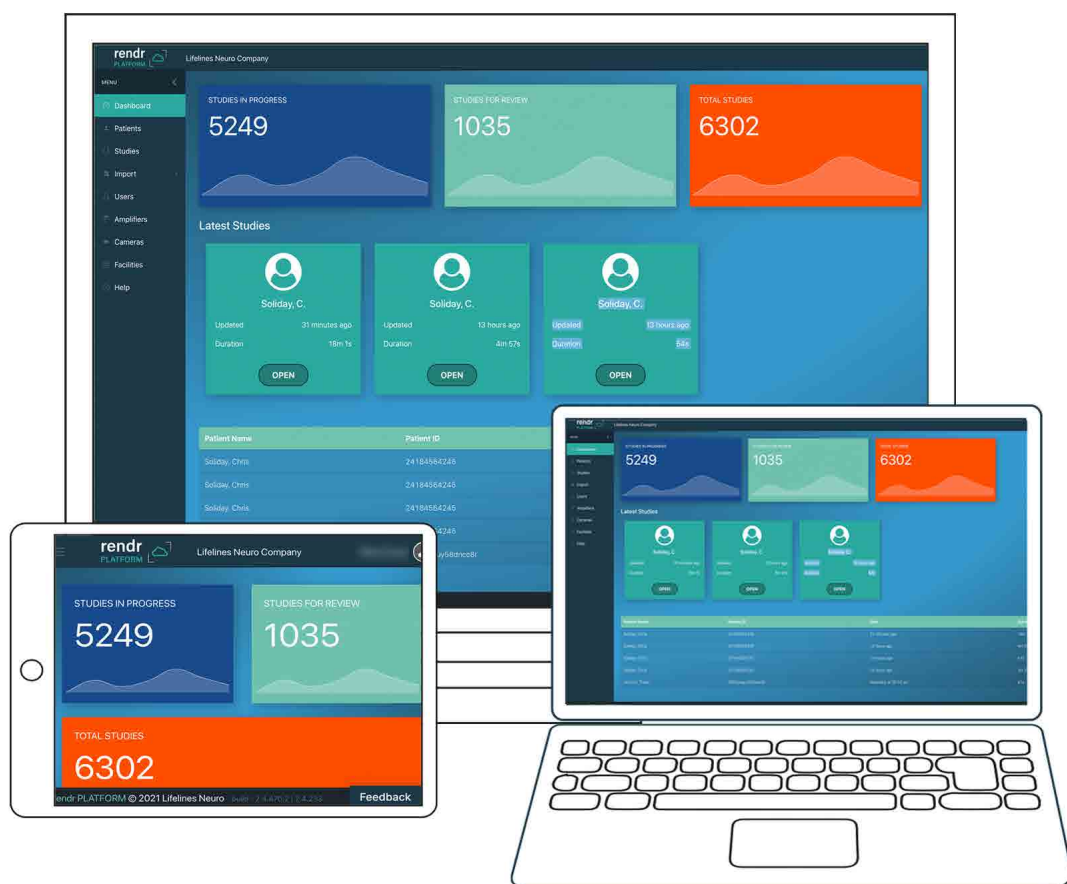




lifelines[®]
neuro



User Manual

Rendr 2.4 Portal Software

rendr[®]
PLATFORM

Imagine EEG Anywhere[®]

Rendr Portal



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Customer Support Info

In case of issues, requests, or for technical support, contact:

Address:

Lifelines Neuro Company, LLC
900 E. Main Street, Suite 300
Louisville, KY 40206

Telephone:

866.889.6505

24/7/365
Normal Business hours 7:30AM-5:00PM CT
Afterhours 5:00PM-8:30AM CT, weekends and holidays

E-mail:

support@LifelinesNeuro.com

During normal business hours you can expect a response within 2 hours.
Outside normal business hours or holidays, please be advised that it may take up to 48 hours to respond.

For more information, visit www.lifelinesneuro.com

A digital copy of this manual can be accessed through the Rendr Acquisition or Rendr Portal by clicking 'Help' on the main menu.

Software and Virus Protection

Lifelines Neuro takes all reasonable steps to ensure that its software is virus-free. In line with modern computing practice, it is advisable that continual protection against viruses, Trojans, malware, adware etc. is provided on the PC used for installation and the surrounding systems. Please note the following recommendations which should be supported by your internal IT/Computing department procedures and practices:

1. Virus protection via Windows Defender has been enabled in your computer settings by Lifelines Neuro. If further virus protection software is desired, please contact the Lifelines Neuro Customer Experience Team to ensure it has been thoroughly tested and will not interfere with your system's performance.
2. Virus scanning should be set to manual mode or automatic if desired but at a time when the system is not being used.
3. All programs offering auto-update features, including Windows, should be set to manual or automatic if desired but at a time when the system is not being used.
4. Adopt formal departmental or organisational procedures to ensure the integrity and safe operation of the medical equipment and supporting systems.



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Getting to Know the Rendr Portal

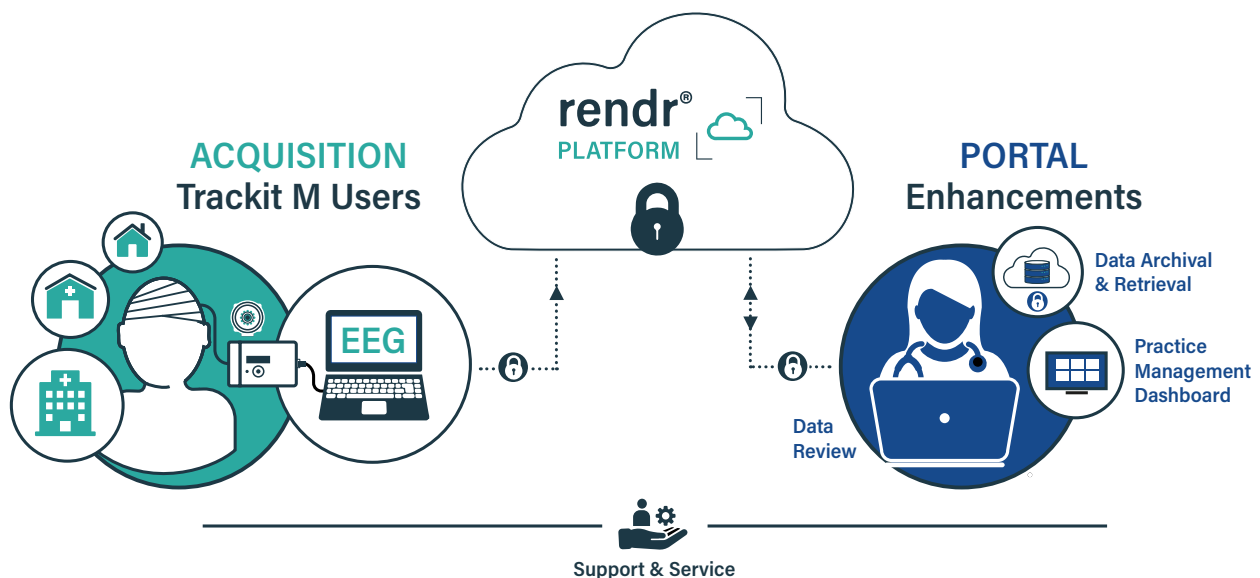
The Rendr Portal is your gateway to accessing EEG data that has been recorded on your Lifelines Neuro EEG amplifiers and systems. If you are using our legacy Trackit+ software, you must first upload your CF or SD card data to the Rendr Portal to access it.

If using Rendr Acquisition, the Rendr software runs on the PC to acquire data from the amplifier, streaming it to the Rendr Portal for daily reporting.

The Rendr Portal was built on the cloud, for the cloud, hosted by AWS (Amazon Web Services), ensuring the highest levels of data security and HIPAA ready compliance.

The Rendr Portal can be accessed on multiple browsers and devices, creating easy access for EEG technologists, physicians and medical office staff. For the best performance, Chrome is the recommended browser.

This manual outlines the uses and functionality of the Rendr Portal.





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1 Access Rendr Portal

1.1 Accessing Rendr Portal

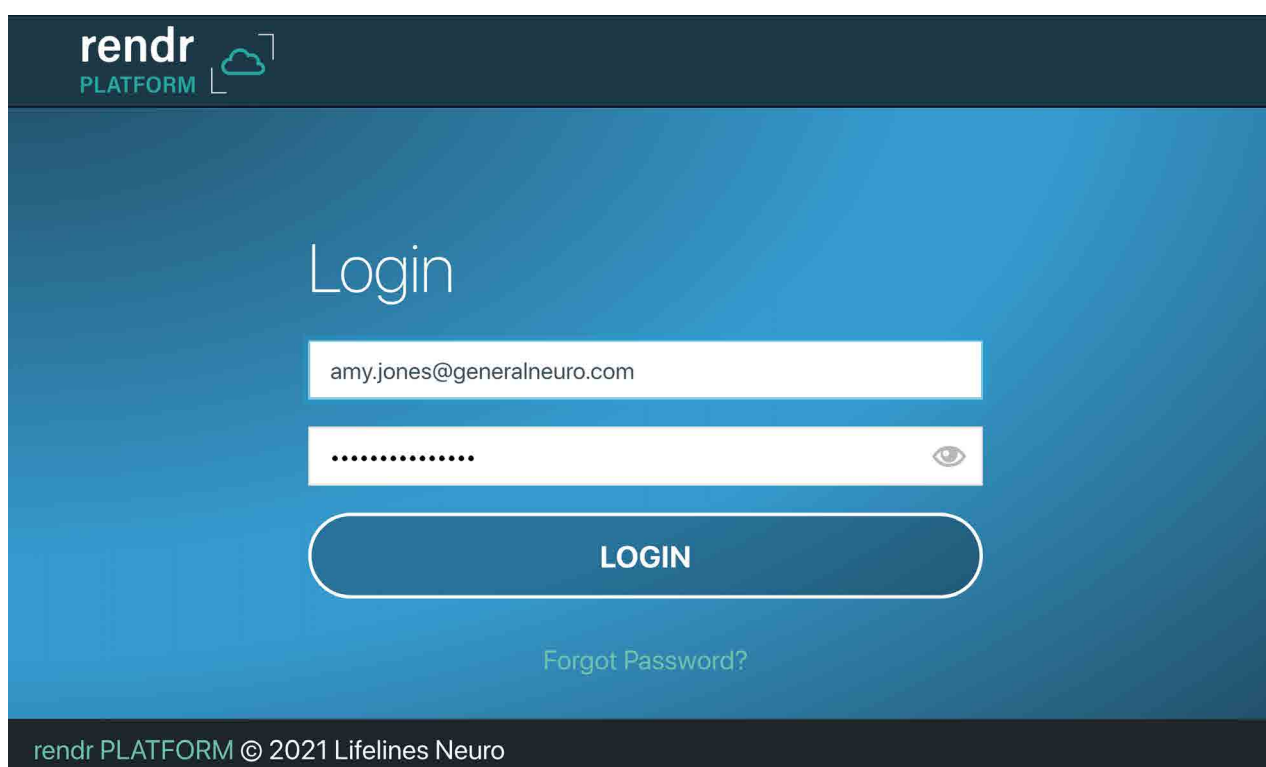
The Rendr Portal can be accessed from multiple browsers, however the preferred platform is Google Chrome. Using another browser may affect the performance during the review of a study.



1.2 Accessing Rendr Portal Login

The URL will be provided by the Lifelines Neuro Customer Experience Team by an email.

Enter the Rendr Portal Login information provided by the Lifelines Neuro Customer Experience Team into the Rendr Portal Login screen.



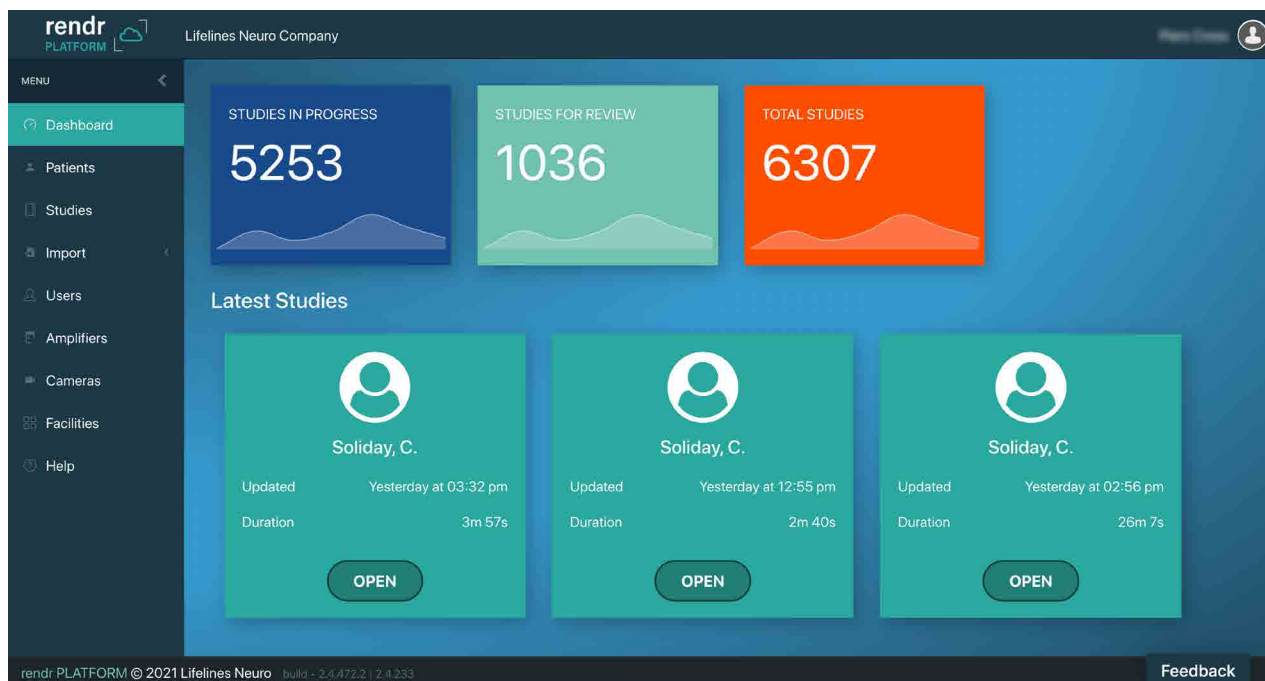
The image shows the Rendr Portal Login screen. At the top left is the Rendr Platform logo. The main heading is "Login". Below it are two input fields: the first contains the email address "amy.jones@generalneuro.com", and the second contains masked characters "....." with an eye icon to its right. Below the input fields is a large, rounded "LOGIN" button. Underneath the button is a link that says "Forgot Password?". At the bottom of the screen, a footer reads "rendr PLATFORM © 2021 Lifelines Neuro".

Rendr Portal Login



1.3 Rendr Portal Dashboard

From the Rendr Portal Dashboard the user will have access to various areas of the Portal.



Rendr Portal dashboard



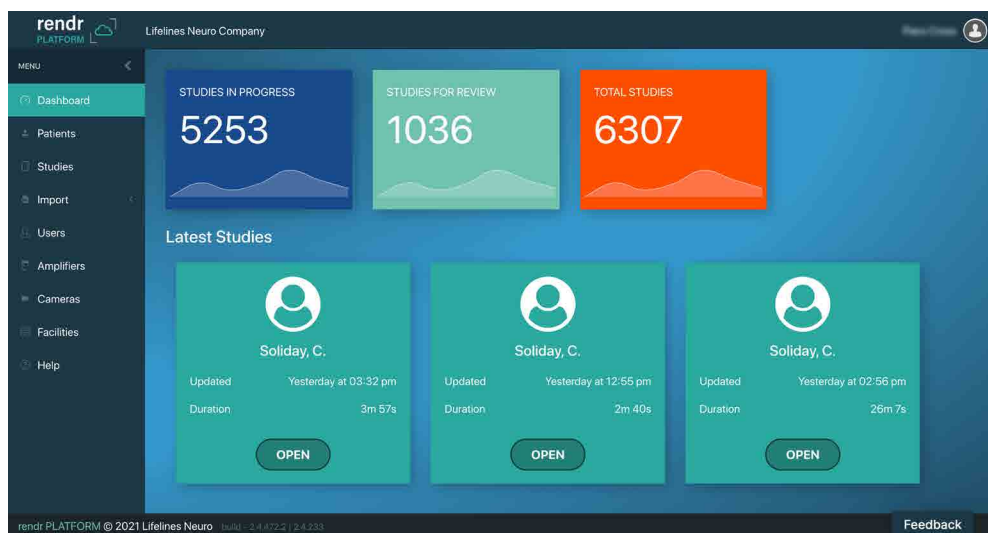
2 The Dashboard

2.1 Dashboard Overview

2.1.1 Dashboard

The Rendr Portal dashboard menu allows user access to modules within the Rendr Portal to include:

- Dashboard
- Patients
- Studies
- Import
- *Users
- *Amplifiers
- *Devices
- *Cameras
- *Facilities
- Help

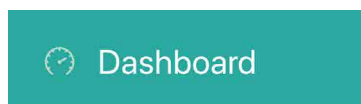


Rendr Portal Menu

Menu arrow allows the user to minimize the icon view or maximize to the full menu.

