What's New in PowerScribe 360 | Reporting, Version 3.0

PowerScribe® 360 | *Reporting*, version 3.0, is the latest version of Nuance's leading speech-recognition reporting solution for radiologists. This latest version gives you more control of your reports with the goal of making the dictation process more accurate and more efficient.

PowerScribe 360 | *Reporting* 3.0 offers:

- improved application viewing and tools;
- additional integration options for quality and consistency; and
- enhanced patient care.

Contents

Nuance® PowerScribe® 360

L-3800-001 05/2015

New Features for Providers

Color Scheme of Client Windows

Providers can now change the colors on the three *PowerScribe 360 | Reporting* client application windows (Explorer, Report Editor, and AutoText Editor) from the default white background to another color of your choice, such as a soft gray.

To change colors, click **Tools > Preferences > Fonts and Colors** and select the **Apply custom colors to entire application** check box. With this check box selected, the **Normal Background** and **Plain Text** colors (in the **Enable custom colors** list) are applied to all areas in the application. You can change both of these colors to ones that are more suitable to your dictating environment.

Batch Sign/Batch Approve Reports from the Explorer Window

Note: *This feature must be enabled by your administrator in order for you to use it.*

You can now select and sign (or approve in the case of a resident) multiple reports at the same time from the Explorer window in the dictation client. Reports that are ready for signature/approval will be signed/approved at the same time.

If any of the reports in your batch selection contain required custom fields or diagnosis codes that have not been filled in, you'll have an opportunity to complete the fields before signing/approving.

Keep in Mind: Passwords and Batch Signing/Batch Approving

If you are required to enter a password before signing/approving your reports, you will be prompted to do so for each report that you have selected for batch signature/approval. Batch signing/approving does **not** override the need for entering passwords. However, if you are not required to enter a password before signing/approving your reports, the batch signature/approval feature signs/approves all of the selected reports with a single click of the **Sign** (or **Approve**) button.

Compare Revisions

Note: *You can only compare revisions that still exist on your PowerScribe 360 | Reporting system. Ask your administrator about increasing the number of days to retain content.*

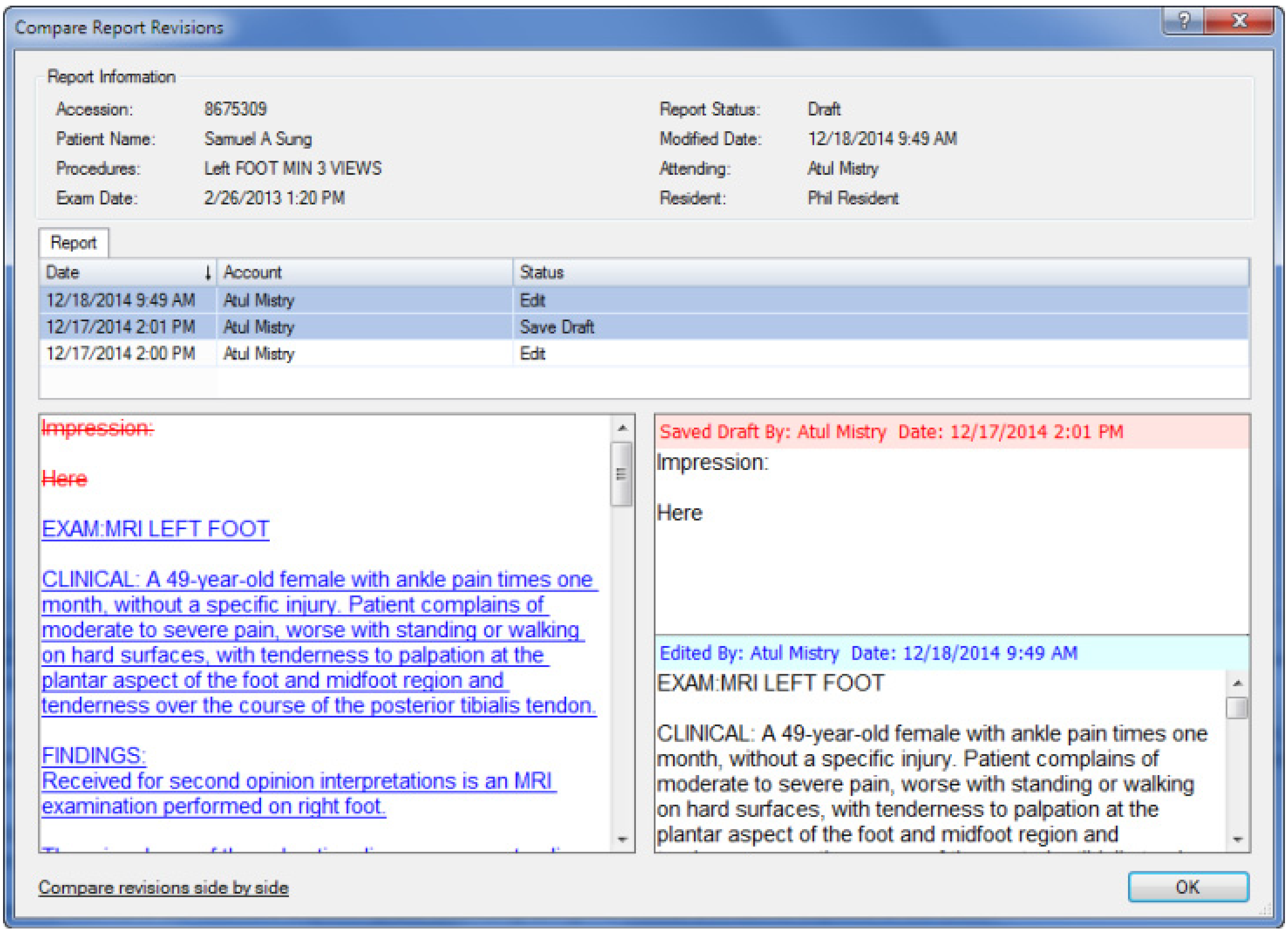
You can now view and compare different versions of a report to see how they differ from one another. This allows attendings to compare their original reports with the corrected reports returned to them from editors, and easily see what was changed, added, or deleted. In addition, residents can compare their original reports with the final reports signed by attendings.

To compare report revisions, select a report in Explorer, or open a report in Report Editor, and click **Tools > Compare Revisions**. The **Compare Report Revisions** window opens. From here you can select and compare your report versions, two at a time.

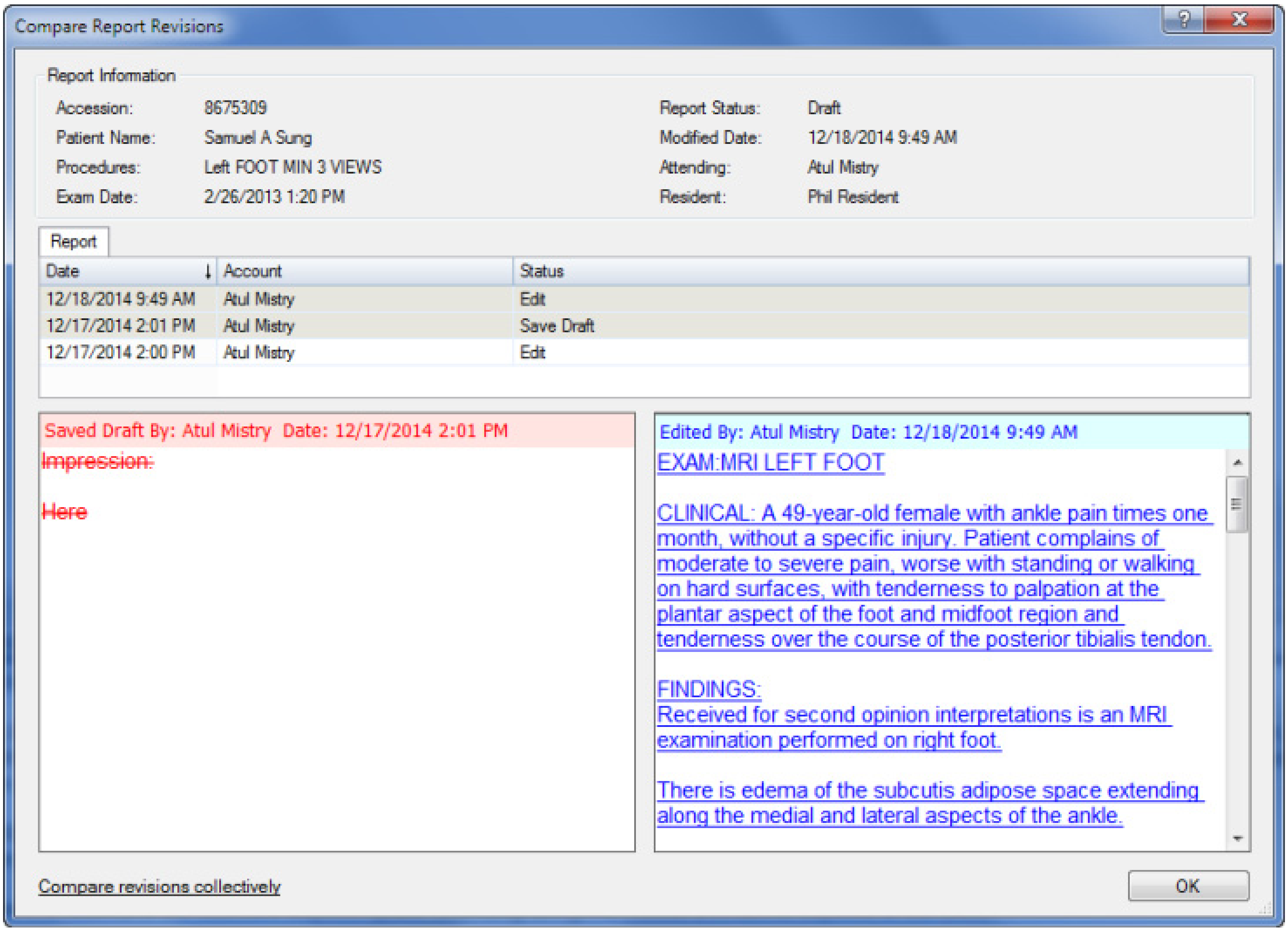
Note: *Tables are not displayed in revisions (if created in the report).*

You can view the revisions either collectively or side by side:

Compare revisions collectively window: In this view the two individual versions you select appear on the right side of the window, one above the other. The left side of the window shows the combined revised version, with deleted text shown in red strike-through and added text in blue underline.



Compare revisions side by side window: In this view the two reports you selected from the list appear side by side in the viewer. Here again, red strike through text indicates what was removed, and blue underlined text shows text that was added.



View Open Orders

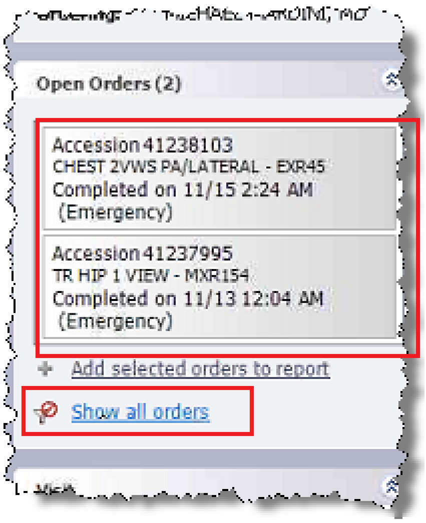
Two new preferences allow you to view a list of open orders for a patient from the Order Data tab in the Report Editor. The preferences, **Open orders maximum age** and **Open orders property match**, are described under *Provider Preferences*, beginning on page 10 in this document. (Another new account preference, **Warn if open orders when signing**, is impacted by these two settings. Again, see *Provider Preferences* in this document.)

To configure these preferences, click **Tools > Preferences > Reporting >General**.

Viewing the Open Orders

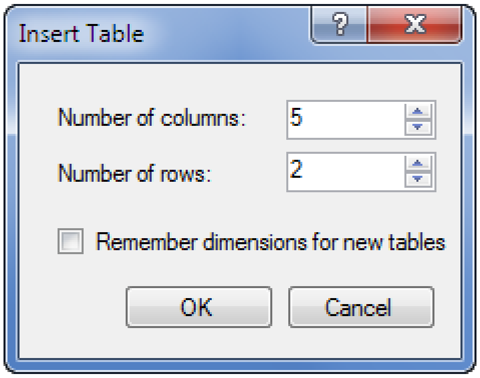
From the **Open Orders** section of the Order Data tab, you can view open orders based on the criteria you selected in the two preferences. In addition, you can choose to show all orders from this tab. The improved user interface now displays more information about each open order, instead of a simple list. The additional information includes Accession, Procedure, Order Status, Time, Location, and Patient Class.

The illustration below shows an example of the Open Orders section. In the example there are two open orders. The **Show all orders button** is available. When selected, this button shows all orders for the patient.



In addition to filtering the open orders, the new preferences also control which orders will trigger a warning on sign if the **Warn if open orders when signing** account preference is enabled. Filtered orders (those **not** shown when the report is opened) will not trigger the warning.

