



CapSure 3 VistA

User Manual



Page

Contents

About GlobalMed1

About CapSure 3 VistA 2

Software Installation 3

Performing a Consultation4-7

 Patient Search..... 4

 Patient Verification.....5

 Acquiring Chief Complaints5

 Acquiring Vital Signs6

Performing an Audiology Consultation..... 8-9

Continuing a Consultation.....9-14

 Calibrating CapSure 3 VistA for Measurements12

 Image Capture.....14

Completing a Consultation17

Appendix.....18-21

 Capturing Inner Ear Images Using TotalExam 3.....18

 Configuring TotalExam 3 for Outer Ear Images.....19

 Capturing Outer Ear Images Using TotalExam 3.....20-21

Integrated Medical Devices.....22-31

 Total ECG22-23

 TotalVitals.....24-26

 CardioPerfect Spirometry.....27-28

 ClearProbe Ultrasound.....29-30

Troubleshooting.....31

About GlobalMed

Scottsdale, Arizona-based GlobalMed, designs, manufactures, and markets telemedicine solutions and medical image automation systems that provide superior image quality, unmatched versatility, and unsurpassed simplicity for the healthcare industry. GlobalMed's camera, image management, store-and-forward, video conferencing and video-streaming technologies enable multiple specialists and other caregivers to be more effective in providing patient care, and more productive and efficient in managing patient information. Products include the TotalExam® line of cameras, the most versatile and easy-to-use exam cameras on the market, CapSure 3 VistA® store-and-forward imaging and image management software with DICOM output, which provides automated workflow capabilities for seamless integration into a provider's network, and fully integrated for applications.

Contact Info

Help Desk: (866) 651-3180



About CapSure 3 VistA

CapSure 3 VistA allows for the capture, display, manipulation, and storage of medical images acquired from a variety of digital video sources. CapSure 3 VistA uses TLS and AES-256 encryption for securing transfer and storage of AES-256 protected health information.

Minimum Requirements

Software Requirements:

Windows 7 or 10 64-bit
Google Chrome Browser

Hardware Requirements:

Intel Core i5 Processor Haswell or greater
Minimum of 8GB RAM
Monitor with 16:9 aspect ratio
USB 3.0 functionality

Network Requirements:

Greater than 150 Kbps

Software Installation

Google Chrome

1. Install current version of Google Chrome.
2. Set Google Chrome as default Web browser.

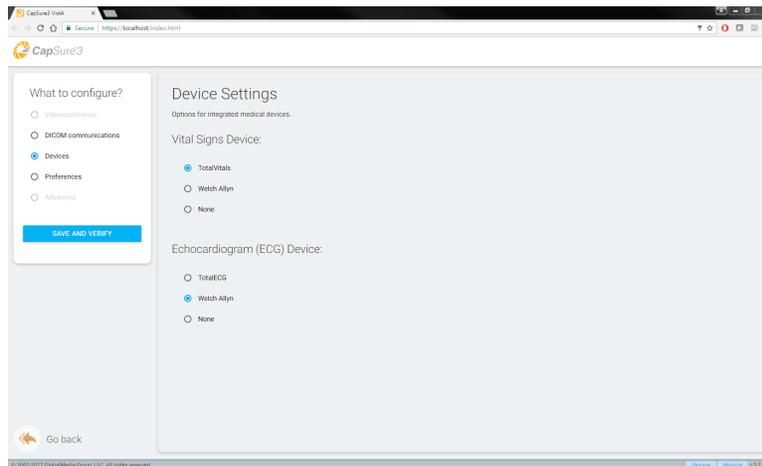
CapSure 3 VistA

1. Download the software at: <https://www.globalmed.com/support/downloads-va>.
2. Run the installer titled "CapSure 3 VistA Prerequisite Installer."
Note: Users do not need to run this installer more than once.
3. Run the installer for "CapSure 3 VistA 3.2.x."
4. Once the installation is complete, restart the machine in use.

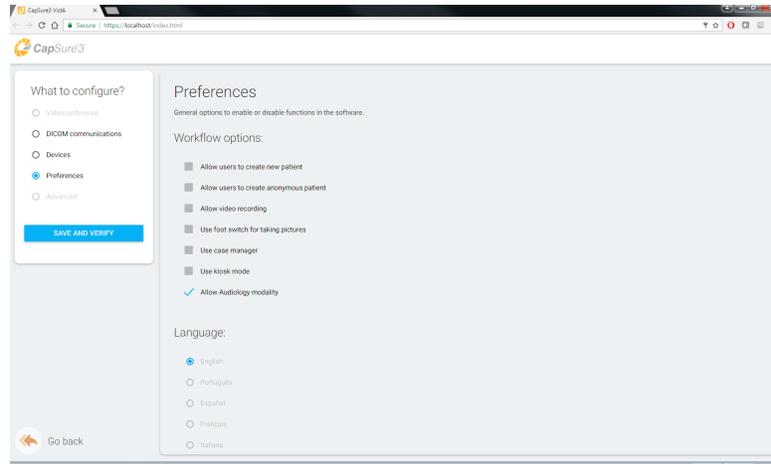
CapSure 3 VistA Configuration:

Click on the gear icon located at the bottom right side of the screen to bring up the Configuration page. The “What to configure?” window allows users to toggle between settings for DICOM communications, medical devices, and preferences.

1. The DICOM Settings tab allows users to configure DICOM settings to enable the storage, exchange, and transmission of medical information. DICOM settings should be configured by a qualified IT representative with access to information regarding local VistA Imaging servers.
2. The Device Settings tab allows users to select a vital signs and ECG device for use within the application.

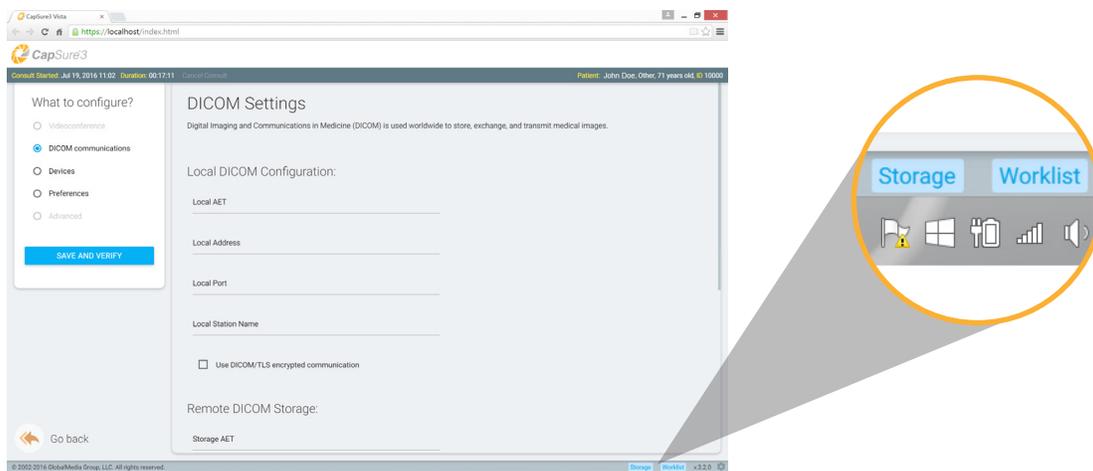


3. The Preferences tab allows users to adjust settings that affect software functionality, including language selection, workflow configuration, session expiration, and units of measure.



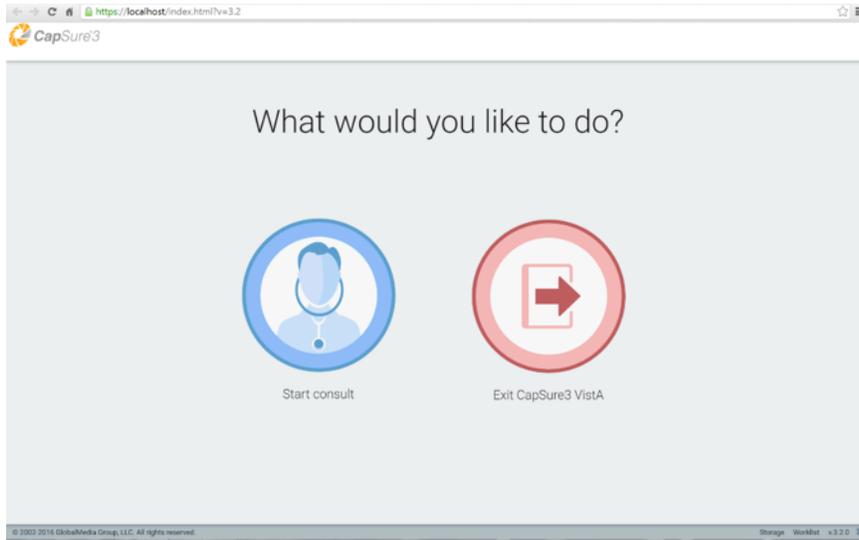
4. Once all settings have been configured to the desired preferences, click **Save and Verify**. A notification appears prompting the user to confirm the new configuration settings. Selecting **Yes** initiates a page refresh and redirects the user to the CapSure 3 splash page.

Note: Once valid DICOM settings have been saved and verified, the Storage and Worklist icons in the lower right light up blue as seen in the image below.



