

Installation Manual eWitness

Version 3

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Introduction

This instruction describes the installation process of the eWitness RFID box, the handheld barcode scanner and tablet. For the installation of the printers refer to manufacturer's installation protocol.

Jeeves ref.	Item description	Photo
40100201 40100206	Mobile Handheld Scanner	
40100202	eWitness RFID Box	
40100203	HF RFID Reader	
40100204 40100205	Tablet	
40100027	Altec Printer	

The installation of eWitness in a laboratory requires a kick-off meeting with the end user. Between the kick-off meeting and technical onsite installation, the end user will provide their own physical server or set up a cloud-based server solution. Once a server is provided, eFertility will install the eWitness software on the server. The end user will install drivers to accommodate the printers on their network or directly on their computers via USB.

After the technical onsite installation of eWitness, a workshop is held with the end user to implement the system. Both kick-off meeting and workshop are not described in the Installation Manual.

Installation

Mobile Handheld Scanners

Depending on the wishes of the end user, the Mobile Handheld Scanners are maintained via our MDM or via the end user's own MDM system. By default, the Scanners will be maintained in our MDM, making remote support easier. And app updates can be rolled out automatically. The Scanners are installed via our MDM and allocated into the stock group. Once a server is installed and Scanners are connected to the wifi by the end user (this wifi must be able to reach the server!), the Scanners will be allocated into a group created for the end user in our MDM. And with the credentials that we need from the finished server we can configure the settings for the Scanners for the end user.

ALTEC ATP-600 printer:

Refer to Manufacturers installation protocol.

To print stickers for the eWitness system, you need to use a program called eFertility Print. This program will be created and provided once the installation of the server is complete.

Upon launching eFertility Print, we encounter a user interface similar to the eWitness desktop interface. You log in using the same credentials used for the eWitness desktop.

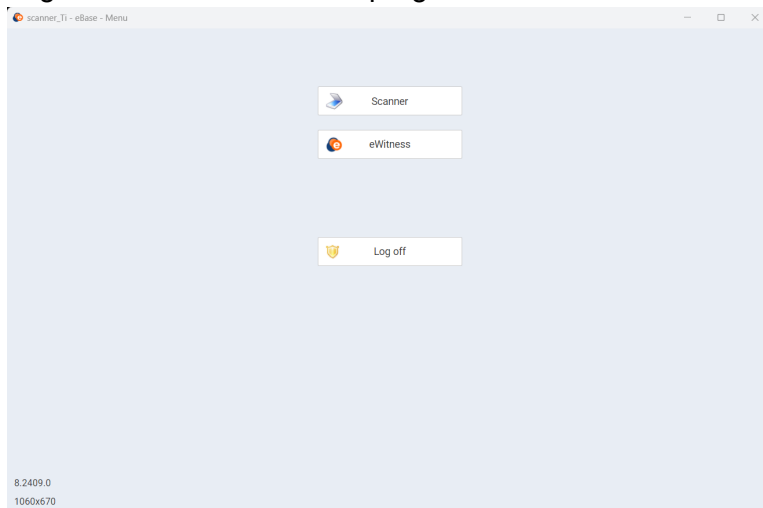


Once logged in, there will be three main options:

Scanner: This option is functional only for clinics that use eBase alongside eWitness.

eWitness: Access this menu to proceed with printing operations.

Log Off: Use this to exit the program.



Within the eWitness menu, there will be several sections:

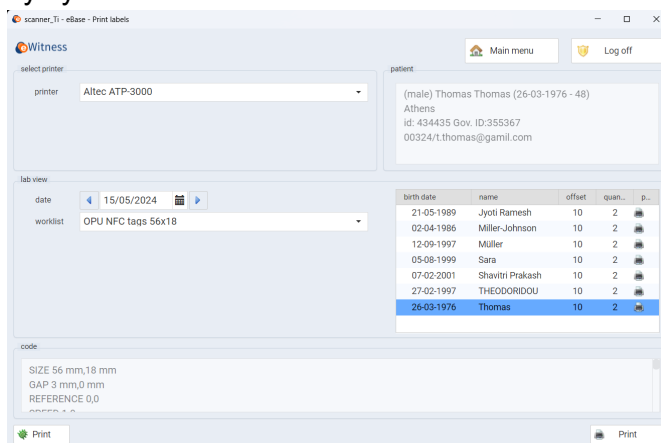
Printer Selection: select the printer. Usually, the appropriate printer is pre-selected based on the type of label you need, a setup that can be adjusted by the system administrator.

