Institution Name is DICOM tag [0008,0080]

For a Siemens MI-SPECT system connected to a HIS/RIS, the Institution Name is usually imported automatically from the HIS/RIS. It is not a setting in **Local Service > Configuration**. Otherwise, the Institution Name can be configured by the user using **Options > Configuration > Patient Registration**.

IMPORTANT NOTE: According to Siemens MI-SPECT Engineering, there is no way to automatically override the Institution Name that a HIS/RIS is sending to a workstation, even if a different Institution Name has been configured in **Options > Configuration > Patient Registration** and setup as the default.

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How to configure a Siemens MI-SPECT workstation to display Institution Name when registering a patient (a service key is required):

[1] Go to the main MI APPS screen, i.e., the screen that displays workflows.

[2] On the menu bar, click on **Options > Service > Local Service**.

Internet Explorer will open and display the **Service Home Page**.

[3] Enter the service key password and then click OK.

Service keys vary in length from 20 to 280 characters according to the software version. Contact the Siemens Regional Service Center (800-888-SIEM) if you need an updated service key.

 [4] Click on the **Configuration** button.
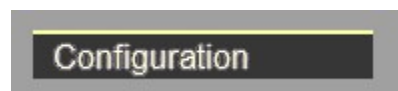
[5] In the menu tree on the left side of the screen, click on the link for **Applications > Pat. Registration**. You might need to scroll down the page to see the link.
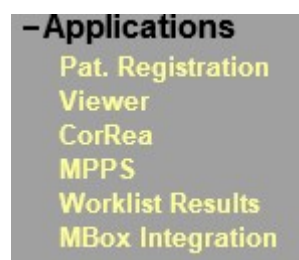
[6] Place an X adjacent to "**Institution name**" so the Institution Name will be displayed when registering a patient.   Refer to the image on the next page.

Displayed Patient Registration Dialog Elements

Patient

		Study	
Name Fields	○1 ○2 ○3 ○4 ◉5	Study List	☑
Age	☑	Accession No	☑
Height	☑	Requested Procedure	☑
Weight	☑	Request Id	☑
Address	☑	Study Comment	☑
Other Patient Name(s)	☑	Body part examined	☐
Other Patient Ids(s)	☑		
Ethnic Group	☑		
Military Rank	☑		
Details	☑		
Additional Info	☑	**Visit**	
		Referring Physician	☑
Institution		Requesting Physician	☑
Institution name	☑	Admitting Diagnosis	☑
Performing Physicians	○0 ○1 ◉2	Ward	☑
Operators	○0 ○1 ◉2	Admission Id	☑

Patient Registration Dialog Invocation

Implicitly in scheduler	☑
Enable Easy/Advanced UI	☑

[7] In the lower right corner of the screen, click on **Save**.

[8] In the lower right corner of the screen, click on **Finish**.

[8] On the black bar across the top of the screen, click on **Home**.

[9] The workstation will reboot.

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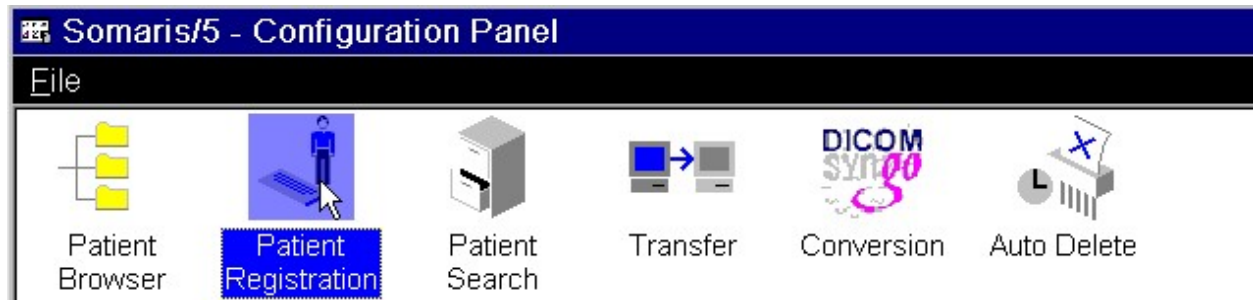# < CONTINUED ON NEXT PAGE >

