



VECTRAPLEX INFORMATION SYSTEM USER MANUAL

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1. Preface

About this guide

This guide describes how to install, configure, and troubleshoot VectraCor's Vectraplex Information System (VIS) on a VectraplexECG workstation.

This guide is intended for network administrators or readers with a background knowledge in Information Technology.

Important Information Regarding Instructions for Use

- Instruction for use are only provided in electronic format and are provided in all Member States of the EU where product is available.
- Customers can request a hard copy of the instruction for use by contacting VectraCor within 30 days of receiving equipment at no additional cost.
- Any request for a hard copy of the instruction for use after 30 days upon receiving the equipment can be provided at a cost.
- Customers can contact VectraCor either by phone or email to request a hard copy of the instruction for use.
- When a hard copy of the instruction for use are requested, a hard copy will be provided with 7 days of receiving the request.
- Current and previous revisions of instruction for use are available on www.VectraCor.com.

Security Precautions

- User is responsible for protection of the login credentials/ access controls used to access the PC hosting VIS. VectraCor will not be able to give access to any user who has lost their access to their host PC.
- User is responsible for equipping the PC hosting VIS with necessary protection against external attacks (virus, malware etc.) and protection configuration.
- VectraCor strongly recommends the user utilize credible antivirus, malware protection, firewall, etc. software on each piece of equipment where patient information is stored. Please keep in mind that VectraCor software will need to be given appropriate permissions to operate properly.
- User is responsible for creating/maintaining logs of login or VIS usage information. User is responsible for the security permissions/access control of the 'logs' folder storing VectraplexECG log files.
- User is responsible for patient database including patient demographic information and patient medical data. VectraCor will not receive or maintain any patient identifiable data.
- User is responsible for scheduled backup of the database to prevent data loss due to unforeseen circumstances.
- User is responsible for the integrity of VIS software and its components residing in the PC.
- VectraCor does not access, store or modify the patient demographic and medical data residing in the user's PC.
- Use of other equipment that connects to the network may result in unidentified risks to patients, operators or third parties. The User is responsible for identifying, evaluating, and controlling these risks.
- Changes to the network (including, but no limited to changes in network configuration, connection of additional items, disconnection of items, update of equipment, or upgrade of equipment) may introduce new risks that requires additional analysis.

2. Installation

Prerequisites

Before installation of VectraCor's Vectraplex Information System (VIS), do the following:

- Verify that VectraplexECG software has been properly installed. If not, install VectraplexECG by running the installation media.
- Verify that VectraplexECG SCP file directory and Reports Directory has been setup properly with proper access. If not, follow instructions in the VectraplexECG user manual to set it up based on the database configuration (network/local).
- Verify that you have administrative rights to install the software.
- Verify that you have closed all programs before installation.

System Requirements

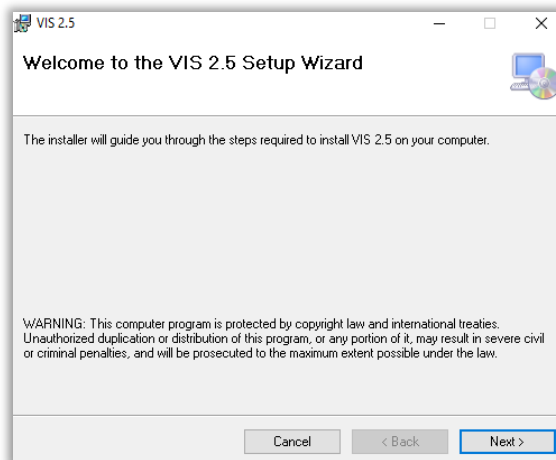
Operating System	Windows 7, Windows 10
Free Disk Space	Minimum of 1 GB
Screen Resolution	Minimum 1024 x 768 (Required by VectraplexECG)
Software compatibility	VectraplexECG 4.0 and above.

Installing Vectraplex Information System (VIS)

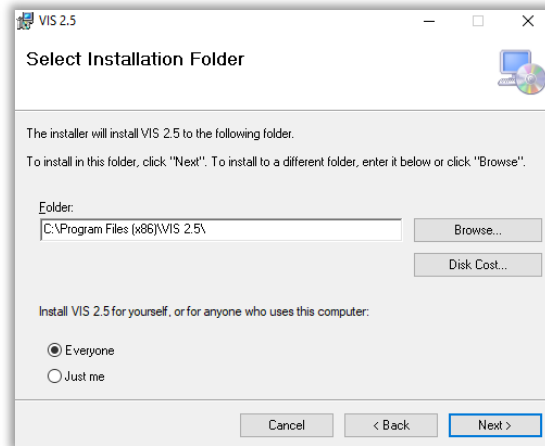
1. Run 'setup.exe' in the VIS installer folder to begin installation.



