symmetry-Mini PACS

Feature Summary

Worklist Filters

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Create a filter

1. Select the filter button on the worklist.



2. Select ADD.

Stu	dy Filter					8
	Default Tab	All Studies	V.		ADD	RELOAD
	FILTER NAME			FILTER ORDER	FILTER TYPE	
					All	T
0	All Studies			0	Worklist	
0	QC			0	Worklist	

3. Type a Filter Name and Filter Order.

The filter order indicates in what order your filters fall after existing filters.

- 4. Enter the following settings.
 - Is Private: Only available to be edited or assigned by the user that created it.
 - **Display as tab:** Display as a filter tab in the worklist.
 - Display in dropdown: Available in the filter dropdown menu on the worklist.
 - Show DICOM studies only: Filter only shows studies with images.
 - Show RIS orders only: Filter only shows studies that have orders.
 - Show assigned studies only: Filter only shows studies that were assigned to the user.
 - Deleted: Filter shows deleted studies.
 - Assign: Administrators can use these settings to assign filters to users or user groups.

Note: We suggest having a Main "Filter" account to assign filters so there is never a question about what user account created them. Assigned filters can only be edited users that created them.

Study Filter						\otimes
				SAVE	CLEAR	BACK
Filter Name		Show encounter	s only			
Filter Order		🗹 Is Private				
🔲 Display a	as a tab	🗹 Display in Dropdown				
Deleted	COM studies only	Show RIS orders only Sh				
		All				
Assign		Select Group	2 +			

5. Select filtering criteria.

Only modify criteria you need to filter. Hold down Ctrl to select multiple options.

DATE/TIME	Date Operations By	Study Date Study Received D	ate 🔿 Schedule	d Date	
PATIENT INFORMATION	O Preformatted	Yesterday 🔻			
	O Last	Hour(s)	From	б То	Ø
	O Next		PION	0	
PHYSICIAN	O Date From		Date To	21	0
C INSURANCE					
RESET					

6. Select SAVE.

The settings in the figure below define a filter named UNREAD with the following properties.

- Appears a filter number 1
- Only the user who created it can edit or assign it.
- Available as a worklist filter tab, and as an option in the dropdown menu.
- Shows studies with images
- Assigned to the RAD2 group.
- Only shows studies in Unread status.

Study Filter								
				SAVE CLEAR BACK				
Tilter Name	UNREAD	Show encounters only						
Filter Order	1	📩 🗹 Is Private						
📕 🗹 Display as	satab 📩	🗹 Display in Dropdown						
🙀 🗹 Show DIC Deleted	OM studies only	Show RIS orders only Show as	ssigned studies only					
		-						
Assign		+ RAD2 ·						
		RAD2 ×						
团 DATE/TIME	Institution		Facility					
		^	ls	Garner Hilltop Imaging & Diagnostic C				
PATIENT INFORMATION	O IsNot		IsNot	Jacksonville				
- STUDY		1	Ordering Faci	Ordering Facility				
	Modality			Select ordering facilities 🔹 🛨				
C PHYSICIAN	Ols	BD BR						
	O IsNot	CR						
B INSURANCE			O IsNot					
RESET	Modality Room							
		CR - NC CR JACKSONVILLE						
	O IsNot	CR MOBILE CT JACKSONVILLE	Status					
	BodyPart	L 07 110		Last Changed By Me				
	bouyrait	Key Images		Tech End Tech Start				
		OrthoView	O IsNot	Transcribed UnRead				
	O IsNot	Radiologist Steve		Varific Ordere				
	Flag		Stat					
		Case Study	O Is	Stat 1				
	O Is O IsNot	Fuji GE	O IsNot	Stat 3 Stat 4				
		Hologic 🚽						

Delete a filter

- 1. Select the filter button on the worklist.
- 2. Select the trash can button next to the filter you want to delete.

O	All Studies	0	Worklist
1	QC	0	Worklist
1	UNREAD		Worklist

Edit a filter

- 1. Select the filter button on the worklist.
- 2. Select the edit button (pencil) next to the filter you want to edit.
- 3. Under Summary, view the scope of the filter.

Study Filter					<
		SAVE	RESET	BACK	. 6
Filter Name UNREAD	Show encounters only	Summary			Î
Filter Order 1	🗹 Is Private	Status : Is UnRead			
🗹 Display as a tab 🧧	Display in Dropdown				
Show DICOM studies only	Show RIS orders only Show assigned studies or	nly			
	All				
Assign Select User	+ +				
	RAD2 ×				

4. Edit criteria and select SAVE.

Example

The figure below shows a filter that shows CR, CT, and DX studies for the Garner Facility.

Study Filter		8
Filter Name Filter Order 💟 Display a		SAVE RESET BACK Barannery Status is UnRead
DATE/TIME PATIENT INFORMATION STUDY INFORMATION	Institution Is IsNot Contains	Pacility Status Carree Hiltop Imaging & Diagnostic C Jacksonwife Hobble Status Last Changed By Me
PHYSICIAN INSURANCE	Is State of CR DG DX	Lest Changed by we Transcribed IsNot Verify Orders Waiting for Priors
	Modality Room S Is SINOT CR -NC CR JACKSONVILLE CR JACKSONVILLE CT JACKSONVILLE CT JACKSONVILLE	Start 1
	BodyPart Is Key Images OrthoView Radiologiat Steve	Dicom StudyID Is IsNot Contains Dicom StudyID Accession#
	Flag Cree Study Fdg IsNot Study Cree Study Fdg Hologic Study Cescription Study Cescription	is isNot Contains