

## Acuity® Workstation 8.10 Outline Train the Trainer





### A. Acuity Parts

1. Monitor — flat panel screen
2. CPU
3. Keyboard
4. Trackball
5. Laser printer
  - a. Ensure that indicator lights are on to maintain "on-line" status
  - b. Paper indicator on outside of paper tray indicates paper level — to avoid paper jams, never overfill paper tray
  - c. Demonstrate toner cartridge change procedure
6. Modem — Used by Technical Support to dial in to save/review/troubleshoot information
7. UPS (Uninterruptible Power Supply) — secondary power source
8. Hallway Message Panel (if applicable)



### B. Trackball Use

1. There are three keys on the trackball
2. Use only the left key as the "enter" key — to point and click the desired function
3. The center key and the right key are for technical service use
  - a. If alternate keys are accidentally pressed simply press the left key to remove the unwanted window
4. Press the small, round button on trackball, located on the left, below center key to slow the speed of the cursor (arrow)








### C. Basic Colors on Acuity

1.  Red indicates alarm, refers to a violation of patient's vital sign alarm parameters
2.  Yellow indicates caution/warning; problem will be displayed
3.  Green indicates that everything is "okay," will see green smile icon
4.  Blue indicates a "temporary" disconnect; holding waveform window for a patient while patient not connected to monitor

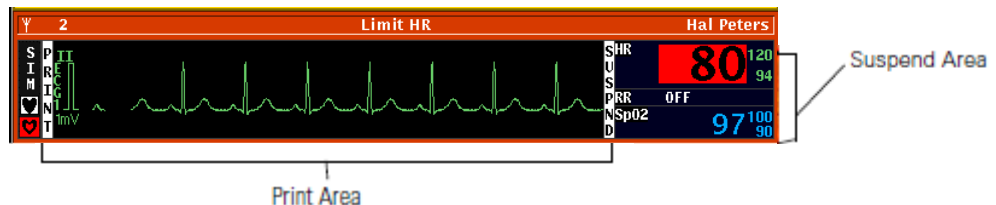
### D. Map


1. Nurses' station blue icon  when clicked, will give information on printer status and print jobs
2. Boxes with Xs  indicate that there is not a patient connected to the Acuity workstation in that room, but it has the ability to monitor a patient in that room
3. Red line is drawn from the nurses' station to the patient room during alarm situations and when the arrow is placed into a Waveform Window
4. You can also open a virtual monitor by clicking on room # icon in the map

**E. Acuity Screen Views (upper left border of Acuity screen)**

- Up to 7 different choices available
  -  Map view
  -  4-waveform view
  -  8-waveform view
  -  12-waveform view
  -  Expanded review view — this screen enables you to view the Arrhythmia Events
  -  Full-screen review view — this screen enables you to view the Arrhythmia Events
  -  All Propaq monitors view (not available on all workstations)
- Message window — the window at the top of the Acuity screen always displays the time and date unless an alarm or alert occurs. The alarm or equipment message will replace the date and time under these conditions
- Hallway message panel (if applicable) — displays Acuity message window information (i.e., date and time, type of alarm, or equipment messages)

**F. Waveform Window**



- Click anywhere in the waveform area to obtain a Snapshot printout — gives 14 seconds of ECG waveform prior to clicking and 7 seconds of ECG waveform after the click for a total of 21 seconds
- Click in the numeric's area to the right of the word SUSPND for that patient to suspend patient alarms
  - Audible alarm tone remains suspended for 90 seconds
  - When an alarm occurs, the cursor (arrow) will automatically move to the SUSPND area of the waveform window that is alarming
- Click on the icon in the lower left corner of the waveform window to open a patient's Virtual Monitor
- Click on the black heart icon  to go directly to the Arrhythmia Event Review Window
- The smaller, stacked numerics along the right side of the larger, numerics indicate alarm limits.

