HealthFrame Family Edition

Version 2.1.10 (March 17, 2009)

HealthFrame [™] provides an easy-to-use set of tools that help you organize your medical records:

Stay organized and in control of all your family's healthcare information

- <u>Calendar</u> support for doctor <u>visits</u>, <u>tests</u>, and <u>treatments</u> (scheduled and reminders)
- Track your <u>medications</u>, <u>tests</u>, <u>conditions</u>, <u>treatments</u>, <u>allergies</u>
- Manage your medical expenses
- Attach original medical records to specific visits or test results
- Keep <u>journals</u> of your child's development, specific symptoms and their triggers (migraine headaches, asthma episodes), or your health related <u>activities</u> (jogging, dieting, etc)

Understand your conditions, recommended treatments, tests and medication

- Access <u>more detailed medical information</u> on the internet, from trusted websites such as the U.S. National Library of Medicine.
- Your custom <u>medical reference library</u> will point you to relevant information about your family's health information such as conditions, medications, immunizations, and treatments.
- *HealthFrame*TM keeps all related information linked together (visits and tests; treatments and medications; etc)

Make informed decisions about your health and health care

- Use wizards for health related activities and immunizations
- Access individualized wellness and prevention recommendations <u>services</u>

Take control of your health and health care

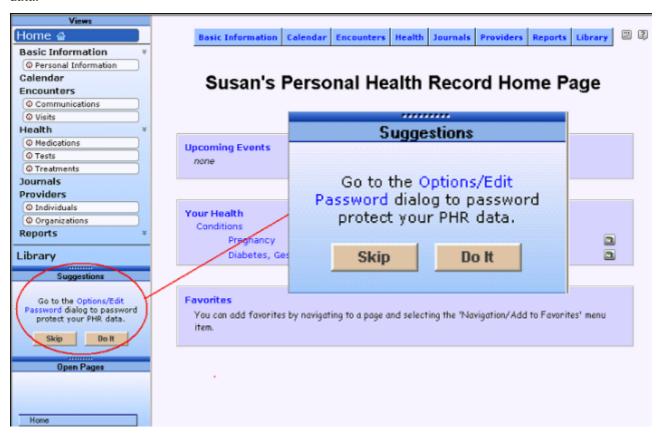
- Prepare for your doctor <u>visits</u> (questions, concerns, new symptoms)
- Keep better track of advice from your doctor visits

Your medical records always within your reach – anytime, anywhere

- Bring printed (or electronic, print-driver generated PDF) copies of any number of your medical reports with you (growth charts, cholesterol chart, family history, etc)
- Sync with your <u>iPod</u>
- Sync with your <u>USB drive</u>

Getting Started

HealthFrame is designed to allow you to easily, safely, and securely record and track your healthcare data.



This process will guide you through adding some basic information about yourself and your relevant health information.

The simplest way to begin using HealthFrame is to follow the series of suggestions provided in the suggestions panel of the navigation bar - on the left. Click the 'Do It' button to follow each suggestion, or use the 'Skip' button to skip a suggested information page and go on to the next one.

You can also click around to any information page you would like by directly using the navigation panel to the left, and then return to using the suggestions when you are ready.

Click the OK button at the bottom right of each page as you complete your information entry.

You should understand that all of your data will only be stored on your computer, and will not be uploaded to any remote servers, and that it is all encrypted for your privacy. You can choose to password protect your data for further privacy protection.

When choosing what information to enter into your personal health record (<u>PHR</u>), use your own judgment about what is important. You may consider <u>requesting a copy of your medical records from your doctor(s) or health organization</u>. You will typically receive paper copies of your medical record information and you will need to key the information. You may consider starting by documenting your existing <u>conditions</u>, <u>allergies</u>, <u>treatments</u>, <u>medications</u>, recent and upcoming <u>visits</u>, etc.

You can also get more help information by hovering over, or clicking on the licon which appears near the top-right of most pages. You can also get help on the particular page you are viewing by hitting the F1 key.

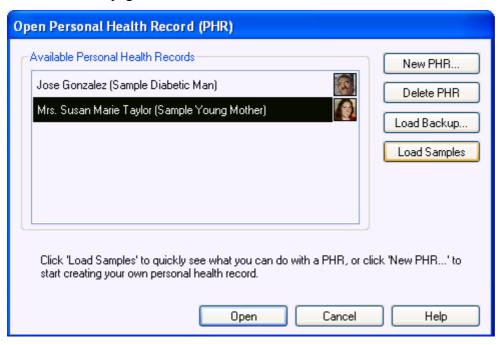
Finally, HealthFrame ships with built-in fictitious <u>sample PHRs</u> that you can use to familiarize yourself with the application's features.

Sample Personal Health Records (PHRs)

HealthFrame ships with built-in fictitious sample PHRs that you can use to familiarize yourself with the application's features.

Navigate around the application and review the many <u>reports</u> that HealthFrame generates. <u>Synchronize</u> a sample record with your iPod or to a USB drive.

Create a **favorite** page.



Jose Gozalez - Sample Diabetic Man

Jose is a man who suffers from a number of different <u>conditions</u> including diabetes. Jose's PHR has a fair amount of information in it and it is a good sample of recording frequent <u>test</u> results (daily blood glucose measurements), using the customizable blood glucose graph (try <u>filtering dates</u>).

Susan Marie Taylor - Sample Pregnant Woman

Susan is a woman who was pregnant in 2005 and went to a number of pre-natal <u>visits</u>. Susan tracked her co-pays and medication <u>expenses</u>.

What is a Personal Health Record?

If you are connected to the internet, you may consider using the following link for detailed information on Personal Health Records (PHRs): http://www.RecordsForLiving.com/PersonalHealthRecords/

Your health (or medical) record is the combined information collected every time you interact with a healthcare provider. Medical staff references data contained in your health record to ensure you are receiving the best appropriate medical care.

What Does Your Health Record Contain?

Your health record is a combination of many different documents, possibly collected in many different formats. It includes information about your specific healthcare, including:

- Visits
- Test results (cholesterol, X-rays, blood sugar, urine, etc)
- Physician's recommendations
- Treatments
- Family medical history
- Conditions
- Immunizations
- Allergies

Depending on the details of your medical history, your health record may contain a broad spectrum of medical information that can be used by medical staff to understand your medical history up-to-date and to recommend future treatments.

Information Organization

Your healthcare information is complex, and there is no single simple, obvious way to organize it hierarchically. There are lots of plausible organizations.

HealthFrame's approach to this is to pick the best available, and then to provide lots of cross-linking, so that whatever logical path you might take through the information hierarchy – will be highly likely to lead you to the information you were searching for.

The basic outline of the information hierarchy is:

- Home Page
- Basic Information
 - Personal Information
 - Advance Directives
 - Birth Information
 - Emergency Contacts
 - Family members/ Family History
 - Insurance
- o <u>Calendar</u>
- o **Encounters**
 - Communications
 - Visits
- Health
 - Activities
 - Allergies
 - Conditions
 - Immunizations
 - Medications
 - Tests
 - Treatments
- o <u>Journals</u>
- Providers
 - Individual
 - Organizations
- Reports
 - Common Forms
 - Expenses
 - Graphs
 - OpenHealth Reports & Services
 - Summaries
 - Wellness & Prevention Recommendations
 - Other

(This hierarchy matches the navigation area typically displayed on the left-hand portion of your HealthFrame screen.)

Under each of these categories, you'll find pages with ample logical links across the hierarchy, like for example – Visits will contain links to related medical conditions, or tests or treatments associated with that visit.

You will also be able to associate with many HealthFrame records – an <u>attachment</u> – which allows arbitrary information, such as an image, a cat-scan, or ultra-sound movie to be associated with that particular record (say a dr. visit, or medical test).

HealthFrame is designed to allow your medical data to be safely and securely exchanged with other standards-based medical software, so that your investment in creating and maintaining your PHR can be maximally leveraged.