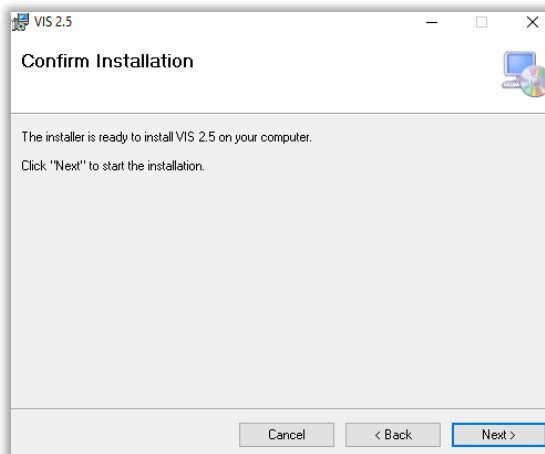
2. Click 'Next' on the Welcome window.



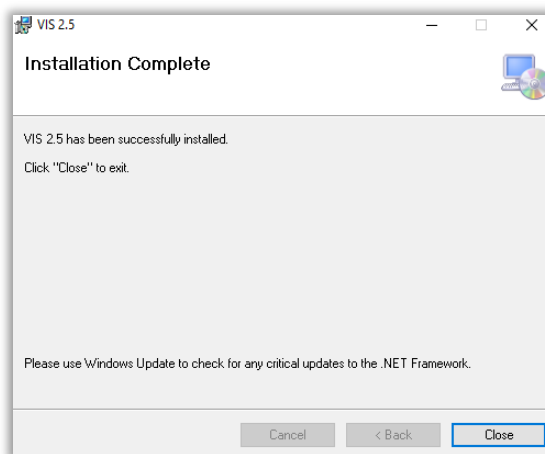
3. Select the folder for installation and click 'Next'.