**G. Virtual Monitor**



- Top row of buttons relates to bedside device
- Grayed out buttons indicate that you cannot access those functions at the Acuity workstation

3. Obtain a noninvasive blood pressure from the Acuity workstation by pointing to and clicking on **NIBP**, and then **Start**. Ensure the cuff is properly placed in patient's arm prior to initiating a NIBP
4. Second row of menu buttons relates to functions at the Acuity workstation

#### H. Close

1. All windows will have a Close Button which simply closes the currently displayed window
2. Always point to and click **Close** when finished working in a setup or review window


#### I. Snapshot

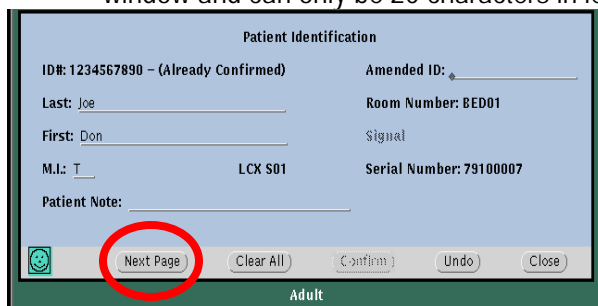
1. Click on this button to obtain a 21-second printout from laser printer. Printout reflects 14 seconds of waveform data prior to clicking **Snapshot** and 7 seconds of current data
2. Type of printout is printed on the top of the printout below the patient ID information
3. A Comment section and vital signs trend correlating to the waveform above is displayed at the bottom, dependent upon your system's setup

#### J. Suspend

Suspends audible alarms at the Acuity workstation and at the bedside monitor for 90 seconds. You can press Resume at any time before the 90 seconds

#### K. Setup

1. Patient ID 
  - a. Place arrow anywhere in blue area of ID Screen
  - b. Enter or scan (if applicable) patient information, including ID number, Name, and Room Number by pressing the Enter key or Tab after each entry to move the cursor to the next field
  - c. Amended ID: if the patient does not yet have an ID number, a temporary number may be given and the correct number entered later using Amended ID
  - d. Patient Notes: allows clinician to enter an informative note about the patient, i.e., "No Code" or DNR, OR the patient's location such as X-Ray. This message will be displayed on the patient's waveform window and can only be 20 characters in length



Patient Identification


ID#: 1234567890 - (Already Confirmed)      Amended ID: \_\_\_\_\_

Last: Joe      Room Number: BED01

First: Don      Signal

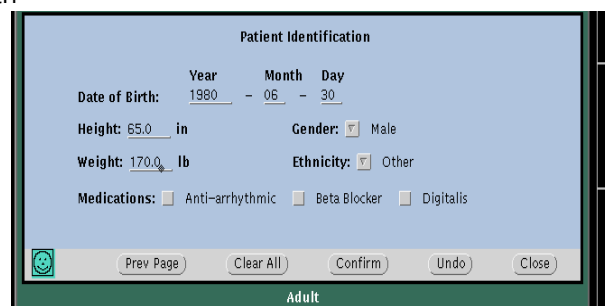
M.I.: T      LCX S01      Serial Number: 79100007

Patient Note: \_\_\_\_\_

 Clear All Confirm Undo Close

Adult

Patient ID window 1



Patient Identification

Date of Birth: Year Month Day  
1980 - 06 - 30

Height: 65.0 in      Gender: Male

Weight: 170.0 lb      Ethnicity: Other

Medications:  Anti-arrhythmic  Beta Blocker  Digitalis

Prev Page Clear All Confirm Undo Close

Adult

Patient ID window 2

- e. Click **Next Page** to enter additional patient demographics such as date of birth, gender, height, weight, ethnicity, and medications.
- f. Click **Confirm** (the virtual monitor border will now change from yellow to green)
- g. Click **Close** to close the window

**Note:** At minimum, ID number must be entered for the Acuity to store patient's waveform and vital sign data.

## 2. Alarms

- a. Change alarm limits by “clicking and dragging” on the miniature box located on the line graph of each vital sign parameter; **OR**
- b. To increase a value, click to the right of the box. To decrease a value, click to the left of the box. In the center of the line graph you will see an upside down triangle that represents the current value of your patient’s vital signs
- c. To display vital signs corresponding sliders, click on their check boxes at the bottom of the window
- d. All alarm limits changes made at the Acuity Workstation will also take effect on that patient’s bedside device

Note: If your system is configured with the arrhythmia analysis option the HR value displayed on the Acuity Workstation is determined by the arrhythmia analysis, not from the patient monitor. The heart rate that is derived from the Mortara Veritas arrhythmia software undergoes a sophisticated and versatile analysis in conjunction with arrhythmia detection. Therefore the displayed HR at the monitor may differ from what is displayed at the Acuity Workstation

Clinical Note 1: This is most likely to occur with “tall T waves,” certain paced rhythms, excessive noise and/or artifact

Clinical Note 2: Because of this the local Heart Rate may alarm at the local bedside and not be reflected at the Acuity Workstation

Clinical Note 3: If this condition exists with patients who are on Propaq Encore or Propaq CS, if pulse oximetry is available, and the resulting oximetry waveform is of high quality, users can select pulse oximetry as the Heart Rate Source. This will provide a heart rate that is in line with the patient’s pulse rate and should mitigate nuisance heart rate alarms.