Tables



Note: *This feature must be enabled by your administrator in order for you to use it.*

Note: *Displaying tables in downstream applications, such as the RIS/HIS, should be tested to ensure that the tables display properly. Currently, only Epic integrations support table uploads.*

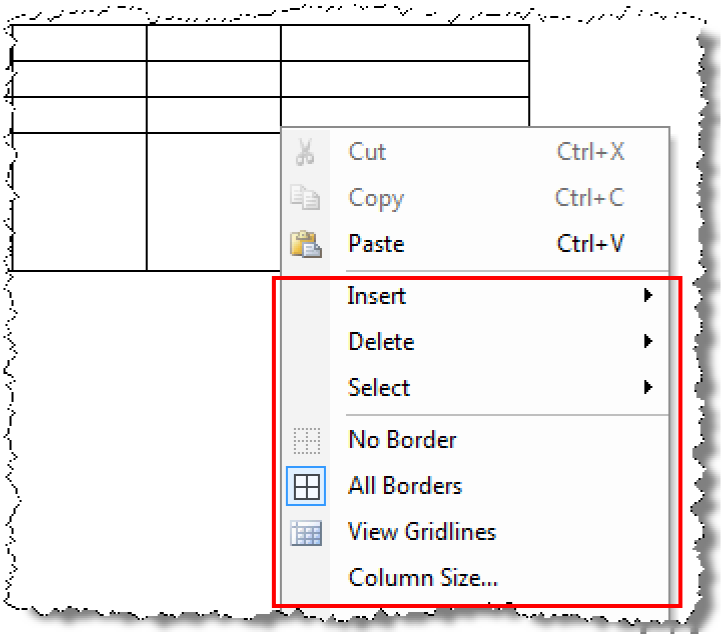
You can now insert tables into your reports and AutoText on the fly. Tables are useful for displaying various types of information, especially measurements and dosages.

To insert a table in either a report or AutoText, click **Insert > Table**, select the number of rows and columns for the table, and click **OK**.

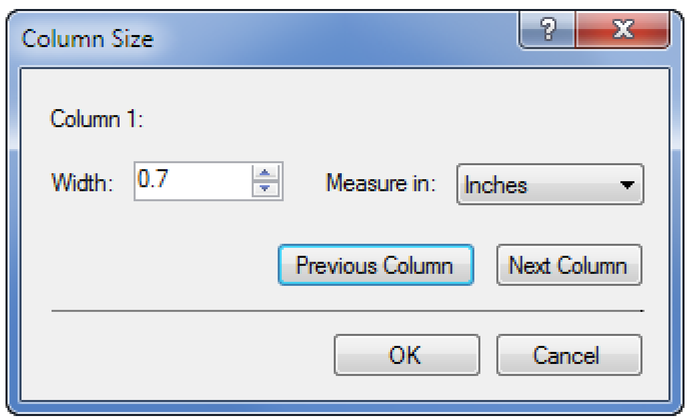
Your tables can contain dictated or typed text, or you can add merge fields to the cells. Merge fields can be pulled in from data integrations or DICOM measurements.

Best Practice*: Always put either a fill-in field in the cell and/or a merge field. This allows for easy navigation through the table.*

The illustration below shows the table management tools available when you right-click anywhere in a table.



The following table describes the tools:

Table Tool	Description
Insert	Use to insert columns to the left or right of the current column, or to insert rows above or below the current row.
Delete	Use to delete the column, row, or table where your cursor currently resides.
Select	Use to select the cell, row, or table where your cursor currently resides.
No Border	Select to hide the table borders.
All Borders	Select to show the table borders.
View Gridlines	Select to view the table gridlines (when the table borders are hidden).
Column Size	Select this item to open the **Column Size** dialog box. From here you can manage the width of all the columns in your table. You can select from inches, millimeters, or centimeters for your measurement gauge, and move from one column to another without exiting the dialog box. 

Add your row and column labels, if needed. Then begin entering data into the table. Example tables are shown below.

EXAM: OBSTETRIC ULTRASOUND

Patient:	JANE R TURNAGES	Date:	11/9/2006 8:37 PM
MRN:	7353030	Doctor:	KISHA NICOLE DAVIS, MD
DOB:	9/2/1981	Radiologist:	KENNETH BUTLERS, MD

FINDINGS: Abdominal cavity appears normal. The fetal stomach appears normal. The fetal blac abdominal wall appears intact. The spine was visualized from cervical to sacral region, within th ultrasound equipment, without evidence of a neural tube defect. Active movement from the extre body motion was also observed during this examination. The placenta appears within normal lir cord with normal insertion site.

MEASUREMENTS:

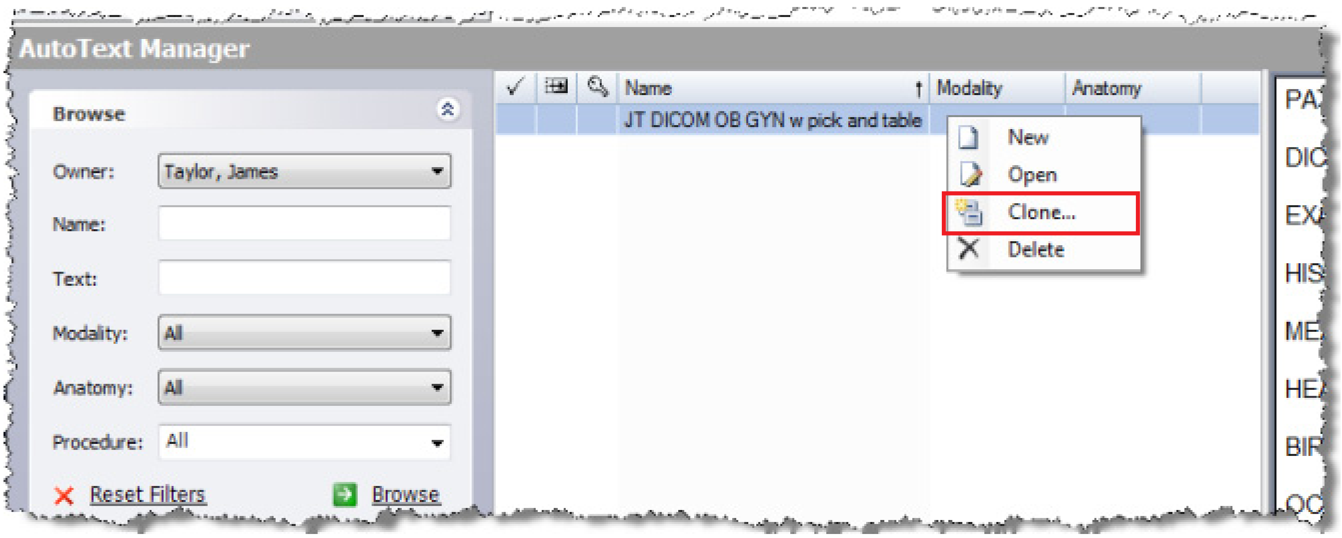
	(cm)	Age (wk)	Percentile
Biparietal Diameter	6.0	24.5	40
Femur Length	4.3	24.1	25
Head Circumference	22.8	24.8	45
Abdominal Circumference	20.0	24.6	45

IMPRESSION: Singleton IUP 24 weeks 2 days by sonogram. Anterior placenta. Cephalic prese

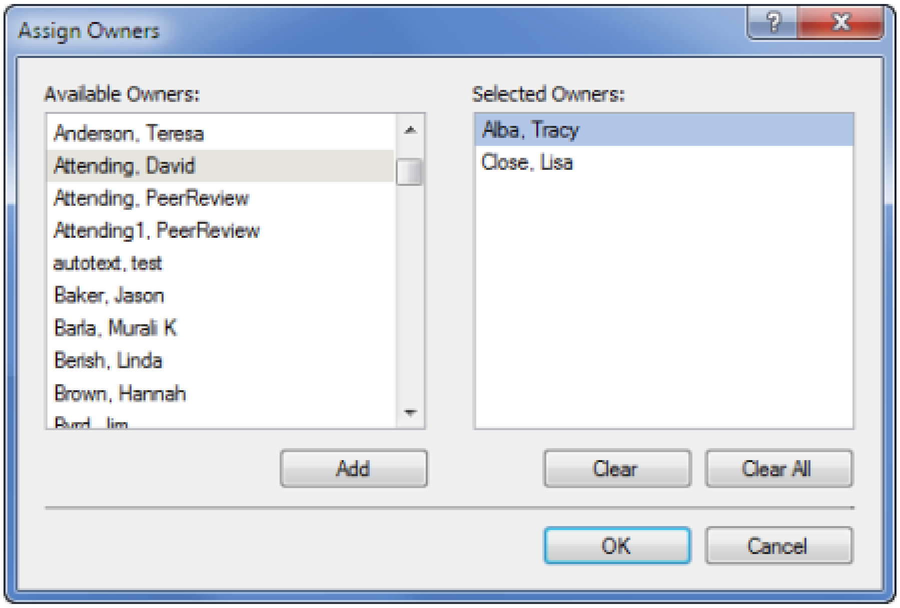
Clone AutoText to Multiple Users

Note: *This feature applies only to providers who have administrative privileges in the application.*

You can now select an AutoText and distribute it to several users. From the AutoText Editor, right click on an AutoText and select **Clone**.



The **Assign Owners** dialog box opens. Add one or more Available Owners to the Selected Owners list and click **OK**.



Provider Preferences

The following table shows the new preferences (as well as changed or moved preferences) that you can manage from your workstation.

Access your preferences by clicking **Tools > Preferences**.

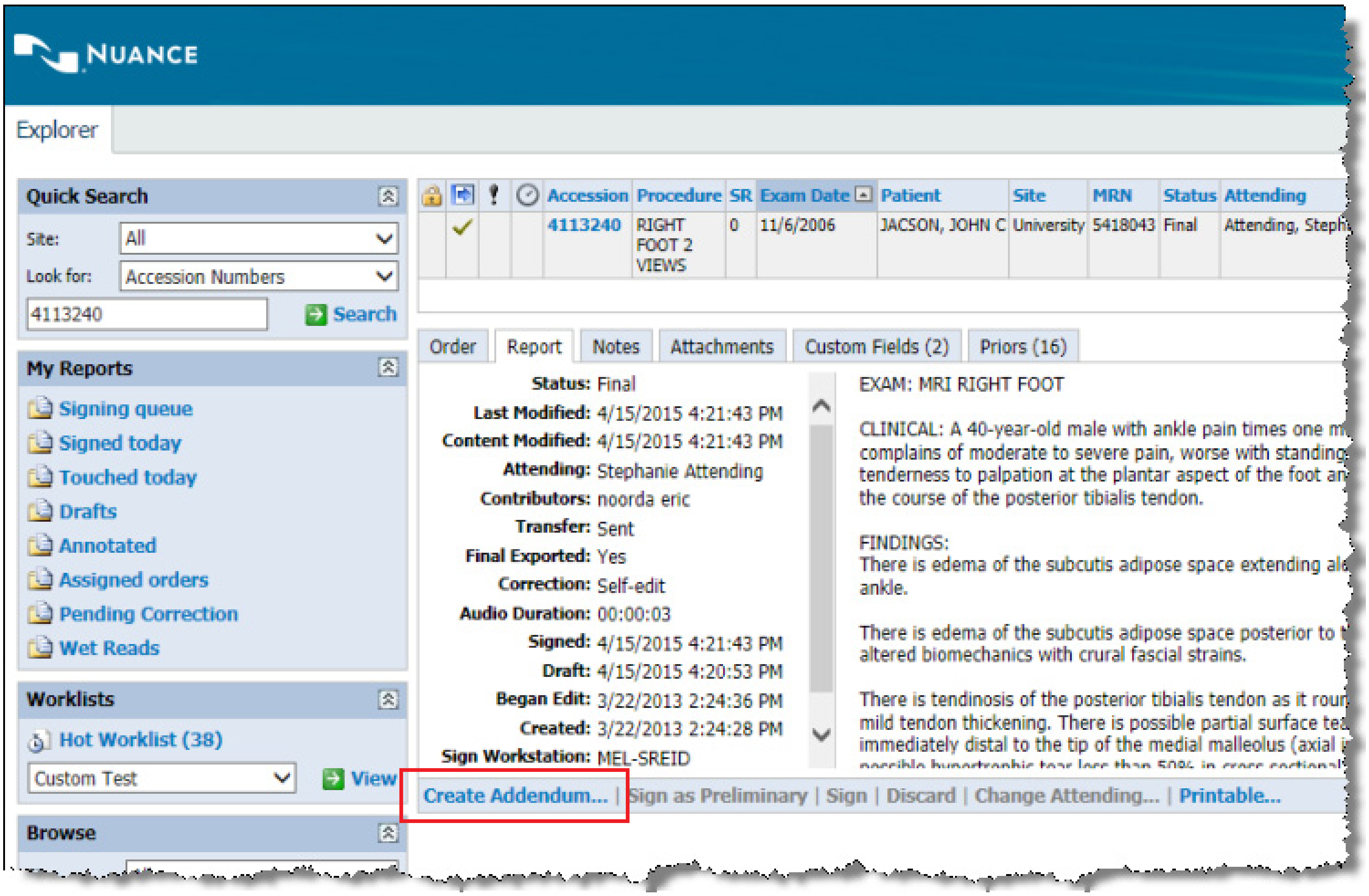
Tab Name	Preference	Description
Reporting, General Tab	Show resident corrected reports in My Reports	With this check box selected, when a resident dictates a report and sends it to an editor for correction, and the editor finishes the report, it becomes visible to the Attending provider. This preference applies to an Editor workflow.
	Enable clinical guidance alerts ***Note:*** *Clinical Guidance is a purchasable option. Please contact your Nuance account representative for more information.*	Select this check box to receive an alert when there is a clinical guideline that covers the finding(s) based on your most recently dictated phrase. This gives you the opportunity to review the guideline and use it for recommendations.
	Open orders maximum age	Do not display (in the Report Editor Order Data tab) orders older than this value. Select a number of hours or days from the drop-down list. (Relative to the age of the order for the current report, or the oldest order if there are multiple orders in the current report.)
	Open orders property match	Show (in the Report Editor Order Data tab) only orders that match the selected properties of the order(s) in the current report. Choices include Modality, Location, Section, which are described below: • **Modality**: The modality of the report you are currently dictating on, keep in mind the modalities that will show up are what are in the Nuance PowerScribe 360| Reporting database. • **Location**: The location should match for where the patient's study was performed. • **Section**: The section is your modality in your PACS system or RIS system.
	Warn on logoff	Moved to **Workflow** tab
Reporting, Editor Tab	Show brackets on fields Highlight text on playback Fill-in field navigation Merge field navigation Cursor position on field selection Move cursor on AutoText insert	*New tab*. Contains preferences (listed at left) that were previously shown on the **Reporting > General** tab.
Reporting, Fonts and Colors Tab	Apply custom colors to entire application	Applies Normal Background and Plain Text custom colors to other areas in the application.
	Guidance Output	Allows you to change the color of the clinical guidance output text contained in your reports.

