



iR/Supply™

**4.0**

**User Guide**



## **PREFACE**

This user guide provide information for the use and operation of the iRISupply™ Cabinet System. This user guide is considered a permanent part of the iRISupply™ Cabinet System, and should remain with the iRISupply™ Cabinet System at all times.

The iRISupply Cabinet System must be professionally installed by authorized personnel from Mobile Aspects.

Changes or modifications not expressly approved by Mobile Aspects could void the user's authority to operate the iRISupply Cabinet System.

The information and specifications included in this publication were in effect at the time of approval for printing. Mobile Aspects reserves the right, however, to discontinue or change specifications or design at anytime without notice and without incurring any obligation whatever. No part of this publication may be reproduced without written permission.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:  
(1) this device may not cause harmful interference,  
and (2) this device must accept any interference received, including interference that may cause undesired operation.



## Revision History

Date	Version	Description	Author
04/14/06	1.0	Original Version	K. Le



## Table of Contents

- 1. iRISupply User Log-In..... 6
  - 1.1. Magnetic Stripe Card .. **Error! Bookmark not defined.**
    - 1.1.1. Process Flow Diagram **Error! Bookmark not defined.**
    - 1.1.2. Process Flow Description ..... **Error! Bookmark not defined.**
  - 1.2. HID ..... 6
    - 1.2.1. Process Flow Diagram ..... 7
    - 1.2.2. Process Flow Description ..... 8
  - 1.3. Proximity Card ..... 10
- 2. Patient List Functionality ..... 11
  - 2.1. Selecting a Patient ..... 11
    - 2.1.1. Patient List Screen ..... 12
    - 2.1.2. Workflow ..... 13
    - 2.1.3. Workflow Description ..... 14
  - 2.2. Sorting the Patient List ..... 18
    - 2.2.1. Patient List Sort Screen..... 19
    - 2.2.2. Workflow ..... 20
    - 2.2.3. Workflow Description ..... 21
  - 2.3. Searching the Patient List ..... 27
    - 2.3.1. Patient List Search Screen ..... 28
    - 2.3.2. Workflow ..... 29
    - 2.3.3. Workflow Description ..... 30
- 3. Removing and Adding an Item ..... 34
  - 3.1. Accessing the Cabinet ..... 34
    - 3.1.1. Cabinet Access Screen ..... 35
    - 3.1.2. Workflow ..... 36
    - 3.1.3. Workflow Description ..... 37
  - 3.2. Completing Your Transaction ..... 41
    - 3.2.1. Status Change Screen..... 42
    - 3.2.2. Workflow ..... 43
    - 3.2.3. Workflow Description ..... 43
- 4. Product Directory ..... 44
  - 4.1. Selecting a Product ..... 44
    - 4.1.1. Product Directory Screen ..... 45
    - 4.1.2. Workflow ..... 46
    - 4.1.3. Workflow Description ..... 47

## 5. Appendix – Glossary of Terms

Term	Definition
Auxiliary Cabinet	An auxiliary cabinet does not contain a control compartment. It typically consists of 1 to 3 doors and 1 to 3 compartments. Its standard size is 74" H x 29" W x 35" D.
Cabinet	iRISupply is a modular storage unit that is made up of a cabinet system. There are two main types of cabinets: Auxiliary and Control.
Cluster	A cluster is a grouping of one or more cabinets. Each cluster must have one control cabinet and 0 to 4 auxiliary cabinets.
Compartment	Each cabinet is segmented into sections known as compartment. Compartment are bounded by their physical access point, or in other words, by the door access.
Control Cabinet	A control cabinet contains a control compartment in the top section of the cabinet. Below the control compartment are compartments for storing inventory items.
Control Compartment	The control compartment contains the user interface for iRISupply. Inside the control compartment are the electronics required to operate the iRISupply system.



#	Title	Description
13	Click on 'Sort' button. See Section 5.2 for additional information.	<p>On the <u>Product Directory</u> Screen click on the 'Sort' button. Proceed onto the <u>Product Directory Sort</u> Workflow.</p>  <p>For additional information, please see section 5.2.</p>

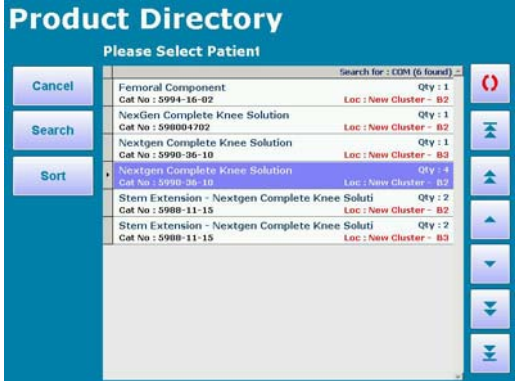

- 4.2.    Sorting the Product Directory ..... 50
  - 4.2.1.    Product Directory Screen..... 51
  - 4.2.2.    Workflow ..... 52
  - 4.2.3.    Workflow Description ..... 53
- 4.3.    Searching the Product Directory..... 58
  - 4.3.1.    Product Directory Search Screen ..... 59
  - 4.3.2.    Workflow ..... 60
  - 4.3.3.    Workflow Description ..... 61
- 5.       Appendix – Glossary of Terms..... 65


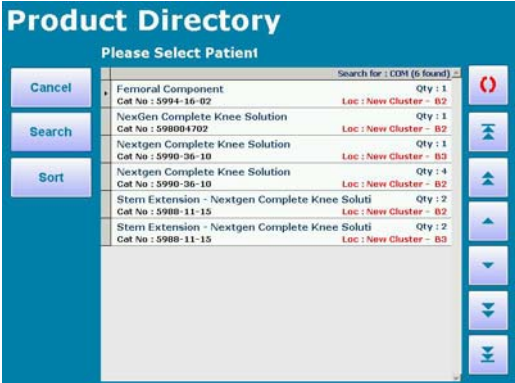
# 1. iRISupply User Log-In

The iRISupply™ Cabinet System offers several secure login methods. These login methods allow the system to uniquely identify the user requesting access to the system, thus improving overall quality and accountability of the supply chain management process. iRISupply™ provides for three log-in methods: *Magnetic Stripe Card*, *HID*, and a *Proximity Reader Card*.

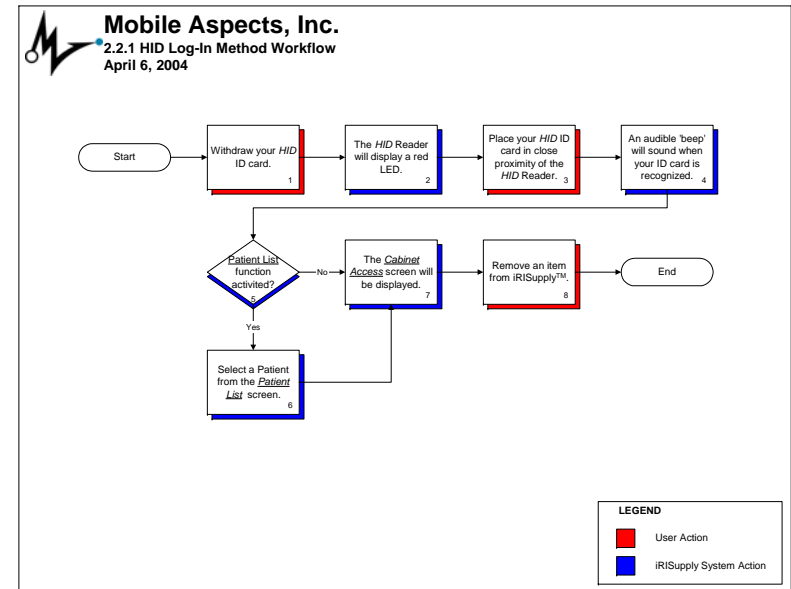
## 1.1. HID

*HID* or, *Huges Identification Devices* provide a proximity based secured access system. The *HID* system utilizes radio frequencies at 125 kHz to uniquely transmit encrypted ID codes over distances of 4-6 inches. Like the *Magnetic Stripe ID Card* log-in method, the iRISupply™ system utilizes the information provided by the *HID* card to uniquely identify users while also providing secure access to critical inventory and supplies.