To change the devices Heart Rate source press:

- a. SETUP at the Propaq
- b. MORE
- c. NEXT and scroll down to SELECTED SOURCE
- d. Press CHANGE until selected setting is achieved

Note: If pulse oximetry monitoring is discontinued or affected by noise or artifact, this will impact the displayed Heart Rate and may cause the device to alarm.

Clinical Note 4: If pulse oximetry is not optimal or available, the clinician may disable the device’s Heart Rate alarm parameter at Propaq and activate tachycardia, bradycardia and other alarms at the Acuity Workstation by the following steps:

At Acuity:

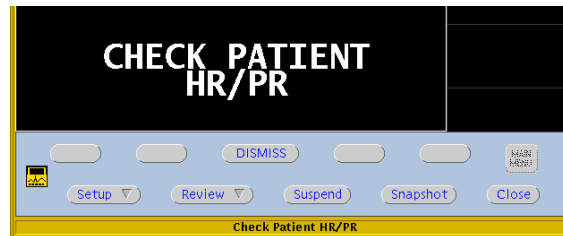
- a. Open the Virtual Monitor
- b. Go to SETUP
- c. Go to Arrhythmia Alarms
- d. Go to Tachycardia and turn alarm level to High, Medium or Low
- e. Go to Bradycardia and turn alarm level to High, Medium or Low

**While this option effectively eliminates the bedside device nuisance alarm and supplies an effective status of the patient’s arrhythmia conditions at the Acuity Workstation, a clinician would need to enable the Heart Rate Alarm parameter on the bedside device prior to using the device as a standalone or transport monitor. As always, the configuration of the device for standalone or**

transport operations should be reviewed and confirmed prior to disconnecting from the Acuity Workstation.

3. Acuity Message for Monitor Heart Rate Alarm

If a heart rate alarm occurs at the bedside monitor but does not occur at the Acuity Workstation for a defined period of time, the Acuity Workstation displays an equipment alert to inform the operator of this condition. When the heart rate alarm is no longer occurring at the bedside monitor, the Acuity system dismisses this message.



4. Waveform Window 


- Review tutorial of the operations accessible from Waveform Window (print, suspend and open the virtual monitor)
- You can select up to two waveforms to display
- Select which waveforms will be displayed in Waveform Window by clicking on the corresponding check box

5. Printouts 

Click on a monitored vital sign parameter to activate Print On Alarm option

If activated, you will get a printout every time the patient violates their alarm parameters

*Example:* While administering cardiac drips, such as Nipride, Dopamine, or Dobutamine, a clinician can obtain a printout according to changes in blood pressure or other vital sign

6. Arrhythmia Alarms (if applicable) 

- Lead preparation and lead placement are essential for successful monitoring of a patient's ECG
- The Acuity Arrhythmia Option is a ventricular analysis package. Acuity detects the following arrhythmia types: Ventricular Fibrillation, Asystole, Ventricular Tachycardia, PVC Run (Ventricular Run), VRhythm (Ventricular Rhythm), Couplet, PVC per minute (Ventricular Beats Per Minute), Bigeminy, Trigeminy, Tachycardia, Bradycardia, Irregular (Irregular Rhythm), Pause, and NonCapture (Pacemaker NonCapture). The Acuity Arrhythmia Option is not an Atrial arrhythmia analysis package. Review each definition of arrhythmias detected by Acuity
- Arrhythmia Analysis is determined through Leads II, V, III regardless of what leads are displayed on the on-screen monitor
- If your system is configured with the arrhythmia analysis option the HR value displayed on the Acuity Workstation is determined by the arrhythmia analysis, not from the patient monitor. Therefore the displayed HR at the monitor may differ from what is displayed at the Acuity Workstation
- Single ECG Setting (**suggested to be used only if false arrhythmias occur**): If false arrhythmia alarms are occurring due to a patient's unique beat morphology, you can direct the Acuity system to analyze arrhythmias using one reliable lead.
- To direct Acuity to analyze arrhythmias using one reliable lead:

- In the Review Waveforms Window, select all leads for viewing. Determine which lead would be most reliable for analysis
- In the Arrhythmia Alarm Setup Window under Options, click the arrow and select the most reliable lead for arrhythmia analysis and then check the box next to Single ECG.
- **WARNING:** If you turn on Single ECG in response to false lethal arrhythmia alarming (for example, due to bundle branch block or irregular rate), arrhythmia analysis is limited to *one* lead. Typically, a 3-lead analysis (via a 5-lead cable) is optimal
- g. To adjust sensitivity for Irregular rhythm alarming: In the Arrhythmia Alarms Setup Window, under Options, click the arrow to specify the number of seconds (up to 120), then check the **Irregular Limit** box.
- h. Acuity analyzes arrhythmias based on whether the Analyze Pacers setting is ON or OFF. The Analyze Pacers Setting is OFF by default. Always turn ON Analyze Pacers for paced patients, and always turn OFF Analyze Pacers for nonpaced patients. Once you have turned the Analyze Pacers Setting ON, this will automatically set the Pacer Display to ON and will initiate an ST/Arr Relearn
- i. To turn Analyze Pacers ON for an individual patient complete the following:
  - In the Arrhythmia Alarms Setup Window, check the **Analyze Pacers** check box (see above)
  - Set **NonCapture** to High, Medium, or Low alarm level for Acuity to monitor for a NonCapture Arrhythmia Event
  - You can check Print On Alarm for NonCapture
- j. Turn on or off Print On Alarm by clicking in check box corresponding to a particular arrhythmia
- k. Set Alarm Levels for arrhythmia types by clicking on the dropdown menu with the selections of High, Medium, Low and Off
  - You cannot turn off alarm for lethal arrhythmias: Ventricular Fibrillation, Asystole, and Ventricular Tachycardia — Alarm sound has a very unique, recognizable alarm tone
  - Alarm Level refers to the priority in which the alarm will occur and the frequency and volume of the alarm tone
  - If a given arrhythmia is turned off, Acuity will not alarm, however it will make an annotation event and label it under the Arrhythmia Event Review Window

Note: All Heart Rate alarms are valid, even if the HR value at Acuity differs from that at the monitor. If your system includes the Arrhythmia option, Acuity Heart Rates for adult and pediatric patients are a result of Acuity arrhythmia software analysis.

- l. Relearn:
  - The *Relearn* function enables the clinician to tell Acuity to relearn a patient's rhythm based on the patient's dominant beat
  - Acuity automatically relearns the patient's reference beats whenever the following events occur: an unintentional lead failure due to one or more leads disconnected, or a system restart. Additionally, the operator may manually initiate a Relearn
  - During the learning period, Acuity indicates only the VFib and Asystole arrhythmia conditions. Other vital signs are unaffected
  - Inappropriate use of *Relearn* can lead to mislabeling of beats and possibly a failure to alarm. Carefully examine the patient's current beats to make sure you want Acuity to Relearn the patient's normal reference beat template based on the patient's current beats. Periods of noise, artifact, pacer poison and other alarm conditions may significantly affect the Relearn function.

Choose the best monitoring lead and allow sufficient time for stabilization (normally 30-40 seconds)

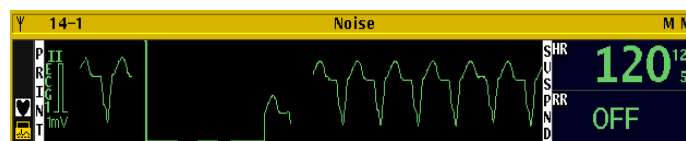
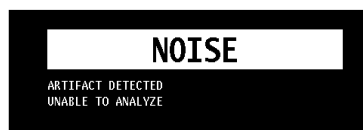
- When a patient is first hooked on to a monitor and a valid signal is seen by the system it will attempt to start learning that patient's "normal" rhythm. Learning can last 30 seconds to over 60 seconds, but is normally around 45 seconds. During the initial learning phase the patient must be still and resting to get an effective normal rhythm. If the patient moves, rolls over, moves from a seated to lying position, etc. during this learning phase, noise is going to be memorized as this patient's normal rhythm. As you can imagine, if you have garbage in the learned signals the arrhythmia package will be "significantly if not extremely impacted" in its ability to recognize and make correct arrhythmia calls
- A brief yellow alert occurs at a patient's Acuity virtual monitor and at the patient monitor




