IMAGE GATEWAY
Quick Start Guide

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System Requirements

The following system requirements are the minimum standard requirements for accessing the MHiE Image Gateway. Initial access requires an HTML5 compatible browser and installation of Java 7 or higher for full functionality. The application will prompt you to install these components if necessary. Please note that users with restricted or limited access to download and install new software on their PCs may not be able to complete the installation of these two components. If necessary, please contact your office manager or computer administrator for assistance with this operation.

	Study Viewer	Study Upload
IE7 or IE8	No	Yes
IE9 or Higher	Yes	Yes
Google Chrome	Yes	Yes
Safari	Yes	Yes
Firefox	Yes	Yes

Images must be DICOM images to be uploaded. If your CD does not contain DICOM images, please contact the Imaging Facility where your exam was performed to get the images in DICOM format.

New User Registration

1. Navigate to *https://mhie.dicomgrid.com/*

2. If you already have an Image Gateway account, enter your email address and password and click *Sign In.*

3. If you do <u>not</u> already have an Image Gateway account, click *Register Here*. This will allow you to create an account by entering the required information and accepting the Terms and Conditions, HIPAA Agreement, and Business Associate Agreement.
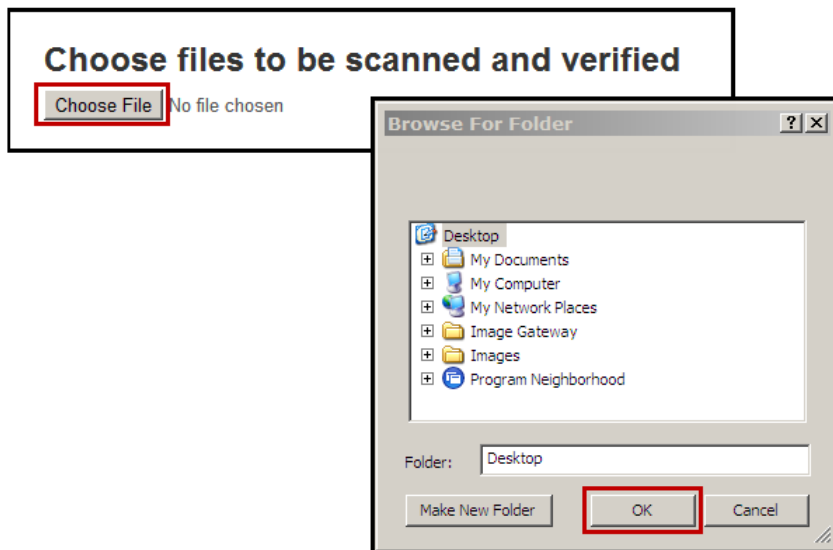
Upload a Study

1. Once you are logged in, click on the **Add Study** dropdown menu and select **Upload Studies** to begin uploading studies.
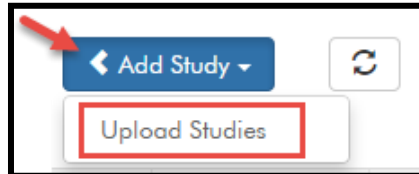
2. Click **Choose File**. Locate and select the disc/folder that contains the medical image files you would like to upload. Click **OK**.
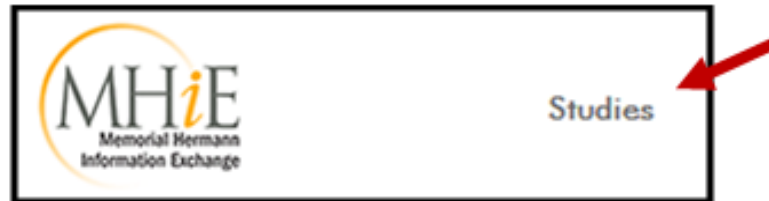

3. A scan process will display all exams in that folder that are available for upload. Select the study(s) you would like to upload, and click **Upload Selected Studies.**
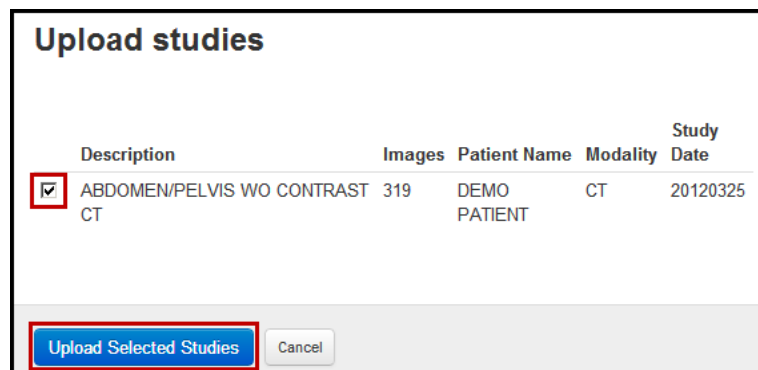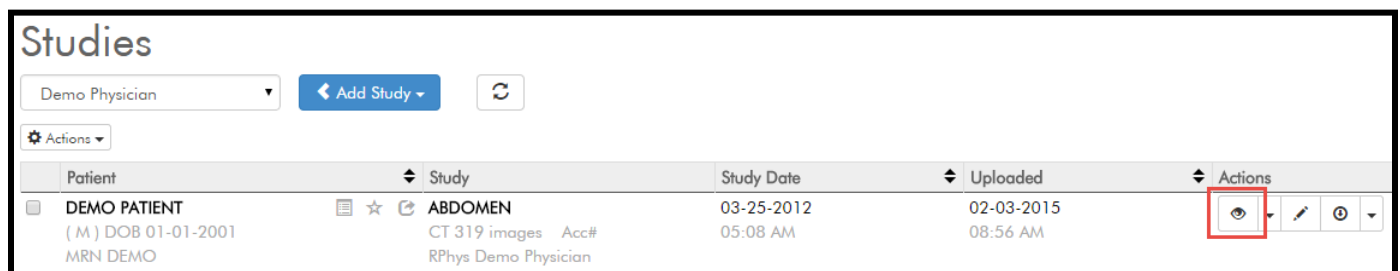
View a Study

