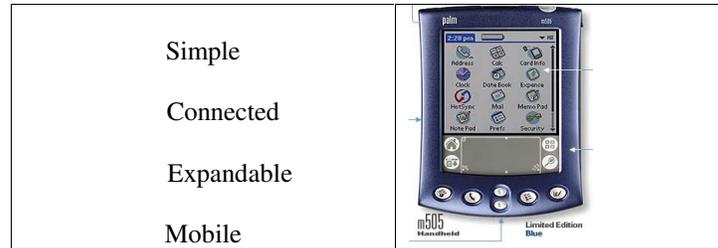


## INTRODUCTION

IPIS software has been developed to run on handheld devices, which are PalmOS compatible devices. PalmOS platform device is designed differently than a desktop computer. Users simply interact with the device differently than they do with the desktop computers. The device comes with a cradle that connects to a desktop PC with the software for PC that provides "one-button" backup and synchronization of all data on the device with the users PC. Instead of trying to make palm behave like PC's, they do something better on four basic percepts.



The software helps the doctor to maintain patient's information up-to-date on hand. Keeps track of various information like diagnosis of the patient, radiology done, procedures performed, his past medical history, past surgical history, medicines, antibiotics and so on.

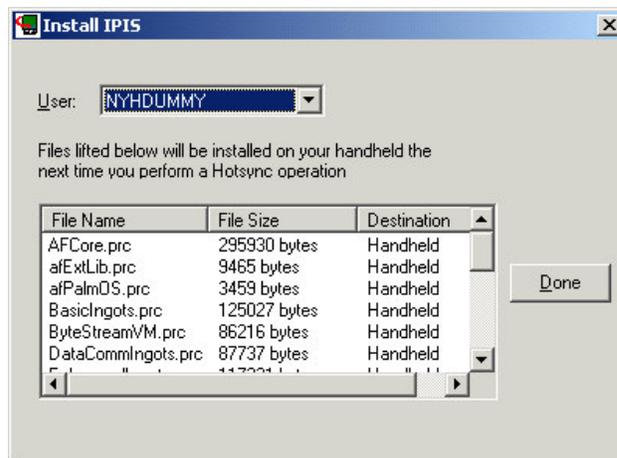
To Install IPIS software

### Installing On HandHeld

**NOTE:** Make sure that Palm Desktop Software 4.0.1 or later is installed. If not installed, prior to installing the software, install Palm Desktop software.

1. Extract the **IPIS2-Compl.Zip** (say to the folder c:\ipis2compl)
2. Double-Click on the **INSTALLIPIS.EXE** in the folder, it opens the dialog box (as shown below), which has all the files to synchronize for the User selected.
3. Click on **Done** Button, and perform a HotSync by pressing the button on the cradle that comes with the device.

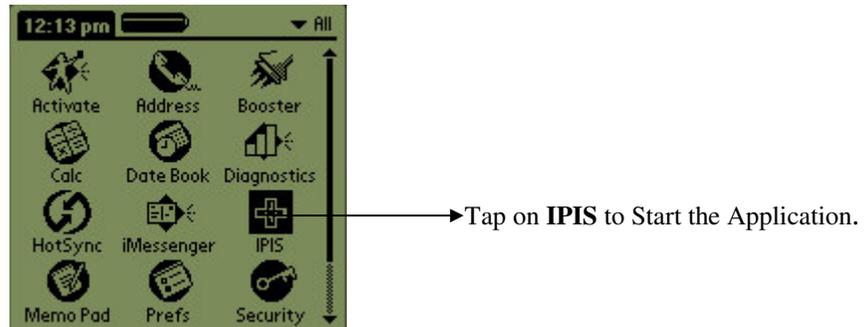
Perform a soft reset and the Application Icon will be shown in the Launcher Screen of the device. To use, simply tap on it.