#	Title	Description																												
8	Select Product.	<p>When you have found your product, select it.</p> <ul style="list-style-type: none"> <li>The screen will highlight the record you have selected.</li> </ul>  <p>The screenshot shows a 'Product Directory' window with a search bar at the top containing 'COM (6 found)'. Below the search bar is a table of products. The first row is highlighted in blue. The table columns include product name, category, location, and quantity.</p> <table border="1"> <thead> <tr> <th>Product Name</th> <th>Category</th> <th>Location</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>Femoral Component</td> <td></td> <td>New Cluster - B2</td> <td>1</td> </tr> <tr> <td>NextGen Complete Knee Solution</td> <td></td> <td>New Cluster - B2</td> <td>1</td> </tr> <tr> <td>Nextgen Complete Knee Solution</td> <td></td> <td>New Cluster - B3</td> <td>1</td> </tr> <tr> <td>Nextgen Complete Knee Solution</td> <td></td> <td>New Cluster - B2</td> <td>4</td> </tr> <tr> <td>Stern Extension - Nextgen Complete Knee Soluti</td> <td></td> <td>New Cluster - B2</td> <td>2</td> </tr> <tr> <td>Stern Extension - Nextgen Complete Knee Soluti</td> <td></td> <td>New Cluster - B3</td> <td>2</td> </tr> </tbody> </table>	Product Name	Category	Location	Quantity	Femoral Component		New Cluster - B2	1	NextGen Complete Knee Solution		New Cluster - B2	1	Nextgen Complete Knee Solution		New Cluster - B3	1	Nextgen Complete Knee Solution		New Cluster - B2	4	Stern Extension - Nextgen Complete Knee Soluti		New Cluster - B2	2	Stern Extension - Nextgen Complete Knee Soluti		New Cluster - B3	2
Product Name	Category	Location	Quantity																											
Femoral Component		New Cluster - B2	1																											
NextGen Complete Knee Solution		New Cluster - B2	1																											
Nextgen Complete Knee Solution		New Cluster - B3	1																											
Nextgen Complete Knee Solution		New Cluster - B2	4																											
Stern Extension - Nextgen Complete Knee Soluti		New Cluster - B2	2																											
Stern Extension - Nextgen Complete Knee Soluti		New Cluster - B3	2																											
9	Return to 'Selecting a Product Workflow. See Section 5.1 for additional information.	Once you have selected a patient, return to 'Selecting A Product' Workflow. For additional information, please see section 5.1.																												
10	Click on the 'Close' button.	If you do not wish to search for a product, click on the 'Close' button.																												
11	Return to Previous Page.	By selecting the 'Close' button, you will be taken back to the previous screen.																												
12	Resort or Search for Product?	<p>You will have the option to sort or research the product directory records.</p> <ul style="list-style-type: none"> <li>To sort or research within the original search results, simply proceed onto the search or sort workflow.</li> <li>To search or sort from scratch, click on the 'refresh' button to clear the data results.</li> </ul>  <p>The refresh button is a square button with a red circular arrow icon.</p>																												

#	Title	Description
4	Click on the 'Enter' button.	When you have entered your keyword value, click on the 'Enter' button. This will tell the system to search the <u>Product Directory</u> records for your keyword.  
5	<u>Product Directory</u> Screen displayed with search results.	The results of the search will be displayed on the <u>Product Directory</u> screen.  
6	Scroll up and down to locate product.	If the list is sorted correctly, scroll up and down the product directory by using the scroll buttons located on the right hand side of the screen.
7	Product found?	Did you find the product you were looking for? <ul style="list-style-type: none"> <li>• If so, proceed to Step #8.</li> <li>• If the record you were looking for was not found, proceed to Step #12.</li> </ul>



## 1.1.1. Process Flow Diagram



### 1.1.2. Process Flow Description

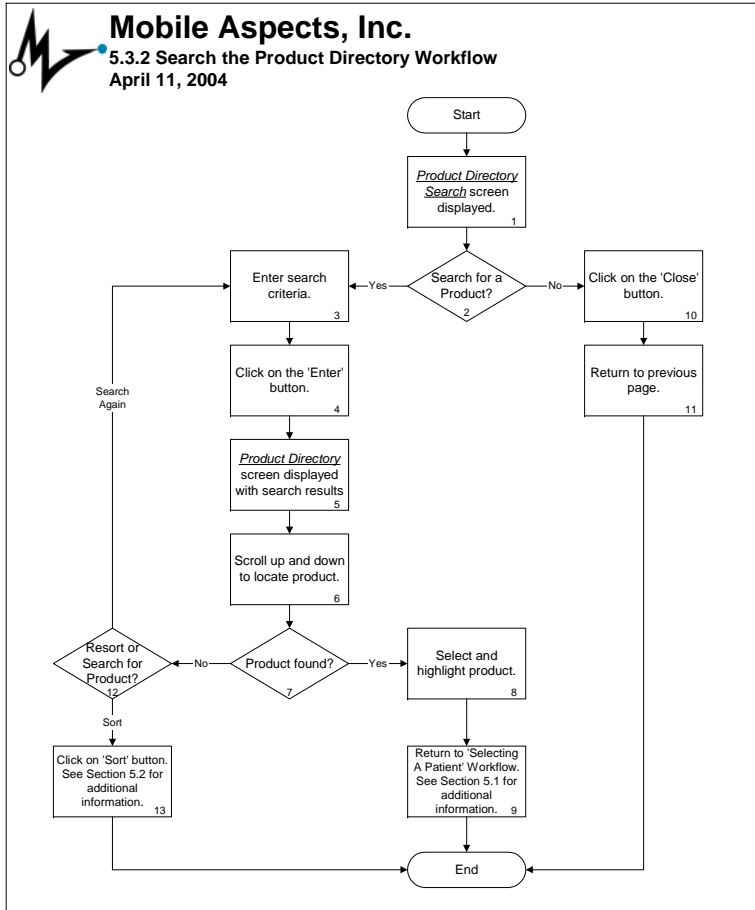
#	Title	Description
1	Withdraw your <i>HID</i> ID card.	<Insert Picture of a HID Card>
2	The <i>HID</i> Reader will display a red LED.	<Insert Picture of a HID Reader with Red LED display w/o HID Card>
3	Place your <i>HID</i> ID card in close proximity to the <i>HID</i> Reader.	
4	An audible 'beep' will sound when your <i>HID</i> ID card is recognized.	When the <i>HID</i> reader recognizes your card, the red LED will briefly turn green.
5	<u>Patient List</u> function activated?	<p>The <u>Patient List</u> function parameter identifies whether a user must select a patient before being granted access to iRISupply™.</p> <ul style="list-style-type: none"> <li>• If the <u>Patient List</u> function is activated for your system, you will need to select a patient before moving on. Proceed to Step #6.</li> <li>• If the <u>Patient List</u> function is deactivated, then proceed directly to Step #7.</li> </ul> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p><b>NOTE</b></p> <p><i>The <u>Patient List</u> function is administered through iRISynergy™.</i></p> </div>
6	Select a patient from the <u>Patient List</u> screen.	See Section 3 for additional detailed information pertaining to the <u>Patient List</u> screen.

### 4.3.3. Workflow Description

#	Title	Description
1	<u>Product Directory Search</u> Screen displayed.	<p>The <u>Product Directory Search</u> screen is displayed as shown in Section 5.3.1. The keyboard is defaulted to the standard setup found on computers.</p> 
2	Search for a Product?	If you wish to search for a particular product, go to Step #3. To return to the previous screen without searching for a product, go to Step #10.
3	Enter Search Criteria.	<p>Using the provided keyboard, enter a keyword search criteria. The keyword entered will search all 4 fields of the <u>Product Directory</u> records for likely matches. These fields include Product Description, Quantity, Catalog Number and Location.</p> 



### 4.3.2. Workflow



#	Title	Description
7	The <u>Cabinet Access</u> screen will be displayed.	When you have successfully selected a patient (if applicable), the <u>Cabinet Access</u> screen will be displayed. You will now have access to the cabinet compartments highlighted in green.
8	Remove an item from iRISupply.	See Section 4 for additional detailed information pertaining to the <u>Cabinet Access</u> screen.



## 1.2. Proximity Card



## 4.3.1. Product Directory Search Screen



<b>Product Directory Search Screen</b>		
<b>Section</b>	<b>Description</b>	<b>Notes</b>
1	Header Information	This portion of the screen identifies the name of the screen as well as the user currently logged into the system.
2	Keyboard	This section provides a graphical keyboard in which users can utilize to type in the keyword value they wish to search on.

### 4.3. ***Searching the Product Directory***

In addition to providing users with the ability to sort the Product Directory, users will also have the ability to search the Product Directory. The Product Directory Search function is based on a keyword. The user defined keyword will then be looked up in the four Product Directory fields: (1) product description; (2) catalog number; (3) quantity; and (4) location.

 <b>NOTE</b> 
<i>The keyword search will also search on partial entries. For example, if the word 'Sm' was entered, the results would include Smith, Smithfield, Smart, etc.</i>

To access the Product Directory Search screen, the user must click on the 'Search' button located on the Product Directory screen.

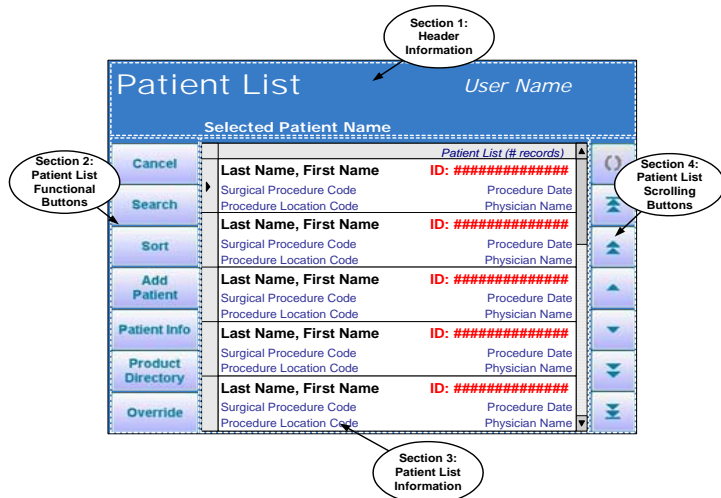
## 2. **Patient List Functionality**

### 2.1. ***Selecting a Patient***

The Patient List screen allows users to associate items they remove from iRISupply™ to a patient. This information allows iRISupply™ to provide for direct patient billing, as well as increases the overall visibility to basic audit and accountability parameters critical to supply chain management in the health care setting.

