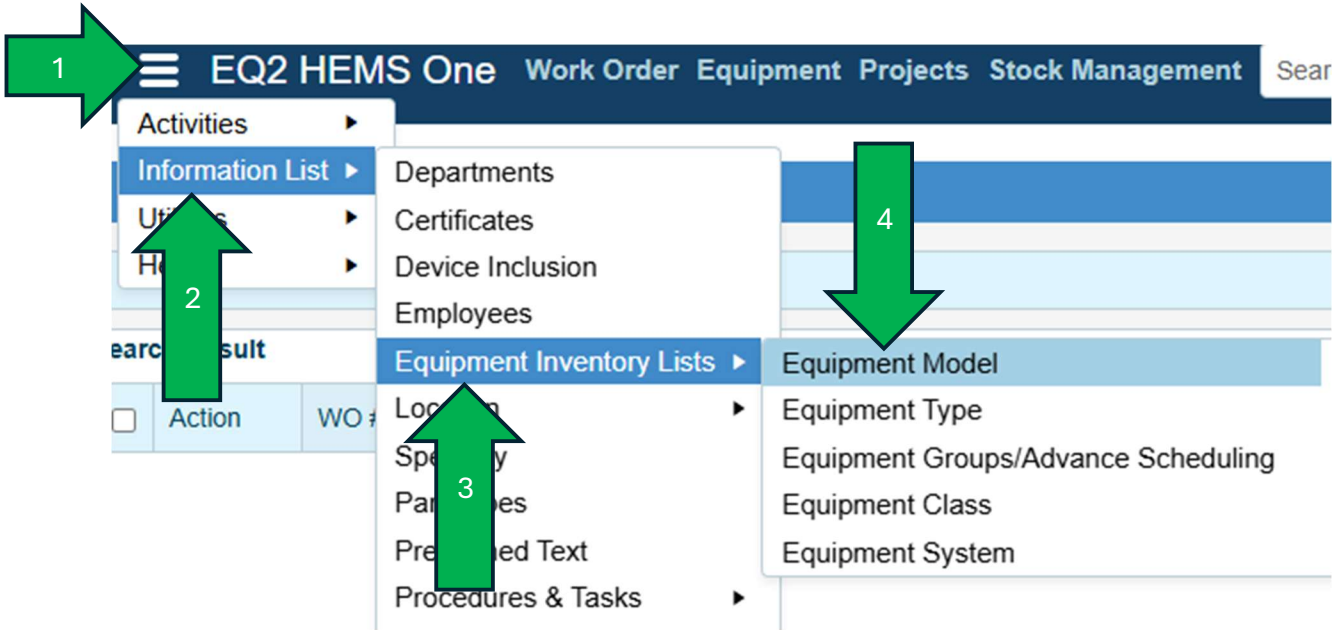
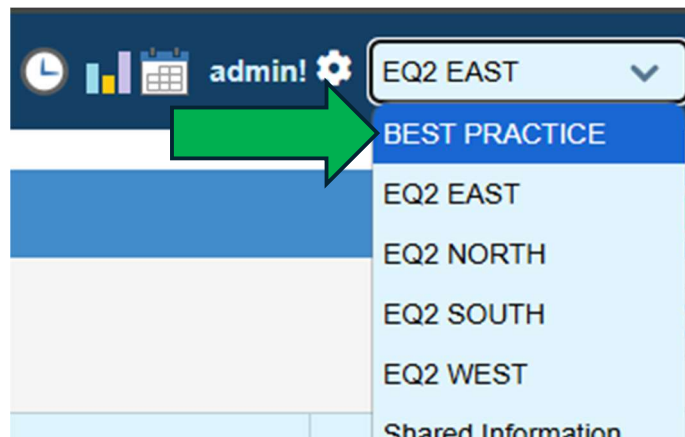


HEMS One: Equipment Model Record

To view Equipment Model records in HEMS, click on the hamburger icon in the upper left of the HEMS One screen (1), followed by the Information List menu (2), Equipment Inventory Lists submenu (3), and Equipment Model (4)



To **edit** Model records in HEMS One, first select the Best Practice service area from the drop-down menu in the upper right of the HEMS One screen, then follow the steps above.



