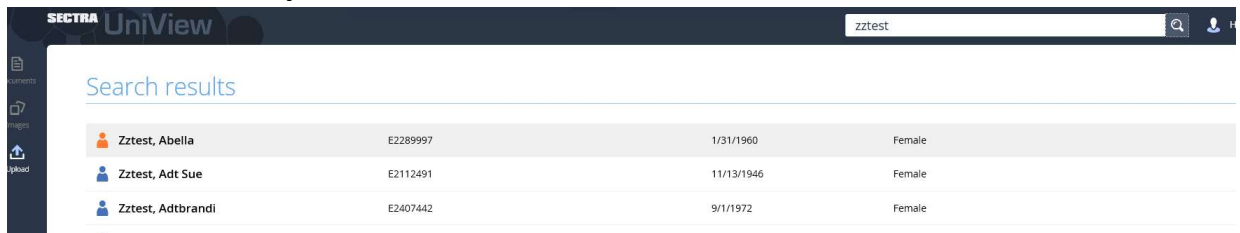


# HOW TO ACCESS RADIOLOGY IMAGES in SECTRA PACS using UNIVIEW

**\*Important- Sectra uses your network ID and password. If you cannot access UniView, contact iSupport, they can add this to your account.\***

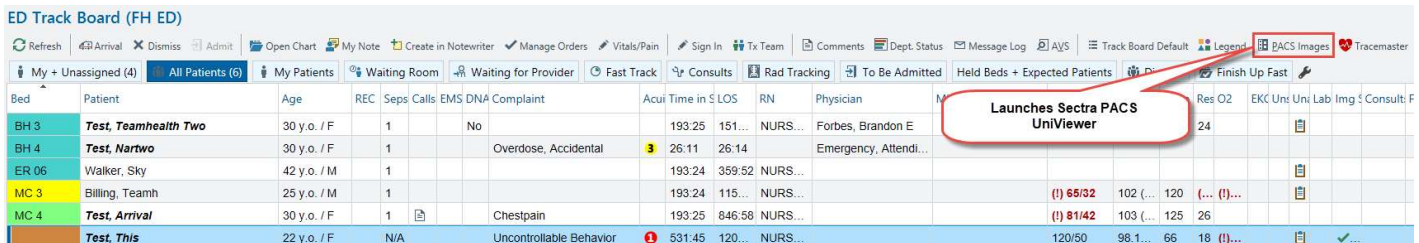


1. Desktop Icon - You will be prompted for your username and password.
  - a. Once logged in, the patient search screen will be displayed. You may enter MRN or patient last, first name.
  - b. Click the selected patient to see their exams.

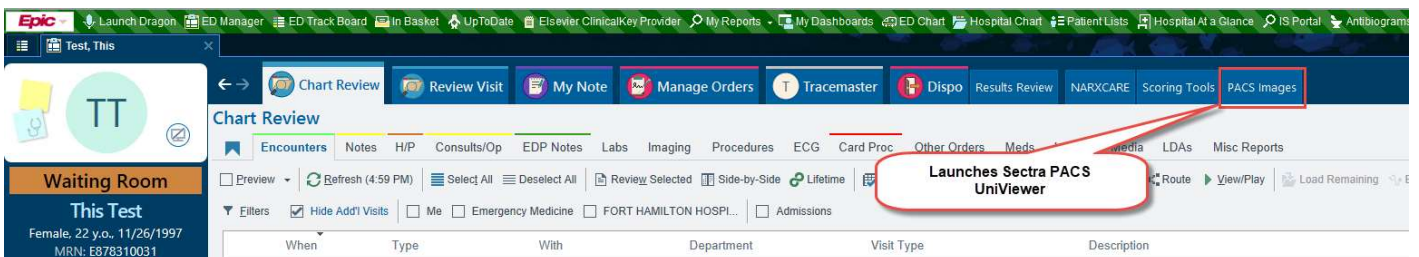


2. Epic Patient-Level PACS Button: Will automatically log you into UniView and take you to the most recent exam.

- “PACS Images” will launch Sectra UniView to view all exams performed for that patient across the network.
- From Within the ED Track Board



- From Within the Patient Chart Review



- **Order-Level PACS Link:**
  - “Show images” link opens the specific exam in Sectra