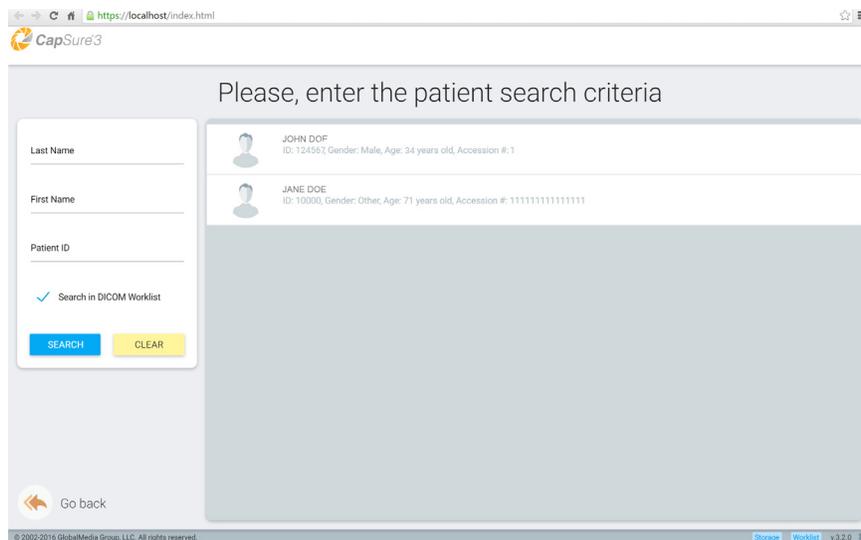
Initiating a Consultation

1. Select **Start Consult** to perform a standard patient consult.



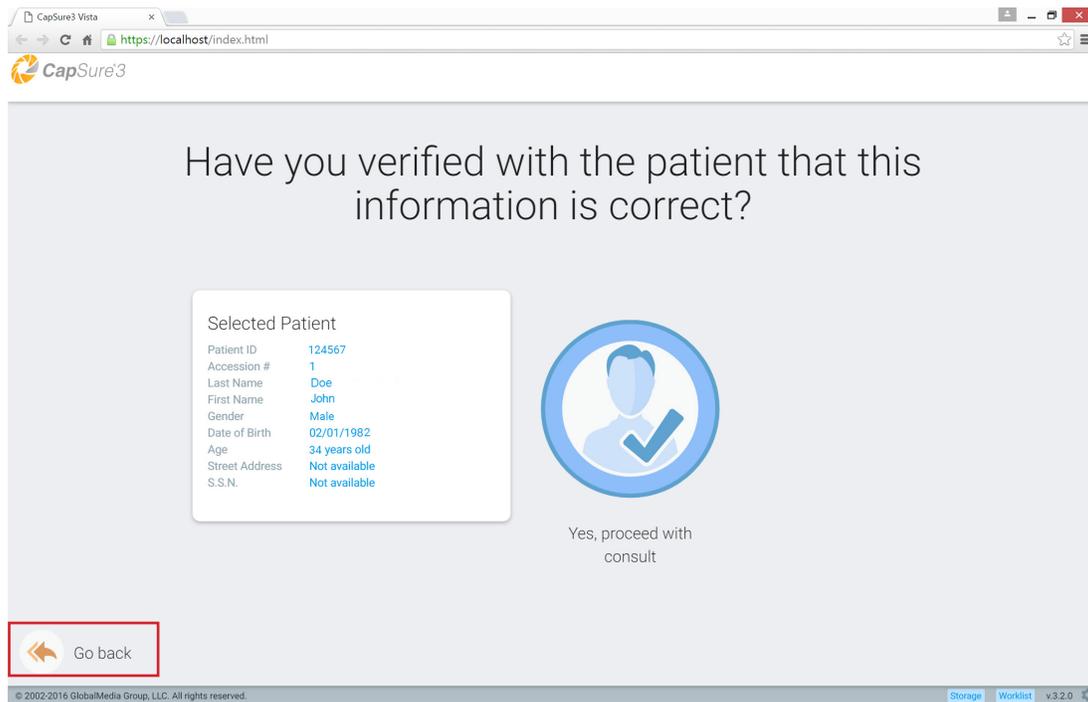
2. Search for patients by entering known patient information.

Tip: Selecting **Search** while leaving search fields blank will query all pending worklists.



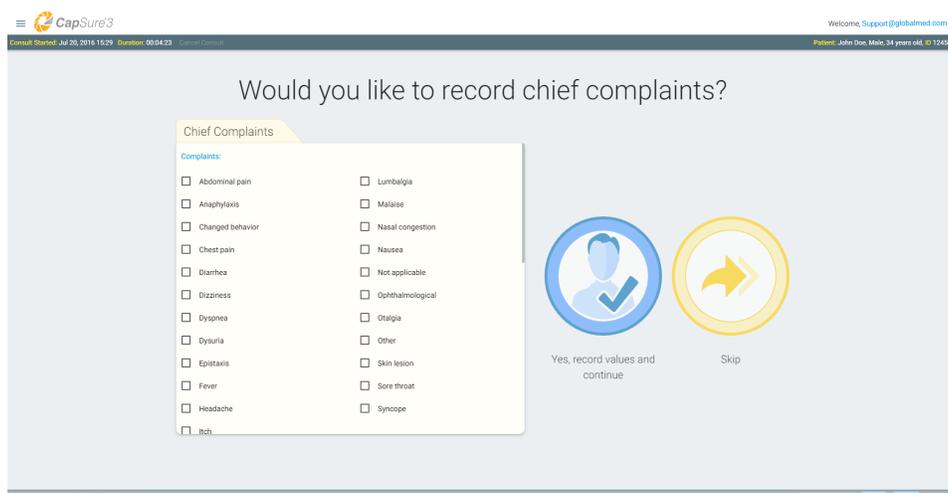
3. Select a patient. Verify with with patient that the displayed information is correct; if correct, click **Yes, Proceed with Consult**.

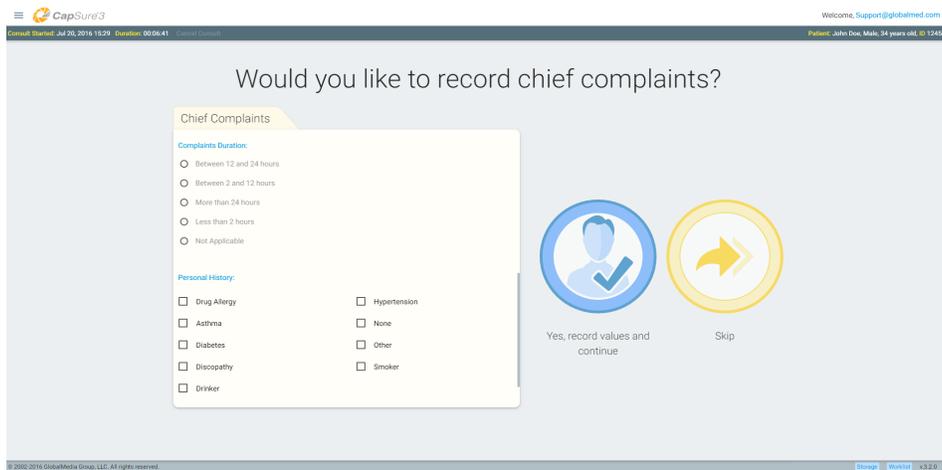
*Note: If the incorrect patient was selected, click **Go Back** to return to the patient search screen. (see the figure below)*



4. Once the patient information is verified, the user can record chief complaints, duration of symptoms, and any personal history relevant to the consult. To do so, select from the provided list of symptoms or check **Other** and provide a description of the symptom(s).

Note: CapSure 3 Vista allows users to skip this step in the event that a chief complaint does not need to be recorded.



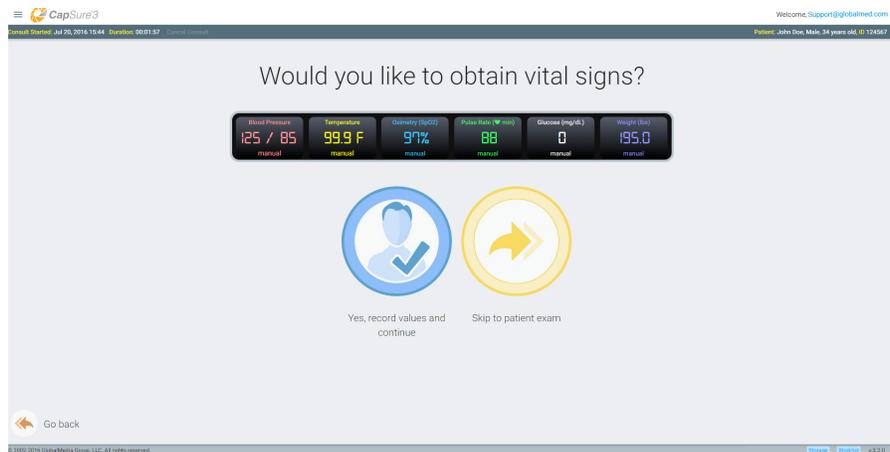


5. After chief complaints have been recorded, select **Yes, record values and continue**.

Note: Navigating to this page after selecting a patient will initiate a consult and start the consult timer. The user can end the consult at any time by selecting the Cancel Consult button that appears adjacent to the consult timer.

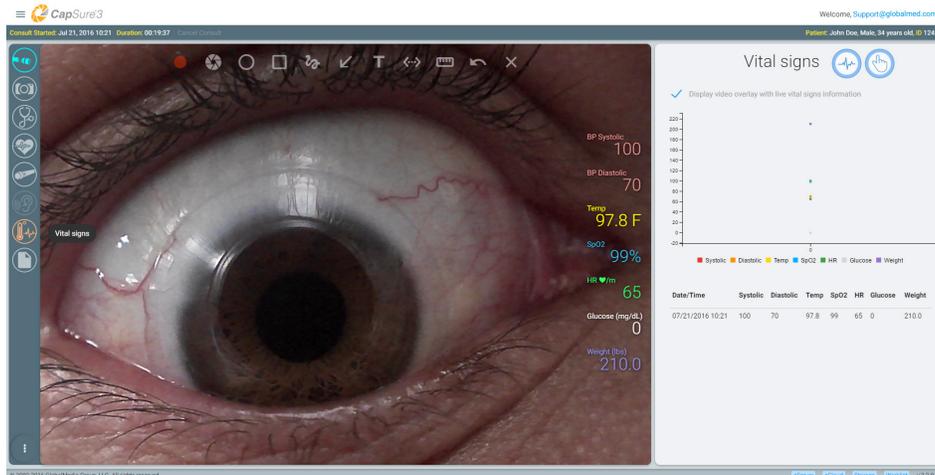
Acquiring Vital Signs

Users can record vital signs data at the **Vital Signs** screen.

