

Exa® PACS|RIS

Feature Summary

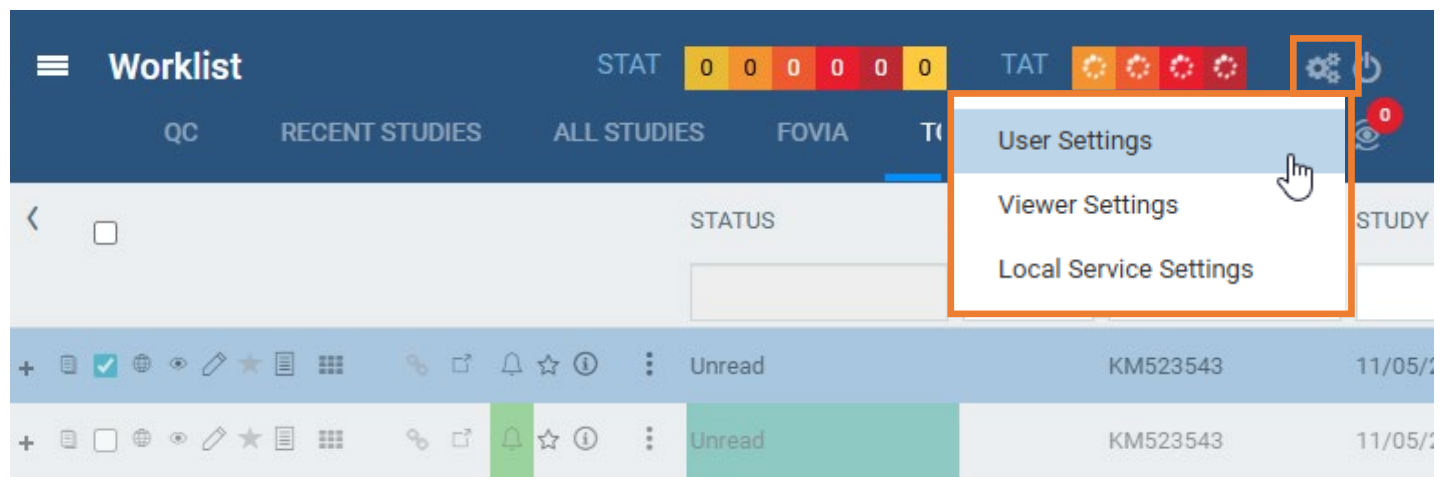
Version 35.0.1 and Later

End User Overview

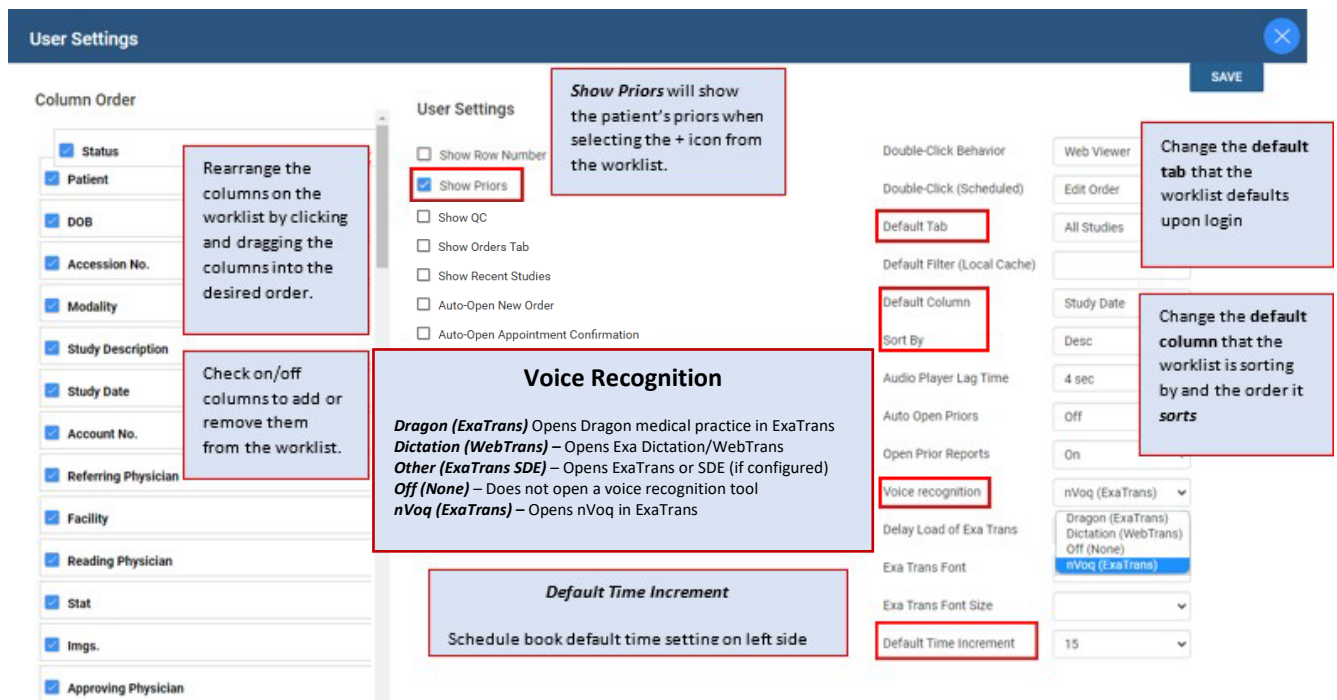
© 2026 Konica Minolta Healthcare Americas, Inc.