IPIS.prc  
TempPatDB.prc  
PatientMaster.pdb  
MedicationDet.pdb  
PatientToDo.pdb  
FieldValues.pdb  
TempPatientDB.pdb  
& Booster 2.0 files

## USING IPIS

To use the application on device, tap on the application icon in the Launcher Screen of the device.



When the user taps on IPIS icon, a screen comes up listing out all patients irrespective of the Teams and the Attending Physician. By default, the data is sorted basing on the **RoomNo** in which the patients are located. Patients are categorized in to respective teams for easy administration.

### **Filtering Patients**

Filtering patients can be done in two ways. One is with respect to the Team and other with respect to the Attending Physician. Filtering options can be selected from the appropriate list boxes, i.e., TEAM & PHY.

Team	ALL	(MP)	Sort	?
Pat.L	Phy			
312-8	Muller, Tom	M	41	A
321-7	atherin, Jane	F	51	A
327-3	Jack, Smith	M	63	A
3392-4	Stella, Mary	F	45	B

Beam Rec. V.T. Todo BeamAll More..

Team	ALL	(MP)	Sort	?
Pat.List	Phy			
312-8	Muller, T	Robert Claim		
321-7	Katherin,	Misty Mack		
327-3	Jack, Sn	Jim Coober		
3392-4	Stella, M	David Rock		
		Emanuel Steven		
		Fredrico Stephe		
		Jim Straw		
		Russel Crow		
		Allan Gartner		
		Jack Thomsson		

Beam Rec. V.T. Todo BeamAll More..

If a particular team is selected, Patients only in that particular team are listed. If PHY value is blank, patients are listed irrespective of the attending physician otherwise patients are listed with respect to the Attending Physician.

## Sorting Patients

Team	ALL(MP)	Sort	RoomNo	?
Pat.List	Phy		FName	
			LName	
312-8	Muller, Tom			A
321-7	Katherin, Jane	F	51	A
327-3	Jack, Smith	M	63	A
3392-4	Stella, Mary	F	45	B

Beam Rec. V.T. Todo BeamAll More..

The list of patients can be sorted in three ways. One is with respect to the Room in which they are located, other with respect to Patient's Last Name and finally with Patient's First Name. To sort the list select the value from the **Sort By** list.

## Add New Patient / New Entry

To add new patient, click on **More..** Button and tap on the **Add** option provided in the Main View of the application. A new form is opened up asking the user to enter the following details

- PatientRecordNo (Pat#):** Accepts alphanumeric characters, max. 12 char.
- RoomNo (Rm#):** Accepts alphanumeric characters, maximum 15 char.
- Patient Last Name (LName):** Accepts alphanumeric characters, max. of 30 char.
- Patient First Name (Fname):** Accepts alphanumeric characters, max. of 30 char.
- Team:** Select the appropriate value from the list.
- Sex:** Select the appropriate value from the list.
- Age:** Accepts numeric values only, can be a max of 3 No's.
- PrivateMD:** Accepts alphanumeric characters, max. of 30 char.
- AttPhy:** Select/Enter value, max. of 30 char.
- Admission Date:** The date on which the Patient is admitted.
- Discharge Date:** The date on which the Patient is discharged.

The screenshot shows a patient entry form with the following fields and buttons:

- Pat. # ..... Sex ▼ M
- Rm.# ..... Team ▼ A
- LName ..... Age .....
- FName ..... DOB .....
- Pri. MD .....
- Att.Phys ..... [Dropdown]
- Ad.Dt. 9/3/2002 .....  Discharged

Buttons at the bottom of the form:

- New
- Diet
- Prgh
- Radi
- Meds
- ToDo
- Save
- None

Arrows indicate the following actions:

- New: Tap to view Patient's List
- Diet: Tap to view Diet Prescribed
- Prgh: Tap to view Procedure Codes
- Radi: Tap to view Radiology Done
- Meds: Tap to view Medicines & Abx Prescribed
- ToDo: Tap to view ToDo List
- Save: Tap to Save Changes
- None: Tap to view Pmh & Psh

To make the entry persistent tap on the save button and the view changes to Diagnosis.