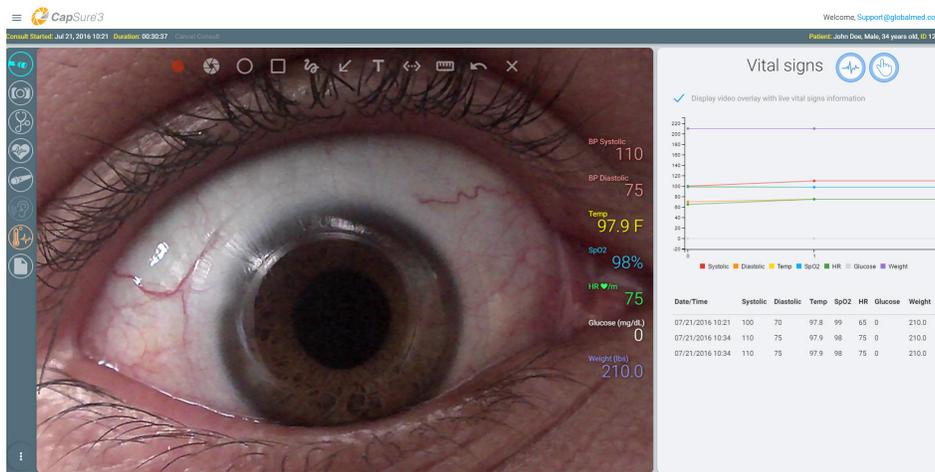


The Vital Signs screen displays the following information: systolic and diastolic blood pressure, temperature, oxygen saturation, pulse rate, glucose and weight. If CapSure 3 VistaA is connected to a compatible vital signs device, each field programmatically populates. If the application is not connected to a compatible device, users enter the values manually in each field. After the values are entered, click **Yes, record values and continue** to save the data and proceed to the Consult screen.

Vitals information can be recorded from the Consult Screen. To gather new vitals data, select the Vital Signs button on the device panel. The Vital Signs slide out window will appear.



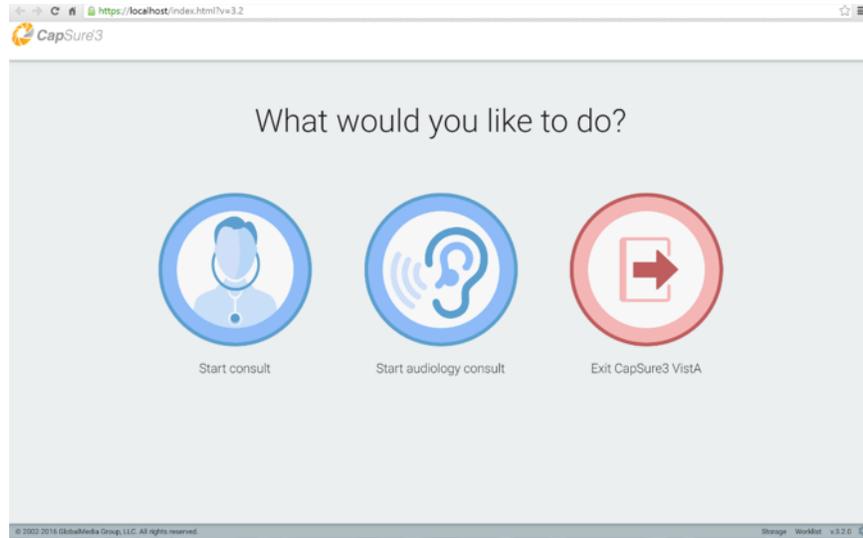
If a patient is connected to a vital signs device, the vitals continuously read and update in the Vitals Overlay. To save the vitals at a certain point, select **Take Snapshot**. The vital signs data appears as new plot points on the graph and is listed in the table below the graph. Select the hand button on the Vital Signs window to manually enter and record a new set of vitals data. Select **Record and Continue**. The new set of vitals data populates both the graph and table. This can be done as many times as needed throughout the consult.



Performing an Audiology Consultation

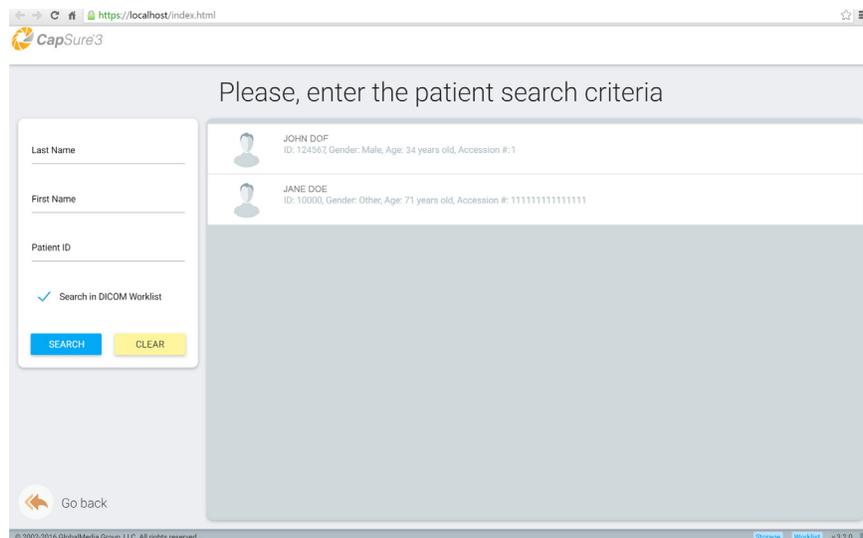
Note: Users must configure CapSure 3 VistA preferences to enable audiology consults. On the Preferences configuration page, select **Allow Audiology Modality**.

1. Select **Start audiology consult**.



2. Search for patients by entering known patient information.

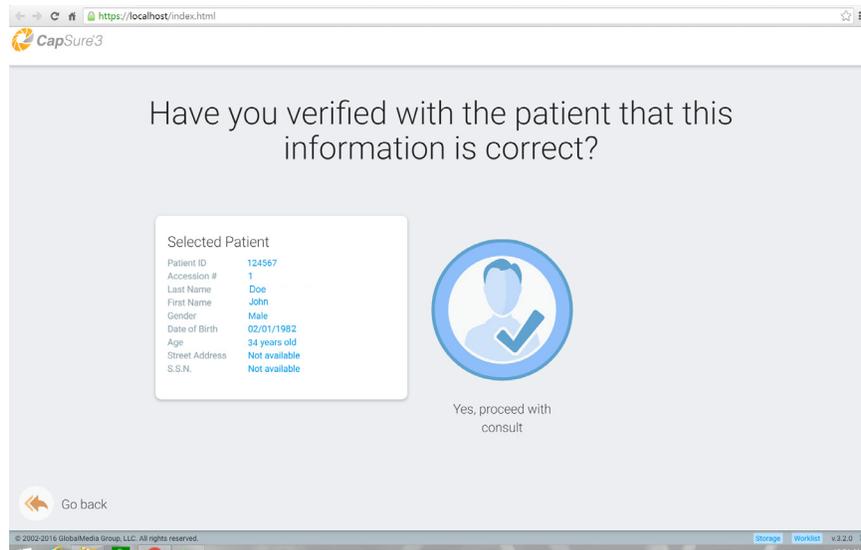
Tip: Selecting **Search** while leaving search fields blank will query all pending worklists.



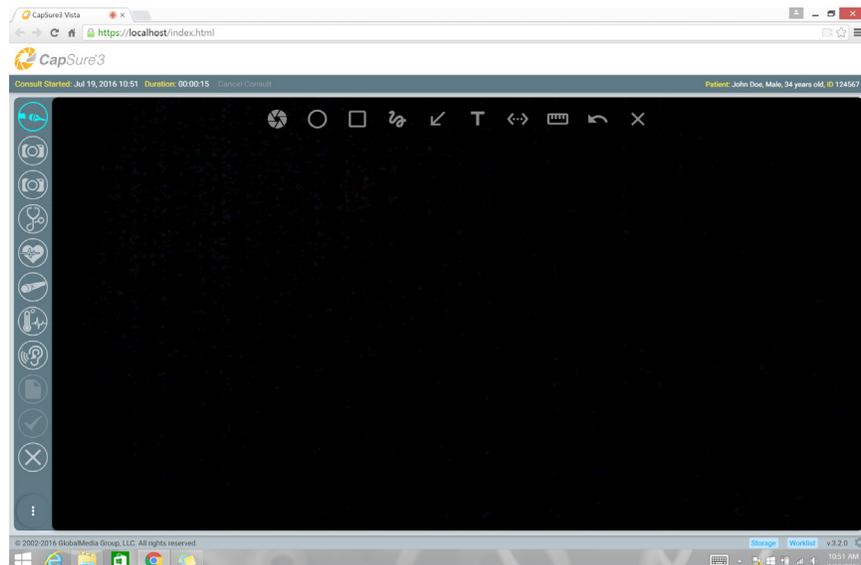
Patient Verification

3. Select a patient. Verify with with patient that the displayed information is correct; if correct, click **Yes, Proceed with Consult**.

Note: If the incorrect patient has been selected, click the Go Back button in the lower left corner to return to the patient search screen.