Label Type: This dropdown allows you to choose the type of label to print. These types can be configured in the admin settings and might be based on treatment, day, or other criteria. Selecting a label type filters the patient list to those who meet the specified criteria.

Patient Information: Displays detailed information about the selected patient.

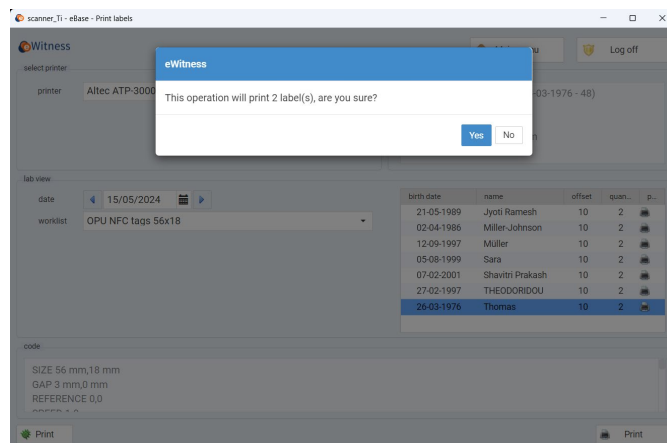
Patient Selection: This is where you'll see a list of patients who match the label type criteria. It shows details such as the patient's date of birth, name, label number offset, and the number of labels to print.

Printer Output: Shows the raw data sent to the printer, primarily used for diagnostic purposes by system administrators.



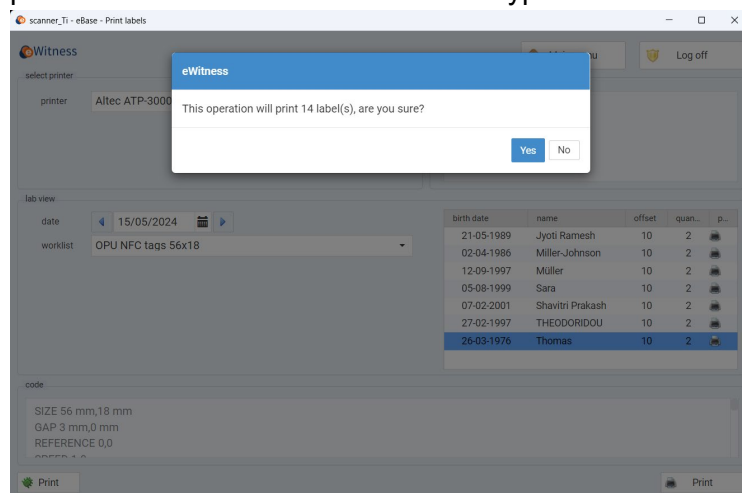
There are two methods to print stickers:
Per Person Print:

Click the printer icon next to a patient's name to print stickers specifically for that patient. The system will prompt you to confirm the number of stickers to print before proceeding.



Batch Print:

By selecting the printer icon at the bottom right of the screen, you can print stickers for all patients listed under the current label type.



Print one label pr printer to check the settings are correct.