HealthFrame uses Microsoft Windows built-in security system to safely encrypt and optionally password protect your healthcare data..

Data is stored in industry-standard XML Data format. This makes it possible for you to export your information to third-party healthcare products. Additionally, it is easier for HealthFrame add-on products and services to dynamically update your PHR information based on medical records acquired over the web.

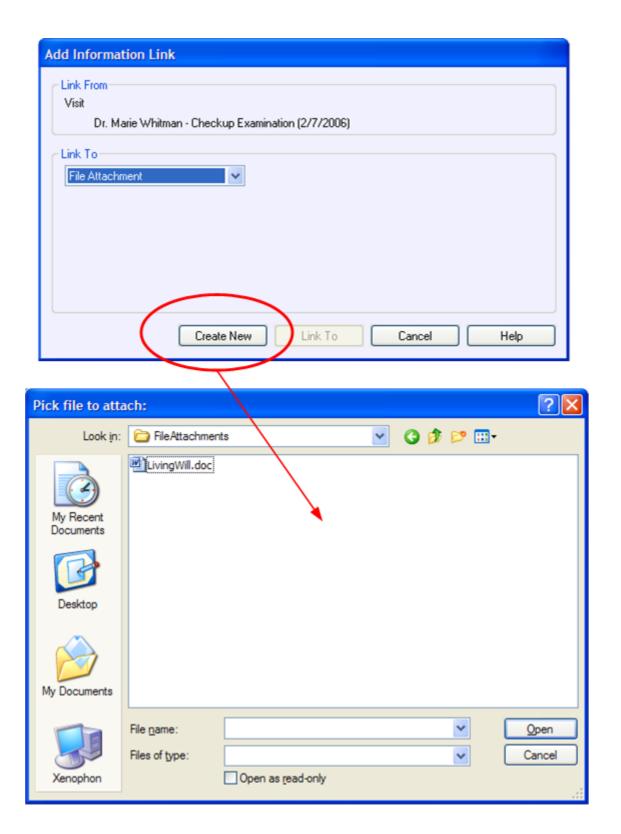
HealthFrame uses industry standard <u>medical codes</u>, which makes your data more universally understandable by medical professionals, and facilitates data exchange. (If you are transcribing your medical records from paper records that you obtained from your doctor, you may note that your conditions are identified using medical codes.)

Attachments

HealthFrame allows you to include any file and associate it with a particular record (such as a medical test or visit). To add an attachment, open the <u>Related Information</u> group (by clicking on it) - and hit the 'Add New' button. You now have two separate mechanisms you can use to associate to a file:

- File Attachment
- URL (Web Link)

If you select *File Attachment* from the *Link To* drop down and click on the *Create New* button, a file picker dialog will let you select the file to attach. Then open a selected attachment by clicking on it and selecting "open". Files that are attached to HealthFrame become a part of your personal medical record database. You can remove the attached file from your file system and HealthFrame will still store the information. Please note that too many attachments will increase the size of your personal health record file.



Alternatively, you can create references to files that are a part of your computer's hard disk, by using the URL linking mechanism. In order to reference a file on your disk, simply select the *URL* (*Web Link*) choice from the drop down and replace the default *http://INSERT.LINK.HERE* text with *file://INSERT.FILE.PATH.HERE*, for instance file://c:/temp/MyFile.doc. Note that files that are simply referenced, but not attached are not a part of the HealthFrame personal health record. If you delete the file from your computer's hard disk, HealthFrame will no longer be able to access that information. Another disadvantage of using file references is that files are only accessible from your computer, i.e. you won't be able to access them from a USB drive, for instance. The advantage of using file references

would be to organize and correlate documents to your medical record, without inflating your personal medical record file.

Attachments can be associated with any context that supports *Related Information*: <u>visits</u>, <u>communications</u>, <u>tests</u>, etc by simply going to the record in question (e.g. a particular visit page), and opening the 'Related Information' section.

Code Sets

In order for HealthFrame to effectively communicate with other medical and healthcare systems, and in order for those systems to communicate among themselves, it is necessary to have a standardized language for medical terms which the computers can use to communicate. There are several competing standardized nomenclatures, all with different strengths and weaknesses. Some of the more widely used standards are ICD-9, and CPT. Because of cost-prohibitive licensing restrictions, CPT was not chosen as a viable alternative.

UMLS Codes

<u>Unified Medical Language System (UMLS)</u> is a system built by the United States Government's National Institutes of Health. "The purpose of NLM's Unified Medical Language System® (UMLS®) is to facilitate the development of computer systems that behave as if they "understand" the meaning of the language of biomedicine and health." This system is quite comprehensive, and because of this, and because of its favorable licensing terms, is the basis for the medical term identification system used by HealthFrame. See also the <u>copyright information</u>.

ICD-9 Codes

ICD stands for 'International Classification of Diseases'. ICD-9 is a fairly widely used classification system for medical conditions, treatments, and other medical terms. It is a hierarchically organized taxonomy, and as such, helps provide organization to large sets of medical terms.

ICD-9 codes can generally be used in lookup dialogs when looking for information about a particular medical condition, disease, and treatment. This search capability is useful, if you are manually transcribing information you may have obtained from your doctor or hospital about your medical records.

For more information about ICD-9, see ICD-9-CM info at National Center for Health Statistics.

RxNorm Codes

RxNorm is a standardized nomenclature for clinical drugs. It is produced by the National Library of Medicine.

RxNorm codes can generally be used in lookup dialogs when looking for information about a particular medication. This search capability is useful, if you are manually transcribing information you may have obtained from your doctor or hospital about your prescriptions and medications.

For more information about RxNorm, see RxNorm Overview...

SNOMED CT

SNOMED CT stands for the Systematized Nomenclature of Medicine Clinical Terms. SNOMED CT has been developed by the College of American Pathologists.

SNOMED CT codes can generally be used in lookup dialogs. This search capability is useful, if you are manually transcribing information you may have obtained from your doctor or hospital.

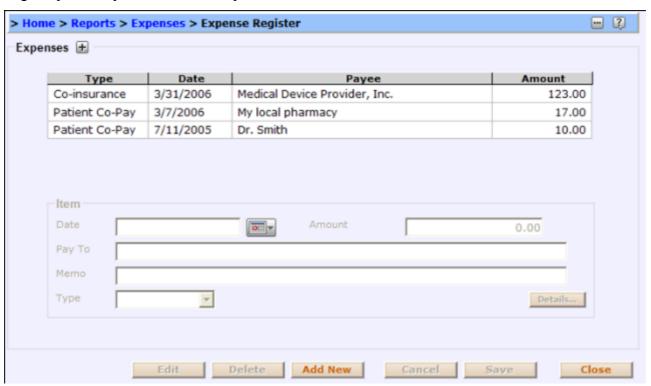
For more information about SNOMED CT, see **SNOMED Overview**.

Expenses

In HealthFrame you can enter your medical expenses as a <u>link</u>, in the context of where the expense occurred (<u>visits</u>, <u>medications</u>, <u>treatments</u>, etc).

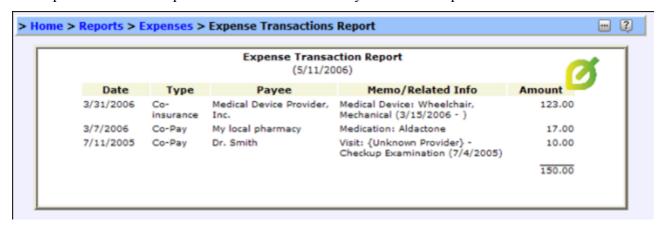
Expense Register

Alternatively, you can enter medical-related expenses directly into the expense register. You can still add links to expenses that are entered directly in the registry, by accessing the expense's *details*. Note that a single expense may be related to multiple health-related records.



