

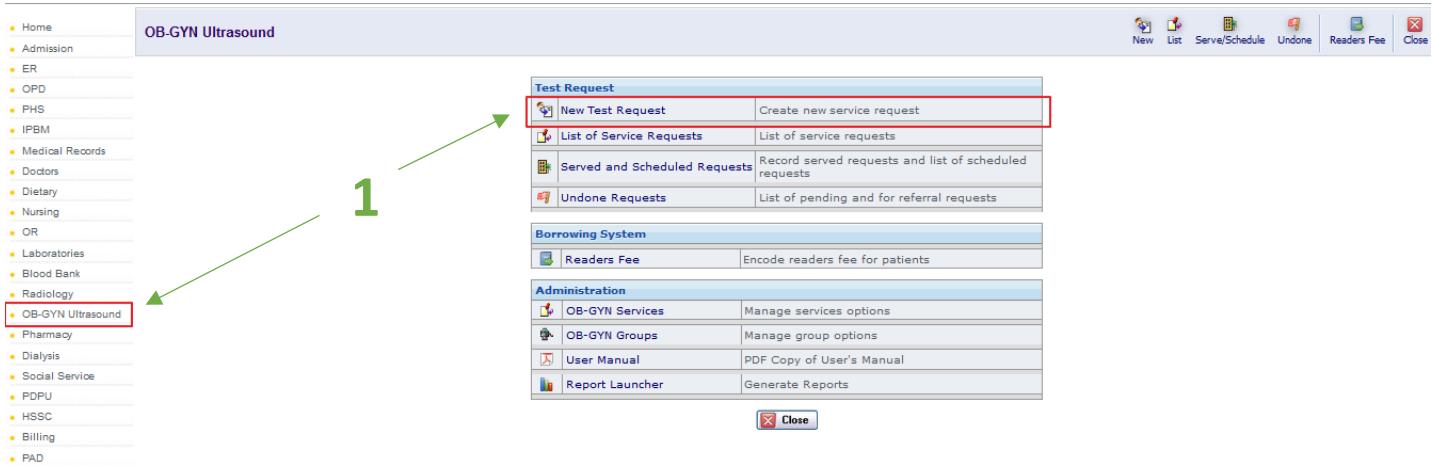
OB-GYN ULTRASOUND USER MANUAL

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Requisition in OB-GYN Ultrasound

1. Select **OB-GYN Ultrasound** module and click **New Test Request** to create request.



2. To search patient, click this icon  to search the patient and **Clear** button to clear the data and search for another patient.

For searching: Key in **Health Record Number**, Family Name (lastname, firstname), Date of Birth (MM-DD-YYYY), or Case Number on the textbox provided and click  button to view patient information.

OB-GYN Ultrasound :: New Test Request

Request Details

Transaction type <input checked="" type="radio"/> Cash <input type="radio"/> Charge	Batch No.	Request Date
RID <input type="text"/>	<input type="text"/>	June 3, 2020 10:40am 
HRN <input type="text"/>	Discounts	
Name <input type="text"/>	<input type="checkbox"/> Pay Full? Classification: None <input type="checkbox"/> Senior citizen	
Address <input type="text"/>	Request Options	
From RDU? <input type="checkbox"/>	Walkin? <input type="checkbox"/>	Priority <input checked="" type="radio"/> Routine <input type="radio"/> STAT
Patient Type <input type="text"/> WALK-IN	Sex <input type="text"/> unknown	Comments
Birth Date <input type="text"/> 1970-01-01	Age <input type="text"/> unknown	<input type="text"/>
Location/Clinic <input type="text"/> WIN	Disc. Date <input type="text"/>	
Medico Legal <input type="text"/> NO	<input type="text"/>	
Diagnosis <input type="text"/>	<input type="text"/>	
Adm. Date <input type="text"/>	<input type="text"/>	
PHIC no <input type="text"/> None	<input type="text"/>	
Category <input type="text"/>	<input type="text"/>	
With Manual Payment <input type="checkbox"/>	<input type="text"/>	

Request list

Add items	Empty list	Code	Service Description	Professional Fee	Original Price	Net Price
Cnt: 0						
Request list is currently empty...						

Select registered person

Select registered person							
Search person		Case no:		Search			
First < Previous Next > Last >							
HRN	Sex	Lastname	Firstname	Middlename	Date of Birth	Confinement	Class
Options							
No such person exists...							

3. Choose **Transaction Type**: For **Cash** transaction, it needs to settle the payment first before serving the request. For **Charge** transaction, it will automatically cater the services required and payment will charge later during discharge time.

For **Charge** transaction type, here are the list of charges that will be selected by the encoder and it shows also the PHIC Coverage limit of the patient

Request Details

Transaction type Cash Charge 3

RID HRN

Name

Address

From RDU?

Patient Type: WALK-IN
Birth Date: 1970-01-01
Location/Clinic: WIN
Medico Legal: NO
Diagnosis:
Adm. Date:
PHIC no:
Category:
With Manual Payment:

Address: PUKUN 13-A, BUGAL, MA-A, DAVAO DEL SUR

QCBP
OPLAN OB
PHIC
COH
SSS
Popcom
CAO
HACT
DSWD
OMBUDSMAN
PDAF
NAPOLCOM
DCCFI
ClinicCard
HMO
DOH

Walkin? : PE? :
Sex : Female
Age : 20 years
Bed #:
Disc. Date:
TING-SELF

PHIC Coverage: 10,000.00

Cnt: 0 Code Service Description Professional Fee

Request list is currently empty...

4. **Request Date** was set as current server time stamp as default.

5. Choose Priority: **Routine** or **STAT**.

6. Click to select an item to display in tray.

Request Details

Transaction type Cash Charge

RID HRN

Name

Address

From RDU?

WALK-IN
1970-01-01
WIN
NO
None
None

Walkin? : PE? :
Sex : unknown
Age : unknown
Disc. Date:

Request Options

Request Date: 4

Priority: Routine STAT

Comments:

Discounts

Pay Full?
Classification: **None**
 Senior citizen

Batch No.

Original Price **Net Price**

Professional Fee

Sub-Total
Discount
Net Total

5

Cnt: 0 Code Service Description Professional Fee Original Price Net Price

Request list is currently empty...

6

7.Upon clicking **Add items** button, a modal will prompt and defaults the **Requesting Dept.**, **Doctor**, and **Clinical Impression** from patient's encounter details. It should not be blank, write the appropriate impression of the patient.

8. **OB-GYN Department** is default to **Obstetrics and Gynecology**

9. Select an **OB-GYN Service Group**. Click **>** button to add selected item in the tray.

10. Click close button to set the display back to the main frame.

7

8

9

10

11. The system will automatically calculate the amount to be paid/charge.

12. Click button to clear all items in order tray.

13. Click button to view the items requested previously to the certain patient.

14. Click button to process the selected request.

Transaction type Cash Charge

RID 202000018 HRN 2968421

Name KILANG, LOVELY I.

