



PVDOMICS ECHO

Desktop Agent and AG Mednet Portal Training



Welcome to AG Mednet – the worlds largest medical imaging network



OUR MISSION: ZERO-DELAY CLINICAL TRIALS

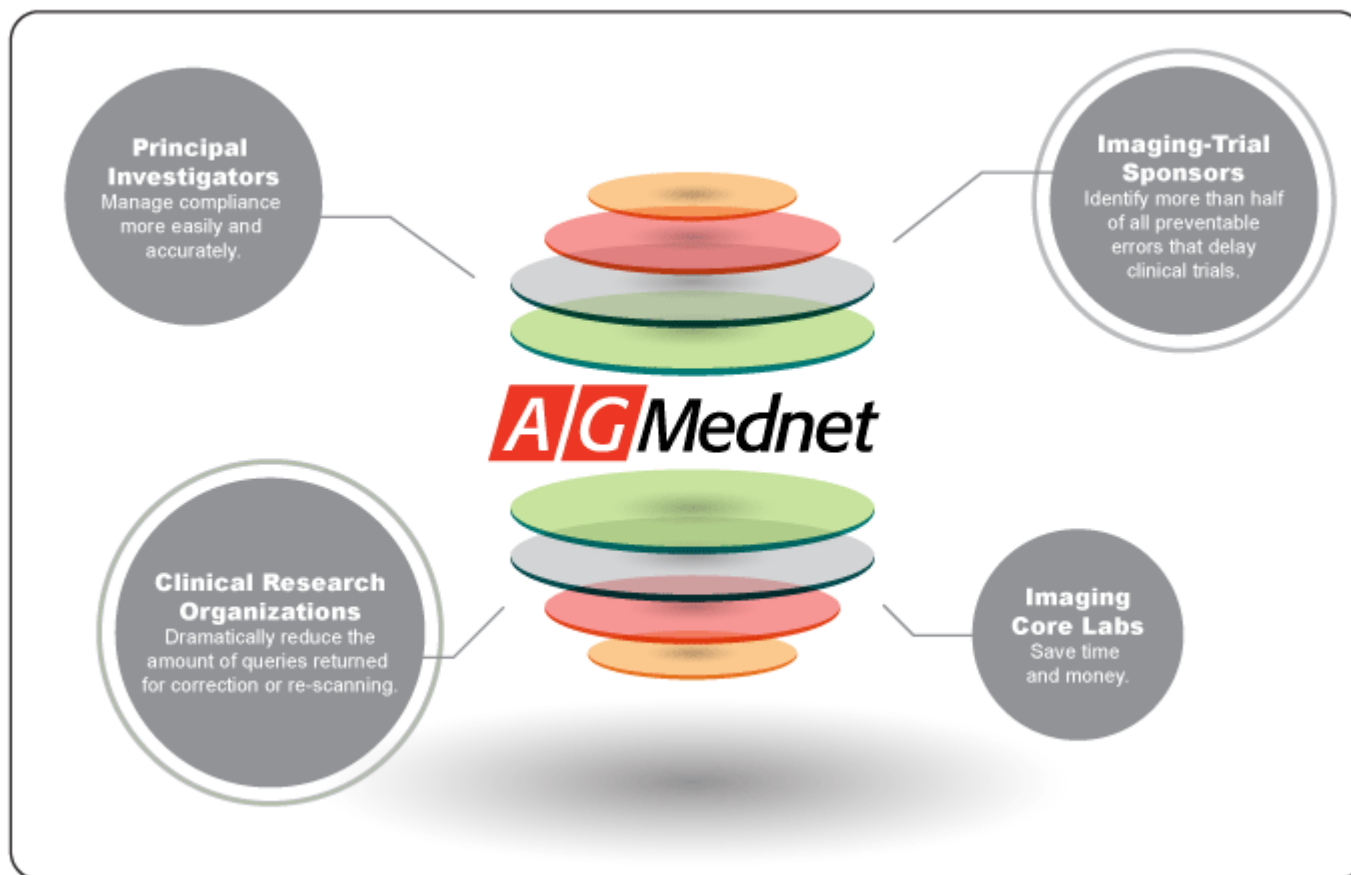
According to industry research, more than half of all image-related clinical trial query stoppages result from preventable human errors, causing an average delay of up to seven weeks.



Key benefits and advantages:

- Easy to use, globally accessible
- Built-in image anonymization
- Fast, secure, compliant electronic delivery
- FDA - Part 11, IRB Compliant
- Helpful management and notification tools

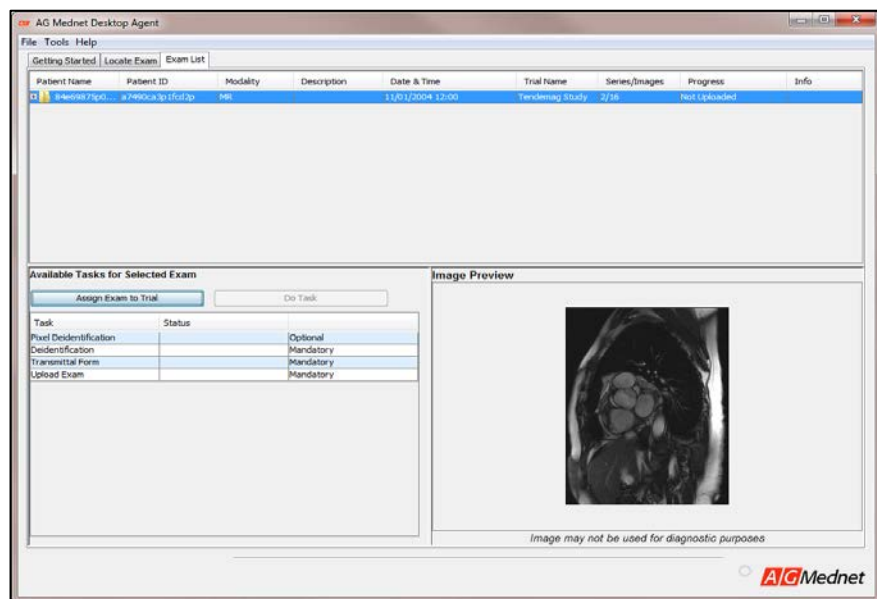
Who uses AG Mednet?



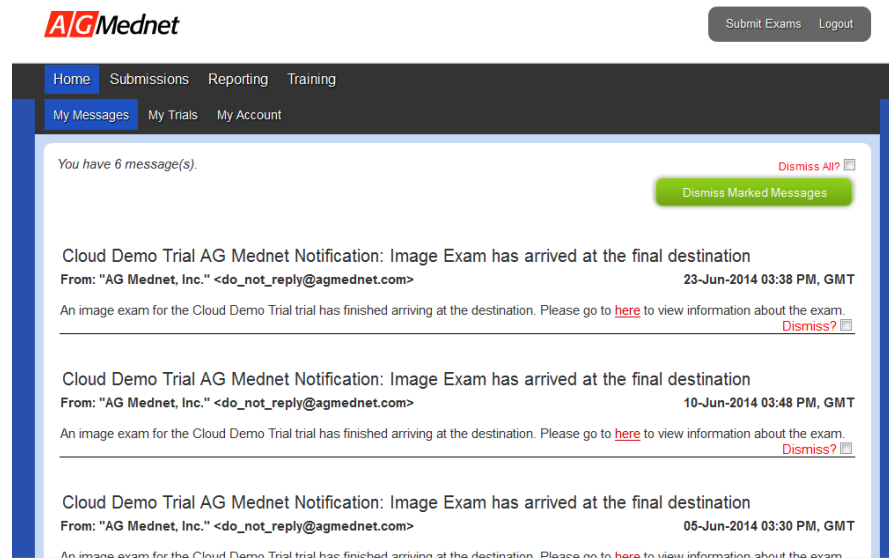
Access to the AG Mednet Clinical Trials Imaging Network is comprised of two parts:



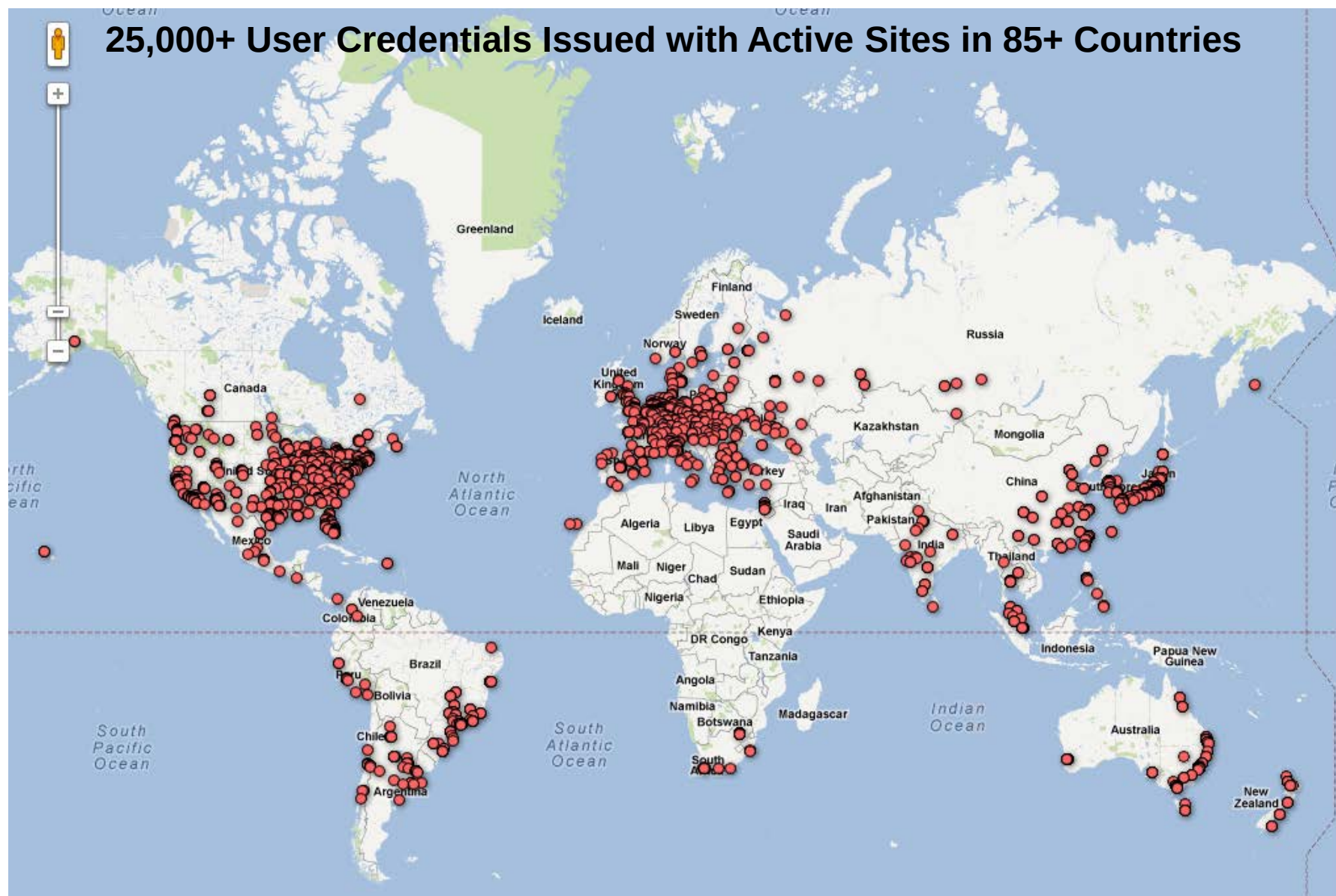
The **AG Mednet Desktop Agent** enables Site Senders to de-identify and compliantly send their study exams to the core lab or sponsor.



The **AG Mednet Portal** is where everyone registers for their AG Mednet account. This includes creating your own username and password. <https://portal.agmednet.net>



AG Mednet's Global Presence



What You Need to Get Started

(Basic Requirements)



Computer/Operating System

- Windows XP, Windows Vista, Windows 10;
- Mac OS X version 10.7.3 (Lion) and above.

Disk Space/Memory

- Sufficient disk space to store temporary local copies of image exams;
- Minimum of 1 GB of memory.

Internet Access and Compatible Browser

- Internet Explorer Versions 6-11, Mozilla Firefox Versions 3.5-30x or newer, Google Chrome Versions 30+ or newer (Windows only), Apple Safari version 4-7.x or newer (Mac only).

Java version 8

- You need to have Java version 8 installed on your Windows or Mac computer to use AG Mednet.
- It is likely you already have Java installed. If you do not, you will be prompted to download it after launching the Desktop Agent.

AG Mednet Desktop Agent

- You may launch the Desktop Agent from the AG Mednet Portal, or double-click the “AG Mednet Desktop Agent” icon on your computer desktop.

Overview:

Submit An Image Exam to the PVDOMICS- ECHO study



1. Complete account authorization
2. Register for an account on the AG Mednet Portal
3. Launch the Desktop Agent and log-in with your Username/Password
4. Submit an exam
 - a) Import an image exam
 - b) Review images (optional)
 - c) Assign the exam to the trial
 - d) De-identify the Pixel Data
 - e) De-identify the DICOM data
 - f) Complete the Data Transmittal Form
 - g) Upload the exam
 - h) Confirm successful exam submission
5. Navigate and customize the AG Mednet Portal

Step 1:

Complete Account Authorization



To begin, visit the Portal:
<https://portal.agmednet.net> and click on **Register for One Here (1)** to initiate registration. Enter your e-mail address into the system to proceed with account authorization (2).

Note: Here is where you create your own username and password if you have never used AG Mednet before.

The screenshot displays two sequential steps of the AG Mednet registration process. The top window, titled 'AG Mednet Portal', shows the login/register page. It features a 'Login' button and a 'Register' button. A yellow arrow labeled '1' points to the 'Register for one here' link. The bottom window, also titled 'AG Mednet', shows the 'Please enter your email address' page. It features an input field for the email address, a 'Cancel' button, and a 'Continue >' button. A yellow arrow labeled '2' points to the email address input field.

Step 1:

Complete Account Authorization

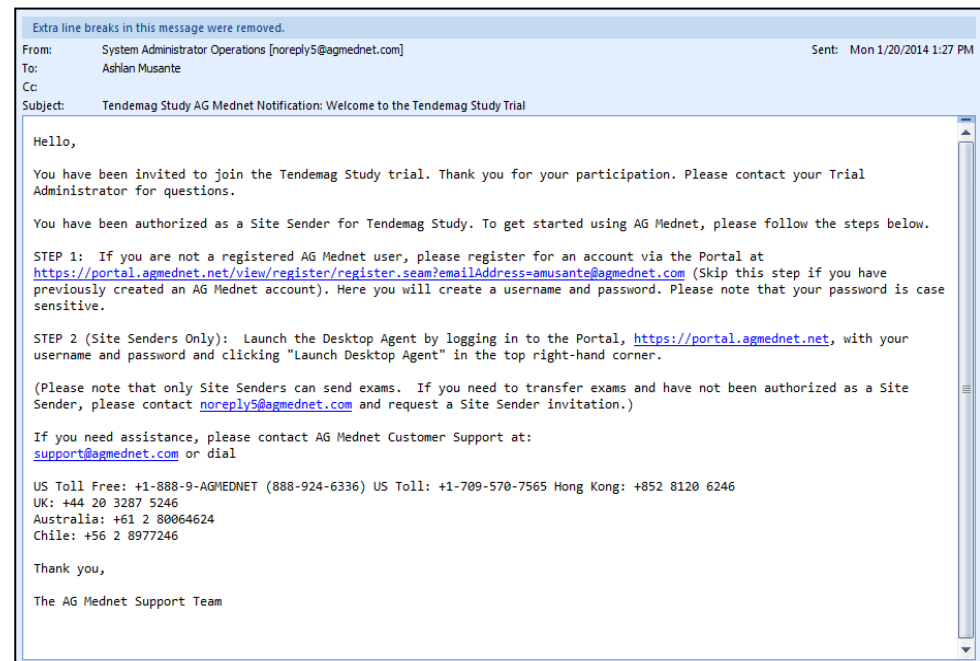


Note: You will only be able to use AG Mednet for this study if you are invited by your Trial Administrator. Contact your **Trial Administrator** (Kathleen Kassimatis, kassimk@ccf.org) to be added or enter the **Join Code** (Slide 9).

(No employee of AG Mednet is authorized to give you access to a study.)

Scenario: I received an e-mail invitation ✓

If you have been pre-authorized to send exams to the study, you would have received the following automated e-mail invitation in your Inbox. After entering your e-mail address into the Portal as described on Slide 7, you will automatically progress to account registration. Please skip to Slide 10.



Step 1:

Complete Account Authorization



Note: You will only be able to use AG Mednet for this study if you are invited by your Trial Administrator. Contact your **Trial Administrator** (Kathleen Kassimatis, kassimk@ccf.org) to be added or enter the **Join Code**, shown below.

(No employee of AG Mednet is authorized to give you access to a study.)

Scenario: I haven't received an e-mail invitation ✕

If you have **not** been pre-authorized to send exams, you will see the “Request to join a trial” page*. Enter the **Join Code**: **AGY26GA**, as well as your **Site Name/Number**, **First Name**, **Last Name**, **Phone Number**, and **Country**. You may also enter **Additional Comments** if desired. Click **Submit Request** to notify the Trial Admin, who can then issue you an invitation. **Please note that AG Mednet employees are not authorized to give you access to a study.**

*If you already have an AG Mednet account and would like to request access to a trial using a Join Code, please see the slide, “Request to Join Additional Trial” at the end of the slide packet.