NOTE: *Access is determined by the user's level of permission.

2.1.2 Dashboard Icon



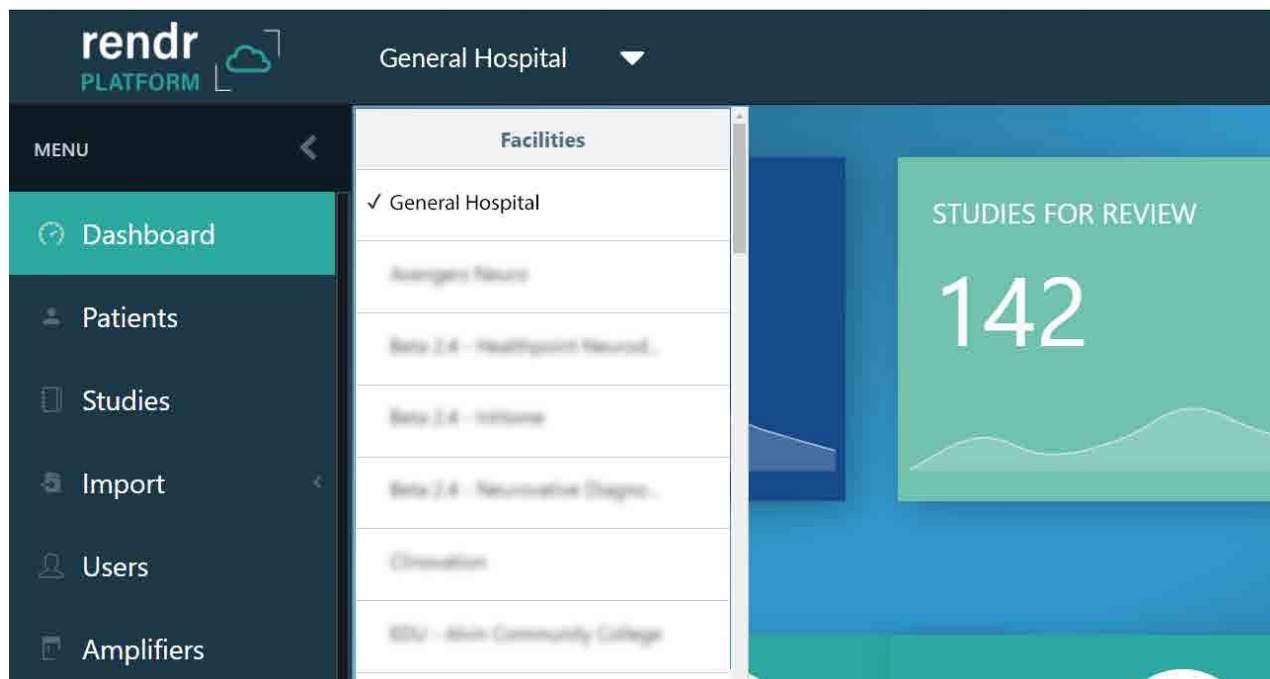
The **Dashboard** icon allows the user to navigate to the dashboard and exit currently selected modules.

The user may also navigate to the dashboard by selecting the **Rendr Platform Cloud** logo above the **Dashboard** icon.



2.1.3 Dashboard Facility Dropdown List

The Facility Dropdown list allows access to multiple facilities when more than one facility is associated with the Rendr Portal user's account.

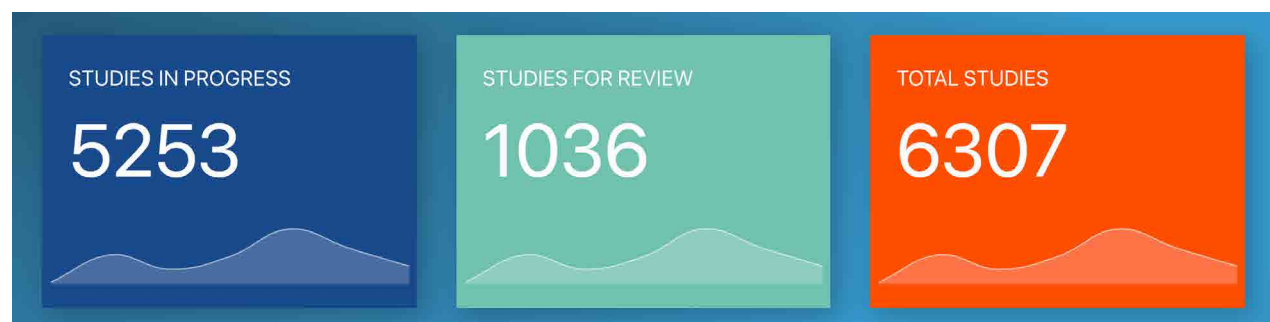


Facilities Drop Down List

NOTE: *Access is determined by the user's level of permission.

2.1.4 Studies Tiles

The first three tiles located at the top of the Rendr Portal Dashboard.



Studies Tiles



2.1.5 Studies in Progress Tile

Studies in Progress Tile displays a filtered study list of all studies with the status of In Progress for the facility that the user has permission to view.



Studies In Progress Tile

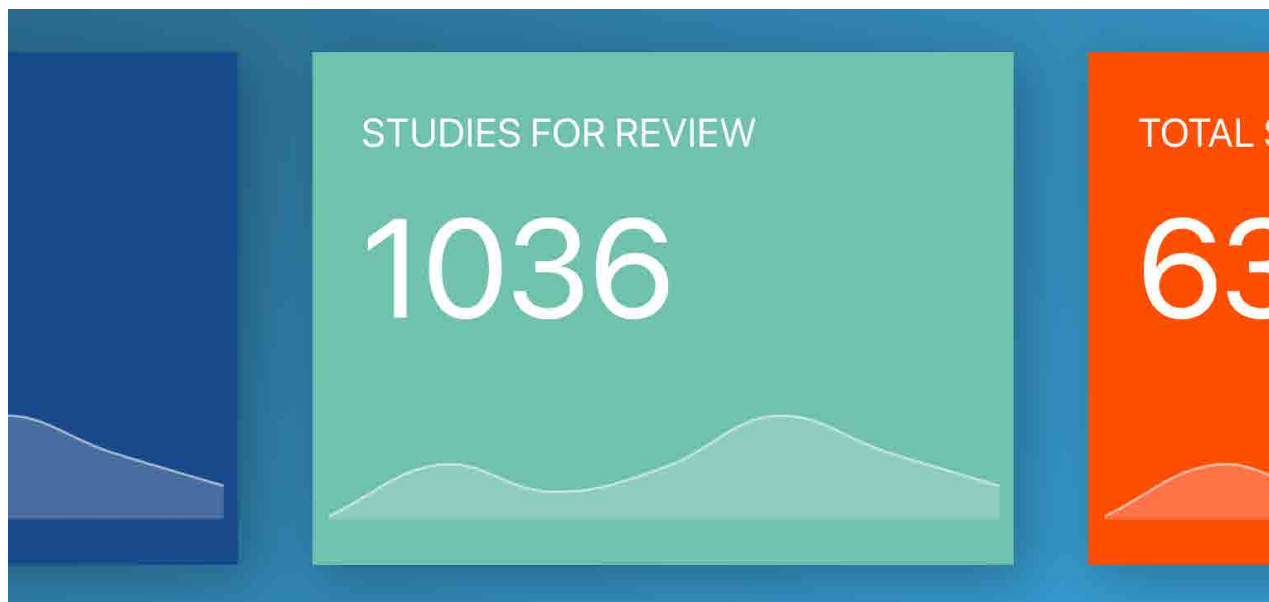
The screenshot shows the Rendr Platform interface for "General Hospital". The left sidebar contains a menu with items: Dashboard, Patients, Studies (highlighted), Import, Users, Amplifiers, Cameras, Facilities, and Help. The main content area is titled "Studies" and features a search bar with filters: "In Progress", "Any Time", "Any Sync State", and a search input field. Below the search bar is a table with columns: Patient Name, Patient ID, SSN, Date, Duration, and Video. The table content is empty, with a message "Your search resulted in no matches" displayed. The footer of the interface includes "rendr PLATFORM © 2020 Lifelines Neuro" and "Powered by SIDIS".

Selected Tile Patients In Progress list



2.1.6 Studies for Review Tile

Studies for Review Tile displays a filtered study list of all studies with the status of Pending Review for the facility.



Studies For Review Tile

The screenshot shows the 'Studies' section of the Rendr Portal. The left sidebar contains a menu with options: Dashboard, Patients, Studies (selected), Import, Users, Amplifiers, Cameras, Facilities, and Help. The main content area displays a table of studies pending review, filtered by 'Pending Review' status. The table has columns for Patient Name, Patient ID, SSN, Date, Duration, and Video. The data rows show three patients: Jones, L., Jackson, D., and Gardner, J., all with a date of December 14 and a status of 'Sync Complete'.

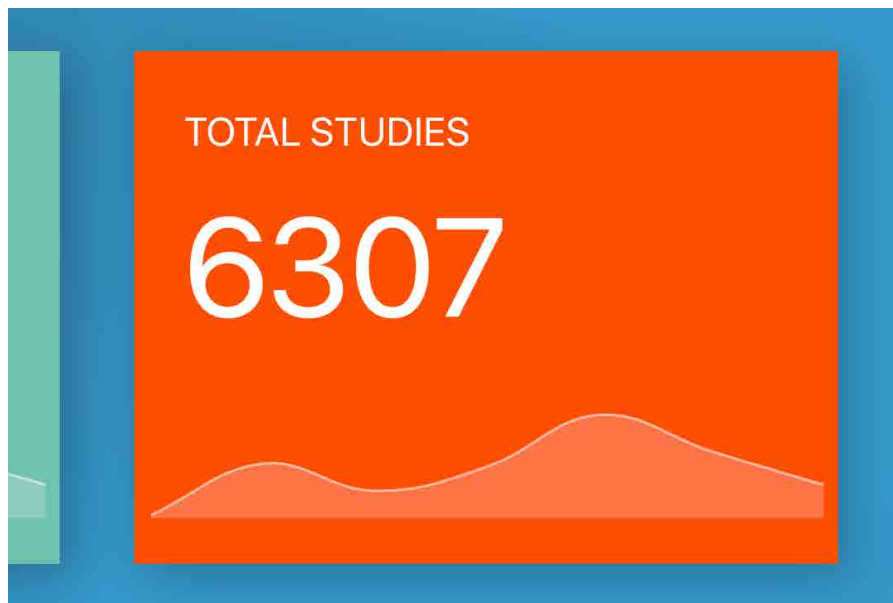
Patient Name	Patient ID	SSN	Date	Duration	Video
Jones, L. Study ID: [Not set] Amplifier Name: [Not set] Sync Complete		***-**-6789	December 14 at 11:28 pm	19m 57s	
Jackson, D. Study ID: [Not set] Amplifier Name: [Not set] Sync Complete			December 14 at 11:23 pm	38m 17s	
Gardner, J. Study ID: [Not set] Amplifier Name: [Not set] Sync Complete	12345	***-**-6789	December 14 at 11:21 pm	26m 21s	

Selected Tile Patients Pending Review list



2.1.7 Total Studies Tile

Total Studies Tile displays a complete study list of all studies with any status for the facility.



Total Studies Tile

The screenshot shows the Rendr Portal dashboard for "General Hospital". The left sidebar contains a menu with options: Dashboard, Patients, Studies (highlighted), Import, Users, Amplifiers, Cameras, Facilities, and Help. The main content area is titled "Studies" and features a table of study data. Above the table, there are filters for "Pending Review", "Any Time", and "Any Sync State", along with a search bar. The table has columns for Patient Name, Patient ID, SSN, Date, Duration, and Video. Three study entries are visible, each with a "Study ID" and "Amplifier Name" link, and a "Sync Complete" status.

Patient Name	Patient ID	SSN	Date	Duration	Video
Jones, L.		***-**-6789	December 14 at 11:28 pm	19m 57s	
Study ID: Not set Amplifier Name: Not set Sync Complete					
Jackson, D.			December 14 at 11:23 pm	38m 17s	
Study ID: Not set Amplifier Name: Not set Sync Complete					
Gardner, J.	12345	***-**-6789	December 14 at 11:21 pm	26m 21s	
Study ID: Not set Amplifier Name: Not set Sync Complete					

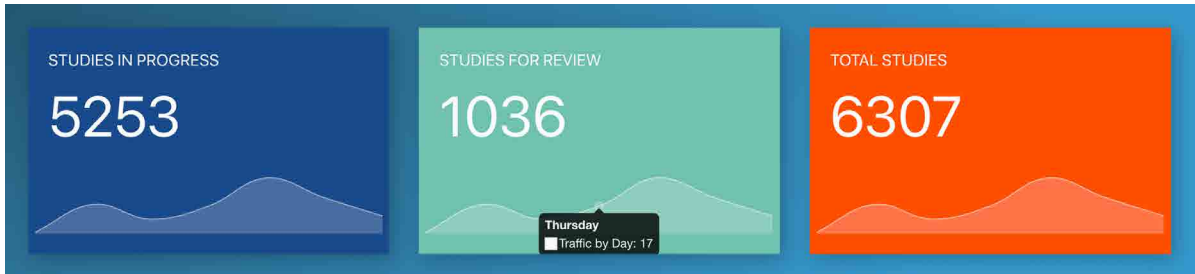
rendr PLATFORM © 2020 Lifelines Neuro build: 2.4.40.1 | 24.236 Powered by SIDIS

Selected Tile Patients Any Status list



2.1.8 Graph displaying the weekday and the studies traffic by day

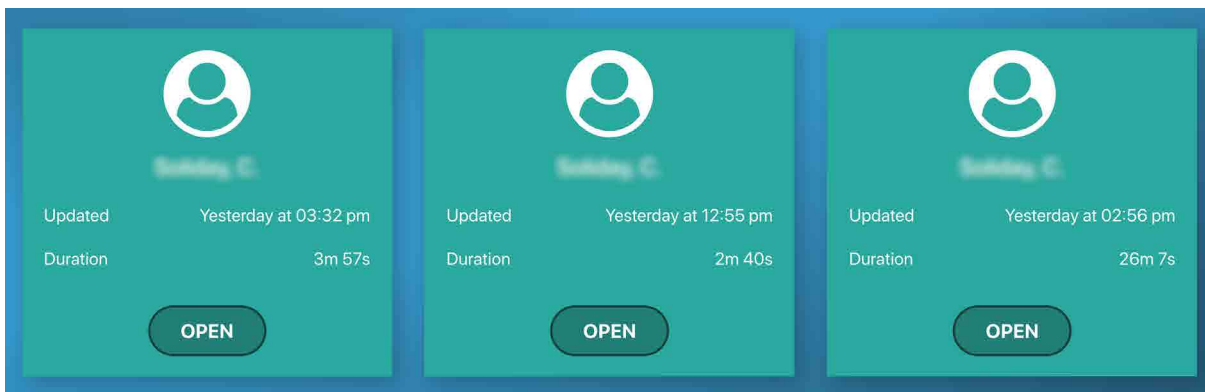
This graph is located at the bottom of the Studies in Progress, Studies for Review and Total Studies Tile Graph.