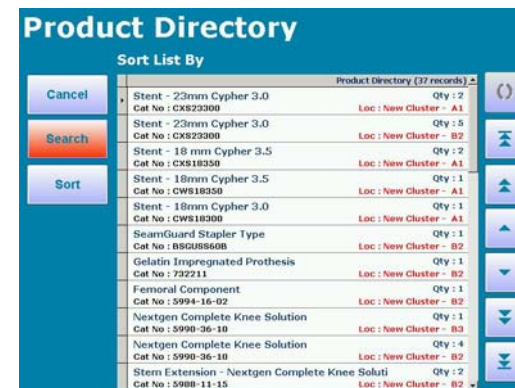
The Select Patient function is a user defined parameter that can be set to 'True' or 'False' (see the iRISynergy™ User Guide for setting parameters). If the Select Patient functionality is set to 'True', the user will be required to select a patient prior to adding/removing product(s) from iRISupply™. If the Select Patient functionality is set to 'False', the user will have direct access to iRISupply™.



## 2.1.1. Patient List Screen



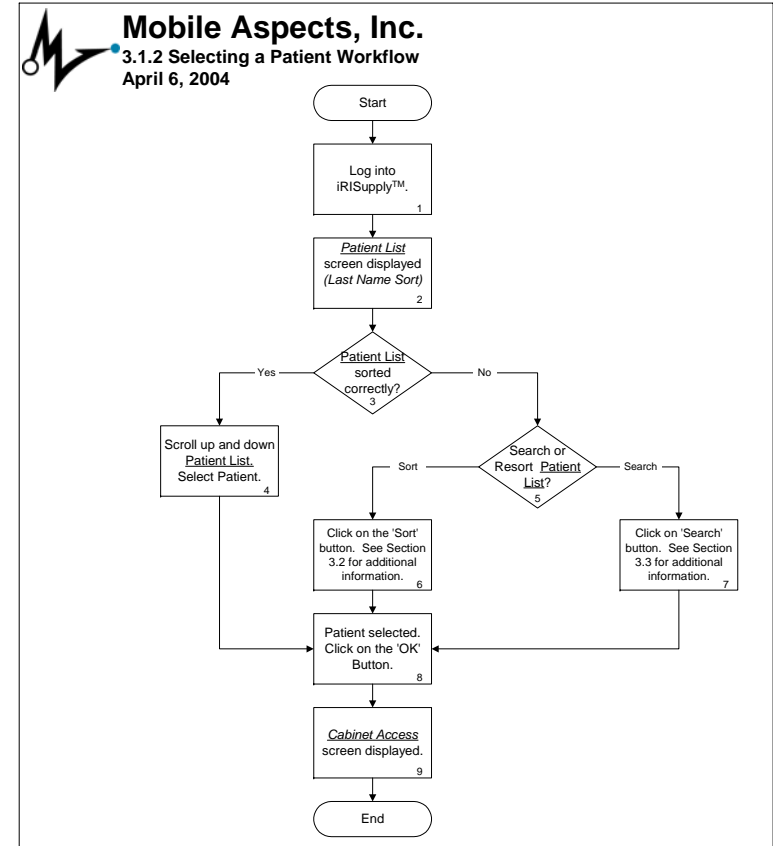
Patient List Screen		
Section	Description	Notes
1	Header Information	Identifies: (1) Name of the screen; (2) user currently logged in; and (3) patient selected.
2	Patient List Functional Buttons	Allows users to search and sort the information provided on the <i>Patient List</i> screen.
3	Patient List Information	Displays unique patient records. Patient information includes: (1) Patient Name; (2) ID Number; (3) Surgical Procedure Code; (4) Procedure Location Code; (5) Procedure Date; and (6) Physician Name.
4	Patient List Scrolling Buttons	Allows users to scroll through the records found on the <i>Patient List</i> screen.

#	Title	Description
12	Return to Previous Page.	By selecting the 'Cancel' button, you will be taken back to the previous screen.
13	Resort or Search for Product.	If you have not found the product you were searching for, you may either resort the data, or search for a particular product. <ul style="list-style-type: none"> <li>• If you wish to resort the <u>Product Directory</u>, proceed to Step #3.</li> <li>• If you wish to search for a particular product, go to Step #14.</li> </ul>
14	Click on 'Search' button. See Section 5.3 for additional information.	Click on the 'Cancel' button. This will take you back to the previous <u>Product Directory</u> screen. On the <u>Product Directory</u> screen click on the 'Search' button. Proceed to 'Searching the Product Directory' Workflow (Section 5.3).

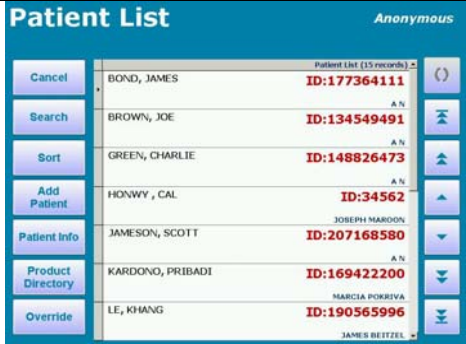


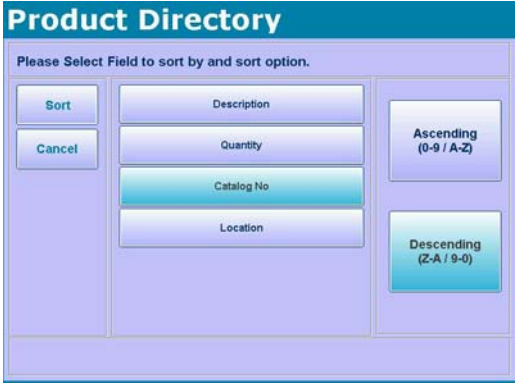

#	Title	Description
9	Select Product	<p>When you have found your product, select it.</p> <ul style="list-style-type: none"> <li>The screen will highlight the record you have selected.</li> </ul> 
10	Return to 'Selecting A Product' Workflow. See Section 5.1 for additional information.	<p>Once you have selected a product, return to 'Selecting A Product Workflow. For additional information, see Section 5.1.</p>
11	Click on the 'Cancel' button.	<p>If you do not wish to resort the data on the <u>Product Directory</u> screen, touch the 'Cancel' button.</p> 


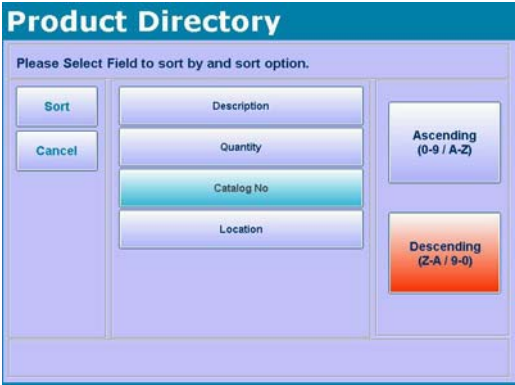
## 2.1.2. Workflow

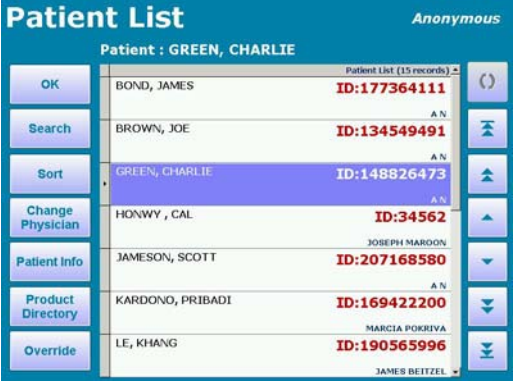



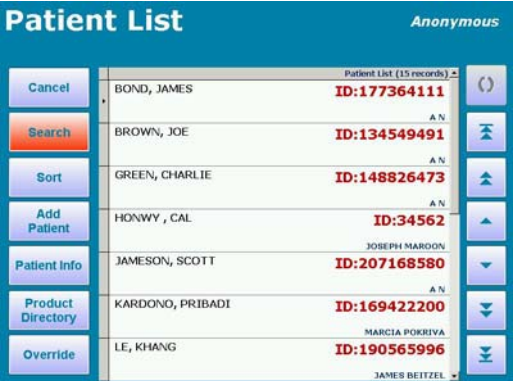
### 2.1.3. Workflow Description

#	Title	Description
1	Log into iRISupply™.	See Section 2 for more detailed information.
2	<u>Patient List</u> screen displayed (Last Name Sort)	
3	<u>Patient List</u> sorted correctly?	<p>The <u>Patient List</u> screen will automatically be sorted by the patient last name.</p> <ul style="list-style-type: none"> <li>If the list is sorted incorrectly, or if you wish to search for a particular patient name, go to Step 5.</li> <li>If the information is sorted correctly, proceed to Step 4.</li> </ul>

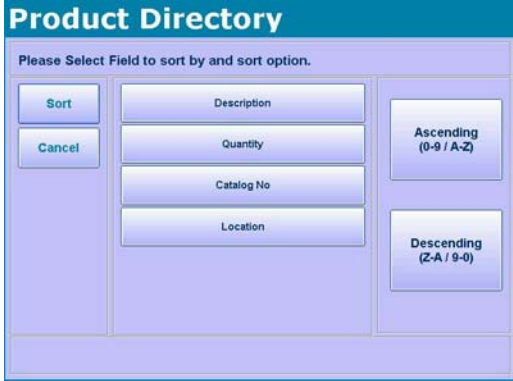
#	Title	Description
5	Click on the 'Sort' button.	<p>When you have selected both a sort parameter and a sort option, click on the 'Sort' button.</p> 
6	<u>Product Directory</u> screen displayed with resorted data.	<p>The <u>Product Directory</u> screen will be displayed with the <u>Product Directory</u> records resorted based on the user defined sort criteria.</p> 
7	Scroll up and down to locate product.	If the list is sorted correctly, scroll up and down the <u>Product Directory</u> by using the scroll buttons located on the right hand side of the screen.
8	Product Found?	Did you find the product you were looking for? If so, proceed to Step #9. If the record you were looking for was not found, proceed to Step #13.