**Chart Review**

Imaging | Encounters | Labs | Procedures | ECG | Other Orders | Media | Medications | Episodes | Letters | Notes | LDAs | Misc Reports

Preview | Refresh (4:35 PM) | Select All | Deselect All | Review Selected | Route | Add to Bookmarks

Filters | Hide Cancelled | Final Resulted | X-Ray | CT | MRI | US | IR | NM | PET | Mammo

To save time not all records have been loaded and sorted. Load All Records Now | Hide

Ordered	Service Date	Cancelled	Accession #	Exam
Today	Today		CT-19-0000...	CT-NECK SOFT TISSUE WO CONTRAST
Today	Today		CT-19-0000...	CT-HEAD W/O CONTRAST
09/05/2019	09/05/2019		CT-19-0661...	CT-HEAD W/O CONTRAST
08/29/2019	08/29/2019		MR-19-000...	MRI-HEAD W/O CONTRAST
08/22/2019				MRI-BREAST BIL W/O CON
07/17/2019	07/17/2019		US-19-0000...	US-OB LESS THAN 14 WEEKS

**CT-NECK SOFT TISSUE WO CONTRAST [IMG 160229003]**

Date: 9/11/2019 | Department: FORT HAMILTON HOSPITAL IMAGING | Released By: Matthe

Show Images for CT-NECK SOFT TISSUE WO CONTRAST

**Patient Information**

Patient Name: Zztst, Radiantix (E762200506) | Sex: Female

## Patient Overview and Viewing Images

The first window is the Documents tab that has the exams on the left-hand side (Patient Exam History). Once an exam is selected, you can see all information about it on the right-hand side. See below for details.

**SECTRA UniView**

Documents | Images

**Clark, Natalie** | Born: 12/1/1947 | Current age: 70 years | Sex: Female | Medical record number: T301

Filter examinations | Showing 4 out of 4 examinations

**2012**

TOMO SCREENING | MG | BREAST | 9/20/2012

DIAGNOSTIC MAMM B... | MG | BREAST | 1/3/2012

**2010**

DIAGNOSTIC MAMM B... | MG | BREAST | 12/30/2010

**2009**

DX MAMM BIL DIGITAL | MG | BREAST | 12/22/2009

**Report**

Final report | Rad Sectra | 3/22/2018, 5:11 PM

1/3/2012, 6:14 PM, DIAGNOSTIC MAMM BILATERAL DIGITAL (G0204)

This is where the final report will be saved.

**Examination**

Sectra Hospital | 1/3/2012, 6:14 PM

DIAGNOSTIC MAMM BILATERAL DIGITAL (G0204)

1 8:38 AM 1 8:39 AM 1 8:40 AM 1 8:44 AM 1 8:45 AM 1 8:47 AM 1 8:48 AM

**Teaching Files**

Keywords: CAD | Mammography

**Request**

Sectra Hospital | Knapstad, T. Dr. | No referring unit

1. The patient exam history can be viewed to the left in the patient overview. The patient exam history is sorted by examination date with the newest examination on top.
2. The filter can be used to narrow down the patient exam history.
3. After selecting an exam in the patient exam history, thumbnail images and reports are shown in the patient overview. Documents are represented as document icons.
4. To view the patient images, select the **Images** icon in the toolbar or double-click the image thumbnail.
5. Importing Archived Images into Sectra UniView

If a patient has been scheduled for a radiology exam, relevant priors from a set number of years will be prefetched from the archive and will be available in UniView to view. If a patient you are viewing has not had a recent exam performed, you will need to import the images from the archive. On the documents tab, choose the **Select for Import** icon to retrieve the images.

## Examination

No institution

XR-HYSTEROSALPINGOGRAM (+INJ)



## Import images

There are images available for import from external sources.

Select for import

No images

## Image View






















1. The examinations for a patient are listed to the left in the image view. Examinations belonging to the selected request are automatically expanded. Click the plus sign to expand more examinations and view the series and documents that are included. Examinations belonging to the selected request are marked with an orange border in the patient history list.
2. Thumbnails for series that are viewed in the image view are marked with an orange tick. The thumbnail for the series that is in the active image partition is also marked with an orange border in the patient history list. Note: The thumbnail for the series that is in the active image partition in the secondary image window is marked with a dashed orange border in the patient history list.
3. The filter can be used to narrow down the examinations for a patient, in the same way as in the patient overview.
4. The toolbar contains tools for interacting with the image.

