

Welcome to Medicom Image Downloading, Viewing, and Sharing

Medicom is an image portability solution as well as an image viewer. The outstanding function of Medicom is that you are able to share images directly with others (providers and patients) through the internet as well as burn images to CDs or flash drives. You can also download your patients' images to your workstations. This easy sharing feature negates the need to go through the process of requesting and waiting for CDs to be mailed, delivered, or picked up by the patient. This function is also available to patients via ARA's online portal.

NOTE: You can still view your patients' images via ARA's PACS (Fuji Synapse). In many situations, Synapse is the preferred application for viewing images and reports.

Image Access in RoyalMD

Several image selections are available in the **Image Drop-down** on the home page of the RoyalMD portal: **Share Images**, **Download Images**, and **Burn Images**.

Images are not currently downloadable on MacOS.

DOWNLOADING IMAGES ONTO YOUR DEVICE

The screenshot shows the Medicom web portal interface. At the top, there are navigation links: HOME (highlighted with a red box), ORDER EXAM, and ORDER HISTORY. Below this is a 'PROVIDER UPDATES' section. The main area features search filters: 'My Patient Search' (selected) and 'All Patient Search'. Search criteria include: Search: compliance (highlighted with a red box), Patient MRN, Is Primary: All, Patient Last Name, Patient DOB, Provider: EINFORMATICS, TEST, Exam Status, and My Sta. Below the filters is a table of patient exams:

	Patient Name	Patient DOB	Patient MRN	Accession #	Appointment Date & Time	Procedure	Provider
	TESTACCT, COMPLIANCE PRIVACY	10/3/1994	45511446	60055656	10/30/2023 10:30 AM	PELVIC TRANSABDOMINAL AND TRANSVAGINAL ULTRASOUND	EINFORM MD
	TESTACCT, COMPLIANCE PRIVACY	10/3/1994	45511446	60055096	10/10/2023 2:30 PM	ADRENAL ULTRASOUND	EINFORM MD
	TESTACCT, COMPLIANCE PRIVACY	10/3/1994	45511446	60055097	10/10/2023 2:30 PM	CT ANKLE WITHOUT CONTRAST - LEFT	EINFORM MD

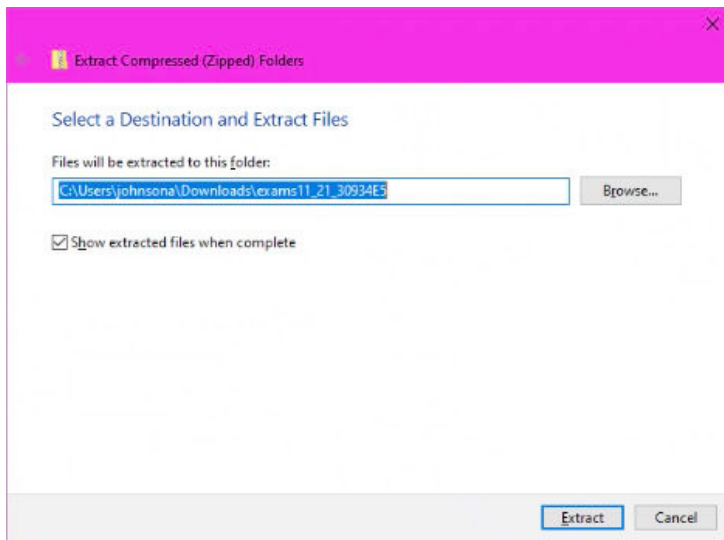
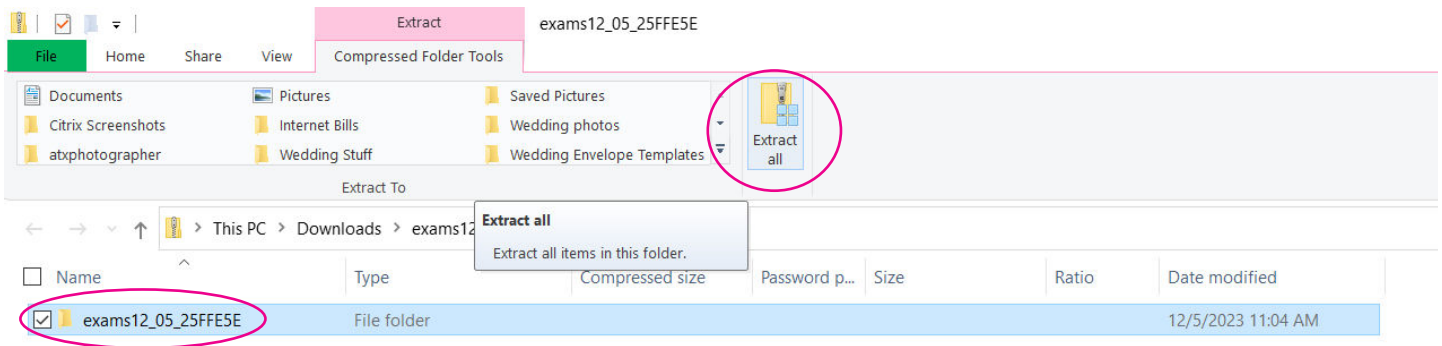
A dropdown menu is open over the second row, showing options: Share Images, Download Images (highlighted with a red box), and Burn Images.