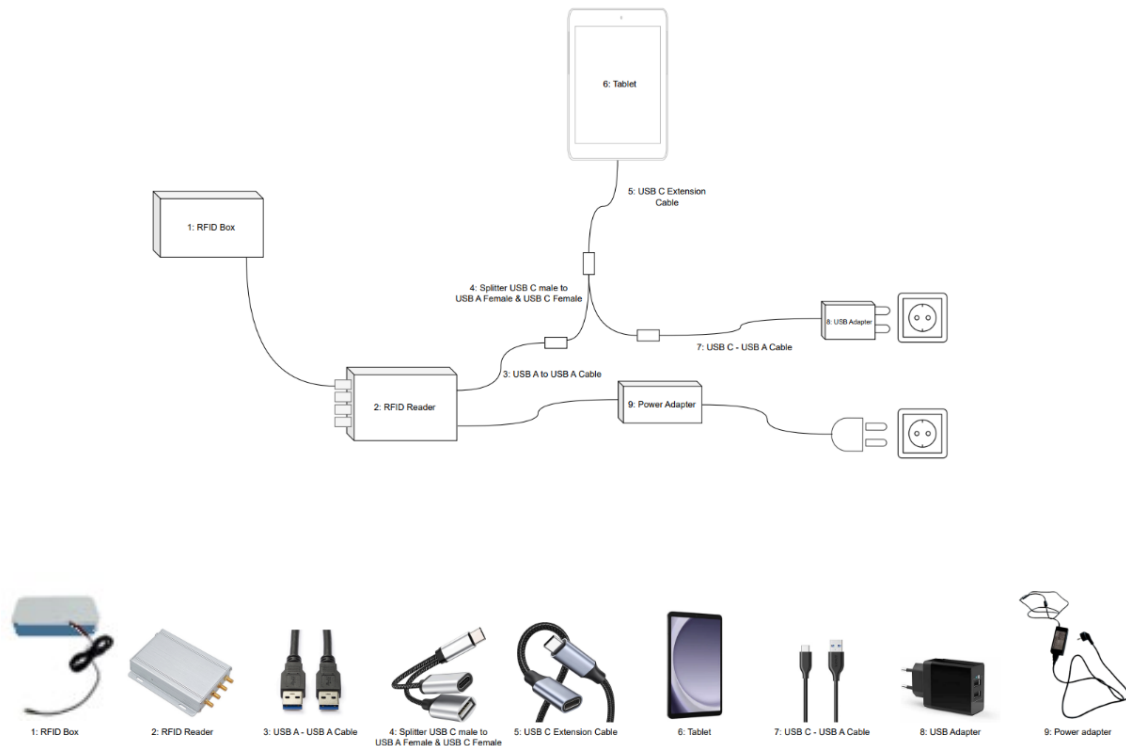
Tablet:

If the end user wishes to use RFID a Tablet is also needed along with the RFID box. Same as with the Mobile Handheld Scanners it's up to the end user if they wish to use our MDM or their own. (NOTE: If they wish to use there own MDM the tablet can't under any circumstances be set in kioskmode! By setting the tablet in kioskmode the usb connection of the tablet becomes power only and it will not accept any data coming from the RFID box.) The rest of the setup is the same as with the Handheld Scanners and they will be allocated to the group of the customer once the server installation is complete. Upon the onside installation connect the tablet to the connected RFID box and check if it registers the RFID labels. And after that connect the provided mini barcode scanner via Bluetooth.