4. Click 'Next' on the confirmation window.



5. Click 'Close' after installation is completed.

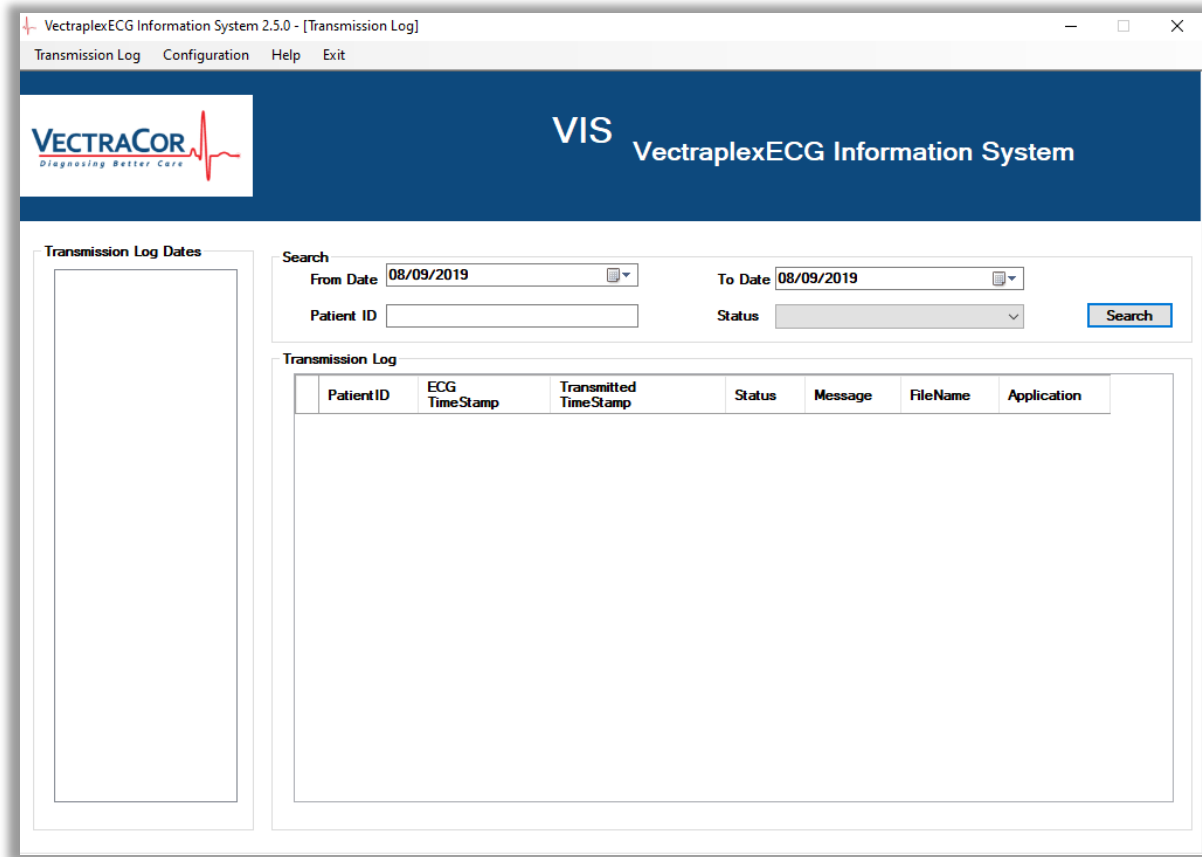


6. Open VIS by double-clicking the VIS shortcut icon on the desktop.



3. Navigating VIS

Log screen



Menu Bar

Transmission Log
Configuration
Help
Exit

Brings the user to the Log screen.
Brings the user to the Configuration screen.
Drop-down menu where the user can access the user manual.
Exits out of all background and foreground VIS applications.

Log screen

Transmission Log Dates

Lists the dates when transmission took place.

Transmission Log

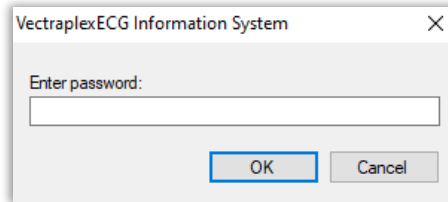
Lists all the transmissions in the order of Transmitted timestamp. The user can reorder them based on PatientID, ECG Timestamp, Status, Message, Filename and Application by clicking respective tabs.

Search

The user can search for transactions based on date, patientID and/or status.

Authentication screen

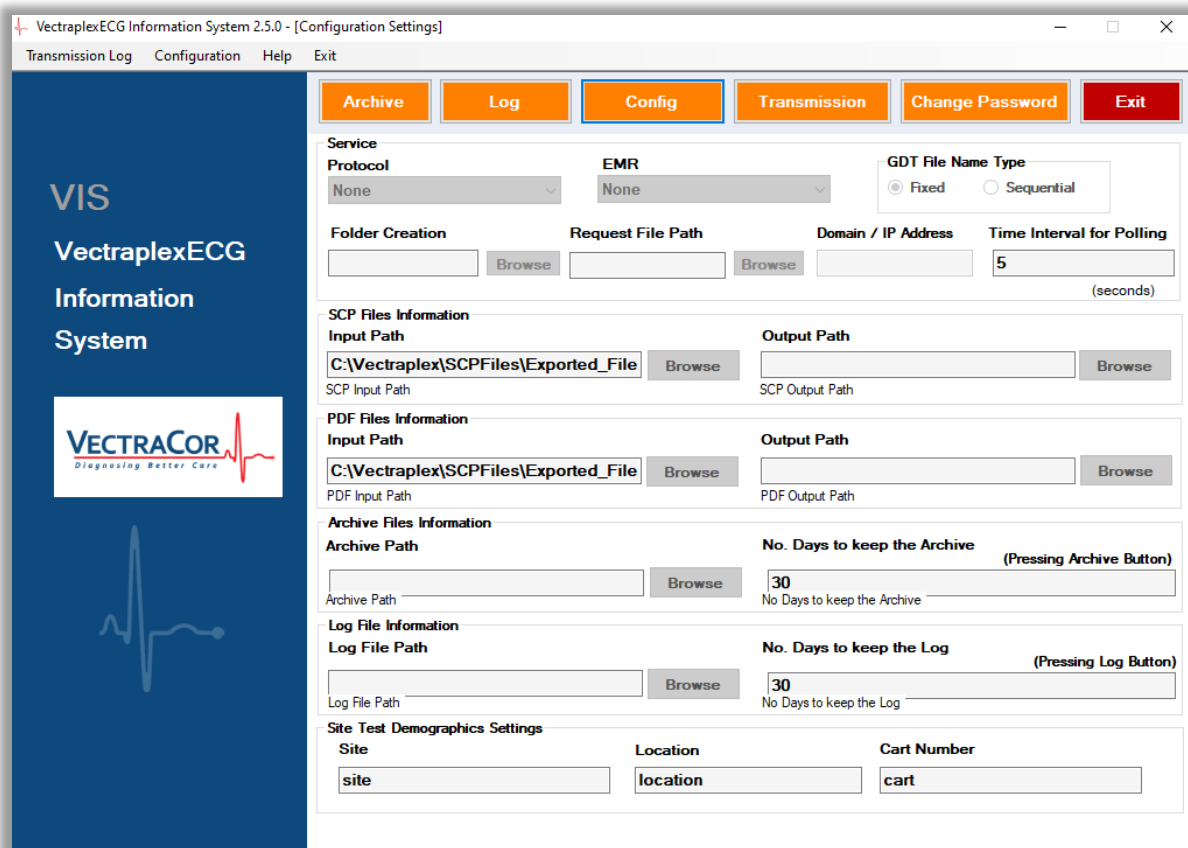
Clicking on the 'Configuration' button on the Menu bar pops up an authentication window. This is to prevent unauthorized modifications to the configuration.



