

## If you need help

Ambra Support  
888 315 0790 (any time)  
support@ambrahealth.com

# Ambra – User Guide

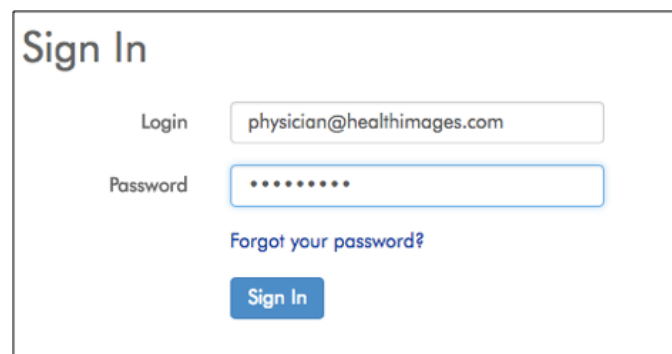
Colorado Springs Imaging, a Health Images organization, has provided a list of your site's personnel that need access to Ambra.

You will receive an email with a link to login and set your password. As soon as you click the link, you will be required to enter your email and choose a password that is 8 characters or longer, containing 2 numbers and 2 letters. The link in this email will expire in 5 days.

If the link expires, please navigate to the URL below and click the 'Forgot your password?' link. This will require that you enter your email and then set a password.

<https://coloradosprings.ambrahealth.com/>

If you have your username and password already, click on the link above. Enter your username (email address) and password.

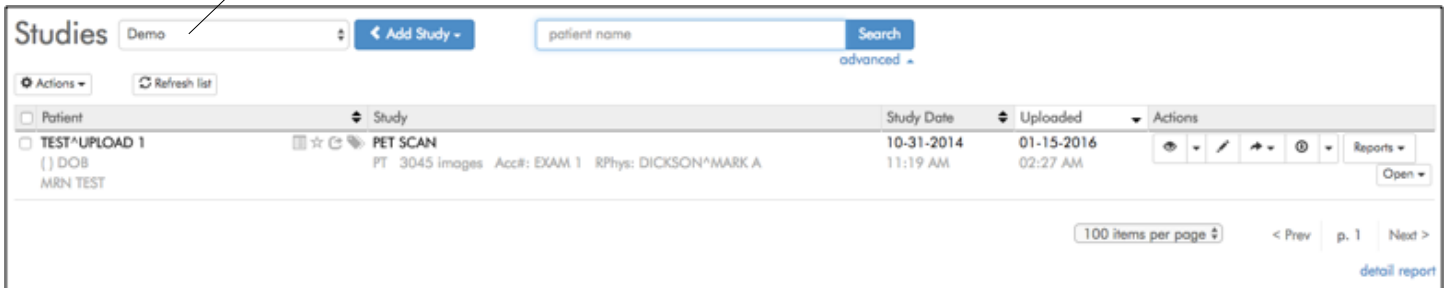


The screenshot shows a 'Sign In' form with the following elements:

- Sign In** (Section Header)
- Login** label next to a text input field containing `physician@healthimages.com`
- Password** label next to a password input field containing 8 dots
- Forgot your password?** (Text link)
- Sign In** (Blue button)

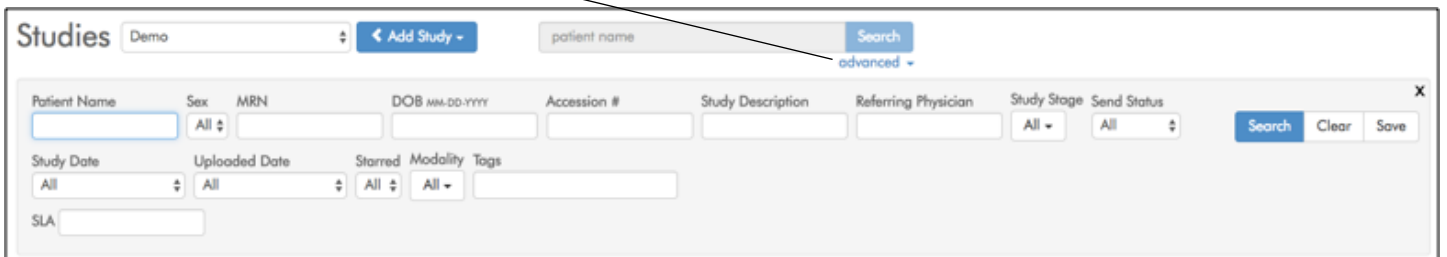
## Studies Page

After signing in, you will be brought to the Studies page. A list of all studies for your location will display.