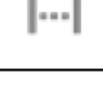
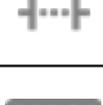
4. The following tables indicate the function(s) of each button that appears on the consult screen.



a. Device Panel icons, located on the left side of the screen:

	TotalExam 3 camera. Only shows if plugged into workstation.
	TotalExam 2 HD camera. Only shows if plugged into workstation.
	3rd party cameras (non-GlobalMed). Only shows if plugged into workstation.
	Otoscope camera. Only shows if plugged into workstation.
	Start Stethoscope. Only enabled if licensed.
	Start ECG. Only enabled if licensed.
	Start Ultrasound. Only enabled if licensed.
	Start Audiology. Only enabled if licensed.
	Show vital signs information (not visible during Audiology consult). Only enabled if licensed.
	View/generate reports (not currently used by VA).
	End session/consult and prepare to upload to PACS.
	Discontinue session/consult.

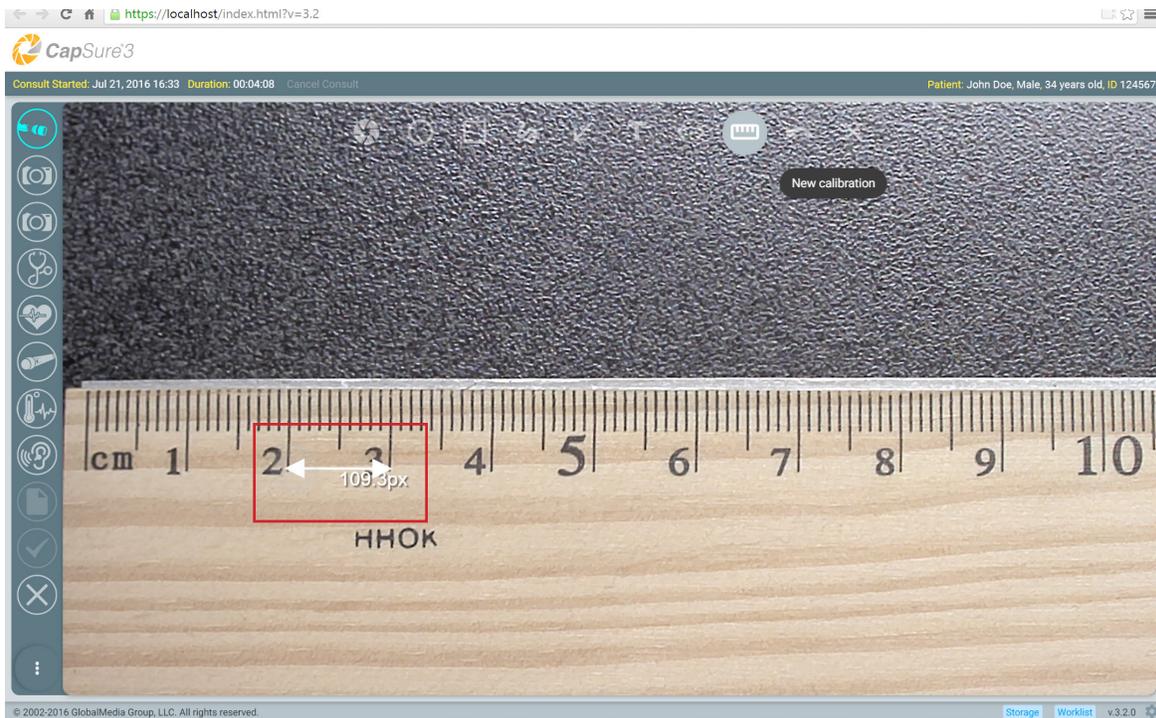
b. Toolbar icons, located at the top of the screen:

	Takes a snapshot of the displayed area, including any annotations and measurements. If viewing a snapshot, clicking will create a new snapshot in the session tray with any newly added annotations and measurements.
	Annotation: Draws a square/rectangle on the video or viewed image.
	Annotation: Draws a circle/ellipse on the video or viewed image.
	Annotation: Draws a free-form line on the video or viewed image.
	Annotation: Draws a single-headed arrow on the video or viewed image.
	Annotation: Allows user to add text on the video or viewed image.
	Measurement selection.
	Measurement: Draws a double-headed arrow showing current calibrated measurement.
	Measurement: Draws a capped line showing current calibrated measurement.
	Measurement: Draws a capped gap showing current calibrated measurement.
	Measurement Calibration selection.
	Calibration: Adds new calibration.
	Calibration: Displays current list of saved calibrations (can save 10 max), including which is the current default.
	Erases last annotation added. If viewing a snapshot, it will only erase annotation newly added to the snapshot.
	Erases all annotations added. If viewing a snapshot, it will only erase annotations newly added to the snapshot.

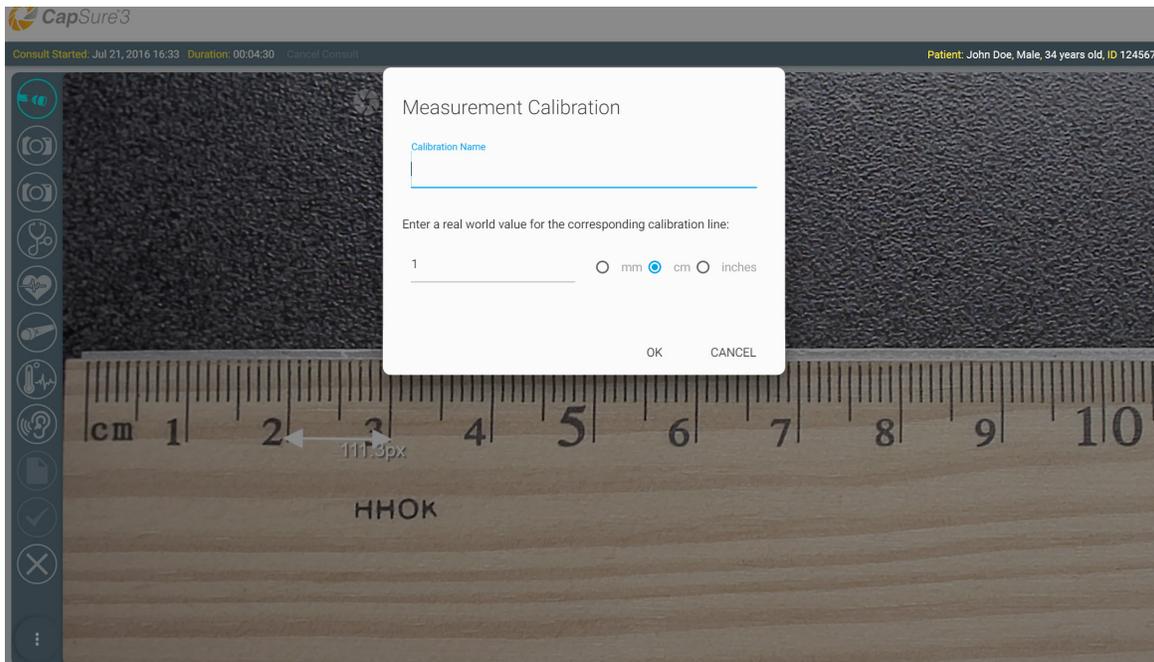
Calibrating CapSure 3 VistA for Measurements

Note: Prior to calibration, determine which unit of measure (mm, cm, inches) will be used.

1. Position the camera to display a ruler or other measuring device that uses the desired units.
2. Freeze an image of the ruler.
3. Click **Ruler** on the annotation toolbar and select **New calibration**.
4. Click and drag the cursor in the display window to draw a line that represents one unit of measure.



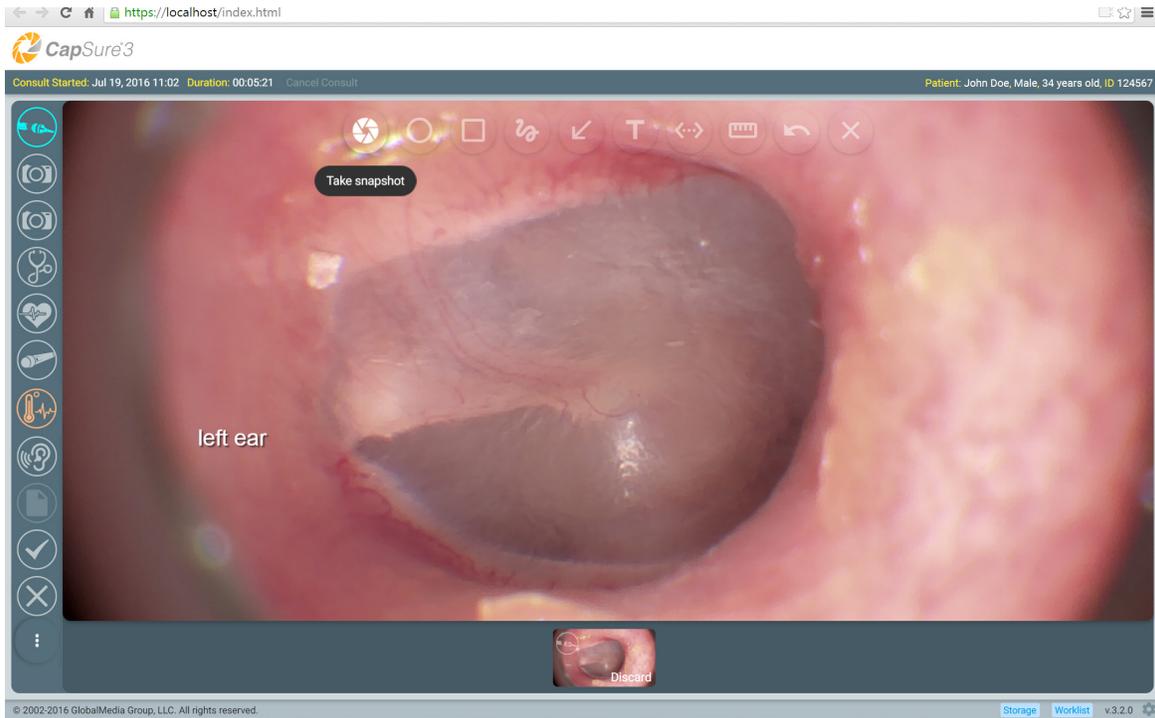
5. The user must enter a real-world value for the drawn calibration line and must select the desired unit of measure.