Expense Transaction Report

The expense transaction report is a <u>customizable</u> view of your medical expenses.



Links

When you go to a doctor's visit, it is not uncommon for your doctor to prescribe some medication or to recommend that you have some lab tests taken. You and your doctor may discuss your existing conditions and treatments. It is useful for you to track the context of your healthcare interactions with your medical providers, as well as simply track related aspects of your health.

HealthFrame supports a powerful, generic mechanism known as *Links* that help you track related information. When you use links you can track all visits, medications and treatments related to a particular condition. You can use links to create journals that help you track your symptoms over time, as your medications change.

Related Information

Anywhere in HealthFrame that can contain linked information you will see a "Related Information" section. In order to <u>add new links</u>, you can either click on the plus sign on the section's title or you can expand the section and click on the Add New button.



Once you have added links, the Related Information section will be populated with categorized lists of information associated with the current context (visit, journal entry, treatment, etc). Note the chain link icon is now displayed in the header of the section, indicating the presence of at least one link. This chain link icon will be visible even when the Related Information section is collapsed.



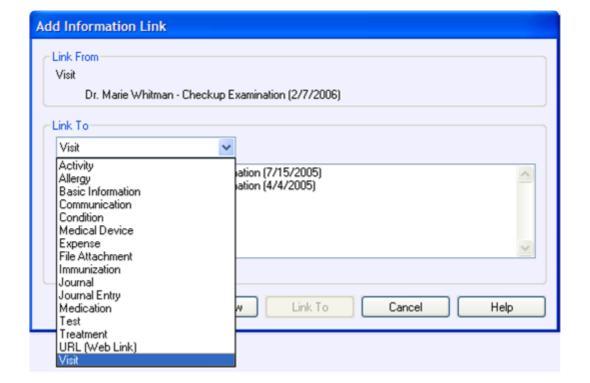
Adding New Links

In order to create new <u>links</u> to Related Information, you will need to either pick from among <u>existing</u> <u>information</u> in your personal health record, or you will need to create <u>new content</u>.

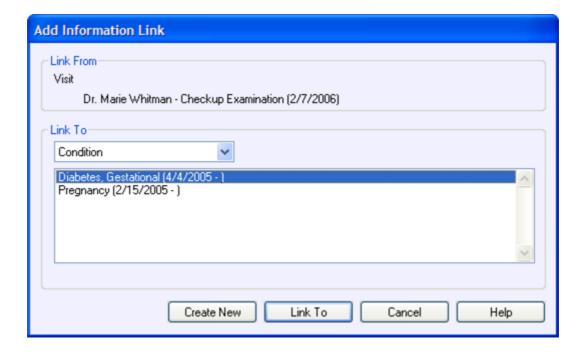
Note that you may add and/or <u>remove</u> many links at the same time. When you are done making all your link changes, you should either <u>save</u> or cancel your modifications.

With HealthFrame you can create links to information about your:

- Activities File Attachments Medications
- Allergies Immunizations Tests
- Basic Information
 Journals
 Treatments
- <u>Communications</u> Journal Entries <u>Visits</u>
- Conditions Medical Devices URL (Web Link)
- Expenses



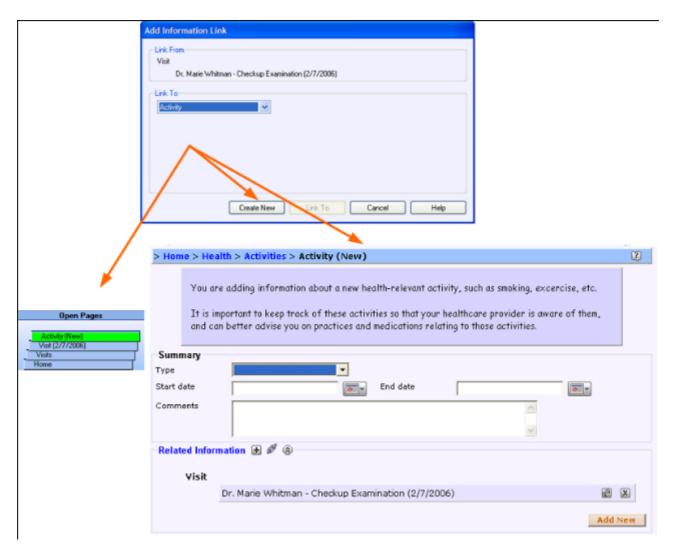
Adding New Links - Pre-existing Content



Adding New Links - New Content

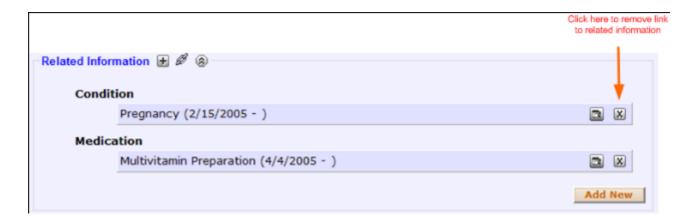
Sometimes you need to capture in HealthFrame a lot of new, related information, all at once. Maybe you've just been to your doctor's for a check-up and there were changes in your medication, or maybe you've been diagnosed with a new condition, or you took some tests. When this happens, you don't have to stop creating your links. In one pass you can create the new data (e.g. condition, test, medication, etc), as well as capture the link to your current context (e.g. visit).

When you're in the *Add Information Link* dialog, simply select the type of information to which you are linking (in the example below, the user selected *Activity*). Then click on the *Create New* button. HealthFrame will open the appropriate window that you can use to create the new information (note in the picture below, the *Activity* window is displayed, and the *Open Pages* pane is updated to show an unsaved (shown in green) new *Activity* page.

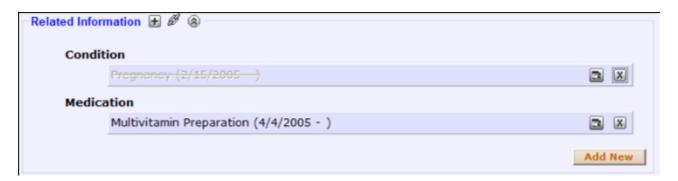


Remove Links

In order to remove existing <u>links</u> to Related Information, you will click on the X icon associated with the link:



Pending deletions will be shown in the assigned category, greyed and with the text struck-out:



Finally, note that deletions also pend your confirmation (<u>save</u>).

Save Link Changes

HealthFrame allows multiple changes to <u>links</u> to be done at the same time, including multiple <u>additions</u> and multiple deletions.

As you add new <u>links</u>, they will show in the *Related Information* panel, in an uncategorized *Additions* section (in other words, your additions will not be listed in their normal categories such as conditions, medications, etc). This indicates to you that the addition is *pending* your confirmation (save).