### Edit Patient Entry

To edit the patient's personal details, select the patient by tapping on the appropriate record in the grid provided in the Main View and Click on **More..** Button and tap on **Edit** option. Perform the necessary modifications and save the changes by tapping on the Save button.

Pat. # pat1202 ..... Sex ▼ M  
Rm.# 312-8 ..... Team ▼ A  
LName Muller ..... Age 41  
FName Tom ..... DOB 9/7/61  
Pri. MD .....  
Att. Phy Robert Claim .....  
Ad. Dt. 9/3/2002 .....  Discharged

D P A/L Pmh Radi Meds ToDo  
New Diet < > Save Home

**PatientRecordNo (Pat#):** accepts alphanumeric characters, max 12 char.

**Room No.(Rm#):** accepts alphanumeric characters, maximum 15 char.

**Patient LastName(LName):** accepts alphanumeric characters, max of 30 char.

**Patient FirstName(Fname):** accepts alphanumeric characters, max of 30 char.

**Team:** Select the appropriate value from the list.

**Sex:** Select the appropriate value from the list.

**Age:** accepts numeric values only, can be a max of 3 No's.

**PrivateMD:** accepts alphanumeric characters, max of 30 char.

**AttPhy:** select/enter value, max of 30 char.

**Admission Date:** the date on which the Patient is admitted.

**Discharge Date:** the date on which the Patient is discharged.

### Enter/Edit Diagnosis

To open the Diagnosis form, user can navigate from any of the screen except Patient's List form by tapping on **Diag** button. On opening the Diagnosis form, If Diagnosis information already exists for the patient then the appropriate data will be shown or the field is left empty. After modification tap on Save button to save the changes and the view changes to Procedure Codes.

P# pat1202 ..... R# 312-8 .....  
Name Muller, Tom .....  
**Diagnosis** Date 9/3/2002 .....  
10/11 repair of rectovesical fistula, .....  
Hartmans procedure, 10/19 PICC line. ....  
.....  
.....

Procs Pmh A/L Meds Radi Diet  
ToDo < > Save Home

### CPT Codes, ICD9 Codes, Complications

P# pat1202 ..... R# 312-8 .....  
Name Muller, Tom .....  
CPT .....  
ICD .....  
Complications .....  
.....

Diag Pmh A/L Meds Radi Diet  
ToDo < > Save Home

To Enter/Edit CPT codes, ICD9 Codes and Complications select the patient whose procedure codes need to be modified view to display the procedure codes by tapping on **Procs** button in any of the forms except Patient's List. If the procedure codes are performed appropriate values are displayed in the respective fields, otherwise left blank. To save the data tap on Save button and the view changes to PMH/PSH.

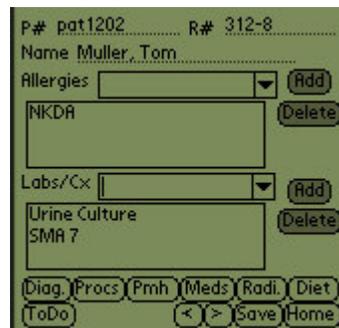
### PMH/PSH (Past Medical History / Past Surgical History)

PMH/PSH provides information regarding the patients Past Medical History and Past Surgical History. Keeps track of the Surgeries been performed, if any and so on. User can navigate from any of the screen except Patient's List form by tapping on **PMH** button. A pre-defined set of values are provided. Apart from selecting the values from the list, user has the flexibility to enter new values. Once the entry is complete tap on the save button to save the changes and view changes to Allergies/Labs.

To enter new values, select pre-defined from the list or enter by using stylus and tap on **Add** button. To delete entered values, select the appropriate one in the list and tap on **Delete** button.