User settings

1. In the upper toolbar, select **Settings > User Settings**.



User settings control how the worklist area appears and functions. Changes made in User Settings only affects the signed in user.



Worklist

You can customize the worklist's appearance and functions.

Filters and custom filters appear across the top and/or in the dropdown menu

Reorder the columns by clicking and dragging the columns into the desired order.

Use the boxes under the column headers to search and filter the worklist.

The arrows next to the column header indicate that the worklist is sorting by that column. Click the column header to reverse the sort.

- Expands to **Show Priors** for the patient (must be turned on in the **User Settings**)
- Opens a custom filter that displays the patient's prior studies.
- Selects the study for further actions.
- Opens the study in the viewer. This icon will only appear if there are images available.
- Open EXATrans or WebTrans depending on what is selected under **Voice Recognition** in the **User Settings**
- Opens the multi-panel, which shows notes, prior reports, and more.
- Opens the **Approved Report** of the study.
- Allows the linking and unlinking of reports.
- Appears if there is **Unread DICOM**, select to view unread images.
- Appears if the study is opened by another user. Hover over to view the user.

Upper and lower worklist toolbars

The **STAT Level** bar indicates how many studies are at each STAT level on your current tab/filter. STATs are placed at the top of the worklist.

The **Turnaround Time (TAT)** bar shows the number of each study at each TAT.

Access the **User Settings** and **Viewer Settings** here.

Logs user out of EXA.

Opens the disagreement queue for Peer Review

Refreshes the worklist but keeps manually entered worklist filters.

Refreshes the worklist but clears any manually entered worklist filters.

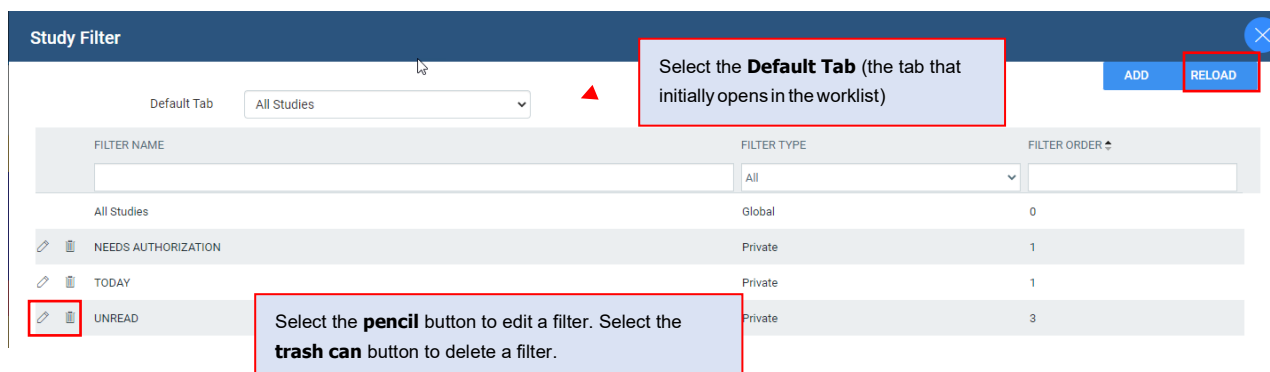
Opens the filter window where filters can be added/edited/deleted.