Address PUROK 13-A, BUGAC, MA-A, DAVAO CITY 8000 DAVAO DEL SUR

From RDU? Walkin? PE?

Patient Type: INPATIENT (ER)
Birth Date: 1999-12-15
Location/Clinic: OB-ANNEX Room #: 1 Bed #: 4
Medico Legal: NO
Diagnosis: TEST
Adm. Date: 02/16/2020 04:42 PM
Disc. Date:

PHIC no: 424322432432
Category: INDIVIDUAL PAYING-SELF EMPLOYED
With Manual Payment

Discounts: Pay Full?
Classification: Senior citizen

Request Options: Priority Routine STAT
Comments:

12

Code	Service Description	Professional Fee	Original Price	Net Price
X BPS-SINGLE (USD OB)	BIOPHYSICAL SCORING (BPS)SINGLE	150.00	600.00	750.00
X BPS-TWIN (USD OB)	BIOPHYSICAL SCORING (BPS)TWIN	300.00	1,200.00	1,500.00

Nonsocialized service.

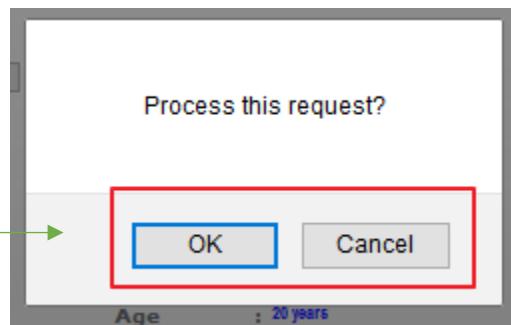
13

14

11

Sub-Total	2,250.00
Discount	-0.00
Net Total	2,250.00

15. Click **OK** to confirm else click **Cancel**.



15

OK

Cancel

16. Upon clicking **OK** to process the request, an information message will display, **Ultrasound Request Service successfully created**. Once the request is failed to save, an error message will prompt.

16



Request Details Transaction type Cash Charge

RID 202000018 HRN 2968421

Name KILANG, LOVELY I.

Address PUROK 13-A, BUGAC, MA-A, DAVAO CITY 8000 DAVAO DEL SUR

From RDU? Walkin? PE?

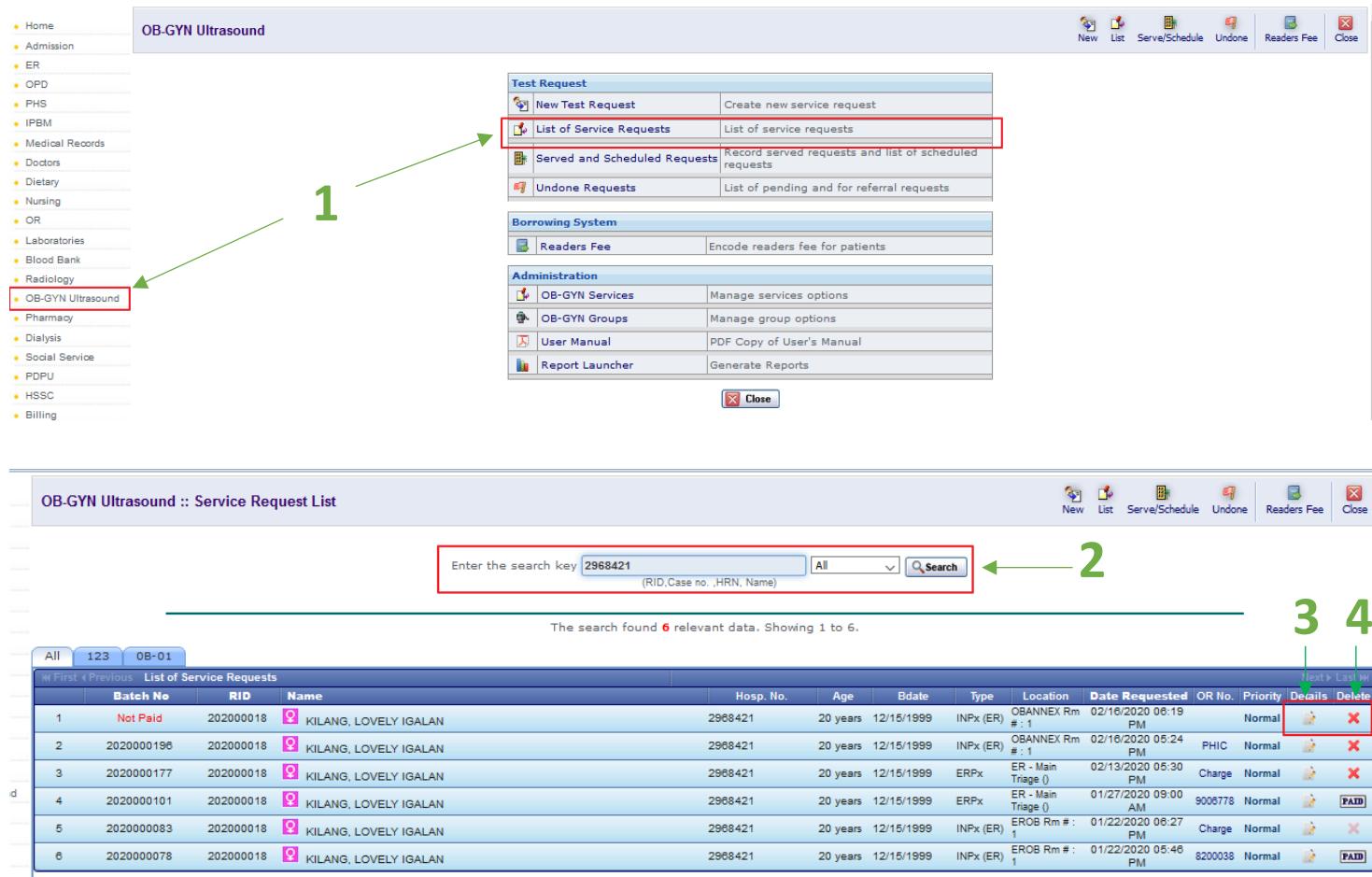
Patient Type: INPATIENT (ER)
Birth Date: 1999-12-15
Location/Clinic: OB-ANNEX ROOM #: 1 BED #: 4
Medico Legal: NO
Diagnosis: TEST

Discounts: Pay Full?
Classification: None Senior citizen

Request Options: Priority Routine STAT
Comments:

Viewing List of Service Requests

1. In OB-GYN Ultrasound module, click **List of Service Requests**.
2. Enter search keywords RID/Case No./ HRN/Name. Click  button to search patient with item request.
3. Click  to view detailed item requested.
4. Click  to delete the particular item requested.