RFID box setup

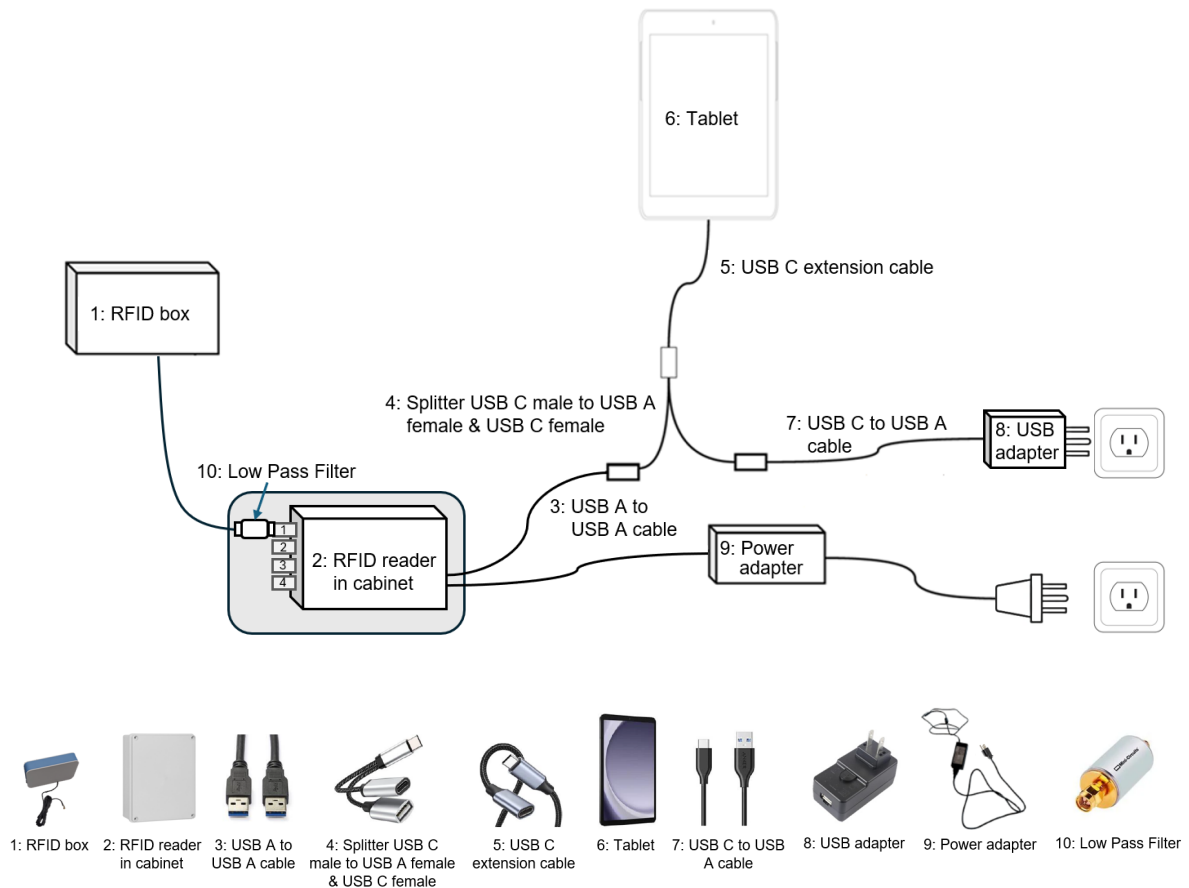
The RFID box(es) are connected to the RFID reader, this reader is preconfigured in the Aarhus factory with the R-Tool software. The RFID Box setup must be connected like the diagram below – for US setup see section “US RFID box setup”.

Diagram of the whole RFID unit:



US RFID box setup

Diagram of the whole US RFID unit:



In case, two RFID boxes should be connected to the reader use the reader's port 1 and 3.

Tablet Connection and Workspace Installation

Upon the onsite installation connect the RFID box setup to the tablet and verify that the tablet detects the RFID box. The eWitness app should prompt a question if you allow the RFID reader.

Place the setup as a whole in the assigned workspace with RFID and make sure the cables are nice and tidy routed and secured that they can't get disconnected. Optionally use a braided cable sleeve and tirewraps to make sure the connectors can't get unplugged by the end user.

Charger

Plug in the charger on the space allocated by the customer.

ID tags:

There are 3 ways of login into the system.

- Username and password.
- A personal ID card with a QR-code that can be scanned.
- A RFID tag that can be linked to a account.

For login with username and password create a account and login.

For login with QR-code login to the desktop interface, open a patient, click on reports and open the employe card pdf.

For RFID login, first login the handheld scanner via the 2 other methods. Then go to settings and that click on link tag. Hold a RFID tag against the handheld scanner to link the tag. This can be a employee card that contains a RFID chip or any other type of RFID tag. Depending on the type of RFID tag, the tag also might work on the RFID box for login.

FSM Registration

Register the assets on correct account in Field Service Management.

Final Test

When all parts have been installed, a general test must be performed.

- In the backoffice create a test patient with partner.
- Create a test witness point.
- Create a witness cycle for the test patient.
- Print eWitness labels with the printers and make sure they are aligned properly.
- Login the handheld scanner.
- Generate a miscan by scanning a wrong label
- Check if the misscan is registered in the backoffice.
- Run a correct scan and complete it.
- Check if the scan is registered in the backoffice

In case of RFID:

- Check if RFID box is detected by tablet.
- Print and link RFID label to patient.
- Check of correct patient is detected when presenting a linked RFID tag.
- Check if an error prompts when a blank tag and linked RFID tag are present.
- Run a witness step using RFID