

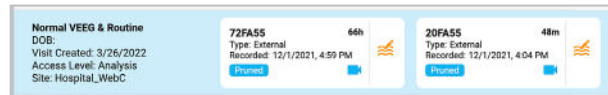
Stratus EEG™ Reporting Steps



- 1 Login to Stratus EEG using Microsoft Edge. (This is the recommended internet browser.)



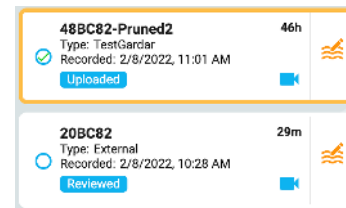
- 2 Open the Patient Folder from the Patient Visits list.



Hover your cursor over the preferred **Patient Card** and click anywhere within the blue-highlighted area.

- 3 Inside the Patient Folder, click the required **Exam Box** for review. (If multiple exams are displayed.)

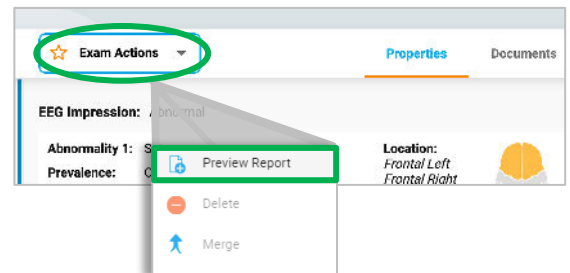
The selected exam is outlined in orange and displays a green checkmark.



- 4 Preview the report.

- Click the **Exam Actions** dropdown menu arrow
- Select **Preview Report**

Information included in the report at this time will include the technical findings reported by the Pruning Technologist. The report may be reviewed, edited, and/or updated using the Patient Folder subcategorized tabs within the Properties tab.

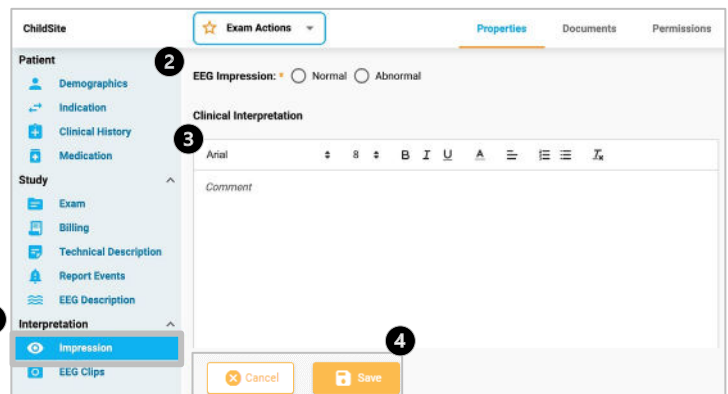


- 5 To review the exam data, click the **Review** icon located on the right-hand side of the Exam Box.



- 6 Complete the **Impression** section.

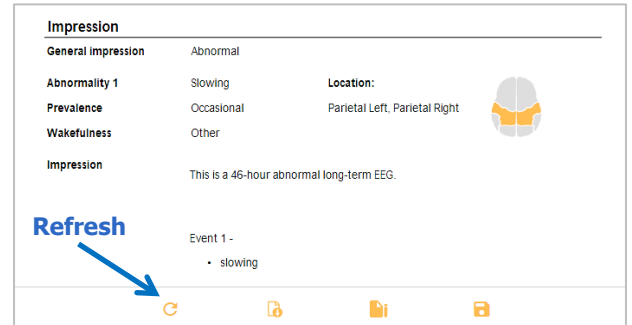
1. Click the **Impression tab**
2. Select **EEG Impression** using the **Normal** or **Abnormal** radial button (*this action is mandatory*)
3. Enter your interpretation in the **Clinical Interpretation** free-text field
4. Click the **Save** button



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- 7** Click the **Refresh** button at the bottom of the previewed report browser tab to ensure all information is updated and accurate.



- 8** Click the **Sign** button at the bottom of the previewed report browser tab.

PLEASE NOTE: Once the report is signed it becomes a **Published** document that **cannot** be edited or deleted by the user. If changes need to be made, you will need to edit the appropriate Patient Folder tabs and then repeat the Preview and Publish Report steps. The signed and published report is automatically added to the **Documents** tab.



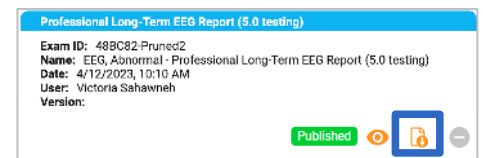
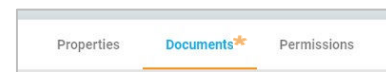
- 9** If desired, **Download** the signed and published report.

- A.** Click the **Download** button at the bottom of the signed Preview Report browser tab.



OR

- B.** Download the report from the **Documents** tab.
1. Navigate to the **Documents** tab (an orange asterisk appears on the right side of the Documents tab to indicate the report has been added).
 2. Locate the signed and published **Document Box**.
 3. Click the **Download** button at the bottom of the **Document Box**.



- 10** Update the exam status to **Reviewed**.

1. Navigate to the **Patient Folder**.
2. Select the preferred **Exam Box**. (Exam statuses must be updated individually.)
3. Click the **Reviewed** button on the status bar located at the bottom of the Patient Folder.



For support please email support@lifelinesneuro.com