Event Review 4.2 essentials

Welcome to HeartStart Event Review, version 4.2. This document describes the easiest and most common tasks you might need to accomplish, in the order you would do them.

Event Review is an information management solution for downloading data from Philips defibrillators and capturing, reporting, and managing cardiac arrest information. It has tools for collecting and analyzing information, reviewing cases, and evaluating emergency response. Primarily, medical personnel use Event Review to assess the performance of a response team after a cardiac arrest event and to evaluate the response protocol.

Event Review is used by a variety of users. Professional responders in EMS and fire departments, plus public-access defibrillation program managers, use Event Review to download patient data from defibrillators. Data administrators and medical directors annotate events with observations, analyze patient cases, and produce reports. These reports can be the basis for retrospective responder debriefing and training.

To get some ideas on this, review the following use models. Use the online Help feature (from the **Help** menu, click **Event Review Help**, or click **F1** from any screen for context-sensitive help) to see more detailed reference material for any of these tasks.

Downloading and documenting a case

This operation includes the following steps:

1. Start Event Review. From the **Start** menu, click **All Programs** and then **Philips HeartStart Event Review 4.2**.
2. Do the following, depending on the type of defibrillator and data transfer method that you are using:
    a. If your defibrillator uses *Bluetooth* file transfer, turn it on, wait for the voice prompts, put it into **Administration** mode, press the option button, and select **File Transfer** or **Wireless Data Transfer**.

   b. b. If your defibrillator uses IrDA transfer, put it into **Administration** mode and line up the infrared ports.
   c. c. If you use a data card to transfer case information, insert the card in the drive attached to your computer.

3. On the **Navigation** pane, click **Getting Started** and then **Case Wizard** (or, from the **File** menu, click **Case Wizard**).

   The first page of the Case Wizard appears.

4. Click **Next**.

   The **Attach ECG** page appears, displaying available event summary data from all devices.

5. Click the event summary you want to attach and click **Next**.

   The **Case Summary** page appears.

6. In the fields that appear, type any information you want to add or change about the case.

7. Click **Next**.

   The **Export File** page appears. At this point, you can choose to do any or all of the following operations: exporting the case, emailing the case, or printing reports on the case. All of these operations take place at the end of the wizard.

8. If you want to export the case to a file, make sure that the**Export to a File** box is checked; otherwise, uncheck it. Review the file name and path; if you want to change it, use the Browse button to navigate to a different location. If you want to password-protect this case, type a password (up to 16 characters, and case-sensitive) in the **Password** box. If you want to protect patient identify, check the **Remove Patient Identity** box.

9. Click **Next**.

   The **Print Report** page appears.

10. If you want to print a report on this case, make sure that the **Print a Report** box is checked; otherwise, uncheck it. Click the type of report you want: either Full Disclosure ECG or Pre-shock and Post-shock.

11. Click **Next**.

    The **Email** page appears.

12. If you want to email this case to another Event Review user, make sure that the **Email Case** box is checked; otherwise, uncheck it. Fill in the address fields, and type a message to accompany the email if you like. The case data is sent with the email message as an attachment.

13. Click **Next**.

    The **Complete the Tasks** page appears.

14. If you want the case to open automatically when the tasks you have chosen (creating the case, attaching the ECG, export, email, and/or printing) are finished, check the **Open Case** box.
15. Click **Finish**.

    The status of each task appears on the screen as Event Review works on it.

    When the download is done, the main case window opens.
16. Examine each of the tabs and enter any further information that you have.
17. When the tasks have successfully completed, then all data from the defibrillator has been safely saved to the database. Therefore, you can now erase the data from the defibrillator so that it can be returned to service. Repeat the operations in step 2 to connect with the defibrillator. Then, on the **Tools** menu, click **Erase Data on Card or Device**, click the appropriate device (or the Bluetooth Exchange Folder if you are using a *Bluetooth* connection from an MRx), and click **Erase**.

Reviewing a case

This operation includes the following steps:

1. Start **Event Review** and access the case using either of these methods:
    a. Click a case.
    b. If you received the case by email, double-click the attachment.
    c. If a different data management product (such as HeartStart Data Messenger) exported a case to a file, navigate to that file and import it into Event Review.
2. Click the **ECG** tab to view the clinical data.
3. Scan the case in the macro view (**Overview**) pane. If there is an additional compressions channel, click it from the **Channels** drop-down menu and examine it as well.
4. In the **Event** pane, scan the entries for interesting events, alarms, and data.
5. Once you find an interesting point in the case, click it to see a magnified view below in the detail pane (Channels), where you can further examine the waveform and events. Resize the pane, if you like. Click a channel waveform to see more detail.
6. Hover the cursor over any notes and events on the waveform to see additional details.
7. Use the audio playback controls to listen to audio or play the recording in real time.

8. If you like, add notes on the waveforms. Right-click the point of interest, click **Add Note**, and type the note. These notes are saved with the case.
9. On the toolbar, click **Print** and then click **Reports**. From the list that appears, click the report you want to generate (for example, Case Details, ECG Pre- and Post-shock for patient handoff, or Q-CPR). Customize the report by clicking the information that you want to include.
10. Click **Print**, make your choices from the Windows Print window, and click **Print**.
11. On the **Report** window, click **Close**.