How to set configure a Siemens MI-SPECT workstation's Institution Name for "No default":

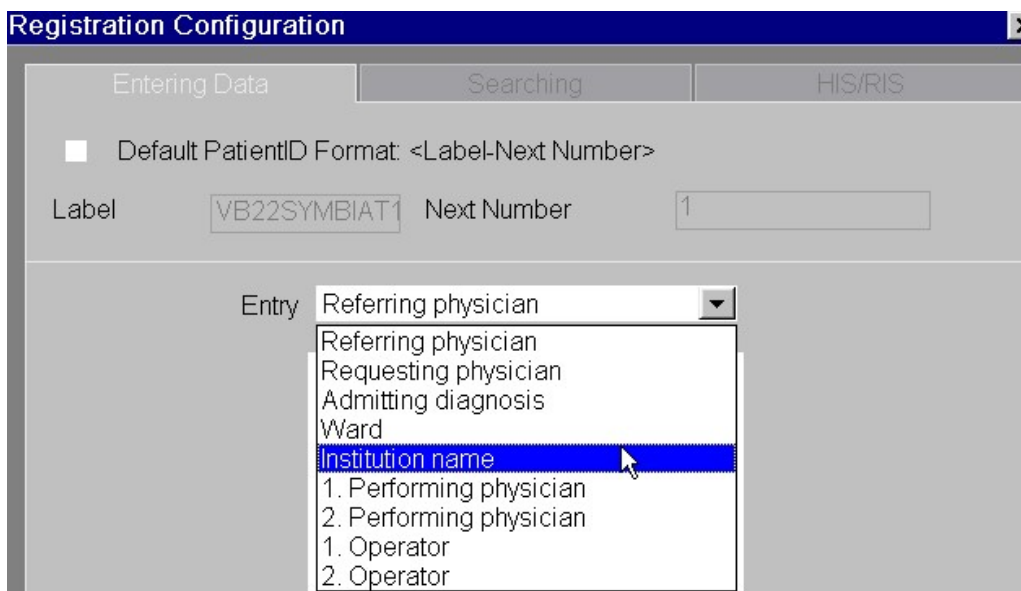[1] Go to the main MI APPS screen, i.e., the screen that displays workflows.

[2] On the menu bar select **Options > Configuration**.

[3] In the **Configuration Panel**, double-click on "**Patient Registration**."

[4] In the **Registration Configuration** window, select the "**Entering Data**" tab. Using the drop-down for "**Entry"** and select "**Institution Name**."

[5] When the list of Institution Names is displayed, enable "**No default**" and then click OK.

[6] Close the **Registration Configuration Panel.**

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The best test is to use **Options > Service > Local Service > DICOM TESTS** and capture a trace log when the user double-clicks on the Scheduler. However, that requires a Level 7 service key and some expertise deciphering Siemens trace logs.
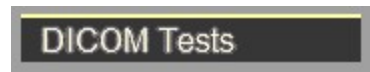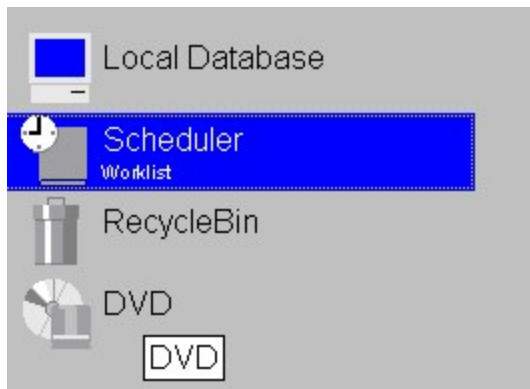

While not as good of a test, a simpler test is…

[1] Go to the main MI APPS screen, i.e., the screen that displays workflows.

[2] On the menu bar, click on **Patient > Browser.**

[3] In the **syngo Patient Browser**, double-click on any patient listed on the **Scheduler**.

