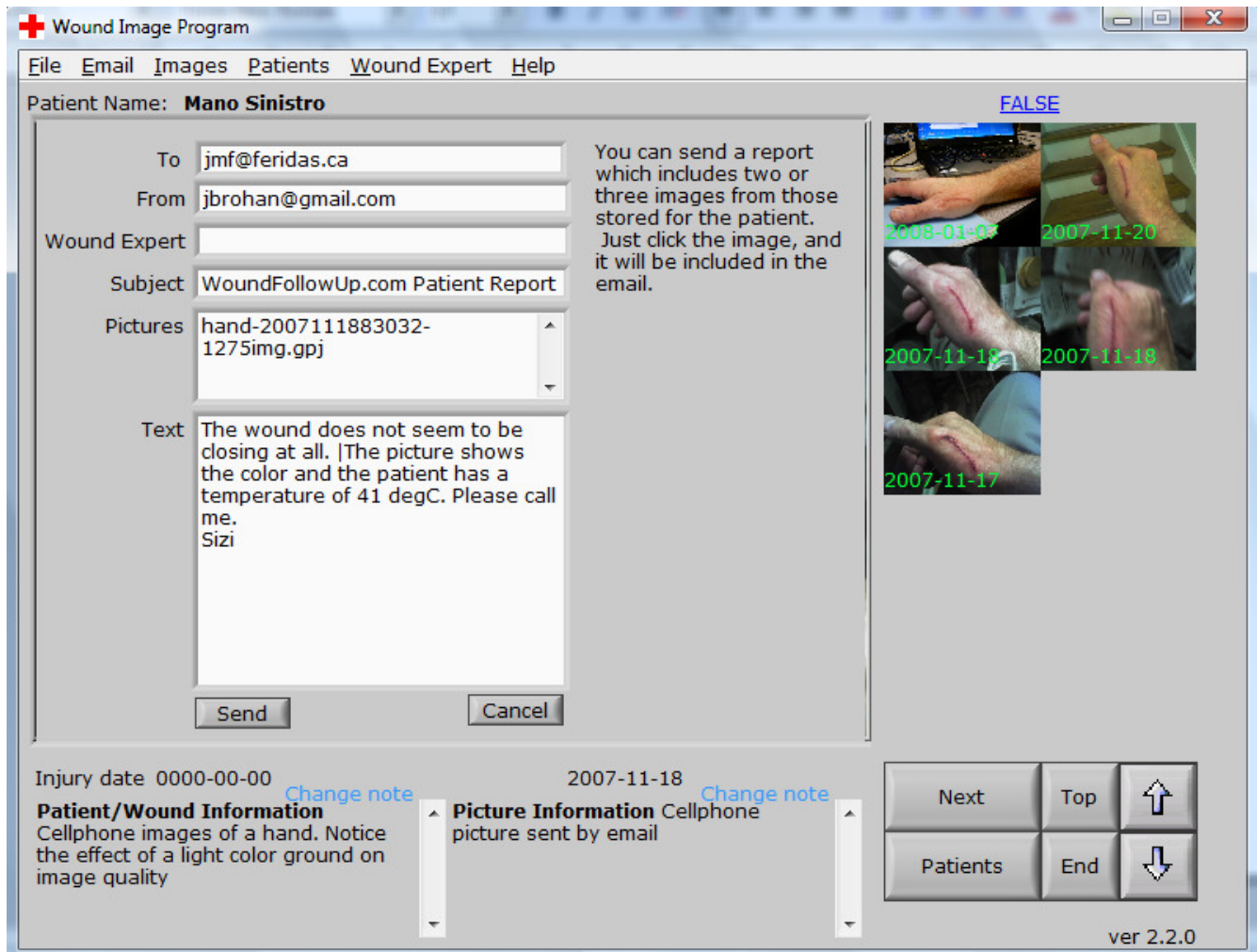


The one at a time screen allows you to select the patient and then to browse the pictures directly on the computer memory or on your computer disk if you have already transferred them. There is a place for a comment.