Here is what a single (pending) addition of *Related Information* will look like:



Multiple pending additions will look like:

```
Related Information  

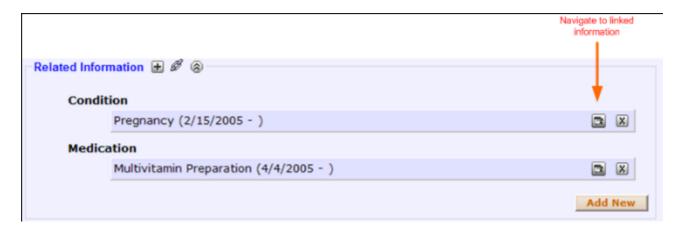
Additions

Pregnancy (2/15/2005 - )

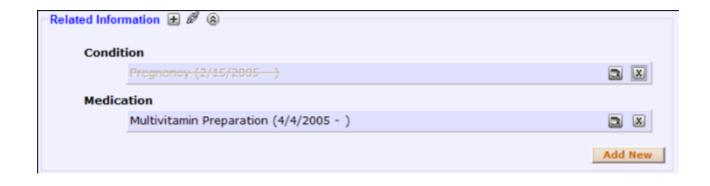
Multivitamin Preparation (4/4/2005 - )

Add New
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Once you confirm your changes, by clicking on the page's *Save* button, your pending link modifications will be appropriately categorized. Note that besides the categorization, your links are shown shaded and you now can navigate to the linked information or delete the link (click on X):



Finally, note that deletions also pend your confirmation (save). Pending deletions will be shown in the assigned category, greyed and with the text struck-out:



PHR Repository

HealthFrame maintains its PHRs in a hidden, secure, encrypted repository. The repository is hidden both for your privacy's sake, and to allow for advanced caching, and searching. Soon-to-come new features for importing data from healthcare providers, and synchronization of PHR databases with external decides like USB flash disks, etc will also access the repository.

When you start HealthFrame, it gives you a list of all the PHRs in the repository, and you can easily add or remove entries from that list.

PHR Backups

You can package up the entire contents of a PHR into a single, secure, encrypted file. This can be done for backup purposes, or to move a PHR from one machine to another. (Note that this version of HealthFrame provides no facilities to merge changes made in different copies of a PHR; that will be a critical addition in a future release).

You can backup a PHR from the File>Backup menu.

You can restore a PHR by using the 'Restore Backup' button from the Manage PHRs dialog (File>Manage PHRs menu). Note that doing so will overwrite any changes made in your current copy.

PHR Export Files

PHRs can be exported into an unencrypted XML format which can be read by any XML aware application. HealthFrame provides an XML Schema, which other applications can use to 'understand' the format and meaning of the PHR XML format. It's also human readable — so that you can export your PHR data, and open it in MSIE (Internet Explorer) or your favorite text editor, and see the raw information that makes up your personal health record.

Note – in order to make this information easily accessible and readable by an application, the information is *not* encrypted, and so this format of representing the PHR is not secure, unless you maintain careful control of what happens to the export file.

Security

All PHR information kept by HealthFrame internally is securely encrypted using the Microsoft Encryption system (Microsoft Enhanced Security Provider). This includes both data in the PHR repository, and any backup files.

In addition, access to PHRs *can* be password protected – at your discretion. If you create a password, no access will be provided to any of the PHRs in your repository without that password.

BE SURE TO REGISTER YOUR COPY OF HealthFrame BEFORE PASSWORD PROTECTING YOUR REPOSITORIES. This is necessary in order to guarantee your information's privacy in the event that you lose your password.

Data is stored in industry-standard XML format in order to make it possible for you to export your information to third-party healthcare products, and to make it easier for HealthFrame add-on products and services to dynamically update your PHR information based on medical records acquired over the web.

To make your data more universally understandable by medical professionals, and to facilitate that data exchange, HealthFrame uses industry standard <u>medical codes</u>.

HealthFrame comes with an XML Schema describing the logical format of its database, and the format of data which can be exported from it. Advanced users may wish to browse the HealthFrame PHRModel XML Schema.

This XSD defines the contents of an HealthFrame PHR document, and is the format of an Export file for HealthFrame 2.0 ISO-4217 3-letter currency codes, as defined at http://www.xe.com/iso4217.htm Only a subset are defined here. For HeatlhFrame 2.0, we will allow for bogus KEY values, since that is (basically) how we support user-defined entries (for 2.0). But - in future versions (3.0) - we will be more strict about the allowable values in the KEY a unique identifier - roughly in the format - Hxxx, Cxxx - as UMLS codes. (to be specified in more detail for 3.0) Nearly always have exactly one of these - in english, but allow for supporting more in different language. One exception is an empty key will have no print name. Name of a given code - eg. UMLS; enumeration of names is identical to that in CCR 1.0 (spreadsheet) This is the value of the code, as a string. Version of the codeset A physical address (currently US-centric) Objects with IDs - that can be referred to via link (LinkType) objects. This is a power mechanism to create relationships between objects, like conditions and medications etc. Logically - we want this to be inherit from both NillableBase64 and DataObjectType, but I haven't found the syntax for this multiple inheritance This is used for an event which may take several days (like the span of a disease). If it takes one day - simply set Start and End to be the same value. To indicate a Start date where the associated item has not yet terminated - omit the optional End date. The start date can also be omitted - indicating that it is not known. This is used for an event which may take several days (like the span of a disease). If it takes one day - simply set Start and End to be the same value. To indicate a Start date - where the associated item has not yet terminated - omit the optional End date. The start date can also be omitted - indicating that it is not known. Locations contain a pretty name, together with an associated address Note that this name is NOT a key. It is a shorthand which maybe helpful in the context in which its shown. For example "office" for a Providers Location record. Sometimes something can be associated with either a provider or a provider organization (e.g. a test). Body part associated with the symptom An activity is an event which the user engages in periodcally - like swimminmg, biking, smoking, or alcohol consumption - that is kept track of in the PHR - and is health-relevant. Advance directives capture. This will change dramtically for 3.0, but hopefully this allows us to capture enough information for the 2.0 life cycle to be useful. This will probably end up mirroring what is done in CCR