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This Quick Reference Guide (QRG) demonstrates how to complete the Cardiac SPECT 4DM Tech workflow.

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## Complete the Cardiac SPECT 4DM Tech Workflow

➤ From the Text area screen of a study:

**STEP 1:** Click the **Image area** icon.

- The image area screen displays.



**NOTE:** The system may automatically launch in 4DM. If so, skip to Step 6. If 4DM does not launch automatically, navigate there using the Hanging Protocols icon.

**STEP 2:** Click the **Hanging protocols** icon.

- The hanging protocols window displays.



**STEP 3:** Click the **Down Arrow** icon in the second field.

**STEP 4:** Click NM (Nuclear Medicine).

**STEP 5:** Click 4DM.

- The system displays in 4DM.

**NOTE:** The 4DM system is designed to perform its own manipulations and is often very accurate, requiring very little manual work to fix the images.

**STEP 6:** Click the tab (to manually manipulate images, if needed).



**STEP 7:** Click the **Manual Processing** icon.



**NOTE:** If the planes of an image are not perfectly horizontal and perpendicular, fix them using manual processing.

**STEP 8:** Hover over each horizontal line that needs to be fixed, then click-and-drag or rotate the line up or down as needed.

- The cursor changes to a circle with arrows.



**STEP 9:** Hover over each vertical line that needs to be fixed, then click-and-drag or rotate the line up or down as needed.

- The cursor changes to a **Double Arrow** icon.



**STEP 10:** Click the **Process** icon once the necessary manual manipulations have been completed.

- This will return to the first screen, where constraints can now be viewed.



**STEP 11:** Click the **Contour** icon to remove/add white lines from/to the images.



**STEP 12:** Right-click the image; then click **LV: Edit Surfaces** to manually change the contour lines.

- The Edit Surfaces window displays, and the cursor changes to a **Plus** icon.



**STEP 13:** Click the **Plus** icon.

- The Plus icon changes to a blue **Circle** icon.



**STEP 14:** Click the blue **Circle** icon.

**STEP 15:** Drag-and-drop the line in the desired location.

**NOTE:** To return the contour line to the original state, click the **Plus** icon at the outside of the image; then drag the contour line back to the original location.

**STEP 16:** Click **Apply** when done manipulating the images.

**STEP 17:** Click the **Images** tab.



- The Images tab is where the data sets are aligned, which can be done individually or all at the same time.

**STEP 18:** To align the data set for a single image, hover over the image.

- A **Double Arrow** icon displays, to change the scale for the selected image if needed.



**STEP 19:** Drag the **Double Arrow** icon to the where the scale should be set.

**STEP 20:** To align all the data sets at the same time, hover over the **Scale Bar** icon.

- The cursor changes to a Double Arrow icon.

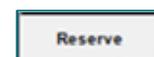


**STEP 21:** Drag the **Double Arrow** icon to where the scale should be set.



**STEP 22:** Repeat the alignment steps for each set of images, as needed.

**NOTE:** If this is a PET CT, click the **Reserve** tab, then review or adjust that section's post-processing.



**STEP 23:** Click the **Save** tab.

- The Save Data Status window displays.

**STEP 24:** Click OK.

- The saved documentation transfers to the Ascend report.

**STEP 25:** Click the **Clear Image** icon.



**STEP 26:** Click the **Ascend Report** icon.



- The Ascend report displays.
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**STEP 27:** Document the report type; then click **Next**.

**NOTE:** For a PET CT, select the PET MPI, CFR option.

**STEP 28:** Document the stress protocol; then click **Next**.

**NOTE:** For a Lexi scan or chemical protocol, select Regadenoson. For a treadmill, select the Bruce option.

**STEP 29:** Document the imaging protocol; then click **Next**.

**NOTE:** The answer to the What results should we pre-populate? Question defaults to None, allowing the previously completed manipulations to be pulled into the report.

**NOTE:** A red exclamation mark indicates there is missing information within a section. One must acknowledge and investigate this before generating the report. When the missing information is documented, the exclamation mark will no longer display.



**NOTE:** If a data source does not successfully import, click the Data tab, and click Import for each instance; then click Close.

**STEP 30:** Click **Begin reporting**.

**STEP 31:** Click **To be read**.

- Return to the Task List, where the task has dropped off the list because it has been successfully sent it to the cardiologist to be read and signed.