This is easier if there are several pictures of perhaps several patients to load into the Wound Image Program. The voice recording controls work straightforwardly Record, Playback, Pause and Stop respectively. Not all nurses like to type!

Email >> Report with Pictures



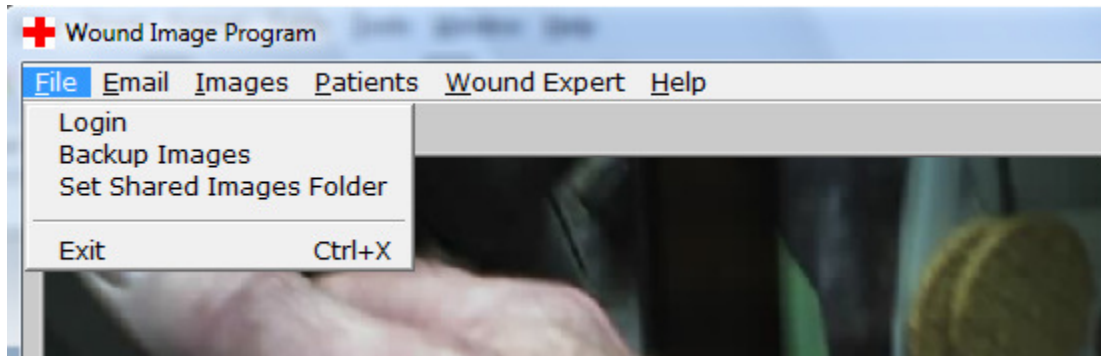
The Report with pictures is intended to offer a way to use pictures with doctors to avoid costly and time consuming travel (it's often painful too). Partly it can report back to a surgeon how the wound has healed, or show a rash or open sore to a dermatologist for a diagnosis.

The system is set up so that pictures from one patient can be forwarded to another clinic where the patient will have a different username. For example a nursing home monitors its patients wounds and skin disorders, A dermatologist will deal with the rashes and a wound specialist with the slowly healing sores.

Menu Options

Going through the Menu Bar to see all the options

File >>



Login

You can log in as a different user with this option.

Backup Images

The images are stored as encrypted files on your memory stick. This option copies them to a folder on your hard disk. It is easy to lose memory sticks, so it is wise to copy the whole memory stick to a backup file often, so that when you lose it it's easy just to copy this folder to a new memory stick and you're good to go! Note that the folder [C:/WoundFollowUp](#) contains all the data and programs that you need to run Wound Image Program. You can make a backup of this to a CD or other media regularly and a simple copy of the backup will be a running system.

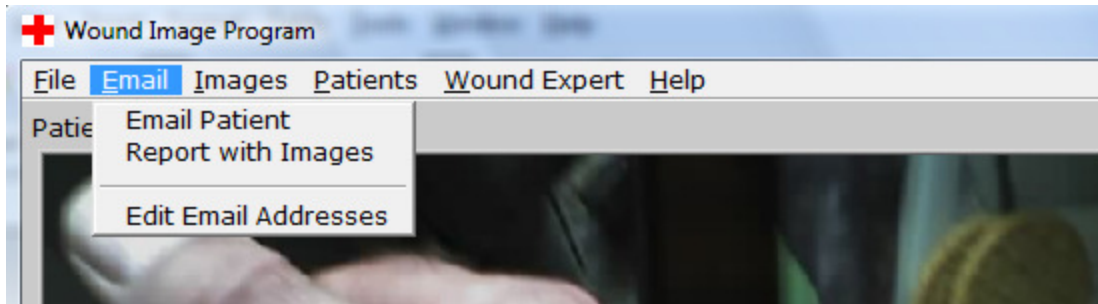
Set Shared Image Folder

This option is aimed at situations where multiple individual computers are used to access a common secure repository of data files. Each computer has its own list of patients, but for security reasons they are kept centrally. It is likely that the needs of each large client will be different and require some customization.

Exit

Choose this option when you wish to exit the program. To start it again you will have to click on the icon, or plug in the memory stick.