The default password is 'VectraCor'. **WE STRONGLY RECOMMEND THE USER TO CHANGE THE PASSWORD BEFORE FIRST USE.**

Refer Change password section for more details.

Configuration screen



Button bar

Archive	Erases all archive files stored during a transmission till date.
Log	Erases all log files till date.
Config	Enables/Disables configuration fields.
Transmission	Brings the user to the Log screen
Change Password	Opens a window where user can change the password to enter

Exit configuration menu.
Exits out of all background and foreground VIS applications.

Service panel

Protocol Drop-down list of all protocols that can be used with VIS.
EMR Drop-down list of all EMR/ Cardiology databases that can be used with VIS.
GDT File Name Type For GDT protocol, user can switch between fixed or sequential file modes.
Folder Creation Path to user-defined folder where archive and log files can be stored. This should not be a network folder.
Request File path Path where the EMR places the input/order files.
Domain/IP address The IP address of the computer where VectraplexECG database resides.
Time interval for polling Polling frequency of VIS service in seconds. This indicates the time required for VIS to read the order for the EMR.

SCP File information

Input Path Path to the input SCP folder. This is defaulted to C:\Vectraplex\SCPFiles\Exported_Files.
Output Path Path to the user-defined output SCP folder where VIS sends the result.
Note: For network configuration, input path should be the shared name of the folder.

PDF File information

Input Path Path to the input PDF folder. This is defaulted to C:\Vectraplex\SCPFiles\Exported_Files.
Output Path Path to the user-defined output PDF folder where VIS sends the PDF report.
Note: For network configuration, input path should be the shared name of the folder.

Archive File Information

Archive Path Path to the user-defined folder where the files related to transmission are archived.
No. of Days to keep the archive Archive files will be erased by VIS after the user-defined number of days.

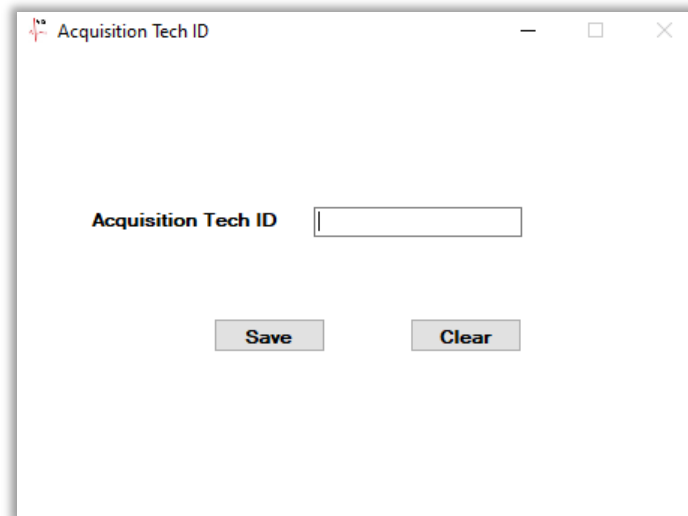
Log File Information

Log Path Path to the user-defined folder where the log files related to transmissions are stored.
No. of Days to keep the log Log files will be erased by VIS after the user-defined number of days.