Total Tile Graph

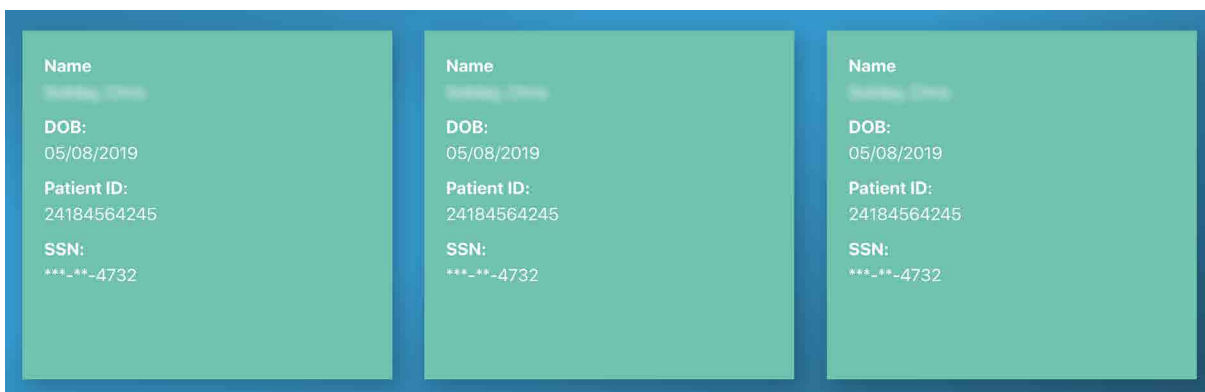
2.1.9 Latest Studies (Three Tiles)

Latest Studies displays three tiles of the most recent studies performed. Users may view the patient name, last update, and duration. The user may access the study by selecting the **Open** icon.



Latest Studies (three tiles)

The user may access additional patient information by selecting the **Patient Info Person** icon which flips the tile to display the Patient's Name, Date of Birth, and SSN. Selecting the tile again returns to the previous display.



Patient Information (tiles flipped)

Rendr Portal



2.1.10 Last Five Studies

Patient Name	Patient ID	Date	Duration	
John Doe	24184564245	Yesterday at 03:32 pm	3m 57s	
John Doe	24184564245	Yesterday at 12:55 pm	2m 40s	
John Doe	24184564245	Yesterday at 02:56 pm	26m 7s	
John Doe	24184564245	January 27 at 02:35 am	4m 57s	
John Doe	24184564245	January 27 at 02:02 am	54s	

Last Five Studies

Last 5 Studies, the last five most recent studies performed listed by:

- Patient Name
- Patient ID
- Date (if from previous day)
- Time when study began
- Duration length of study



2.2 Patients

2.2.1 Patients Icon

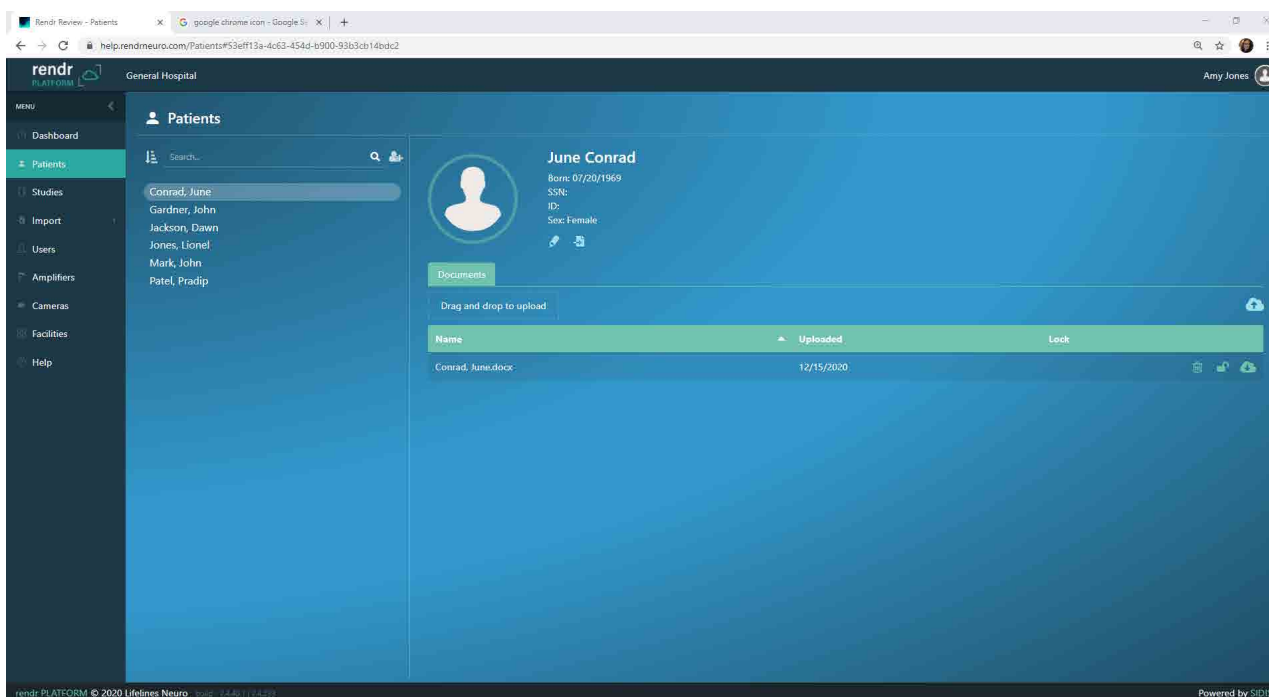


The **Patients** icon allows access to the user's facility patient directory listing.

*For additional functions see Patients

2.2.2 Patients

- From the Dashboard Menu select **Patients** icon.
- Users will be able to create, edit and sort patient information from this window.
- Users will be able to upload and/or download documents associated with the patient.
- Select **Patients** icon in the Dashboard Menu to return to patients list.



Patient window



2.2.3 Creating a New Patient

1. First verify that the patient is not currently in the system by entering the patient's name into the search bar.

2. If the patient is not found, select the **Create a New Patient** icon at the upper left corner of the patient list.
3. **Create Patient** page will display, enter the Patient's information.
Fields marked with an asterisk * are required (no dashes required if using SSN).



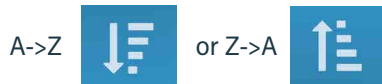
Create Patient display window

4. Select **Save**, shows Patient Saved!



2.2.4 Sort and Search Patient List


The **Sort** icon allows the user to sort patients ascending and descending




Enter the Name, SSN last four, or ID number into the search bar to access the patient.



2.2.5 Edit Patients

1. Select the Patient to edit.
2. Choose the **Pencil** icon  to edit.
3. **Update Patient** information as required.
4. Select **Save**, shows *Patient Saved!*
5. Select **Patients** in the Dashboard Menu to return to Patients List.

 **Edit Patient**

First*

Video Test!

Middle

Middle Name

Last*

*

DOB*

08/01/2019

mm/dd/yyyy

Sex

▼

SSN

SSN

Patient ID

Video Test

SAVE

Edit Patients



2.2.6 Rendr Portal Patients Documents Upload



Documents Tab (right) allows attachment of documents associated with the patient through the drag and drop method to upload documents or via the **Cloud Upload** icon (left) where the user may search for the file to attach.



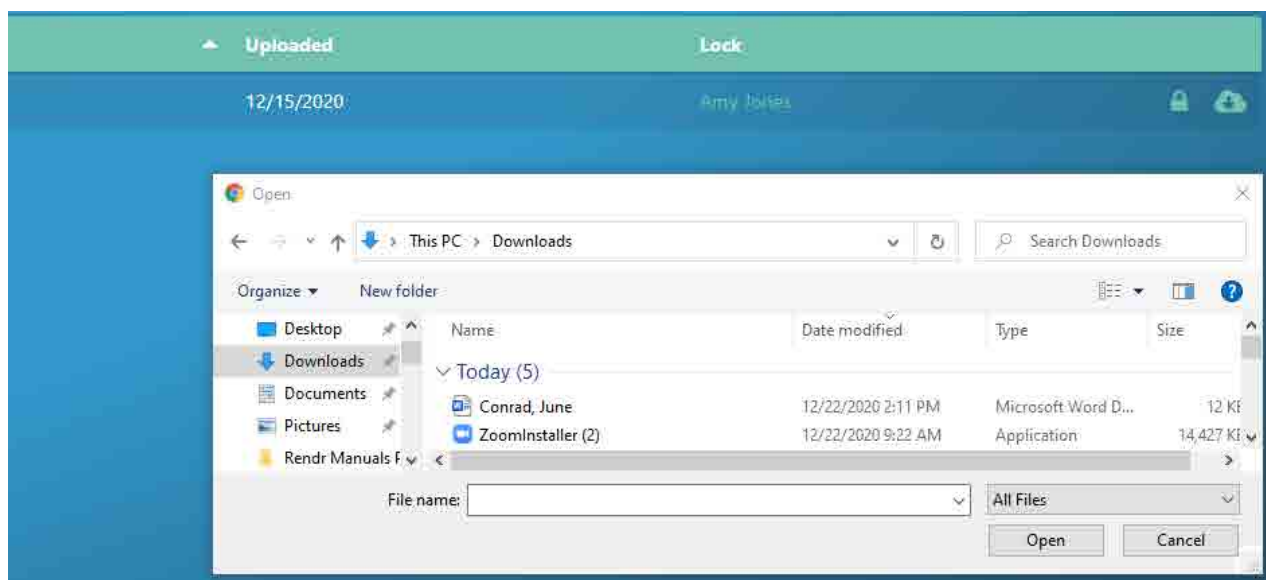
Once there are documents uploaded to the patient's file, the user may also download these documents with the **Cloud Download** icon.

If the user downloads a document from Rendr you will receive a display stating *"You are about to download a document that may contain confidential patient information. Doing so may violate HIPAA rules. Are you sure you want to do this?"* Select OK or cancel.

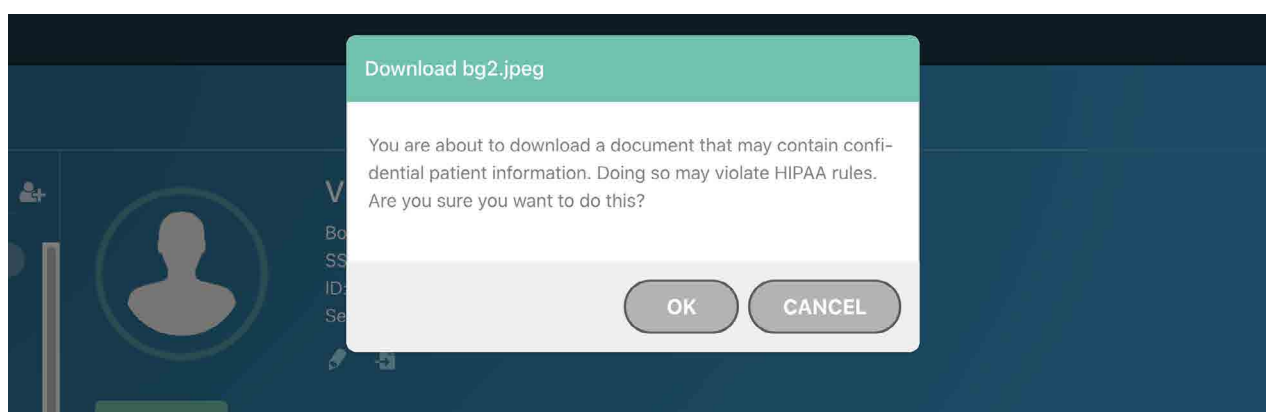


The **Lock** icon allows users to lock their uploaded documents which prevents deletion of the document by another user.

Documents	
Drag and drop to upload	
Name	Uploaded
bg2.jpeg	12/17/2020
conrad.jpg	01/12/2021



Documents Upload

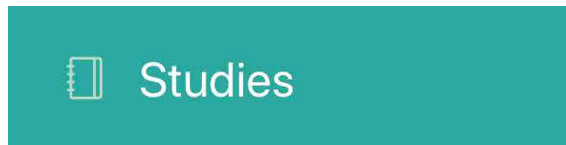


Cloud Download



2.3 Rendr Portal Studies

2.3.1 Studies Icon



The **Studies** icon displays all studies located in the facilities database to which the user has access.

*For additional functions see Studies

2.3.2 Studies

From the Dashboard Menu select the **Studies** icon.

The Studies List displays studies associated with the user's facility and/or shared to the user, the number of visible studies will depend on the user's permission level.

The user may sort Studies by:

- Any Status: In Progress, Pending Review, Report Complete
- Any Time: Hour, 24 Hours, Week, Month, Year
- Any Sync State: Synchronization Incomplete, Synchronization Completed, Synchronization Failed
- Or the user may enter the Name, SSN last four, or ID number into the search bar to access patient information.

The Advanced filter allows the user to filter patients by Empty Studies and/or Deleted Studies.

The screenshot displays the Rendr Portal interface for the 'General Hospital' facility. The 'Studies' section is active, showing a list of studies. The filter bar at the top includes dropdowns for 'Any Status', 'Any Time', and 'Any Sync State', along with an 'Advanced' search bar. The table below lists three studies:

Patient Name	Patient ID	SSN	Date	Duration	Video
Jones, L. Study ID: <Not set> Amplifier Name: <Not set> Sync Complete		***-**-6789	December 14 at 11:28 pm	19m 57s	
Jackson, D. Study ID: <Not set> Amplifier Name: <Not set> Sync Complete			December 14 at 11:23 pm	38m 17s	
Gardner, J. Study ID: <Not set> Amplifier Name: <Not set> Sync Complete	12345	***-**-6789	December 14 at 11:21 pm	26m 21s	

The footer indicates 'rendr PLATFORM © 2020 Lifelines Neuro' and 'Powered by SIDIS'.

Studies Filter Bar with Advanced Search



2.3.3 Studies List

Patient studies are listed by Name, ID, SSN, Date, Duration, and Video.

A Patient with multiple studies is shown with a > and number count prior to the patient's name, select > before the number to expand the number of studies associated with the selected patient to view the individual studies associated with the selected patient.

The Study currently being acquired will show Data and Video percentage, and a red **LIVE** icon.

The **Video** icon appears if the selected study includes video.

Patient Name	Patient ID	SSN	Date
> 3 Jackson, D.			10 minutes ago
Study ID: 12345678 Amplifier Name: CF-TDM 2005 Data: 74% Video: 100% LIVE			

Studies List Expanded with LIVE

2.3.4 Studies List Book Icon



The **Book** icon opens the selected study.

2.3.5 Studies List Share and Shared Users



The **Share** icon allows the user to share the selected study with other users associated with the facility, or someone with approval to view studies outside of the facility. They will receive an email notification with a 24-hour window to respond.

Select the **Share** icon, a window will display the patient's name and a drop-down list, select the recipient of the shared study, select the name, and then select share. A message will show Study successfully shared.

The recipient of the shared study will receive an email with a link to the study which navigates to the Portal, the study will open after the shared user logs into the Rendr Portal.



The **Handshake** icon displays to whom the study has been shared and the date when the study was shared.

Share Study

Name: Doe, John

Please choose the users to share the study with:

Select...

SHARE **CANCEL**

09-30-20 2m 8s



2.3.6 Studies List Audit Logs



The Audit Logs provide a list of users by name, role, date, and length of time study monitored. There are two views available, the CPT Monitoring Logs and All Audit Logs.

These logs may be downloaded via .csv file by selecting the **Cloud Download** icon.



2.3.7 Studies List Delete Study



The **Trash** icon allows the user to mark a study for deletion, a window will appear to confirm the deletion with a yes or no.

NOTE: The ability to delete studies depends on permission access and the availability to retrieve the study after deletion will be determined by facility deletion time setting selection.



2.4 Rendr Portal Import Studies

2.4.1 Import Icon (dependent on facilities acquisition software)



Import

2.4.2 Dropdown Menu for selection of acquisition software



Import



Trackit+ Study

Cloud Sync Pkg

- Trackit+ Study
- Cloud Sync Package

The user may import a study to the Rendr Portal from Trackit+ Software or Rendr Platform Cloud Sync Package, this is determined by the Facilities' Acquisition software.