- After you click **Download Images** in the drop-down list and select a destination folder, the files will start downloading, showing this progress screen:

The screenshot shows a 'Download' progress screen with a circular progress indicator at 10.0%. Below the progress indicator is a table with patient information:

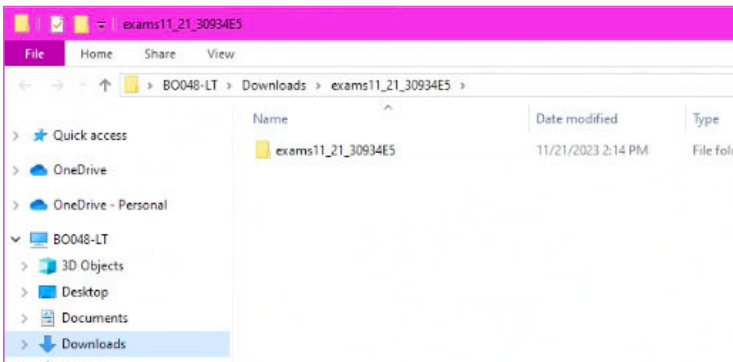
Patient Name	Date of Birth	Exam Date	Exam Title	Institution
TESTACCT COMPLIANCE	Oct 03, 1994	Oct 03, 2023	ANKLE, 2 VIEWS - LEFT	ARA Diagnostic Imaging

- When the download finishes, you can access the image folder in your **Downloads** folder or Recent Downloads History.
- Extract file from the downloaded folder through the **Extract All** function on your file window or by right-clicking on the file and choosing **Extract** from the drop-down. File naming protocol will be as shown below.



- Select your file destination and check the **Show extracted files when complete** option. Then click **Extract** at the bottom.