#	Title	Description
3	Select Sort Parameter from middle portion of the screen.	<p>To resort the data on the <i>Product Directory</i> screen, first identify the sort parameter you wish to sort on. A user may sort on Description, Quantity, Catalog Number, or Location. Touch the button corresponding to the field you wish to resort the data by.</p>  <p><b>Product Directory</b></p> <p>Please Select Field to sort by and sort option.</p> <p>Sort: Description, Quantity, <b>Catalog No</b>, Location</p> <p>Ascending (0-9 / A-Z) / Descending (Z-A / 9-0)</p>
4	Select Ascending / Descending option from right portion of the screen.	<p>Once the Sort Parameter has been identified, select the order in which you would like to sort the data by: Ascending or Descending.</p>  <p><b>Product Directory</b></p> <p>Please Select Field to sort by and sort option.</p> <p>Sort: Description, Quantity, Catalog No, Location</p> <p>Ascending (0-9 / A-Z) / <b>Descending (Z-A / 9-0)</b></p>

#	Title	Description																					
4	Scroll up and down the <i>Patient List</i> screen. Select Patient.	<p>If the list is sorted correctly, scroll up and down the <i>Patient List</i> screen by using the scroll buttons located on the right hand side of the screen. When you have found your patient record, select it.</p> <ul style="list-style-type: none"> <li>The <i>Patient List</i> screen will highlight the record you have selected.</li> <li>Note that the selected patient also appears in the header portion of the screen.</li> </ul>  <p><b>Patient List</b> Anonymous</p> <p>Patient : GREEN, CHARLIE</p> <table border="1"> <tr> <td>OK</td> <td>BOND, JAMES</td> <td>ID:177364111</td> </tr> <tr> <td>Search</td> <td>BROWN, JOE</td> <td>ID:134549491</td> </tr> <tr> <td>Sort</td> <td>GREEN, CHARLIE</td> <td>ID:148826473</td> </tr> <tr> <td>Change Physician</td> <td>HONWY, CAL</td> <td>ID:34562</td> </tr> <tr> <td>Patient Info</td> <td>JAMESON, SCOTT</td> <td>ID:207168580</td> </tr> <tr> <td>Product Directory</td> <td>KARDONO, PRIBADI</td> <td>ID:169422200</td> </tr> <tr> <td>Override</td> <td>LE, KHANG</td> <td>ID:190565996</td> </tr> </table>	OK	BOND, JAMES	ID:177364111	Search	BROWN, JOE	ID:134549491	Sort	GREEN, CHARLIE	ID:148826473	Change Physician	HONWY, CAL	ID:34562	Patient Info	JAMESON, SCOTT	ID:207168580	Product Directory	KARDONO, PRIBADI	ID:169422200	Override	LE, KHANG	ID:190565996
OK	BOND, JAMES	ID:177364111																					
Search	BROWN, JOE	ID:134549491																					
Sort	GREEN, CHARLIE	ID:148826473																					
Change Physician	HONWY, CAL	ID:34562																					
Patient Info	JAMESON, SCOTT	ID:207168580																					
Product Directory	KARDONO, PRIBADI	ID:169422200																					
Override	LE, KHANG	ID:190565996																					
5	Search or Resort <i>Patient List</i> ?	<p>If the <i>Patient List</i> screen is not formatted to your liking, you can either resort the information, or search for a patient using specific parameters.</p> <ul style="list-style-type: none"> <li>To sort, go to Step 6.</li> <li>To search, go to Step 7.</li> </ul>																					

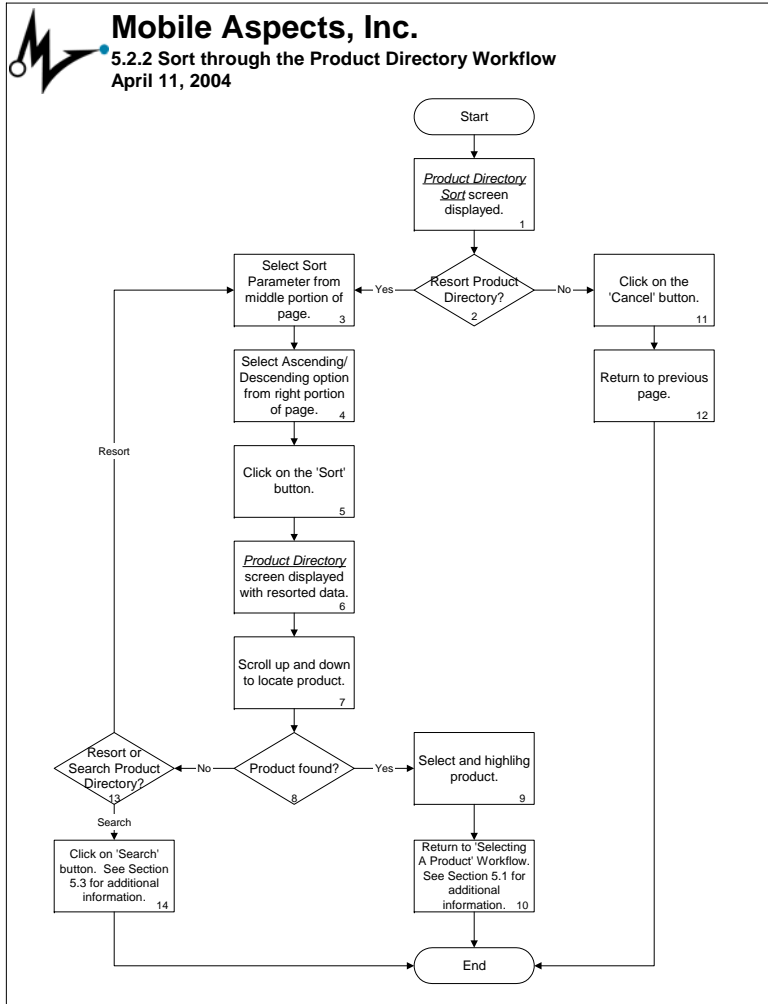
#	Title	Description
6	Click on the 'Sort' button. See Section 3.2 for additional information.	<p>To resort the data on the <i>Patient List</i> screen, click on the 'Sort' button. Please see Section 3.2 for additional details. When you have selected a patient, proceed to Step 8.</p>  <p>The screenshot shows the 'Patient List' interface with a sidebar on the left containing buttons: Cancel, Search, Sort (highlighted in red), Add Patient, Patient Info, Product Directory, and Override. The main area displays a table of patients with columns for name and ID. The 'Sort' button is highlighted in red.</p>
7	Click on the 'Search' button. See Section 3.3 for additional information.	<p>To search the <i>Patient List</i>, click on the 'Search' button. Proceed to Section 3.3 for additional details. When you have selected a patient, proceed to Step 8.</p>  <p>The screenshot shows the 'Patient List' interface with a sidebar on the left containing buttons: Cancel, Search (highlighted in red), Sort, Add Patient, Patient Info, Product Directory, and Override. The main area displays a table of patients with columns for name and ID. The 'Search' button is highlighted in red.</p>

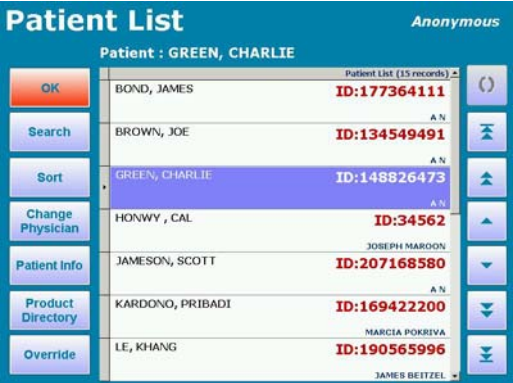
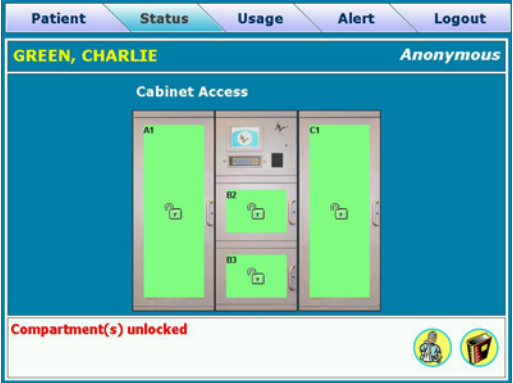
### 4.2.3. Workflow Description

#	Title	Description
1	<i>Product Directory Sort</i> screen Displayed.	<p>The <i>Product Directory Sort</i> screen is displayed as shown in Section 5.2.1. The previous sort parameters are automatically highlighted. If this is your first time to the <i>Product Directory Sort</i> screen, the default sort listing is by Product Description.</p>  <p>The screenshot shows the 'Product Directory Sort' interface with a sidebar on the left containing buttons: Sort, Cancel. The main area displays a table of sorting options: Description, Quantity, Catalog No, and Location. To the right of these options are two buttons: 'Ascending (0-9 / A-Z)' and 'Descending (Z-A / 9-0)'. The 'Sort' button is highlighted in blue.</p>
2	Resort Product Directory?	<p>If you wish to resort the data in the <i>Product Directory</i>, go to Step #3. To return to the previous screen without changing the sort parameters, go to Step #11.</p>