Note: CapSure 3 VistA allows the user to create up to 10 unique calibrations and each new calibration must be named. The program defaults to the last calibration used.

Image Capture

Click **Take snapshot** to capture an image. The captured image appears in the image panel beneath the main display window, as shown below.

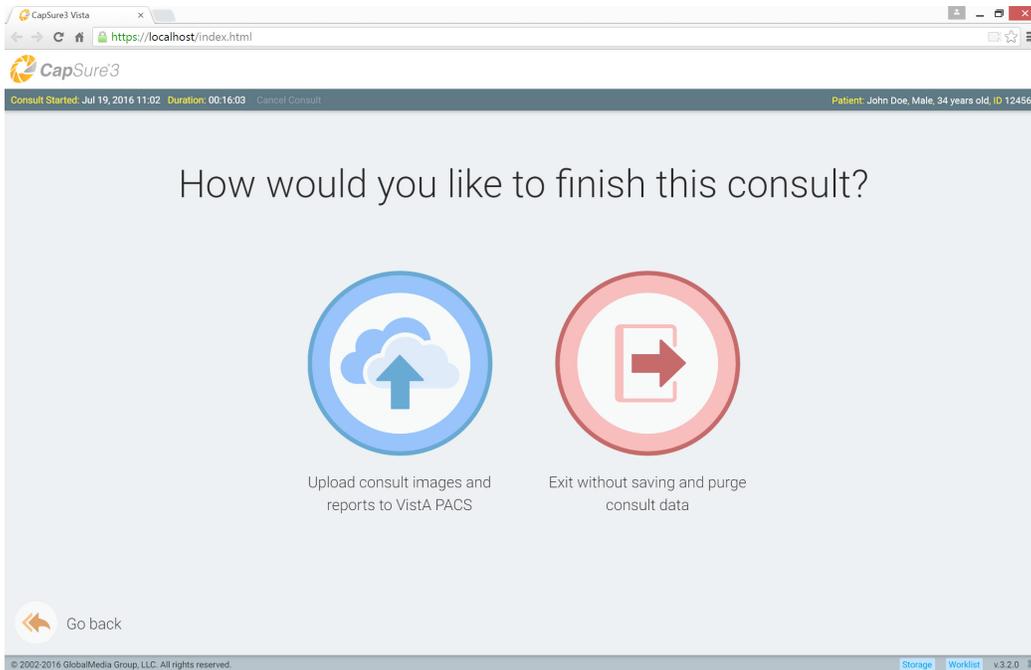


Note: Refer to the appendix of this manual for additional information about audiology image capture

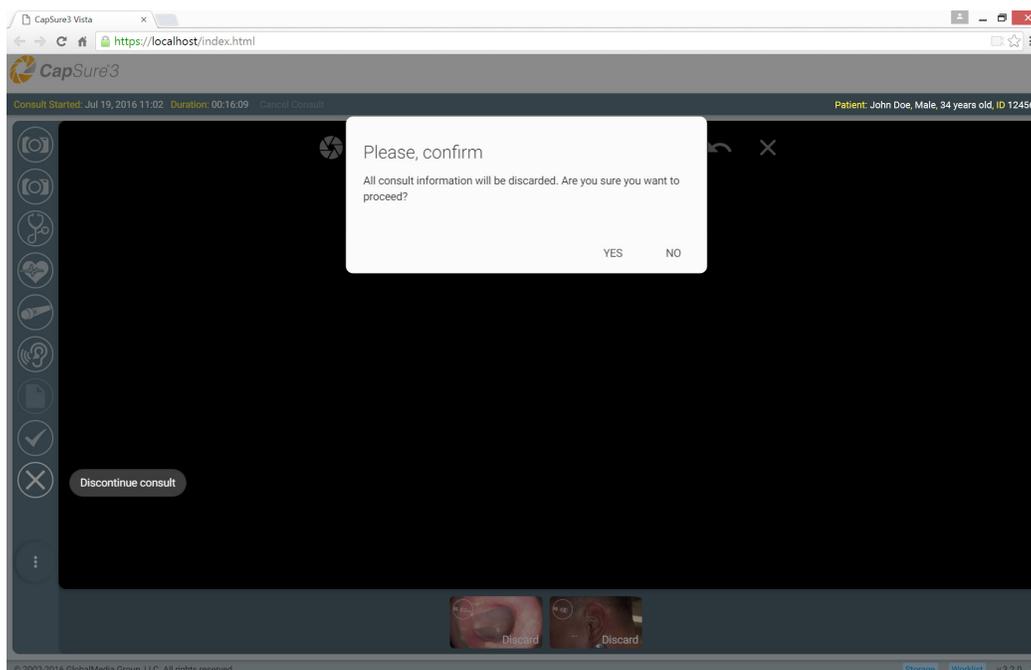
Completing a Consultation

Click the **Check Mark**  to end the consultation.

Select **Upload consult images and reports to VistA PACS** or **exit without saving** to complete the consult.



Alternatively, click **Discontinue consult**  to end the consultation.



Appendix

Note: Appendix of this manual is for additional information about audiology image capture.

Capturing Inner Ear Images using TotalExam 3

1. Ensure the otoscope head is attached to the TotalExam 3 camera.
 - a. To do so, verify that the reference mark on the camera wand and the otoscope head line up.
 - b. Twist the ring on the camera head to secure in place.
 - c. When secure, all three reference marks form a straight line.

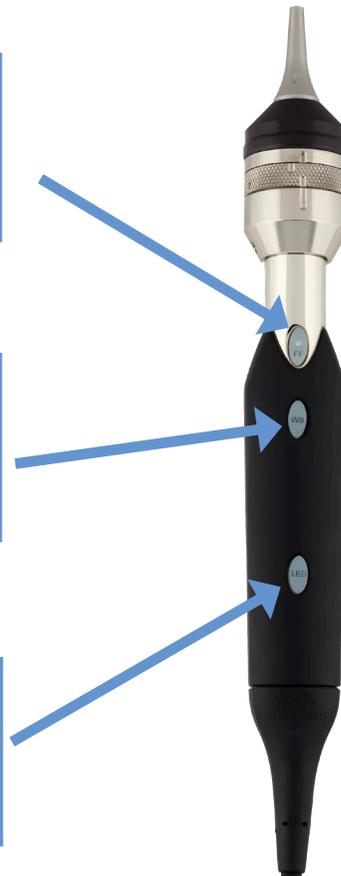


Upon selection of the TotalExam 3 camera, live video appears on the main display window.

FF – Freeze Frame: to pause an image, gently press and release this button; to un-pause press once again and let go.

WB – White Balance; once the desired light intensity is selected, point the camera at a white object and press to white balance. **Note this will have to be done once again if the light intensity changes.*

LED – Adjust the light intensity by pressing and toggling through 4 different intensities: Dim, Medium, Bright, Max



Configuring TotalExam 3 for Outer Ear Images

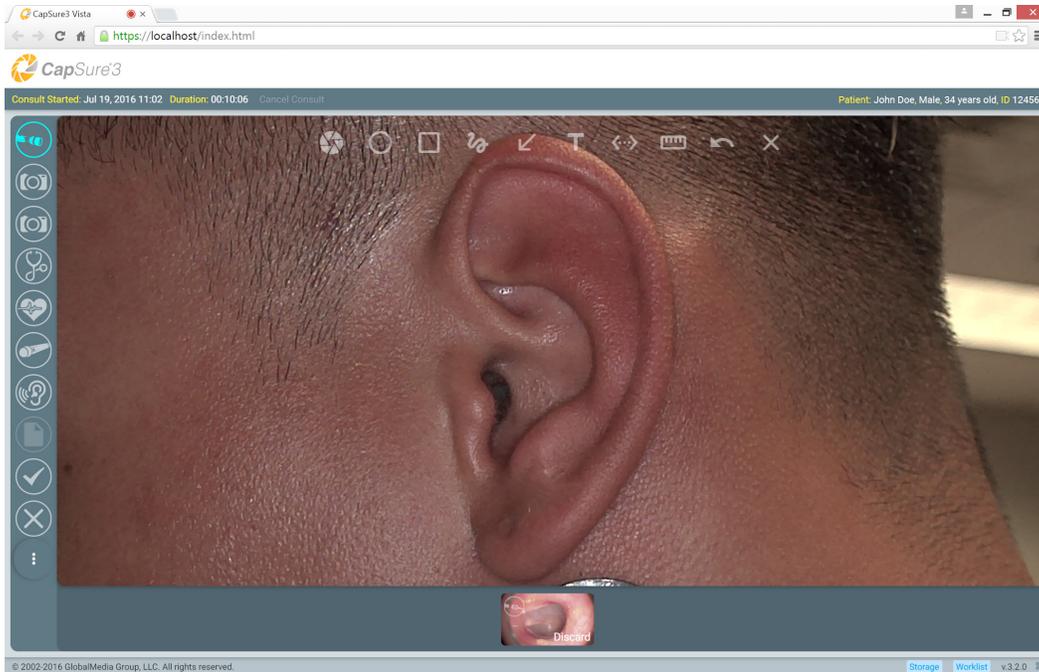
Note: In order to properly calibrate CapSure 3 VistA for outer ear measurements, the TotalExam 3 camera must be equipped with the auto focus head and elongated measurement tool.