NOTE: For additional functions see **Import**

2.4.3 Import Options

- The Import study to the Rendr Portal from Trackit+ Software or Rendr Platform Cloud Sync Package is dependent on Facilities' Acquisition software.
- To Import a study from the **Patient** icon list search or create a New Patient select the **Paper/Arrow** icon to import the study.
- To Import a study from the **Import** icon Trackit+ Study, search and select the patient to upload the study.
- To Import study from **Import** icon Cloud Sync Pkg, select **Select Folder** to upload files associated with the study.



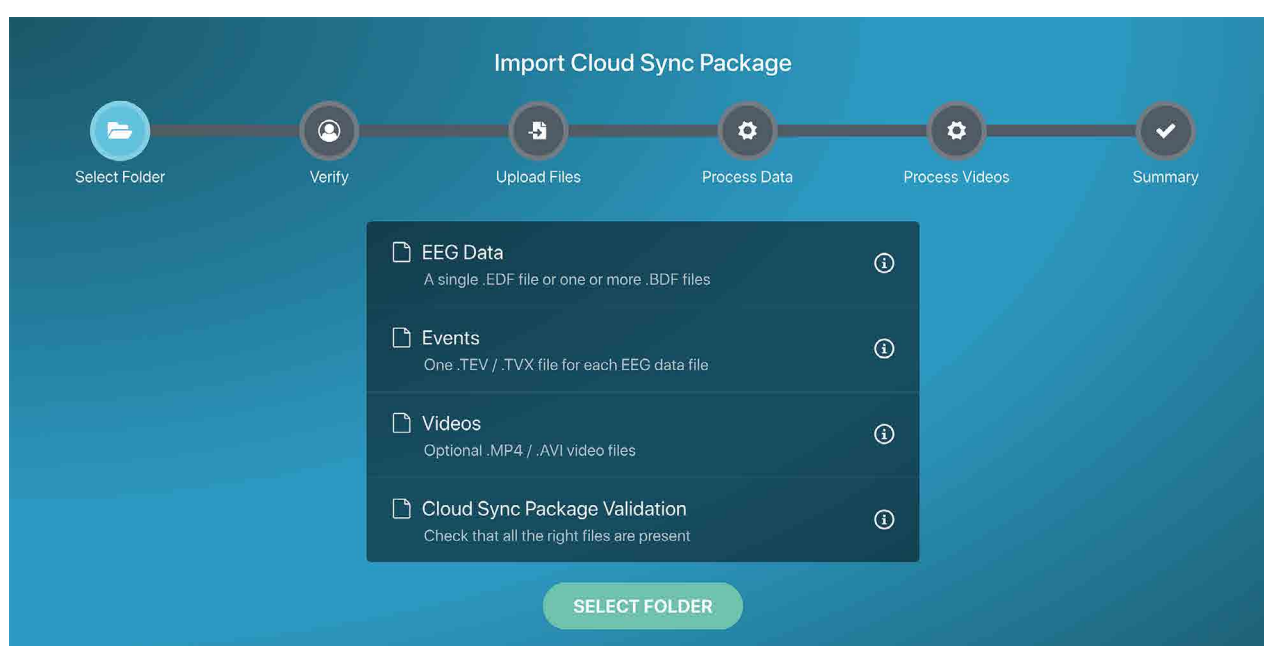
NOTE: Each option will direct the user to Import Screen



2.4.4 Import Screen

There are 5 Steps Import Process:

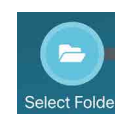
1. **Select Folder** files that are associated with the patient's study.
2. **Verify** the files with the patient to upload with the patient name in Rendr.
3. **Upload Files** are the selected files to import.
4. **Import Study Data**, once the files are uploaded the Import of the Study Data conversion will begin.
5. The **Summary** will verify when the upload is complete, the user may select to close the study or share the study and select a user to send it to for review.



Import Screen

2.4.5 Import Screen Select Folder

1. To upload a study, go to **Select Folder** icon.
2. Browse to the location of the file containing **Patient Study Files**.
3. Select the folder with patient files to upload (the folder will appear empty due to uploading the entire folder, not individual files).
4. The user will receive a message stating *"Upload # files to this site? This will upload all files from (patient folder name). Only do this if you trust this site."*
5. Select **Upload** icon.






2.4.6 Import Screen Verify

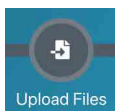


The screen will verify if the user wants to Upload files to this site.

Verify ensures the files are compatible and the study matches the patient to which the user is importing the study.

- Verify the information
- Selected Study: Name, Duration, Study Started, Channel Count, Sample Rate, Video Count
- Selected Patient: Name, DOB, ID, Sex, SSN, Facility Name
- The **Back** icon  allows the user to return to the previous Select Folder screen if the user needs to select a different folder and files.
- Select Continue if the files selected to upload and patient information are correct.

2.4.7 Import Screen Upload Files

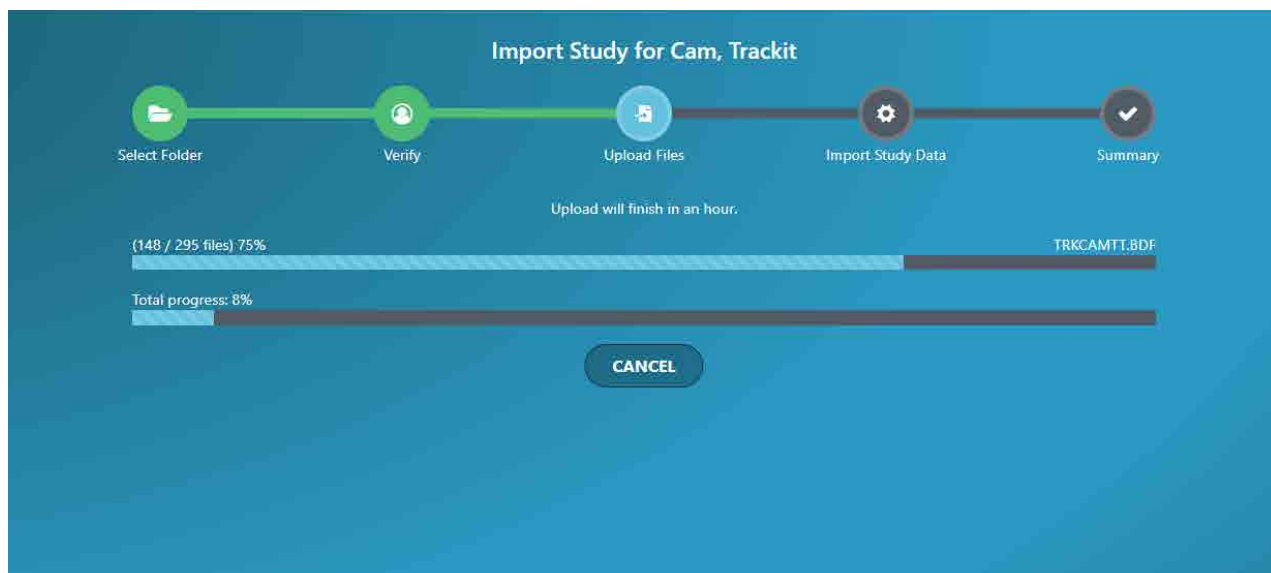


The **Upload Files** icon is the process of copying files to the AWS (Amazon Web Services) that hosts the Rendr Portal..

The first status bar displays the progress of each file associated with the study.
(Example, if there are six total files, the status bar will show the progress of each file as they upload, the second file of six total files is in what percentage in the progress of uploading.)

Second status bar shows the progress percentage of the entire group of files to be uploaded.

Rate of upload depends on the internet upload speed. The recommended speed for uploading is 10 MB or higher.



Import Status Bars

NOTE: Keep this window open until the process is complete.



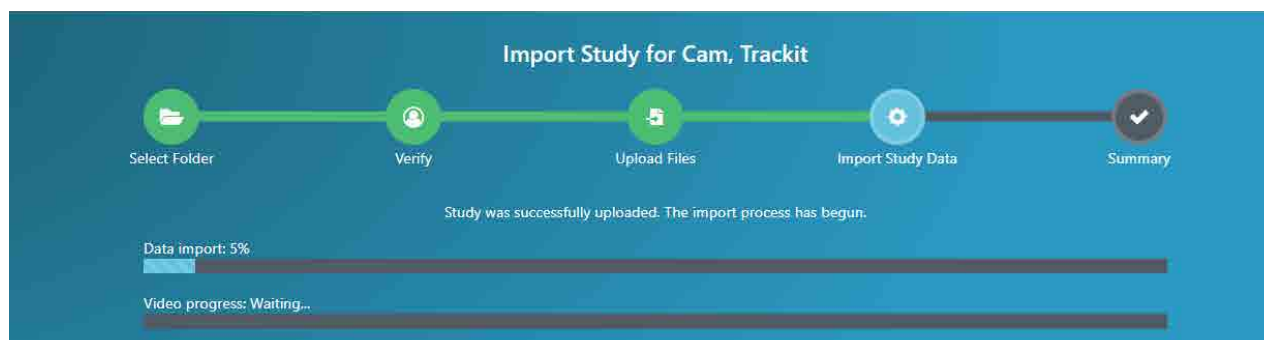
2.4.8 Import Study Data



Once the study has uploaded to the Portal, the data is converted to the Rendr Portal format and the import process has begun.

The first status bar indicates the Data Import progress percentage.

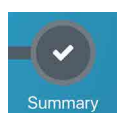
The second status bar indicates the Video progress percentage.



Import Study Data import status bar

NOTE: Keep this window open until the process is complete.

2.4.9 Rendr Portal Import Screen Import Study Summary



When the import is complete, the **Summary** will be displayed, and the message *Study has successfully been imported*. The user may close this tab.

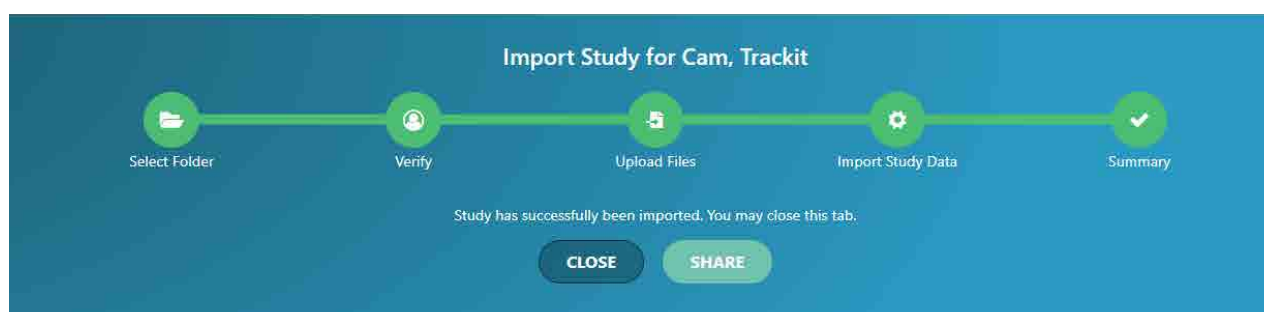
A green check mark will be displayed when each uploaded task is complete, if there is a red x, there may be an issue with the file and troubleshooting may be needed.

The recommended internet speed is at least 10 Mbps Upload and Download speed.

When complete there are options to Close or Share the study.

Select the **Share** icon, a window will display the patient's name and a drop-down list, select the recipient of the shared study, select the name, and then select share, a message will display Study successfully shared.

The recipient of the shared study will receive an email with a link to the study which navigates to the Portal, the study will open after the shared user logs into the Rendr Portal.



Import Study Summary



2.5 Rendr Portal Users


2.5.1 Users Icon



The **Users** icon allows management of facility users by the Facility Administrator

NOTE: Access is determined by the user's level of permission.

2.5.2 Current User Information (*top right of dashboard*)

- Selecting the **Person** icon  located beside the user's name expands the User information menu.
- The drop-down menu includes the user profile, language, and a sign-out option to exit the portal.
- Under **Your Profile**, **General** includes the Username, Facility, Email, and Studies the user has monitored.

Monitored Studies allows access to the studies the user has monitored by date and time. Patients are listed by name, date of birth, ID, and time monitored. The user may filter by time or action. The **Cloud** icon allows the user to Download Report into a file in the .csv format.

General

First Name Piers	Last Name Cross	Middle Name
Email piers.cross@lifelinesneuro.com	Title	Suffix

MONITORED STUDIES

Monitored Studies Button

- Selecting the **User Profile** person icon, **Your Profile** returns to the previous screen.
- **Security** allows users to change their password by completing the required fields: new password, confirm password, and current password. Select change password to reset.

Rendr Portal



The Security screen features a teal header with the word "Security" in white. Below the header, there are three input fields: "New Password", "Confirm Password", and "Current Password". Each field has a small eye icon to the right, indicating a password field. A green "CHANGE PASSWORD" button is located at the bottom right of the form.

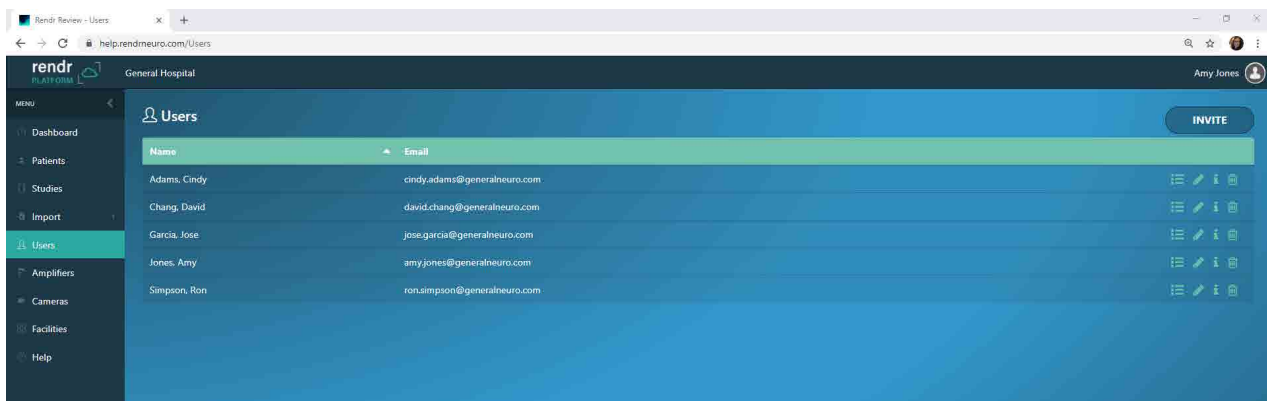
Security Screen

- **Language option** selected for the user.
- The **Sign Out** option allows the user to exit the Rendr Portal.
- Selecting the **Dashboard** icon returns to Lifelines Neuro Rendr Portal Dashboard.

2.5.3 Users

The **Users** icon allows the Facility Administrator to manage all Users associated with their facility.

The **Invite** icon allows the user to give a person access and specify their permission role, and the invited user will receive an email to access the Rendr Portal.



Users Window

The **Users** icon allows access to:

- **User's Name**
- **Email**
- **Audit Logs** icon (Monitoring History by date and length of time, with the option to export to a .csv file.)
- The **Pencil** icon allows the user to edit user information and role permission assignments.
- The **Info** icon displays the user's Facility and Facility Role.
- The **Trash** icon allows the user to delete a User, the Facility Administrator may reinstate the user if required.

NOTE: Access is determined by the user's level of permission.