OB-GYN Ultrasound :: Service Request List

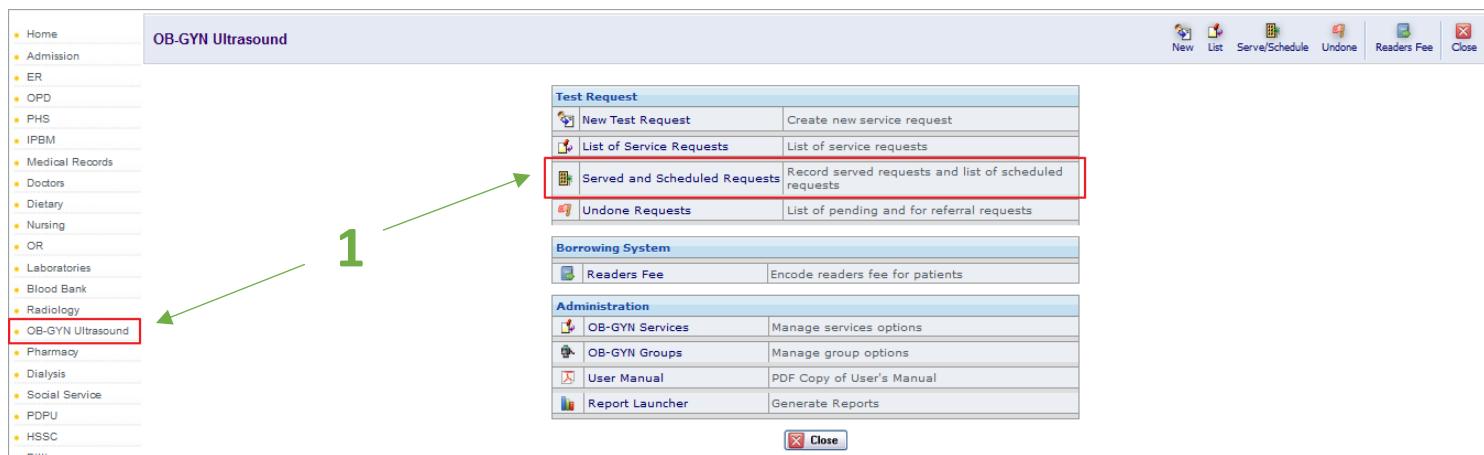
Enter the search key: **2968421** All **Search**

The search found **6** relevant data. Showing 1 to 6.

All	123	OB-01	First	Previous	List of Service Requests	Hosp. No.	Age	Bdate	Type	Location	Date Requested	OR No.	Priority	Details	Delete
1	Not Paid	202000018	2968421	20 years	12/15/1999	INPx (ER) # : 1	OBANNEX Rm 02/16/2020 06:19 PM	Normal							
2		2020000196	2968421	20 years	12/15/1999	INPx (ER) # : 1	OBANNEX Rm 02/16/2020 05:24 PM	PHIC	Normal						
3		2020000177	2968421	20 years	12/15/1999	ERPx	ER - Main Triage () 02/12/2020 05:30 PM	Charge	Normal						
4		2020000101	2968421	20 years	12/15/1999	ERPx	ER - Main Triage () 01/27/2020 09:00 AM	9006778	Normal						
5		2020000083	2968421	20 years	12/15/1999	INPx (ER) 1	EROB Rm #: 01/22/2020 08:27 PM	Charge	Normal						
6		2020000078	2968421	20 years	12/15/1999	INPx (ER) 1	EROB Rm #: 01/22/2020 05:46 PM	8200038	Normal						

Serving and Scheduling of Request Item

1. In OB-GYN Ultrasound module, click **Served and Scheduled Requests**.



OB-GYN Ultrasound :: Service Request List

Enter the search key: **2968421** All **Search**

The search found **6** relevant data. Showing 1 to 6.

All	123	OB-01	First	Previous	List of Service Requests	Hosp. No.	Age	Bdate	Type	Location	Date Requested	OR No.	Priority	Details	Delete
1	Not Paid	202000018	2968421	20 years	12/15/1999	INPx (ER) # : 1	OBANNEX Rm 02/16/2020 06:19 PM	Normal							
2		2020000196	2968421	20 years	12/15/1999	INPx (ER) # : 1	OBANNEX Rm 02/16/2020 05:24 PM	PHIC	Normal						
3		2020000177	2968421	20 years	12/15/1999	ERPx	ER - Main Triage () 02/12/2020 05:30 PM	Charge	Normal						
4		2020000101	2968421	20 years	12/15/1999	ERPx	ER - Main Triage () 01/27/2020 09:00 AM	9006778	Normal						
5		2020000083	2968421	20 years	12/15/1999	INPx (ER) 1	EROB Rm #: 01/22/2020 08:27 PM	Charge	Normal						
6		2020000078	2968421	20 years	12/15/1999	INPx (ER) 1	EROB Rm #: 01/22/2020 05:46 PM	8200038	Normal						

2. Enter search keywords RID/Case No./ HRN/Name. Click  button to search patient with item request to be scheduled and served.

OB-GYN Ultrasound :: Scheduled Request List

Enter the search key (HRN, Family Name , Case no. or Scheduled Date). Enter dates in **MM/DD/YYYY** format. Enter asterisk (*) to show all data.

2

2968421 

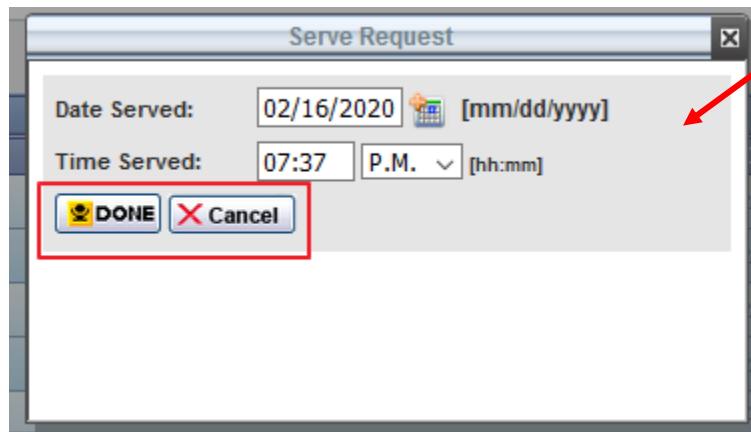
Ref. No.	Batch No.	Name	Service Code	RID	Date Scheduled	Scheduled By	Patient Type	Served
2020000370	2020000197	Lovely Igalan Kilang	BPS-SINGLE (USD OB)	202000018	02/16/2020 06:19 PM	SEGWORKS PERSONNEL	INPx	
2020000371	2020000197	Lovely Igalan Kilang	BPS-TWIN (USD OB)	202000018	02/16/2020 06:19 PM	SEGWORKS PERSONNEL	INPx	
2020000368	2020000196	Lovely Igalan Kilang	TVS-GYNE (USD OB)	202000018	02/16/2020 05:24 PM	SEGWORKS PERSONNEL	INPx	
2020000369	2020000196	Lovely Igalan Kilang	TAS-SGL (USD OB)	202000018	02/16/2020 05:24 PM	SEGWORKS PERSONNEL	INPx	
2020000327	2020000177	Lovely Igalan Kilang	TVS-GYNE (USD OB)	202000018	02/13/2020 05:30 PM	VERONICA DENIEGA	ERPx	
2020000207	2020000101	Lovely Igalan Kilang	TVS-GYNE (USD OB)	202000018	01/27/2020 09:00 AM	SEGWORKS PERSONNEL	ERPx	