### Allergies/Labc\_CX



To Edit/Enter allergies information select the patient from the list and change the view to All/Lab. User can navigate from any of the screen except Patient's List form by tapping on **A/L** button. Select appropriate values from the list and tap on save button to save the changes. View changes to display Medicines and Antibiotics.

To enter new values, select pre-defined from the list or enter by using stylus and tap on **Add** button. To delete entered values, select the appropriate one in the list and tap on **Delete** button.

### Medicines and Antibiotics

This screen displays the medicines and antibiotics been prescribed to the patient. For Antibiotics it also keeps track of the date on which the antibiotic has been given. User can navigate from any of the screen except Patient's List form by tapping on **Meds** button. To enter/edit select the values from the list and tap on save button to save the changes.

To enter new values, select pre-defined from the list or enter by using stylus and tap on **Add** button. To delete entered values, select the appropriate one in the list and tap on **Delete** button. For Antibiotics if **Start Date** needs to be entered, enter the date in AntibioticsStDt and then tap on **Add** button.



## Radiology

P# pat1202 R# 312-8  
Name Muller, Tom  
Radiology  Add  
Result  
10/19 Cxr-PICC line a. k., 10/25  
Crystogram extravasation  
Delete  
10/19 Cxr  
Delete  
Diag Procs Pmh R/L Meds Diet  
ToDo < > Save Home

Radiology screen helps the doctor to look at the radiology performed on the particular patient. To enter/perform new test, select/enter the value in the Radiology box and type the result of the test in the result field and click on add button. To save the changes tap on save button. To view the result of a test that has been performed already, tap on the appropriate test and the result will be displayed in the result field. User can navigate to Radiology form by tapping on **Radi**. Button in any of the forms except Patient's List form.

To Add new Radiology information, Select the Radiology from the list and write in the result of the radiology in the result field and tap on **Add** button. To delete entered values, select the appropriate one in the list and tap on **Delete** button.

## Diet

To enter/edit diet select the values from the list and change the view to Diet.

Diet screen helps the doctor to look at the diet prescribed to the patient. To enter diet, select the values from the List and tap on Add button and tap on save button to save the changes to the database. User can navigate from any of the screen except Patient's List form by tapping on **Diet** button.

To enter new values, select pre-defined from the list or enter by using stylus and tap on **Add** button. To delete entered values, select the appropriate one in the list and tap on **Delete** button.

P# pat1202 R# 312-8  
Name Muller, Tom  
Diet  Add  
Clears  
TPN  
Delete  
Diag Procs Pmh R/L Meds Radi  
ToDo < > Save Home

## To-Do

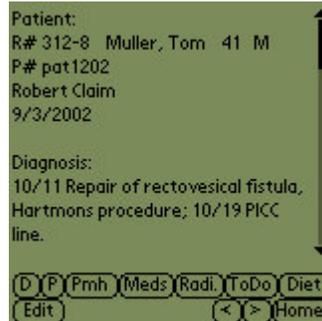
P# pat1202 R# 312-8  
Name Muller, Tom  
9/1/2002  
 Amylase/Lipase, Cardiac cath  
9/2/2002  
 Koumadin, Cardiac cath, CT  
abdomen/Pelvis, Debride Wound  
D P Pmh R M R < > Save Home

To-Do list screen displays the to-do list that need to be performed against the particular patient. User has the flexibility to enter a new value or select the predefined value from the available list. The to do can be marked as either done or undone. Also helps to maintain the date on which the appropriate task is pending and so on. After the entry is done tap on the save button to save the data. The pre-defined values can be selected from the list or the user can key in the new value. To enter the date on which the ToDo needs to be done tap on "—" and select the appropriate value.

User can navigate from any form by tapping on **ToDo** button.

## View Complete Patient Information

To view the complete information regarding a particular patient select the **View** option by tapping on **More..** button in the Patient's List form. The screen changes to view the Patient's complete information including the Record No, Room No, Attending Physician, Admission Date, Diagnosis, Radiology, PMH, PSH, Allergies, Labs and other information also will be shown.