Rendr Portal

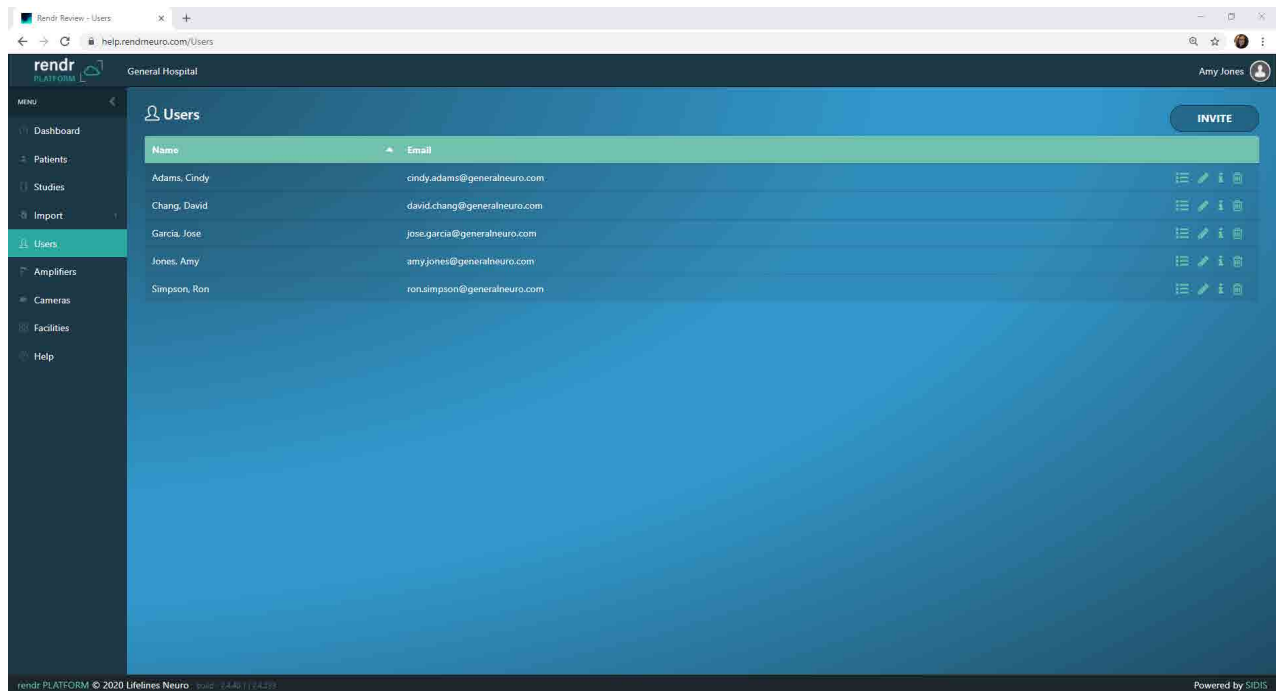


2.5.4 Inviting a New User

The **Invite** icon allows the user to give an individual access and specify their permission role, the invited user will receive an email to access the Rendr Portal.

The user will have 24 hours to activate the Rendr Platform Portal access, after 24 hours the link will expire and the user will need to contact the Facility Administrator to request a new email link.

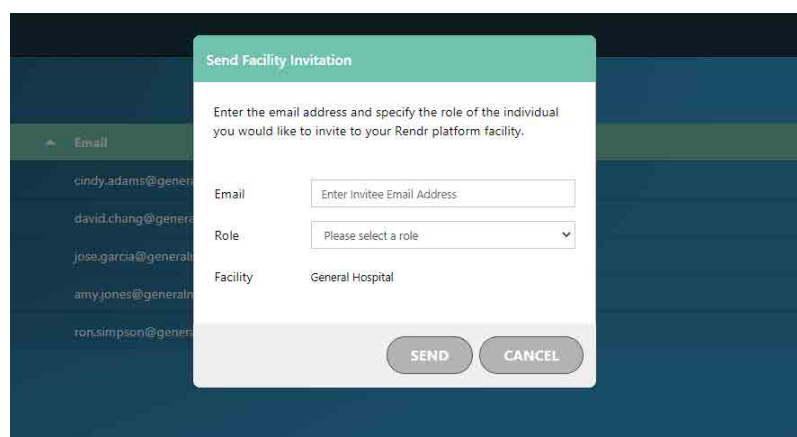
1 Select **Invite** icon to select the User to give access.



Select the user to invite

- 2 Select the **email address** of the individual to add as User and give access.
- 3 Next select the **Role** for new User (see User Roles) to select the permissions.
- 4 Add the **Facility Name** and select **Send**.

The **New User** will receive an email link to the Rendr Portal and have access according to the permissions of the selected Role.





User Roles and Permissions

Roles determine the level of permission access the user has when utilizing Rendr Portal and Acquisition. The User Role is selected when the Invite new user email is sent from the Rendr Portal.

Rendr Platform Portal Roles 2.4 External and Internal								
Role Action	Facility Admin	Review Doctor	Lead Tech	Field Tech	Office Pers	Support	Production	Super Admin
Dashboard	X	X	X	X	X	X		X
View Patient	X	S	X	S	X	X		X
Create Patient	X		X	X	X	X		X
Edit Patient	X		X	X	X	X		X
Add Documents	X	S	X	X	X	X		X
View Studies List	X	S	X	S	X	X		X
View (Open) Study	X	S	X	S		X		X
Edit Study	X	S	X	S		X		X
Share Study	X	S	X	S		X		X
View Shared Users	X	S	X	X		X		X
View Studies Audit Log	X		X			X		X
Mark Study for Deletion	X		X			X		X
Import Study	X		X	X		X		X
View User	X		X			X		X
Invite User	X					X		X
Create User						X		X
View User Audit Logs	X		X			X		X
Edit User	X					X		X
Delete User	X					X		X
Create Amplifier		CONTACT LIFEINES SUPPORT TO ADD AN ACQUISITION DEVICE TO YOUR FACILITY						X
View Amplifier	X					X	X	X
Create Device		CONTACT LIFEINES SUPPORT TO ADD AN ACQUISITION DEVICE TO YOUR FACILITY						X
View Device						X	X	X
Create Cameras		CONTACT LIFEINES SUPPORT TO ADD AN ACQUISITION DEVICE TO YOUR FACILITY						X
View Cameras	X					X	X	X
View multiple Facilities*	X*	X*	X*	X*	X*	X	X	X
Edit Facility	X							X
Help	X	X	X	X	X	X	X	X
***USER MUST BE A USER IN THE FACILITIES								
S – Shared or Created – the user can do this if the study is shared with him/her or if they created the study. X – The user has full permission for the function.								

Chart of Roles

Rendr Platform Portal Roles 2.4 External and Internal								
Role Action	Facility Admin	Review Doctor	Lead Tech	Field Tech	Office Pers	Support	Production	Super Admin
Dashboard	X	X	X	X	X	X		X
View Patient	X	S	X	S	X	X		X
Create Patient	X		X	X	X	X		X
Edit Patient	X		X	X	X	X		X
Add Documents	X	S	X	X	X	X		X
View Studies List	X	S	X	S	X	X		X
View (Open) Study	X	S	X	S		X		X
Edit Study	X	S	X	S		X		X
Share Study	X	S	X	S		X		X
View Shared Users	X	S	X	X		X		X
View Studies Audit Log	X		X			X		X
Mark Study for Deletion	X		X			X		X
Import Study	X		X	X		X		X
View User	X		X			X		X
Invite User	X					X		X
Create User						X		X
View User Audit Logs	X		X			X		X
Edit User	X					X		X
Delete User	X					X		X
Create Amplifier		CONTACT LIFEINES SUPPORT TO ADD AN ACQUISITION DEVICE TO YOUR FACILITY						X
View Amplifier	X					X	X	X
Create Device		CONTACT LIFEINES SUPPORT TO ADD AN ACQUISITION DEVICE TO YOUR FACILITY						X
View Device						X	X	X
Create Cameras		CONTACT LIFEINES SUPPORT TO ADD AN ACQUISITION DEVICE TO YOUR FACILITY						X
View Cameras	X					X	X	X
View multiple Facilities*	X*	X*	X*	X*	X*	X	X	X
Edit Facility	X							X
Help	X	X	X	X	X	X	X	X
***USER MUST BE A USER IN THE FACILITIES								
S – Shared or Created – the user can do this if the study is shared with him/her or if they created the study. X – The user has full permission for the function.								

Chart of Customer Roles Descriptions



2.5.5 Edit User



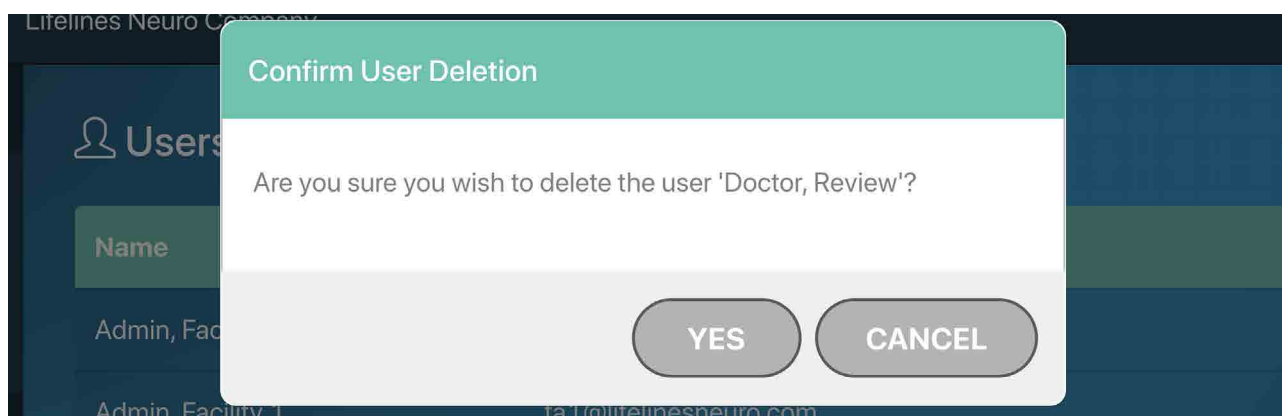
The **Pencil Edit** icon allows a user with permissions to edit the Users associated with the facility. Edit allows updates to the user's title, first, middle, last name, suffix, email address, and role at the facility which establishes the user's permissions.

Edit User Window

2.5.6 Delete User



The **Trash** icon allows users to be deleted from the portal. Once the user is deleted, they will appear grayed out in the list for the facility and will no longer have access to the Rendr Portal for the facility. The Facility Administrator may re-invite the user to the Rendr Portal if required.



Delete User Confirmation



2.6 Amplifiers Icon

Amplifiers

A list of all amplifier models associated with the facility.

NOTE: Access is determined by the user's level of permission.

2.7 Cameras Icon

Cameras

A list of all camera models associated with the facility.

NOTE: Access is determined by the user's level of permission.

2.8 Devices Icon

Devices

A list of all camera models associated with the facility.

NOTE: Access is determined by the user's level of permission.

2.9 Facilities Icon

Facilities

All facilities associated with the user's account.

NOTE: Access is determined by the user's level of permission.

2.10 Help Icon

Help

The **Help** icon provides access to Manuals and contact information for Telephone and Email Support.



3 Password Management

3.1 Password Management

On the Rendr Portal Login screen is a link to reset a password.

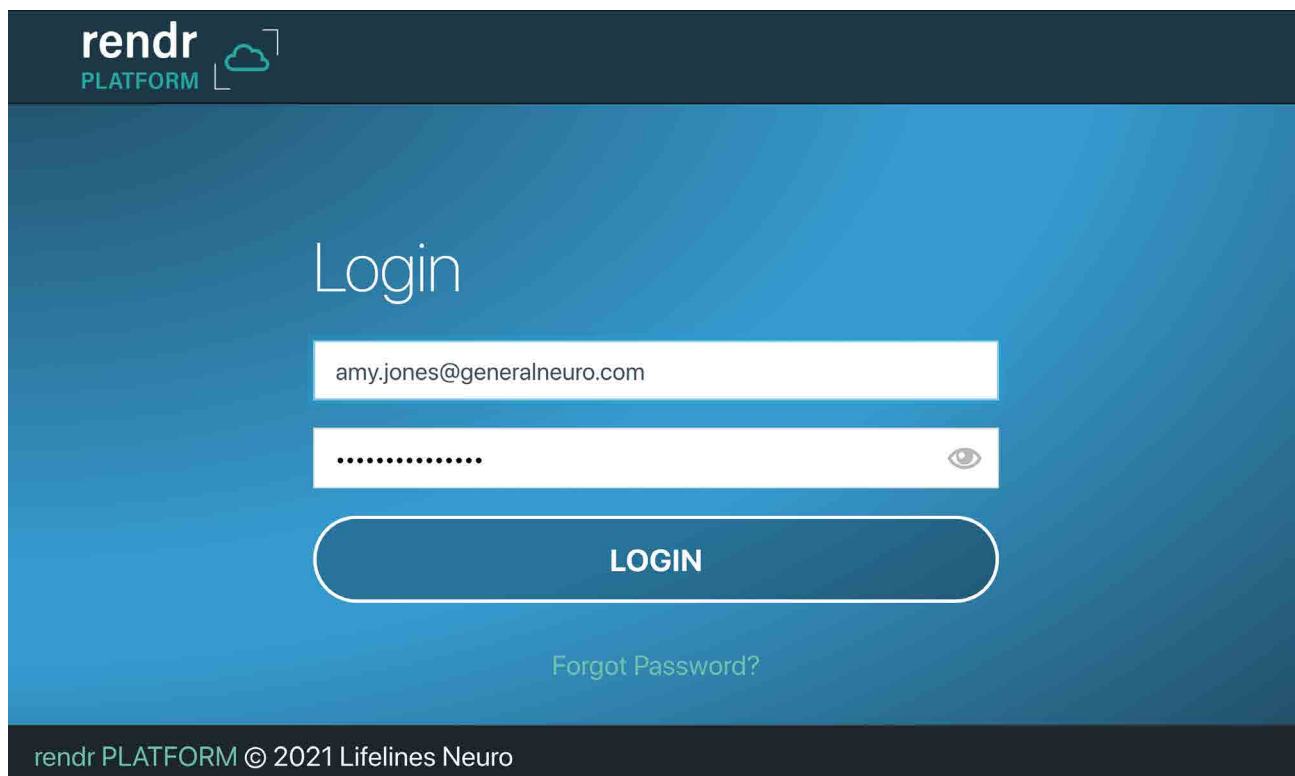
The user will select **Forgot Password** and enter an email address. An email will be sent to the user from Account Recovery.

Check the user.name@lifelinesneuro.com inbox for instructions from us on how to reset the password. If there is no password reset email after 10 minutes check the spam folder.

The user will:

- Enter new password
- Confirm new password
- Select Reset Password

Support is also available if help is needed by calling the Customer Experience team at 1-866-889-6505..



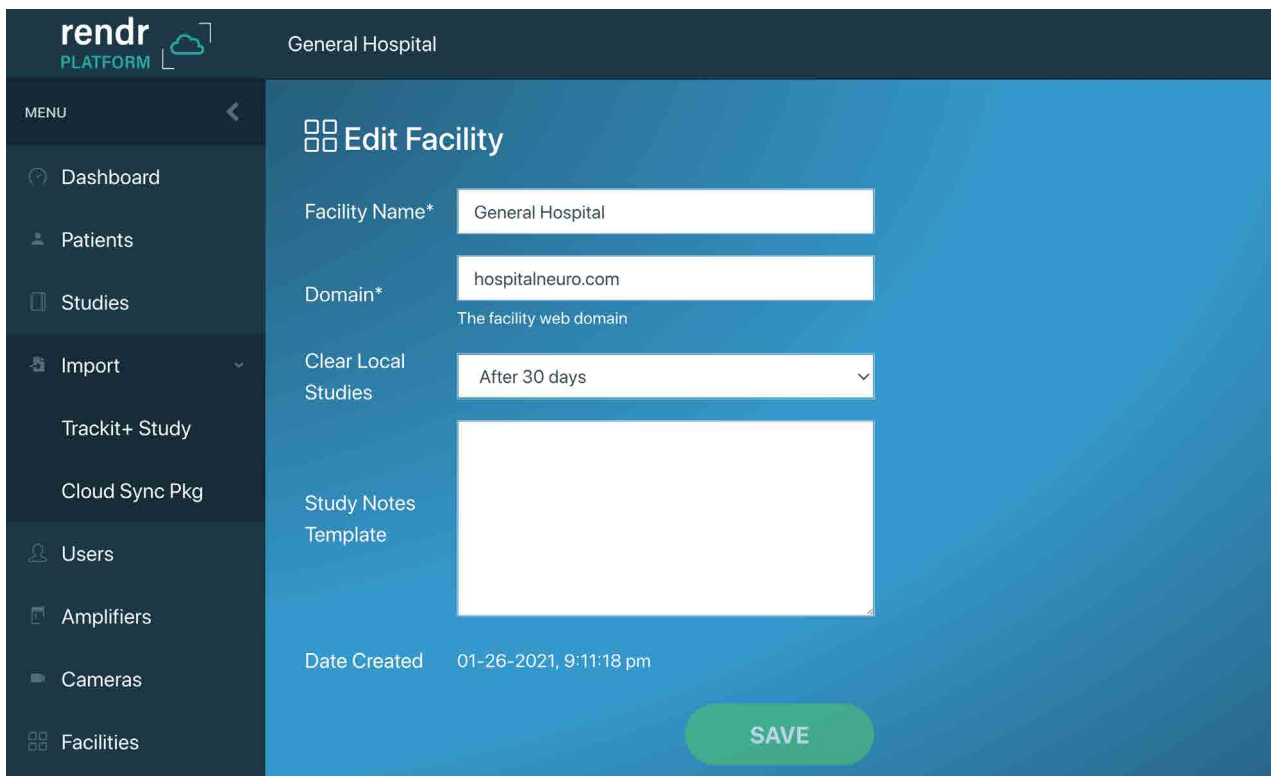
Password Management Screen



4 Facilities

Facilities

- The **Facilities** icon lists the name or names of the facilities associated with the user account, (most Facility Administrators will only have one facility listed).
- The **Domain** is the Facility web address (when applicable).
- The **Date Created** is when the facility was added to the Rendr Portal.
- The **Pencil** icon is the ability to edit Facility Name, Domain, Dropdown to select when studies are cleared, and Study Notes Template.
- To set a parameter to **Clear Local Studies** select the length of time for the local studies to be viewable. The selection options range from never to 90 days.