1. Detach the otoscope head from the TotalExam 3 camera by turning the ring to misalign the reference marks and pull.
2. Attach the auto focus head to the TotalExam 3 camera by aligning the reference marks on the camera.
3. Connect the tongue depressor attachment to the neck of the TotalExam 3 camera wand. Make sure that the camera buttons are facing upwards.
4. Insert the elongated measurement tool into the tongue depressor attachment.

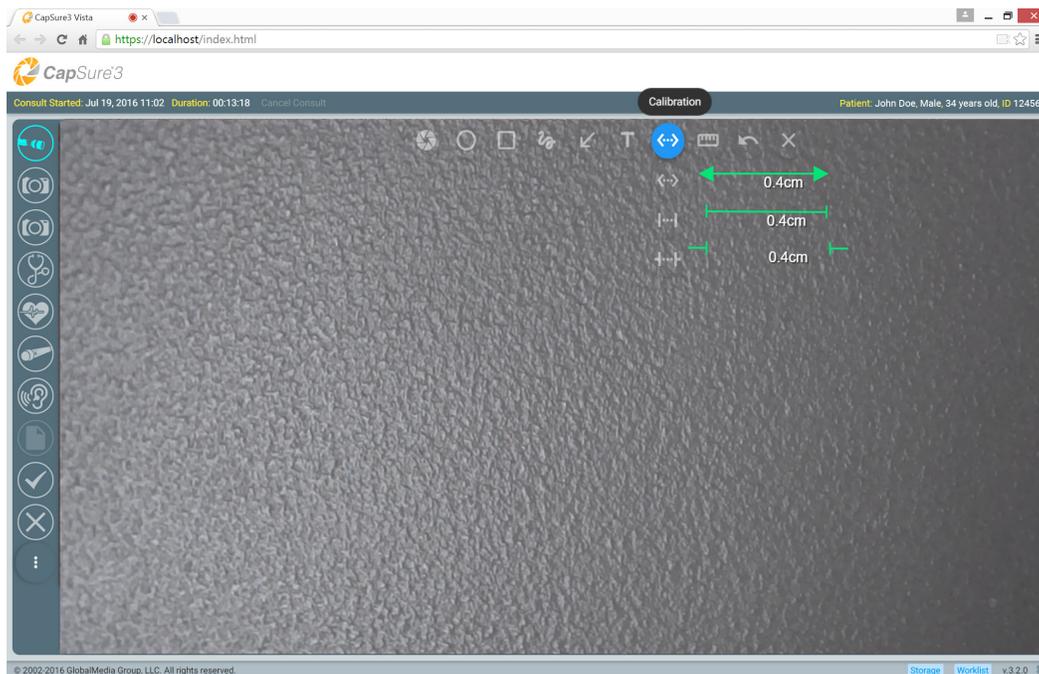
Capturing Outer Ear Images using TotalExam 3

1. Place the elongated measurement tool beneath the patient's ear.
2. With the buttons positioned upwards, press the FF button to freeze the image.

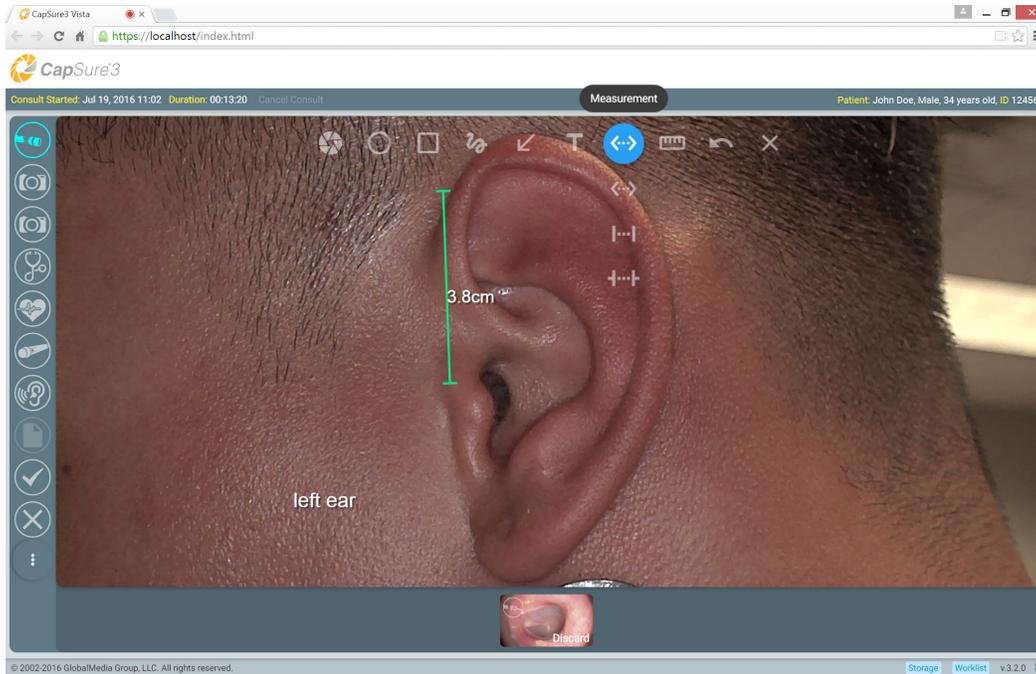
Note: Placement of the elongated measurement tool beneath the patient's ear must be consistent when gathering images. This ensures accurate and precise measurements.



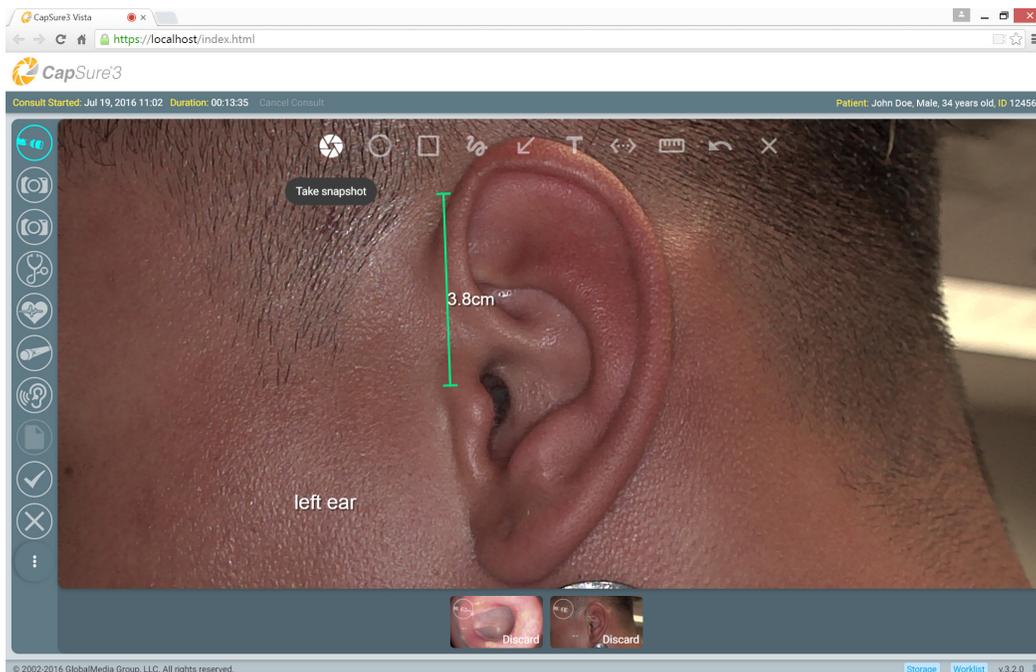
3. Once the image is frozen, click the Line Measurement button and select the desired style of measurement.



4. Click and drag the cursor to make the desired measurements.



Click **Take Snapshot** button to capture an image. The captured image appears in an image panel below the main display window as shown below.

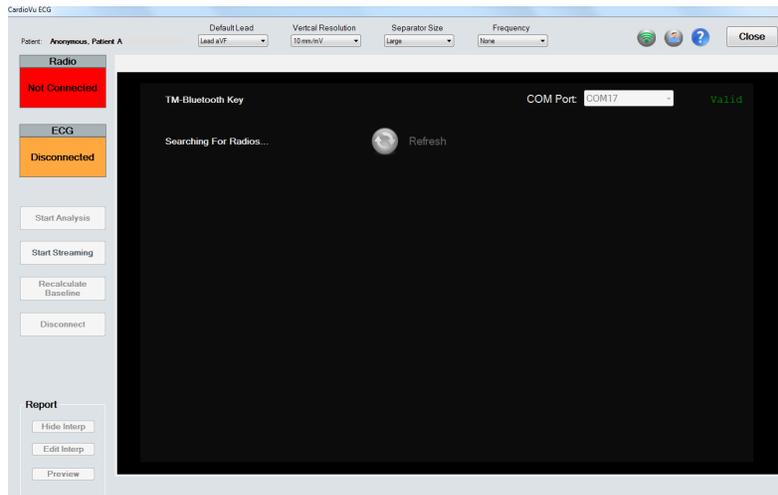


Integrated Medical Devices

For more information regarding integrated devices, please visit www.globalmed.com.

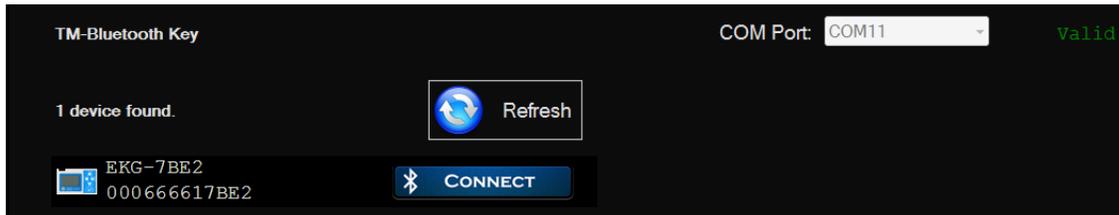
TotalECG

1. Ensure the TotalECG has two AA batteries and the Bluetooth dongle is attached to the station via USB.
2. Attach the leads to the patient as necessary.
3. Power on the TotalECG by pressing any button.
4. Click ECG  to run the TotalECG software in CapSure 3 VistA. If the COM port is valid, the software searches for an available ECG device.