HEMS One: Equipment Model Record

The Equipment Model record is made up of six tabs: Equipment Model, Schedule, Other Details, Parts, Attachments and IT Fields.

The screenshot shows the 'Equipment Model Add/Edit' form. At the top, there is a blue header bar with the title 'Equipment Model Add/Edit' and two window control icons (minimize and close). Below the header is a tabbed interface with six tabs: 'Equipment Model', 'Schedule', 'Other Details', 'Parts', 'Attachments', and 'IT Fields'. The 'Equipment Model' tab is highlighted with a green border. The form fields are as follows:

- Model #**: A yellow text input field.
- Name**: A yellow text input field.
- Code**: A white text input field.
- Active**: A blue button with a checked checkbox and the text 'Active'.
- Manufacturer**: A yellow dropdown menu with 'NONE' selected and a '+' icon.
- EQ Type**: A yellow dropdown menu with 'NONE' selected and a '+' icon.
- ECRI #**: A white text input field.
- ECRI Name**: A white text input field.
- GMDN**: A white text input field.
- Term**: A white text input field.
- Notes**: A large white text area with a vertical toolbar on the right containing icons for undo, redo, search, and list.




Equipment Model Tab

This screenshot is identical to the one above, showing the 'Equipment Model Add/Edit' form. The 'Equipment Model' tab is highlighted with a green border. The form fields are as follows:

- Model #**: A yellow text input field.
- Name**: A yellow text input field.
- Code**: A white text input field.
- Active**: A blue button with a checked checkbox and the text 'Active'.
- Manufacturer**: A yellow dropdown menu with 'NONE' selected and a '+' icon.
- EQ Type**: A yellow dropdown menu with 'NONE' selected and a '+' icon.
- ECRI #**: A white text input field.
- ECRI Name**: A white text input field.
- GMDN**: A white text input field.
- Term**: A white text input field.
- Notes**: A large white text area with a vertical toolbar on the right containing icons for undo, redo, search, and list.

1. **Model #:** The model number as specified by the manufacturer.
2. **Name:** The common name of the model.
3. **Code:** This field refers to user created Model codes for further organizing Model records.

HEMS One: Equipment Model Record

4. **Active Box:** if this box is checked, the model record is active.
5. **Manufacturer:** The manufacturer of the equipment.
6. **EQ Type:** The equipment type of the equipment.
7. **ECRI #:** The ECRI # designation for the equipment type. If this information is on the Equipment Type record, it will automatically populate on the Equipment Model record.
8. **ECRI Name:** The ECRI name designation for the equipment type. If this information is on the Equipment Type record, it will automatically populate on the Equipment Model record.
9. **GMDN:** The Global Medical Device Nomenclature Definition for the Equipment Model.
10. **Term:** The GMDN Term Name for the Equipment Model.
11. **Notes:** This is an open text field.
 - a. To add a timestamp to the Notes field, use the clock icon to the right of the field .
 - b. To expand the Notes field, use the Show Expanded View icon .
 - c. To use predefined text in the Notes field, use the Predefined Text icon .