Tab Name	Preference	Description
Dictation Tab	Prompt to save speech files (changed, not new)	Changed from radio buttons to a drop-down list. Also changed the text displayed for the choices to clarify each selection.
Workflow Tab	Warn if open orders when signing	Controls whether the system warns radiologists signing (or residents approving) a report when there are unreported orders for the patient that are not filtered by the **Open orders property match** and **Open orders maximum age** preferences (located on the Reporting > General tab). The radiologist or resident might want to add one or more of the open orders to the report before signing or approving it. Note that the warning applies only to the open orders that are displayed when the report is first opened.
	Warn on sign if new notes exist (changed, not new)	Now suppresses the warning if the new note(s) was opened in the current session. Also, changed from radio buttons to a drop-down list. ***Note:*** *New notes are now automatically displayed in the left-hand pane of the Report Editor window for easy viewing. In order for the warning to be suppressed upon signing, double click the note to open and view it in the Report Note dialog box. Also, if you log out of the application and then log back in, the system will not take into consideration whether the note was reviewed prior to your log out.*
	Warn on logoff	Moved from **Reporting > General** tab
Dictaphone PowerMic Tab	Previous field or table cell Next field or table cell	Assignable tasks that allow you to move between cells in a table that you have inserted into your report or AutoText.
	Custom Left and Custom Right buttons (changed, not new)	Changed default values for both of these buttons to **Nothing**.

Create Addendum in the Client Portal

If you log in to the portal as a provider to review and sign your reports, you can now create an addendum to your Final reports from the client portal.

From the client portal, select a final report, click the **Report** tab, and then click the **Create Addendum** link.



Additional Features

- **PowerMic II button options**: Two new options, **Next Field/Table Cell** and **Previous Field/ Table Cell**, are now available for several PowerMic II buttons. These two new items allow you to assign buttons to navigate between table cells.
- **PowerMic II/Headset microphone combinations**: You can use the PowerMic II in combination with the following headset microphone adapters:
  - VXi X100
  - VXi X200

  These two adapters support many types of headset microphones. For more information on the VXi adapters and the headset microphones they support, *click here*.

New Features for Administrators

List of New or Modified Preferences

Several new preferences have been added to the Admin Portal. To access preferences at the system level, click **Setup > System > Preferences**.

The following table shows only those tabs with additions or changes. The **Type** column in the right-hand side of the table shows whether a preference can be configured at the Site or Account level. To access Site-level preferences, click **Setup > Sites > Preferences**. To access Account-level preferences, click **Setup > Accounts**, then search for and select the account you want to modify and click the Preferences link.

Tab Name	Preference	Description	Type
Workflow	Perform consistency check at signoff ***Note:*** *Assure is a purchasable option. Please contact your Nuance account representative for more information.*	Runs the Assure consistency check feature when a report is signed.	● Account
	Report header	Type the header text you want to appear on your reports in this field. You can include merge fields and fill-in fields in the header.	● Site
	Addendum header	Type the header text you want to appear on your addendums in this field. You can include merge fields and fill-in fields in the header.	● Site
	DICOM merge multiple values	Controls the behavior of DICOM merge fields when multiple DICOM SRs are available for an order and contain the same measurement. When set to **True** (check box selected), all of the values from the multiple DICOM SR are merged into a comma separated list. The values are in order based on the DICOM study/series/instance where the most recent instance is first. When set to **False** (check box cleared), only the value from the most recent DICOM SR instance is merged.	● Site
	Warn if recent open orders when signing	Replaced by the Report Editor preference *Warn if open orders when signing*. (See Report Editor section of this table.)	N/A

Tab Name	Preference	Description	Type
Permissions	Allow table authoring	Enables/disables table creation for reports on a site. Clear (uncheck) this check box when a site's outbound HL7 interface does **not** support Rich Text Format (RTF). When cleared, the user will not have access to the toolbar, menu, context menu, and voice commands for adding and manipulating tables. Default is False (unchecked). ***Note:*** *Currently, only Epic integrations support table uploads.* ***Note:*** *Table authoring will be available in the AutoText editor window when this preference is selected for any of the user's accessible sites.* ***Note:*** *This preference cannot prevent the user from adding tables via copy/paste, or by inserting an AutoText that contains tables.*	• Site
Peer Review	Maximum number of automated peer reviews per day ***Note:*** *Peer Review is a purchasable option. Please contact your Nuance account representative for more information.*	Select a specific number from the drop-down list, or select **Unlimited**.	• Account

Tab Name	Preference	Description	Type
Report Editing	Warn if open orders when signing (Replaces the Workflow preference *Warn if recent open orders when signing*)	Controls whether the system warns radiologists signing (or residents approving) a report when there are unreported orders for the patient that are not filtered by the **Open orders property match** and **Open orders maximum age** preferences. The radiologist or resident might want to add one or more of the open orders to the report before signing or approving it. ***Note:*** *The warning applies only to the Open Orders that are displayed when the report is first opened.*	• Account
	Open orders property match	Show (in the Report Editor Order Data tab) only orders that match the selected properties of the order(s) in the current report. Choices include Modality, Location, Section, and others.	• Account
	Open orders maximum age	Do not display (in the Report Editor Order Data tab) orders older than this value. Select a number of hours or days from the drop-down list. (Relative to the age of the order for the current report, or the oldest order if there are multiple orders in the current report.)	• Account
	PowerShare image viewer ***Note:*** *PowerShare Network is a purchasable option. (See PowerShare Network Integration, beginning on page 34)*	Select either the **Basic** or the **Advanced** *PowerShare* image viewer from the drop-down menu.	• Account
	Enable clinical guidance alerts ***Note:*** *Clinical Guidance is a purchasable option. Please contact your Nuance account representative for more information.*	Select this check box to alert the user that there is a clinical guideline that covers the finding(s) that he or she documented in their report. This gives the user the opportunity to review the guideline and use it for recommendations. The alert appears once the provider dictates a relevant phrase.	• Account
Devices	PowerMic Custom Left Click	Changed default value to **Nothing**.	• Account
	PowerMic Custom Click Right	Changed default value to **Nothing**.	• Account

Tab Name	Preference	Description	Type
Explorer Screen	Enable batch signing	Select this check box to allow attending providers to sign several reports at the same time, or to allow residents to approve several reports at the same time.	• Account
	Show resident corrected reports in My Reports	With this check box selected, when a resident dictates a report and sends it to an editor for correction, and the editor finishes the report, it becomes visible to the Attending provider. This preference applies to an Editor workflow.	• Account
Security	Enable automatic log collection	Select this check box to enable the **Collect logs** feature automatically when the user logs off of the client application.	• Account
	Enable application logging (*Changed, not new.*)	Added Stray Toolbars; Performance; RAS; and Microphone Button as selections. With the Microphone Button item selected, events are written to the log file on DOWN, UP, and HOLD actions for each button. Events are logged for PowerMic, SpeechMike, and foot pedal devices.	• Account
ACO/LMO	Dragon LMO interval	Changed default value to **Daily**.	• Account

Setup > Bridge Tab

The following items have been added to or modified in the **Bridge** tab **Options** section:

- **Send dictated status updates** (modified): Choices have been changed to **Never**; **Immediately for new reports**; **When saving as Draft**; and **Always excluding Draft**.

Note: *These choices have been modified due to the new **Send pending correction reports** option (see below).*

- **Send pending correction reports** (new): Choices are **Dictated status (no text)**; **Preliminary result (with text)**; and **Never**. Default is **Never**.

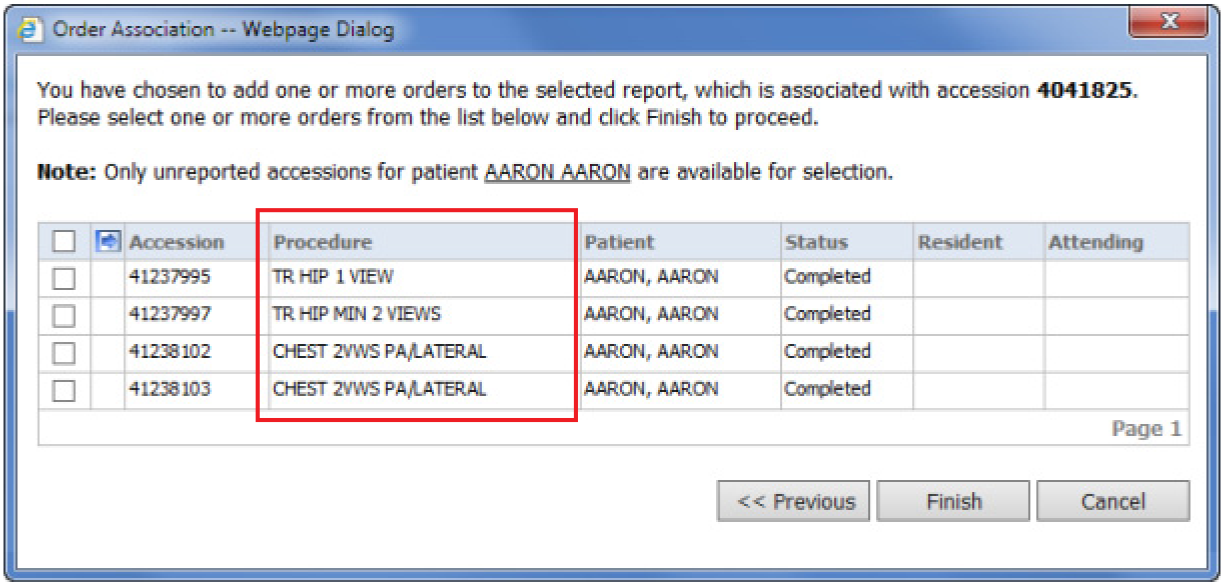
Note: *The **Send pending correction reports** option takes precedence over **Send dictated status updates** option. For example, even if **Send dictated status updates** is set to **Never**, a status update will be sent for Pending Correction reports if **Send pending correction reports** option is set to **Dictated status (no text)**.*

- **Send results for scheduled orders** (new): Allows an administrator to upload reports for orders that are still in the **Scheduled** state in order to get the report to the ordering clinician. This is a true/false check box; default is **False**. (Please test this feature with your RIS/HIS; some RIS/HIS do not allow this functionality.)

Exams > Explorer Tab

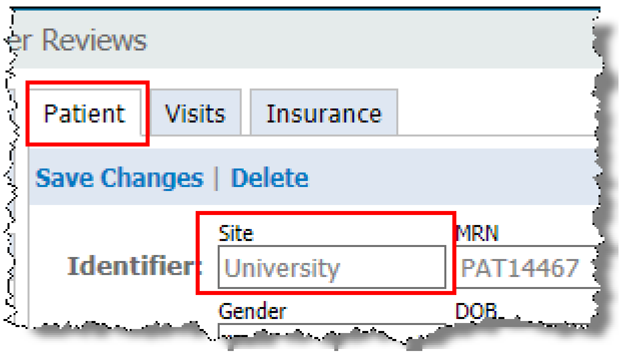
Procedure Description Displays in Order Association Dialog Box

When adding or replacing orders in **Exams > Explorer** using the **Actions > Associate** link, you will see a new column in the Order Association dialog box called **Procedure** which displays the procedure description.



Exams > Patients Tab

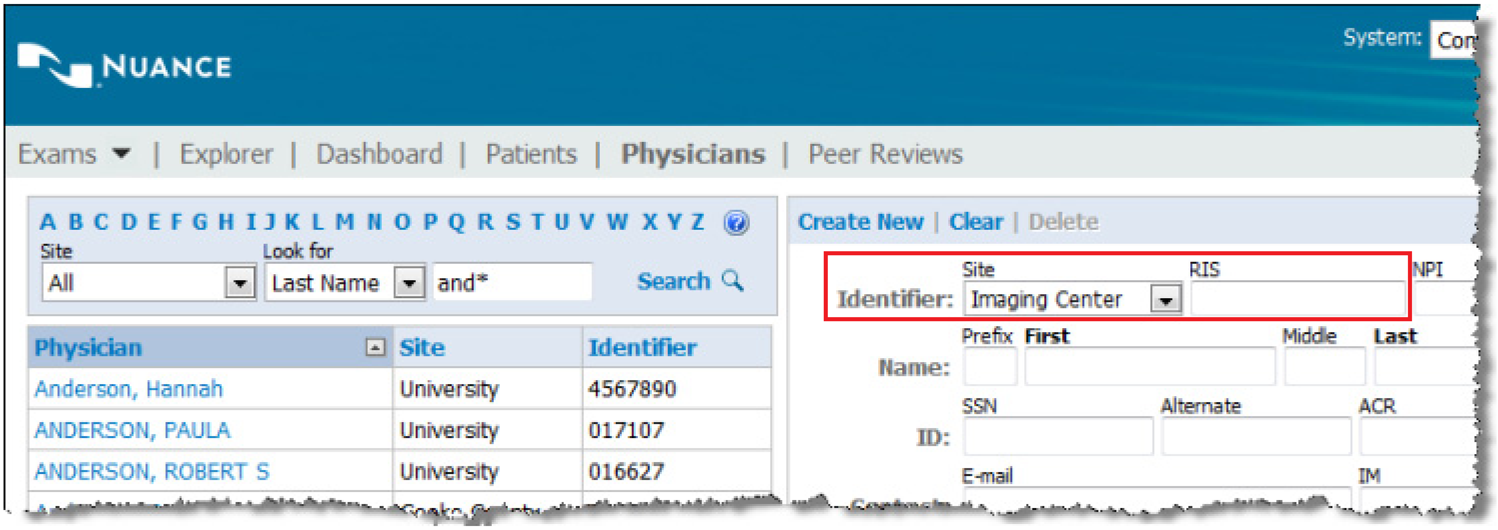
A read-only **Site** identifier has been added to the **Patient** tab. (See image below.)