3. Click  to serve and schedule the procedure. Set the **Date** and **Time** to serve the request/procedure. Click  to proceed the transaction else . Once served, it will change to 

All OB-01

Showing 1-9 out of 9 record(s).

Ref. No.	Batch No.	Name	Service Code	RID	Date Scheduled	Scheduled By	Patient Type	Served
2020000370	2020000197	Lovely Igalan Kilang	BPS-SINGLE (USD OB)	202000018	02/16/2020 06:19 PM	SEGWORKS PERSONNEL	INPx	
2020000371	2020000197	Lovely Igalan Kilang	BPS-TWIN (USD OB)	202000018	02/16/2020 06:19 PM	SEGWORKS PERSONNEL	INPx	
2020000368	2020000196	Lovely Igalan Kilang	TVS-GYNE (USD OB)	202000018	02/16/2020 05:24 PM	SEGWORKS PERSONNEL	INPx	
2020000369	2020000196	Lovely Igalan Kilang	TAS-SGL (USD OB)	202000018	02/16/2020 05:24 PM	SEGWORKS PERSONNEL	INPx	
2020000327	2020000177	Lovely Igalan Kilang	TVS-GYNE (USD OB)	202000018	02/13/2020 05:30 PM	VERONICA DENIEGA	ERPx	



All OB-01

Showing 1-9 out of 9 record(s).

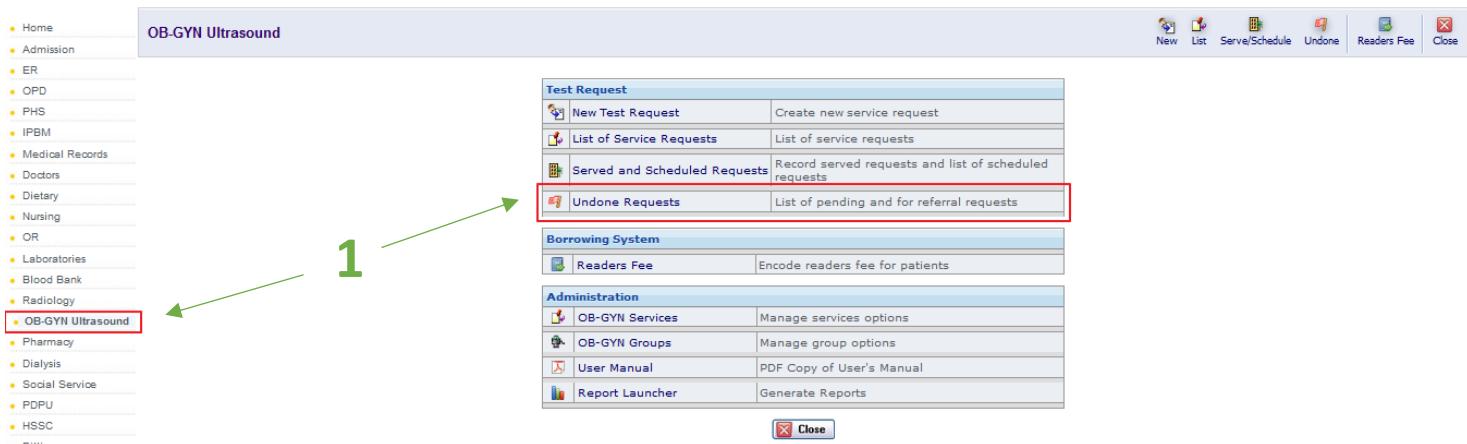
Ref. No.	Batch No.	Name	Service Code	RID	Date Scheduled	Scheduled By	Patient Type	Served
2020000370	2020000197	Lovely Igalan Kilang	BPS-SINGLE (USD OB)	202000018	02/16/2020 06:19 PM	SEGWORKS PERSONNEL	INPx	
2020000371	2020000197	Lovely Igalan Kilang	BPS-TWIN (USD OB)	202000018	02/16/2020 06:19 PM	SEGWORKS PERSONNEL	INPx	
2020000368	2020000196	Lovely Igalan Kilang	TVS-GYNE (USD OB)	202000018	02/16/2020 05:24 PM	SEGWORKS PERSONNEL	INPx	
2020000369	2020000196	Lovely Igalan Kilang	TAS-SGL (USD OB)	202000018	02/16/2020 05:24 PM	SEGWORKS PERSONNEL	INPx	

4

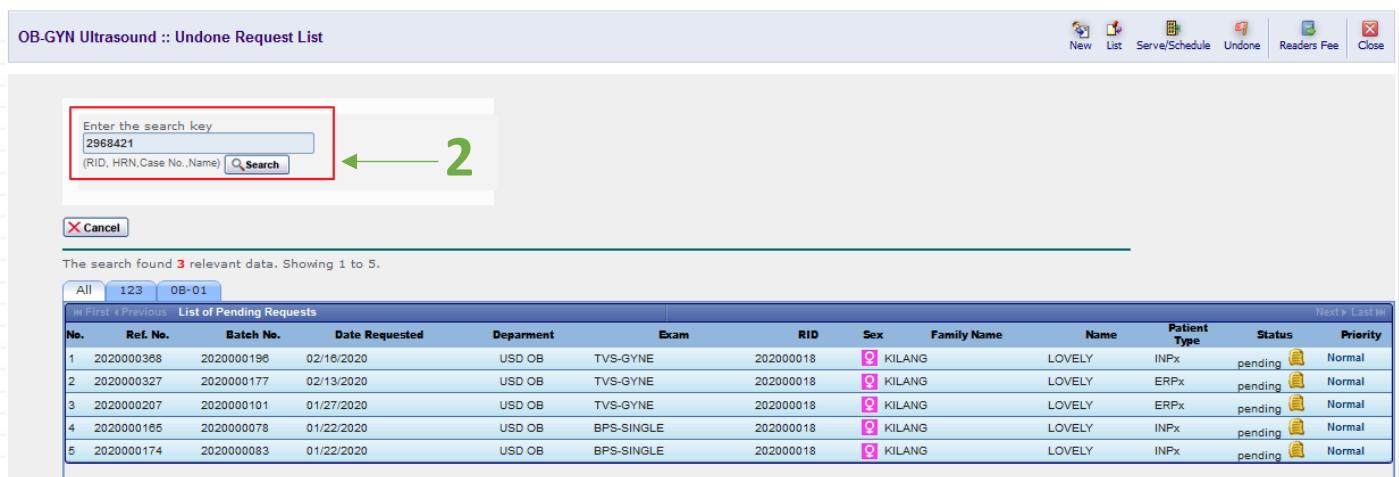
4. Locked item with  icon means serving/unserving the item is invalid, either it is final bill or needs to settle the payment first.

