


# IMPAX 6.5.1 Quick Reference: IMPAX Reporting for Administrators


## Configuring the IMPAX RIS Client

1. Set the TEXTAREA.DISABLE\_ONLINE parameter to **1**.
2. Set the SPEECH.INSTALLED parameter to **1**.
3. Set additional IMPAX RIS parameters as appropriate.

## Mapping IMPAX RIS users to IMPAX users


1. From the **Configure** drawer menu , select **Users and Roles**.
2. In the navigation pane, select a user.
3. In the details pane, expand the **User** bar.
4. Switch to the **Mapping** tab.
5. In the Agfa RIS User ID field, type the **IMPAX RIS user ID**.
6. Click **Apply**.

## Defining dictation permissions in IMPAX for IMPAX Reporting


1. From the **Configure** drawer menu , select **Users and Roles**.
2. In the navigation pane, select the role to configure.
3. In the details pane, expand the **Permissions** bar.
4. Select the **Study-Based** tab.
5. Under For Permission, select a permission from the list.
6. From the Assign operations from list, select **PACS Client**.
7. Under Operations select what permissions to assign to the study.

**Dictate Studies as Radiologist** or **Dictate Studies as Resident** must be selected to allow the user to initiate a new report on the IMPAX Client.

## Configuring stations to retrieve data from the IMPAX RIS and IMPAX databases


1. From the **Configure** drawer menu , select **Stations**.
2. Drag all stations in the **Internet** station container to the **IMPAX RIS** station container.
3. Select the **IMPAX RIS** station container.
4. Switch to the **Services Access** tab.
5. Remove **mvf** from the related Web Service URLs.

## Determining what to show in the Text area when opening a study


1. From the **Configure** drawer menu , select **Preferences**.
2. If in the Configure area, in the navigation pane, select a role or user.
3. In the details pane, expand the **Text Area** bar.
4. Switch to the **Behavior** tab.
5. Under *Study has a report*, select what to show in the Text area when a study that has a report is opened.
6. If you select the **Show Report** option, you must specify what the default report type to display is.
7. Under *Study does not have a report*, select what to show in the Text area when a study that does not have a report is opened.

8. If **Show Scan** or **Show Q and A** has been selected in steps 5 and/or 7, under *If no scan or Q and A is available*, select what to show in the Text area when a study that does not have a scan or Q and A is opened.
9. If in the Configure area, the changes are saved automatically when you switch context.


## Selecting IMPAX Reporting for dictation

1. From the **Configure** drawer menu , select **Preferences**.
2. If in the Configure area, in the navigation pane, select a role or user.
3. In the details pane, expand the **Text area** bar.
4. On the Reporting tab, select **IMPAX Reporting** (for IMPAX Reporting).
5. In the Database field, type the name of the IMPAX RIS database.
6. To use IMPAX Reporting and embedded speech integration, select **Create reports/dictations with IMPAX Reporting**.
7. If the IMPAX Reporting option is selected, to use the Nuance SpeechMagic InterActive for online speech recognition, select **Use SpeechMagic Interactive for online speech recognition**.
8. If in the Configure area, the changes are saved automatically when you switch context.

## Specifying addendum and status line location in existing reports


1. From the **Configure** drawer menu , select **Preferences**.
2. If in the Configure area, in the navigation pane, select a role or user.
3. In the details pane, expand the **Text Area** bar.
4. Switch to the **Configuration Options** tab.
5. Determine where a new addendum is added to an existing report.
6. Determine where the addendum status line is inserted.
7. If in the Configure area, the changes are saved automatically when you switch context.

## Determining configuration options for IMPAX Reporting

1. From the **Configure** drawer menu , select **Preferences**.
2. If in the Configure area, in the navigation pane, select a role or user.
3. In the details pane, expand the Text area bar.
4. Switch to the **Configuration Options** tab.
5. To determine the viewing mode for Microsoft Word in the Report panel, select the appropriate option.
6. To populate the radiologist field with the login user name when creating a new report, select the **Assign user to study/studies when creating new report** checkbox.
7. To automatically show any report remarks when a user is viewing a report, select the **Automatically pop up the report remark when there is one** checkbox.
8. To show the standard text panel, select the **Show standard text panel** checkbox.

9. If in the Configure area, the changes are saved automatically when you switch context.

## Verifying the installation and configuration for IMPAX Reporting

1. Open a study.
2. In the details pane, expand the Text area.
3. To open the Service window, in the Report panel, click **Service window**. 
4. Ensure that all items in the Service window are marked with a **V**.

## Creating sign-off worklists

1. In the List area, click **Worklists**.
2. In the Worklist Library, under Standard Worklists, click **New**.
3. In the Worklist Name field, type a name that describes the purpose of the worklist.
4. From the Type of Worklist list, select **Sign Off Worklists**.
5. Switch to the **Organization** tab and select a location for the worklist in the role hierarchy.
6. Switch to the **Physicians** tab and select the radiologist or radiologists (use the **Shift** and **Ctrl** keys) using this worklist to sign off reports.
7. Click **OK**.

## Creating proxy sign-off worklists

1. In the List area, click **Worklists**.
2. In the Worklist Library, under Standard Worklists, click **New**.
3. In the Worklist Name field, type a name that describes the purpose of the worklist.
4. From the Type of Worklist list, select **Sign Off Worklists**.

5. Switch to the **Organization** tab and select a location for the worklist in the role hierarchy.
6. Switch to the **Physicians** tab and select the **Proxy Signoff** checkbox.
7. Select the radiologist the proxy sign-off worklist applies to.
8. Click **OK**.

## Adding a feed worklist button to the List area

1. In the List area, right-click in the Wizard toolbar and select **New**.
2. In the Wizards dialog, in the Wizard Name field, type the name for the new feed wizard.
3. In the Display Text field, type the text to appear on the wizard button.
4. In the Tooltip field, type the explanatory text to appear when the pointer is placed over the wizard button.
5. In the Script field, type (or copy and paste from the sample script) the script to run.
6. To ensure that the script syntax is correct, click **Test**.
7. When finished, click **OK**.