Site Test Demographics Information

Site Name/ number of the site where the software is being used.
Location Location of the site where the software is being used.
Cart number Cart number of the system in which the software is being used.

Acquisition Tech ID screen



Acquisition Tech ID is a separate window where the technician using the ECG software can enter the technician ID. After clicking 'Save', VIS saves the technician ID into the database. The user can minimize the technician ID and opt to not input any technician ID.

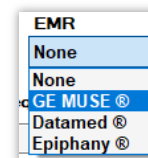
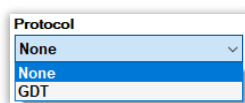
4. Configuring Vectraplex Information System

GE Muse

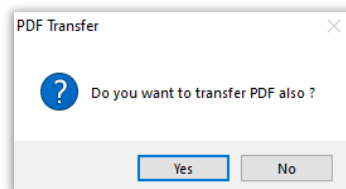
1. Click on the 'Config' button on the Configuration screen. This will enable the fields in the configuration screen.



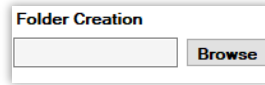
2. Select 'None' option from the 'Protocol' dropdown. Select 'GE Muse®' option from the 'EMR' dropdown.



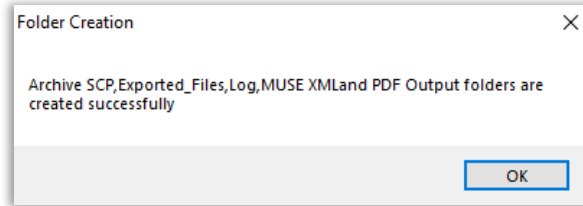
3. A pop-up will appear asking the user whether VIS should transfer PDF files. Click 'Yes' if you want to transfer PDF files. If not, click 'No'. The PDF file information section will be disabled and no PDF will be transferred.



4. Click on the 'Browse' button under Folder creation to select an existing folder or to create a new folder. This folder will be used to store Archive and Log files.



5. Selecting the folder under folder creation automatically creates folders for SCP/PDF input, SCP/PDF output, Archive files and log files.



6. Set the SCP output folder to the location from where GE MUSE will read the output XML file. In order to change the SCP/PDF output folder, click on the 'Browse' button under the Output path.

Note: If connecting to a network folder, see section 'Connecting to Network folders'.

7. Save the settings by clicking the Save button
8. Minimize VIS by clicking on the Minimize button. This will run VIS in the background.

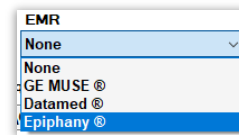
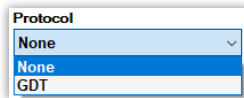


Epiphany

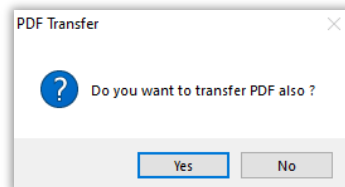
1. Click on the 'Config' button on the Configuration screen. This will enable the fields in the configuration screen.



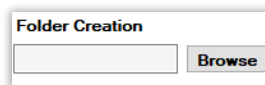
2. Select 'None' option from the 'Protocol' dropdown. Select 'Epiphany®' option from the 'EMR' dropdown.



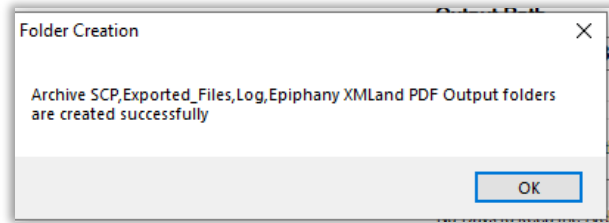
3. A pop-up will appear asking the user whether VIS should transfer PDF files. Click 'Yes' if you want to transfer PDF files. If not, click 'No'. The PDF file information section will be disabled and no PDF will be transferred.



4. Click on the 'Browse' button under Folder creation to select an existing folder or to create a new folder. This folder will be used to store Archive and Log files.



5. Selecting the folder under folder creation automatically creates folders for SCP/PDF input, SCP/PDF output, Archive files and log files.