Create filters

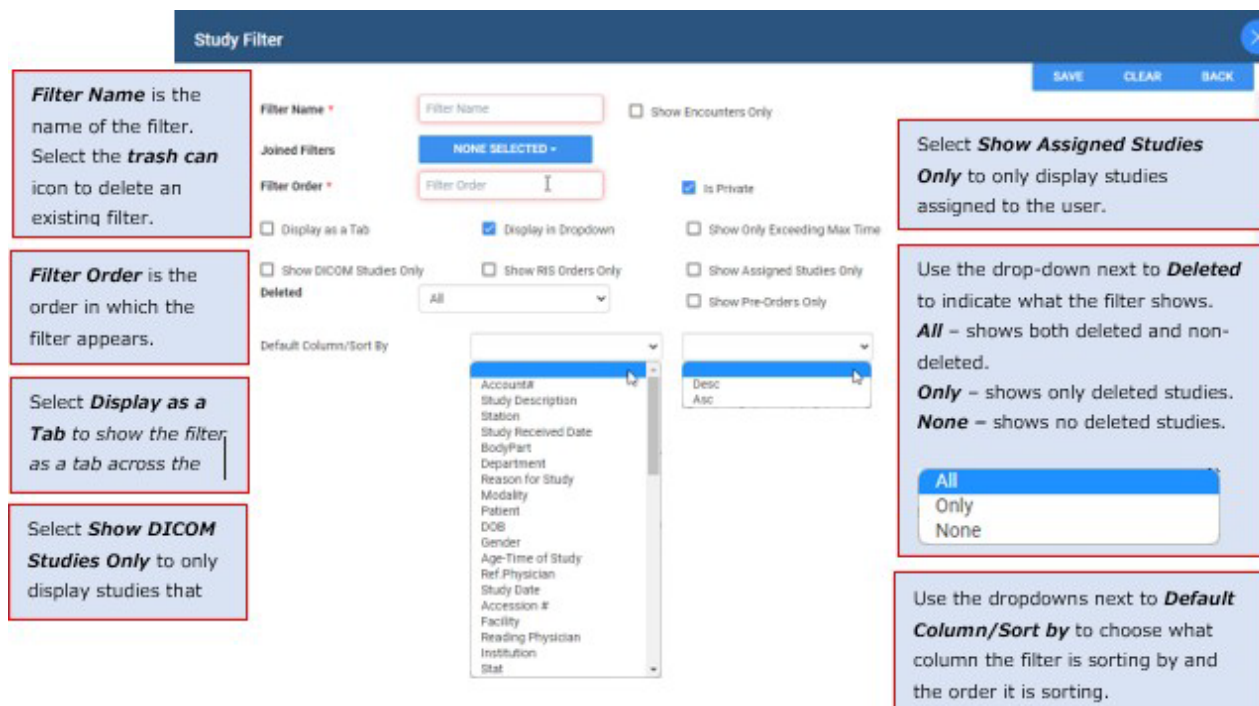
1. To create a filter, select the Filter button on the worklist.



2. In the **Study Filter** screen, select **ADD**.



3. To create a filter, enter a filter name and filter order first, and then enter criteria for the filter.



Date/Time

DATE/TIME

PATIENT INFORMATION

STUDY INFORMATION

RESOURCE

INSURANCE

Date Operations By

☐ Study Date ☐ Study Received Date ☐ Scheduled Date ☐ Last call made ☐ Created Date

☐ Preformatted Yesterday

☐ Last Hour(s) From To

☐ Next

☐ Date From Date To

Select what type of date the filter is looking at under **Date Operations By**.

Preformatted – Use the dropdown to select from a list of preformatted dates and date ranges.

Yesterday
Today
Tomorrow
Last 7 Days
Last 30 Days
Last Month
Next 7 Days
Next 30 Days

Last/Next – Use the empty field to enter a number and use the dropdown to select from a list of units of time.

Hour(s)
Day(s)
Week(s)
Month(s)
Year(s)

Date From/Date To – Select the calendar button to open a calendar view to select a date or type in the desired date. Select the clock button to select a time.

May 2023

Su Mo Tu We Th Fr Sa

30 1 2 3 4 5 6

7 8 9 10 11 12 13

14 15 16 17 18 19 20

21 22 23 24 25 26 27

28 29 30 31 1 2 3

4 5 6 7 8 9 10

12 00 AM

Patient Information

DATE/TIME

PATIENT INFORMATION

STUDY INFORMATION

RESOURCE

INSURANCE

Patient Name

☐ Is ☐ Is Not ☐ Contains

+

Account No.

☐ Is ☐ Is Not ☐ Contains

+

Alt Account No.

☐ Is ☐ Is Not ☐ Contains

+

Is/Is Not/Contains

Is – Includes the Name/Account No./Alt Account No. that is typed out. It must match exactly to how it appears on worklist to be included.

Is Not – Excludes the name/account no./alt account No. that is typed out.

Type out the **Patient Name, Account No., or Alt Account No.** that you wish to include/exclude on the filter. Select + to add it to the list.

