

Procedure Title: TeleHealth Hand Held Video Camera

Procedure #2015.0104

Effective Date: 04-13-2017

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Created: June 1, 2015

Revised: April 13, 2017

TeleHealth Hand Held Video Camera

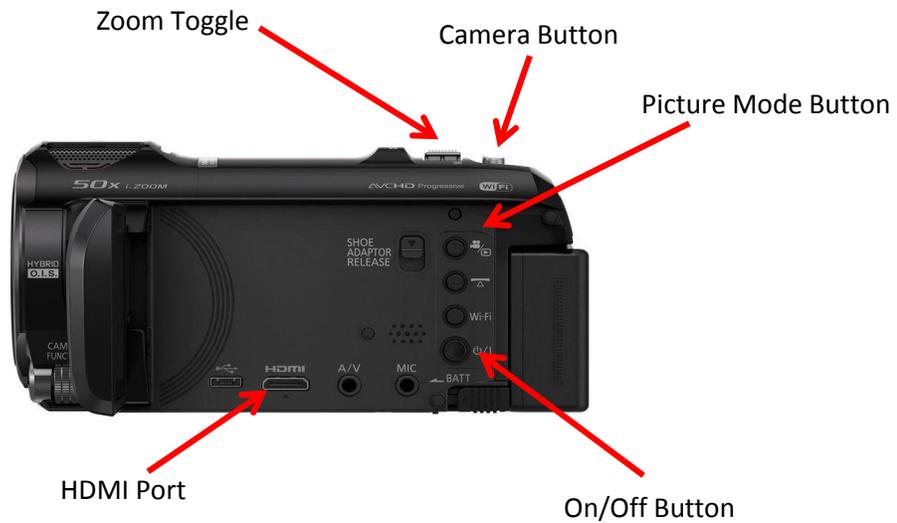
SCOPE

System Wide: This procedure applies to all regional telepresenters working with SIU HealthCare clinicians and SIU HealthCare’s partner TeleHealth organizations providing care via TeleHealth. This policy addresses clinical operations and patient care activities for both the Southern Illinois University School of Medicine and SIU Healthcare which will be collectively referred to as SIU.

PURPOSE

To outline the process for TeleHealth patient sites to prepare the environment for a TeleHealth visit. The TeleHealth nurse will optimize the best possible diagnostic interpretation environment, utilizing a hand held video camera to capture quality images. This is a vital component in assuring the optimal communication of patient clinical data to the clinician for TeleHealth consults.

PROCEDURE BODY



1. Turning On the Hand Held Video Camera

- a. Press the On/Off Button located on the camera.
- b. Switch the input by using the "HDMI Switch" remote and selecting: 
- c. Ensure the HDMI cable is connected into the HDMI Port and disconnect the power cord.



2. Taking Pictures

- a. Select picture mode by pressing the Picture Mode Button.
Note: Camera should automatically be set for picture taking.

- b. Use blue pad as a background setting.
- c. Stay at least 6 to 8 inches from the object intending to capture.
- d. Make sure subject of picture (nose, lesion, toe, etc.) is in the center of the camera field.
- e. Zoom in or out on subject by toggling left for right using the Zoom Toggle. Zoom in until subject is slightly out of focus then slowly pan out just until image is back in focus.
- f. To capture an image, press the Camera Button half way for auto focus. Once focused, press the button fully to capture the image.
- g. **Do not turn** hand held video camera off after collecting images. Place on TeleHealth cart and prepare for image sharing with physician.

3. Live Camera Mode

- a. Use the same setting for taking pictures.
- b. The clinician will direct the exam.

4. Viewing Images

- a. Press Picture Mode Button and picture selection screen will appear.
- b. With your finger, lightly tap to select image you wish to share.
- c. Scroll through images by tapping arrows located on screen.
- d. Allow physician to direct the pace at which the next image is shown.
- e. Narrate each image when it is shown (left index finger, right lower extremity, etc.).
- f. Press  to return to the main menu.

5. Deleting Images

- a. While viewing images:
 - Select image desired for deletion.
 - Select 
 - Confirm deletion by selecting Yes.
- b. From Main Menu:
 - Select 
 - Select All Screens
 - Confirm deletion by selecting Yes.

6. Storing and Charging Hand Held Video Camera

- a. Remove HDMI cord and close viewing screen.

- b. To charge the battery, connect the power cable to the power input terminal located on the opposite side of the camera screen. The battery capacity indicator is located in the upper right corner of the video camera screen. If there are less than 3 minutes remaining, the battery indicator will have one cell and will turn red.
- c. If the camera is not charging, check the power cable connection at the USB hub located on the underneath side of the cart.

7. Cleaning

- a. Clean only with dry cloth.

8. Tips and Considerations

- a. Be sure to not cast a shadow onto subject.
- b. Do not use the macro setting.
- c. Always be perpendicular to the surface of the lesion or rash or area to be photographed.
*If there is texture to the lesion or rash, use lighting as your friend. Use a gooseneck lamp, natural lighting, patient positioning, or take picture from the side to assist with capturing the best image of the lesion or rash's texture. Hairy surfaces can be difficult to focus.
- d. Take as many pictures as needed, then delete the pictures that are not clear and/or out of focus.
- e. It is best practice to ensure no images are on the camera PRIOR to beginning of exam.

ADDITIONAL RESOURCES AND QUESTIONS

*TeleHealth Help Line for Troubleshooting
(217)545-8600*

*Executive Director of TeleHealth and Clinical Outreach, SIU HealthCare
(217)545-3830*

*TeleHealth Clinical Coordinator, SIU HealthCare
(217)545-3153*