The screenshot shows the 'Studies' page interface. At the top, there is a search bar with 'patient name' entered and a 'Search' button. Below the search bar, there are 'Actions' and 'Refresh list' buttons. The main content is a table with columns: Patient, Study, Study Date, Uploaded, and Actions. A single study is listed: 'TEST^UPLOAD 1' with a 'PET SCAN' study description, a date of '10-31-2014', and an upload date of '01-15-2016'. The 'Actions' column for this study contains icons for view, edit, download, and reports. At the bottom right, there is a '100 items per page' dropdown and pagination controls showing 'p. 1'.

Click 'Advanced' to search for a study or patient by multiple criteria.



This screenshot shows the 'Advanced' search interface. It features a search bar with 'patient name' and a 'Search' button. Below the search bar, there are several search criteria fields: Patient Name, Sex (All), MRN, DOB (MM-DD-YYYY), Accession #, Study Description, Referring Physician, Study Stage (All), and Send Status (All). There are also dropdown menus for 'Study Date' (All) and 'Uploaded Date' (All), and checkboxes for 'Starred' (All) and 'Modality' (All). A 'Tags' field is also present. At the bottom left, there is an 'SLA' field. On the right side, there are 'Search', 'Clear', and 'Save' buttons.

In the 'Actions' column ...



The close-up shows the 'Actions' column for a study. It contains five icons: a view icon (eye), an edit icon (pencil), a download icon (downward arrow), a reports icon (document with '1'), and a delete icon (trash). Arrows point from each icon to a text box explaining its function:

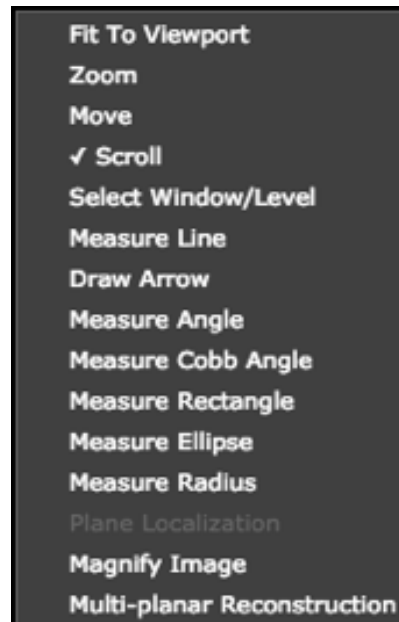
- To view a study, click the 'View' icon
- To edit study demographics, click the 'Edit' icon
- To download a study, click the 'Download' icon
- To view a report, click on the 'Report' icon

## The Viewer

The first series will display in the Viewer. To view another series, click or drag-and-drop from the thumbnails at the bottom of the screen.

The active series is highlighted in blue in the thumbnail bar.

Right-click anywhere on the image to display a list of favorite tools:



To close the Viewer and return to the studies list, click the 'X' button in the upper right corner.

## Viewer Main Toolbar

The full toolset is available in the toolbar. Click the 'Layout' button to display multiple series simultaneously.



### View

Toggles the View sub-toolbar visible/hidden. See sub-toolbar button descriptions on next page.

### Scroll

Scrolls through a study's images. Use mouse wheel to scroll.

### Window Level

Sets image's window width (contrast) and window level (the number at the center of the window). Mouse: Window width: hold left click, move mouse left-right. Window level: hold left click, scroll up-down.

Touch pad: Window width: one finger tap, drag left-right. Window level: one finger tap, drag up-down. See window width/level description on a subsequent page.

### Annotate

Toggles Annotation sub-toolbar visible/hidden. See annotation sub-toolbar button descriptions on a subsequent page.

### Probe

This toolbar button appears only when viewing CTs. Click and drag on an image to read Hounsfield values.

### Reset

Returns series to original state while remaining on current image. Resets window level, invert tone, rotation, zoom, free draw and line measure annotations.

### 3D

Toggles 3D sub-toolbar visible/hidden.

### Layout

Choose number of images to display from the grid. 'Maximize' opens the selected series in a one-up full screen view. 'New' opens the study in a new browser tab.

### Print

Opens a page in a new browser window with a hyperlinked list of all available images in the study(s) being viewed. See a subsequent page for how-to-use instructions.

### Info

Toggle to show/hide study information.

