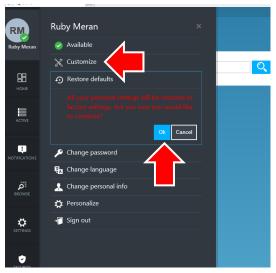
QPATH-E GUIDE (July 2021)

First time Login tips and pointers- IMPORTANT

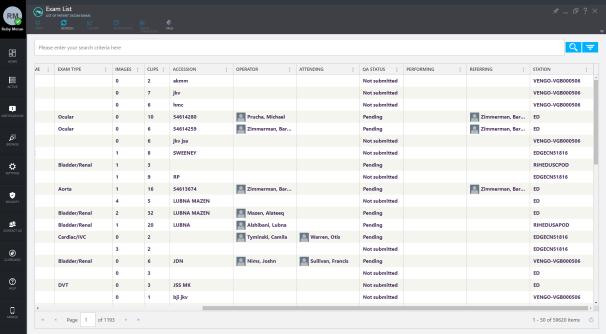
- 1) Log-on to Qpath-E by going to the INTRANET from ANY browser (including logging in from home using connect.lifespan.org, as you would for charting). On the intranet home page, enter "Qpath" in the top right search box. It will automatically bring you to the Qpath-E weblink.
- 2) Log-in with your Epic credentials, and alert Kristin Dwyer and Ruby Meran right away if you can't log-on.
- 3) ONE TIME ONLY! FIRST TIME LOGON INSTRUCTIONS: Click on your name icon at the top left corner of the screen
 - a. Click on "customize" and "restore defaults" and then click "OK".
 - b. You now have the customized, user friendly view of Qpath-E that your ultrasound division has created for you.





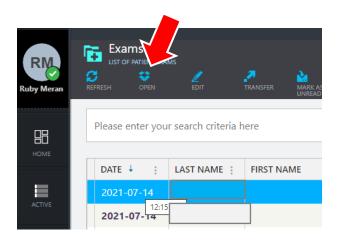
General QPath-E guide

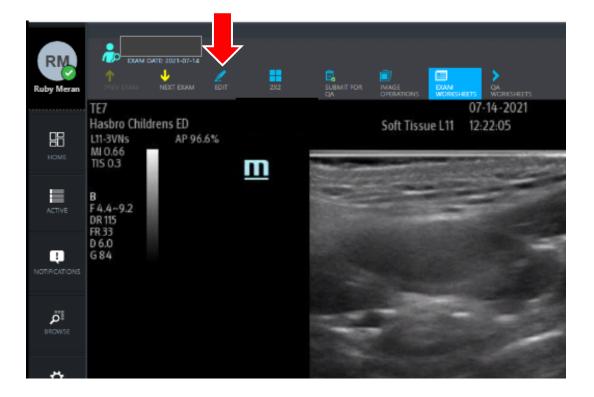


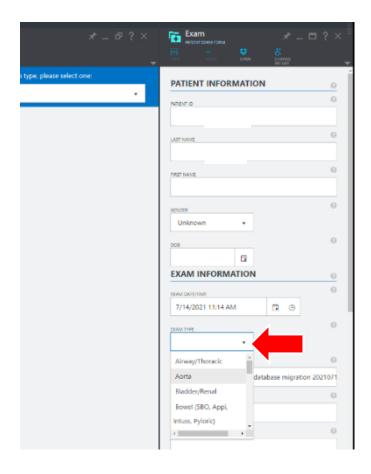


1) To view a list of the POCUS performed, double click the "Exam List" icon from your home page.

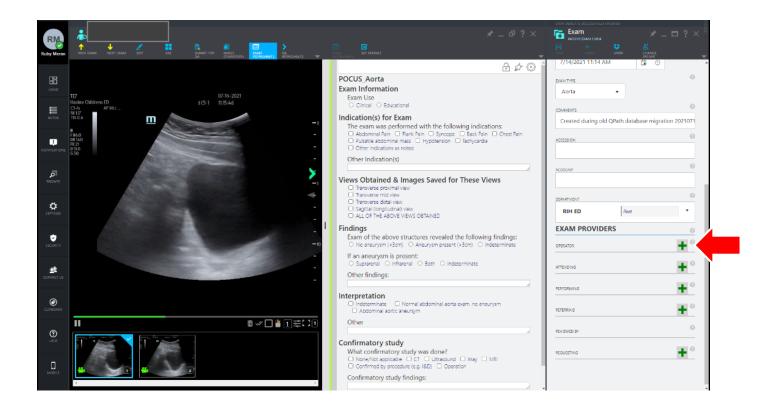
- 2) To view the images from an exam/POCUS study, double click on the study from the exam list OR click on the exam once to highlight, then click on the "open" icon at the top
- 3) Once the exam is open, you can access your worksheet by clicking "edit" and selecting the appropriate "exam type" field on the right from the drop down. Then click "save" and the corresponding worksheet will be available for you to complete.