6. Set the SCP output folder to the location from where Epiphany will read the output XML file. In order to change the SCP/PDF output folder, click on the 'Browse' button under the Output path.
Note: If connecting to a network folder, see section 'Connecting to Network folders'.
7. Save the settings by clicking the Save button
8. Minimize VIS by clicking on the Minimize button. This will run VIS in the background.

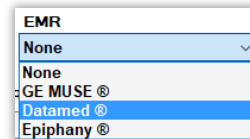
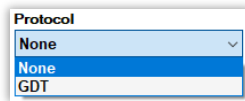


Datamed

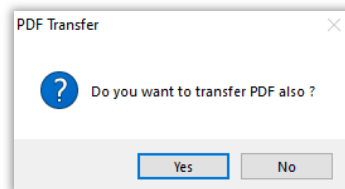
1. Click on the 'Config' button on the Configuration screen. This will enable the fields in the configuration screen.



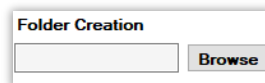
2. Select 'None' option from the 'Protocol' dropdown. Select 'Datamed®' option from the 'EMR' dropdown.



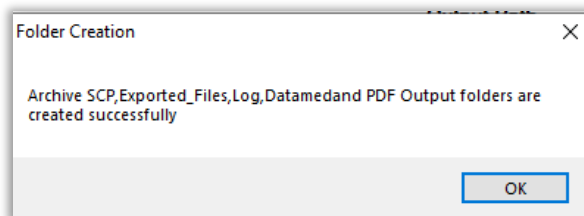
3. A pop-up will appear asking the user whether VIS should transfer PDF files. Click 'Yes' if you want to transfer PDF files. If not, click 'No'. The PDF file information section will be disabled and no PDF will be transferred.



4. Click on the 'Browse' button under Folder creation to select an existing folder or to create a new folder. This folder will be used to store Archive and Log files.



5. Selecting the folder under folder creation automatically creates folders for SCP/PDF input, SCP/PDF output, Archive files and log files.



6. Set the SCP output folder to the location from where Datamed will read the output XML file.

In order to change the SCP/PDF output folder, click on the 'Browse' button under the Output path.

Note: If connecting to a network folder, see section 'Connecting to Network folders'.

7. Save the settings by clicking the Save button
8. Minimize VIS by clicking on the Minimize button. This will run VIS in the background.

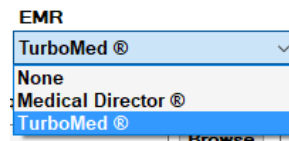
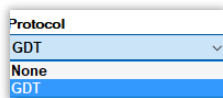


GDT - TurboMed

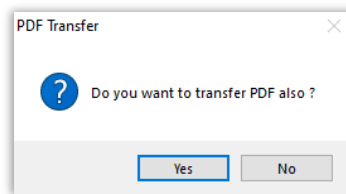
1. Click on the 'Config' button on the Configuration screen. This will enable the fields in the configuration screen.



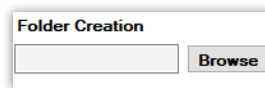
2. Select 'GDT' option from the 'Protocol' dropdown.
Select 'TurboMed®' option from the 'EMR' dropdown.



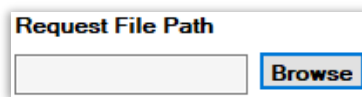
3. A pop-up will appear asking the user whether VIS should transfer PDF files. Click 'Yes' if you want to transfer PDF files. If not, click 'No'. The PDF file information section will be disabled and no PDF will be transferred.



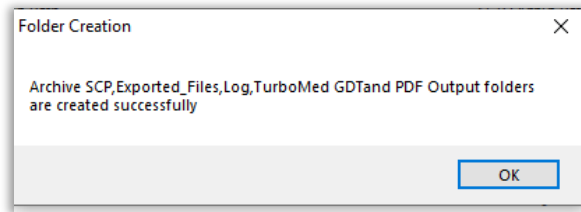
4. Click on the 'Browse' button under Folder creation to select an existing folder or to create a new folder. This folder will be used to store Archive and Log files.



5. Click on the "Browse" button under Request File Path to select the folder where .GDT files are placed by TurboMed.



6. Selecting the folder under folder creation automatically creates folders for SCP/PDF input, SCP/PDF output, Archive files and log files.