### Annotations visible/hidden

Toggle to show/hide annotations.

### Invert

Inverts image colors.

### Export

Export png, create a secondary capture, view the study meta data in a new tab.

### Cine

View images as a movie. US (multi-frame) studies are displayed with HTML5 video in actual frames per second. See Cine Sub-Toolbar in Clinical Viewer Guide.

### Key

Makes the visible study image (highlighted with a blue bounding box), a Key image. A study's key images can be viewed by selecting 'View Key Images' in the view options menu in the studies list.

### Thumbs

Toggles study thumbnails visible/hidden.

### Meet

Start a live collaborative meeting with other DG users.

### Actions

'Share' shortcuts. See sub-toolbar description in Clinical Viewer Guide.

### Delete

Delete images or series. See sub-toolbar description in Clinical Viewer Guide.

### Settings

Opens the viewer settings editor which allows you to set a default layout, default mouse tool, thumbnails position, toolbar buttons by modality, default cine speed by modality, Window Level presets by modality, text display by modality, and hanging protocols by modality.

### Enhance

Locally enhance the contrast of an image. This filter provides an alternative to the window/level filter for global contrast enhancement.

### Record ( Audio )

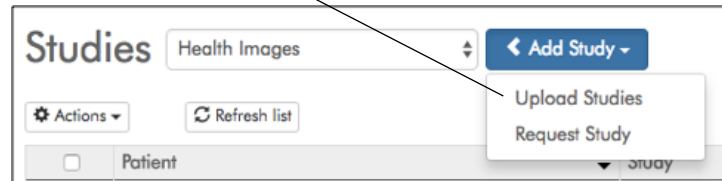
Opens the audio recorder in a new window. Audio recordings are saved to the study as WAV file attachments.

### Record ( Script )

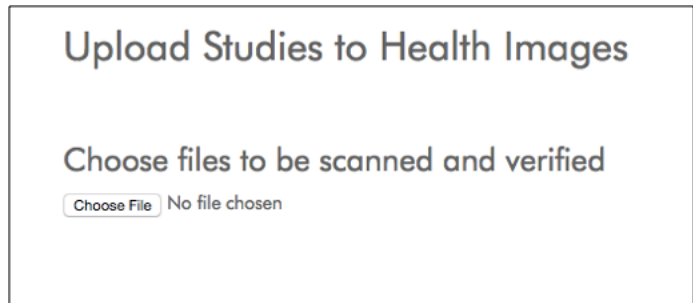
Captures screen activity in the viewer ( video ), and microphone input ( audio ). Movie files are automatically saved as study attachments, and available for replay from the attachments list at the bottom of the study thumbnails column.

## Upload Outside Studies

To upload studies, click the 'Add Study' dropdown and select 'Upload Studies'.



This page will appear.  
Click 'Choose File'.



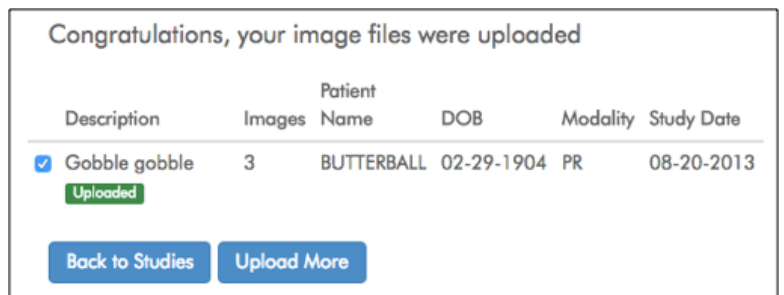
Select the folder where your files are located.

The system will scan the selected files.

After the file scan, select (check) the study(s) to upload and click 'Upload Selected Studies'

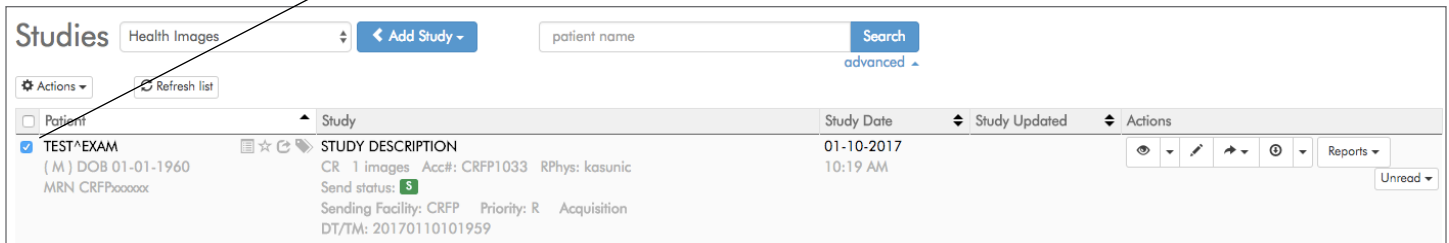


After the study has been uploaded, you will receive a success message.