Request to join a trial

*Join Code:

[Where do I find a join code?](#)

*Site Name/Number:

*First Name:

*Last Name:

*Phone Number:

*Country:

Additional Comments:

*Please enter the code shown below: 

Please Note: AG Mednet is not allowed to grant access to a trial. Only trial administrators can grant access to a trial. All requests are sent to trial administrators.

Step 2: Register / Create an Account on the Portal



After confirming account authorization by entering your e-mail address, complete the three-page registration process.

Note: Here is where you create your own username and password if you have never used AG Mednet before.



LoginRegister

Step:

1

2

3

*Username:

*Password:

*Confirm Password:

*First Name:

*Last Name:

*Phone Number:

Registering as a user with AG Mednet is a simple, three step process taking less than five minutes.

During registration, you create your own username and password. Your username identifies you each time you log in.

Please note that your password is case-sensitive, must be at least 8 characters containing at least one capital letter, one small letter and one number.

Your name, email address, and phone number are used by the imaging Core Lab and trial Sponsor to identify and communicate with you.

AG Mednet does not spam. Any email you receive is directly related to a trial in which you are participating through AG Mednet. You may opt in or out of certain notifications on the 'My Account' page after you complete registration.

Cancel

Continue >

AG Mednet, Inc. © 2013

Version 3.6.0

Step 2: Register / Create an Account on the Portal



AG Mednet [Login](#) [Register](#)

Step: 1 2 3

*Organization:

*Address Line 1:

Address Line 2:

*City:

State or Province:

*Postal Code:

*Country:

Please provide your geographical information in case we need to contact you.

AG Mednet, Inc. © 2013

Answer all required fields.

Step: 1 2 3

*Challenge Question:

*Challenge Answer:

Select a challenge question and answer that may be used to verify your identity when contacting AGMednet Support.

What is your favorite color?
What was your first car?
What is your favorite food?
What is the name of your first pet?
What is the name of the town you went to High School in?
What is your favorite drink?
What was your childhood nickname?
What is the first company you worked for?
What is your favorite hobby?
Who was your childhood hero?
What is the name of the city you were born in?
What was your dream job as a child?
What did you study in college?

[Back](#) [Register](#)

Step 3:

Launch the Desktop Agent and Login



1

Visit the Portal at <https://portal.agmednet.net> and log-in using your AG Mednet credentials. Click on the **Submit Exams** link and download the file (1).

After launching the AG Mednet Desktop Agent for the first time, you will be presented with a terms of use agreement. After reading the agreement, you will find yourself on the **Getting Started** page of the Desktop Agent (2).

For future use of the Desktop Agent, please double-click on the icon on your computer desktop (3) and enter your Username and Password (4).

AG Mednet

Submit Exams Logout

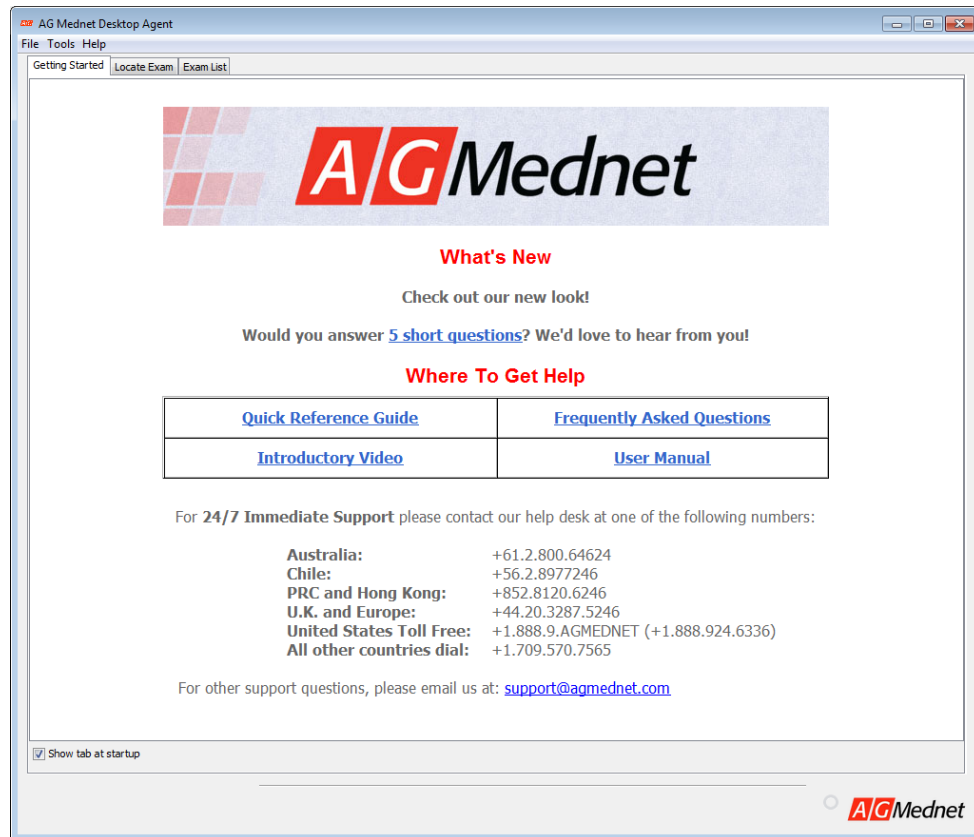
Home Submissions Reporting Training

My Messages My Trials My Account

You have 6 message(s).

Dismiss All? ☐

2



Step 3 (continued): Launch the Desktop Agent and Login



Visit the Portal at <https://portal.agmednet.net> and log-in using your AG Mednet credentials. Click on the **Submit Exams** link and download the file (1).

After launching the AG Mednet Desktop Agent for the first time, you will be presented with a terms of use agreement. After reading the agreement, you will find yourself on the **Getting Started** page of the Desktop Agent (2).

For future use of the Desktop Agent, please double-click on the icon on your computer desktop (3) and enter your Username and Password (4).

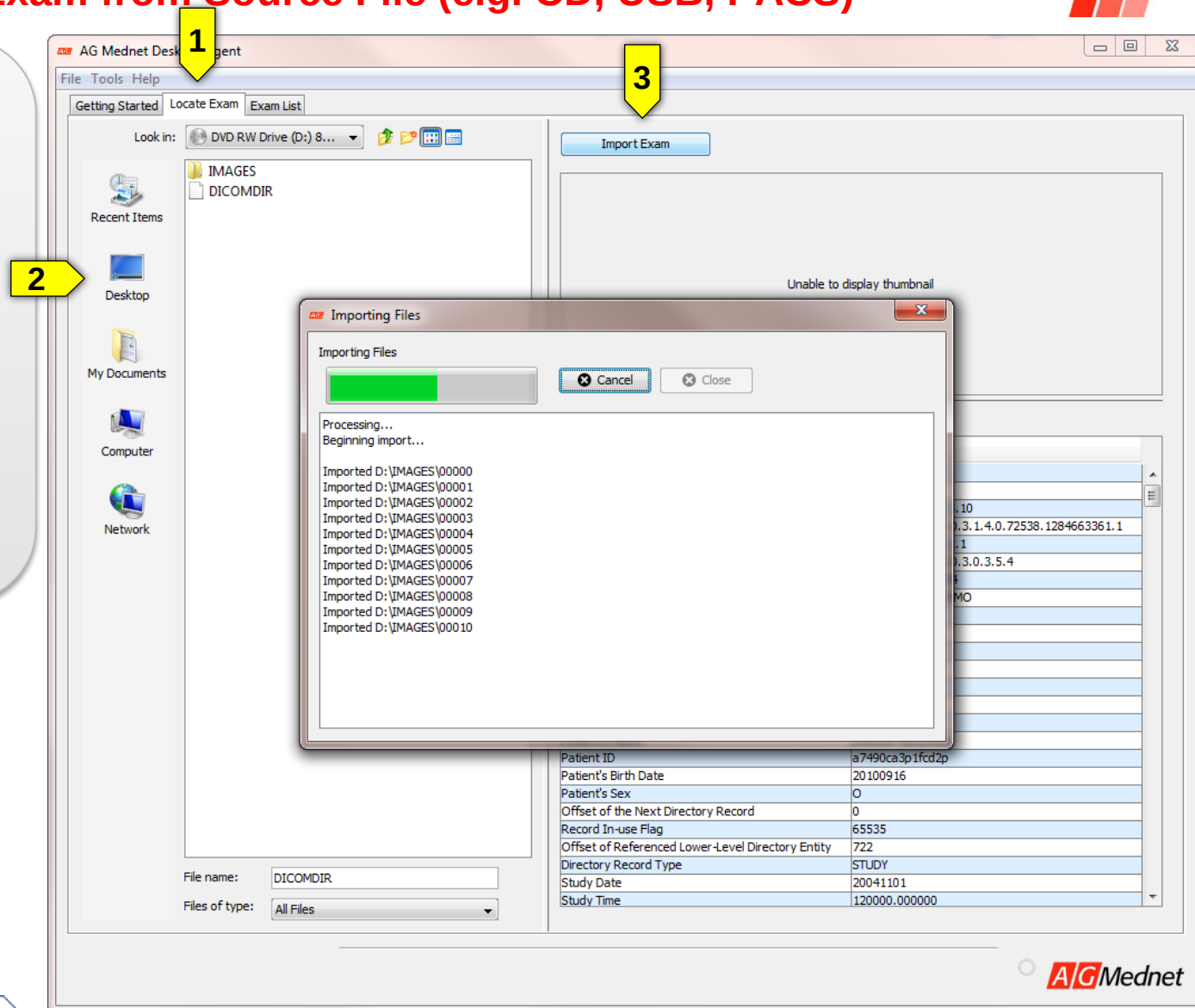


Step 4a:

Import the Image Exam from Source File (e.g. CD, USB, PACS)



Select the **Locate Exam** tab (1). Use the buttons (2) to navigate your computer to find an exam to send. You may choose the DICOM-formatted images that you would like to upload, or select the *DICOMDIR* file to import the entire exam. Click on **Import Exam** (3) to bring the files into the Desktop Agent.



Step 4b: Review Images (Optional)



Click on the **Exam List** tab (1). Click on the “+” sign next to the exam to show the series (2).

Click on the “+” sign next to the series to show the images (i.e. Instances) in that series (3).

Right click on the images to delete them. You may delete single instances/ images, series, or the entire exam (4).

Tip: Any images/sequences that are not required by the protocol can be deleted from the study to avoid long upload times and sending unnecessary data.

AG Mednet Desktop Agent

File Tools Help

Getting Started Locate Exam Exam List

Patient Name	Patient ID	Modality	Description	Date & Time	Trial Name	Series/Images	Progress	Info
ANONYMIZE	ANONYMIZE	MR	BRAIN	07/28/2005 10:19		1/40	Not Uploaded	
+	Series 4		Ax PD&T2 FSE	07/28/2005 10:30		40		

Available Tasks for Selected Exam

Assign Exam to Trial Do Task

Task	Status
------	--------

Image Preview

Image may not be used for diagnostic purposes

AG Mednet

Step 4b: Review Image (Optional)



Click on the **Exam List** tab (1). Click on the “+” sign next to the exam to show the series (2).

3

Click on the “+” sign next to the series to show the images (i.e. Instances) in that series (3).

Right click on the images to delete them. You may delete single instances/ images, series, or the entire exam (4).

Tip: Any images/sequences that are not required by the protocol can be deleted from the study to avoid long upload times and sending unnecessary data.

AG Mednet Desktop Agent

File Tools Help

Getting Started Locate Exam Exam List

Patient Name	Patient ID	Modality	Description	Date & Time	Trial Name	Series/Images	Progress	Info
Series 4			Ax PD&T2 FSE	07/28/2005 10:30		40		
image 1								
image 2								
image 3								
image 4								
image 5								
image 6								
image 7								
image 8								
image 9								
image 10								
image 11								
image 12								

Available Tasks for Selected Exam

Assign Exam to Trial Do Task

Task	Status
------	--------

Image Preview

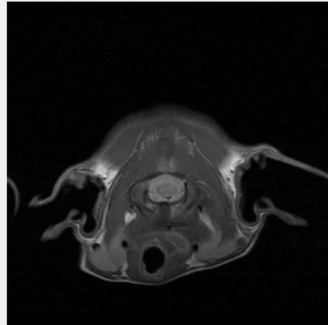


Image may not be used for diagnostic purposes

AG Mednet



Step 4b: Review Image (Optional)

Click on the **Exam List** tab (1). Click on the “+” sign next to the exam to show the series (2).

Click on the “+” sign next to the series to show the images (i.e. Instances) in that series (3).

Right click on the images to delete them. You may delete single instances/ images, series, or the entire exam (4).

Tip: Any images/sequences that are not required by the protocol can be deleted from the study to avoid long upload times and sending unnecessary data.

AG Mednet Desktop Agent

File Tools Help

Getting Started Locate Exam Exam List

Patient Name	Patient ID	Modality	Description	Date & Time	Trial Name	Series/Images	Progress	Info
Series 5			Ax Flair	07/28/2005 10:35		20		
image 1								
image 2								
image 3								
image 4								
image 5								
image 6								
image 7								
image 8								
image 9								
image 10								
image 11								
image 12								

4

Delete Instance
Delete Series
Delete Exam

Available Tasks for Selected Exam

Assign Exam to Trial Do Task

Task	Status
------	--------

Image Preview

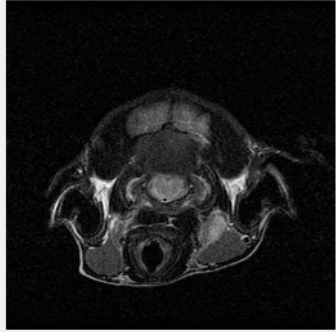


Image may not be used for diagnostic purposes

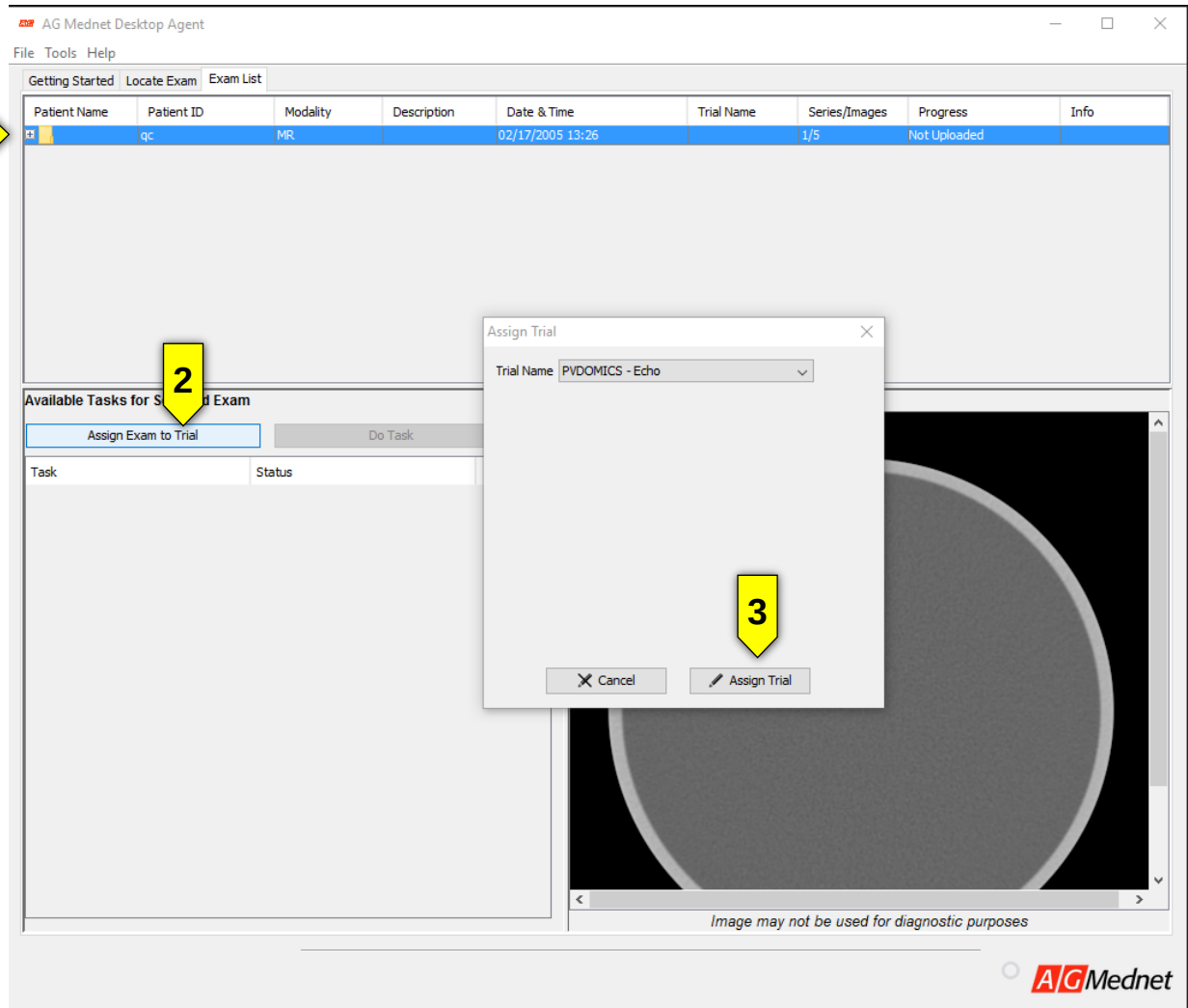
AG Mednet

Step 4c:

Assign Image Exam to the Trial in Exam List Tab



Select the exam you would like to send from the **Available Exams** (1). Click on the **Assign Exam to Trial** button (2). From the window that appears, click on the **Assign Trial** button (3).