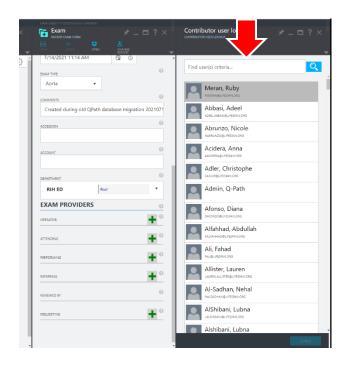


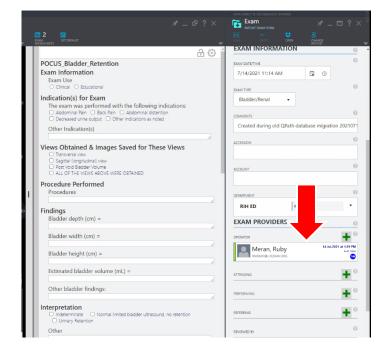




4) To add yourself as operator (which is required for you to get credit for the exam) or to add an attending to your exam, click on the "+" plus icon, search and find the operator/attending name on the drop down list. Make sure you click "select" to apply it. Repeat if you need to add other operators.

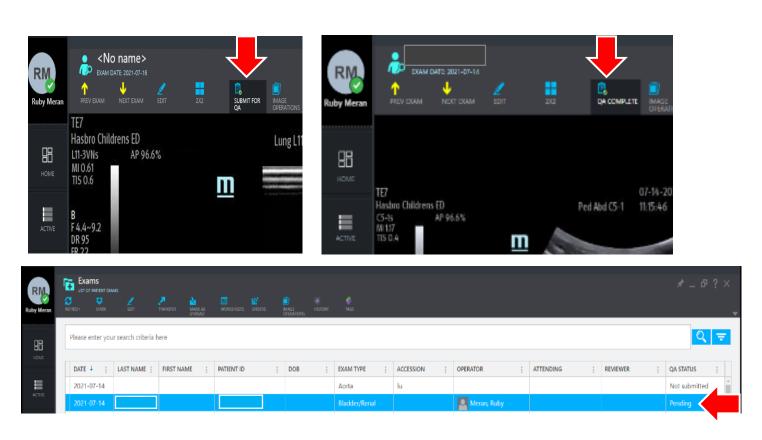




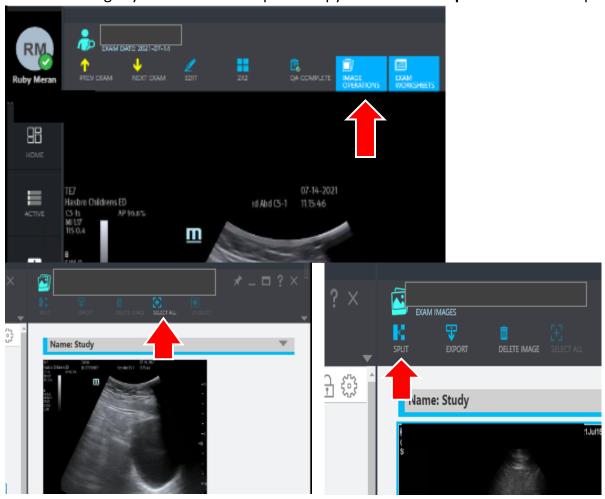


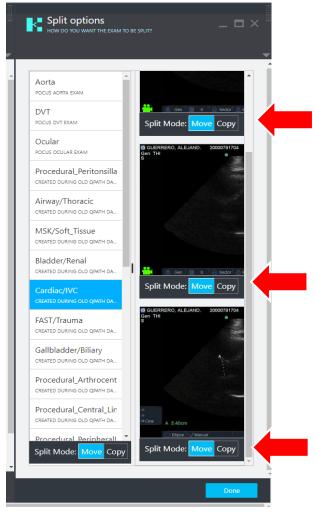


5) Once your worksheet is filled out you can submit for QA by clicking the "save" icon on the top right and click the "submit for QA" icon at the top. Once you click "ok", the blue icon at the top will now say "QA complete".



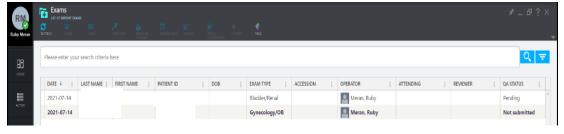
- 6) When you close out the study and go back to the exam list you will now see "pending" under the "QA status" column next to your study.
- 7) To **Split or Copy** your exam/images, make sure your exam is opened. Next click on "image operations" icon at the top. Then click on "select all" or click on the individual images you would like to split or copy. Click on the "split" icon at the top.





8) Click "Move" or "Copy" on the images and then click "done".

Note: "Move" will just transfer the selected images to a separate exam and "copy" will duplicate the images to a separate exam.



For assistance with Qpath-E Please contact:

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