It presents itself when the patient is connected to Acuity or when you click the **ST/Arr Relearn** button in the patient's Arrhythmia Alarms Setup Window. It remains until Relearn is finished. Carefully evaluate the new reference beats to make sure Acuity has learned an appropriate rhythm, and examine the current ST segment for all active leads to be sure Acuity has defined an appropriate ST analysis reference beat. Relearn alert will not appear the first time a patient is connected to a device if they are not pre-admitted and in a temporary disconnect state prior to being hooked up

- An example of an appropriate time to use *Relearn* is when a patient admitted with an abnormal rhythm, such as a ventricular rhythm that Acuity learned as the patient's reference, is subsequently converted to a normal rhythm. *Relearn* should be initiated after the patient returns to the normal rhythm so that the Acuity system will alarm appropriately if the patient reverts to the previous abnormal rhythm.
  - If the monitor is disconnected from Acuity for an extended period of time, Acuity can initiate a learning phase when the monitor is reconnected
- m. Respond to an Arrhythmia Noise Alert

This visual alert occurs when Acuity can't analyze arrhythmia because of excessive electrical noise. Acuity invalidates individual noisy leads, then revalidates them when noise is no longer detected. At Acuity, there will be no Heart Rate reading during this alert, but the monitor itself might present a Heart Rate. Check to be sure the patient's lead wires and electrodes are in good condition and that the electrodes were placed using standard good practices



7. **ST Analysis** (if applicable) 





- a. Compares current ECG waveform with a reference beat and reports relative changes in ST segment as ST deviation
- b. Leads II, V and III are always analyzed and displayed, and cannot be deselected, however, you can select up to four more leads (I, aVR, aVL, aVF)
- c. Set Alarm Levels by clicking on High, Medium, Low or Off
- d. ST deviations occurring outside the set alarm parameters and lasting longer than one minute initiate an alarm (configuration choice is between one and three minutes)
- e. Measurement Offset refers to the distance from the J-point that Acuity will look for ST segment deviations — select 80 ms, 60 ms, or Auto
- f. May turn ST Analysis ON or OFF (a default option)
- g. ST Relearn button should only be used when it is necessary to relearn a patient's reference beat and it does **NOT** cause arrhythmia detection to be relearned

**L. Review — Patient Must Be Identified on System in Order to Retrieve and Review Data**

1. **Graphical Trends** 





- a. Currently monitored parameters are checked and highlighted to the left of the screen, and are also displayed on the right side of the graph
- b. Time span of review data is represented by blue box below the graph; click on 8 hours, 1 hour, 15 minutes, etc. to view that time span on the graph
- c. Printouts:
  - i. Choose the desired time span
  - ii. Click **Print** in lower right corner of window
  - iii. Select **Print Table** or **Print Graph**

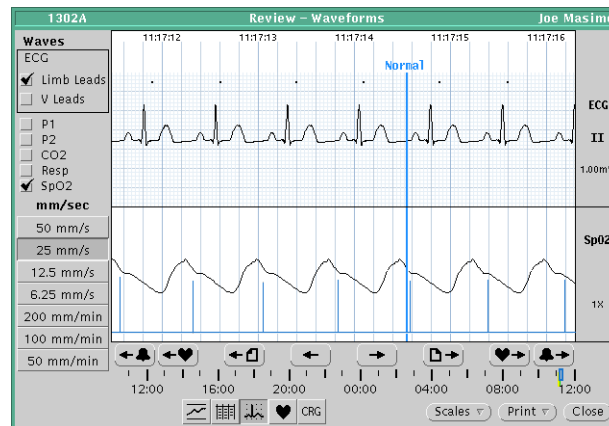
2. **Tabular Trends/Events** 

- a. The Tabular Trends/Events window can only be viewed in the Half or Full Screen View  
- b. In the Tabular Trends and Events Review Window, you can list vital sign values and alarm events in a tabular format.
- c. You can view up to two waveforms at a time
- d. To jump to the next or previous alarm, click either  or 
- e. Patient data is updated every 20 seconds.
- f. To adjust the tabular list, take any of the following steps:
  - i. Choose either Tabular, Events, or Both
  - ii. Choose desired time span
  - iii. Select desired vital signs or events (i.e., Apnea, HR/PR, RR, NIBP, etc) to be displayed on the event list
  - iv. To adjust the interval for which readings are shown on the list, click an interval under the Tabular Interval
  - v. To print a Review Print that covers the time span shown in the window, click on the Print button on the bottom right hand corner of the review screen


2. **Waveforms** 

- a. Offers continuous visualization of patient's ECG rhythm, SpO<sub>2</sub>, RR, and/or CO<sub>2</sub> waveforms.
- b. Point arrow anywhere on the timeline. Click to view waveforms

