CHAPTER 5: CLIENT INFORMATION DISPLAY

The Client Information Display (CID) is the primary working area of the AVImark System. Using this display in conjunction with the related menu items and Speed Bar buttons, you may access every function within AVImark. Each area of the CID is discussed in detail in separate chapters of the manual; therefore, this chapter will cover a brief overview of the different areas.

CID Menus

Near the top of the CID, drop-down menus allow you to quickly use primary AVImark functions not directly displayed on the CID. They are:

CID Menus

In this chapter, you will become familiar with:

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“Medical History Area” on page 6
“Medical View Tabs” on page 7

CID Menus

Near the top of the CID, drop-down menus allow you to quickly use primary AVImark functions not directly displayed on the CID. They are:
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- Clients menu
- Work with menu
- Applications menu
- Utilities menu
- Help menu

**Clients Menu**

This menu will allow you to:

- Add a **New** client to your files
- Change client information
- Remove (delete) a client from your files
- Choose (select) a client from your files
- Close the current client file
- View the patients in a list format by selecting **List Patients**
- Refresh all client, accounting, patient and medical history data entered from another workstation
- View a list of patients with reservations or those that are checked in from the **Whiteboard**.
- Access the **Work List** and choose the one associated with this patient or the list you need to work with.
- Quit to close AVImark

<table>
<thead>
<tr>
<th>Command</th>
<th>Shortcut</th>
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<tbody>
<tr>
<td>NEW</td>
<td>F2</td>
</tr>
<tr>
<td>CHANGE</td>
<td>F3</td>
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<tr>
<td>REMOVE</td>
<td>F4</td>
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<tr>
<td>Choose</td>
<td>Esc</td>
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<tr>
<td>Close</td>
<td>Ctrl+F2</td>
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<tr>
<td>List patients</td>
<td>F11</td>
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<tr>
<td>Refresh</td>
<td>F10</td>
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<tr>
<td>Whiteboard...</td>
<td>Alt+F10</td>
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<tr>
<td>Work List...</td>
<td>Ctrl+Alt+F10</td>
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<tr>
<td>Quit</td>
<td>Alt+F4</td>
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**Work With Menu**

This menu will allow you to use various primary AVImark functions, including:

- Appointments
- Boarding Calendar
- Care Credit
- Diagnosis List
- Estimates
- Follow-up List
- Glossary
- Hospital Setup
- Inventory
- Information Search
- Practice Analysis
- Problem List
- Q & A
- Reminders
- Reports
- Statements
- System Tables
- Treatments
- Users and Security
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Applications Menu
You may use this menu to open other application programs on your computer such as MS Word and MS Excel. Other applications listed here will be those which you have specified in Hospital Setup, System, Applications. This menu also includes several auxiliary programs included with the AVImark program. Prior to using any of the auxiliary programs in the Applications menu, we recommend you contact AVImark Technical Support Staff.

Utilities Menu
The utilities menu is used to:

- Log on as a user
- Access the user time card
- Print the time card report
- Back up AVImark files
- MS-DOS prompt
- Set or change the posting date
- Printers set up
- Rebuild index
- Access built in Utility programs
- Update AVImark
- Cash Drawer
- Sidekick
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- QuickBooks
- Restore from backup
- Run Instrument Import

### Help Menu
You may use the Help menu to learn how to use the AVImark On-line Help function and to view the Q&A Maintenance window. The Help Menu also has an option for Tech Notes. This option will display a list of categorized topics that when selected will display a list of frequently asked questions pertaining to the topic.

<table>
<thead>
<tr>
<th>To learn more about:</th>
<th>Search the Help for:</th>
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<tr>
<td>CID menus</td>
<td>CID menu</td>
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### CID Speed Bar Buttons
The Speed Bar buttons provides quick access which allows you to perform other AVImark primary functions related to the current working client and patient. These buttons consist of the following:
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- Client selection
- Add notes
- Add records
- Appointment calendar
- Boarding calendar
- Whiteboard
- Client account
- Post charges
- Patient chart
- Reports
- Treatment list
- Inventory list
- Diagnosis list
- Information search
- Calculator
- Microsoft auto-dialer
- Census notes
- Advanced Options
- Care credit
- Install vSurv Software
- Animal Care Technologies
- Diagnostic Imaging Atlas

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<th>To learn more about:</th>
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<tr>
<td>CID speed bar button</td>
<td>Speed buttons</td>
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Client Area

The client area of the CID displays information about the current working client. In the client area window, there are several things you can do from the shortcut menu. Use the right-click option in the Client area window to see the shortcut menu.
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Patient Area

The Patient area of the CID displays information about the current working patient belonging to the client you have selected. Other patients belonging to the client are listed as Name tabs located at the bottom of the CID in alphabetical order. In the Patient area window, there are several things you can do from the shortcut menu. Use the right-click option in the Patient area window to see the shortcut menu.
Medical History Area

The Medical History area of the CID displays the Medical History entries for the selected patient. In the Medical History Area window, there are several things you can do from the shortcut menu. Click the right mouse button (called right-click) in the Medical History Area window to display the shortcut menu. For a detailed discussion on the Medical History area, refer to "Error! Reference source not found.".
Medical View Tabs

At the bottom of the Medical History area displays several Medical View tabs which allow you to view the patient’s Medical History sorted (limited) in different ways.

If you can not see all of the displayed Medical View Tabs, use the scroll arrows at the right side of the Medical View Tab area to open other tabs.