Exams > Physicians Tab

The **Create New** entry area has been modified to clarify the entries in the **Identifier** section.

- **Site** now shows a drop-down list arrow allowing you to select the site more easily.
- The **RIS** field indicates that the identifier for this field should be the physician's RIS identifier.



In addition, the **Insurance** tab has been removed from this window.

Show Addendum at the Top of Printed Reports

New merge fields are available for printable templates that allow a report's addenda to appear at the top of the report, rather than near the end, allowing report recipients to be alerted immediately to the most recent information about a patient.

Note: *The new merge fields can also be used to create other highly customized print templates, including control over the headers and separators that appear with each section.*

New Print Template Merge Fields

Simple Approach

<maintextreverse> - Prints report with addendums at top in reverse chronological order, using hard coded headers and separator lines between each addendum and the original report.

Complex Approach (for customers who want more control of separators)

<addendum-start>	**<addendum-end>**	**<addendumtext>**
<originalreport-start>	**<originalreport-end>**	**<originalreporttext>**
<report-start>	**<report-end>**	**<reporttext>**

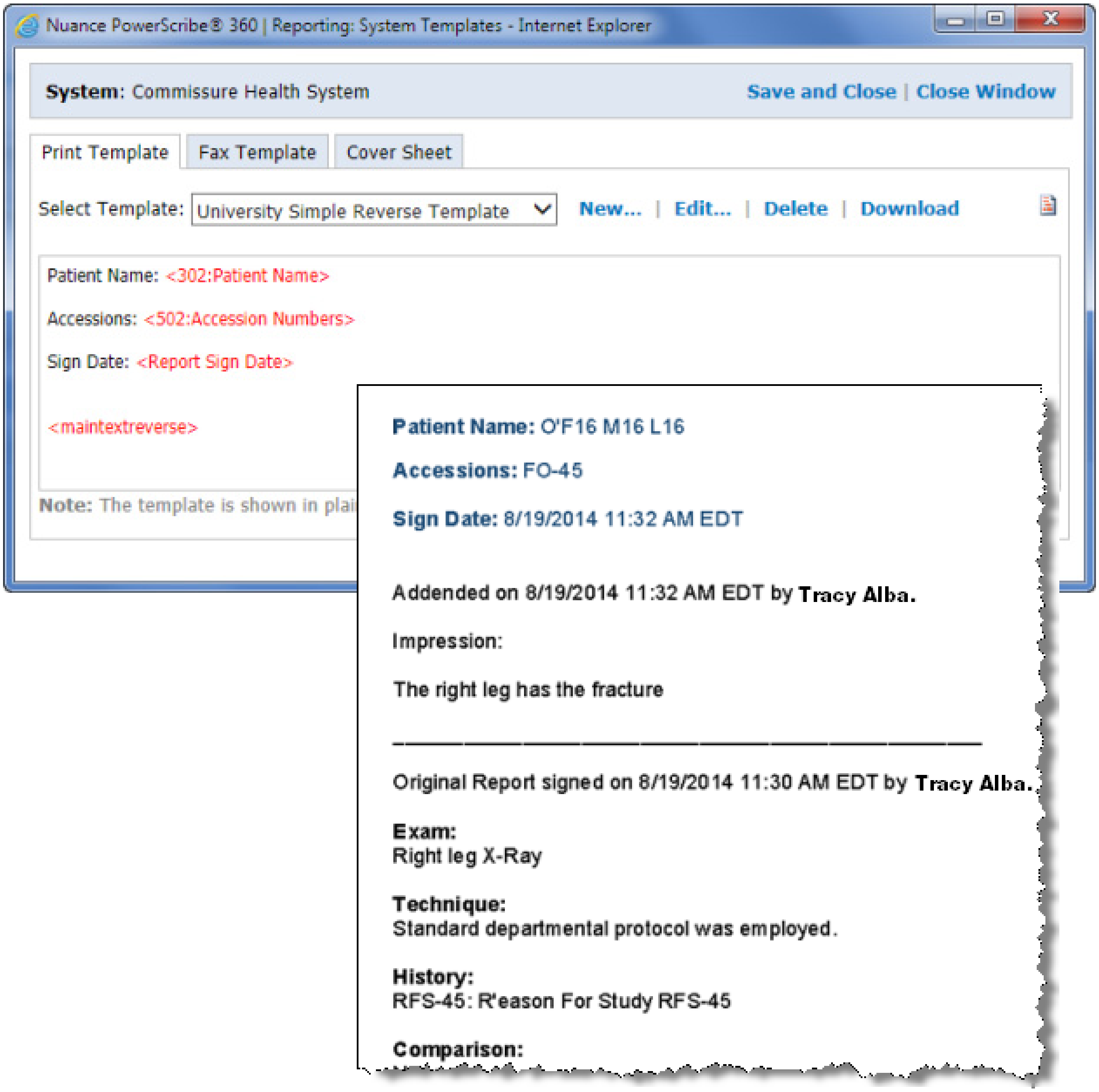
Note: *<originalreport> may be used as a synonym for <originalreporttext>, <report> is a synonym for <reporttext>, and <addendum> is a synonym for <addendumtext>.*

Note: *<originalreportextt> refers to the original report only when an addendum exists. Thus, both the <originalreporttext> and <reporttext> tags may be used in the same template to* *customize the output for the original report when addendums exist, such as to add a different banner.*

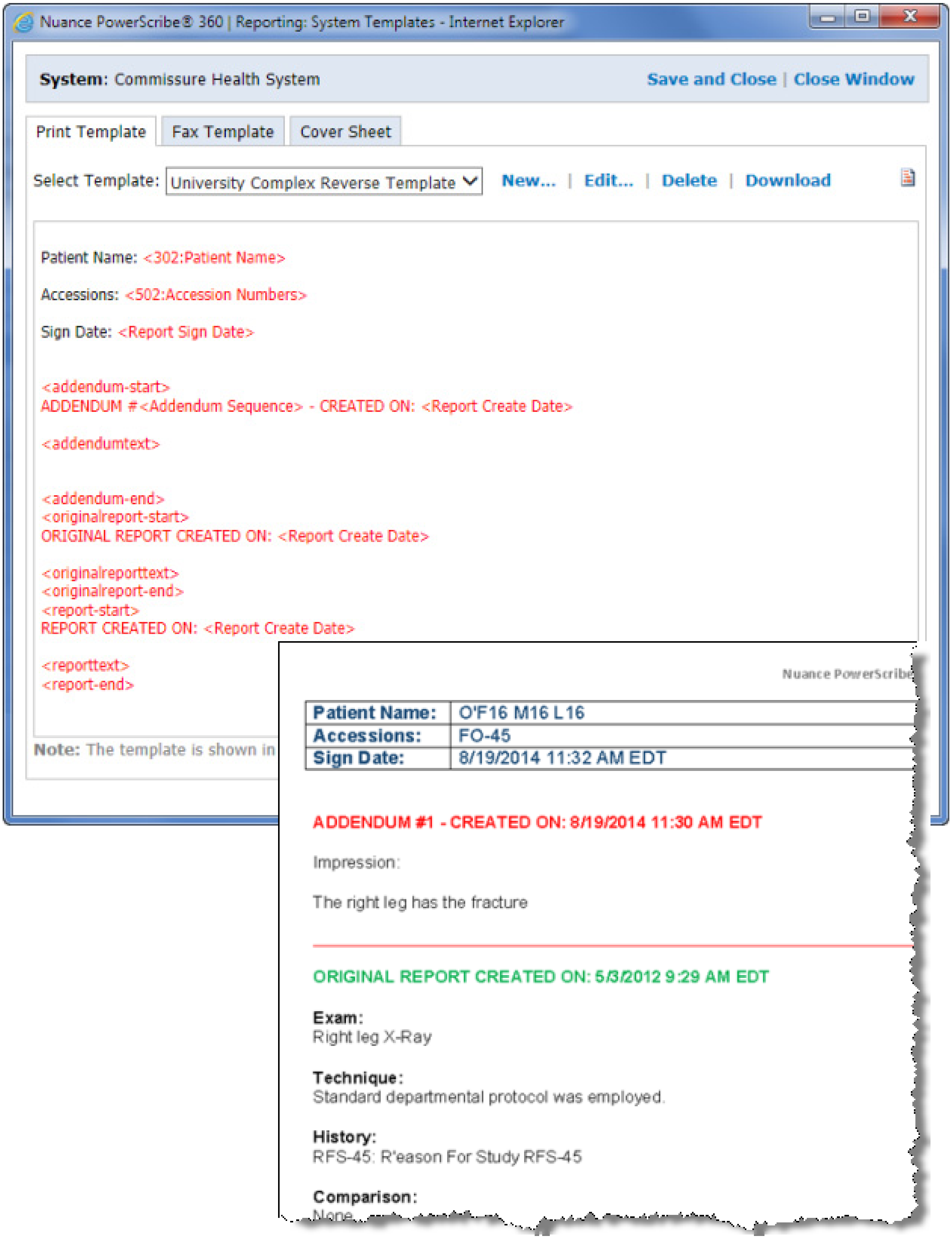
Note: *If an addendum exists, but the report template does not include an <addendumtext> tag, the template is considered invalid since the addendum(s) cannot be included in the printout. Since this represents a potential patient safety issue, the custom tags will be ignored and <maintext> will be implied.*

Two example templates (**Simple Reverse Template** and the **Complex Reverse Template**) and their example results are shown below, using the new merge fields to position the addendum text at the top of a printed report.

Simple Reverse Template Example and Result



Complex Reverse Template Example



New Management Report

The following management report is now available:

Author productivity - RVU: This report provides statistics on Relative Value Unit (RVU) measurements, by site and author.

The following illustration is an example of the report’s results:

Author productivity - RVU

Created From: 5/1/2015 12:00:00 AM **Created To:** 5/13/2015 11:59:59 PM

Site (Daily RVU Quota): University (10)

Author: All

Based on data as of Wednesday, May 13, 2015 11:19 AM EDT

	Reports (Count)			RVU	Average
Author	**Dictated**	**Approved**	**Signed**	**Sum**	**TAT**
Attending, Stephanie	0	0	3	0	27.18:53:03
Totals:	**0**	**0**	**3**	**0**	**9.06:17:41**

Software Version Support

Client operating system:

- Windows 8.1 32-bit and 64-bit
- Windows 7 SP1 32-bit and 64-bit

Server operating system:

- Windows Server 2012 R2 32-bit and 64-bit
- Windows Server 2012 32-bit and 64-bit
- Windows Server 2008 R2 SP1 32-bit and 64-bit
- Windows Server 2008 SP2 32-bit and 64-bit

SQL Server:

- MS SQL Server 2014, single server and clustered
- MS SQL Server 2012 R2 32-bit and 64-bit
- MS SQL Server 2012 32-bit and 64-bit
- MS SQL Server 2008 R2 SP1 32-bit and 64-bit
- MS SQL Server 2008 SP2 32-bit and 64-bit
- MS SQL Server 2008 32-bit and 64-bit

Virtual machines:

- Microsoft Hyper-V for single servers and clustering for Windows 2012, 2012R2
- VMware ESX v4 (all) and ESXi v5 (up to current) for single servers and clustering for Window 2008, 2008 R2

Browser support:

- Internet Explorer 11; Internet Explorer 10; Internet Explorer 9; Internet Explorer 8

Note: *You can run Internet Explorer 9, 10, and 11 in non-compatibility mode when using the portals (for administrators or radiologists).*

New Features For Providers: Purchasable

Clinical Guidance

Note: *Clinical Guidance requires a PowerShare Network integration, which is a purchasable option.*

The new clinical guidance feature allows you to insert recommended text on specific topics such as liver lesions, thyroid nodules, and so on. Clinical guidance collects structured information about findings and determines appropriate report text based upon established best practices.

When *PowerScribe 360 | Reporting* detects a specific phrase (based on context word/keyword combinations) that relates to a topic covered in clinical guidance, a **Relevant clinical guidance** pop-up notification appears on your screen briefly, explaining what guidance is available.