- c. May examine a larger or smaller section of ECG data by selecting a different sweep speed — 50 mm/sec, 200 mm/min, 100 mm/min, etc. This will enable you to look for pattern changes in the patient's rhythm
- d. Scroll through ECG data by pointing and clicking on right or left arrow keys, or move through one screen at a time by clicking the page symbol right or left
- e.  Allows you to scroll to the next or previous alarm event
- f.  Allows you to jump from one alarm event to the next alarm event of the same type
- g.  Allows you to scroll to next or previous arrhythmia events
- h.  Allows you to jump from one arrhythmia event to the next arrhythmia of the same type
- i. Click on **Print Waveforms** to obtain a printout of ECG and other waveforms starting from the point in time displayed on left of graph — gives 21 seconds of data
- j. **Print Custom** gives choices of various Holter-style and multiple-page printouts
- k. **Print All Leads** will print maximum number of leads being monitored, depending on whether a 3-lead or 5-lead ECG cable is utilized.
- l. When using Masimo SpO<sub>2</sub> with Propaq LT, Acuity will display additional Masimo-specific numerics:
  - Perfusion Index (PI) — PI is a relative assessment of the pulse strength at the monitoring site. It assists clinicians in determining the best measurement site for SpO<sub>2</sub> as well as the SpO<sub>2</sub> accuracy. The ranges are from 0.02% (very weak pulse strength) to 20% (very strong pulse strength). This value will be displayed under tabular trends.
  - Signal IQ (SiQ) — SiQ is a signal identification and quality indicator. Signal IQ is a visual indicator of the system's confidence in the displayed SpO<sub>2</sub> and HR measurements. SiQ is represented as a spike below the SpO<sub>2</sub> waveform. The actual height of the spike indicates the confidence level of the SpO<sub>2</sub> and HR measurements. Values range from 0%–100%. Above 50% is the desired value.



#### 4. Arrhythmia Event Review

- a. This window allows you to easily locate, quantify, assess and delete a patient's arrhythmia activity
- b. The Arrhythmia Event Review window can only be viewed in the Half Screen or Full Screen view 

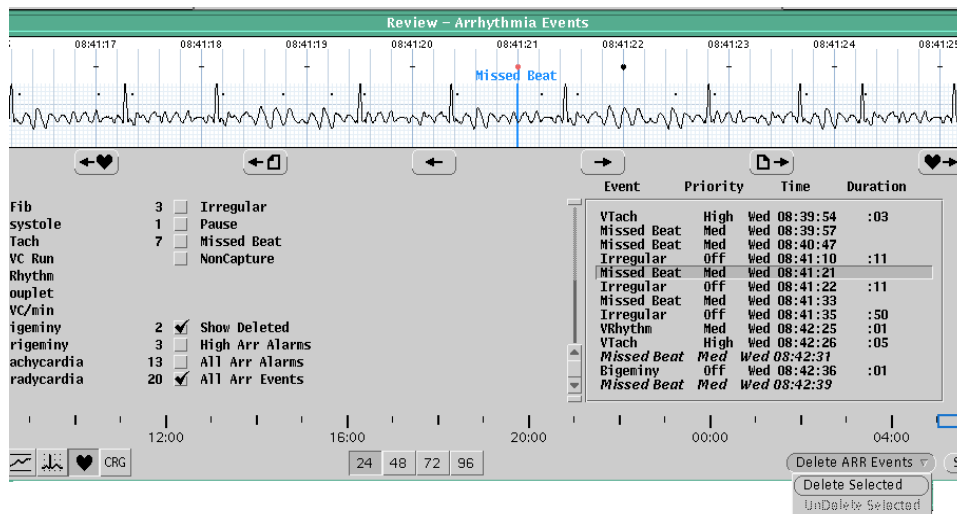


- c. Patient waveform data is updated every 20 seconds. When you select the Black Heart icon on the patient waveform window, this will take you directly to the Arrhythmia Review Window and clear the latched alarm






Clicking on the Black Heart removes audible latch and opens Half or Full Screen Review to that event.