Step 4f: Perform Pixel De-Identification



Pixel De-Identification should be carried out for exams containing patient-identifying data (such as name or birthdate) on the image itself. If you are not sure if you need to use the Pixel De-Identification module, please contact your trial administrator.

Failure to remove patient data may result in a query!

In the **Available Tasks for Selected Exam** section, select **Pixel De-Identification** (1). Click on **Do Task** button (2).

The screenshot shows the AG Mednet Desktop Agent interface. At the top, there's a menu bar with 'File', 'Tools', and 'Help'. Below it, a tabbed interface shows 'Getting Started', 'Locate Exam', and 'Exam List'. The 'Exam List' tab is active, displaying a table with columns: Patient Name, Patient ID, Modality, Description, Date & Time, Trial Name, Series/Images, Progress, and Info. A single row is visible with Patient ID 'qc', Modality 'MR', and Progress 'Not Uploaded'. Below the table, a yellow arrow labeled '2' points to the 'Available Tasks for Selected Exam' section. This section contains two buttons: 'Assign Exam to Trial' and 'Do Task'. Below these buttons is a table with columns 'Task' and 'Status'. A yellow arrow labeled '1' points to the 'Pixel De-Identification' task, which is highlighted in blue. Other tasks listed are 'De-Identification', 'Data Transmittal Form', and 'Exam Upload', all with a status of 'Mandatory'. To the right of the 'Available Tasks' section is an 'Image Preview' window showing a grayscale medical image of a circular structure. At the bottom of the image preview, a text overlay reads 'Image may not be used for diagnostic purposes'. The AG Mednet logo is in the bottom right corner of the interface.

Patient Name	Patient ID	Modality	Description	Date & Time	Trial Name	Series/Images	Progress	Info
	qc	MR		02/17/2005 13:26	PVDOMICS - Echo	1/5	Not Uploaded	

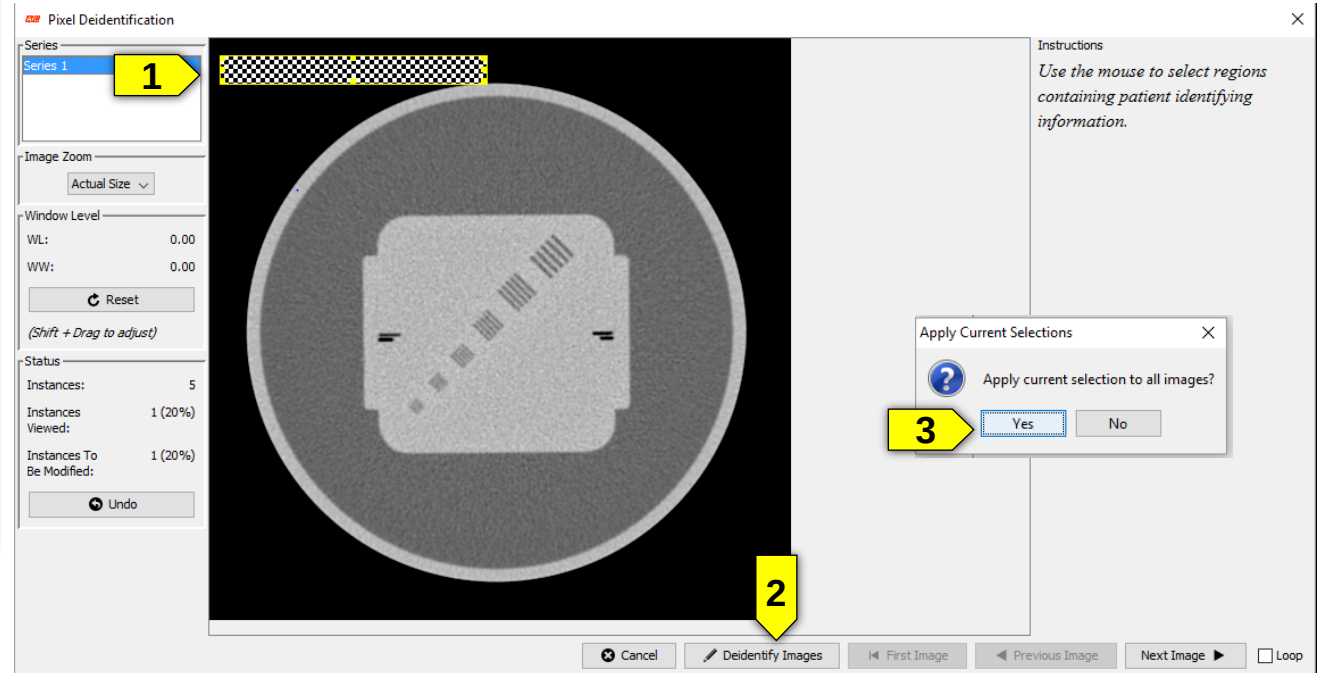
Task	Status
Pixel De-Identification	Mandatory
De-Identification	Mandatory
Data Transmittal Form	Mandatory
Exam Upload	Mandatory

Step 4f: Perform Pixel De-Identification



Use the cross-hair to select pixels containing patient-identifying information (1). These pixels will be obscured in the de-identified image exam upon upload.

Click on **De-Identify Images** (2), then select **Yes** to de-identify the same region of interest in every image in the exam (3). **Important:** if you select **No**, only the single image will be processed.

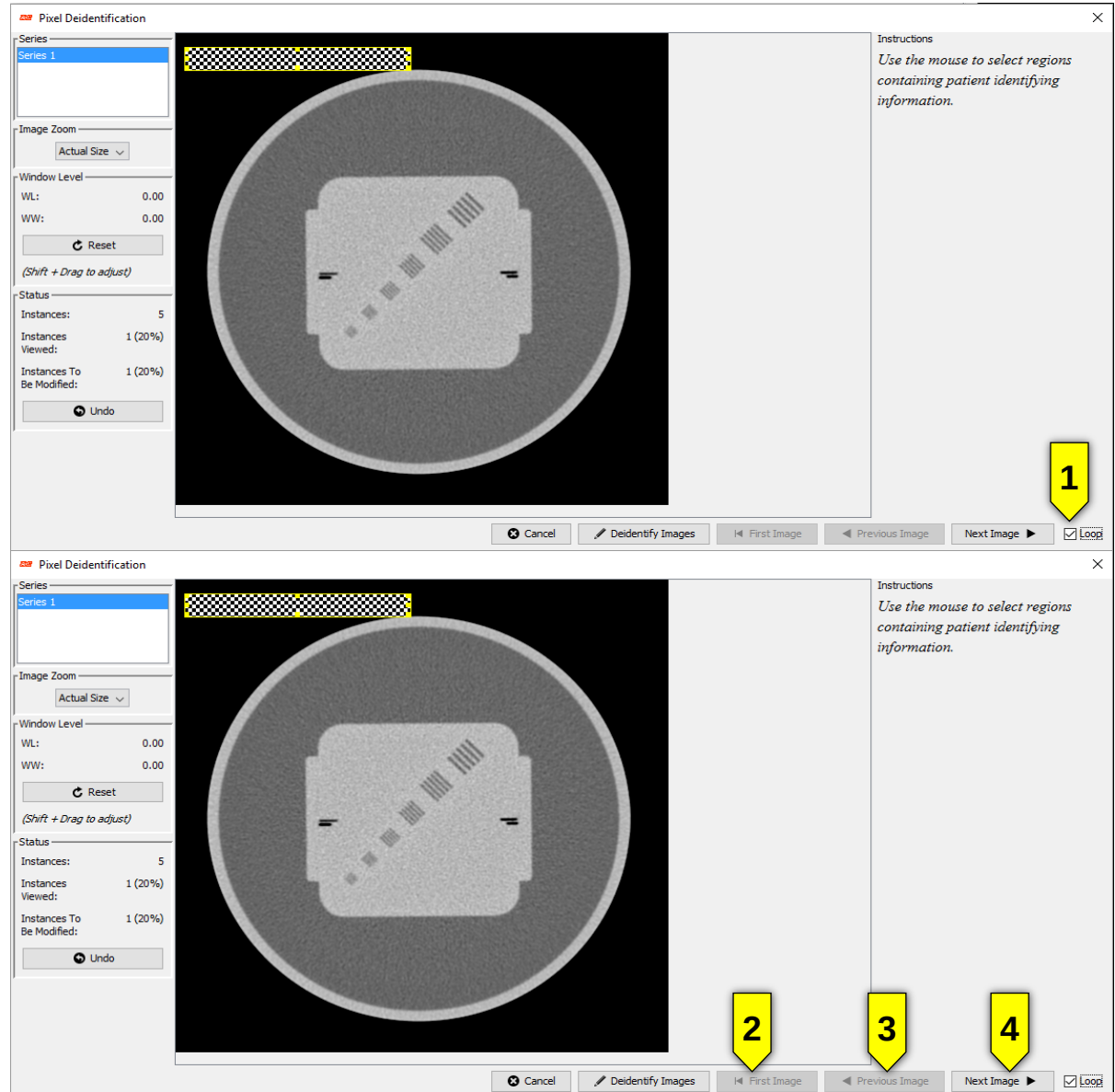


Step 4f:

Perform Pixel De-Identification (optional)

If you would like to view all of the images in a multi-instance exam before using de-identifying a region of interest, check **Loop** (1) and confirm that the patient information is present throughout the series. When the loop is complete, click **First Image** (2) to return to the beginning of the series, and uncheck **Loop**.

To preview the images in the series manually, use the **Previous Image** (3) and **Next Image** (4) buttons.



Step 4g: De-identify the DICOM data



Select **De-Identification** (1). Click on **Do Task** button (2).

Instructions for each task appear in the guidance window (3).

Complete the required tasks in the **Exam De-Identification** window, and then click on the **De-Identify** button (4). A progress window will appear and alert you when de-identification is complete

AG Mednet Desktop Agent

File Tools Help

Getting Started Locate Exam Exam List

Patient Name	Patient ID	Modality	Description	Date & Time	Trial Name	Series/Images	Progress	Info
	qc	MR		02/17/2005 13:26	PVDOMICS - Echo	1/5	Not Uploaded	

Available Tasks for Selected Exam

Assign Exam to Trial Do Task

Task	Status
Pixel De-Identification	✓ Task Complete
De-Identification	
Data Transmittal Form	
Exam Upload	

Exam Deidentification

DICOM Element	Original Value	Deidentified Value	
Exam Date	20050217	20050217	✓
Identification Number	123456	PVD_	✗
Gender		Select an option	✗
Visit	TimePoint	Select an option	✗

Deidentification information for current element:

Cancel Deidentify

Image may not be used for diagnostic purposes

AG Mednet

Step 4h: Complete the Transmittal Form



Select **Transmittal Form** (1). Click on **Do Task** button (2).

Complete the form. Mandatory fields are outlined in red (3). (Note that not all fields are mandatory.)

Click on the **Print** button to print a copy for your records (4).

Complete by clicking on the **Save** button (5). A window will alert you when saving is complete.

AG Mednet Desktop Agent

File Tools Help

Getting Started Locate Exam Exam List

Patient Name	Patient ID	Modality	Description	Date & Time	Trial Name	Series/Images	Progress	Info
PVD_1234...	PVD_123456-AB	MR		02/17/2005 13:26	PVDOMICS - Echo	1/5	Not Uploaded	

Available Tasks for Selected Exam

Assign Exam to Trial Do Task

Task	Status	
Pixel De-Identification	✓ Task Complete	Mandatory
De-Identification	✓ Task Complete	Mandatory
Data Transmittal Form		Mandatory
Exam Upload		Mandatory

Image Preview

Image may not be used for diagnostic purposes

AG Mednet

Step 4h:

Complete the Transmittal Form

Select Transmittal Form (1). Click on **Do Task** button (2).

Complete the form. Mandatory fields are outlined in red (3). (Note that not all fields are mandatory.)

Click on the **Print** button to print a copy for your records (4).

Complete by clicking on the **Save** button (5). A window will alert you when saving is complete.

Tip: If you encounter an error in the transmittal form that comes from the de-identification task (e.g. an incorrect Patient ID), you can re-do the de-identification task.

Transmittal Form

Revision of 01/15/2016

Form #250
Page 1 of 2

PVDOMICS Study
Echocardiogram (ECHO) Transmittal Form #250

Instructions: This form is used for both uploading data to AG Mednet for the Imaging Core Lab (ICL) and uploading data to the DCC database. Review MOP Chapter 60 prior to testing.

Study Coordinator Completes Questions 1-5.

1. Identification Number: 1 2 3 4 5 6
2. Alphacode: AB
3. Date of ECHO (mm/dd/yyyy): 02/17/2005

4. Gender (0=Male, 1=Female): 0=Male
5. Visit Type: 1=Qualification, 2=Baseline, 3=Follow-up: 1=Qualification

Sonographer Completes Questions 6-12.

6. a. Was blood pressure measured at the beginning of ECHO
0=No, BP measures not collected, 1=Yes
b. If yes, blood pressure measures (mmHg) (systolic/diastolic) /

7. Agitated saline contrast (0=No, 1=Yes)

8. a. Contrast enhancement for left ventricular opacification (LVO)
0=No, contrast agent not collected, 1=Yes
b. If yes, name of contrast agent used
1=Optison 8=Other, specify
2=Definity
3=Lumason

c. Total contrast volume (mL)

Comments

9. a. Username of ECHO Sonographer who performed echocardiogram
b. Name of ECHO Sonographer who performed ECHO

5 **4**

Cancel Save Print

Step 4i: Upload the Image Exam



Select **Upload Exam (1)**, then click on **Do Task** button (2).

A progress bar will appear in the exam list (3). Do not exit the Desktop Agent during the upload or exam transfer will be paused.

You can click on the 'i' button under **Info** for information on the exam upload progress (4).

Tip: You do not need to wait for one exam to fully upload to start the import of a new exam. Multiple imports and uploads can be completed at the same time. Once upload has completed, the exam will automatically be deleted from your Exam List.

The screenshot shows the AG Mednet Desktop Agent interface. The 'Exam List' tab is active, displaying a table with columns: Patient Name, Patient ID, Modality, Description, Date & Time, Trial Name, Series/Images, Progress, and Info. A single exam is listed with a progress bar in the 'Progress' column. The 'Available Tasks for Selected Exam' section shows a table with tasks and their status. The 'Do Task' button is highlighted. The 'Image Preview' section shows a circular image. The 'AG Mednet' logo is in the bottom right corner.

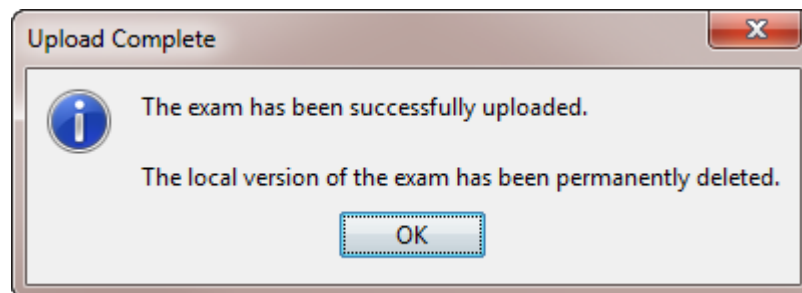
Patient Name	Patient ID	Modality	Description	Date & Time	Trial Name	Series/Images	Progress	Info
PVD_1234...	PVD_123456-AB	MR		02/17/2005 13:26	PVDOMICS - Echo	1/5	Not Uploaded	

Task	Status	
Pixel De-Identification	✓ Task Complete	Mandatory
De-Identification	✓ Task Complete	Mandatory
Data Transmittal Form	✓ Task Complete	Mandatory
Exam Upload		Mandatory

Step 4j: Confirmation of Receipt



A pop-up window in the Desktop Agent will appear letting you know that the exam has been successfully uploaded.



You will also receive an email confirming the exam has been successfully uploaded. The e-mail includes a link for you to view the submission details on the AG Mednet Portal.



Step 5:

Navigate and Customize AG Mednet Portal



Visit the Portal at <https://portal.agmednet.net> and log-in using your AG Mednet credentials (1). The **Home** tab (2) routes to **My Messages**, **My Trials**, and **My Account** sub-tabs. The **Submissions** tab (3) allows you to view your Submission List. The **Reporting** tab (4) exports your submission details report into an Excel file. The **Training** tab (5) is where you will gain access to our multi-lingual training videos and **User Guide**, **Quick Reference** and **FAQ**. You may also launch the Desktop Agent by clicking **Submit Exams** (6) or **Logout** (7).