Tip: *The context/keyword phrase can be either a dictated phrase, or a phrase already in the text of an existing report from a resident or editor. Either of these cases will trigger the pop-up notification.*

Context/Keyword Combinations That Will Trigger a Clinical Guidance Notification

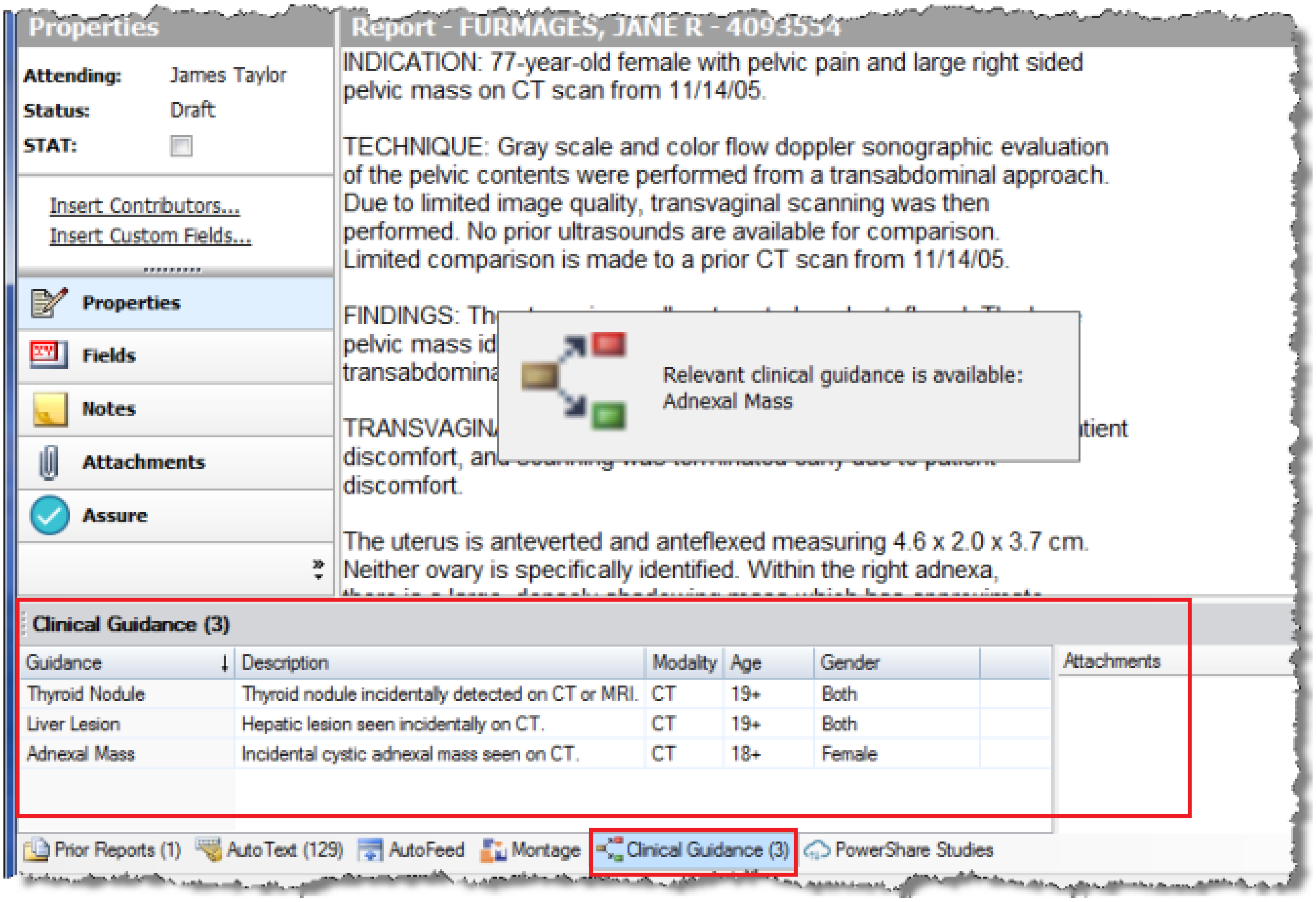
The following table shows the context words and keywords that triggers the **Relevant clinical guidance** pop-up notification. The pop-up appears when one of the following context/keyword combinations is detected in the report.

Clinical Guidance Support Item	Context Words		Key Words	
Adnexal Mass	Adnexa Ovary	Pelvis Ovarian	Mass Cyst	Lesion
Adrenal Nodule	Adrenal		Nodule Lesion Incidentaloma	Mass Tumor
Liver Lesion	Liver Hepatobiliary	Hepatic	Lesion Hypodensity	Mass
Pulmonary Nodule	Lung	Pulmonary	Nodule	Lesion
Renal Lesion	Renal Kidneys	Kidney Nephric	Mass Cyst Hypodensity	Lesion Tumor Hyperdensity
Thyroid Nodule	Thyroid		Nodule Lesion	Cyst

Opening the Clinical Guidance Window

You can open the Clinical Guidance dialog box using any of the following methods:

- Click the **Relevant clinical guidance** notification box (before it closes).

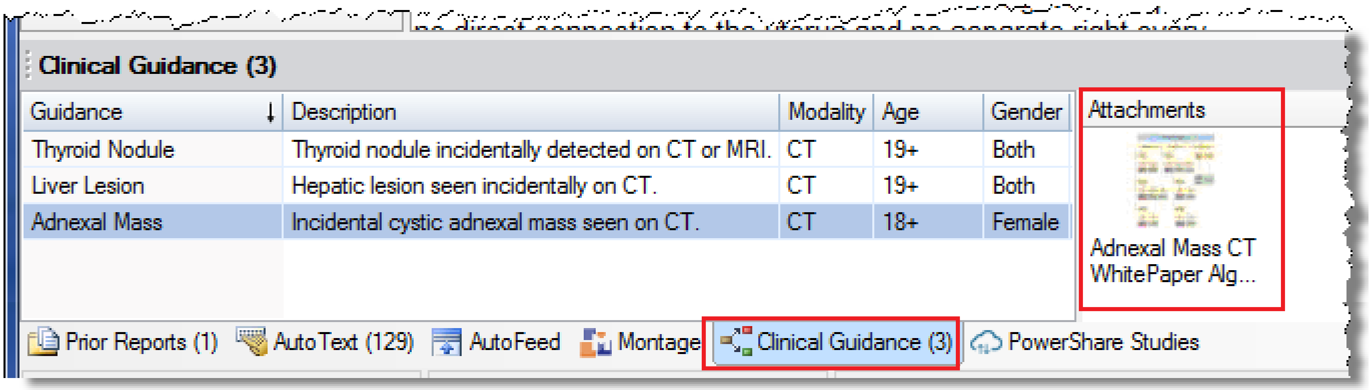


- Use a voice command with the trigger words, **"clinical guidance"** followed by one of the names for the guidance type; for example, **"clinical guidance adnexal mass"**. (See the table below.)

  The following table lists the voice commands that will open a specific clinical guidance window.

Clinical Guideline	Phrases That Will Open the Guidance Window
Adnexal Mass	"Clinical guidance adnexal mass" or "Clinical guidance adnexal cyst" or "Clinical guidance adnexal cystic mass" or "Clinical guidance ovarian cyst" or "Clinical guidance ovarian cystic mass"
Adrenal Nodule	"Clinical guidance adrenal nodule"
Liver Lesion	"Clinical guidance liver lesion"
Pulmonary Nodule	"Clinical guidance pulmonary nodule" or "Clinical guidance lung nodule" or "Clinical guidance pulmonary nodule"
Renal Lesion	"Clinical guidance renal lesion" or "Clinical guidance renal mass" or "Clinical guidance renal cyst"
Thyroid Nodule	"Clinical guidance thyroid nodule" or "Clinical guidance thyroid lesion"

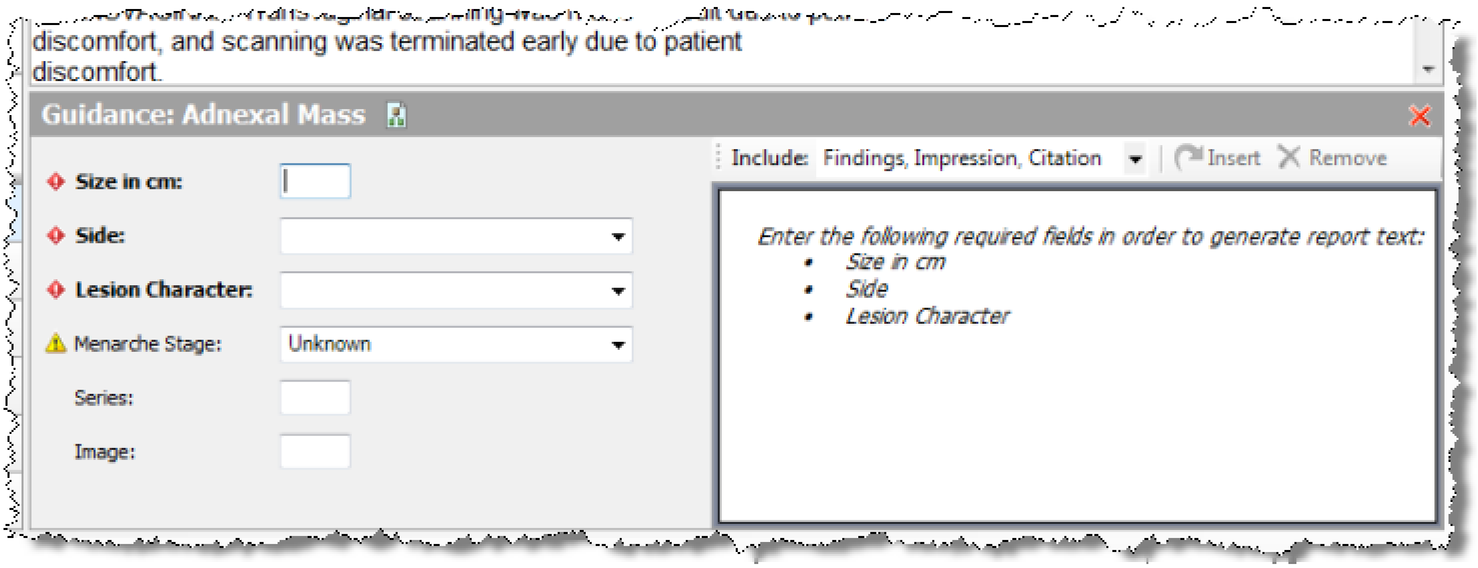
- Click the **Clinical Guidance** tab at the bottom of the window and double-click the guidance from the list that appears.



- Icons that appear in the **Attachments** column contain resource material related to the corresponding Clinical Guidance.

Working Within the Clinical Guidance Window

When the clinical guidance window opens, you can enter values and make selections from the drop-down lists to fill in the guidance text that will appear on the right side of the window.



Voice Commands Available Within the Clinical Guidance Window

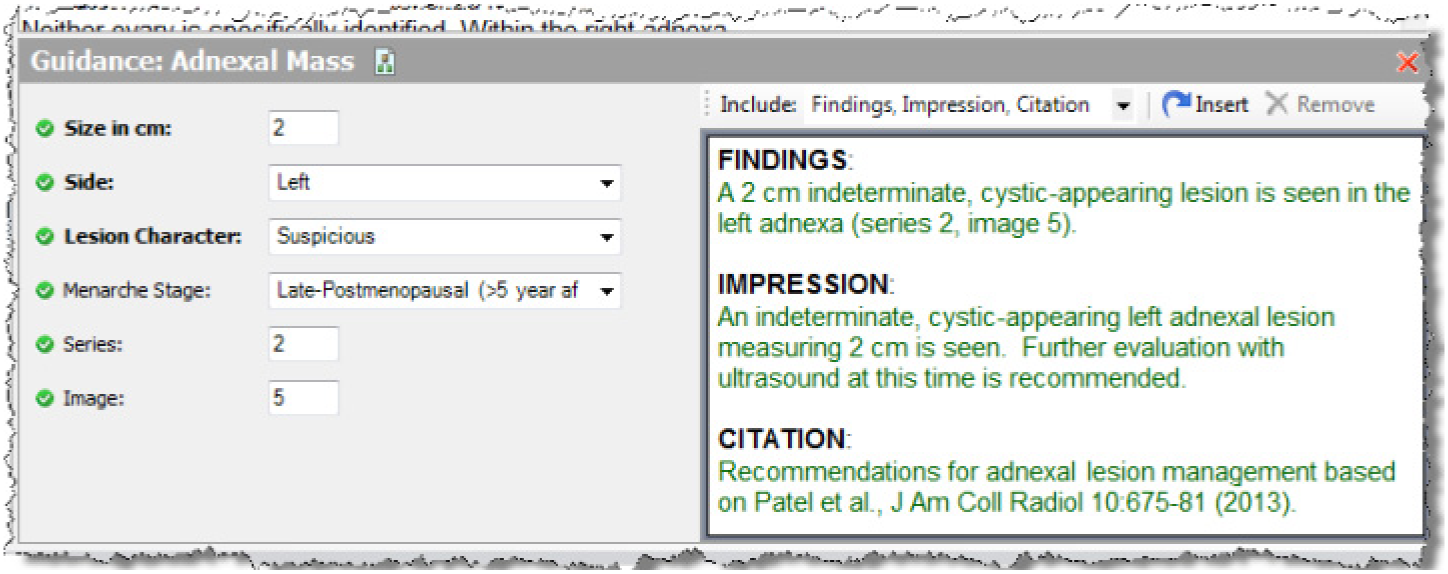
The following table lists the voice commands you can use when working within any of the clinical guidance windows.

Voice Command	Description
"Clinical guidance <guideline name>"	Opens the named guidance window. (See the next table for a list of the context words and keywords that will open the clinical guidance window.)
"Guidance field <guideline field name>"	Allows you navigate to fields on the left-hand side of the guidance window
"Insert sections" or "Insert guidance"	Inserts the guidance text into the report
"Update sections" or "Update guidance"	Updates the report text with changes you made in the guidance window
"Remove sections" or "Remove guidance"	Removes guidance text from the report (Must have guidance window open to use this command)
"Hide guidance"	Closes the guidance window
"Next field" or "Previous Field"	Allows you navigate between the fields on the left-hand side of the guidance window

Clinical Guidance Icons

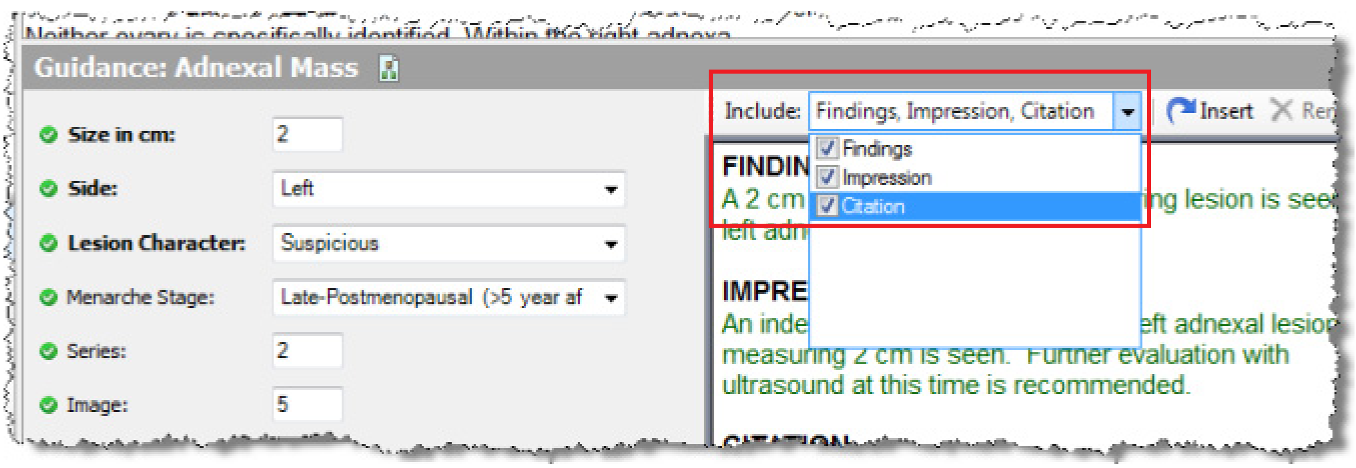
- Red diamond (**Value is required**): You must enter a value for this field.
- Yellow triangle (**Default value needs review**): Check the value that appears in this field.
- Green circle (**Value has been set**): You have selected a value for this field.