## 4.2.2. Workflow



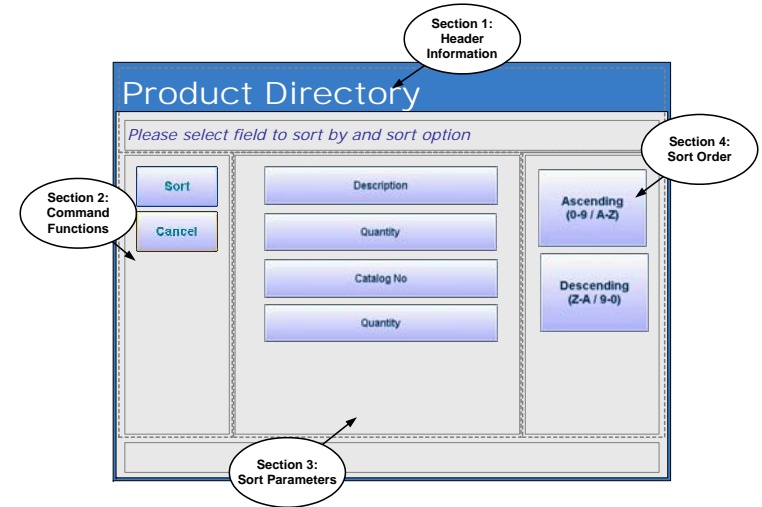
#	Title	Description
8	Patient selected. Click the 'OK' button.	<p>Once you have selected a patient, the 'Cancel' button will change to an 'OK' button. Click on the 'OK' button.</p> 
9	<u>Cabinet Access</u> screen displayed.	<p>The iRISupply™ will now grant you access to the cabinets. The <u>Cabinet Access</u> screen will be displayed.</p>  <p>Please see the Section 4 for additional information regarding the Removing/Adding an item to/from iRISupply™.</p>

## 2.2. *Sorting the Patient List*

Users will be provided with the ability to sort the information provided on the Patient List screen by one of six pieces of patient information. These six patient information parameters include: (1) patient first name; (2) patient last name; (3) patient identification number; (4) procedure code; (5) procedure date; and (6) location <WHERE IS PHYISCIAN?>. These parameters can either be sorted in ascending or descending order.

To access the Patient List Sort screen, the user must click on the 'Sort' button located on the Patient List screen. The user will then be allowed to select sorting options. When the user has completed selecting their sort options, they will select the 'Sort' button on the Patient List Sort screen. The user will then be returned to the Patient List screen, where the resorting data will be displayed.

### 4.2.1. Product Directory Screen



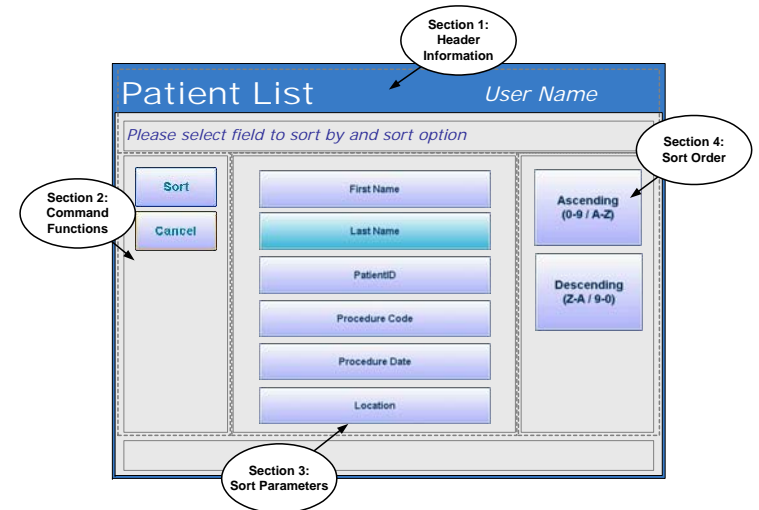
<b>Product Directory Sort Screen</b>		
Section	Description	Notes
1	Header Information	This portion of the screen identifies the name of the screen.
2	Command Functions	This section allows users to execute the sort based on the parameters highlighted in Section 3 and 4, or cancel their current action.
3	Sort Parameters	This section lists the four parameters to which the <u>Product Directory</u> data can be sorted upon.
4	Sort Order	This section allows users to specify the sort order: ascending or descending.

## 4.2. *Sorting the Product Directory*

Users will be provided with the ability to sort the information provided on the *Product Directory* screen by one of the four pieces of product information, including: (1) product description; (2) catalog number; (3) quantity, and (4) location. These parameters can either be sorted in ascending or descending order.

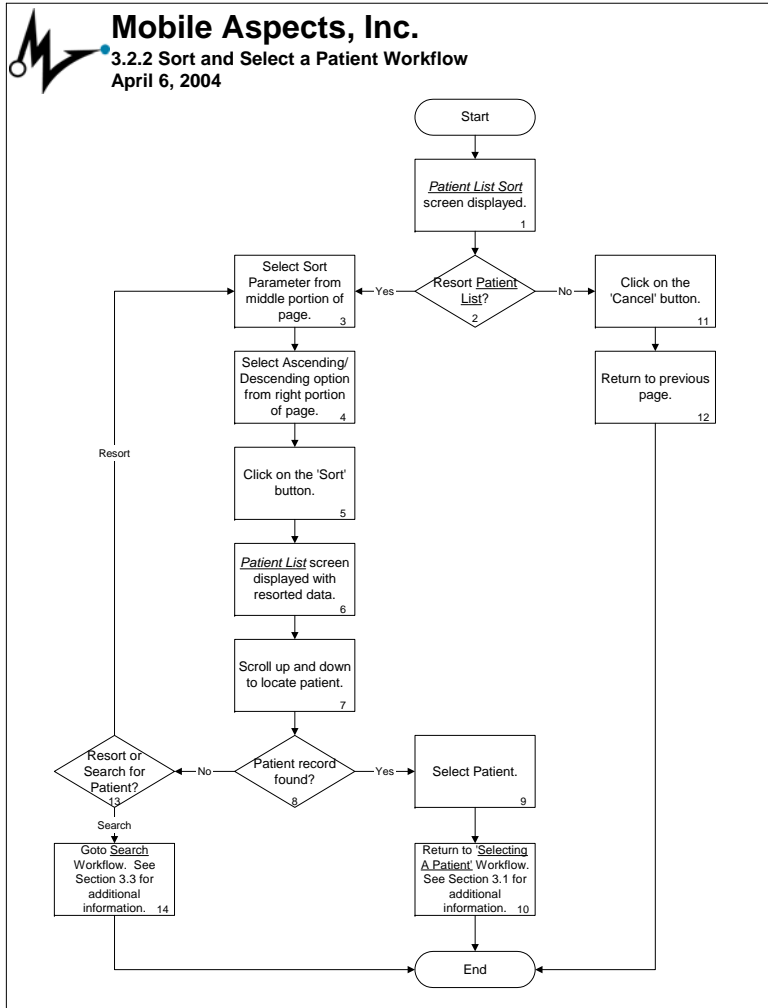
To access the *Product Directory* Sort screen, the user must click on the 'Sort' button located on the *Product Directory* screen.



### 2.2.1. Patient List Sort Screen





<b><i>Patient List Sort Screen</i></b>		
<b>Section</b>	<b>Description</b>	<b>Notes</b>
1	Header Information	This portion of the screen identifies the name of the screen as well as the user currently logged into the system.
2	Command Functions	This section allows users to execute the sort based on the parameters highlighted in Section 3 and 4.
3	Sort Parameters	This section lists the six parameters to which the <u>Patient List</u> data can be sorted upon.
4	Sort Order	This section allows users to specify the sort order: ascending or descending.


## 2.2.2. Workflow



#	Title	Description
7	Click on 'Search' button. See Section 5.3 for additional information.	To search for a particular record on the <i>Product Directory</i> screen, click on the 'Search' button. Proceed to Section 5.3 for additional details.  
8	Highlight selected product.	Once you have selected a product, that record will automatically be highlighted.   <p>The user will now have information pertaining to the products quantity and location available. To return to the previous screen, click on the 'Cancel' button.</p>

#	Title	Description
4	<p>Scroll up and down the <u>Product Directory</u> screen. Select a Product.</p>	<p>If the list is sorted correctly, scroll up and down the <u>Product Directory</u> screen by using the scroll buttons located on the right hand side of the screen. When you have found the product you are looking for, select it.</p> <ul style="list-style-type: none"> <li>The screen will highlight the record you have selected.</li> </ul> 
5	<p>Search or Resort <u>Product Directory</u>?</p>	<p>If the screen is not formatted to your liking, you can either resort the records on the <u>Product Directory</u>, or search for a product using specific parameters. To sort, go to Step 6. To search, go to Step 7.</p>
6	<p>Click on 'Sort' button. See Section 5.2 for additional information.</p>	<p>To resort the data on the <u>Product Directory</u> screen, click on the 'Sort' button. Proceed to Section 5.2 for additional details.</p> 