The screenshot shows the AG Mednet portal interface. At the top left is the AG Mednet logo. At the top right are 'Login' and 'Register' buttons. Below the header is a login form with fields for '*Username:' and '*Password:', a green 'Login' button, and a link for 'Have you forgotten your password?'. To the right of the form is instructional text: 'If you have already registered for an account, please enter your username and password and click "Login."' and 'If you don't have an account, [register for one here.](#)'. Below the login form is a horizontal navigation bar with tabs: 'Home', 'Submissions', 'Reporting', and 'Training'. Below this is another set of tabs: 'My Messages', 'My Trials', and 'My Account'. At the bottom right are 'Submit Exams' and 'Logout' buttons. Numbered callouts (1-7) point to the following elements: 1. Login button, 2. Home tab, 3. Submissions tab, 4. Reporting tab, 5. Training tab, 6. Submit Exams button, 7. Logout button.

Submission List: Overview



Submit Exams Logout

Home **Submissions** Reporting Training

On Trials: **1** Selected On Sites: Sent Between: 01-Mar-2014 And: Today Search Report...

► [Subjects, Timepoints, Senders, and other Exam Searches...](#) Load Search Criteria: Select..

Showing 1 to 4 out of 4 submissions. Sort By: Accession Number

Site: 100	Subject/Patient: 4567	Timepoint: n/a	Failed: 16-Sep-2014 01:08 PM
	Trial: Tendemag Study Patient ID: n/a Subject ID: n/a Study Instance UID: 1.2.840.113745.101000.1008000.38046.4274.5925160	Sender: Tarla Neff Exam Date: 05-Mar-2004 Accession #: 0	SQC Result: Not Applicable Modalities: MR Image Count: 59 Series Count: 5
Site: 100	Subject/Patient: 3456	Timepoint: n/a	Failed: 23-Sep-2014 02:38 PM
	Trial: Tendemag Study Patient ID: n/a Subject ID: n/a Study Instance UID: 1.2.840.113745.101000.1008000.38446.6272.7138759	Sender: Tarla Neff Exam Date: 22-Apr-2005 Accession #: 2459413	SQC Result: Not Applicable Modalities: MR Image Count: 118 Series Count: 1

Note: This view is relevant after you have submitted data from the AG Mednet Desktop Agent.

To view current submission list click on the **Submissions** tab (1).

Submission List: Date Range



AG Mednet

Submit Exams Logout

Home Submissions Reporting Training

On Trials: 1 Selected On Sites: Sent Between: 01-Mar-2014 And: Today Search Report...

Subjects, Timepoints, Senders, and other Exam Searches...

Showing 1 to 4 out of 4 submissions.

Site: 100 Subject/Patient: 4567 Timepoint: n/a

 Trial: Tendemag Study Sender: Tarla Neff
Patient ID: n/a Exam Date: 05-Mar-2004
Subject ID: n/a Accession #: 0
Study Instance UID: 1.2.840.113745.101000.1008000.38046.4274.5925160
Image Count: 59
Series Count: 5

Site: 100 Subject/Patient: 3456 Timepoint: n/a

 Trial: Tendemag Study Sender: Tarla Neff
Patient ID: n/a Exam Date: 22-Apr-2005
Subject ID: n/a Accession #: 2459413
Study Instance UID: 1.2.840.113745.101000.1008000.38446.6272.7138759
SQC Result: Not Applicable
Modalities: MR
Image Count: 118
Series Count: 1
Failed: 23-Sep-2014 02:38 PM

Select a date range for the Submission List by setting the Sent Between range. Indicate the “from” (1) and “to” dates (2) using the calendar feature. Apply your selection by pressing “Search” (3). The Submission List will re-populate with the indicated date range.

Submission List: Reporting



Home Submissions Reporting Training

On Trials: 1 Selected On Sites: Sent Between: 01-Jan-2015 And: Today Search Report...

Subjects, Timepoints, Senders, and other Exam Searches...

Showing 1 to 1 out of 1 submissions.

Transfer Report
Transmittal Form Data
Sort By: Time Sent

Site: 100	Subject/Patient: 1234	Timepoint: n/a	✓ Sent: 21-Mar-2015 12:27 PM
	Trial: Tendemag Study Patient ID: n/a Subject ID: n/a Study Instance UID: 1.2.840.113745.101000.01.145.61720.1457978.3	Sender: Tarla Neff Exam Date: 01-Nov-2004 Accession #: dcfa82da9	SQC Result: Not Applicable Modalities: MR Image Count: 16 Series Count: 2

Click the Report button to view two different reports (1) . The Transfer Report will show you details about exam submissions. The Transmittal Form Data report summarizes data from the transmittal forms. In both reports the data displayed is the data from the most recent search.

Submission List: Reporting



Below are samples of the two reports, Transfer Report (1) and Data Transmittal Form Report (2)

1

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Trial	Study Instance UID	Exam Transfer Date	Exam Date	Transmission Status	Site	Subject	Patient Name	Patient ID	Timepoint	Sender Email	Modality	Accession Number	Association ID
2	Cloud Demo Trial	1.2.8	15-May-2015 12:41 PM	01-Nov-2004	SUCCESS	840004	123456789	123456789	123	010_baseline	tneff@agmednet.com	MR	dcfa82da9	26055460-7d8e-4acd-9e64-7d910863c506

2

	A	B	C	D	E	
1	Trial	Transmittal Form Name	Study Instance UID	Exam Transfer Date	Exam Date	Report
2	Cloud Demo Trial	Microsoft Word - Demo Trial Form.doc	1.2.840.113	15-May-2015 12:41 PM	01-Nov-2004	AG Mednet
3						
4						

Submission List: Trial and Site Sorting



Home Submissions Reporting Training

On Trials: **1** All Available On Sites: **2** Sent Between: 01-Mar-2014 And: Today **3** Search Report...

Load Search Criteria: Select..

Sort By: Accession Number

✓ All ✕ None

☐ Cloud Demo Trial

☐ Tendemag Study

Limit the content of the Submission List to a specific trial (**1**) or site (**2**). Apply your selection by pressing “Search” (**3**). The Submission List will re-populate with the desired Trial and Site information.

Submission List: Sort



Home Submissions Reporting Training

On Trials: 1 Selected On Sites: Sent Between: 01-Mar-2014 And: Today Search Report...

Subjects, Timepoints, Senders, and other Exam Searches... Load Search Criteria: 1

Showing 1 to 4 out of 4 submissions.

Sort By: Accession Number

- Time Sent
- Accession Number
- Exam Date
- Modality
- Patient ID
- Sender's Email Address
- Site ID
- SQC Result
- Subject ID
- Subject/Patient
- Timepoint
- Trial Name
- Custom...

Site: 100	Subject/Patient: 4567	Timepoint: n/a
	Trial: Tendemag Study Patient ID: n/a Subject ID: n/a	Sender: Tarla Neff Exam Date: 05-Mar-2004 Accession #: 0
Study Instance UID: 1.2.840.113745.101000.1008000.38046.4274.5925160		
Site: 100	Subject/Patient: 3456	Timepoint: n/a
	Trial: Tendemag Study Patient ID: n/a Subject ID: n/a	Sender: Tarla Neff Exam Date: 22-Apr-2005 Accession #: 2459413
Study Instance UID: 1.2.840.113745.101000.1008000.38446.6272.7138759		

To sort Submission List, click on the arrow next to the **Sort By** dropdown menu (1). After making a selection, the Submission List will automatically update.

Submission List: Advanced Search



Home Submissions Reporting Training

On Trials: 2 Selected **1** On Sites: Sent Between: 01-Jan-2015 And: Today Search Report **7**

▼ [Subjects, Timepoints, Senders, and other Exam Searches...](#) Load Search Criteria: Select..

2 Subject/Patient: Timepoint: Sender's Email Address:

Patient ID: Subject ID: Accession #:

Exam Date Between: And: Modality: SQC Result: All Available Association ID:

Study Instance ID: **6** **3** **4** **5**

Save Search.. Reset Search Report...

Access the Advanced Search feature by clicking on the “Subjects, Timepoints, Senders and other Exam Searches” link (1). Enter the desired search criteria into the query fields (2). Press “Reset” (3) to clear the fields or “Search” (4) to complete the query. The Submission List will re-populate with submissions containing the requested information. Press “Report” (5) to generate one of the reports using the selected data. Press “Save Search” (6) to save your search. Your search will appear in the “Load Search Criteria” dropdown list. (7)

Submission List: Transmittal Form



Submit Exams Logout

Home Submissions Reporting Training

On Trials: 1 Selected On Sites: Sent Between: 01-Mar-2014 And: Today Search Report...

Subjects, Timepoints, Senders, and other Exam Searches... Load Search Criteria: Select..

Showing 1 to 4 out of 4 submissions.