The example illustration below shows an adnexal mass clinical guidance window filled out. (The various guidance items each have their own set of relevant parameters.)



Notes on Clinical Guidance

- The **Include** drop-down list allows you to decide what items to include in your report: **Findings**, **Impression**, and/or **Citation**.

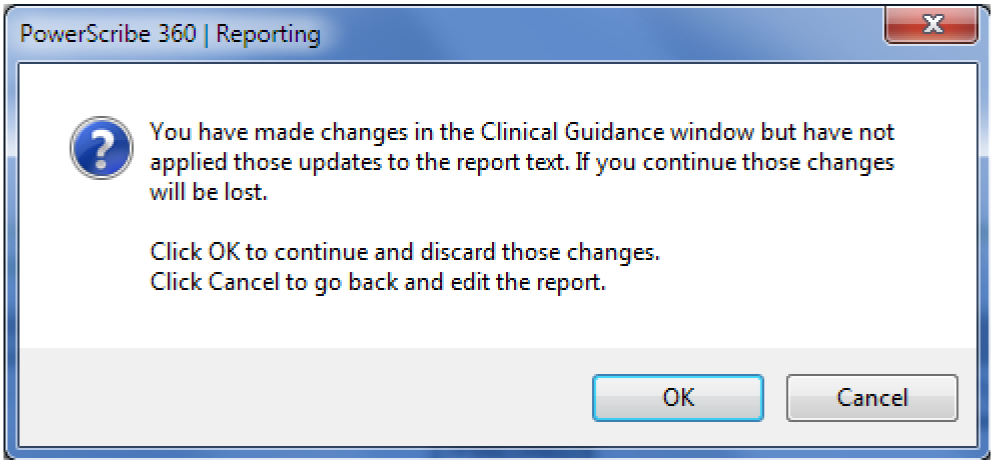


- The **Insert** icon allows you to insert the clinical guidance text into your report (at the current cursor location).
- The **Remove** icon removes the inserted text from the report if you change your mind.
- Once you insert the guidance text into the report, you can edit the text if necessary. To open the Guidance dialog box again, edit the clinical guidance you inserted:
  - Click the clinical guidance text you inserted into the report, or
  - Double-click the clinical guidance item from the list on the Clinical Guidance tab.

  The **Insert** button changes to **Update**. The **Update** button allows you to update the report with changes made in the Guidance window.

Best practice: Edit the parameters in the Clinical Guidance window rather than in the report itself. When finished click **Update** to insert the edited guidance.

Note: *If you make an update in the Clinical Guidance window and you attempt to close the report without updating, a warning appears, giving you the opportunity to save your changes before closing the report.*



- You can select a color for your clinical guidance text to help you distinguish it from other text in your reports. (Go to **Tools > Preferences > Reporting > Fonts and Colors**. Select the **Enable custom colors** check box, scroll down to and select **Guidance Output,** and pick a color.)
- You can use common *PowerScribe 360* | *Reporting* voice commands to move between fields (Next Field/Previous Field), dictate into numeric fields, and dictate your selection from the drop-down lists that appear in some of the guidance items.

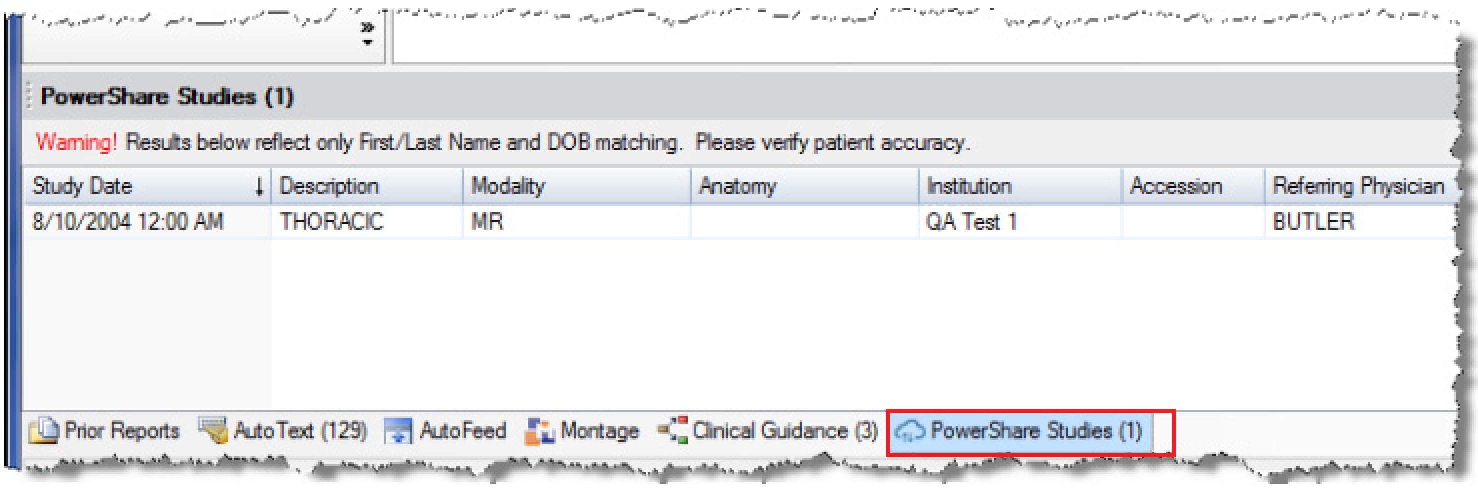
PowerShare Studies

Note: *Although not technically a purchasable option, PowerShare Studies requires a PowerShare Network integration, which is purchasable. (Customers with an existing PowerShare Network account can access the priors functionality without any additional purchase.)*

You can now view *PowerShare* studies for your patient without leaving the *PowerScribe 360 | Reporting* client application.

From the Report Editor, click the **PowerShare Studies** tab at the bottom of the window. A list of PowerShare studies that match the patient first and last names, and date of birth, appears in the list. The following illustration shows an example of the **PowerShare Studies** tab and window.

Note: *The PowerShare Studies window contains a warning that the results are based solely upon first name, last name, and date of birth (DOB). You can verify that the study is for your patient by reviewing additional fields on the study itself, such as MRN, anatomy, and so on.*



Viewing a Prior Study

To view a prior study, double-click the study to open the *PowerShare* viewer. The viewer opens in a separate browser window, and displays the prior study you selected. The following illustration is an example of a study open in the *PowerShare* viewer.

PowerShare Network

You can now access the Nuance *PowerShare Network* directly from the *PowerScribe 360 | Reporting* client application, allowing you to quickly and securely access and share the medical images you need for better decision-making, easier referrals and improved care coordination.

To connect to the *PowerShare Network* from the Explorer or Report Editor windows in the *PowerScribe 360 | Reporting* client application, select **Tools > PowerShare** or click the PowerShare icon (shown at right).

Assure Consistency Checker

Identify Whether a Critical Test Results (CTR) Communication Has Already Occurred

If the radiologist has already communicated with the ordering clinician as to the results of their interpretation, then notifying them that there is a critical finding to communicate is redundant. Assure can now identify that a communication has occurred.

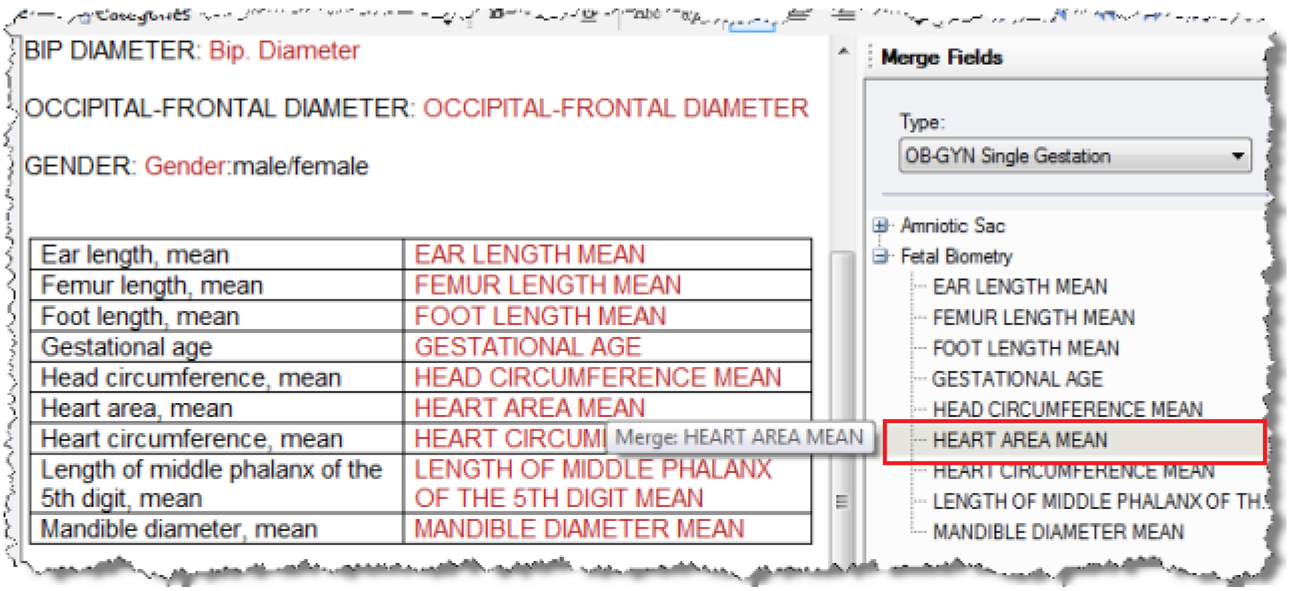
If your institution has *PowerScribe 360 | Critical Results*, *PowerScribe 360 | Reporting* knows if a message was sent. However, if you do not have *PowerScribe 360 | Critical Results*, Assure looks at the report text to identify if a communication has occurred. Typically the radiologist will document within the report that they communicated the results to the ordering clinician.

Notes on Assure

- Assure now supports identification of both CTRs as defined by the Massachusetts Coalition for Prevention of Medical Errors, and Actionable Findings as defined by the American College of Radiology (ACR).
- Assure now checks for laterality mismatches between sections. For example: The Findings section of a report states that a cyst was found on the left kidney and that the right kidney appeared normal. However, the Impression section states that a cyst was found on the right kidney and that the left kidney was normal. In this case, Assure would notify the user of the mismatch.

DICOM Fields Highlight

With the Merge Fields tab pinned open in the AutoText Editor and the appropriate DICOM type selected, DICOM fields that you select in your AutoText are highlighted in the Merge Fields list.



New Features for Administrators: Purchasable

PowerShare Network Integration

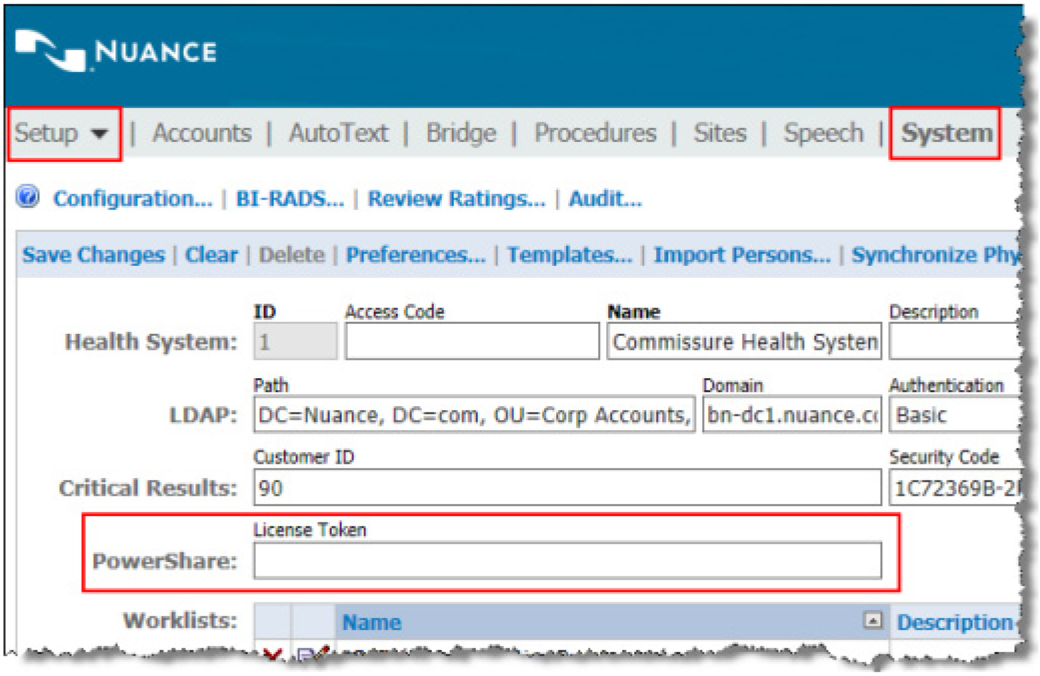
PowerShare Network allows providers to quickly and securely access and share the medical images they need for better decision-making, easier referrals and improved care coordination. When configured in the Administrator Portal, providers can access *PowerShare Network* directly from the *PowerScribe 360 | Reporting* client application.