Email >>



Email Patient

This is a simple form to allow you to acknowledge that you have looked at the patient's picture. You can type in some recommendations or comments. The form comes up with the email address of the patient. Some patients will prefer a phone call.

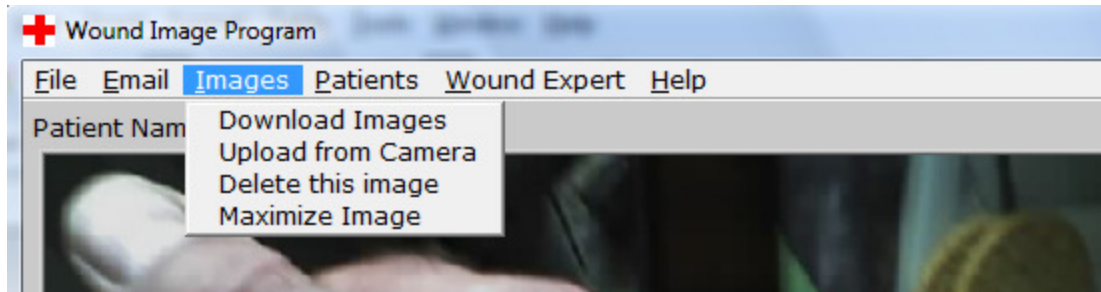
Report with Images

The Report with pictures is intended to offer a way to use pictures with doctors to avoid costly and time consuming travel (it's often painful too). Partly it can report back to a surgeon how the wound has healed, or show a rash or open sore to a dermatologist for a diagnosis.

Edit Email Addresses

The Address book is managed automatically, each new email you send from here is added to the list. Use this option to remove or correct the ones you no longer need.

Images >>



Download Images

Search the WoundFollowUp.com web server for images of patients on your list of patients. You will normally do this one or two times per day. It stores the photos into your computer and makes them ready to be checked. This operation can take a few minutes, it's wiser to start it and then do something else while it works alone. It was designed like this so that you would get all the delay at once when you could do something else useful, rather than spreading the delays throughout your work causing distraction. Use the **Next** button to see the next patient with images today.

Upload from Camera

For Nurses in charge of a Nursing Home or similar situation. The images are taken from the camera directly and stored in the Wound Image Program folders. Rather quicker than uploading through the website, and it allows you to use the voice message option.

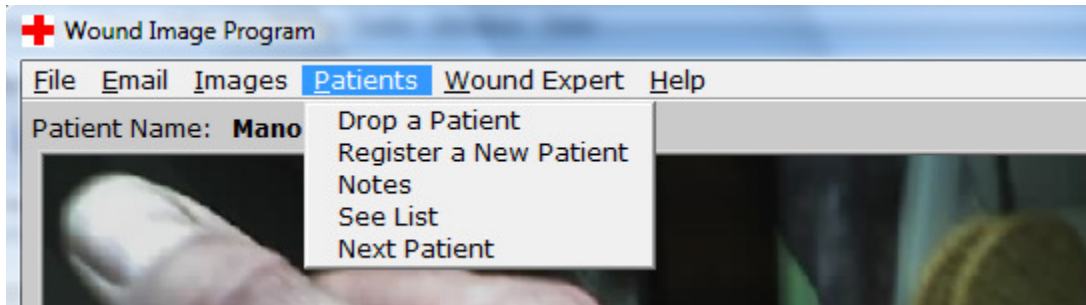
Delete this Image

Removes the image completely. There is a confirmatory question first.

Maximize Image

The "large Image" is sized to fit in the program. This option displays the image at its full precision, often it will be bigger than the window it is displayed in, and you will need to move the scroll bars to get to the relevant parts of the image. Return by clicking on the "X" at upper right, or clicking in the image. Note you can get to the maximized image by clicking on the "large" Image.

Patients >>



Drop Patient

Drop a Patient shows a list of the patient usernames that are registered on your computer. Just delete the names you don't expect to be sending in any more photos. The computer uses this list to check on the Internet Server for pictures when you are doing Images >> Download Images

Register a New Patient

Simple form to get a new patient onto your computer. It automatically includes this new name into the list of patients to download images. If the patient will be sending in pictures through the web page, be sure to give him a password, and enter his email address. The patients who are being looked after by a nurse do not need this data as they will not be logging into the web page.