Viewing of Undone Requests

1. In OB-GYN Ultrasound module, click **Undone Requests**.

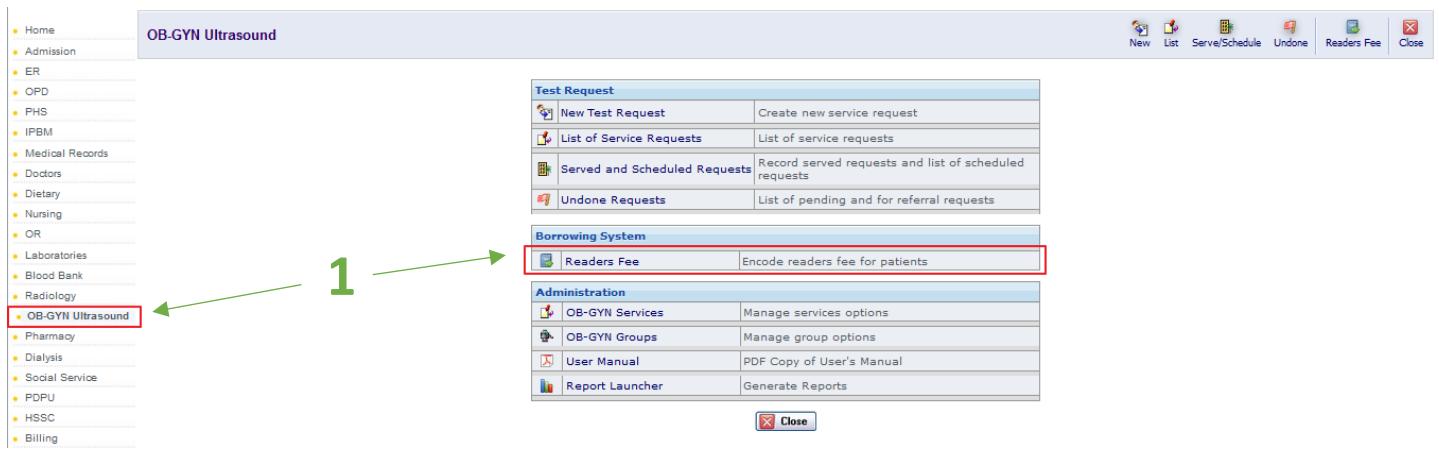


2. Enter search keywords RID/Case No./ HRN/Name. Click **Search** button to search patient with item request and view its status.



Set the Reader's Fee

1. In OB-GYN Ultrasound module, click **Readers Fee**.



2. Enter search keywords RID/Case No./ HRN/Name. Click **Search** button to search patient with item to be read by Sonologist.

3. Click to record when the service was read by Sonologist. The **Case Date**, **Case No.**, **Type** is default based on patient's information and its request. Under **Physician**, list of Sonologists will display in dropdown and can select a date through date picker. Click **Submit** to save the data encoded.

Enter the search key (HRN, Case No., Batch No., Family Name or Scheduled Date).
Enter dates in **MM/DD/YYYY** format. Enter asterisk (*) to show all data.

2968421

Search

2

Batch No.	HRN	Name	Service Code	Date Served	Patient Type	For Readers Fee
2020000196	2968421	Lovely Igalan Kilang	TVS-GYNE (USD OB)	02/16/2020 05:24 PM	INPx	<input checked="" type="checkbox"/>
2020000177	2968421	Lovely Igalan Kilang	TVS-GYNE (USD OB)	02/13/2020 05:30 PM	ERPx	<input checked="" type="checkbox"/>
2020000101	2968421	Lovely Igalan Kilang	TVS-GYNE (USD OB)	01/27/2020 09:00 AM	ERPx	<input checked="" type="checkbox"/>
2020000083	2968421	Lovely Igalan Kilang	BPS-SINGLE (USD OB)	01/22/2020 06:27 PM	INPx	<input type="checkbox"/>
2020000078	2968421	Lovely Igalan Kilang	BPS-SINGLE (USD OB)	01/22/2020 05:46 PM	INPx	<input checked="" type="checkbox"/>

Doctors Professional / Readers Fee

Case Date	2020-02-16 16:42:00
Case No.	2020000158
Type	TVS-GYNE USD READING FEE
Physician	-SELECT DOCTOR-
Date	
Amount	150.00
Submit	

3

Doctors Professional / Readers Fee

Case Date	2020-02-16 16:42:00
Case No.	2020000158
Type	TVS-GYNE USD READING FEE
Physician	-SELECT DOCTOR-
Date	-SELECT DOCTOR-
Amount	Artes, Margarita Isabel Amoroso Basilio, Susan Deniega, Veronica Mallari Espino, Ma. Asuncion Saldaña Go-herrera, Chanille Cuisin Honda, Chonaville Lim, Maribina Tecson