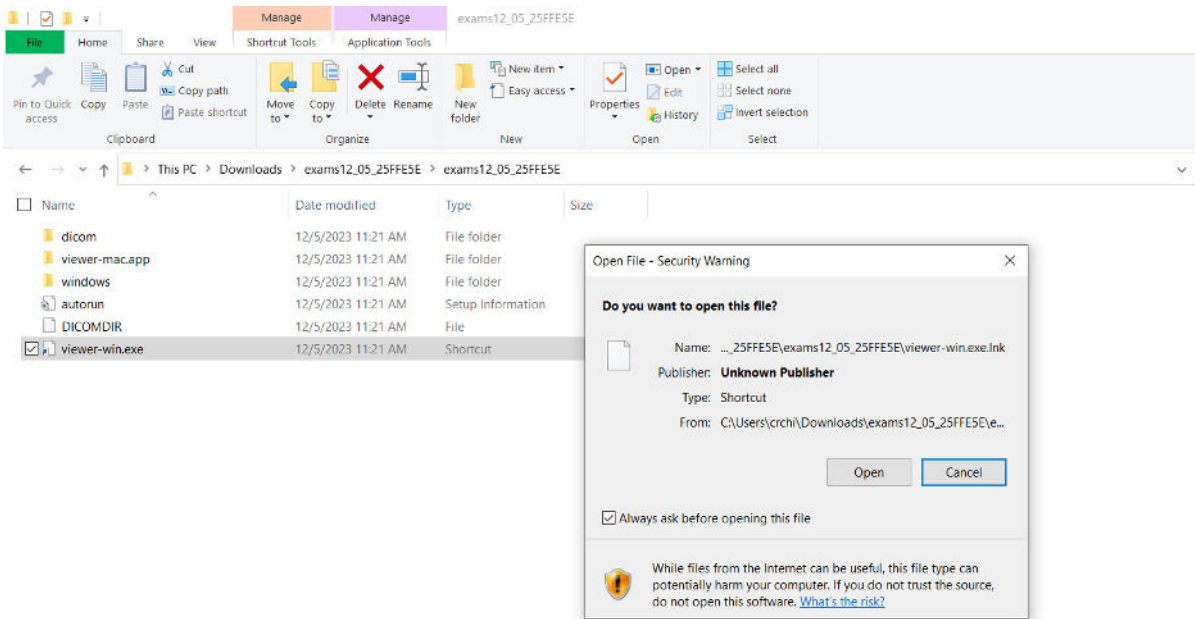
Images are not currently downloadable on MacOS.



- When you click **Extract**, a new window will open with your exams folder. Double-click to open the folder and the exam files will download to the folder you select on your device.

VIEWING IMAGES ON YOUR DEVICE

- If you would like to see the exams in the Medicom viewer, Double click on **viewer-win.exe** to open the viewer and see the study. Click Open to launch the Medicom viewer and the patient's exams will appear on the screen.

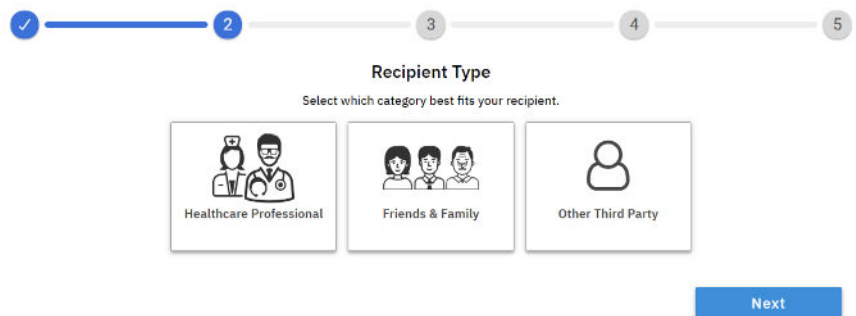


COPYING IMAGES TO A REMOVABLE DEVICE

- Once your exams are on your device, you can copy them to a removable device such as a CD or flash drive for transport/mailling.
- To copy to a removable device, right-click the exam, select **Copy**, then **Paste** into your removable device.
- If you are using an external drive like a flash drive, you are finished. If you are copying the exams to a CD, click the **Burn** button (**Drive Tools > Finish Burning** in File Explorer in Windows), and let the system copy the exams onto the disc.

SHARING IMAGES ONLINE

- Image sharing is easy on Medicom. Choose **Share Images** from the drop-down shown on page 1. You will be able to select from the three destinations shown here and the software will walk you through the process.
- ARA patients with an account on our patient portal are able to view and share their images through the same process as providers.



HAVE QUESTIONS?

Contact ARA's Provider Relations Associates at ProviderInfo@ausrad.com or (512) 731-2254 or by scanning this QR code.



NEED TECHNICAL HELP?

Contact ARA's Service Desk at (512) 531-7227.