The patient username has to be unique within the clinic. For example there can be patients called jb in clinic `ash` and clinic `bsh`. You can use any combination of 12 letters and numbers (no spaces). Think a little about this, if you work for a clinic or Nursing Home, maybe the impersonal patient number is appropriate to link with other files. This username and the phone number is encrypted on the database. The email address for sending in photos is clinic(dot)username@wfuemail.com eg ash.jb@wfuemail.com . If the patient is sending in images from home, then he will need to log in using the clinic, username and password that you assign. He can of course change the password to something different.

Notes

Enter a note about the patient. You cannot change it once it is written! This is the same as the clicking on the message boxes in the lower part of the main screen

See List

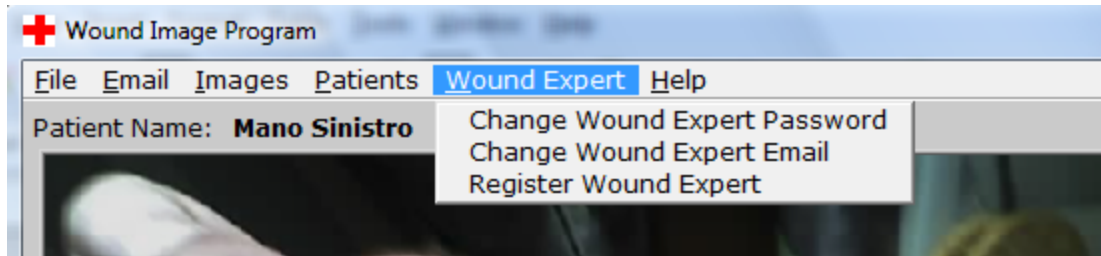
When you want to look at another patient use this option to see a list of all your patients and select the one you want to look at. Same as the button Patients lower right.

Next Patient

Every day some patients will send in their pictures and some will not. After you have done the *Images*

>> *Download Images* the patients with images this time will be marked. The Next button finds the patients who got pictures today.

Wound Expert >>



A “wound Expert” is a person who looks at the wound images in this program. Sometimes they are doctors and sometimes nurses, often with special training.

Change Wound Expert Password

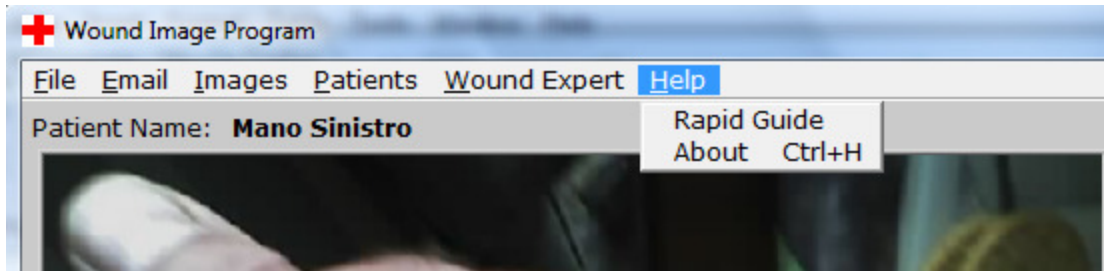
Change Wound Expert Email

Simple forms to accomplish these occasional maintenance tasks.

Register Wound Expert.

If you are logged into the Wound Image Program you are a Wound Expert. You can choose this option to register a colleague to use the program on your computer or on another computer. Only the minimum data is collected about wound experts, and no vetting or examination is implied or required to register yourself as a wound care expert. On the other hand you can see only the patients registered to you! Your username has to be unique.

Help >>



Rapid Guide

This takes you to the Internet Web site of WoundFollowUp.com at the pages describing in detail the operation of the program and the website. It will start your browser (Internet Explorer or another one) if it is not already running.

About

The customary documentation of who wrote it.