

1. Power on Computer and Camera.

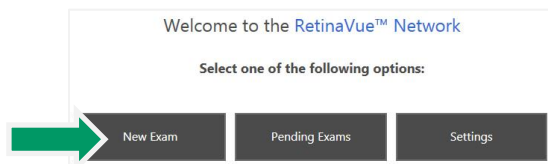
To avoid communication issues, verify that the computer is on before powering on the camera.

2. Ensure RetinaVue Software is Running.

When the computer starts up, it should automatically launch the application. If the RetinaVue Network Client application is *not* already open, double-click the desktop icon.

3. Begin a New Exam & Acquire Images.

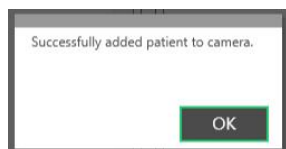
- (a) First, turn off the lights in the room so that the patient's pupils can begin to dilate.
- (b) Click the **New Exam** button in the RetinaVue Network Client software.



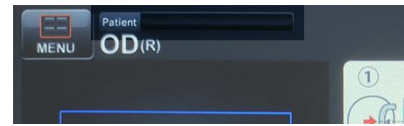
- (c) Complete all required fields. Required fields are outlined in red.

Patient Information		
Basic Information		
MRN	First Name	Last Name
Birth Date	Gender	Referring Provider
Diabetes Type	Diabetes Diagnosed	Diabetes Management

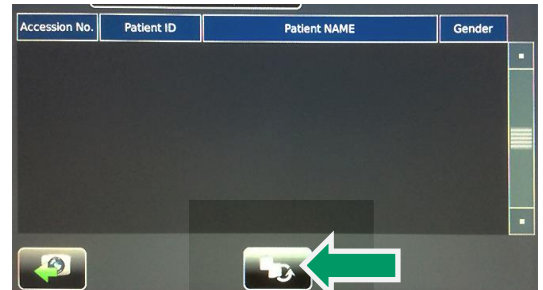
- (d) Click the **NEXT** button to save the patient information. A message should be displayed indicating the patient has been added to the camera. Press **OK**.



- (e) On the Topcon camera screen, select the Patient field in the top left corner.



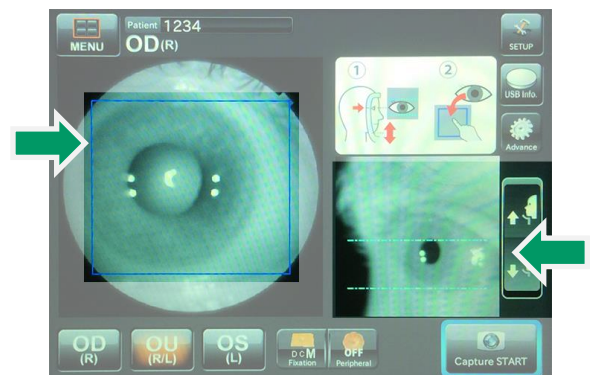
- (f) Select the **Refresh** button.



- (g) Select the patient from the result list and then select the button in the bottom left corner to return to the exam window.



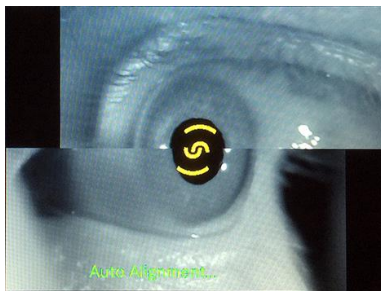
- (h) Use the chinrest up / down buttons on the right of the camera screen to align the patient's eye within the blue lines. The blue square on the left can be used for minor adjustments.



IMPORTANT: The patients eye should line up with the line on the outside of the head rest support (patient left side). The bridge of the

patient's nose should be in the center of the forehead rest.

- (i) Press the **Capture START** button in the bottom right corner.
- (j) The camera will automatically align with the patient's pupil. If the patient's pupil is smaller than the two outside semi circles, the camera will switch to small pupil mode.



- (k) Once an image has been acquired, the image will be displayed on the screen. If the image appears normal, press **OK**. If the image is too dark or the patient blinked, repeat steps h through j.



- (l) After selecting **OK**, the image will be transferred to the RetinaVue Network application.
- (m) The camera will automatically move to the patient's other eye. **Wait at least 1 minute** and then repeat steps h through j to acquire an image of the other eye.

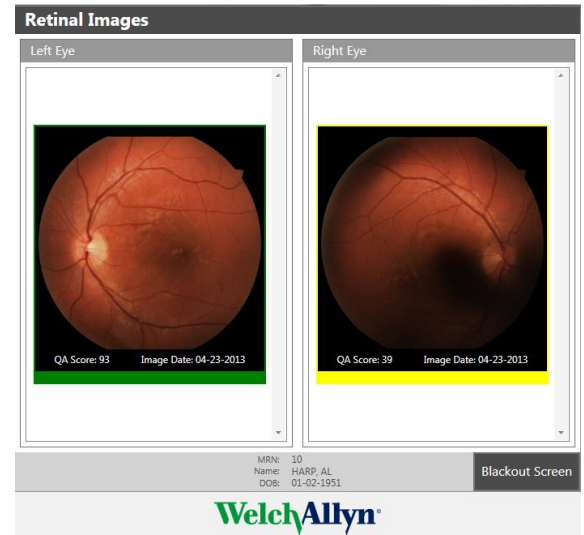
4. Check Image Quality and Submit.

- (a) Once the images have been captured, the camera will automatically export them to the RetinaVue software. The

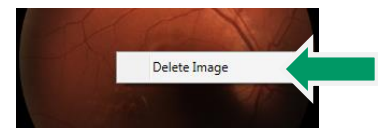
images will appear in the patient's exam with a color coded quality indicator.

- (b) Below each image, you will see a bar that is green, yellow or red.

Green = Good quality
Yellow = OK quality
Red = Poor – Acquire New Image



- (c) If an image needs to be removed from the exam, right click on the image and click **Delete Image**.



- (d) After acquiring at least one green or yellow quality image for each eye being imaged, press the **NEXT** button.
- (e) If all required fields have been populated and an internet connection is available, press the **Submit Exam** button. Once the exam has been submitted, a message will be displayed indicating the exam was successfully submitted. Press **OK**.