5. Once TotalECG is located, the device information populates the screen. Click the **Connect** button. Once paired, the software streams live ECG data.

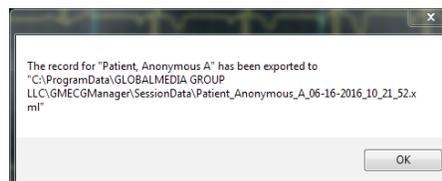
Note: Device pairing with software may take a few moments.



6. To generate a report, click **Start Analysis**. The software takes a ten-second reading to generate a report.



a. Once the report is generated, a message appears stating that the record has been exported.



b. Once exported, the report appears in the Session Tray for potential inclusion in the Consult Report.

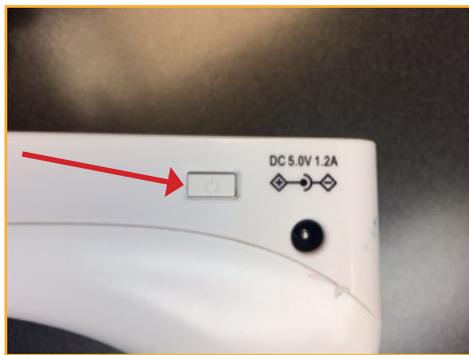
TotalVitals

1. To use TotalVitals within CapSure 3 VistA, the application must be configured properly.

- a. Select the Gear icon  to go to the Configuration screen.
- b. Make sure TotalVitals is selected.
- c. Click **Save and Verify**.

2. A TotalVitals connectivity indicator appears when a consult has been initiated. When the application is actively seeking to pair with a TotalVitals device, a scrolling status bar appears directly above the TotalVitals connectivity indicator. Follow the steps below to use TotalVitals.

a. Press and hold the power button at the top right corner to turn on TotalVitals. NOTE: The device connectivity light blinks until the device is connected to CapSure 3 VistA, then it's a solid light.



b. Pair the device with the Windows operating system.

Note: that the device will appear in the bluetooth devices as a headset with the title, "PC_300SNT."

c. With the device powered on, initiate a consult. The TotalVitals device connectivity indicator appears in the application footer. Selecting the indicator displays the connectivity status. The three connectivity states are:

- Discovering: Appears when the application is searching for a bluetooth radio signal
- Found Device: Appears once the application has discovered a bluetooth radio signal
- Connected: Appears when the application has successfully connected to the TotalVitals device

At this point, any vitals taken are automatically uploaded into the CapSure 3 VistA vitals screen.



d. To take a blood pressure reading, connect the cuff tube to the connector labeled “NIBP.”



e. Press and release the blood pressure button to begin the measurement. The CapSure 3 VistA vitals data fields reflect any vitals data registered on the device.



f. To take a patient's pulse, connect the oximeter probe into "PORT 1" or "PORT 2" and insert the patient's finger into the clip of the probe. Measurement begins automatically. The CapSure 3 VistA vitals fields reflect any vitals data registered on the device.

Note: TotalVitals continuously reads the patient's pulse. If the oximeter is removed from the patient's finger, the readings reset to 0.



g. To take a patient's temperature, connect the probe into either PORT 1 or PORT 2.

h. Remove the tip cover, insert the tip into the ear canal, and press the scan button on the top side of the probe to begin reading. The CapSure 3 VistA vitals fields reflect any vitals data registered on the device.



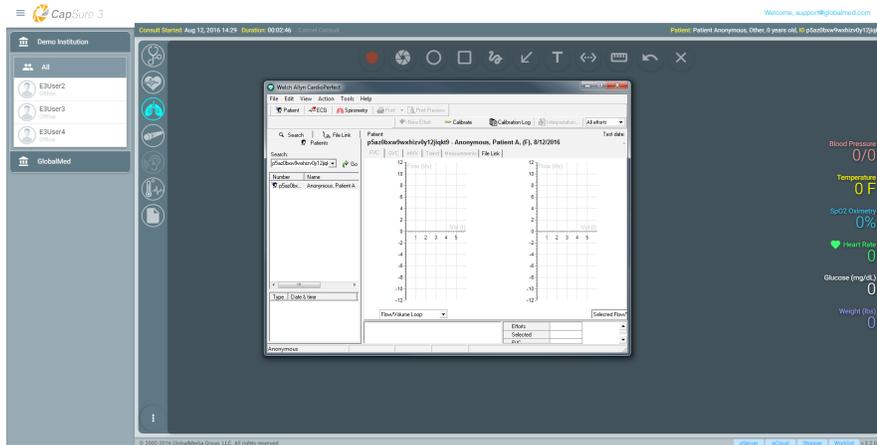
3. After all desired measurements have been acquired, select **Record Values and Continue** to save the data.



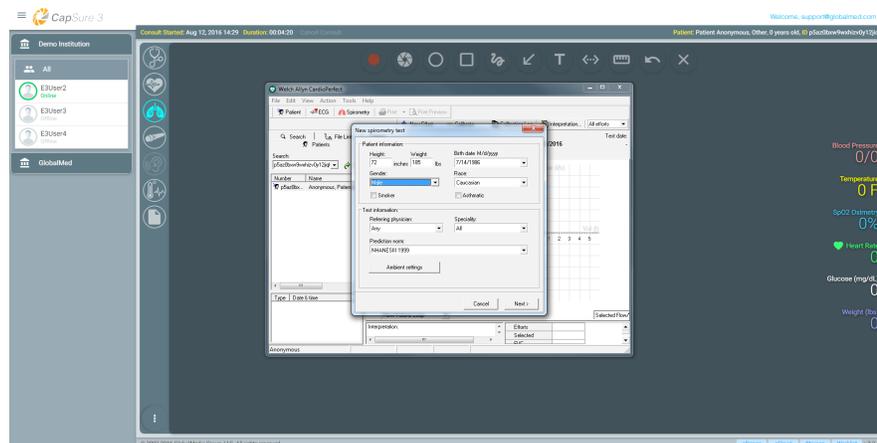
CardioPerfect Spirometry

1. Insert the spirometer into a USB port.

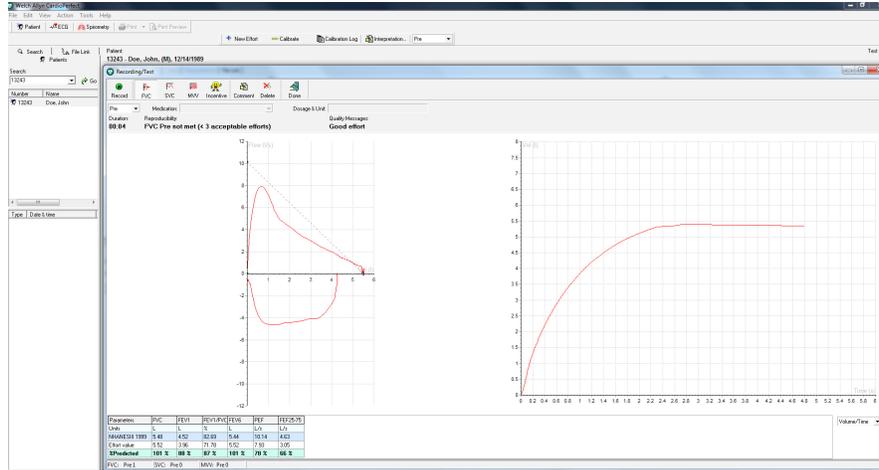
2. Click Spirometry  to run the CardioPerfect software.



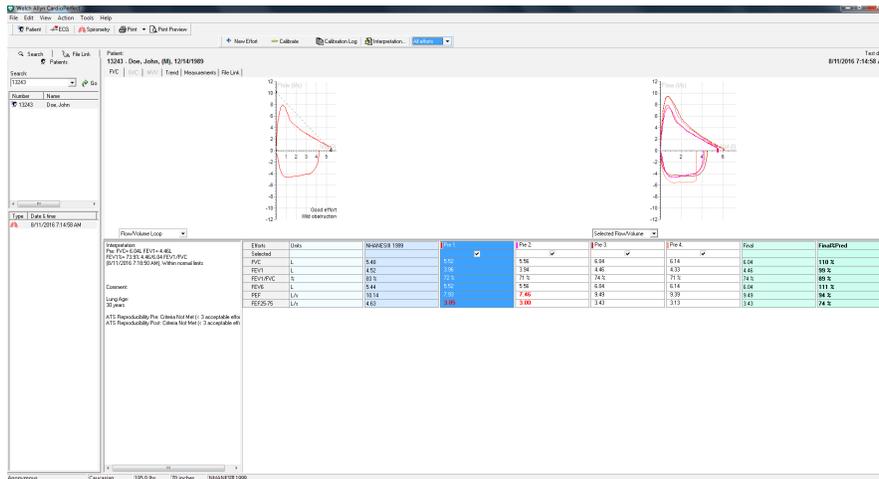
3. Select the **Spirometry** tab and enter the required patient information.