Configuration

Setup > System Tab

The following item has been added to the **Setup > System** tab:

- **PowerShare License Token**: Enter the license token for the *PowerShare Network* application in this field. The token allows access to PowerShare Studies and/or the Clinical Guidance features.



Setup > System > Configuration Link

The **Other Services** tab on the **Configuration** link contains the following items for *PowerShare Network*:

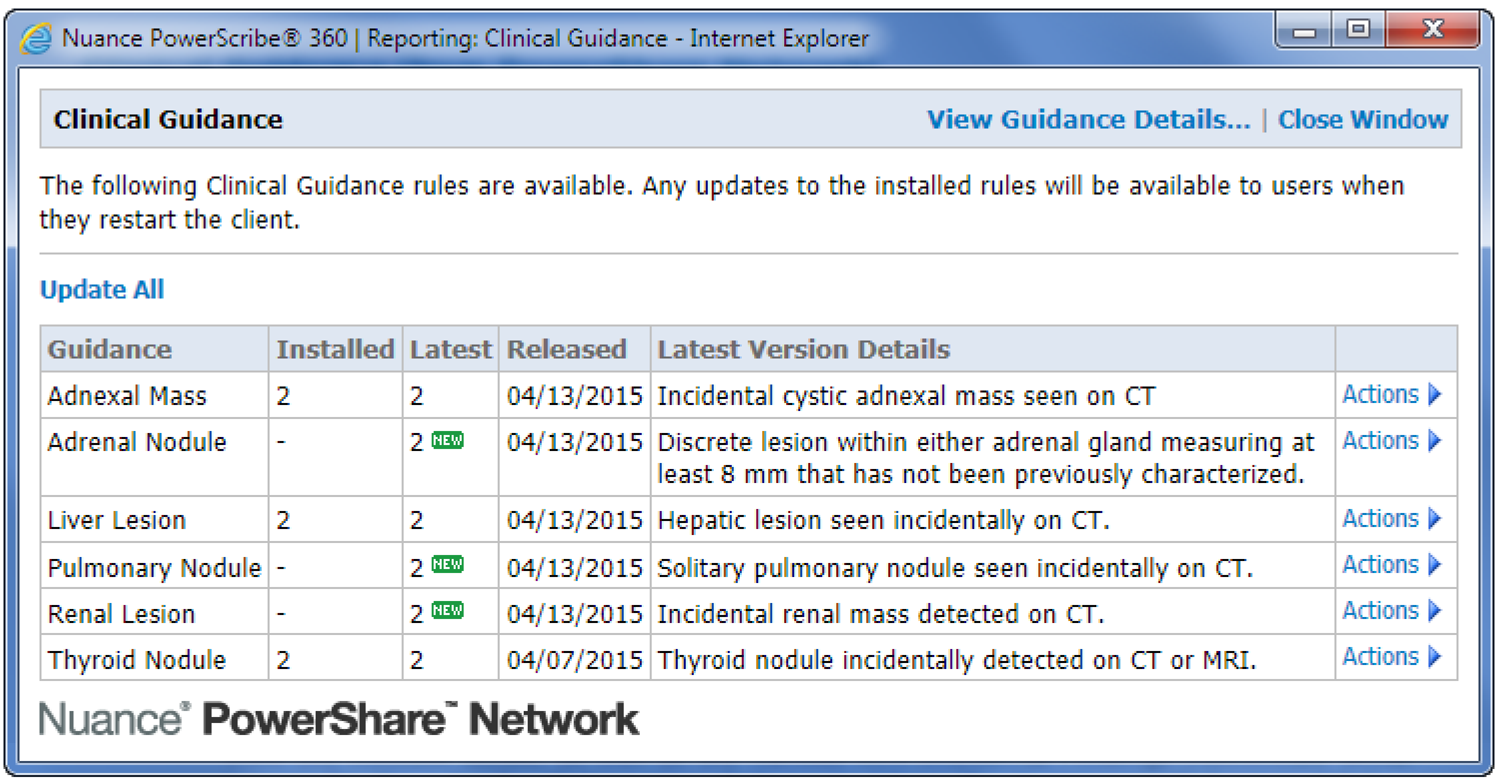
- **PowerShare Service URL**: Default value is **https://api.nuancepowershare.com/services/rest**
- **PowerShare Web URL**: Default value is **https://www1.nuancepowershare.com**
- **PowerShare Widget URL**: Default value is **https://widgets.nuancepowershare.com/rest**

Clinical Guidance (from PowerShare Network)

Clinical Guidance (an application enabled through the PowerShare license token) allows providers to access clinical guidelines that cover the finding(s) that they document in their report. This gives them the opportunity to review the guideline and to insert report text based upon established best practices, including Findings, Impression, and Recommendations. (For more information from the client perspective, see *Clinical Guidance*, beginning on page 24.)

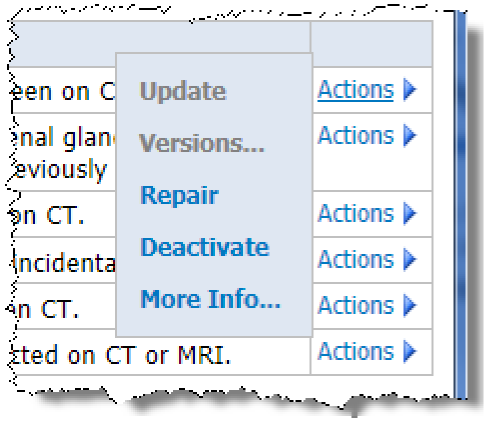
Clinical Guidance Guidelines

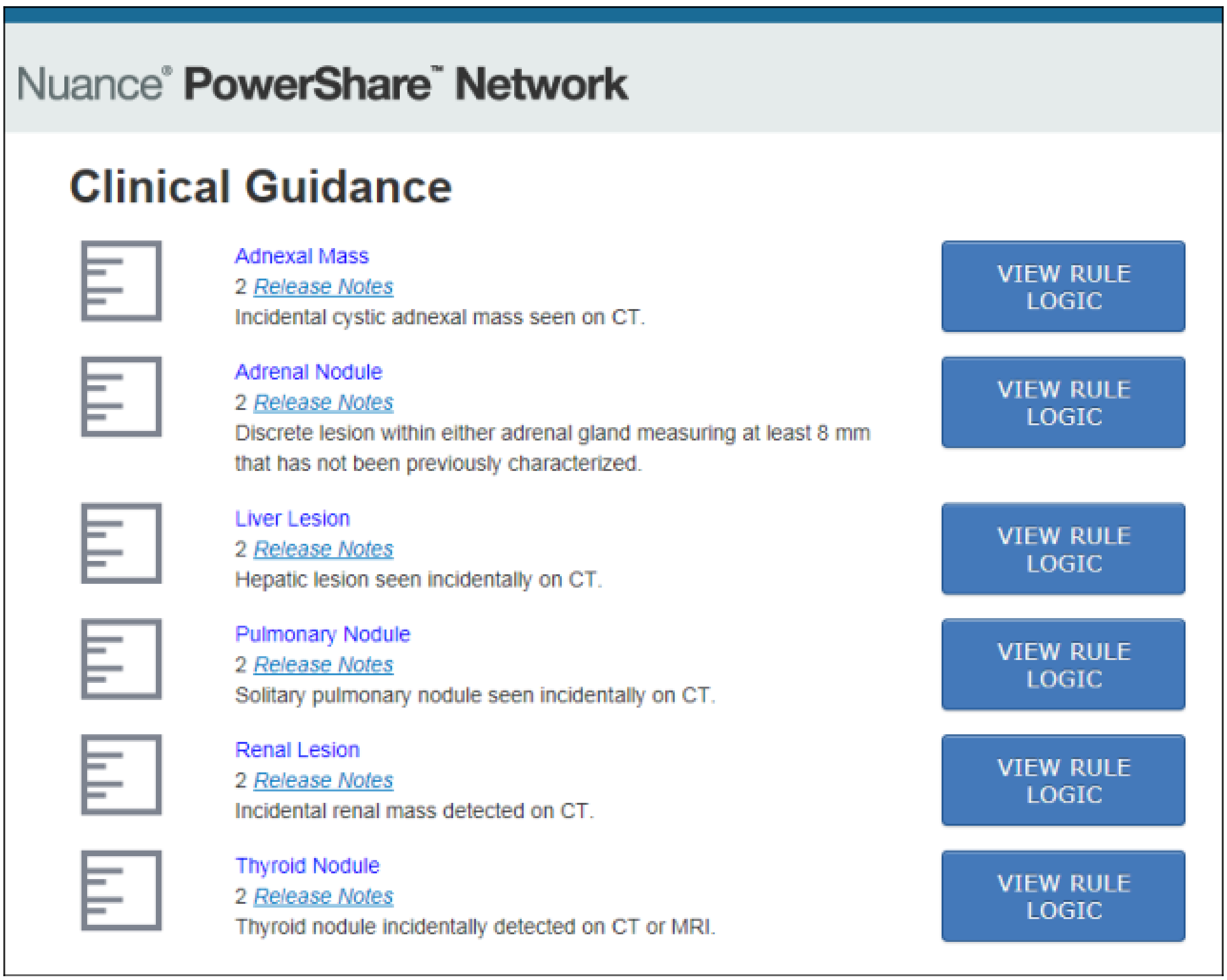
Clinical Guidance guidelines are available for download from the Nuance PowerShare Network. To view and download the guidelines, click **Setup > System > Clinical Guidance**.



The following **Actions** are available (when you click the **Actions** link) for each guidance item. Note that not all the clinical guidelines will have all of these items:

- **Update**: Allows you to download the guideline from the PowerShare Network.
- **Versions**: Allows you to select a different version of the guideline (if other versions are available).
- **Repair**: Allows you to re-download a guideline that has become corrupted or unavailable.
- **Deactivate (Activate)**: Allows you to deactivate a guideline so that is no longer available to users, or to activate a new guideline.
- **More Info**: Opens the corresponding white paper (in pdf format) from the ACR Incidental Findings Committee and the Fleischner Society.
- In addition, the **View Guidance Details** link (near the top of the dialog box) allows you to view the Release Notes for the guidelines by clicking **View Rule Logic**.

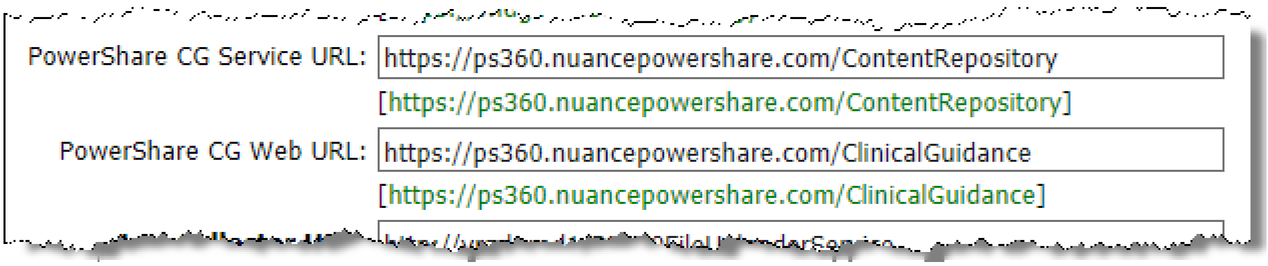




Configuration

You must configure two URLs to allow Clinical Guidance to communicate between *PowerScribe 360 | Reporting* and *PowerShare Network*:

- Select **Setup > System > Configuration > Other Services** and populate the **PowerShare CG Service URL** and the **PowerShare CG Web URL**. (See example below.)



Preference

Clinical guidance has one preference, located on the **Report Editing** tab in system preferences:

- **Enable clinical guidance alerts**: This is an account-level preference that can be set for individual accounts. In addition, this can be turned on or off from within the client application by the provider. Default value is **True**.

PowerShare Studies (from PowerShare Network)

PowerShare studies is one of the applications that is enabled through *PowerShare Network* license token (described above). With PowerShare studies, providers using the *PowerScribe 360 | Reporting* client application can look for a patient's prior studies in *PowerShare Network* from within the client application. (For more information from the client perspective, see *PowerShare Studies*, beginning on page 30.)

Notes

- Prior studies displays studies that exist in the *PowerShare Network* repository of only your *system* (which may include various Sites or Locations within the System that all share a PowerShare cloud repository). It does not automatically search for and display studies from other systems' *PowerShare Network* repositories.
- Results from prior studies are based only upon First Name/Last Name and date of birth (DOB) matching. A message warns providers to verify the patient using additional information, and not only these two items.

Preference

One preference is available for prior studies, located in **Setup > System > Preferences > Report Editing** tab:

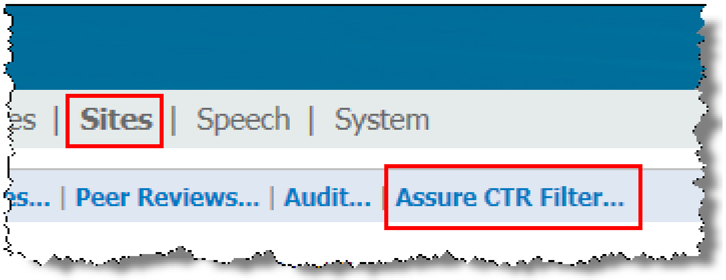
- **PowerShare Image viewer**: Select either the **Basic** or **Advanced** viewer. Since this is an account-level preference, you can set it for individual accounts as well.