The screenshot displays the 'Edit Facility' page in the Rendr Portal. The left sidebar contains a 'MENU' with the following items: Dashboard, Patients, Studies, Import, Trackit+ Study, Cloud Sync Pkg, Users, Amplifiers, Cameras, and Facilities. The main content area has a header 'General Hospital' and a title 'Edit Facility'. The form includes the following fields:

- Facility Name***: General Hospital
- Domain***: hospitalneuro.com (with a subtext 'The facility web domain')
- Clear Local Studies**: After 30 days (dropdown menu)
- Study Notes Template**: A large text area for input.
- Date Created**: 01-26-2021, 9:11:18 pm

A green 'SAVE' button is located at the bottom right of the form.

Edit Facility and Local Studies Dropdown

NOTE: Access is determined by the user's level of permission.



5 Help Screen

? Help

The **Help** icon provides access to manuals, phone, and email contact information for support if issues should arise.

rendr[®] PLATFORM General Hospital

MENU

- Dashboard
- Patients
- Studies
- Import
 - Trackit+ Study
 - Cloud Sync Pkg
- Users
- Amplifiers
- Cameras
- Facilities
- Help**

? Help

Documentation

- Trackit M System Manual: [Download](#)
- Rendr Cloud Help Guide: [Download](#)

Telephone Support

- Number: 866.889.6505 24/7/365
- Normal business hours 8:30a-5:00p CT
 - All support questions
- Afterhours 5:00p-8:30a CT, weekends and holidays
 - Recording or reviewing emergencies

Email Support

- Email: support@lifelinesneuro.com
- During normal business hours you can expect a response within 2 hours.
- Outside normal business hours or holidays, please be advised that it may take up to 48 hours to respond.

Help Screen



6 Review Study

6.1 Review Study

Studies

Select the **Studies** icon from the menu list, then select the patient's study to review.

Patient Name	Patient ID	SSN	Date	Duration	Video
Jones, L. Study ID: <Not set> Amplifier Name: <Not set> Sync Complete		***-**-6789	December 14 at 11:28 pm	19m 57s	
Jackson, D. Study ID: <Not set> Amplifier Name: <Not set> Sync Complete			December 14 at 11:23 pm	38m 17s	
Gardner, J. Study ID: <Not set> Amplifier Name: <Not set> Sync Complete	12345	***-**-6789	December 14 at 11:21 pm	26m 21s	

Studies List

To open the study, select the patient's name or **Book** icon.

The study status, **In Progress**, **Pending Review**, or **Complete** will appear in the top right corner.

MONTAGE	LOW FREQUENCY	HIGH FREQUENCY	NOTCH	SENSITIVITY	TIME BASE
BioCalibration	1 Hz 0.16 sec	70 Hz	60 Hz	7 µV/mm	10 sec

The Functions across the top menu bar of the study are:

- The Back arrow allows the user to return to the Studies List.
- Icons to adjust how the study is viewed include:
 - Montage,
 - Low Frequency,
 - High Frequency
 - Notch
 - Sensitivity
 - Time Base

Each has a dropdown arrow menu to select the various options available.



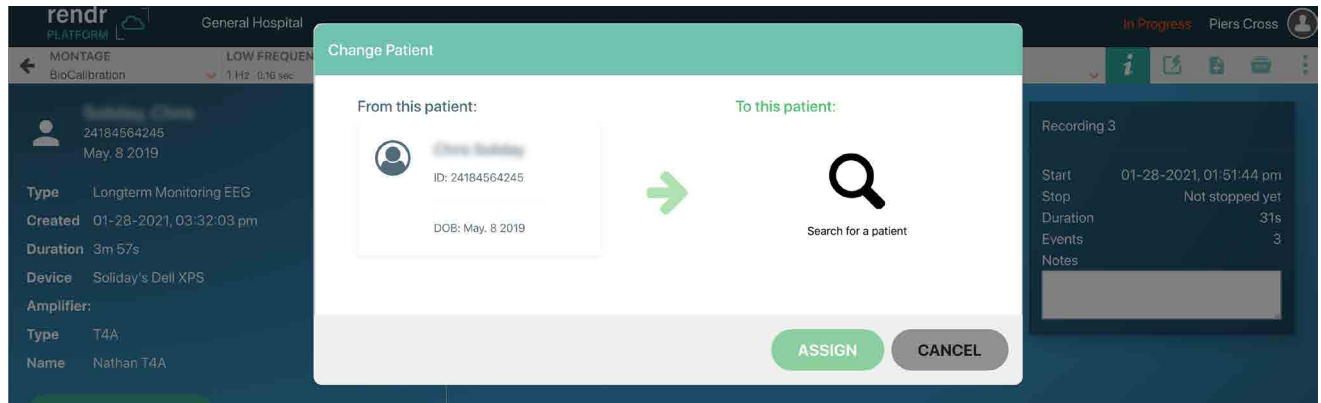
6.1.1 Review Info Icon



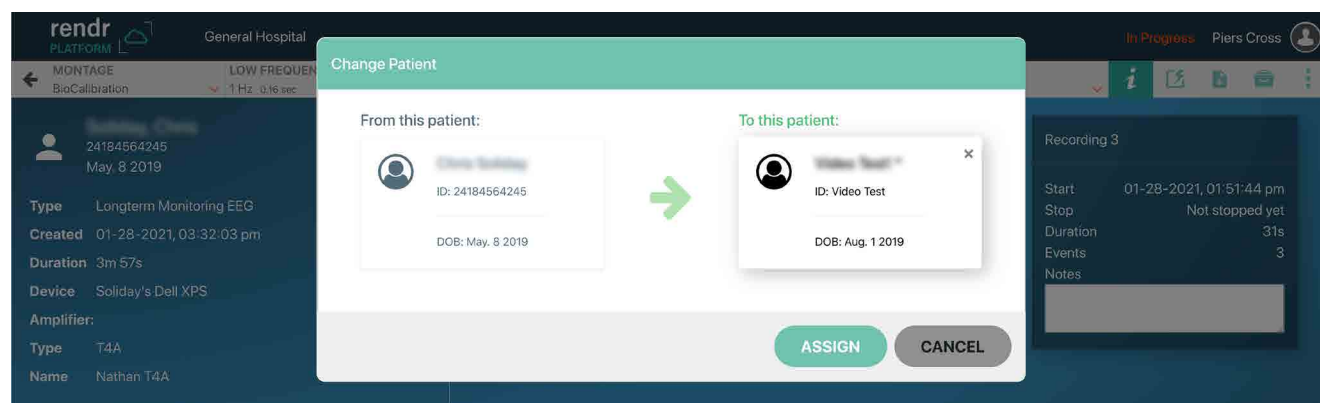
The **Review Info** icon allows the user to view:

- Patient demographics
- Type of Import Trackit+ or Rendr Acquisition

The **Change Patient** icon may be used to reassociate a study to a different patient if the need arises.



Change and/or Search For Patient



Reassign Study To New Patient

The Recording information includes start, stop, duration of study, number of events, and notes.

Study Details

- Field for additional information
- Study ID, CPT Code, Tech Initials, Notes

Doctor Report

- Fields for additional information
- Doctor and Notes

Complete Study icon

- Once study review is complete, the physician will select **Complete Study** icon to move study to the **Complete** status.

Select **Review Info** icon to return to the previous view of the study.

Rendr Portal



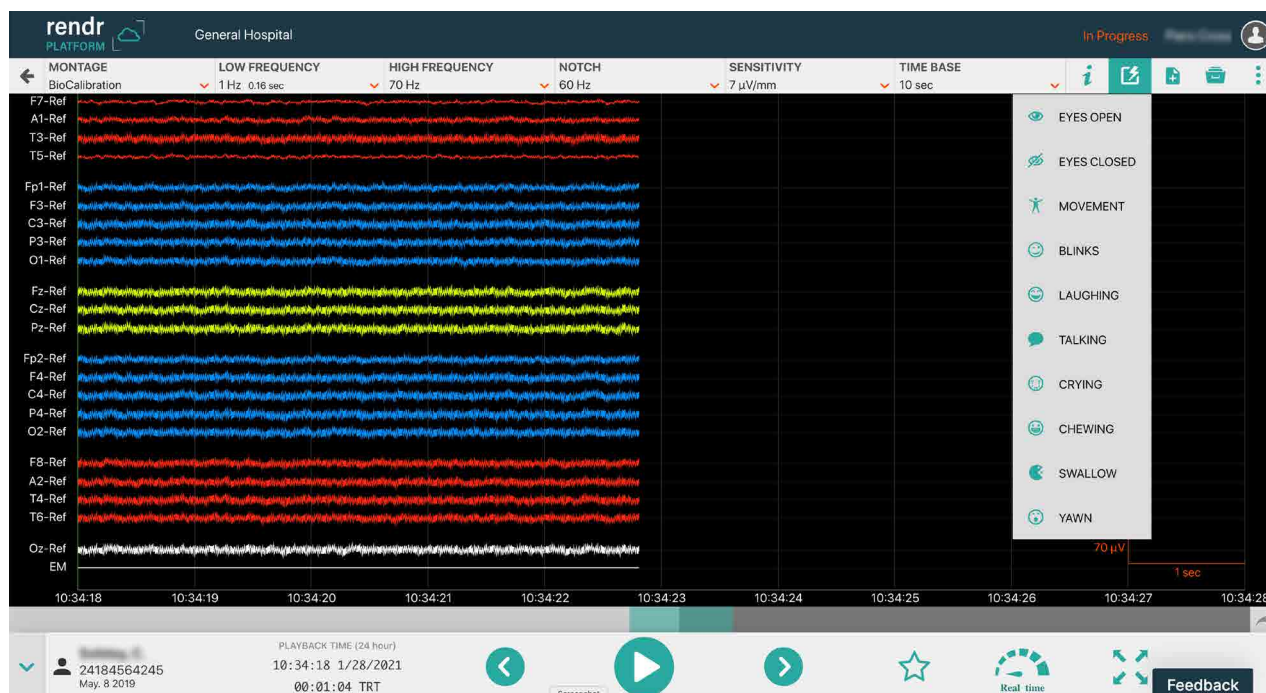
6.1.2 Quick Note Icon



The **Quick Note** icon allows the user to add comments to the study from a list of comment options:

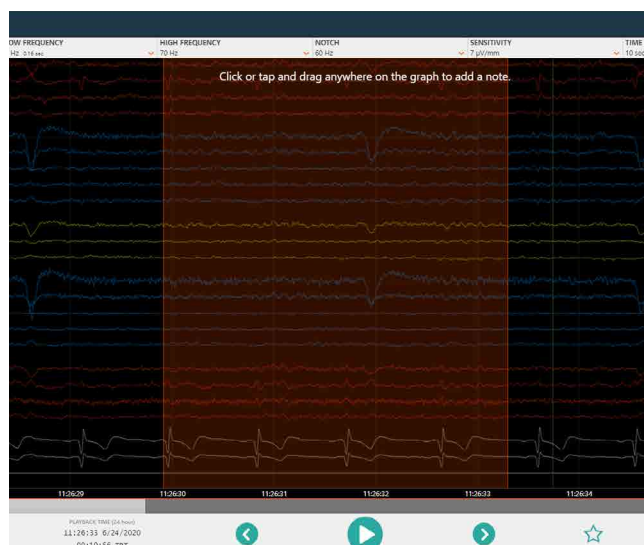
- eyes open ▪ eyes closed ▪ movement ▪ blinks ▪ laughing
- talking ▪ crying ▪ chewing ▪ swallow ▪ yawn

6.1.3 Add Note Icon

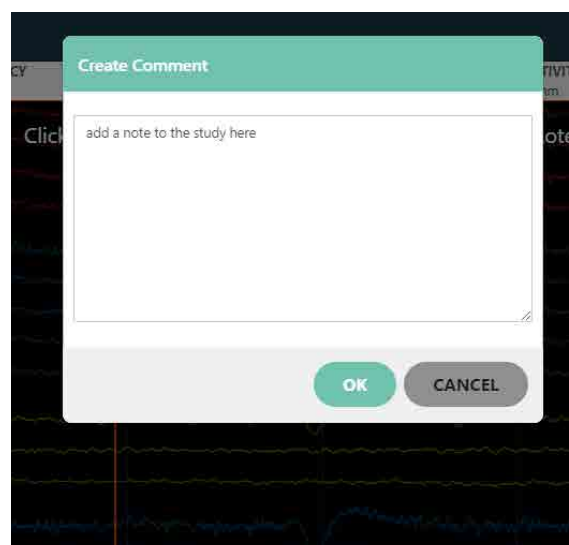


Quick Note Dropdown Menu

The **Add Note** icon allows the user to click on a graph and drag to expand the area (if required) anywhere on the graph to add a note.



Add Note Icon Drag To Expand



Add Note

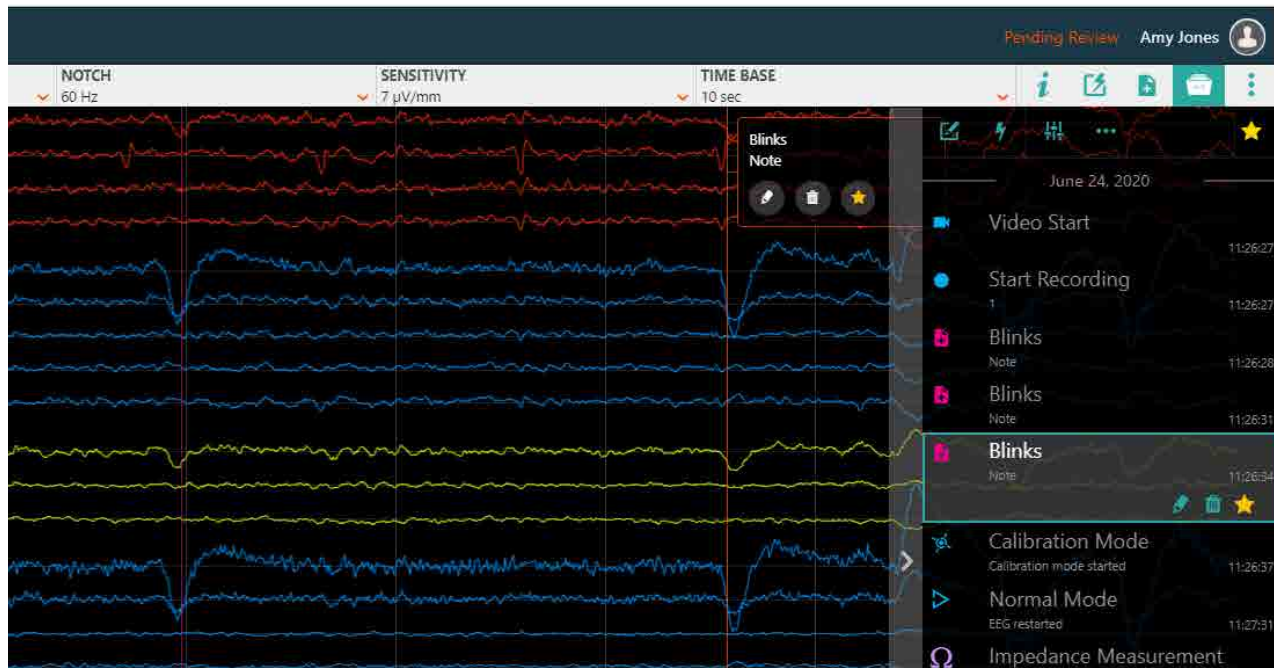
Rendr Portal



6.1.4 Study Events Filing Cabinet Icon



The **Study Events Filing Cabinet** icon contains events and comments annotated in the study.



