Nuclear Medicine Information System

Version 14
Single User Installation
Current User Guide

This installation guide is intended for customers who are upgrading from a previous version of NMIS. Included are the recommended hardware specifications, a summary of the new features and sample screens to guide you through the installation.

Introduction

Welcome

Thank you for being a loyal user of the NMIS® Nuclear Medicine Information System program. The following pages will guide you through the installation process. If you need help at any time during the installation, please call us at 1-800-851-0025. We appreciate your business and look forward to serving you.

Table of contents

Guide to new features

1. **Improved Doctor Statistics** - Now you can get more detailed information regarding the referral trends of your doctors.   For one doctor at a time we will give you a breakdown of the exams they ordered by month for your selected date range.
2. **Dose Length Product** - This new field has been added to Draw Dose for the benefit of PET customers tracking patient exposure.
3. **Scheduled Audit Trail Reports** - Audit trail reports can be created automatically on NMIS startup or shutdown.
4. **ICD 10 Codes** - ICD10 code support has been added to the examination database.
5. **Gadget Improvements** - We've heard your requests and have improved the way gadgets count patients. Now you can exclude patients that have had a multiple dose.
6. **User Defined Fields** - There are four new fields available for use. You can define the label and units of measure for each field.
7. **Scanned Documents**- We've greatly improved the storage of scanned documents. You can now make your own folder structure to keep your documents in order.

Hardware requirements

Following is a list of the equipment required to run NMIS for a single user license.

Hardware - Recommended

Processor	Intel Core 2 Duo or better
Memory	2 GB RAM
Hard Drive	160 GB
Backups	External hard drive, USB flash drive or shared network folder

Hardware - Minimum

Processor	Pentium IV 3.0 GHz or better
Memory	1 GB RAM
Hard Drive	80 GB
Backups	External hard drive, USB flash drive or shared network folder

Operating System

Any one of the following :

Windows 7	
Windows Vista	Service Pack 1
Windows XP	Service Pack 2

-and-

Internet Explorer	7.0 or later

If your hardware does not meet or exceed these specifications, please call technical support at 1-800-851-0025 to confirm that it is okay to proceed.

Internet Access

Recommended for:

Downloading periodic program updates
Accessing NMIS remote support
Online ordering where available

Pre-installation

Before you begin

Making sure that your hardware is adequate to run NMIS is extremely important. If you haven't done so already, please check the hardware requirements on page 4.

You should have received the NMIS 14.x disk along with this installation guide. Check to see that the facility name on the disk is correct. If for some reason it is not, please call technical support at 1-800-851-0025 before proceeding.

Important points

1. Please perform a backup of your data before you begin the upgrade process.

2. Shut down any programs that are running. Antivirus software can slow down the installation process or prevent it from finishing. Disable any screen savers that may disrupt the process.

3. If you are upgrading from NMIS 13, the upgrade process should only take about 15 minutes.

4. Upgrading from NMIS 13 to 14 will not require restarting. If you are upgrading from a version prior to NMIS 13, you will be asked to restart several times during the installation. Please restart whenever requested to do so.

5. If you are upgrading from a version prior to NMIS 13, you must be logged in as an administrator to install NMIS. It is important that you use the same administrator login after each restart until the program tells you the installation was successful.

Quick Upgrade

The **Quick Upgrade** instructions are for customers that are already running version 13.x. If you are not at version 13.x please proceed to page 8.

1. **Insert the disk** labeled with your facility name and "NMIS Version 14.x" into the disk drive.

2. Double click on **My Computer** on the Desktop and locate the disk drive. Look for the label nmis14xx_CustID#xxxx and double click on it.