HEMS One: Equipment Model Record

Schedule Tab

Equipment Model Add/Edit

Equipment Model **Schedule** Other Details Parts Attachments IT Fields

Unschedule the device?
 Schedule Template

PM Procedure

TABLE, EXAMINATION/TREATMENT

[] 1. Measure Output in Joules at 100
General Device Internal, No Leads

Ignore Risk

Schedule Frequency

Annual

Add Interval

Assigned Engineer

NONE

Priority - From Risk

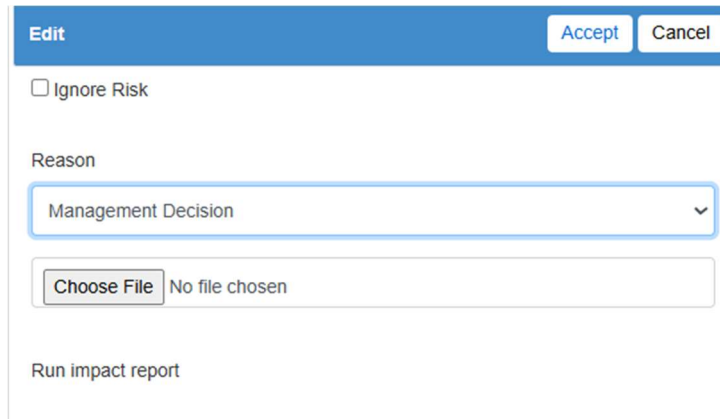
NONE

1. **Unschedule the device? checkbox:** if this box is checked users cannot schedule preventive maintenance for equipment records with this model.
2. **Schedule Template checkbox:** If this box is checked, the Schedule Template can be edited. model. A note next to eh Schedule Template box will indicate if the schedule template comes from the equipment type record, the model record, or is not defined.
3. **PM Procedure:** The name of the preventive maintenance procedure associated with the equipment model. If a PM Procedure is selected, a preview of the tasks will appear in the grey box below the PM Procedure name.
4. **Assigned Engineer:** The Engineering Employee assigned to address any work orders created for any equipment records that use the equipment model. This field can be edited in each service area except Best Practice.
5. **Priority:** The work priority level of the preventive maintenance for the model.
6. **Ignore Risk checkbox:** if the Ignore risk checkbox is checked, the risk score for the model is being ignored regarding PM frequency.


HEMS One: Equipment Model Record

- 7. **Ignore Risk button:** This button opens the Ignore Risk editing window to select the reason, attach a justification file, run an impact report and choose to ignore the risk value of the Model record in terms of schedule frequency.

- a. The Ignore Risk button Edit window:



- i. Ignore Risk checkbox: Check this box to ignore the risk value as it pertains to schedule frequency.
 - ii. Reason: a drop-down menu for reasons to ignore the risk value as it pertains to schedule frequency. The list includes the following options:
 1. Not Defined
 2. Manufacturer Recommendation
 3. Management Decision
 - iii. Choose File button: use this button to browse for an Ignore Risk justification file.
 - iv. Run Impact Report: Click on the hyperlink to run the Impact Report. The report will open in a new browser tab.
8. **Schedule Date:** The month (and day) that HEMS One will use to generate preventive maintenance work orders for any equipment records using the model record. These drop-down menu fields appear on the model record in service areas other than Best Practice.



- 9. **Schedule Frequency:** The frequency at which HEMS One will generate preventive maintenance work orders.
- 10. **Add Interval button:** This button allows users to add PM Procedure frequency intervals to the model record.

HEMS One: Equipment Model Record

Other Details Tab

Equipment Model Add/Edit 📄 ✖

Equipment Model [Schedule](#) **Other Details** [Parts](#) [Attachments](#) [IT Fields](#)

Risk Assessment - From Type CAMERA, GAMMA (NUCLEAR/SCINTILLATION) Risk Value : 11

Category	Statements
EQUIPMENT FUNCTION (E)	DIAGNOSTIC - OTHER PHYSIOLOGICAL MONITORING (6)
CLINICAL APPLICATION (A)	CAN CAUSE INAPPROPRIATE THERAPY/MIS-DIAGNOSIS (3)
PM REQUIREMENT (P)	PM FREQUENCY IS ANNUAL (2)
LIKELIHOOD OF FAILURE (F)	M-T-B-F IS APPROXIMATELY 3 YEARS (2)
ENVIRONMENT OF USE (U)	PRIMARILY USED IN WET/LAB/EXAM LOCATIONS (3)

Support End Date 📅

Last Production Date 📅

Maximum Replacement Date 📅

Service Manual Prohibited

Obsolete ePHI

Alarm ADA?