## Other Options

### Deleting Patient Record:

The Patient record can be deleted by selecting the record in the Patient's List and select **Delete** option by tapping on **More..** button. The user will be asked for confirmation, upon confirming the data will be deleted permanently from the handheld.

### SignOut Patient

This option is helpful if the doctor going to vacation or out from hospital, can be beamed any of his patient information to other Handheld by selecting the patient record and Click **More..** option and tap **Sign Out Rec** option.

**Note** that, after you beam the record using SignOut option the record has been beamed to the temporary Database of the target Handheld. Any modifications to that record in the target Handheld will be effected only to the temporary database.

### Viewing SignOut Patients

To view the list of Signout Patient's Select **SignoutRec** option by tapping on the **More..** button. The list displays the list of patient's who have delegated to the user.

### V.T.

This option is helpful to view the entire patients To-do's list.

### < & > Buttons

To navigate across the records move next (>) and move previous (<) buttons have been provided.

### Mark Patient as Important

Helps the user to find whether the patient important patient or not and who needs an extra care to be give. To mark the patient as important, select the patient from the list and tap on **IMP** button. If any patient is already marked as important, an \* will be displayed in the patient's list prior to the **RoomNo**. To restore the important patient to normal, select the patient in the list and tap on **IMP** button.

### Beaming Records Options

IPIS Software provides Infrared Communication/Beaming. Patient records can be beamed from one handheld to another handheld. The user can beam the records either individually or all at once.

### Beam Rec

To beam a single record tap on the particular record that needs to be beamed and tap on "**Beam Rec**" button. If the data is beamed successfully, a message box will pop up on target device giving the confirmation of the received data.

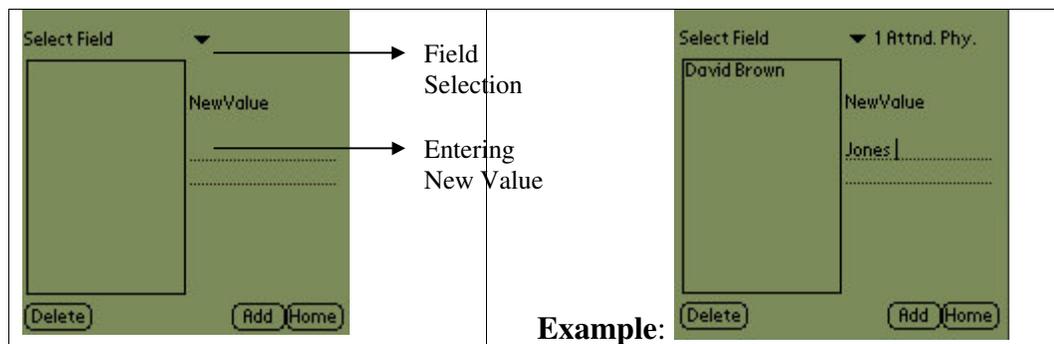
To beam all records tap "**Beam All**" button. On the target device a confirmation dialog will pop up asking whether to overwrite the existing records or not.

**Caution:** While the beaming is in progress do not disturb the devices from their path of communication. For the beaming operation to be carried on keep the devices in the range of 45° above and to 30° below.

**Caution:** In the forms where predefined values have been provided, do not enter commas as these are used for separating between different values.

### Adding New Values to the drop down list

This form allows the user to the values that can be used very often, thus eliminating the user to key in the values every time and once entered, the user can select from these or if one required is not found can key in the new value. To change the view to **Add Values**, select **Add Values** option by tapping on **More..** button.



Select the field for which you want to add the value (Ex: Attn. Phy). Once the Field is selected, existing values are populated in the list. To enter new value for this field, key in the **New Value** and tap on **Add** button. To **Delete** the existing values, select the field in **Select Field** option. Once the values are populated in the list select the appropriate value to be deleted and tap on **Delete** button.