3. You will see a list of files. Find **Setup.exe** and double click on it. The icon will look like this:

4. Next you will see a Welcome message. Click **Next** to continue.
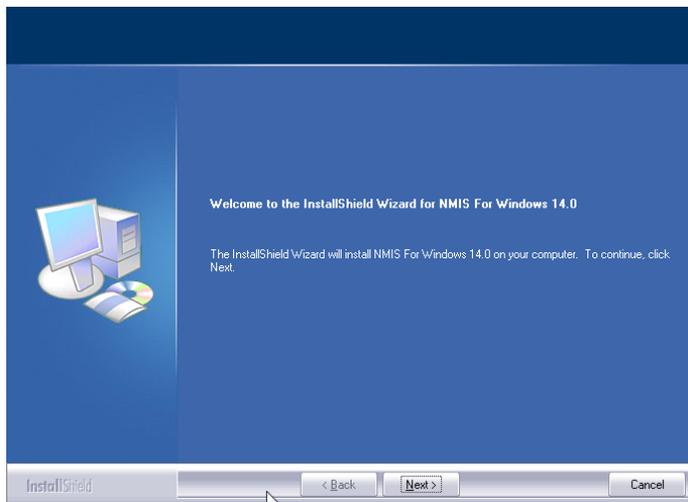
5. The license agreement will be displayed next. Please click on the radio button to accept the agreement, then click **Next** to continue.
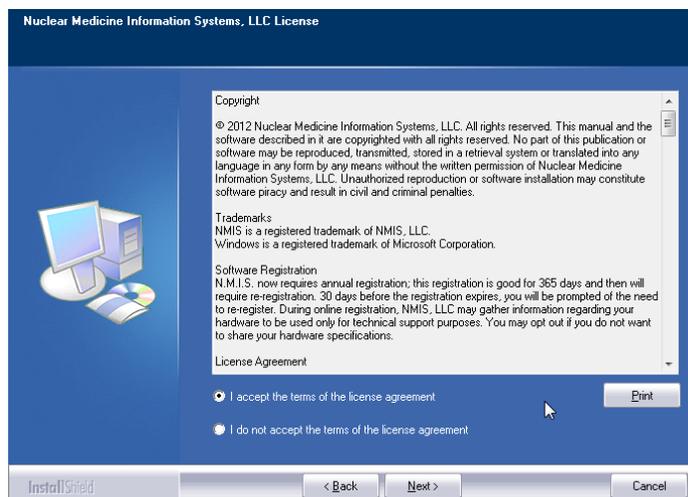
Quick Upgrade-continued

6. The program will now ask if you want to use the Quick Upgrade option. This option does not require restarting the computer and should only take 10-15 minutes. This is the best way to proceed if this option is presented.   Click **Yes** to continue. If the express option is not presented, please proceed to step 9 on page 9.
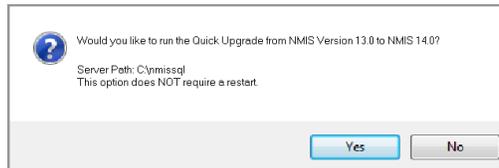
7. The program will now begin copying files and you will see several windows similar to this:
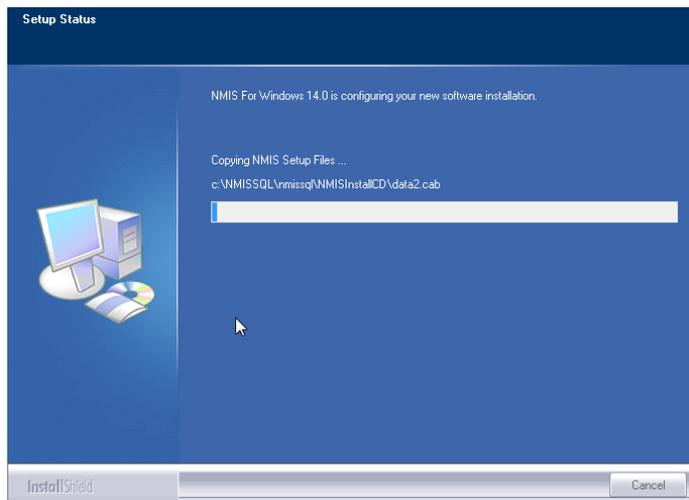
8. When this process is completed, the program will show this final message to let you know you are finished installing:
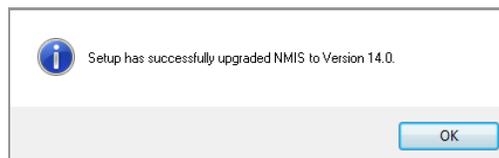

9. Click **Ok** on this screen. You may now run NMIS 14.x by clicking on the desktop icon.

Questions? - Please call NMIS Technical Support at 1-800-851-0025.

Upgrade instructions

The **Upgrade** instructions are only for customers that are running versions 3-12. **You must be logged in as administrator to proceed.** If you are already running version 13.x, please go back to page 6.

1. **Insert the disk** labeled with your facility name and "NMIS Version 14.x" into the disk drive.

