Barcode Scanner Configuration Instructions

Thank you for purchasing the Barcode Scanner option for your Sparq system. In order to use the scanner with your Ultrasound system it must be configured to work with your site's barcodes.

Follow the steps and complete the form below to configure your barcode scanner. You may need to work with your site's information system administrator to gather this information.

1. Obtain a sample patient barcode.
      This can be an example (not an actual patient).

2. Define the patient barcode fields:

    Example:

    *Barcode Data: 112453 67051 Doe John

Data Field	Barcode Sample Data
☑ MRN	112453
☑ Alt ID Numbers	**67051**
☑ Last name	Doe
□ Middle name	
☑ First name	John
□ Title	
□ Honorific	
□ Birth Year	
□ Birth Month	
□ Birth Day	
□ Height	
□ Weight	
□ Gender	

3. Below are the fields that can be populated in your ultrasound system.
      Check the data fields that you want populated:

□ MRN	□ Last name	□ First name
□ Middle name	□ Title	□ Honorific
□ Alt. ID numbers	□ Birth Year	□ Birth Month
□ Birth Day	□ Height	□ Weight
□ Gender		

4. Mail or Email a copy of the patient barcode and this form to Philips support contact at JADAK:

Support Contact and Email:	Support Mailing address:
Julie Petit **US Hotline Phone #: 1-888-274-9654** **International Phone #: (+1) 315-632-1276** Philipssupport@jadaktech.com	Philips Support c/o JADAK, LLC 7279 William Barry Blvd. North Syracuse, NY 13212

4. **Include the following information in an email or mailed form:**

Institution Name

Institution Address

Contact Person

Contact Email Address

Contact Phone Number

5. JADAK will create and test the configuration barcode, and then e-mail it to the Contact Person specified above.

6. Upon receipt of the configuration barcode:
    i. Power on the ultrasound system.
    ii. Plug the barcode scanner into one of the USB ports on the rear of the system.
    iii. You should hear several beeps within a few seconds.

7. Scan the configuration barcode with the barcode scanner. You will hear a two (2) tone beep that signifies the scanner has been configured.

8. Test your Barcode Scanner as follows:
    - Press the Start/End button on the Sparq system control panel and then select New Patient to display the patient identification page
    - Test the scanner by scanning a patient barcode and verify that the scanner has correctly completed the fields on the Patient Identification page.
    - If all information is correctly filled out then the barcode scanner configuration process is complete and you may now use your scanner. Please go to step 10.

9. If the patient identification page was not completed properly contact JADAK (see contact information in step 4). Inform JADAK what information is incorrect. JADAK will investigate the error and rectify the issue. A new configuration barcode will then be sent to the Institution Contact Person.

10. When the barcode scanner is working correctly, please send an email to JADAK stating that the configuration barcode is working properly.   JADAK will then store that configuration barcode in their database for future use by your site.