over the next year, or other existing advance directive forms/standards. Union of CommunicationTypeEnumeration xs:string This is for a medical device, such as eyeglasses, a heart-implant, a nebulizer, or any other medical device you want to track (for reasons of expenses or showing on medical reports or whatever) Note - its common to use expenses with links (LinkType) to link expenses to the thing they are an expense for (e.g. Medical Device, visit, etc) This could be soemthing like CoPay, or ??? - need list - need new ConceptCategory for this! Journals are logically collection of journal entries. The JournalEntires associated with a given journal are aggregated using 'aggregates' link relationships. To find the owning journal, lookup the (sole/unique) link relationship which aggregates this object. It should be of type Journal. A 'Link' object is meant to specify an arbitrary relationship between two objects in the PHR (or between one object in the PHR and one external object). N-ary relationships can be represented via multiple link objects. The L1 element is - in some sense - primary - in that it must refer to an element of this PHR. L2 can either be an object in this PHR, or an external object. When deleting objects, the links must also be deleted to assure referential integrity. If the link relationship is Aggregates (UMLS C0332621) - then when object L1 is deleted, object L2 will be silently deleted as well. In either case, you must delete any links that refer to objects that have been deleted. As an example, a VisitObject might create a link to an Expense object with relationship 'Aggregates' for the COPAY - and then when the visit is deleted - you would delete the co-pay expense a the same time. This end of the link must be an internla link - an IDREF to an element that extends DataObjectType. This end of the link can be either an internla link - an IDREF to an element that extends DataObjectType - or it can be a url (for external links). EITHER an idref or a url - but not both - and not neither. For now 'owns' or 'owns-sub-object' - but we can extend this to more types later. Note that the fullfillment history is currently (2006-01-24) as related Expense objects. This neglects SOME information that might be useful to keep track of for fullfillment, but appears to be adequate for HealthFrame 2.0. Amount per pill (or solution strength if liquid). Additional Instructions (e.g. take with food, take as needed, etc) IDREF points to a Provider Boolean flag to indicate if this medicine was prescribed. Note -

even if this is false - Prescriber can be set to indicate the doctor recomending this non-prescription medicine. Amount which should be taken per day. Optional reference to location (from among list in PrividerOrOrganizationRef The Dates record almost always will contain a start/DATE the same as the endDate (though the time part maybe different and maybe omitted). The entire Dates section must be omitted if the DuringVisitRef is specified (and then the date from that visit is used). If the Administered section is eliminated (or just its date portion) - then get teh date from the Ordered element. Union of TestResultTypeEnumeration xs:string. I THINK THIS IS UNUSED - and could be delted, or re-thought. These are all measurements - (LIST SEMANTIC TYPE OF NAME BELOW). Consider adding underneath this object - a Provider/ProviderOrganization for who administered the immunization (optionally) Optional reference to visit where test performed (or ordered) preferred values are good, excellent, fair, poor, dead (MUST REVISE THIS ONCE WEVE INTEGRATED WITH NEW UMLS STUFF) relationship of phr owner to the subscriber A Provider is any person who provides medical care (e.g. doctor, nurse, etc). Note that even though by XSD checking - the supported roles CAN be empty, its strongly recomended to include a supported role. The only reason we allow for it being empty is to facilitate mapping of imported XML sources that might not have a reasonable (required) supported role. This is a reference to a ProviderOrganization A ProviderOrganizationis any organization which provides medical care (e.g. hospital, HMO, etc) Freeform description of reason for visit Freeform notes to prepare for doctor visit (e.g. list of things to ask) Notes taken after the visit probably relating to PreparationNotes and about future things to do The VisitLocation is selected from among the various Provider (ProviderRef)'s owned Locations. Start/End date apply iff Type=SpecifiedDateRange ID is URL (or id/name) of the page for which these customizations apply. Note - this is not necessarily (or likely) a user-visible, displayable name. Relationship code should be (not required) concept of type EmergencyContactRelationship Current images of the PHR owner. Historical images can be retrieved through the change/history mechanism.????? Or not? Top level record for the PHR (Personal Heath Record) This is if the user afirmatively declares he has no allergies, so we can distinguish between that case and simply not having had any entered into the list yet. All attachements are stored in one big group with references to them managed by LinkType relationships. As for HF 2.0b9 they are 'owned' via Aggregates relationships All journal entries are stored in one big group with references to them managed by LinkType relationships. As for HF 2.0b9 - they are 'owned' by Journal objects via Aggregates relationships

Screen Layout

A typical page might look like this:



Navigation Bar

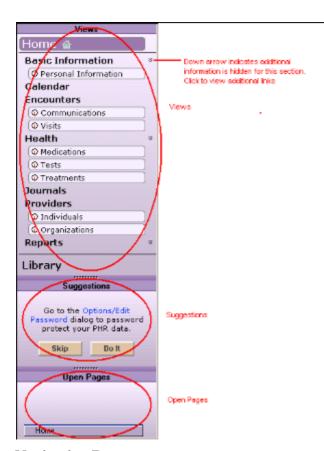
The area on the left is the navigation bar, used to control what page is displayed on the right - the 'current page' area.

Basic navigation metaphor

The navigational model used by HealthFrame is a hybrid between how you typically navigate on the web, through web pages, and a modal dialog-based application. You can click on links within a page to navigate to new pages, or you can use links on the navigation bar on the left to navigate. Only one page can ever be shown at a time - but recent pages are kept around in memory. You can use the 'Open pages' section of the navigation bar to see and quickly navigate to any open page.

Typically - you will want to save changes whenever you navigate away from a page. This is almost always the best behavior. However - occasionally - you may want to navigate to a page temporarily - just to view its contents - without committing (saving) your changes. HealthFrame will allow this - but prompt you, each time you try to leave a page without navigating, to save your changes.