2. Double click on **My Computer** on the Desktop and locate the disk drive. Look for the label nmis14xx_CustID#xxxx and double click on it.

3. You will see a list of files. Find **Setup.exe** and double click on it. The icon will look like this:

4. Next you will see a Welcome message. Click **Next** to continue.
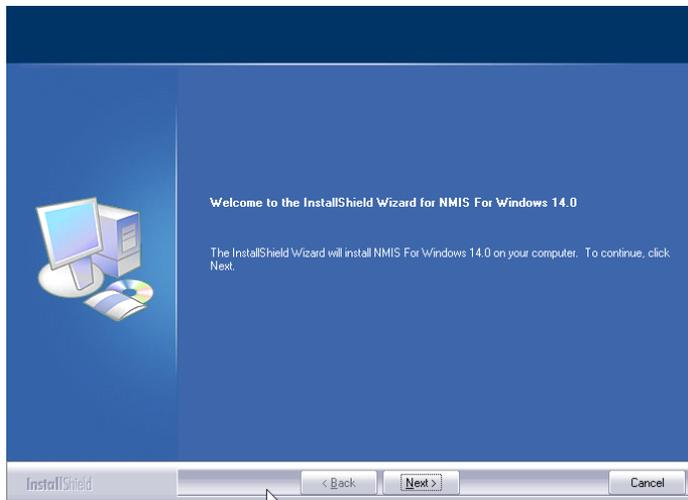
5. The install program will now examine your computer to see if any of the required components are missing. If there are no required components missing, you will skip ahead to step 8. If there are missing components, the program will show the following screen listing the items:
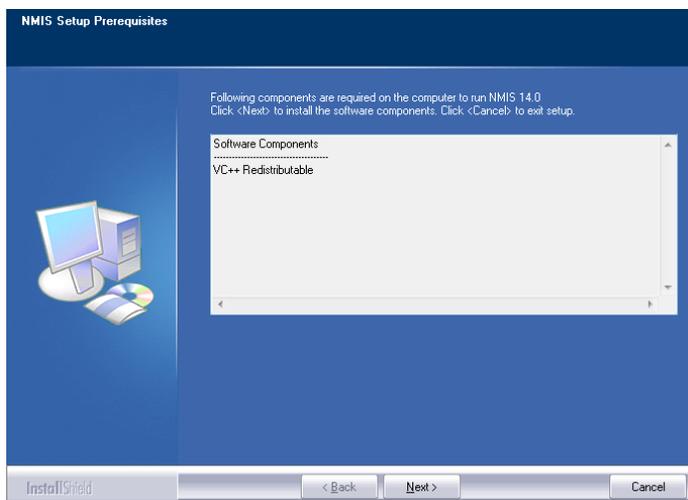
Upgrade instructions-continued

6. The list of missing components may contain 1 or many items. The installation program will attempt to install all of them for you if possible. Click **Next** to proceed. At this point we will not show all of the screens that you will see when installing the missing components, since it will be different for everyone. Just follow the screen prompts and restart when necessary. Please click **Yes** to proceed.
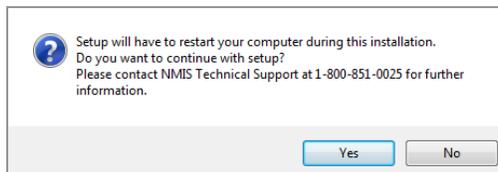
7. Once all of these components are installed, you will see the Welcome screen again. Click **Next** to proceed.

8. The license agreement will be displayed next. Please click on the button to accept the agreement, then click **Next** to continue.
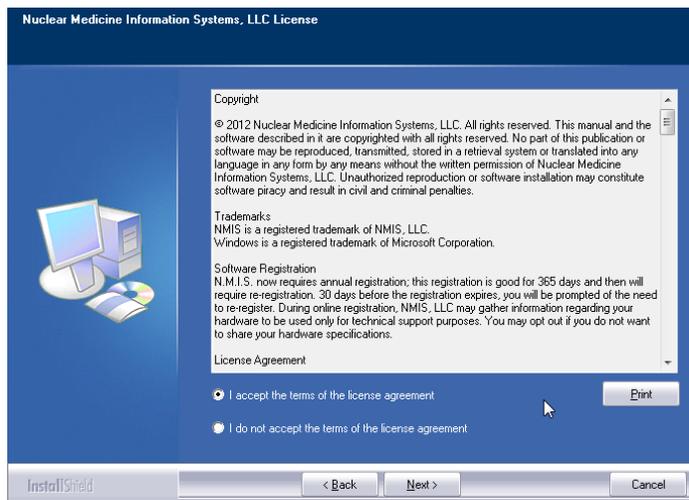