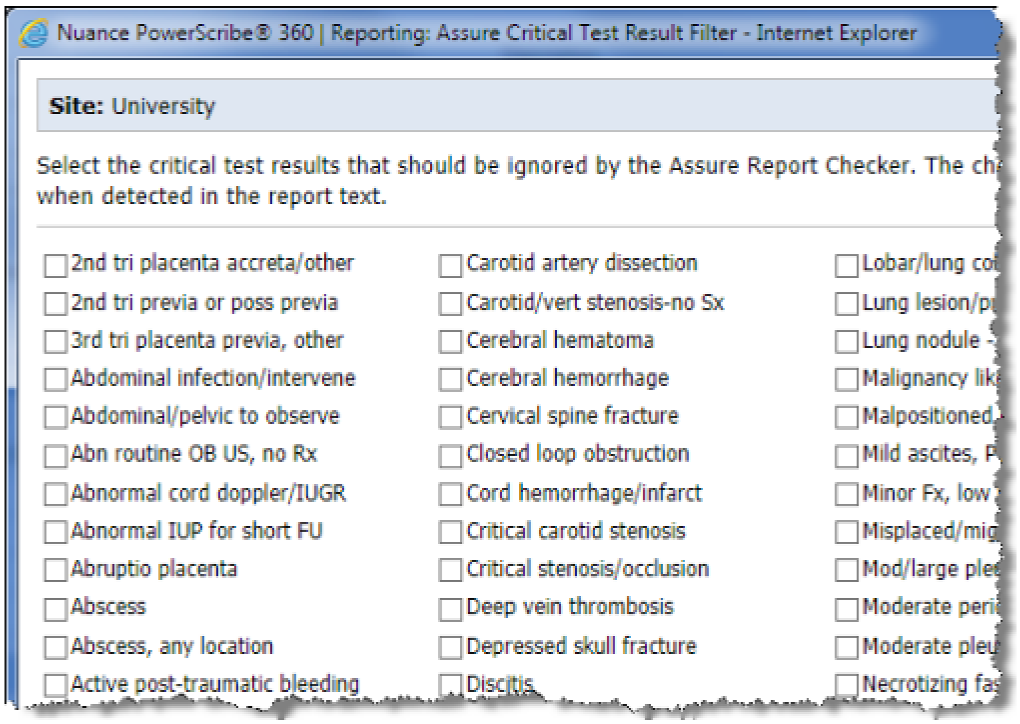
Assure Consistency Checker

Assure and Critical Test Result (CTR) Communications

The following item has been added to the **Sites** tab:

Assure CTR Filter: This filter allows you to select the critical test results that should be ignored by the Assure Report Checker. The selected items will **not** be flagged as CTRs when detected in the report text. Currently the list includes about 150 items from which you can select. (See image below for partial list example.)





Identify Whether a CTR Communication Has Already Occurred

If the radiologist has already communicated with the ordering clinician as to the results of their interpretation, then notifying them that there is a critical finding to communicate is redundant. Assure can now identify that a communication has occurred.

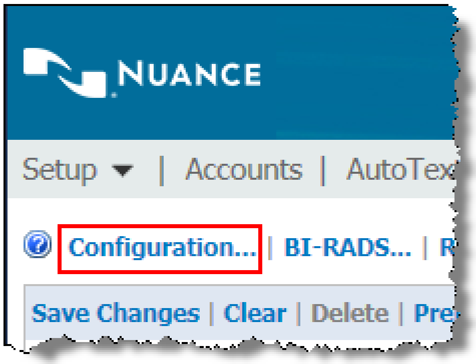
If your institution has *PowerScribe 360* | *Critical Results*, *PowerScribe 360* | *Reporting* knows if a message was sent. However, if you do not have *PowerScribe 360* | *Critical Results*, Assure looks at the report text to identify if a communication has occurred. Typically the radiologist will document within the report that they communicated the results to the ordering clinician.

Notes on Assure

- Assure now supports identification of both CTRs as defined by the Massachusetts Coalition for Prevention of Medical Errors, and Actionable Findings as defined by the American College of Radiology (ACR).
- Assure now checks for laterality mismatches between sections. For example: The Findings section of a report states that a cyst was found on the left kidney and that the right kidney appeared normal. However, the Impression section states that a cyst was found on the right kidney and that the left kidney was normal. In this case, Assure would notify the user of the mismatch.

Assure System Configuration

The following tab in system configuration (**Setup > System > Configuration** link) has an additional item:

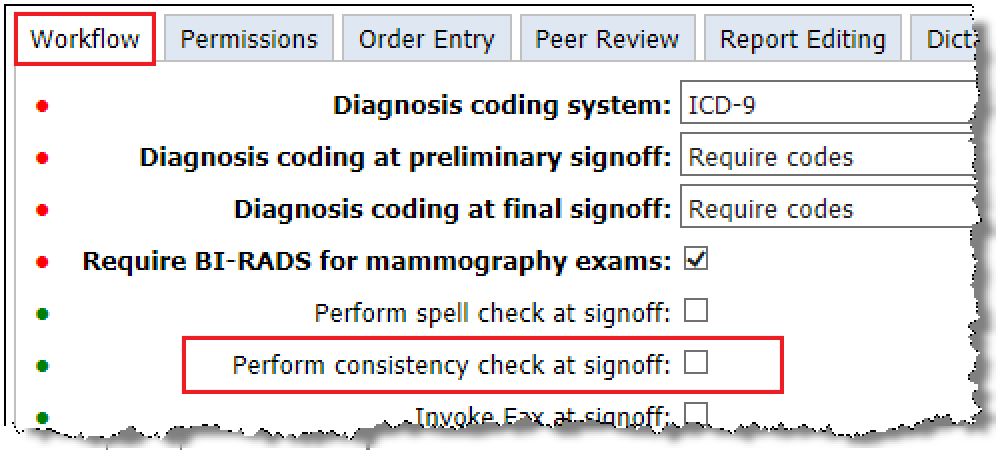


Bridge Service Tab

- **Days to keep Assure results**: Allows you to select the length of time to keep Assure CTR information. Default value is **Infinitely**.

Preference

A new Account-level preference has been added to the **Workflow** tab, **Perform consistency check at signoff**, which runs the Assure consistency check feature when a report is signed.



Management Reports

The following management reports are now available. To access these reports, click **Logs > Reports** from the *PowerScribe 360 | Reporting* Admin Portal. (For detailed information on these reports, refer to the *PowerScribe 360 | Reporting* Administrator Guide, document number L-3804-001.)

Assure - by author

This report provides information about any Assure consistency checks that were run during a specific time frame, based on a specific radiologist.

The following illustration is an example of the report's results:

Assure - by author

Signed From: 1/1/2015 12:00:00 AM **Signed To:** 5/12/2015 11:59:59 PM

Author: All Accounts

Site: PWS02, University

Based on data as of Tuesday, May 12, 2015 9:47 AM EDT

		Assure Executed		Assure Finding		Gender Mismatch		Laterality Mismatch		CTR/ Actionable Finding		Communication Statement	
Author	Report Count	Reports	%	Reports	%	Reports	%	Reports	%	Reports	%	Reports	%
	1	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
	4	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
	1	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Attending, S	1	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Totals:	**7**	**0**	**0%**	**0**	**0%**	**0**	**0%**	**0**	**0%**	**0**	**0%**	**0**	**0%**

Assure - detailed results

This report provides detailed information about any Assure consistency checks that were run during a specific time frame.

The following illustration is an example of the report's results:

Assure - detailed results

Signed From: 1/1/2015 12:00:00 AM
Signed To: 5/12/2015 11:59:59 PM
Account: All Accounts
Accession:
Modality: All Modalities
Anatomy: All Anatomies
Reports: All
CTR/Actionable Findings: All
Check: All
Site: PWS02, University

Based on data as of Tuesday, May 12, 2015 1:32 PM EDT

							Mismatch			
Accession	**A**	**Procedure**	**Site**	**Resident**	**Attending**	**Processed**	**Gender**	**Laterality**	**CTR/Actionable Finding**	**Comm**
4113240		RIGHT FOOT 2 VIEWS	PWS02							
		RIGHT FOOT 2 VIEWS	University		Attending, Steph					
4120682	1	HICKMAN CATHETER INSERTION	University		Attending, Steph					
8675309		Left FOOT MIN 3 VIEWS	University	Resident, Phil	**Henry, Philip**	2/10/2015 3:04 PM	✓			
		Left FOOT MIN 3 VIEWS	University	Resident, Phil	Henry, Philip	12/18/2014 3:16 PM				
		Left FOOT MIN 3 VIEWS	University	Resident, Phil	Henry, Philip	12/18/2014 9:48 AM				
		Left FOOT MIN 3 VIEWS	University	Resident, Phil	Henry, Philip	12/18/2014 9:48 AM				

Assure - session listing

This report lists any Assure sessions that occurred during the selected time frame.

The following illustration is an example of the report's results:

Assure - session listing

Assure Service URL: https://hce.escriptionasp.com/CLUdev4/ **Assure License ID:** f8aa7b9f-ad22-4fb5-ab41-7eabe3b0183c

Processed From: 1/1/2015 12:00:00 AM **Processed To:** 5/12/2015 11:59:59 PM

Account: All Accounts **Accession:**

Site: University

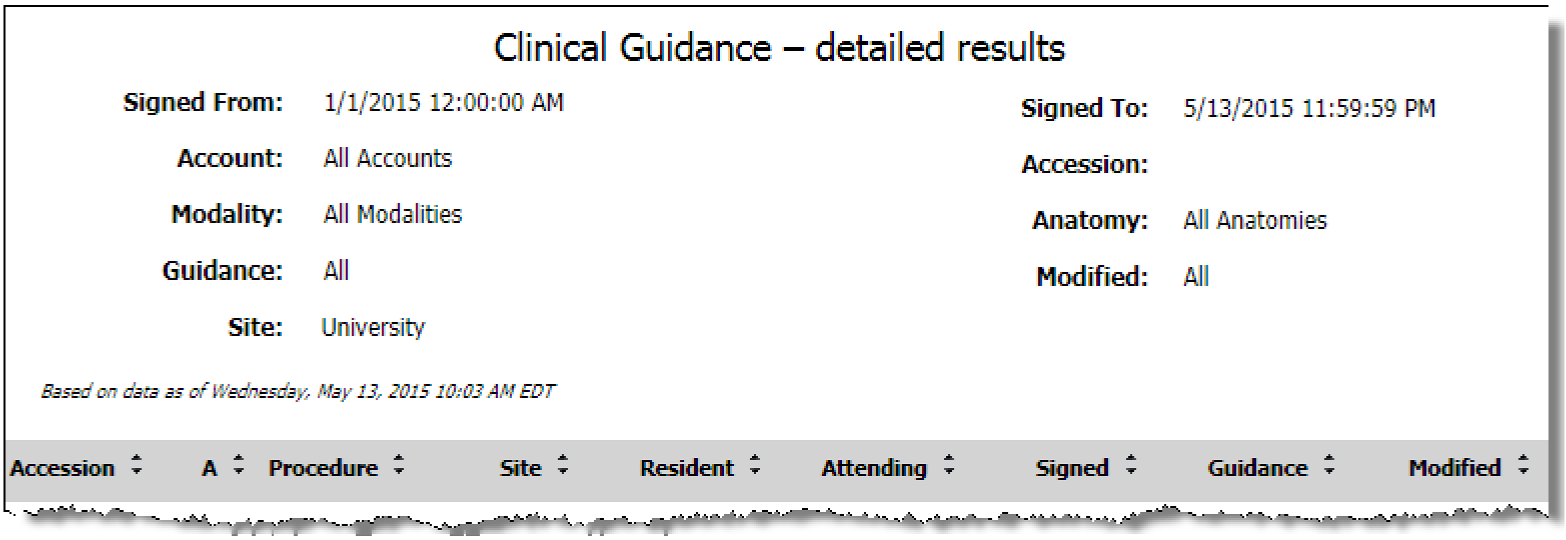
Based on data as of Tuesday, May 12, 2015 3:54 PM EDT

NUS DocID	Accessions	A	Resident	Attending	Report Created	Assure Check	Error Message
40871	23506		Garces, Alberto	Henry, Philip	6/20/2012 11:34 AM	2/7/2015 1:17 PM	
40872	23506		Taylor, James	Henry, Philip	6/20/2012 11:34 AM	2/7/2015 1:22 PM	
40873	23545		Garces, Alberto	Henry, Philip	6/20/2012 11:46 AM	2/7/2015 1:32 PM	
40874	23545		Taylor, James	Henry, Philip	6/20/2012 11:46 AM	2/7/2015 1:33 PM	
40875	41238177		Garces, Alberto	Henry, Philip	9/18/2013 3:50 PM	2/7/2015 1:36 PM	
40884	23506		Taylor, James	Henry, Philip	6/20/2012 11:34 AM	2/8/2015 3:41 PM	
40885	23506		Garces, Alberto	Henry, Philip	6/20/2012 11:34 AM	2/8/2015 3:41 PM	
40886	23506		Taylor, James	Henry, Philip	6/20/2012 11:34 AM	2/8/2015 3:42 PM	

Clinical Guidance - detailed results

This report contains detailed information on the use of the clinical guidance guidelines.

The following illustration is an example of the report's results:


Clinical Guidance – detailed results

Signed From:	1/1/2015 12:00:00 AM	**Signed To:**	5/13/2015 11:59:59 PM
Account:	All Accounts	**Accession:**	
Modality:	All Modalities	**Anatomy:**	All Anatomies
Guidance:	All	**Modified:**	All
Site:	University		

Based on data as of Wednesday, May 13, 2015 10:03 AM EDT

Accession	A	Procedure	Site	Resident	Attending	Signed	Guidance	Modified