Operator Manual

Incoming Inspection (From service area)

INCOMING INSPECTION

Retirement Procedure (From service area)

Retirement Procedure

ePHI Procedure (From service area)

REMOVE ePHI INFORMATION

1. **Risk Assessment checkbox:** If this box is checked, the user can redefine the Risk Assessment categories. If a risk assessment was done on the equipment type associated with the model, that risk assessment will appear.
2. **Risk Value:** The total risk score from the risk assessment.
3. **Support End Date:** The date the manufacturer will end support for the Model (aka End of Service Life).
4. **Last Production Date:** the last date the manufacturer will produce the Model (aka End of Life).
5. **Maximum Replacement Date:** The max date for replacing the Model.





HEMS One: Equipment Model Record

6. **Service Manual checkbox:** If this is checked, a service manual for the Model is available.
7. **Prohibited checkbox:** If this is checked, using the Model is prohibited.
8. **Obsolete checkbox:** If this is checked, the Model is obsolete.
9. **ePHI checkbox:** If this is checked, the Model contains Electronic Patient Health Information.
10. **Alarm checkbox:** If this is checked, the Model uses a patient triggered alarm.
11. **ADA? checkbox:** If this is checked, the Model is ADA compliant.
12. **Operator Manual checkbox:** If this box is checked, an operator's manual for the Model is available.
13. **Incoming Inspection checkbox:** If this box is checked, the user can redefine the incoming inspection for the Model.
14. **Retirement Procedure checkbox:** If this box is checked, the user can redefine the retirement procedure on the Model record.
15. **ePHI Procedure checkbox:** If this box is checked, the user can redefine the ePHI procedure on the Model record.

Parts Tab

Equipment Model Add/Edit

Equipment Model Schedule Other Details **Parts** Attachments IT Fields

Part #	Part Type	Manufacturer	Quantity	
090055	BASE	SCALE-TRONIX INC	1.00	 
Scheduled Quantity Annual : 1.00				
-24V REGULATOR	REGULATOR, VOLTAGE	NONE	1.00	 
Scheduled Quantity Annual : 1.00				

Add Parts

Inventory Parts associated with the Model record will show up on this tab. To add Inventory Parts records to the Model record, use the Add Parts button.

HEMS One: Equipment Model Record

Attachments Tab

The screenshot shows the 'Attachments' tab selected in the 'Equipment Model Add/Edit' interface. The top navigation bar includes 'Equipment Model', 'Schedule', 'Other Details', 'Parts', 'Attachments' (highlighted with a green box), and 'IT Fields'. Below the navigation bar is a large white area with a 'Select files...' button.

Any files attached to the Model record will appear here. Use the Select Files button to browse for and attach files.

IT Fields Tab

The screenshot shows the 'IT Fields' tab selected in the 'Equipment Model Add/Edit' interface. The top navigation bar includes 'Equipment Model', 'Schedule', 'Other Details', 'Parts', 'Attachments', and 'IT Fields' (highlighted with a green box). Below the navigation bar are three sections: 'Network' with a checked checkbox and a 'Network' button; 'DICOM' with a checked checkbox and a 'DICOM' button; and 'Network Risk Level' with a drop-down menu showing 'Medium' selected, with other options 'Not Defined', 'Low', and 'High' visible.

Network checkbox: If this box is checked, the Model can be connected to the Network and the Network button will appear. The Network button is used to define Network attributes for the Model.

DICOM checkbox: If this box is checked, the Model supports DICOM interface. This box being checked will automatically check the Network box if it was not done before. If this box is checked, the DICOM button will appear and DICOM attributes can be defined.

Network Risk Level: This is a drop-down field where the network risk level can be defined.