9. The program will now prompt you to choose the type of installation to be performed. Select **Express** to proceed.

Upgrade instructions_{-continued}
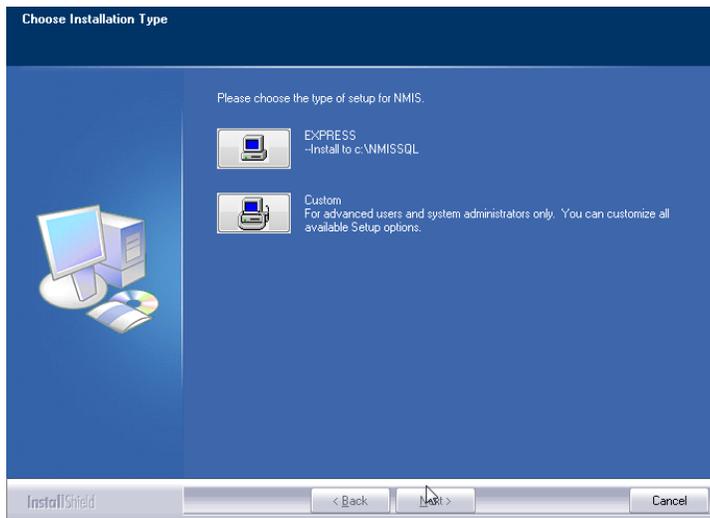
10. Setup will warn you that restarting the computer will be necessary. Click **Yes** to continue.

11. The program will now begin copying files and you will see several windows similar to this:
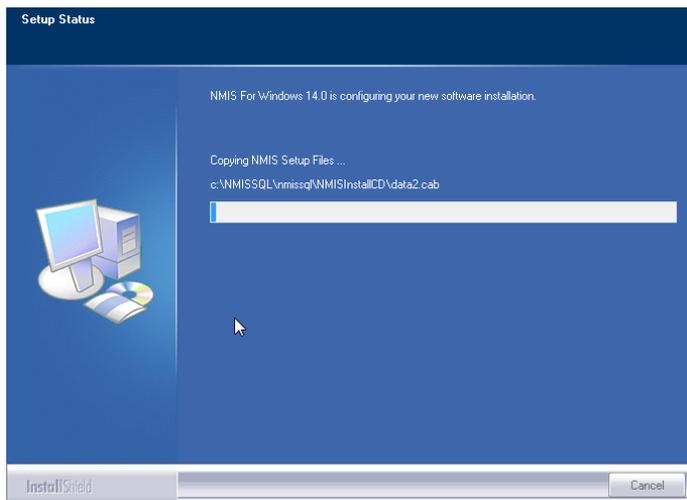
12. Next the program will install the database. This may take some time.

Upgrade instructions-continued
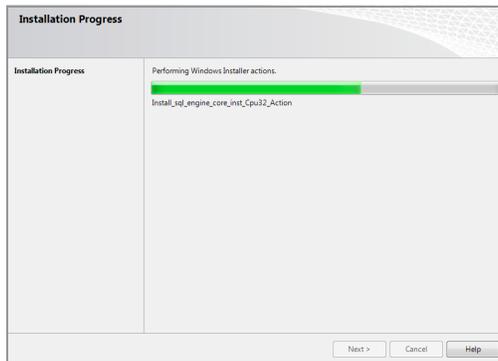
13. When this process is completed, you will see this screen prompting you to restart the computer. Please click **Yes** to continue.
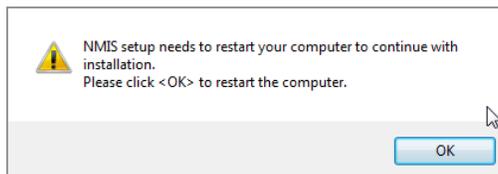
14. After restarting the installation program will continue.   If your computer asks you for your user name and password when it starts up, it is very important that you login with the same credentials when the computer restarts. The installation will pick up where it left off and will show you this message when it has finished:

15. Click **Ok** on this screen. You may now run NMIS 14.x by clicking on the desktop icon.