Sort By: Accession Number

1	2	3	Subject/Patient: 4567		Timepoint: n/a	Failed: 16-Sep-2014 01:08 PM
			Trial: Tendemag Study	Sender: Tarla Neff	SQC Result: Not Applicable	
			Patient ID: n/a	Exam Date: 05-Mar-2004	Modalities: MR	
			Subject ID: n/a	Accession #: 0	Image Count: 59	
			Study Instance UID: 1.2.840.113745.101000.1008000.38046.4274.5925160		Series Count: 5	

Click on the icons to save/print (1), view (2) or edit (3) the data transmittal form.

Report



AG Mednet



Submit Exams Logout

[Home](#)
[Submissions](#)
[Reporting](#)
[Training](#)

[Transmittal Form Export](#)

Transmittal Form Export

Trial Name	Description	Sponsor	Core Laboratory	Report Action
Cloud Demo Trial		AGM Internal		View Download Excel
Tendemag Integrated		AGM Internal		View Download Excel
Tendemag SQC		AGM Internal		View Download Excel
Tendemag Study		AGM Internal		View Download Excel

Transmittal Form Export

[Download Excel](#)

Study Instance UID	Exam Transfer Date	Exam Date	Timepoint	Investigator Name	Site Number	Subject Number	Date of Scan
1.2.840.113745.101000.01.709.53050.70925.3	10-Apr-2013 01:12 PM, EDT	01-Nov-2004 12:00 PM, EST	Pre-Study	AG Mednet	12	1234	01-Nov-2004
2.25.303322718633252246392388586857587914780	06-Apr-2013 09:16 AM, EDT	02-Apr-2013 12:00 AM, EDT	Pre-Study	rathchim	00	0000	02-Apr-2013
1.2.840.113745.101000.01.712.48774.7125347.3	28-Mar-2013 03:17 PM, EDT	01-Nov-2004 12:00 PM, EST	Pre-Study	rathchim	00	0000	01-Nov-2004

Click on the **Reporting** tab (1), find your trial, and click on **View Report** (2).

Click on **Download Excel** (3) to view the report in an Excel file.

Modify Notification Preferences (Optional)



Click on **Home** tab (1a) and **My Trials** sub-tab (1b).

Confirm the trial in the dropdown menu in the upper-right corner (2).

Notifications are listed under trial description. Click on desired notifications in the **Active Subscription** (3a) column and click **OK** to save updated preferences (3b).

Note: You will be automatically signed up for the “Error transmitting...” and “Image Exam...Final Destination” notifications.

The screenshot shows the AG Mednet web application. At the top, there's a navigation bar with tabs: Home (1a), Submissions (1b), Reporting, and Training. Below this is a sub-navigation bar with My Messages, My Trials, and My Account. On the right, there's a 'Trial:' dropdown menu set to 'Cloud Demo Trial' (2). Below the navigation, the 'Cloud Demo Trial' section displays the trial name and description. A 'Locked?' checkbox is present. The 'Notifications' section follows, with a note about email notifications. A table lists various notifications with checkboxes for 'Active Subscription?'. The first two rows are highlighted in green, and the 'Error transmitting Image Exam to Final Destination' checkbox is checked (3a). At the bottom right, there are 'OK' (3b) and 'Cancel' buttons.

Notification	Active Subscription?
Error transmitting Image Exam to Final Destination	☒
Error transmitting Image Exam to AG Mednet	☐
Image Exam has started transmitting to AG Mednet	☐
Image Exam has arrived at the final destination	☒
Image Exam Transmittal Form has been updated	☐
Exam Passed Quality/Compliance Check	☐
Exam Failed Quality/Compliance Check	☐

Modify Account / Password Settings



Click on **Home** tab (1a) and **My Account** sub-tab (1b).

Change any pertinent information as required (2).

Click **OK** to save updated preferences (3).

The screenshot shows the AG Mednet user interface. At the top, there is a navigation bar with 'Home', 'Submissions', 'Reporting', and 'Training'. Below this is a sub-navigation bar with 'My Messages', 'My Trials', and 'My Account'. The 'My Account' sub-tab is selected. On the left side of the 'My Account' section, there are two tabs: 'Profile' (selected) and 'Memberships'. A yellow callout '2' points to the 'Profile' tab. The main content area is titled 'Profile' and contains various form fields for user information. A yellow callout '1a' points to the 'Home' tab in the top navigation bar, and a yellow callout '1b' points to the 'My Account' sub-tab. A yellow callout '3' points to the 'OK' button at the bottom right of the form. The form fields include: Username (tendemagtraining), Password (Change Password), *Email Address (sitesender@agmednet.com), *Challenge Question (Favorite Activity), *Challenge Answer (Training), *First Name (tendemag), *Last Name (training), Title, *Organization (AG Mednet), *Phone Number (123-456-7890), *Address Line 1 (2 Atlantic Avenue), Address Line 2, *City (Boston), *State or Province (MA), *Postal Code (02145), and *Country (United States). At the bottom of the page, there is a footer with 'AG Mednet, Inc. © 2014' and 'Version 3.9.0'.

Request to Join Additional Trial



Click on **Home** tab (1a) and **My Account** sub-tab (1b).

Select **Membership** (2).

Click **Ask To Join Trial** (3).

Enter the Join Code for the trial and your Site Name, Site Number and Comments (4).

Click **OK** (5).

The screenshot shows the AG Mednet user interface. At the top, there is a navigation bar with 'Home' (1a), 'Submissions', 'Reporting', and 'Training'. Below this is a sub-navigation bar with 'My Messages', 'My Trials', and 'My Account' (1b). The 'My Account' section is active, showing a sidebar with 'Profile' and 'Memberships' (2). The main content area is titled 'Memberships' and contains a table with columns 'Trial Name' and 'Description'. A 'Cloud Demo Trial' is listed. To the right of the table is a green button labeled 'Ask To Join A Trial' (3). A modal window titled 'Join Code Instructions' is open, providing information about the join code process. Another modal window titled 'Ask To Join A Trial' is open, showing input fields for '*Join Code:' (4), '*Site Name/Number:', and 'Additional Comments:'. There are also 'OK' and 'Cancel' buttons (5). The footer of the page includes 'AG Mednet, Inc. © 2014' and 'Version 3.9.0'.

Become AG Mednet Certified



Click on the **Training** tab (1) and complete the five steps toward AG Mednet Certification: create an account, become authorized on a Trial, download and log in to the Desktop Agent, view a training video and send an image exam.

Once you have completed the steps, download your **AG Mednet Certificate of Completion** (2).

Please note: completion of AG Mednet certification is **not required** to gain access to the system.

The screenshot displays the AG Mednet website's Training section. At the top, the AG Mednet logo is on the left, and 'Submit Exams' and 'Logout' buttons are on the right. A navigation bar includes 'Home', 'Submissions', 'Reporting', and 'Training' (highlighted). A yellow arrow labeled '1' points to the 'Training' tab. The main content area is titled 'AG Mednet Certification Status' and includes a congratulatory message: 'Congratulations! You have completed the steps to achieve your AG Mednet Certification.' Below this is a link: 'Click here to download your AG Mednet Certification'. A section titled 'Requirements for your AG Mednet Certification Are:' lists five steps, each with a green checkmark icon: 1. Create your AG Mednet Account, 2. Become Authorized on a Trial as a Sending User, 3. Download and Log In to the Desktop Agent, 4. View Desktop Agent Training Videos or Attend Web-Based Training, and 5. Send Your Next Exam. A yellow arrow labeled '2' points to the 'AG Mednet Certification Status' section. To the right of the requirements is a 'CERTIFICATE OF COMPLETION' graphic. The certificate text reads: 'This Certifies That [Your Name, Your Title] has successfully completed the AG Mednet Image Quality and Transfer Process for Clinical Trials.' It includes a date of completion 'October 16, 2012', a red seal, and the AG Mednet logo. Below the requirements is a section titled 'Desktop Agent Training Videos' with flags for the United States, Spain, France, Germany, Russia, China, Japan, and South Korea. At the bottom is a section titled 'Desktop Agent User Guides' with links to 'Desktop Agent FAQ', 'Desktop Agent Quick Reference Guide', and 'Desktop Agent User's Manual'. The footer contains 'AG Mednet, Inc. © 2014' and 'Version 3.9.0'.

Support and Help



AG Mednet provides 24/7 support. If your issue requires immediate attention, please call our global Help Desk numbers, and a member of our technical services team will contact you within 15 minutes.

- US Toll Free: +1-888-9-AGMEDNET (888-924-6336)
 - US Toll: +1-709-570-7565
 - Hong Kong: +852 8120 6246
 - UK: +44 20 3287 5246
 - Australia: +61 2 80064624
 - Chile: +56 2 8977246
 - Japan: 050-5532-6551
-
- For support via e-mail, contact: support@agmednet.com (response within 1 business day).
 - Please reference your study name, **PVDOMICS-ECHO**, when you speak to the technical support team.