### 2.2.3. Workflow Description

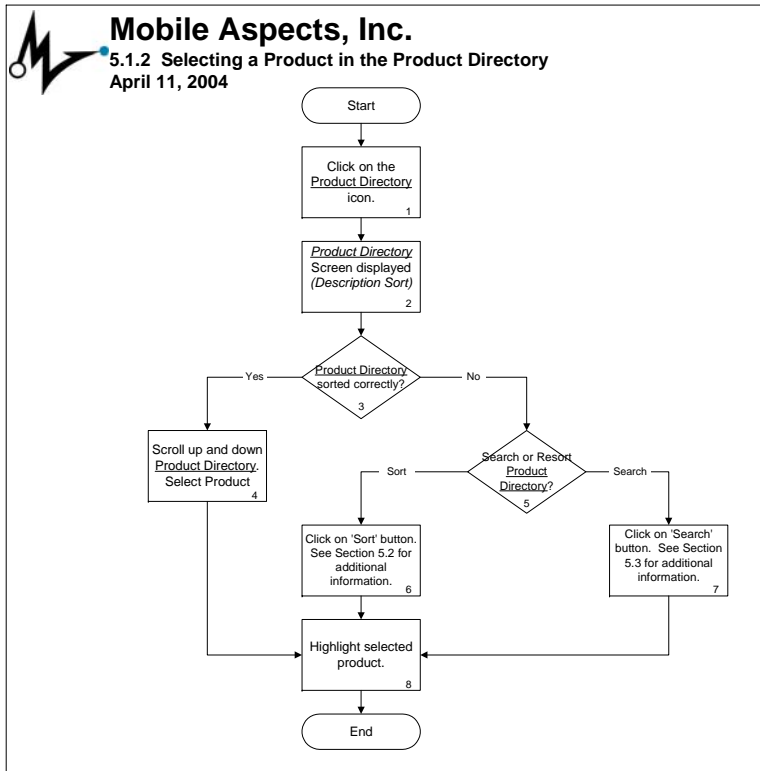
#	Title	Description
1	<p><u>Patient List Sort</u> Screen Displayed.</p>	<p>The <u>Patient List Sort</u> screen is displayed as shown in Section 3.2.1. The previous sort parameters are automatically highlighted. If this is your first time to the <u>Patient List Sort</u> screen, the default sort listing is by Last Name.</p> 
2	<p>Resort <u>Patient List</u>?</p>	<p>If you wish to resort the data in the <u>Patient List</u>, go to Step #3. To return to the previous screen without changing the sort parameters, go to Step #11.</p>



#	Title	Description
3	Select Sort Parameter from middle portion of the page.	To resort the data on the <i>Patient List</i> screen, first identify the sort parameter you wish to sort on. A user may sort on First Name, Last Name, Patient ID, Procedure Code, Procedure Date and or Location. Touch the button corresponding to the field you wish to resort the data by. <div data-bbox="373 365 884 748" data-label="Image"> </div>
4	Select ascending / descending option from right portion of the page.	Once the sort parameter has been identified, select the order in which you would like to sort the data by: ascending or descending. <div data-bbox="373 857 884 1240" data-label="Image"> </div>


### 4.1.3. Workflow Description

#	Title	Description
1	Click on the <u>Product Directory</u> icon or button.	The <i>Product Directory</i> screen can be accessed either through the: <ul style="list-style-type: none"> <li><u>Product Directory</u> icon which is normally found in the lower right hand corner of the screen; OR</li> </ul> <div data-bbox="1577 394 1745 566" data-label="Image"> </div> <ul style="list-style-type: none"> <li><u>Product Directory</u> Button which is found on the <i>Patient List</i> Screen.</li> </ul> <div data-bbox="1562 647 1759 747" data-label="Image"> </div>
2	<i>Product Directory</i> screen displayed (Description Sort)	<div data-bbox="1407 761 1923 1144" data-label="Image"> </div>
3	<u>Product Directory</u> sorted correctly?	The <i>Product Directory</i> screen will automatically be sorted by the product description. <ul style="list-style-type: none"> <li>If the list is sorted incorrectly, or if you wish to search for a particular product, go to Step 5.</li> <li>If the information is sorted correctly, continue on to Step 4.</li> </ul>

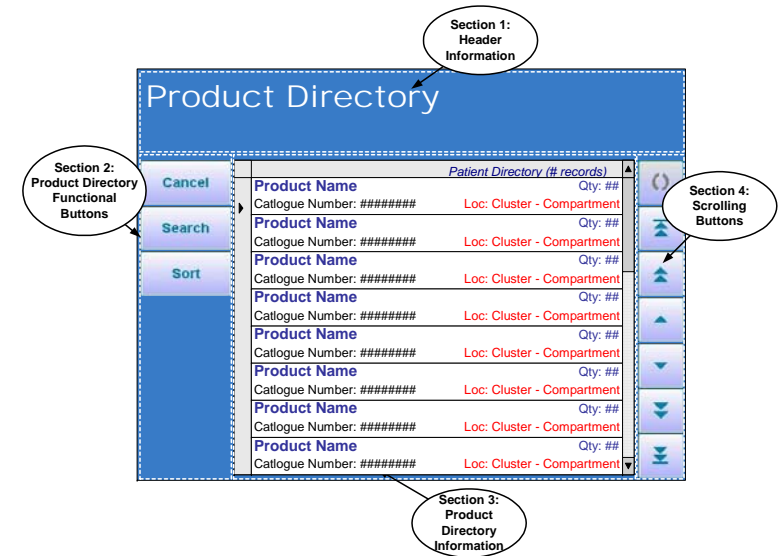
## 4.1.2. Workflow



#	Title	Description
5	Click on the 'Sort' button.	When you have selected both a sort parameter and a sort option, click on the 'Sort' button. 
6	<i>Patient List</i> screen displayed with resorted data.	The <i>Patient List</i> screen will be displayed with the patient records resorted based on the user defined sort criteria. 
7	Scroll up and down to locate patient.	If the list is sorted correctly, scroll up and down the <i>Patient List</i> by using the scroll buttons located on the right hand side of the screen.
8	Patient Record Found?	Did you find the patient record you were looking for? If so, proceed to Step #9. If the record you were looking for was not found, proceed to Step #13.

#	Title	Description
9	Select Patient	<p>When you have found your patient record, select it.</p> <ul style="list-style-type: none"> <li>The screen will highlight the record you have selected.</li> <li>Note that the selected patient name now appears in the header portion of the screen.</li> </ul>
		 <p>The screenshot shows a 'Patient List' interface for an 'Anonymous' user. The patient selected is 'MADEIRA, SCOTT'. The list includes names, IDs, and physician names. Functional buttons like 'OK', 'Search', 'Sort', 'Change Physician', 'Patient Info', 'Product Directory', and 'Override' are visible on the left.</p>
10	Return to 'Selecting A Patient' Workflow. See Section 3.1 for additional information.	Once you have selected a patient, return to 'Selecting A Patient' Workflow. Please see section 3.1 for more detailed information.

#### 4.1.1. Product Directory Screen



<b>Product Directory Screen</b>		
Section	Description	Notes
1	Header Information	Identifies name of the screen.
2	Product Directory Functional Buttons	Allows users to search and sort the information provided on the <u>Product Directory</u> screen.
3	Product Directory Information	Displays <u>Product Directory</u> information. Details includes: (1) Product Name; (2) Catalog Number; (3) Quantity; and (4) Location.
4	Scrolling Buttons	Allows users to scroll up and down the <u>Product Directory</u> information provided in Section 3.




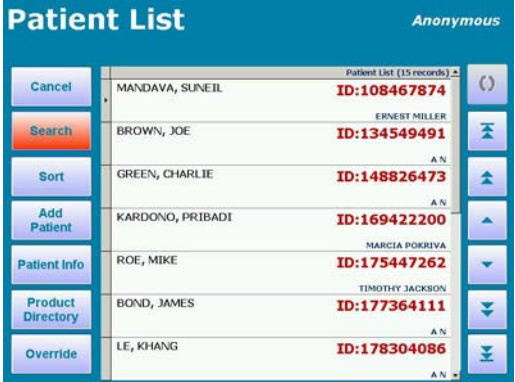
## 4. Product Directory

### 4.1. Selecting a Product

The Product Directory screen allows users to search for products located within iRISupply™. The Product Directory provides an exhaustive list of all products contained within iRISupply™. The Product Directory will indicate the location of the particular product as well as its current quantity on hand (even if it is located in a separate physical cluster).

The Product Directory screen can be accessed from one of two methods. First, the Product Directory screen can be accessed by clicking on the 'Product Directory' button on the Patient List screen. Secondly, the Product Directory screen can be accessed via the 'Product Directory' icon located on the bottom portion of the Cabinet Access and Status Change screen

#	Title	Description
11	Click on the 'Cancel' button.	<p>If you do not wish to resort the data on the <u>Patient List</u> screen, touch the 'Cancel' button.</p>  <p>The screenshot shows the 'Patient List' screen with a blue header and 'Anonymous' text. Below the header, it says 'Please Select Field to sort by and sort option.' There are two columns of buttons. The left column has 'Sort' and 'Cancel' buttons. The right column has 'Ascending (0-9 / A-Z)' and 'Descending (Z-A / 9-0)' buttons. In the center, there are buttons for 'First Name', 'Last Name', 'PatientID', 'Procedure Code', 'Procedure Date', and 'Location'.</p>
12	Return to Previous Page.	By selecting the 'Cancel' button, you will be taken back to the previous screen.
13	Resort or Search for Patient.	<p>If you have not found the patient you were searching for, you may either resort the data, or search for a particular patient.</p> <ul style="list-style-type: none"> <li>• If you wish to resort the patient data, proceed to Step #3.</li> <li>• If you wish to search for the patient, go to Step #14.</li> </ul>

#	Title	Description
14	Go to Search Workflow. See Section 3.3 for additional information.	<p>Click on the 'Cancel' button. This will take you back to the previous <i>Patient List</i> Screen. On the <i>Patient List</i> Screen click on the 'Search' button. Proceed onto the <i>Patient List Search</i> Workflow. See Section 3.3 for more detailed information.</p> 