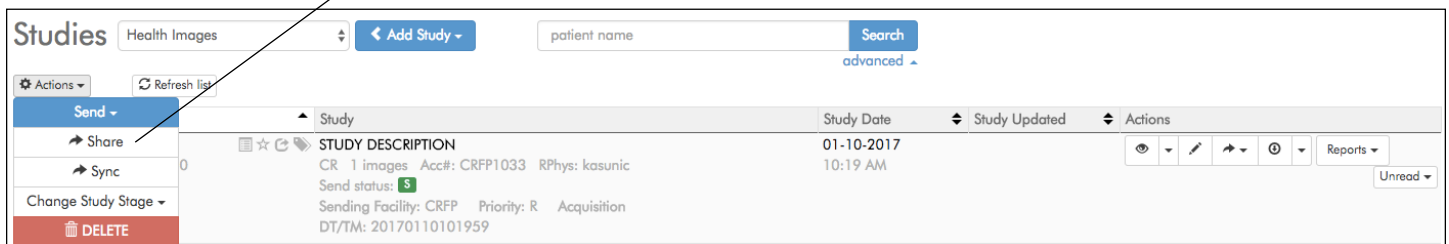
## Share Studies to Health Images

To share a study with Health Images, locate the study you would like to share and check the box next to the patient name.



The screenshot shows the 'Studies' interface with a search bar and a table of studies. The first study is selected, indicated by a blue checkmark in the 'Patient' column. The study details include: STUDY DESCRIPTION, CR 1 images, Acc#: CRFP1033, RPhys: kasunic, Study Date: 01-10-2017, and Send status: S.

Then, in the 'Actions' dropdown menu, select 'Share'.



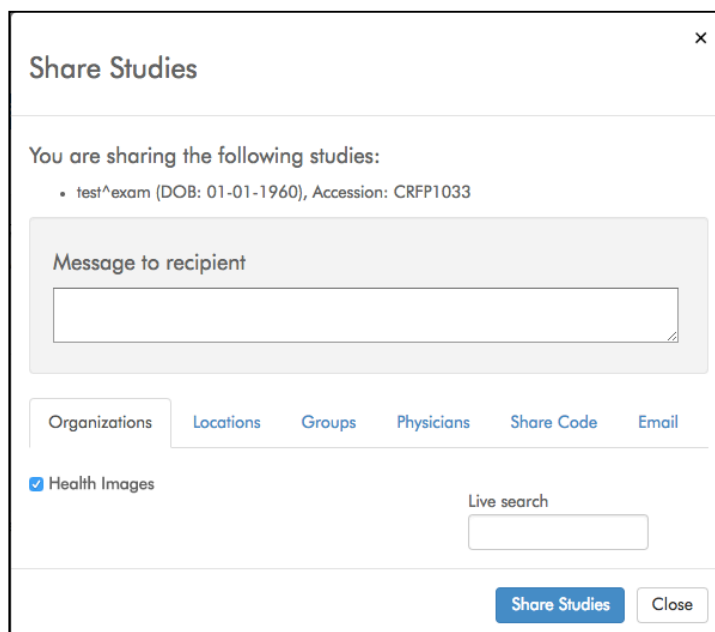
The screenshot shows the 'Studies' interface with the 'Actions' dropdown menu open. The 'Share' option is highlighted, and an arrow points to it from the text above.

A window will appear.

Click the 'Organization' tab.

Check the box next to Health Images.

Click 'Share Studies'.



The screenshot shows the 'Share Studies' dialog box. It displays the study being shared: test^exam (DOB: 01-01-1960), Accession: CRFP1033. There is a text area for 'Message to recipient'. Below that, there are tabs for 'Organizations', 'Locations', 'Groups', 'Physicians', 'Share Code', and 'Email'. The 'Organizations' tab is selected, and 'Health Images' is checked. There is a 'Live search' input field. At the bottom, there are 'Share Studies' and 'Close' buttons.