The **Patient Names, Account No., and Alt Account No.** that have been added to be included/excluded appear here. Use the trash can icon to remove from the list.

Study Information

DATE/TIME

PATIENT INFORMATION

STUDY INFORMATION

RESOURCE

INSURANCE

Filters can be created using Facility, Modality, Status, Study Description and more.

To select one or more option from the category, hold down Shift on the keyboard while selecting

Is/Is Not/Contains

Is – Includes the category that is selected.

Is Not – Excludes the category that is selected.

Contains – Includes the category that contains the

SAVE **CLEAR** **BACK**

Institution

☐ Is ☐ Is Not

☐ Contains

Modality

☐ Is ☐ Is Not

Modality Room

☐ Is ☐ Is Not

Last call category

☐ Is ☐ Is Not

Body Part

☐ Is ☐ Is Not

Facility

☐ Is ☐ Is Not

Ordering Facility

☐ Is ☐ Is Not

Status

☐ Last Changed By Me

☐ Is ☐ Is Not

Stat

☐ Is ☐ Is Not

Flag

☐ Is ☐ Is Not

Study Description

☐ Is ☐ Is Not ☐ Contains

Last call note

☐ Is ☐ Is Not ☐ Contains

Vehicle

☐ Is ☐ Is Not

DICOM Study ID

☐ Is ☐ Is Not ☐ Contains

Accession No.

☐ Is ☐ Is Not ☐ Contains

Report Queue Status

☐ Is ☐ Is Not

Report Delivery Method

☐ Is ☐ Is Not

Resource

Use the + icon to add the resource to the list that is to be included or excluded.

Filters can be created using various resources such as **Reading Physician**, **Approving Physician**, **Referring Physician** and more.

Use **Is** or **Is Not** to include or exclude the resource. Select the dropdown menu to choose between **Select**, **Contains** or **Blank**.
Select – Includes/excludes resource that matches exactly to what is typed in.
Contains – Includes/excludes resource that contains the name/segment/phrase typed in.
Blank – Includes/excludes if the category is blank.

Resources that have been added to be included/excluded appear here. Use the trash can

Insurance

Filters can be created using **Insurance Provider**, **Insurance Provider Type** and **Insurance Authorization** status.

Use **Is** or **Is Not** to include or exclude the category options. Use the + button to add to the list of options to include or exclude. If selecting one than more option, hold Shift on the keyboard and then select multiple options. Use the trash can button to remove options from the list.

Basic viewer navigation

The header displays patient and the current study information.

Main Toolbar – Tools and other functions/settings can be set here. If the number of tools exceeds the available space, hover over to access the additional rows of tools.

Partial Close
Close Study

The **Priors Bar** shows all the patient's priors. Double-click to open or close the thumbnails for the prior.

The **DM toolbar** shows hanging protocols that are applicable to the current exam and options to save, manage and more.

The **Thumbnail Bar** shows the thumbnail series for the current study and any priors study opened. The red dotted line around the thumbnail indicates the active series in the viewer. The yellow dotted lines around the thumbnails indicate that the series is opened in the viewer.

Right-click to open the **Context Menu** which shows tools and other viewer functions.

Hovering over the top, left and bottom of each grid frame shows floating toolbars to access shortcuts to tools.

The screenshot shows the Exa PACS | RIS viewer interface. At the top, a header bar displays patient information: 'Mack, Mackie DX WRST RT 3V MIN 55' and '04/26/2017 8:57 AM'. Below this is a toolbar with icons for various functions. On the left, a 'Priors Bar' shows thumbnails for previous studies. Below that, a 'DM toolbar' (Diagnostic Management) contains buttons like 'Save', 'Save Study', 'Update', 'Manage', 'Reset', and 'Refresh'. Further down is the 'Thumbnail Bar' showing thumbnails for the current study and priors. The main viewing area displays three X-ray images of a hand/wrist. A 'Context Menu' is open over one of the images, showing options like 'View', 'Annotations', 'Tools', 'Transformations', 'Priors', 'Bone Enhance', 'Contrast Enhance', 'Histogram', 'Delete All Image Annotations', 'Delete Series Annotations', 'Delete All Study Annotations', 'Edit Annotation', 'Set Key Image', 'External Tools', 'Outlines', 'Toggle DICOM Overlay', 'Reset Viewer', 'Reset Study Object', 'Create Teaching Study', 'Download Image', 'Download DICOM Part', 'Download Series as MP4', 'Download Series', 'Send Image/Annotations', and 'Enable CINE'. At the bottom, a floating toolbar is visible over the grid frames.