Doctors Professional / Readers Fee

Case Date	June 2020
Case No.	
Type	
Physician	
Date	
Amount	150.00
Submit	

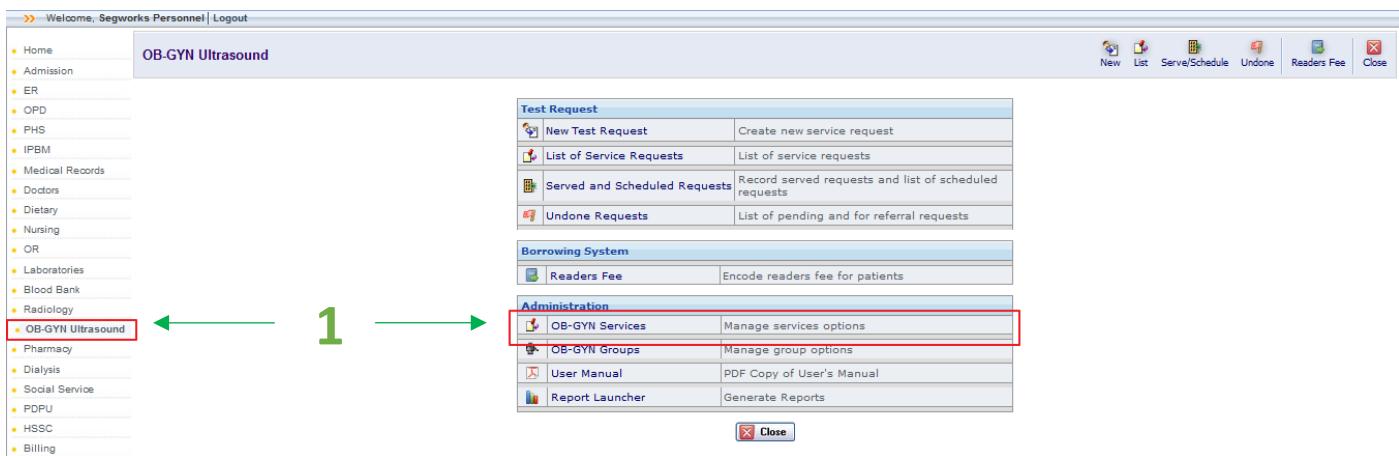
4. Once it was already read, icon will change into . Locked item with icon means serving/unserving the item is invalid, either it is final bill or needs to settle the payment first.

Batch No.	HRN	Name	Service Code	Date Served	Patient Type	For Readers Fee
2020000196	2968421	Lovely Igalan Kilang	TVS-GYNE (USD OB)	02/16/2020 05:24 PM	INPx	<input checked="" type="checkbox"/>
2020000177	2968421	Lovely Igalan Kilang	TVS-GYNE (USD OB)	02/13/2020 05:30 PM	ERPx	
2020000101	2968421	Lovely Igalan Kilang	TVS-GYNE (USD OB)	01/27/2020 09:00 AM	ERPx	
2020000083	2968421	Lovely Igalan Kilang	BPS-SINGLE (USD OB)	01/22/2020 06:27 PM	INPx	
2020000078	2968421	Lovely Igalan Kilang	BPS-SINGLE (USD OB)	01/22/2020 05:46 PM	INPx	

4

Manage OB-GYN Services

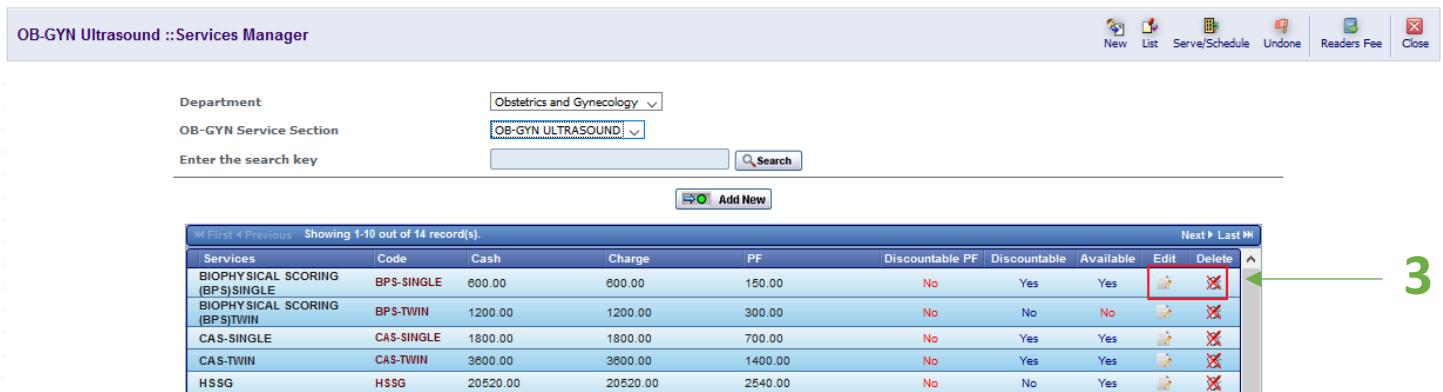
1. In OB-GYN Ultrasound module, click OB-GYN Services.



2. Select an OB-GYN Service then click **Add New** to add an item on a specific service. Click **Save** to save the data encoded else **Cancel**

Services	Code	Cash	Charge	PF	Discountable PF	Discountable	Available	Edit	Delete
BIOPHYSICAL SCORING (BPS) SINGLE	BPS-SINGLE	600.00	600.00	150.00	No	Yes	Yes		
BIOPHYSICAL SCORING (BPS) TWIN	BPS-TWIN	1200.00	1200.00	300.00	No	No	No		
CAS-SINGLE	CAS-SINGLE	1800.00	1800.00	700.00	No	Yes	Yes		
CAS-TWIN	CAS-TWIN	3600.00	3600.00	1400.00	No	Yes	Yes		
HSSG	HSSG	20520.00	20520.00	2540.00	No	No	Yes		
OB/GYN 3D/4D SCAN	SCAN 3D/4D	5000.00	5000.00	2000.00	No	No	Yes		
OB/GYN DOPPLER SCAN-SINGLE	DPL-SINGLE	1800.00	1800.00	700.00	No	No	Yes		
OB/GYN DOPPLER SCAN-TWIN	DPL-TWIN	3600.00	3600.00	1400.00	No	Yes	Yes		
OB/GYN ULTRASOUND GUIDED	ULTRA GUID	5000.00	5000.00	2000.00	No	No	Yes		
PREGNANCY EVALUATION(TAS/TVS) SINGLE	TAS-SGL	450.00	450.00	150.00	No	Yes	Yes		

3. Click  icon to make updates or  icon to remove service from the list.



OB-GYN Ultrasound :: Services Manager

Department: Obstetrics and Gynecology

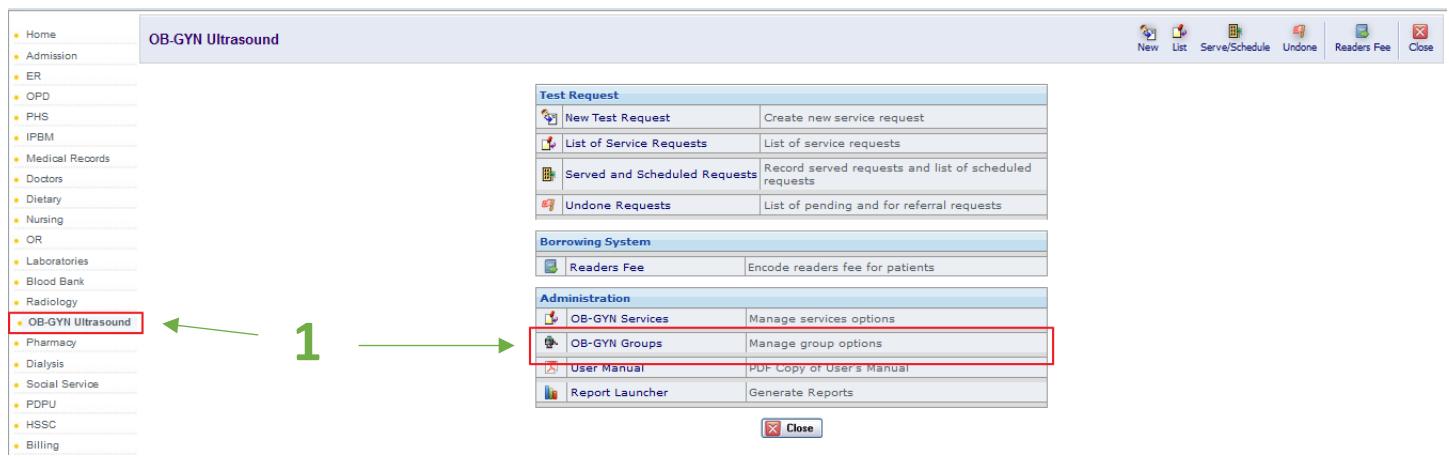
OB-GYN Service Section: OB-GYN ULTRASOUND