A good way to use HealthFrame is to navigate to each page you wish to view or edit, and then to hit the OK button at the bottom-right of the page.



Navigation Bar

The navigation bar is made up of three sections. The top is the <u>'Views' panel</u> - the principal way of navigating through the HealthFrame information hierarchy to the information you want to view or edit. The middle view contains <u>'Suggestions'</u> about what pages you should consider viewing. The bottom section displays a list of all the currently <u>'Open Pages'</u>.



Views

The 'Views' section contains a hierarchical organization of the information in your PHR. The hierarchy is not a strict hierarchy, in that there are cross links throughout. This means that you don't necessarily have to know where a particular page, or piece of information resides. You can make a good guess, and navigate down, and you should find what you are looking for.

Intellinav

IntelliNav is a special feature of HealthFrame used to maximize your ease of navigation. IntelliNav dynamically rearranges what items are displayed in the navigation bar based on:

- The specific data you have entered
- How you have navigated in the past.

In this way - HealthFrame will make it quicker and easier for you to navigate to pages you are most likely to want to visit.

However, you can always start at the top of the hierarchy, and then just drill down through each page at each level to find anything, regardless of whether or not it appears in the navigation bar.

IntelliNav makes HealthFrame quicker and easier to use, but it does cause some confusion for some people. You can turn off IntelliNav's dynamic support. This feature can be enabled/disabled using the Options>NavigationBar>IntelliNav menu item.

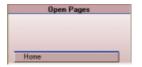


Suggestions Panel

The suggestions panel displays suggestions about information you may want to enter, features you may want to try, and someday soon, will offer medically based suggestions (like for doctors visits, etc).

To follow a suggestion, you can either click on a link in the suggestion, or click the 'Do It' button at the bottom of the suggestion.

Alternatively, you can click the 'Skip' button to temporarily (or permanently) ignore a suggestion, and then return to it later.



Open Pages Panel

HealthFrame keeps the last few pages you've visited opened (unless you explicitly close them with the Close or OK buttons). These pages are arranged in the 'Open Pages Panel' with the most recent pages at the top of the stack.

Pages that have been modified but not saved (rare - except at the top of the stack) - are marked in green.

You can quickly navigate to any past page which appears in the 'Open Pages Panel' by just clicking on it

Favorites

HealthFrame's support for 'Favorites' is similar to what you might expect of a web browser application: it allows you to select the pages you choose and make it easier to return back to them, whenever you want.

Your selection of 'Favorites' can be displayed in your <u>home page</u>. This is particularly convenient if you add a link to a <u>favorite test</u> that you perform repeatedly, such as daily blood glucose tests for some diabetic patients.

Adding Favorites

You can mark the current page as being a 'Favorite' in one of two ways:

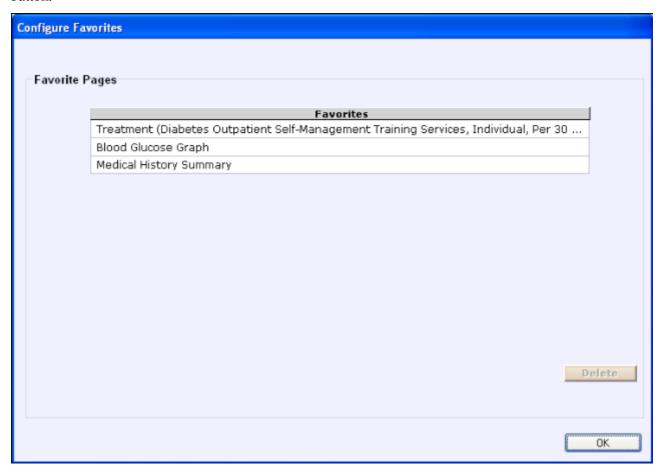
- 1. By clicking on the 'Favorite' icon () in the menu bar;
- 2. By using the Navigation / Add to Favorites menu item.

Removing Favorites

To unselect the current page as being a favorite, you can do that in one of two ways:

- 1. By clicking on the 'Favorite' icon () in the menu bar;
- 2. By using the Navigation / Remove Favorite menu item;

You can remove a page from the 'Favorites' list without first navigating to the page by using the Navigation / Configure Favorites... menu item, selecting the desired favorite and clicking the Delete button.



Favorite Tests

HealthFrame users may frequently perform certain types of tests. This is especially true of certain self-administered tests such as:

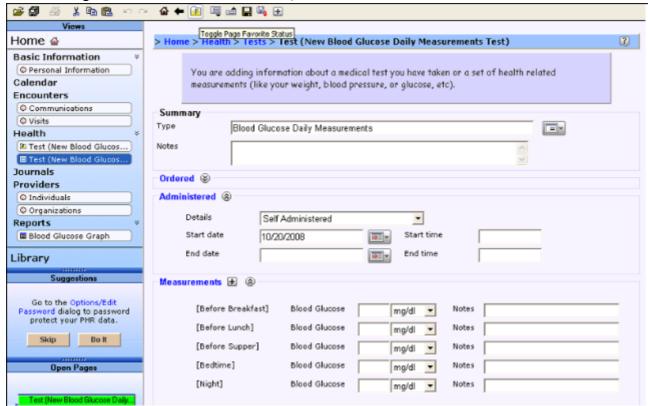
- Blood Glucose Measurements (performed daily by some diabetic patients>
- Blood Lipids (Cholesterol) Test
- Blood Pressure Measurements
- Weight Measurements

As with any user-selected favorite page, favorite tests can be easily accessible from the <u>home page</u>, as well as from the navigation bar on the left-hand side of the application.

Adding a Favorite Test

In order to add a favorite test:

- 1. Navigate to the test's corresponding graph (e.g. Blood Glucose Graph for Blood Glucose Measurements.
- 2. Click on the link in the Related Page Links (at the bottom of the page) containing the Add Measurement reference.
- 3. When the page comes up, click on the 'Favorite' icon () in the menu bar (or use the Navigation/Add to Favorites menu item).



The link should be now conveniently accessible from the home page every time you start HealthFrame.

Removing a Favorite Test

Removing a favorite test is done similarly to <u>removing favorites</u> in general.

Calendar

Use the Calendar section to view your medical history and future appointments in one convenient time-based view. Click on a day of the month and if there is any event for that day, it will appear under the "Events" section at the bottom. You can edit the details of each event by clicking the link () button.



You can add a new event, either a visit, or any other arbitrary event - by using the 'Add New' button. Use the ◄and ▶buttons to navigate months within the calendar.

All health-provider visits will automatically be included as events, as well as any treatments, and any medical tests (except self-administered ones like weight etc). A future version of HealthFrame will allow user-control of just what is listed in the calendar.

Customizations

Customization is a mechanism available throughout HealthFrame that allows users to tailor the displayed content of pages, reports and charts in order to best meet their individual needs.

The ways in which users can customize the information display in HealthFrame depends on context: you can set specific date ranges, modify information display sort order, select or unselect specific data elements, etc. As you configure HealthFrame you will create information <u>filters</u> (hiding or showing specific entries in your <u>personal health record</u>) or set <u>display options</u>.

The first time you access a customizable window in HealthFrame, you will see a note that highlights the page's customization support:

This page supports customizations. You can click the icon at the top-right of the page to provide a customized subset of the data shown.