Filing Cabinet Icon



The **Study Notes** icon contains comment entries and event push buttons.



Filing Cabinet Study Notes

Rendr Portal



- The Notes may be viewed, edited, and deleted as required.
- Notes that are starred are considered important events, this allows for Non-Destructive pruning of the study and Focused Review allow the entire study to maintain intact.
- By selecting the **Star** icon, it will change to yellow, this may be done at the creation of the event or in the events list by selecting the event then selecting the star delegating the event as important.
- These events may be viewed separately by selecting the **Star** icon in the **Study Events Filing Cabinet** or the **Star** icon on the menu ribbon at the bottom of the study.
- Events may be removed from Focus Review by selecting the star again at the individual event location.
- Notes may be edited by selecting the **Pencil** icon or deleted by selecting the **Trash** icon.



Filing Cabinet Icon Study Notes

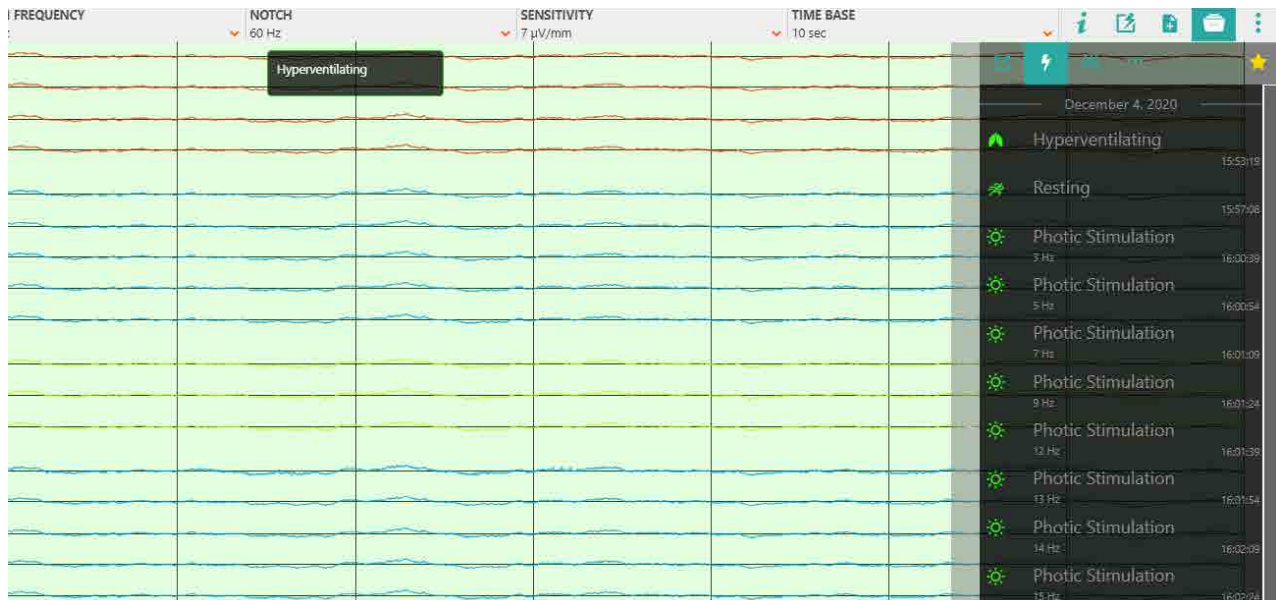
Rendr Portal



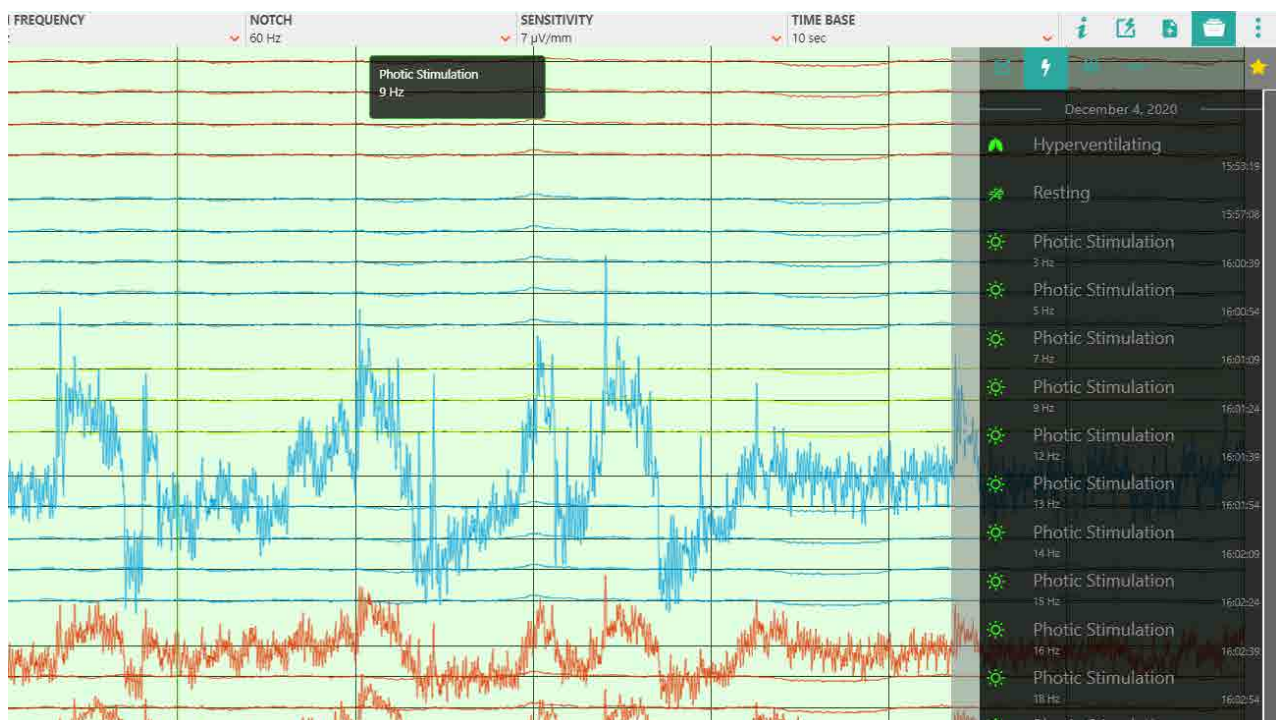
6.1.5 Stim Events



Stim Events include hyperventilation and photic stimulation.



Hyperventilation



Photic

Rendr Portal



6.1.6 Settings Events



Settings Events include Impedance Measurement, Filter, Montage, and Notch changes made during the study acquisition.

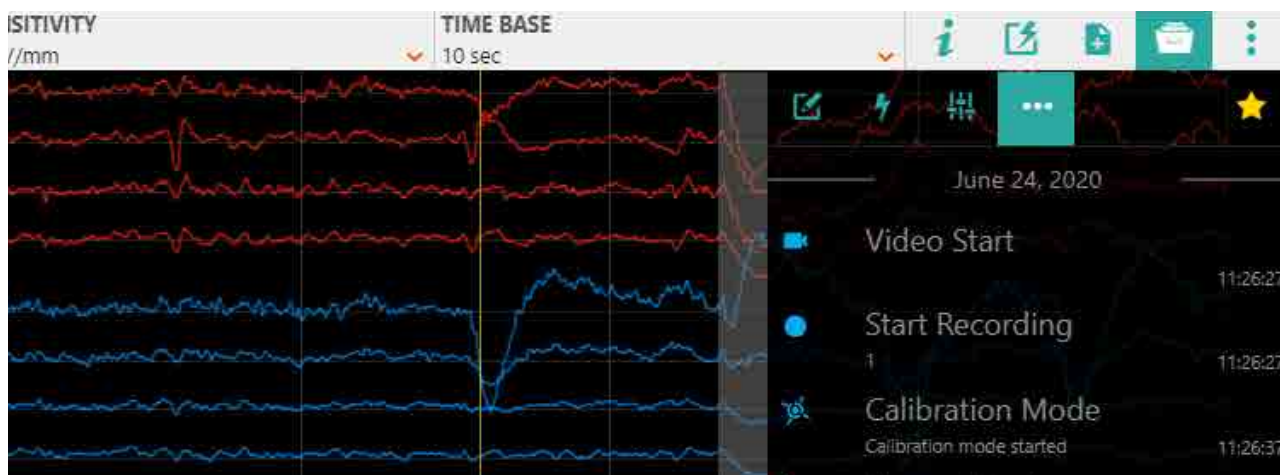


Settings Events

6.1.7 Other Events



Other Events include the study Start and Stop Recording, Bluetooth changes (weak signal, out of range, etc.), and other system events.

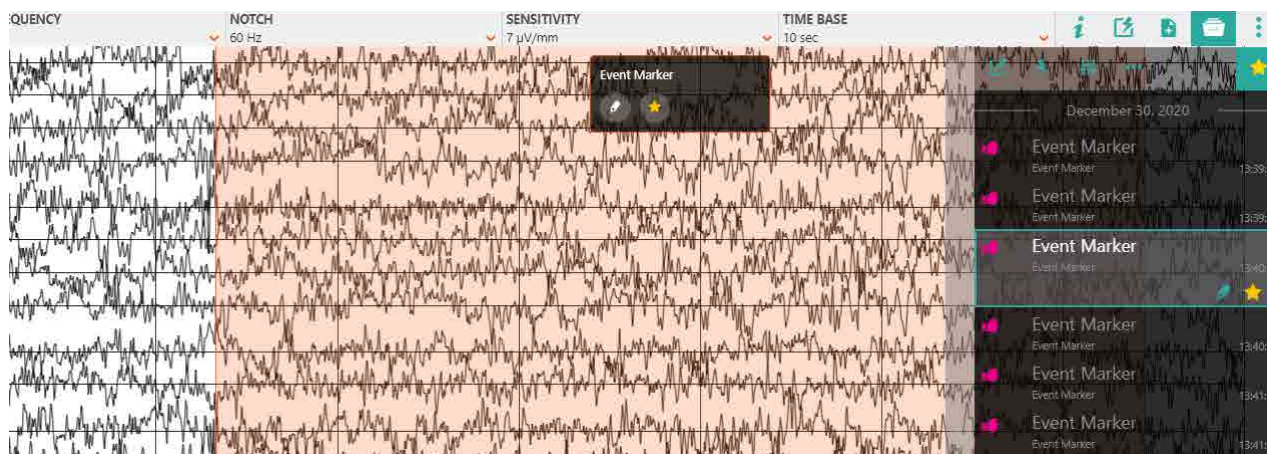


Other Events



6.1.8 Important Events

Important Events are starred events deemed important by the user. Once starred the events are now Focused Events for review, which allows for Non-destructing Pruning, so the study remains intact.



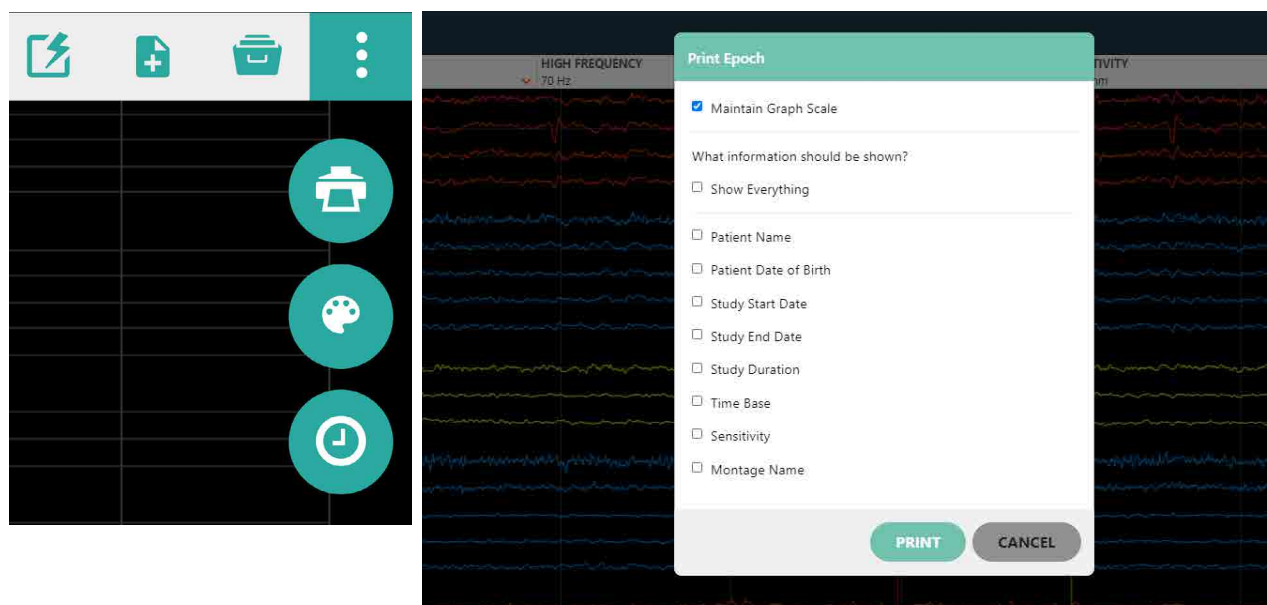
Important Events

6.1.9 More Options Menu Three Vertical Dots



In the **More Options Menu**, the user may locate the **Print** icon (below). The Print Epoch menu allows the user to select items included in the printing: Select Maintain Graph Scale, Show Everything, Patient demographics and Study information.

By choosing Select Print a PDF, an Adobe Acrobat Document File is created that may be printed or saved.



Print Epoch field selections

Rendr Portal



The **Select Theme** icon allows the user to select Dark or Light themes depending on the user's view preference. The Arrow pointing to the right will close Theme window.

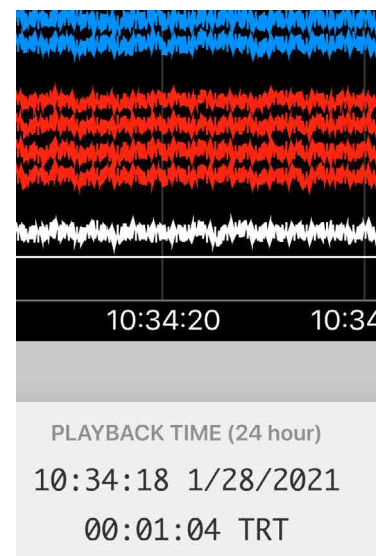
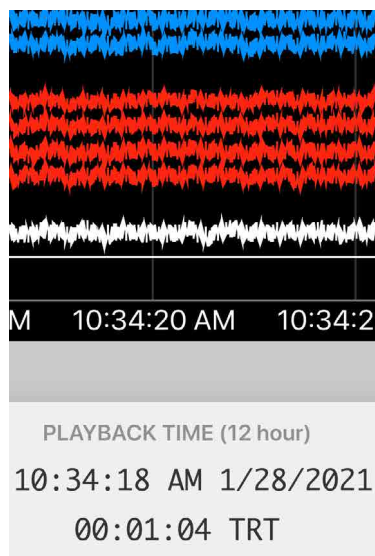


Dark Theme



Light Theme

The **Toggle Time Setting** clock icon will allow the user to change how the time is viewed. Options are Elapsed Time, 12-Hour, or 24-Hour time increments. The time display along the bottom of the trace will change and the Playback Time on the bottom menu ribbon will change accordingly.