## Teaching Files

For users who utilized the teaching files in Intellispace, you will need the full software version of Sectra called IDS7. Please contact iSupport and request access and software to be installed. The IS imaging team will assist you.

# UniView - Image manipulation

The following are useful tools:

-  Click **Toggle full screen mode** to display the image in full screen. Click the button again to return to the standard view
-  Click the **layout folder** on the toolbar and select the preferred layout. This is how you quickly split the screen and display multiple images, for example 1x2, 2x2 etc.
-  Drag and drop the thumbnails you want to display to the Extend layout/Add to layout area in the top left corner of the image view.
-  **Reset** -- To remove all image manipulations .
-  Click the **Measure and Annotate** to expand the tools. Select either the distance or the angle tool.
-  **Measure** – left-click one time to start the measurement, move the mouse and left-click one more time to finalize the distance.
-  **ROI Measurement** – left click where you want to start forming your region of interest. Left click again to add new anchor points. To finish, double left-click, or left-click on the first anchor point. You can left click and drag on any point to adjust after forming shape.
-  **Angle** – left-click a total of four times to create the measurement. (1) Click where you want to start the first line for the angle. (2) Click to finish the first line. (3) Click to start the second line. (4) Click to finish the second line.
-  **Freehand Draw** - Click and hold down the left mouse button while moving the mouse to draw. Repeat step 2 to draw multiple lines on the same image. You can delete the last drawn line by pressing the Delete button.
-  Click **Cine** to use the cine navigator at the bottom of the image
-  Use the window/level adjuster tool to change the brightness and grayscale
-  Select the **Orientation** tool to show four ways of rotating and flipping the images
-  Click **Zoom** and move the mouse up to zoom in and move the mouse down to zoom out. You can also hold down Ctrl and left mouse button to zoom
-  Click **Toggle localizer mode** to enable the localizer. Display two or more images with the same frame of reference (different orientations). Click on a partition and the other partition(s) now show the localizer if applicable
-  To enable 3d, click **3D (T)** to toggle the 3D view.
-  To enable MPR, click **MPR** to toggle to MPR mode.
-  The standard quality mode in UniView is JPEG compression. Click **Toggle full quality mode** to view the images in the same quality as in IDS7
-  On the toolbar, click Download to save the image to your local device.
-  It is possible to print the image from the active partition. The image will have default window level and will not include any image information, annotations or overlays.

## Sectra UniView Shortcuts



## General

Open shortcuts help dialog

?

Cancel

Esc

## Image Operations

Reset

Esc

Zoom

Z

or Ctrl Left click Drag

Toggle localizer overlay

O

Toggle full quality mode

Alt Q

Toggle 3D

T

Print

P

View DICOM elements

Shift H

Play/stop cine loop

C

Add to sync group

Mouse over image +

Remove from sync group

Mouse over image -

Toggle expanded image partition

Left double-click

Open secondary image window

Shift Left click

Toggle annotations created in other applications

Shift A

## Navigation

Go to next series

Shift ►

Go to previous series

Shift ◄

Go to next key image

NUM3

or Shift ▼

or Shift Scroll

Go to previous key image

NUM9

or Shift ▲

or Shift Scroll

## Measure and Annotate

Distance measurement

D

Angle measurement

A

Region of interest

R

Freehand draw

F

## Window Level

Adjust window level

W

or Mouse wheel Drag

Invert

I

Set preset window level

0 - 9

## Orientation

Rotate 90° clockwise

Alt O

Flip horizontal

Alt H

Flip vertical

Alt V

## MPR

Toggle MPR

M

Slab thickness

Shift Scroll

Average slab mode

Shift 1

MIP slab mode

Shift 2

MiniP slab mode

Shift 3

Swivel

Alt Left click Drag

## Additional support

Click on your username in the upper right hand corner and select **Help** to download a comprehensive user guide.

To see all keyboard shortcuts available in UniView, choose **Shortcuts** from the drop down.

## Log off

Remember to sign out or close the UniView program window before you leave the workstation.

