

**Course Information****Course Title:** Carestream PACS v12.1.x System Administration Fundamentals**Course Length:** Scheduled Tuesday through Friday, approx 30 hours of instruction**Training Administrator's Email Address:** ches.martin@carestream.com**Course Description**

This course provides the fundamental information necessary for the implementation of the Carestream Picture Archive and Communication System. A combination of lecture and hands-on workshops will be provided on configuration and operation of the PACS system software.

**Course Requirements**

Attendance in this course should occur no more than a few weeks prior to the installation and implementation of the Carestream PACS System. The suggested attendee of this course will be the institution's personnel functioning as the PACS System Administrator, Assistant PACS System Administrator, or IT Department support. The attendee should possess a basic general knowledge of a PACS system, networks, Radiology Information Systems, and the clinical workflow of the institution.

**Course Goals and Objectives**

The goal of the course is to prepare attendees for the installation and implementation of the Carestream PACS System. Students will be able to achieve this goal by being able to:

- Describe the components of a PACS system
- Summarize how studies are archived, queried and retrieved
- Identify system software components
- Describe the concept of streaming and compression of images
- Identify and construct system users, groups, profiles
- Describe features and functions of the Work Flow Manager Administration tool
- Perform updates and reconciliation of studies in the PACS database
- Illustrate the flow of images to be stored on the PACS system
- Describe, utilize and configure the Data Import key features and functions
- Describe, utilize and configure the Non-DICOM Import key features and functions
- Develop pre-implementation strategy for the PACS, manage the project during installation and implementation of the PACS, and take total ownership of the PACS system at the completion of the implementation
- Develop a list of tasks and necessary knowledge to properly manage the PACS system
- Navigate Archive Explorer, select and use various tools in the display area
- Patient Mini Archive, describe and demonstrate features and functions.
- Describe and demonstrate user interface of v12.1+
- Differentiate between viewbox layout and group layout, as well as navigate through stacked viewers
- Utilize the PowerViewer toolsets
- Adjust parameters of MPR, and utilize its functions
- Utilize the 3D toolsets
- Describe and demonstrate Vue Motion.
- Define, edit, create, quantify and annotate vessel analysis
- Utilized the system's mammography toolset
- Observe functions of Vue Beyond
- Describe basic functions of OrthoView, Cardiac Analysis, Cardiac PACS, PET-CT/MRI Fusion, and Volume Matching, Lesion Management, Teaching Files.

- Describe, interpret and utilize DICOM Header information
- Describe, configure and utilize Display Protocols
- Demonstrate proficiency in troubleshooting various common issues
- Describe how to contact Carestream Support Center, and the information to be provided for the issue
- Describe and demonstrate Vue Reporting

These skills will be introduced through lecture, and will be reinforced with hands-on exercises.

### Course Agenda

Tuesday	
8:00am – 12:00pm	Course Introduction
	Course Objectives
	Explanation of System Administrator Responsibilities
	Overview of Digital Workflow
	Explanation of PACS Administrator Responsibilities
	TIS- covered, CSP 12 Overview
12:00pm – 1:15pm	Lunch Break
1:15pm – 5:00pm	User Administration
	Database Admin
	User Management (Demonstration, Discussion & Hands-on lab)
	Patient Merging (Demonstration, Discussion & Hands-on lab)
	Patient Split (Demonstration, Discussion & Hands-on lab)
	Merge Split Wizard (Demonstration, Discussion & Hands-on lab)
Wednesday	
8:00am – 12:00pm	Audit Trail
	Document Import
	Data Import
	PMA
	PMA (Demonstration, Discussion & Hands-on lab)
	UI
	UI continued
12:00pm – 1:15pm	Lunch Break
1:15pm – 5:00pm	Segmentation and VoIR
	Segmentation and VoIR (Demonstration, Discussion & Hands-on lab)
	Vue Motion
	Vue Motion Continued
Thursday	
8:00am – 12:00pm	Display Protocol Introduction
	Display Protocol Editor

	Display Protocol Selection and Ordering
	Display Protocol Troubleshooting
	Procedure Code Table
12:00pm – 1:15pm	Lunch Break
1:15pm – 5:00pm	Display Protocols (Demonstration, Discussion & Hands-on lab)
	System Monitoring – Logs, Audit Trail (Demonstration, Discussion & Hands-on lab)
Friday	
8:00am –12:00pm	Describe and Demonstrate Vue Reporting/Q and A Session for previously demonstrated topics.
	PACS System Administration Exam