Enter the search key:

First < Previous Showing 1-10 out of 14 record(s). Next > Last								
Services	Code	Cash	Charge	PF	Discountable PF	Discountable	Available	Edit  Delete 
BIOPHYSICAL SCORING (BPS) SINGLE	BPS-SINGLE	800.00	800.00	150.00	No	Yes	Yes	 
BIOPHYSICAL SCORING (BPS) TWIN	BPS-TWIN	1200.00	1200.00	300.00	No	No	No	 
CAS-SINGLE	CAS-SINGLE	1800.00	1800.00	700.00	No	Yes	Yes	 
CAS-TWIN	CAS-TWIN	3600.00	3600.00	1400.00	No	Yes	Yes	 
HSSG	HSSG	20520.00	20520.00	2540.00	No	No	Yes	 

Manage OB-GYN Groups

1. In OB-GYN Ultrasound module, click **OB-GYN Groups**.



OB-GYN Ultrasound

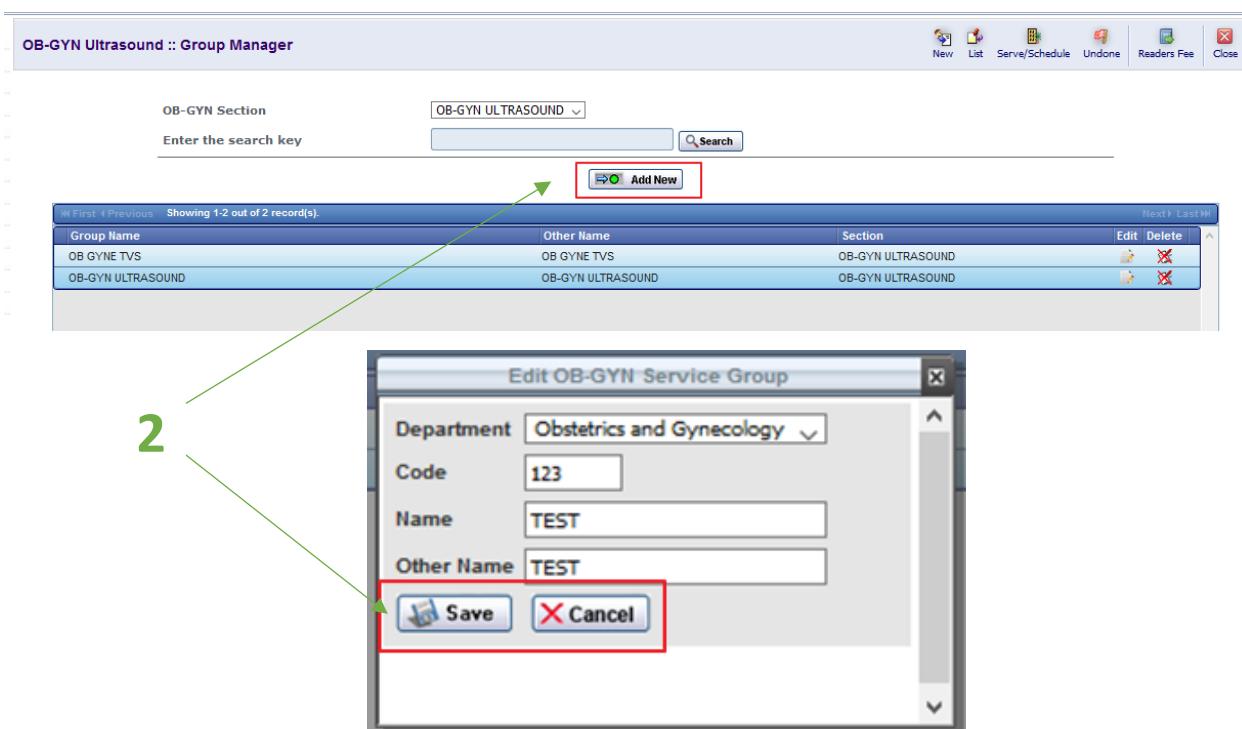
Home, Admission, ER, OPD, PHS, IPBM, Medical Records, Doctors, Dietary, Nursing, OR, Laboratories, Blood Bank, Radiology, OB-GYN Ultrasound, Pharmacy, Dialysis, Social Service, POPU, HSSC, Billing

Test Request: New Test Request, List of Service Requests, Served and Scheduled Requests, Undone Requests

Borrowing System: Readers Fee

Administration: OB-GYN Services, OB-GYN Groups, User Manual, Report Launcher

2. Select an OB-GYN Section then click  **Add New** to add another service group. Click  **Save** to save the data encoded else  **Cancel**



OB-GYN Ultrasound :: Group Manager

OB-GYN Section: OB-GYN ULTRASOUND

Enter the search key:

First < Previous Showing 1-2 out of 2 record(s). Next > Last			
Group Name	Other Name	Section	Edit  Delete 
OB GYNE TVS	OB GYNE TVS	OB-GYN ULTRASOUND	 
OB-GYN ULTRASOUND	OB-GYN ULTRASOUND	OB-GYN ULTRASOUND	 