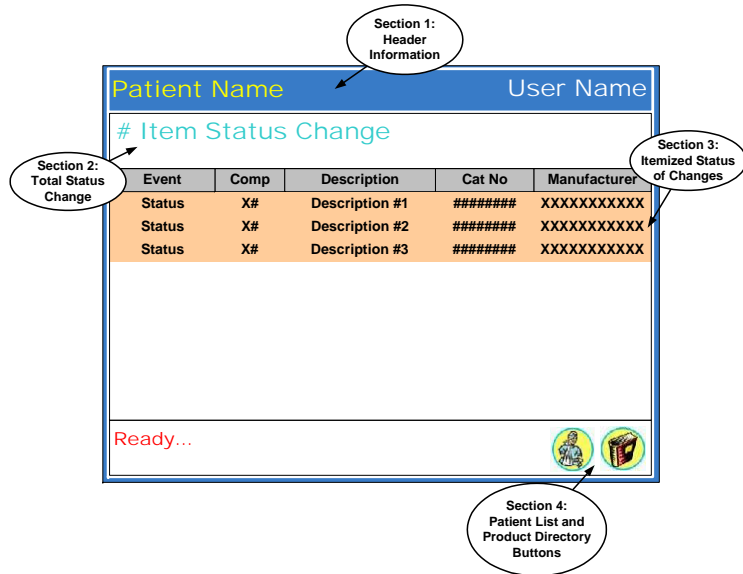
### 3.2.2. Workflow

N/A

### 3.2.3. Workflow Description

N/A

### 3.2.1. Status Change Screen



### 2.3. Searching the Patient List

In addition to providing users with the ability to sort the information provided on the *Patient List* screen, users will also retain the ability to search for individual records. The *Patient List Search* function is based on a keyword. The user defined keyword will then be looked up in the six *Patient List* fields: (1) patient first and last name; (2) patient identification number; (3) procedure code; (4) procedure date; (5) location; and (6) physician name.

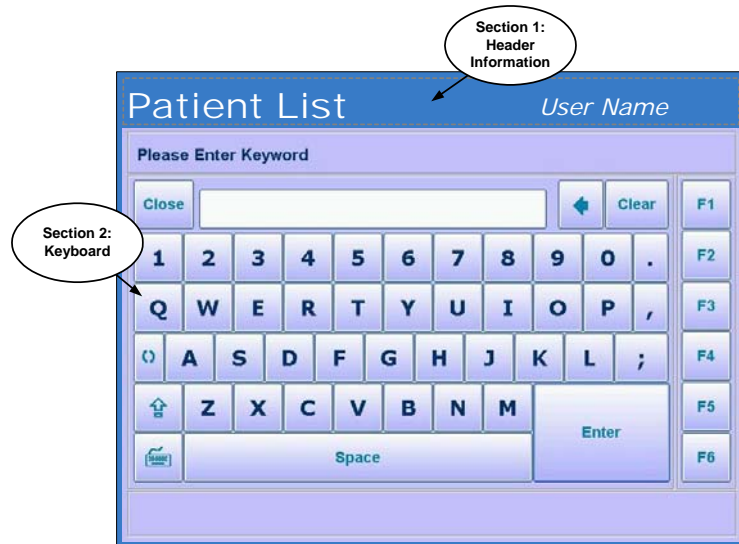
**NOTE**

*The keyword search will also search on partial entries. For example, if the word 'Sm' was entered, the results would include Smith, Smithfield, Smart, etc.*

To access the *Patient List Search* screen, the user must click on the 'Search' button located on the *Patient List* screen.

<b>Status Change Screen</b>		
Section	Description	Notes
1	Header Information	This portion of the screen identifies user currently logged into the system as well as the associated patient.
2	Total Status Change	This section identifies the total items added and removed during the current user session.
3	Itemized Status Changes	This section identifies the individual items added and removed during the current user session.
4	Patient List and Product Directory Buttons	This section allows users to either (1) select a different patient via the <i>Patient List</i> function, or (2) search for a product via the <i>Product Directory</i> function.

### 2.3.1. Patient List Search Screen



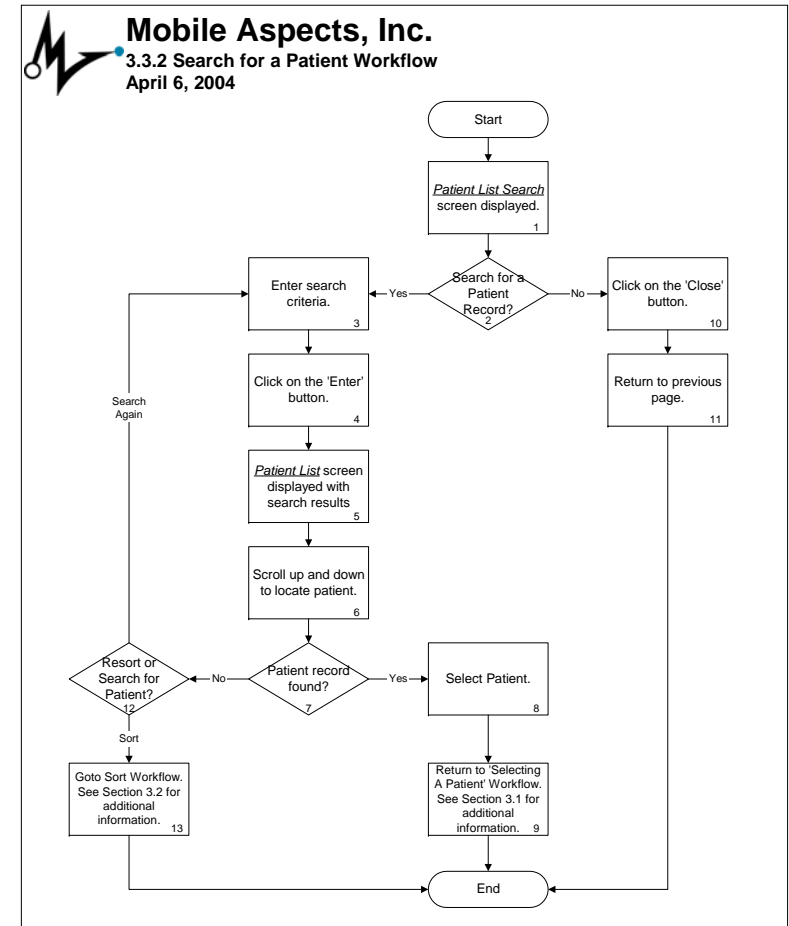
### 3.2. Completing Your Transaction

The Status Change screen is the last screen presented to the user during a normal add/remove item transaction event. The Status Change screen provides a 'report' of the items added/removed by the current user logged in.



<b><i>Patient List Search Screen</i></b>		
<b>Section</b>	<b>Description</b>	<b>Notes</b>
1	Header Information	This portion of the screen identifies the name of the screen as well as the user currently logged into the system.
2	Keyboard	This section provides a graphical keyboard the users can utilize to type in the keyword they wish to search on.


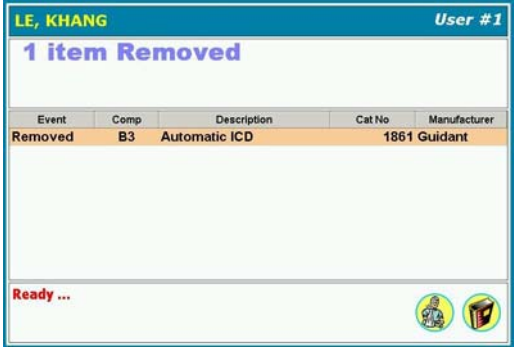
#	Title	Description
8	Add/Remove another item?	<p>After you have closed all of the applicable compartment door(s) you will have the ability to continue to add/remove item(s) from the iRISupply™ system.</p> <ul style="list-style-type: none"> <li>• If you wish to add/remove another item, proceed to Step #1.</li> <li>• If you have completed all of your transactions, proceed to Step #9.</li> </ul>
9	Logout of iRISupply™.	<p>When you have completed your transactions, you must logout of iRISupply™.</p> <ul style="list-style-type: none"> <li>• iRISupply™ allows you to physically logout of the system by pressing the logout button. The user may either logout by using the logout button located on the touch screen, or by using the logout button located on the front of the control cabinet.</li> <li>• If you do not physically logout of the system, the system will automatically log out the last user after a given timeframe.</li> </ul>
10	Contact iRISupply™ System administrator.	<p>If you wish to access the compartments that you do not have access to, contact your iRISupply™ System Administrator. The iRISupply™ System Administrator will then log into iRISynergy™ in order to update your security profile and settings.</p>


## 2.3.2. Workflow






### 2.3.3. Workflow Description

#	Title	Description
1	<u>Patient List Search</u> screen displayed.	The <u>Patient List Search</u> screen is displayed as shown in Section 3.3.1. The keyboard is defaulted to the standard setup found on computers. 
2	Search for a Patient Record?	If you wish to search for a particular patient, go to Step #3. To return to the previous screen without searching for a patient, go to Step #10.
3	Enter Search Criteria.	Using the provided keyboard, enter a keyword search criterion. The keyword entered will search all six fields of the patient records for likely matches. These fields include Patient Name (Last Name and First Name), Patient ID, Procedure Code, Location Code, Procedure Date and Physician Name. 