[4] Since "No default" was previously enabled in the **Registration Configuration Panel**, then the Institution Name sent from the HIS/RIS should be displayed, if the site has a HIS/RIS and the Siemens workstation is configured to display Institution Name.

In the example shown on the following page, on the Patient Registration form, the Institution Name is ORLANDO HEART CENTER.

< CONTINUED ON NEXT PAGE >

If the Institution Name is blank, then an Institution Name was not sent from the HIS/RIS. The dropdown menu can be used to select from the list of Institution Names in the previously discussed **Registration Configuration Panel**.

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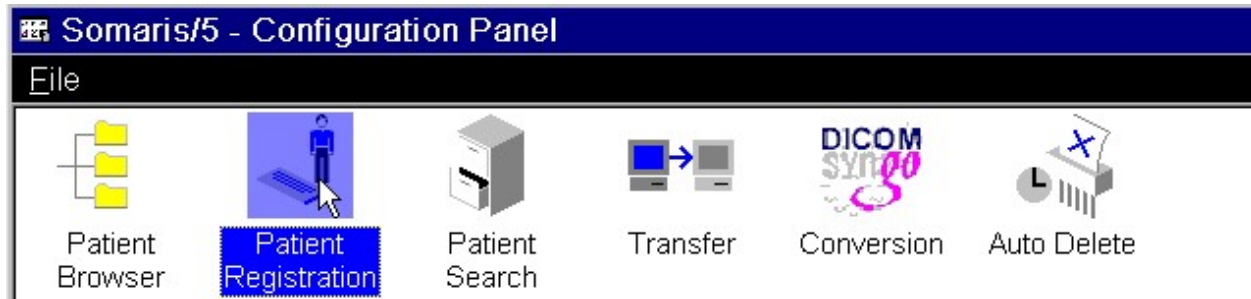
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REMINDER: According to Siemens MI-SPECT Engineering, there is no way to automatically override the Institution Name a HIS/RIS is sending to a workstation, even if a different Institution Name has been configured in **Options > Configuration > Patient Registration**.

[1] Go to the main MI APPS screen, i.e., the screen that displays workflows.

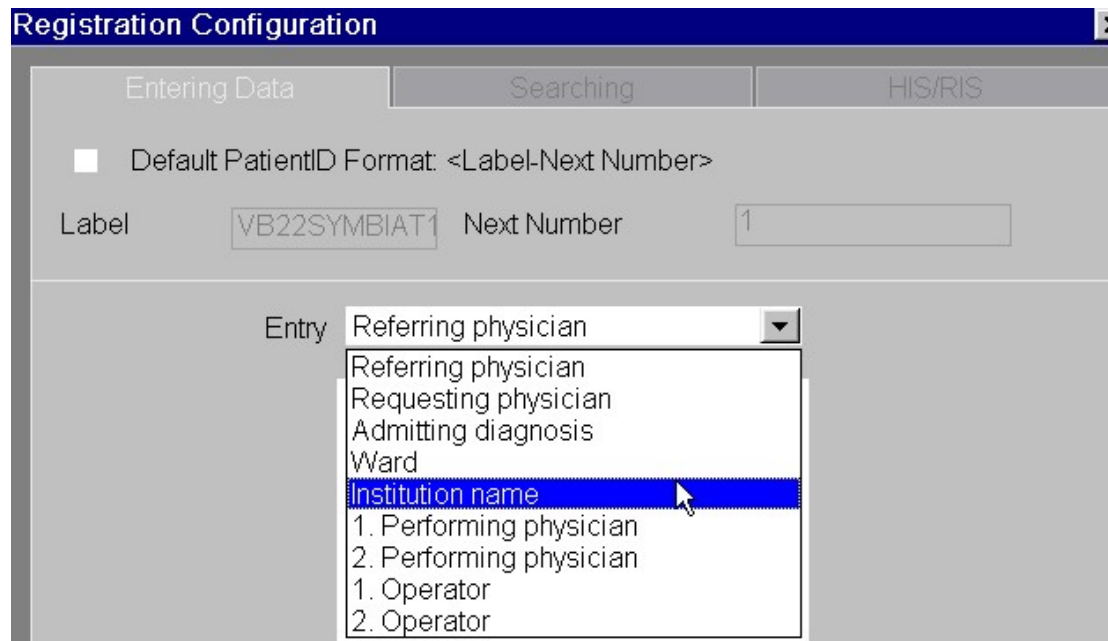[2] On the menu bar select **Options > Configuration**.