- d. Allows you to jump to the next arrhythmia event
- e. Allows you to jump to next arrhythmia event of the same type as currently displayed
- f. Numbers next to an event indicate the total events of that type within a selected Time Span
- g. Click the box next to an event to enter a checkmark to include the event in the Event List for the selected Time Span
- h. Event List: consists of all checkmarked events which have occurred in the selected Time Span. Click on any event to display associated waveforms
- i. Click on **Print Waveforms** to obtain a printout of waveform displayed on screen
- j. Click on **Print Event List** to print a list of all events marked with a checkmark in the Arrhythmia Event Review Window for the selected Time Span
- k. **Deleting Arrhythmia Events (if applicable):** As shown in the illustration below, users have the ability to “delete” Arrhythmia Events. Once deleted, the arrhythmia event will be *italicized* to indicate it has been deleted. Users also have the ability to “undelete” the event  
Note: Deleted events do not appear on printouts




- 5. OxyCRG — Oxygen Cardiorespirogram
  - a. The Oxy CRG Review Window enables you to view a combination of heart rate/pulse rate and SpO<sub>2</sub> trends together with CO<sub>2</sub> or respiratory waveforms
  - b. You can view data in a one-, two-, or three-minute time spans
  - c. Click on **Print** to obtain a graphical printout of the time span displayed in the window


### M. Patient List

1. Lists every patient who has been or who is currently on Acuity
2. Patient information is stored for 24 to 96 hours (depending on configuration). After that time, data will be lost minute-by-minute until all data is deleted or replaced with new
3. Patients with a Propaq symbol  or Micropaq (wireless) symbol  in front of their names are currently on Acuity
4. Can review and print patient data:
  - a. Access by clicking on the **Patient List Image** button  on the lower left corner of the Acuity screen
  - b. Sort by ID, Location, or Name
  - c. Click on Graphical Trends, Waveforms, etc. icons to view corresponding information


### N. Pre-admit a Future Acuity Patient

1. Enter patient information in advance of arrival to unit or before monitoring begins
2. From the Patient List Window , complete the following steps:
  - a. Step 1 — Click on **Admit** button
  - b. Step 2 — Select a location (room #)
  - c. Step 3 — Type in patient information as appropriate
  - d. Step 4 — Verify typed information is correct, then click on **Confirm**
3. When the monitoring device is turned on in the assigned room, the Patient List Window appears. Verify and Select patient from list on the bedside device







### O. Discharge a Patient from Acuity

1. Use only to discharge a patient who has been properly disconnected from the Acuity workstation
2. The discharge button will be grayed out (inaccessible) if the patient is still being monitored
3. Complete the following steps to discharge a patient:
  - a. Step 1 — Open the Patient List Window 
  - b. Step 2 — Select the patient you want to discharge
  - c. Step 3 — Click **Discharge...**
  - d. Step 4 — Click on **Discharge** again. The screen will return to the patient list displaying DISCHARGED in the patient location column
  - e. After the patient has been discharged, the discharge button then changes to Readmit
  - f. Click **Close**


### P. Transfer a Patient to Another Networked Acuity Workstation

1. The Transfer function maintains patient name, ID, and trend data at the Acuity workstation
2. Complete the following steps:
  - a. Step 1 — Open the Patient List Window 
  - b. Step 2 — Click on the patient's name
  - c. Step 3 — Click on **Transfer**
  - d. Step 4 — Select and click on the unit to which the patient will be transferred
  - e. Step 5 — Click on newly assigned room number, or click on the UNASSIGNED button
  - f. Step 6 — Click **Confirm**, then click **Close**
3. Patient name and ID will be restored to the new monitoring device upon confirmation


**Q. View Other Patients on the Network (if networked)**

1. Search for patients monitored on another Acuity Workstation
2. Complete the following steps to search for other patients:
  - a. Step 1 — Open the Patient List Window 
  - b. Step 2 — Click **Other Patients**
  - c. Step 3 — Select a method for viewing other patients
    - i By Clinician
    - ii By Unit
    - iii By First or Last Name
3. If first or last name is selected, an alphabet will appear. Select the first letter of the name to obtain a list of all patients beginning with that letter
4. Click on the patient you want to view
5. Open the patient's virtual monitor or Review Window by clicking on the icon of a monitoring device , or you can click on one of the review icons     to view the corresponding information

**R. Central Station Blue Icon **


1. Icon is always blue when the printer status is okay
2. Icon color will become yellow when the printer is not functioning properly or there is a system network failure
3. Click on blue icon  to check for specifics on printer status

**S. Sort Windows Button **

1. Click on this button  to open all map icons. It will then sort all waveform windows (and any open virtual monitor windows) by room # in alphanumeric order