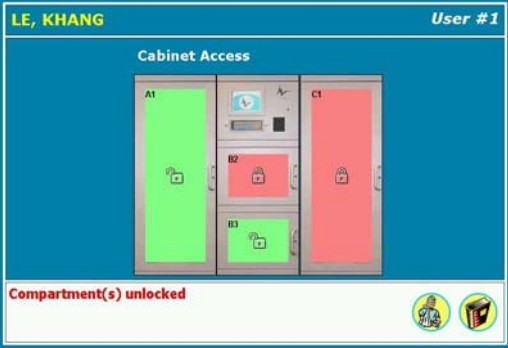
#	Title	Description
6	iRISupply™ perform iRISense™ checking.	Upon closing of the compartment door(s), the iRISupply™ system will perform an inventory check utilizing iRISense™.  The iRISense™ inventory check will be indicated by a compartment highlighted in dark red with a magnifying glass icon.
7	<u>Status Change</u> screen displayed.	Upon completion of the iRISense™ inventory check, the <u>Status Change</u> screen will be displayed.  The <u>Status Change</u> screen will identify all of the item(s) added or removed from the system by the current user.

#	Title	Description
3	Open compartment door(s).	<p>Open the applicable compartment door(s).</p>  <p>The status window located at the bottom of the <u>Cabinet Access</u> screen will indicate which compartment door(s) you have opened.</p>
4	Add/Remove Item(s) from compartment.	<p>Add/Remove item(s) from the compartment(s) you have accessed.</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p><b>NOTE</b></p> <p><i>If you are adding a new item (i.e. one that has not been in an iRISupply™ Cabinet), please refer to the iRISynergy user manual to learn how to associate items. Item association must be done prior to adding new items to iRISupply™.</i></p> </div>
5	Close compartment door(s).	<p>When you have completed adding/removing the item(s) from the compartment(s) you have accessed, close those individual compartment door(s).</p>

#	Title	Description
4	Click on the 'Enter' button.	<p>When you have entered your keyword value, click on the 'Enter' button. This will tell the system to search the patient records for your keyword.</p> 
5	<u>Patient List</u> screen displayed with search results.	<p>The results of the patient record search will be displayed on the <u>Patient List</u> screen.</p>  <p>In the results shown above:</p> <ul style="list-style-type: none"> <li>Record #1: The physician name contains the keyword 'Le' in the physician name.</li> <li>Record #2: The patient's last name contains the keyword 'Le'.</li> <li>Record #3: The patient's first name contains the keyword 'Le'.</li> <li>Record #4: The patient's last name contains the keyword 'Le'.</li> </ul>

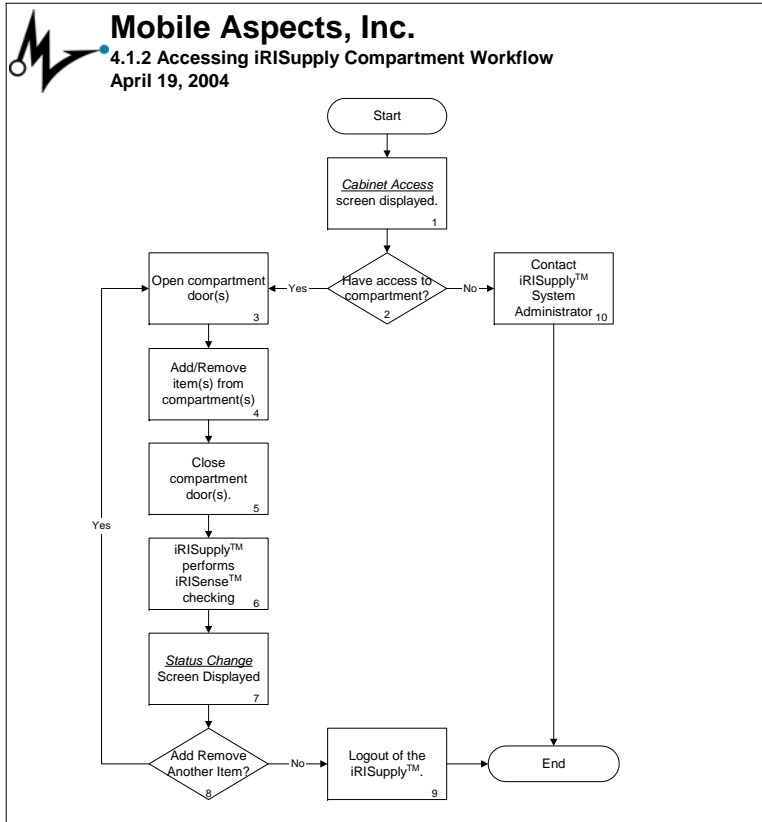
#	Title	Description
6	Scroll up and down to locate patient.	If the list is sorted correctly, scroll up and down the <u>Patient List</u> by using the scroll buttons located on the right hand side of the screen.
7	Patient Record found?	Did you find the patient record you were looking for? If so, proceed to Step #8. If the record you were looking for was not found, proceed to Step #12.
8	Select Patient?	<p>When you have found your patient record, select it.</p> <ul style="list-style-type: none"> <li>The screen will highlight the record you have selected.</li> <li>Note that the selected patient name now also appears in the header portion of the screen.</li> </ul> 
9	Return to 'Selecting A Patient' Workflow. See Section 3.1 for additional information.	Once you have selected a patient, return to 'Selecting A Patient' Workflow. For additional information, please see Section 3.1.

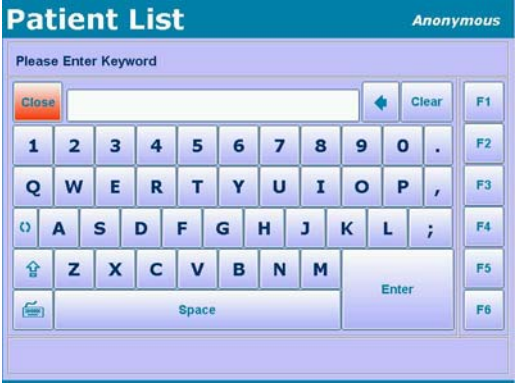

### 3.1.3. Workflow Description

#	Title	Description
1	<u>Cabinet Access</u> Screen displayed.	<p>Upon logging into iRISupply™ (and if applicable, selected a patient), the <u>Cabinet Access</u> screen will be displayed.</p>  <ul style="list-style-type: none"> <li>Compartments highlighted in green with the 'unlocked' symbol indicate areas you have access to.</li> <li>Compartments highlighted in red with the 'locked' symbol indicate areas you do not have access to.</li> </ul>
2	Have access to compartments?	<p>First, check to see if you have access to the compartments you are seeking entry into.</p> <ul style="list-style-type: none"> <li>If you have access to the required compartment, proceed to Step #3.</li> <li>If you do not have access to the required compartment, proceed to Step #10.</li> </ul>



### 3.1.2. Workflow



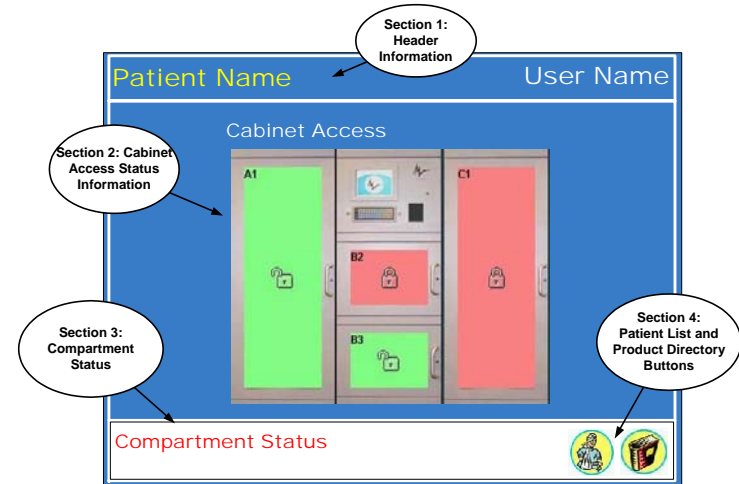
#	Title	Description
10	Click on the 'Close' button.	<p>If you do not wish to search for a patient record, click on the 'Close' button.</p> 
11	Return to Previous Page.	<p>By selecting the 'Close' button, you will be taken back to the previous screen.</p>
12	Resort or Search for Patient?	<p>You will have the option to sort or research the patient list records.</p> <ul style="list-style-type: none"> <li>To sort or research within the original search results, simply proceed onto the search or sort workflow.</li> <li>To search or sort from scratch, click on the 'refresh' button to clear the data results.</li> </ul> 
13	Go to Sort Workflow. See Section 3.2 for additional information.	<p>On the <i>Patient List</i> Screen click on the 'Sort' button. Proceed onto the <i>Patient List Search</i> Workflow. For additional information, please see section 3.2.</p>

### 3. Removing and Adding an Item

#### 3.1. Accessing the Cabinet

Once the user has successfully logged into the system, and if required, selected a patient, the user will then be allowed access to iRISupply™. The user will be presented with the Cabinet Access screen. The Cabinet Access screen identifies the iRISupply™ compartments to which the user has security access privileges. The user can then access the 'open' compartments to add/remove the required inventory and supplies.

#### 3.1.1. Cabinet Access Screen



<b>Cabinet Access Screen</b>		
<b>Section</b>	<b>Description</b>	<b>Notes</b>
1	Header Information	This portion of the screen identifies user currently logged into the system as well as the associated patient.
2	Cabinet Access Status Information	This section identifies the status of each compartment. It will identify if the user has security access to the compartment, as well as whether it is locked or unlocked.
3	Compartment Status	This section of the screen identifies the individual compartment status. It will indicate when the compartments are open and closed.
4	Patient List and Product Directory Buttons	This section allows users to either (1) select a different patient via the <u>Patient List</u> function, or (2) search for a product via the <u>Product Directory</u> function.