[3] In the **Configuration Panel**, double-click on "**Patient Registration.**"

[4] In the **Registration Configuration** window, select the "**Entering Data**" tab. Using the drop-down for "**Entry**" select "**Institution Name.**"

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[5] If there are no existing entries, enter the desired Institution Name press <Enter>. Afterwards, enable "**Use first entry as default**." Click OK to exit.   Be advised VB10 software does not have this option.

If there are existing entries, double-click on the entry at the top of the list to edit it. Change the name at the top of the list to the desired Institution Name and press <Enter>.   Afterwards, enable "**Use first entry as default**." Click OK to exit.   Be advised VB10 software does not have this option.

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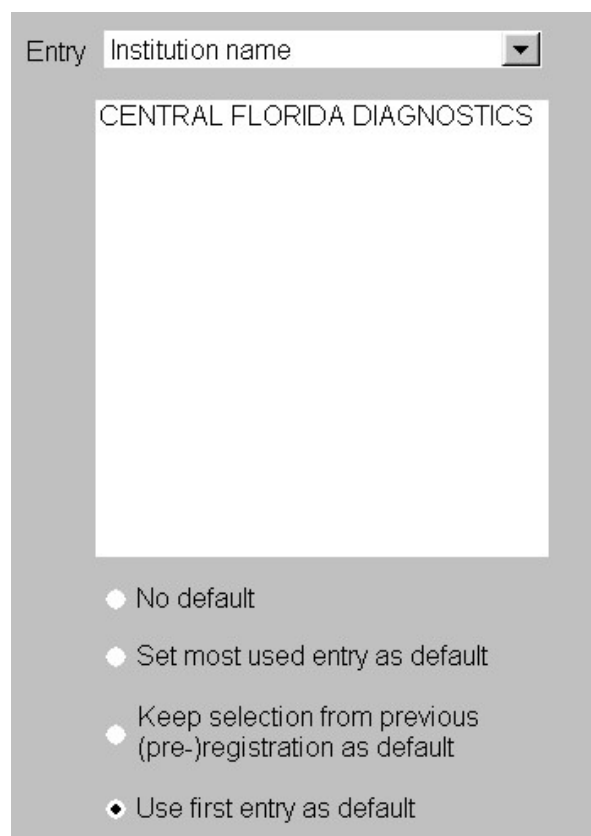
How to import **Institution Name** via the **Registration Configuration Panel:**

REMINDER: According to Siemens MI-SPECT Engineering, there is no way to automatically override the Institution Name a HIS/RIS is sending to a workstation, even if a different Institution Name has been configured in **Options > Configuration > Patient Registration**.

[1] Go to the main MI APPS screen, i.e., the screen that displays workflows.

[2] On the menu bar, click on **Patient > Browser.**

[3] In the **syngo Patient Browser**, double-click on any patient listed on the **Scheduler**.
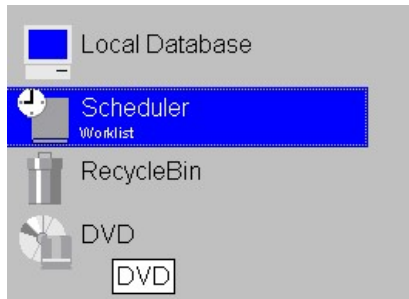
[4] In this example, CENTRAL FLORIDA DIAGNOSTICS was previously entered at the top of the Institution Name list and "Use first entry as default" was enabled, therefore on the Patient Registration form, the Institution Name should be CENTRAL FLORIDA DIAGNOSTICS.

NOTE: VB10 software does not have the "Use first entry as default" option. Therefore, in VB10 software, the user must select the Institution Name via the dropdown menu if the system is not receiving an Institution Name from a HIS/RIS.