2

1

3

Edit OB-GYN Service Group

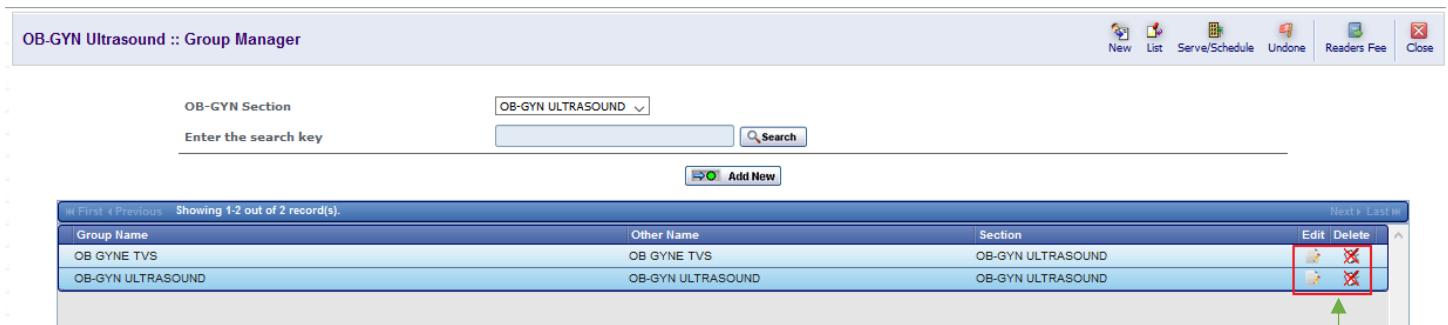
Department: Obstetrics and Gynecology

Code: 123

Name: TEST

Other Name: TEST

3. Click  icon to make updates or  icon to remove group from the list.



OB-GYN Ultrasound :: Group Manager

OB-GYN Section: OB-GYN ULTRASOUND

Enter the search key:

Showing 1-2 out of 2 record(s).

Group Name	Other Name	Section	Edit	Delete
OB GYNE TVS	OB GYNE TVS	OB-GYN ULTRASOUND		
OB-GYN ULTRASOUND	OB-GYN ULTRASOUND	OB-GYN ULTRASOUND		

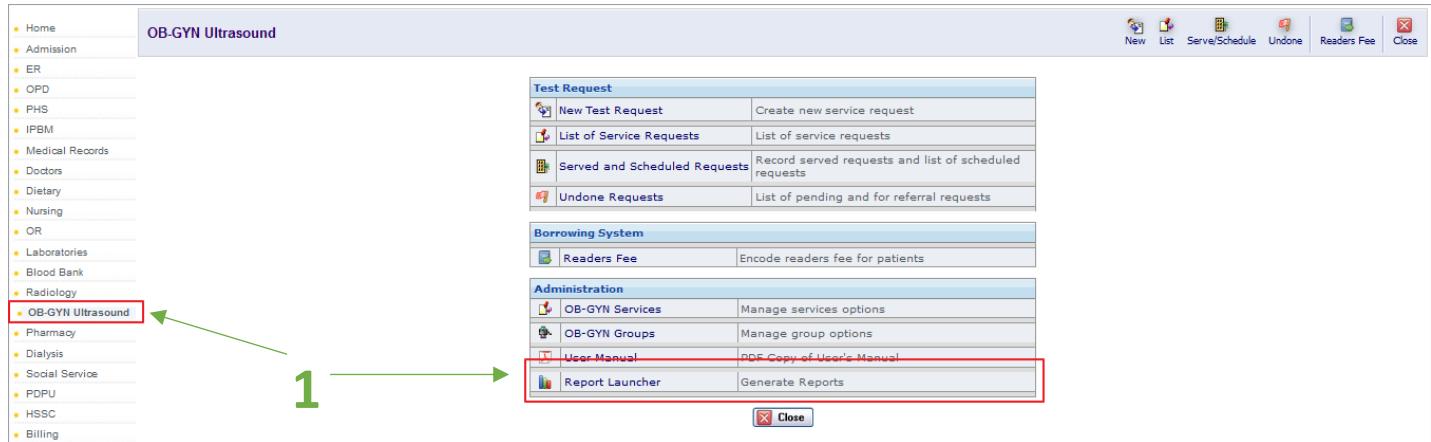
OB-GYN User Manual

(This document.)

3

OB-GYN Report Launcher

1. In OB-GYN Ultrasound module, click Report Launcher.



OB-GYN Ultrasound

OB-GYN Ultrasound

New List Serve/Schedule Undo Readers Fee Close

Test Request

-  New Test Request Create new service request
-  List of Service Requests List of service requests
-  Served and Scheduled Requests Record served requests and list of scheduled requests
-  Undone Requests List of pending and for referral requests

Borrowing System

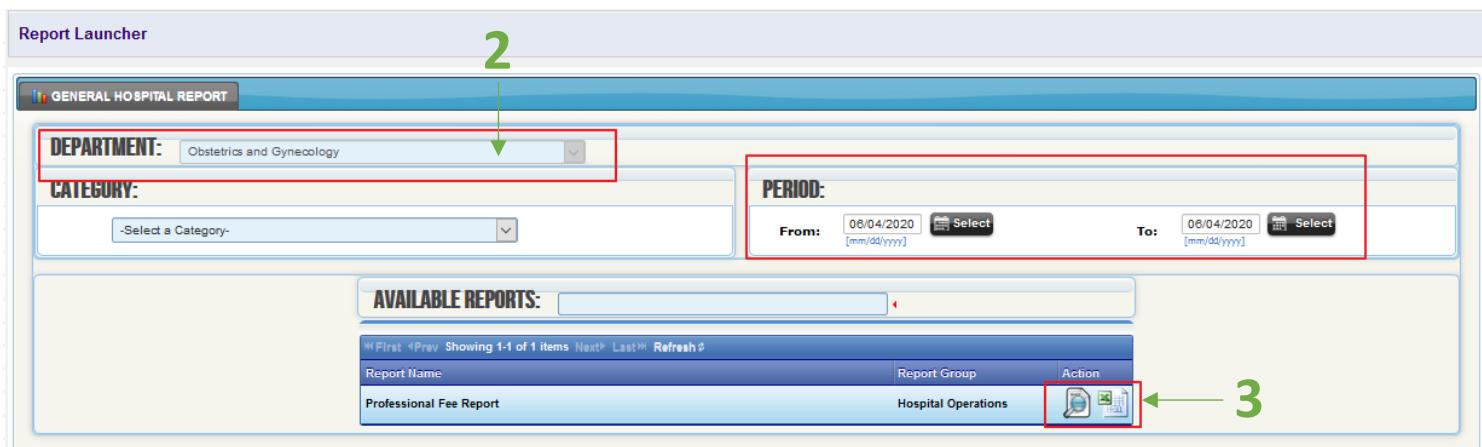
-  Readers Fee Encode readers fee for patients

Administration

-  OB-GYN Services Manage services options
-  OB-GYN Groups Manage group options
-  User Manual PDF Copy of User's Manual
-  Report Launcher Generate Reports

2. Department is default to **Obstetrics and Gynecology**. To generate report, set first the period range of date.

3. Choose  to generate report in pdf format or  to generate report in excel format.



Report Launcher

GENERAL HOSPITAL REPORT

2

DEPARTMENT:

CATEGORY:

PERIOD:

AVAILABLE REPORTS:

Report Name Report Group Action

Professional Fee Report	Hospital Operations	 
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3