




Quick Start: QPC XSCAN32 Creating/Editing Patients

Creating/Editing Patients

1. Open XSCAN, then click the **New** button in the *Patient Information* dialog. Alternatively, if the patient is already in the patient list, select the patient and click the **Edit** button on the Patient information dialog.
2. Enter the patient details into the appropriate fields in the dialog box. The user also needs to enter the exam information for the patient.
 **Note:** Last Name, First Name, Date and DOB are required fields. The user can also make Patient ID a required field by clicking on the *Options menu* → *Preferences* → *Defaults* tab.
3. Click the **Save** or **Save and View** button after the patient details have been entered.

 **Note:** The **Save and View** button will create/edit the patient and open the exam immediately for viewing or scanning of images.
4. To create an additional exam for the patient, return to the *Patient* dialog, then click the **New** button under *Exam*. Enter in the exam information.
 **Note:** When the user opens an exam with no images QPC XSCAN32 will automatically open the default scan interface. The user can change the the default scan interface by clicking on *Options* → *Preferences* → *Scanner* tab.