1. Click on *Studies* in the top left corner of the page to return to your study list.

2. Locate the study you would like to view and click on the 'eye' icon.

3. Once you have finished viewing a study, click on the *X* in the upper right hand corner to return to the study list.

Share a Study

1. On the studies page, check the box next to the study(s) you would like to share, click on the *Actions* dropdown and click *Share.*
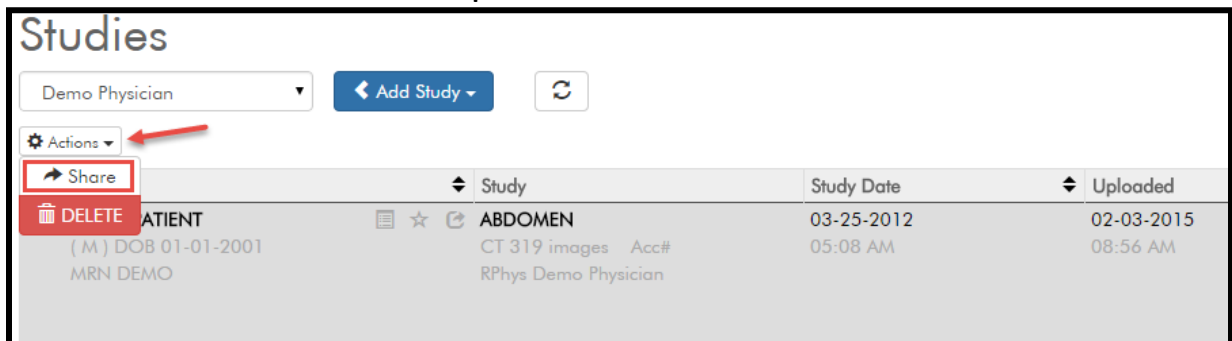
2. Navigate to the Share Code tab, enter the Share Code**,** type in an optional message to the physician and click *Share Studies*.
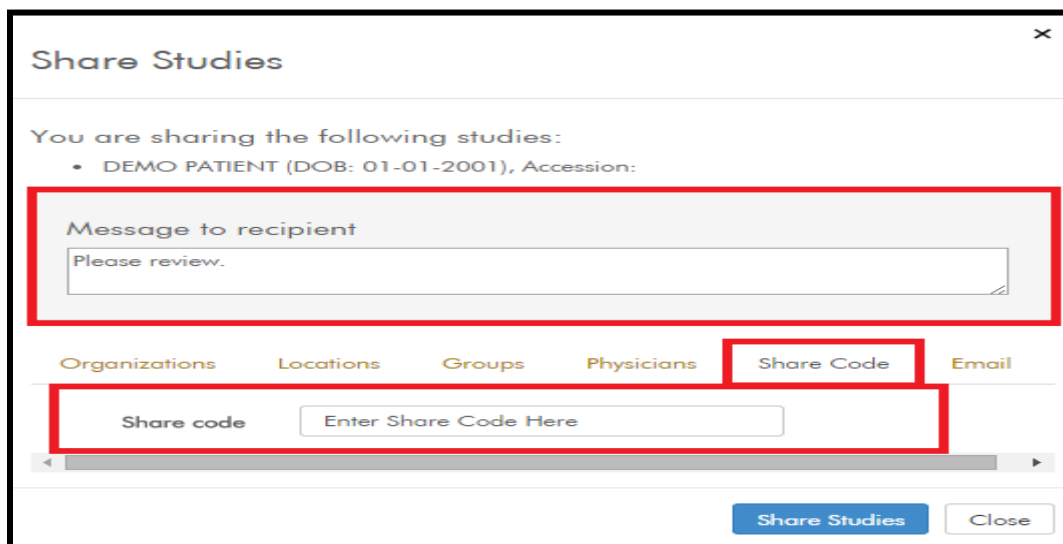
3. Once your registration has been approved, you will be able to share to **Locations** in addition to sharing by **Share Code**.

For further assistance, contact the **Physician Support Center** at
Image.Gateway@memorialhermann.org or (713) 704-DOCS.
Please mention that you are calling about the MHiE Image Gateway application so you can be directed to the appropriate analyst.

Children's Memorial Hermann Hospital
Share Code List

- The Fetal Center – "Fetal"

- Pediatric Cardiology – "PediHeart"

- Pediatric Neurosurgery – "PediNeurosurgery"