7. Set the SCP output folder to the location from where TurboMed will read the output GDT file. In order to change the SCP/PDF output folder, click on the 'Browse' button under the Output path.

Note: If connecting to a network folder, see section 'Connecting to Network folders'.

8. Minimize VIS by clicking on the Minimize button. This will run VIS in the background.

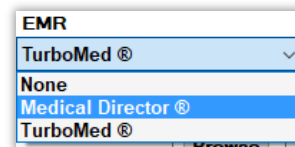
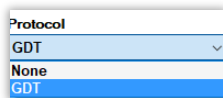


GDT - Medical Director

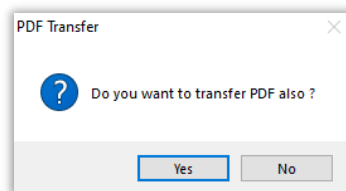
1. Click on the 'Config' button on the Configuration screen. This will enable the fields in the configuration screen.



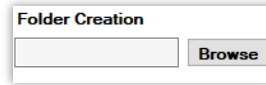
2. Select 'GDT' option from the 'Protocol' dropdown. Select 'Medical Director®' option from the 'EMR' dropdown.



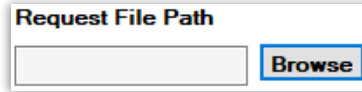
3. A pop-up will appear asking the user whether VIS should transfer PDF files. Click 'Yes' if you want to transfer PDF files. If not, click 'No'. The PDF file information section will be disabled and no PDF will be transferred.



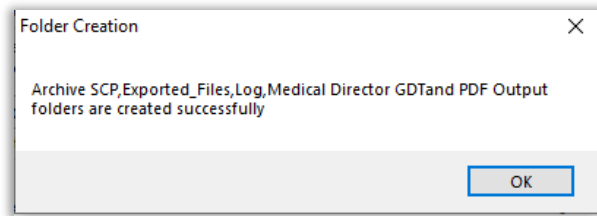
4. Click on the 'Browse' button under Folder creation to select an existing folder or to create a new folder. This folder will be used to store Archive and Log files.



- Click on the "Browse" button under Request File Path to select the folder where .GDT files are place by Medical Director.



- Selecting the folder under folder creation automatically creates folders for SCP/PDF input, SCP/PDF output, Archive files and log files.



- Set the SCP output folder to the location from where TurboMed will read the output GDT file. In order to change the SCP/PDF output folder, click on the 'Browse' button under the Output path.

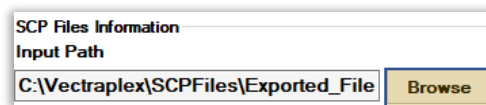
Note: If connecting to a network folder, see section 'Connecting to Network folders'.

- Minimize VIS by clicking on the Minimize button. This will run VIS in the background.

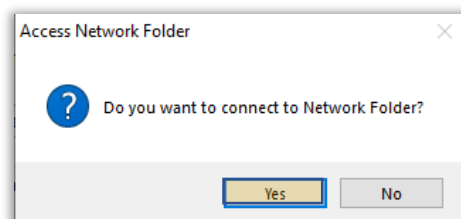


Connecting to a network folder

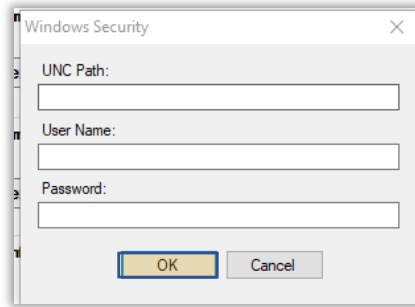
- The input and output path of SCP and PDF files can be configured to a network folder. Click Browse.



- Click 'Yes' when asked "Do you want to connect to network folder?"



- Enter the UNC Path of the folder, the user name and password of the computer where the network folder resides. Click OK after all the information are entered.



5.Troubleshooting

Error	Troubleshooting Steps
The String is not recognized as a Valid Date Time	Change the system date time as per below to resolve the Error. <ul style="list-style-type: none"> • dd/MM/yyyy h:mm:ss tt • dd-MM-yyyy h:mm:ss tt
Invalid import file cannot be deleted	Close all VIS Related Services and try to delete
Import.gdt from EMR's cannot be read	Import.gdt should follow the GDT standard for VIS to read. Import.gdt Should have following mandatory Values <ul style="list-style-type: none"> • Patient ID • First Name • Last Name • DOB • Sex