To read more about customizations, you can click this help icon ?.

Even though the alert disappears, you will always be able to customize any pages where you see the customization button on the top right corner of your window (). Clicking on the customization button will display the <u>Customization Menu</u>.

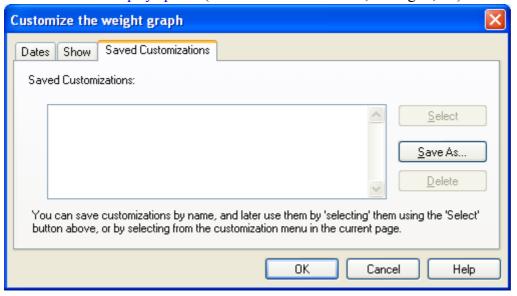
In HealthFrame you can configure your customization settings using either the <u>Customization Menu</u>, directly, or the <u>Customization Dialog</u>. Each mechanism has equivalent functionality, and which one you use is a matter of personal preference.

Finally, you can customize your current view or you can create (multiple) reusable <u>Named</u> <u>Customizations</u>.

Customizations dialog (Edit Customization...)

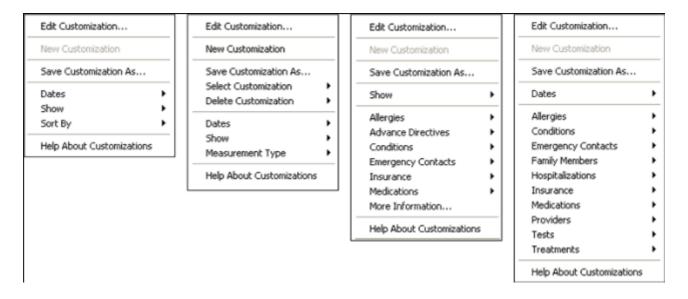
The customization dialog can be used to:

- Manage <u>named customizations</u> (adding, deleting or selecting them),
- Set context-appropriate <u>filter</u> values (dates, measurements, etc), or
- Set other <u>display options</u> (show values under mouse, show grid, etc).



Customization Menu

Clicking on the customization button will bring up slightly different menus depending on where you are in the application:



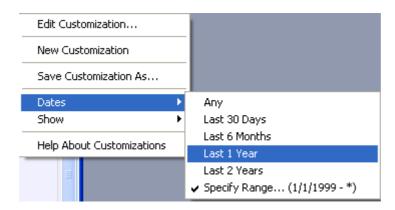
Default Menu Items

- Edit Customization...: Shows the Customization Dialog
- New Customization: Resets all filters and display options to the default product setting
- <u>Save Customization As...</u>: Creates a named customization using the current settings. This may be a new customization or the user can choose to replace an existing customization.
- Select Customization: Lets the user select from among the <u>Named Customizations</u> available for the current page. This menu item is only visible when at least one named configuration has been created for the displayed view.
- Delete Customization: Deletes one of the <u>Named Customizations</u> available for the current page.
 This menu item is only visible when at least one named configuration has been created for the displayed view.
- Help About Customizations: Displays the built-in help text about <u>customizations</u>.

Filtering Menu Items

These menu items will vary depending on context. These are some examples of filtering menu items available in HealthFrame:

Dates: Supports filtering out information that occurred outside of the selected date range.



Display Options

Users can modify the way information is displayed and organized in HealthFrame's views:

- Change the default settings for <u>list views</u>
- Add grid lines to graphs
- Display the graph values (coordinates) under the mouse or
- Select a tabular vs. graphical display for the data.

Users can use the <u>Customization Menu</u> or the <u>Customization Dialog</u> to configure the display settings.

Filters

Filters can be used to control the visibility of the information contained in your <u>personal health record</u>, hiding or showing it depending on your configuration choices.

Information that is not visible, as a result of applying a filter, is still stored in your HealthFrame <u>personal health record</u>. It is just temporarily hidden from your customized view. At any point you would like to change your current view to display all data points, you can use the <u>Customization Menu's Include All</u> menu item. Note this menu only disables the filter portion of your customization, leaving other <u>Display Option</u> settings unmodified.

Common reasons to use filters include <u>reducing the scope of the displayed information</u> to specific date ranges, or to produce reports that do not contain information about specific conditions or treatments.

Chart Without Customization

This sample graph contains the default weight chart as it might have been displayed by HealthFrame, containing weight measurements for roughly seven years of weight tracking. Note that the period from 2005-2006 has many more data points than the preceding years. Perhaps the user has been watching his/her weight and it would be useful to have a closer look at the measurement oscillations during that period. Filters can be used to quickly hide all other data points.

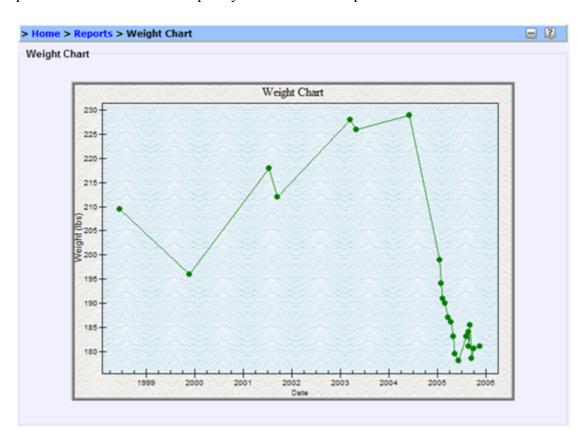
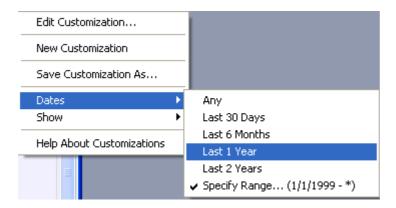
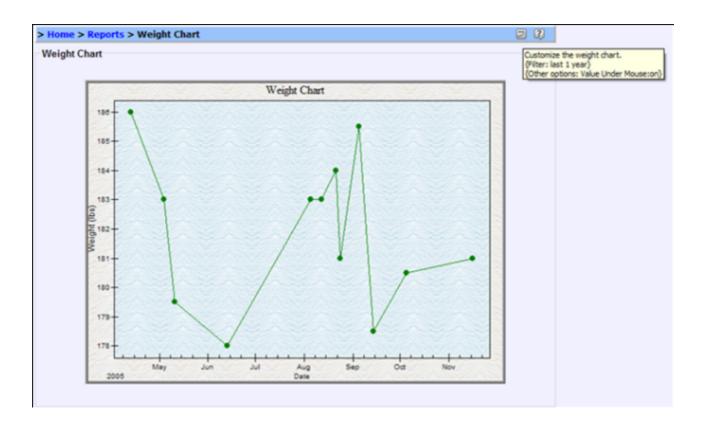


Chart WithCustomization

The previous graph can be filtered to display the "Last 1 year" of data:



With the limited date range, the user can see more detail about the weight variations for the previous year:

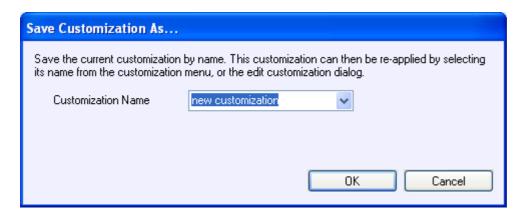


Named Customizations

You can name your favorite customizations and save them, thus creating your own set of reusable, custom-tailored views. For each customizable page in HealthFrame you can create and later re-use multiple different display configurations.

Creating Reusable Customizations

When you click on the *Name Customization*... menu item in the <u>Customization Menu</u>, you will see the following dialog box:



The named customization you create will be associated with your current customization settings. Once you have created your first named customization, you will see that the customization menu changes. You should see two additional menu items: Select Customization and Delete Customization. If you ever delete all of your customizations, these menu items will disappear.



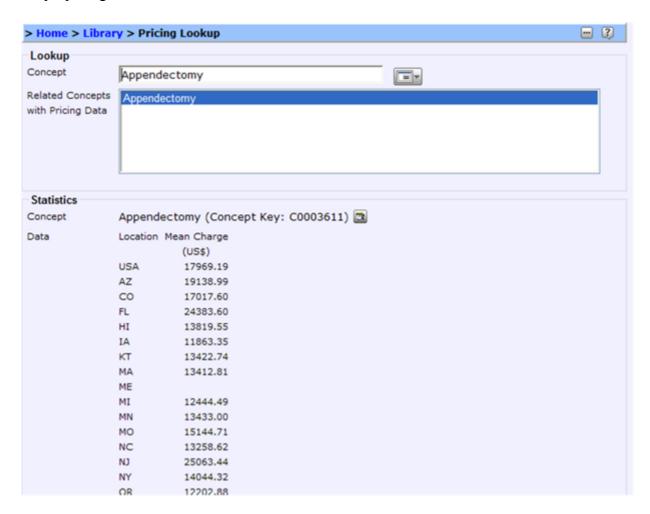
Additionally, after you save your newly created customization, the context bar will change and display the customization's name in brackets, to the left of the customization button:



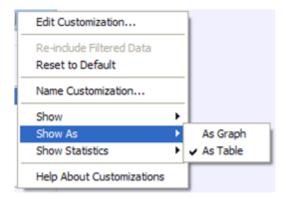
Note that you can also create named customizations from the Customization Dialog.

Pricing Data Shown as a Table

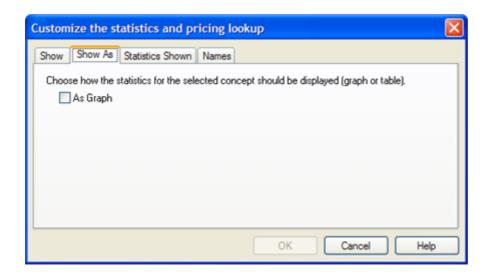
Some HealthFrame's graphs can be customized to display as graphs or tables, as illustrated below in a sample pricing table:



The <u>Customization Menu</u> for the <u>Reference Library</u> page shows the option to show the data as a graph or table:



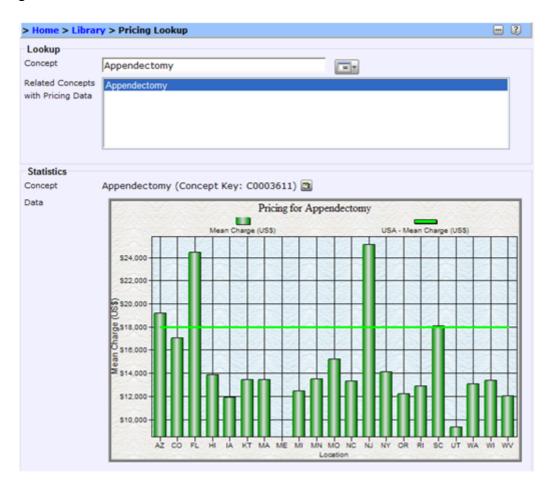
Alternatively, you can use the <u>Customization Dialog</u>:



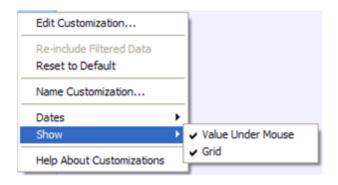
This is what the view would look like if the user toggles to display data as a graph.

Pricing Data with Grid

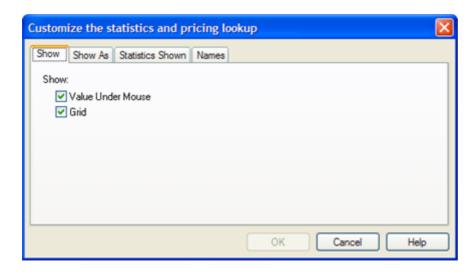
HealthFrame's graphs can be customized to display grid lines, as illustrated below in a sample pricing grid:



The <u>Customization Menu</u> for the <u>Reference Library</u> page shows the option to show or hide grids:



Alternatively, you can use the <u>Customization Dialog</u>:



Finally, you can customize this view to display data as a table.

