Carestream RIS version 10 System Administrator Training
CATALOG # 1541895

Target Group	Duration (days)	Participant number /session
CS RIS System Administrators	3 days	Min. 4 – max. 6 persons

Course Location

Technology & Innovation Center- Genova EAMER P.na S-Lorenzo- Porto Antico 16128 -Genova Tel: (+39)　　　010-2450 –820 Fax: (+39)　　　010-2450 –883	

Objective & Learning outcome

The Carestream RIS System Administrator (SA) training is designed for Hospital Professionals who have the responsibility of RIS system administration and are requested to proficiently perform administration tasks on installed systems and act as key reference for Hospital system users as far as system functionalities and application issues is concerned.

Providing a real RIS installed system and trough theoretical lessons and hands on sessions, the participants will acquire at the training completion:

- Clear understanding of the SA roles and responsibilities
- They will acquire the knowledge to describe in details the Carestream RIS system components and how they interact.
- Deep knowledge about the RIS core diary and diagnostic modules. They will be able to describe the structure, recognize features, functionalities and interaction
- Understanding of structure and functionality of the non core modules
- The ability to proficiently use the RIS web, features and functionalities. They will be able to make a feature comparison with RIS modules.
- The skills and knowledge about RIS set up modules functions, commands and workflow to create department, sections, rooms and room schedule, Create and modify Study groups, add to data tables, create conferences, navigate trough the set up module, make customizations
- Deep knowledge on the user administration management and the ability to manage User and User groups including rights and privileges, confidence on admin module navigation.
- A clear understanding of Speech Magic Services, workflow and components
- Knowledge of RIS letters & reports aimed to understand definition of format, association with study groups, ability to perform some customisation activity.
- A good knowledge of Form Designer applications, relation with RIS db
- Recognize XIS workflow and functions
- Acquire confidence on how to provide end user support
- Ability to handle errors and properly communicate information to Carestream personnel

The participants will gain confidence with system technical documents such us user manual, administrator manual and any other tool / documents that allows the optimization of expected activities. The delegate will learn furthermore how to collect input on desired workflow and customization of system configuration from Hospital Key users-users and how to report them using appropriate tool to Carestream project responsible for implementation.

Training program Content

Training performed by designated specialists in a designated Carestream training area with equipment supplied by Carestream. The course is structured with theoretical session integrated with wide practical hands on.

Course introduction

Course objectives, Introduction on System Administrator role, Prerequisites verification.

Program Content

Theory includes:

- Definition of SA roles and responsibilities
- Hospital and radiology systems overview
- Carestream RIS system overview
- RIS client / server concept
- Introduction and deep demo on RIS core modules: Diary, Diagnostic, and Film Archive, Web.
- Demo of RIS non core modules, mammo, scanning, inventory, payment, management reports
- Configuration parameters & Configuration tools:
- RIS Set Up module Overview, workflow, configuration parameter and tools on how:
    - Create department, sections, rooms and room schedule
    - Create and modify Study groups
    - Add to data tables
    - Create conferences
    - Navigate trough the set up module
- RIS User module Overview, functions, commands and workflow:
    - o Create User and User groups
    - o Assign user/user group rights and privileges
    - o Attach the User group to a study group schedule
    - o Navigate trough the User Module
- Speech Magic services overview, Workflow in RIS, and User definition and components
- RIS letters & reports
    - o Definition, format, association with study groups
    - o Editing for creation of customized template
    - o Insertion of hospital logo in the templates
- Statistical Report
    - o Overview on crystal report tool
    - o Definition of reports on the RIS report module
    - o Selection criteria available on reports
    - o Printing of reports
- Form Designer
    - o Use of application and relation with RIS db
    - o Data Window & Data Fields: Logic and definition
    - o How to customized forms
- RIS web
    - o Application overview
    - o Demo's on main functionalities

Training program Content

- o Comparison features with RIS modules
- XIS
  - o Introduction on XIS : function and workflow
  - o roles

Hands on includes:
Hands on exercises for the RIS core modules, Diary, Diagnostic, Film archive, and Web
How to use setup module to build and modify the RIS system
Go through all possible settings in user module
Relationship between user module-setup module
Creating and modify templates for patient letters and exam reports.
Configuration parameters (ini files & system settings)
Error handling and process for changes

Course conclusions and wrap-up
Assessment of learning outcomes, Participant feedback collection, Delivery of course certificate

Prerequisites

Before attending, the participant should have the following pre-requisite:

Must

- Good knowledge of the workflow at the own department / hospital
- Basic knowledge of using MS Windows applications

Highly recommended

- Language: fluent technical English

Requested student tools

No special requirements

Deliverables

Training Material
Certificate of attendance

Other information

Training, where possible will be performed in English.
The course fee includes all manuals, instructions, and provided training tools. It does not include travel, accommodation or subsistence.

Note about safety:

Carestream Heath will undertake all necessary precautions to ensure compliance with safety standards. It is the customer's responsibility to ensure that while on their site the System Administrator complies with and works within the expected local Health and Safety requirements and guidelines.

Tuition & Cancellation Policy

Please get in contact with your Carestream Heath representative.

Travel, lodging, meals, and car rental fees are not included in the tuition.
The cancellation policy is:
90 days before course start date . . . . 100% refund
Between 89 and 15 days . . . . 50% refund
Less than 15 days . . . . .0% refund

In the event that a course has less than 3 participants, Carestream Heath reserves the right to cancel the course.

If a course is cancelled, we will make every effort to enrol you in the next available course.

Schedule

- Classes begin first day at 2.00 p.m. and conclude last day at 1.00 p.m. All other days the timetable is: from 9 am to 6 p.m. Any class timing changes will be communicated.

- Participants must allow at least 3 hours between completion of class and travel departure.

- The program is structured with lectures, participant self-study readings, and lab exercises.

For details, please get in touch with

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