**T. Latched Alarms**

1. When a Lethal, high- or medium-level alarm occurs, an alarm indication remains on the waveform window until the operator clears it
2. A Lethal or high-level latched alarm is indicated by a red bar and a medium-level latched alarm is indicated by a red and yellow bar along with text describing the alarm type
3. To remove a latched arrhythmia alarm, take one of these steps:
  - a. Click the colored bar to remove the latching indication(s).
  - b. Click  to remove the latching indication(s) and review the event. The Arrhythmia Events Review window appears.  
The cursor clears the text and bar as it sweeps across the window.
4. A latched "audible alarm" option for LTAs can be selected as a configuration choice. This means a manual intervention at the Acuity station must take place for the "audible" latched alarm to be removed

#### U. 12-lead printouts, when connected with WA 1500 that is licensed for 12 Lead EKG


1. Run a 12-lead analysis using the Welch Allyn 1500 Patient Monitor. Once the analysis is completed, the 12-lead report automatically prints at the Acuity System printer.
2. If a re-print of the last 12-lead analysis is needed
  - a. Place the cursor under the 12-lead report event marker at the Waveform Review Window or the Graphical Trends Review Window
  - b. Click **Print** and select **12-Lead Report**
  - c. A printout occurs at the Acuity System printer.

**Note** The 12-lead ECG interpretation measurements are not saved on the monitor and are printed out at the Acuity System printer. However, Acuity will support reprinting of the 12-lead reports. Files are saved for 96 hours.


**Note** The 12-Lead printouts in the 6x2 formats can print both Standard lead sequences and Cabrera lead sequences with the VR lead inverted. The 3x4 format always prints a Standard lead sequence.

#### V. Temporary and Permanent Disconnection Procedure for Propaq

For Micropaq Monitor disconnection procedures see Micropaq Quick Reference Card (part number SM2590)

1. Transport a patient **with** a Propaq monitor:
  - a. For **Propaq 100 Series** — at the bedside, press SYSTEM → NET OFF
  - b. For the **Propaq Encore** — at the bedside, press SETUP → ACUITY → NET OFF OR, if applicable, press the front panel NET OFF button
  - c. For **Propaq CS (Wireless)** — at the bedside monitor, press NET OFF on the upper left corner of the screen. If transferring within the network, you do not need to press NET OFF. Disconnect the battery charger cable from the right side of the monitor
  - d. **For Hardwired** — also disconnect coiled Acuity cord from the right side of the monitor
2. Disconnect a patient from the Propaq monitor temporarily:
  - a. Disconnect sensor cables from monitor first
  - b. Acknowledge all Equipment Alerts
  - c. Disconnect sensors from patient and ensure NIBP is in manual mode
  - d. You may leave the Propaq monitor turned on
  - e. At the Acuity workstation, the waveform window border will be blue until patient monitoring resumed
  - f. For Wireless Propaq CS: at the Acuity workstation a TELE Dropout alert may occur. Open the patient's virtual monitor and click **RESET**. This will turn the waveform window blue and end the alarm
3. Discontinue monitoring permanently:
  - a. Follow step a, b, or c in Part 1
  - b. Turn the Propaq off
  - c. Remove the sensors and leads from the patient
  - d. At the Acuity workstation, open the Patient List Window , click on the patient being discharged
  - e. Click on **Discharge**
  - f. Confirm by clicking **Discharge** again
  - g. Click **Close**

W. Standby, Discontinue Monitoring, Discharge for a Welch Allyn 1500 Patient Monitor (Hardwired):

1. When Standby  is selected, the user has the option to select Standby, Discontinue Monitoring, or Discharge.
2. For Confirmed Patients
  - a. Standby: Pressing “Standby” the device will go into a standby mode. The monitor will read “Standby Mode, Press any key to resume monitoring”. The waveform at Acuity will go into a Blue Patient Disconnected State.
  - b. Returning from Standby:
    - i. The user will be prompted to confirm the same patient.
    - ii. If no is selected, the patient data is deleted.
3. For Unconfirmed Patients
  - a. For unconfirmed patients you will need to acknowledge that you will lose data if you decide to not confirm patient before entering into Standby or Discontinue monitoring.
4. Discontinue Monitoring: When you press “discontinue monitoring” at the 1500, the waveform is removed at Acuity and the patient is no longer monitored. There is no longer an established connection between the device and Acuity.
5. Discharge: When you press “discharge” at the 1500, the waveform is removed at Acuity, and the patient shows discharged in the patient list. There is no longer and established connection between the device and Acuity.