4. Click **Record** and instruct the patient to inhale deeply and exhale as hard as possible.



5. After three satisfactory efforts, click Done. The Spirometry view displays the spirometric measurements.

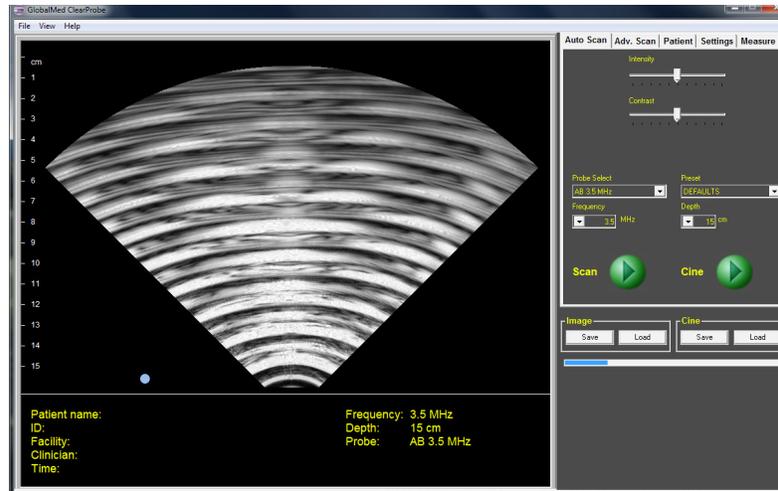


6. Once complete, the spirometric data automatically uploads to the Consult Report and can be viewed as a thumbnail in the session tray.

ClearProbe Ultrasound

1. Insert the ClearProbe into a USB port.

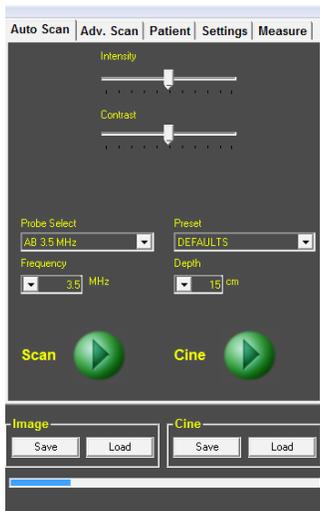
2. Select Ultrasound.  The corresponding software opens.



3. Apply the ultrasound gel to the probe.

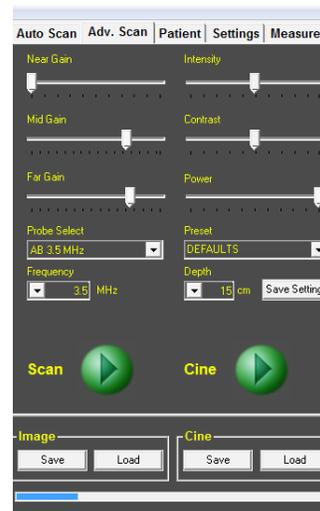
4. Press the button on the probe or click Scan within the software to begin an ultrasound reading.

5. There are five tabs in the User Interface Window:



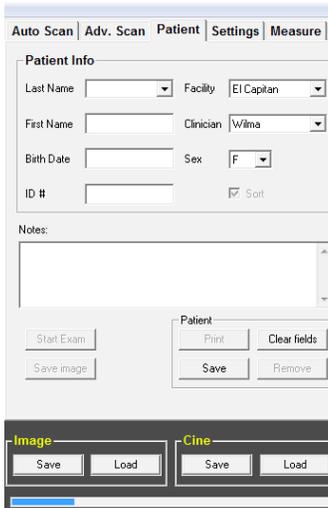
Auto Scan Tab -

- Select presets
- Adjust basic functions such as depth, frequency, intensity, and contrast



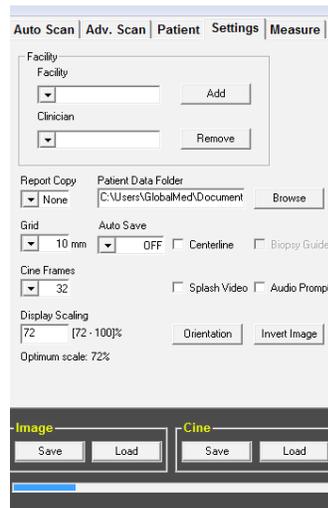
Advanced Scan Tab -

- Adjust the image's gains
- Adjust the pulse power
- Save presets



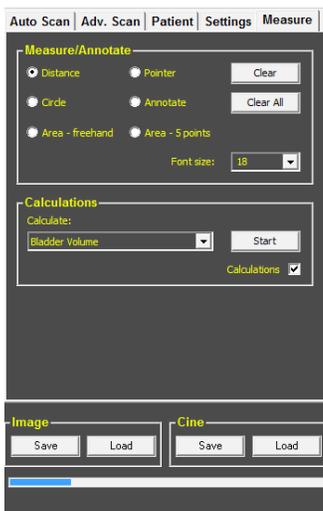
Patient Tab -

- Create and select patients prior to starting an exam
- New patient information can be typed over current information
- Select **Clear Fields** to remove all information without deleting a patient from the database



Settings Tab -

- Configure the software functions
- Set the image storage location



Measure Tab -

- Measure and annotate an image
- Perform any desired calculations

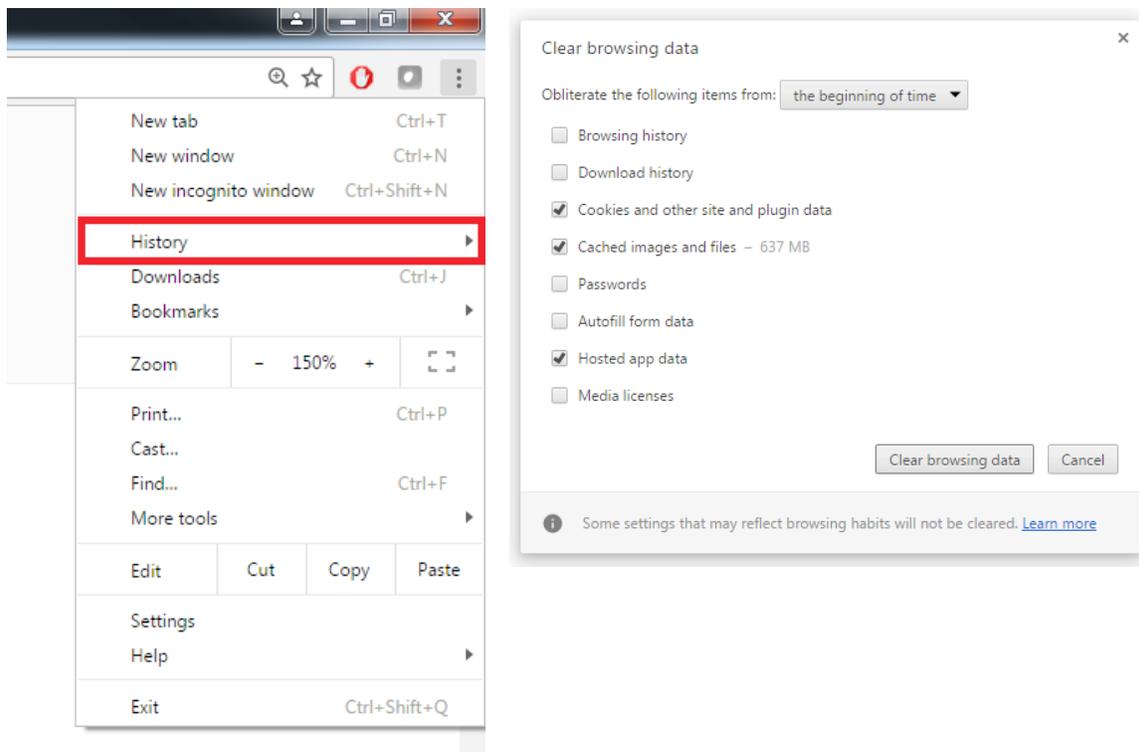
6. To upload sonograms into the Consult Report:

- a. Gather the desired images and click **Save**
- b. The saved images are displayed in the Session Tray of the Consult Screen and can be viewed in the Consult Report.

Troubleshooting

Depending on the cookies cached in Chrome, users may have to clear the Chrome cache after installing CapSure. Many non-normal CapSure behaviors can be fixed by clearing the Chrome cache. Adhere to the following steps to clear the Chrome cache:

1. To clear the cache in Chrome, press **CTRL + H** to open the History option in Chrome.
 - a. Click **Chrome History**.
 - b. Click **Clear browsing data**.
 - c. At the dropdown menu, select **from the beginning of time** for the deletion option.
 - d. Select **Browsing History**, **Download history**, **Cookies and other site and plugin data**, **Cached images and files**, and **Hosted app data**.
 - e. Click **Clear browsing data**.
2. Click in the URL bar and press **CTRL + F5**.



A decorative, ornate frame with intricate scrollwork and a central oval shape. The frame is rendered in a light gray, wireframe style. The text "Warranty Information" is centered within this frame.

Warranty Information

GlobalMed's hardware and software products come with a standard, one-year limited warranty.

Products that become defective during the first year (365 days) after the order is shipped ("Original Warranty Period") will be repaired or replaced by GlobalMed free of charge. This limited warranty is contingent upon proper use of the product and does not cover products that have been damaged (scratches, bent metal, broken components), misused, modified, or subjected to unusual physical or electrical stress. Customer must obtain an official Return Merchandise Authorization ("RMA") from GlobalMed prior to shipping any products to GlobalMed for repair or replacement. Customer must include all original components, literature, and packaging in the same salable condition received to avoid any additional charges. All returns for any other reason must be made within the first 30 days from time of shipment and will be subject to a 25 percent restocking charge.



Transforming Healthcare Globally™

15020 North 74th Street
Scottsdale, Arizona 85260 USA

1.800.886.3692

+1.480.922.0044 phone
+1.480.922.1090 fax
telem@globalmed.com
www.globalmed.com

©2002-2017 GlobalMedia Group, LLC. DBA GlobalMed.
All Rights Reserved. Additional copyright and patent
information can be found at www.GlobalMed.com/legal

MAN-600470 Rev.C



Made in the USA
Products and services
distributed globally