Elapsed, 12-Hour, or 24-Hour Time Setting

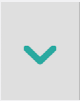




6.2 Event Banner and Ribbon Menu at bottom of trace




The large ribbon banner at the bottom of the graph will allow the user to move the length of study while displaying the time and date for the selected location. The highlighted sections on the ribbon allows the user to move to specific annotated events within the studies timeline.



Ribbon Banner

	Minimize Controls downward facing arrow at the bottom left of the study will minimize the bottom menu to expand view of graph.
	The Patient demographics are displayed along the bottom menu.
PLAYBACK TIME (24 hour)	The Playback Time in 24HR, 12 HR, and Elapsed time increments may be selected by the user.
12:55:40 12/02/2020 00:00:12 TRT	The current Date, Time, and TRT Total Recording Time is displayed.
	Right Pointing Arrow icon, Follow Live Data, returns the user to the end of study or live video if the study is currently being acquired.

6.2.1 The Arrows Radial Buttons Icons

	The left facing arrow radial button icon will allow the user to reverse one epoch at a time.
	The large right facing Arrow Radial is the Play button which will advance the study as recorded.
	The right facing arrow radial button icon will allow the user to advance the study one epoch at a time.

The user may start and stop the study using the keyboard spacebar. The user may advance the study forward or backward a page at a time with the keyboard arrow keys. The user may advance the forward or backward one second at a time by pressing the shift key and arrow key.

Rendr Portal



6.2.2 Star Icon view Focused Review (from Non-Destructive Pruning)



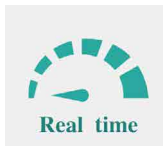
	The Yellow left facing arrow radial button icon will allow the user to review each Focused Review event in reverse order.
	The yellow large right facing arrow radial Play button will advance the Focused Review events only as the study was recorded.
	The yellow right facing arrow radial button icon will allow the user to review each Focused Review event moving forward.



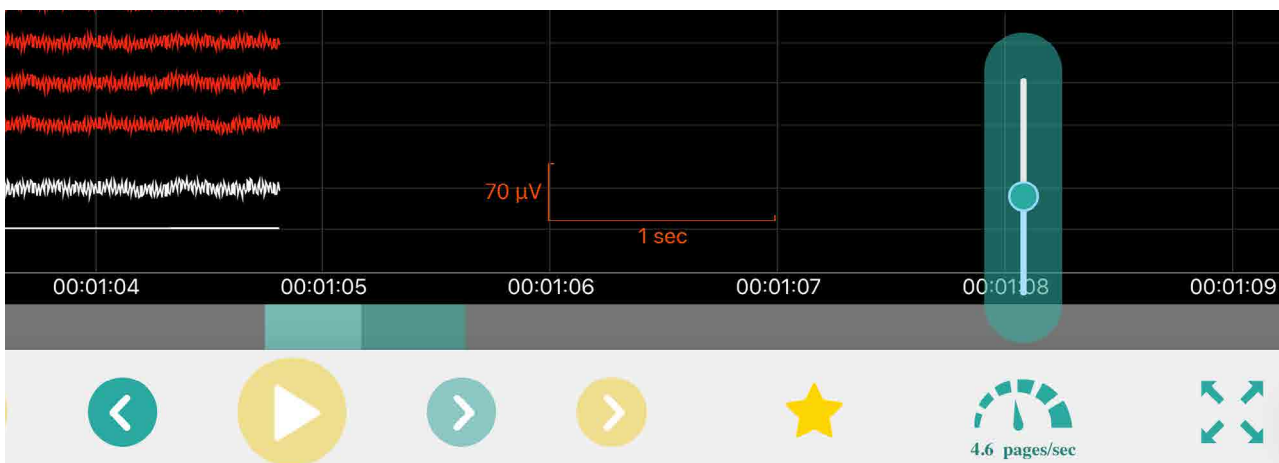
When reviewing Focused Review Events, the user may span large amounts of time.

Deselect the **Star** icon to return to the previous view.

6.2.3 Real Time Icon



The **Real Time** icon allows the Play button to increase pages per second by moving the slide to the preferred number of pages to be displayed. There may be a delay while loading graph data to view. The video display will disappear when increasing the number of pages per second but will return when a single page per view is selected.



Pages Per Second Control Slider

Rendr Portal



6.2.4 Graph Display



To increase the view of the graph, select the **Enter Full Screen Mode** icon (left).

The graph will be displayed in full screen mode, to exit full screen mode select the icon again.



Full Screen Mode

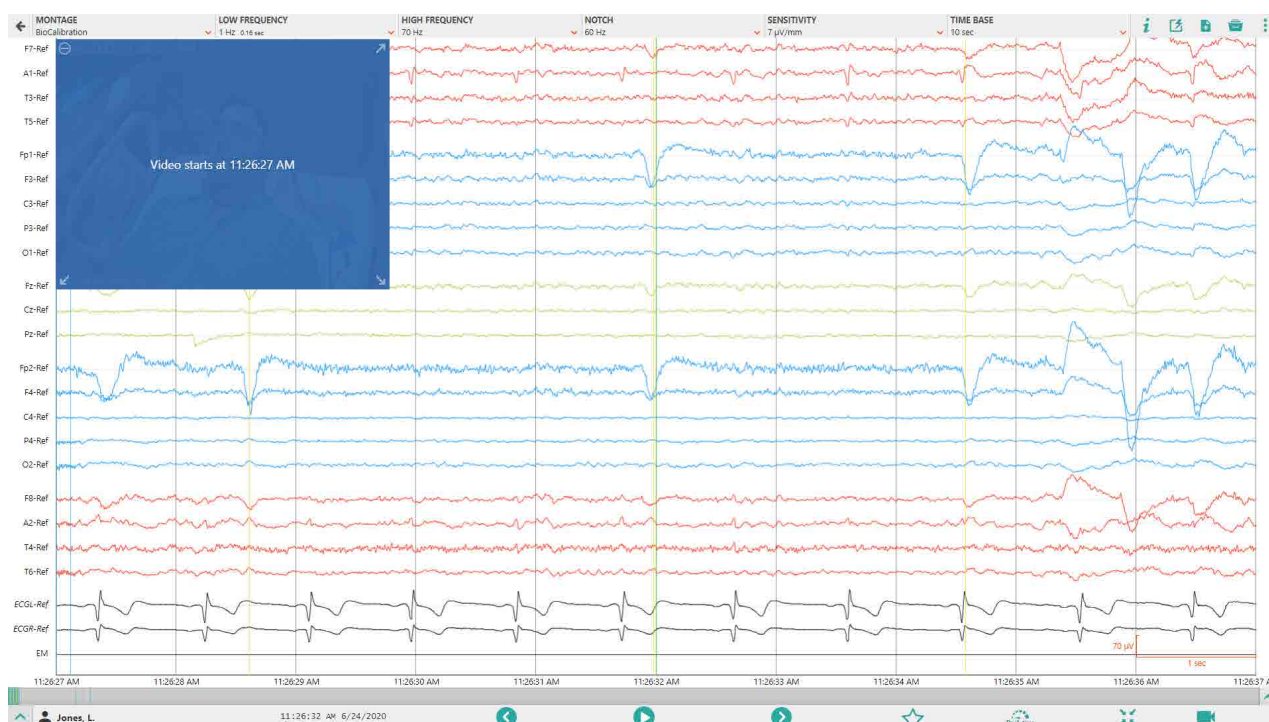


6.2.5 Video Display



The **Toggle Video Display** icon allows the user the option to display the video or turn off the video display.

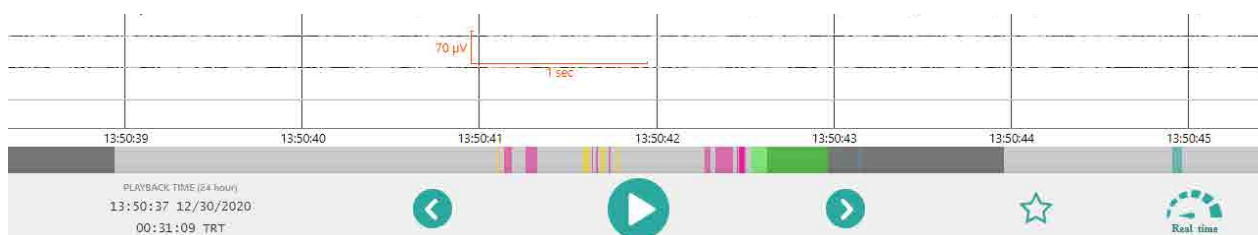
The Video Display on the graph may increase or decrease the size of the video by selecting the Plus or Minus sign on the video display window. The arrows in each corner of the Video Display window will move the Video Display to the selected corner of the screen.



Expanded Video Display

6.2.6 Measuring Tool

The measuring tool 70 μ V/sec may be moved along the graph to measure microvolts per second.



Measuring Tool 70 μ V/sec



6.2.7 Individual Channel on graph

When you select a Channel Label, three icons will be displayed.



The **Minus** icon allows you to hide the entire channel from view. Select the Channel Label and select the **Plus** icon the channel will return to view.



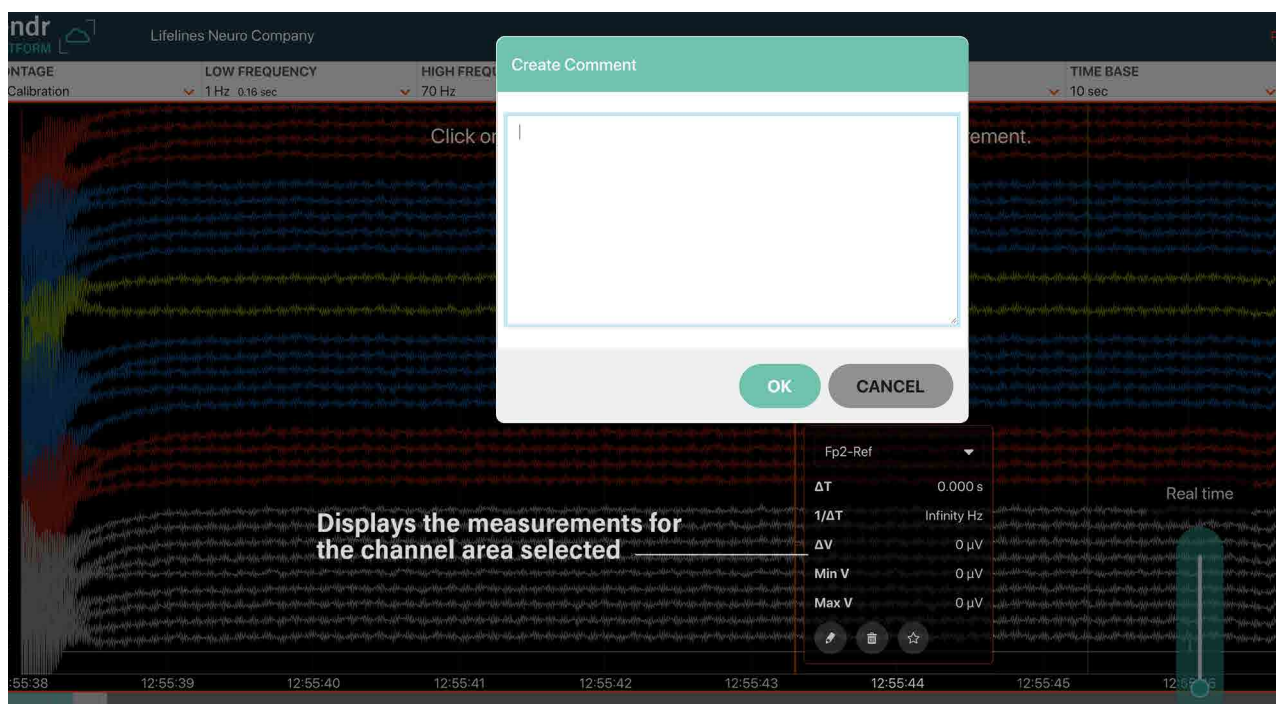
The user may also select Change Non-EEG Setting on EKG, Chin, EMG, EOG etc. trace to change the frequency.



The **Measurement Ruler** icon allows the user to select an area on the channel and increase the area by dragging the cursor to display the measurements for the selected channel area.

Two boxes will appear. The user may create a comment for the measurement and select ok to keep the comment or select cancel to remove the comment.

The second box displays the measurements for the channel area selected.



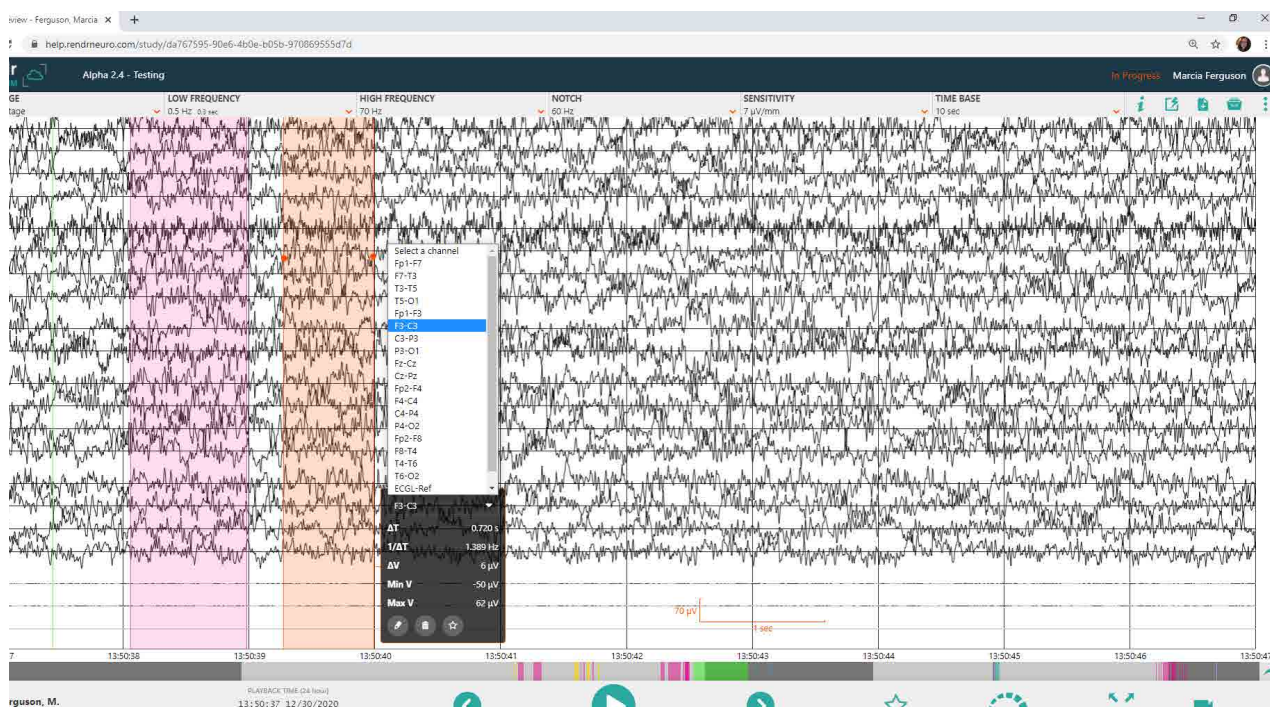
Create Comment box/Measurement box

Rendr Portal



The user may edit the comment by selecting the **Pencil** icon. Delete the comment by selecting the **Trash** icon. Select the **Star** icon to add the event to the Focused Review.

The dropdown box allows the user to select additional channels to review the measurements.



Measurement Tool Additional Channels Dropdown

Rendr Portal



7 Access to Studies

Rendr Portal users will have access to studies synced to the Rendr Portal.

On the Rendr Platform Acquisition software the user may select a specific amount of time to maintain studies. After the selected amount of time the study will be deleted from the Rendr Platform Acquisition software.



Rendr 2.4 Portal Software

Lifelines Neuro Company

900 E. Main Street, Suite 300

Louisville, KY 40206 USA

www.lifelinesneuro.com

Tel: 866-889-6505

Email: support@lifelinesneuro.com

Imagine EEG Anywhere[®]