Basic Information

- Personal Identification Information
- Birth Information
- Emergency Contacts
- Family History
- Insurance



Personal Information

Record basic identification information, such as name, date and location of birth to identify your personal record.

Identification

Enter your name or the name of the person you are identifying including first name, last name, middle name or initial and optional descriptors (click the down arrows to expand the name field). Enter the social security number if you wish to use for reporting purposes or have it appear on your health insurance and emergency information.

Include a picture of yourself or the person you are identifying by clicking in the image area to the right of the page (the default is shadow).

Basic Information

Record descriptive information about yourself or the person you are identifying by clicking on the drop-down boxes and selecting the appropriate Gender, Blood Type, Hair Color, Eye Color, and Ethnicity.



Contact Information

Record Telephone numbers and email addresses for yourself or the person you are identifying. Add additional telephone numbers or email addresses by clicking the 'plus sign' to the right of the Telephone or Email field. Similarly, those entries can be deleted by clicking the "X" next to them.

Residences

Record as many named 'residences' as appropriate. Expand and collapse these residence records using the down arrows button to the right of the locations name. To create a new location, type a location name in the Location Name field which describes this residence (e.g. "Home", "Summer Residence", "School Residence", etc.). Click the "down arrows" next to the Location Name field to expand the section and enter the remaining address information including street address, apartment, city, state, zip code and country. Click the 'plus sign' in the Residence(s) section to add an additional location. To remove a location, click the 'X' to delete.

Advance Directives

An advance directive is a legal document that tells your doctors what kind of medical care you would like to have, in case you become unable to make medical decisions for yourself. There are many types of advance directives: living will, durable power of attorney, and do not resuscitate order.

With HealthFrame you can attach scanned copies of your advance directive documents.

Be sure to check legal requirements in your state for advance directives.

> Home > Basic Information > Advance Directives				?
Advance Directives Summary				
Living Will				^
Organ Donor	Not an organ or tissue donor			^ ~
Related Information 🛨 🗸 🛞				
URL (Web Link)			_	
	ile://c:/temp/DoNotResuscitateOrder.doc		<u> </u>	X
File Attachment				
L	.ivingWill.doc	57.7 K		X
			Add	l New

Living Will

A living will is an advance directive that comes into effect if you become terminally ill. It tells your doctors the kind of treatments you want.

Use the *Living Will* text area to document summary information, for instance, indicate whether you have a living will or instructions on your treatment if you are ever in a persistent vegetative state.

Organ Donor

You can use this text field to indicate whether you wish to donate any organs and tissue, or specific organs and tissue.

Birth Information

Use the Birth Information section to record details about where you were born and to capture your Birth Data.

Birth Information Summary

Enter your Date of Birth and click in the Physician box to select an individual provider, or add a new individual. This provider may be the OB/GYN or midwife, for example. Select the Hospital you or the person you are entering data for were born in, or add a new organization. Enter the location of birth.

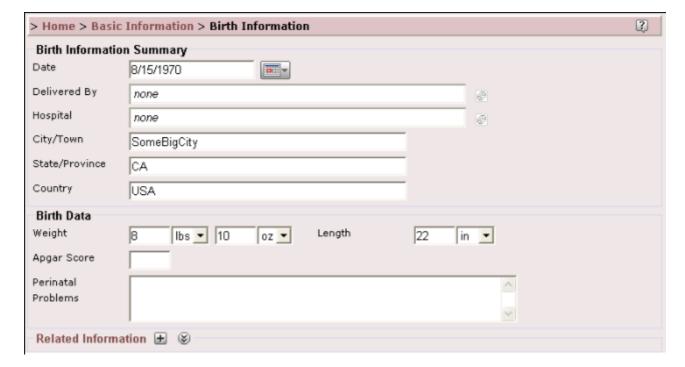
Date of Birth information is used in many of HealthFrame's reports, such as the emergency card and growth chart (for children). Additionally, many health recommendations are age-based. You should enter the Date of Birth information for every personal health record you are maintaining.

Birth Data

Record the birth weight and length using the drop down boxes to select the unit of measure.

Record the APGAR score assigned at birth. (APGAR is a system of assessing the general physical condition of a newborn based on a rating of 0, 1, or 2 for five criteria: heart rate, muscle tone, skin color and response to stimuli. The five scores are added together, with a perfect score being a 10.)

Record any perinatal problems that occurred - typically five months prior up to one month after birth.

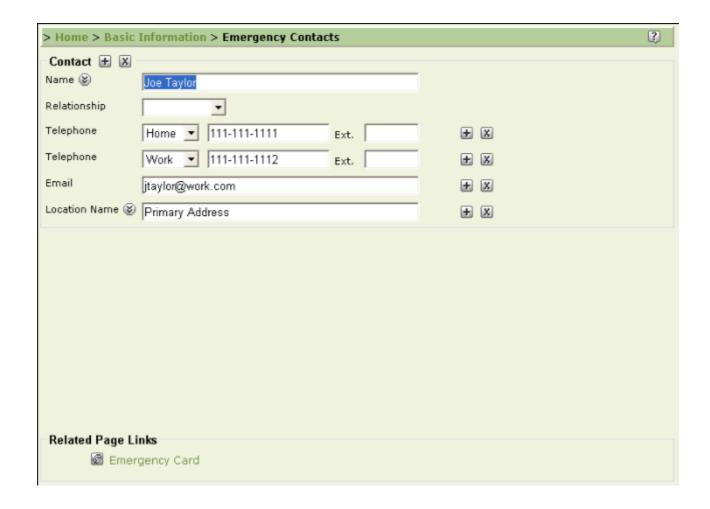


Emergency Contacts

Record information about people who should be contacted in case of a medical emergency.

Contacts

Enter information about your first contact by directly typing into the Name box. Continue filling in a contact telephone number, email address and location. To expand the address section, click the down arrows next to Location Name. If an emergency contract has multiple addresses, be sure to "name" each address (e.g. Home, Work, Vacation, etc.). To add additional phone numbers, email addresses or locations for a given emergency contact, click the corresponding '+' add new button to the right of each line. To add an additional contact all together, click the 'add new' button next to the Contact label. Any item added may subsequently be deleted by clicking the 'X' delete button next to Contact or each individual item within contact.



Family

Record information about blood-related family members, and any medical conditions they might have had. Many medical conditions are genetically based, and so records of conditions of blood family relatives can be of great medical diagnostic value.

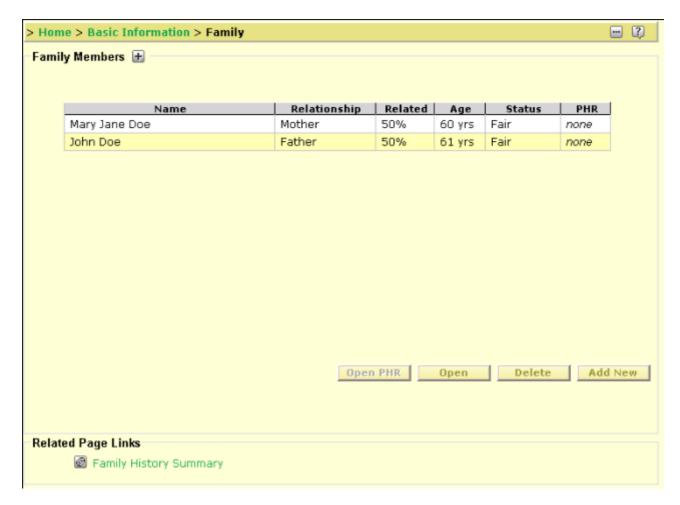
Once you have entered information about your family's health conditions, HealthFrame will automatically summarize their conditions as part of your record (Family History Summary).

Family Members

To add a Family Member, click the '+' add new button, or use the 'Add New' button. This will bring you to the Basic Information section of a new family member.

Family Member

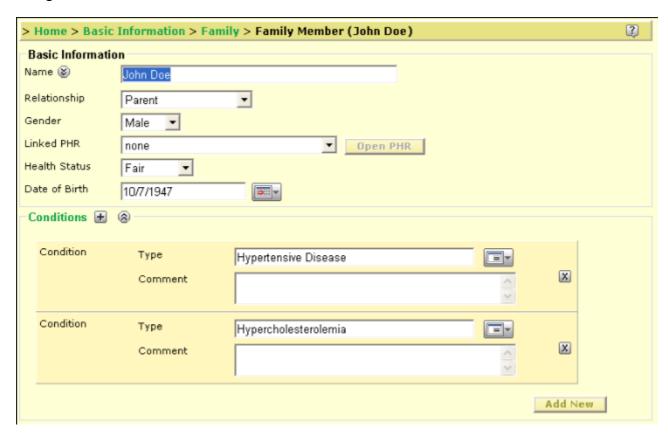
Enter the member's name, their relationship to you (i.e. your child, your spouse, etc.), their gender, health status and date of birth. You may also link an existing PHR record. If you have created a PHR record for each family member, click on the drop-down box which lists existing records and select the appropriate PHR.



Conditions

To record medical conditions, enter the 'type' of condition in the type field, either by directly typing, or by clicking the condition-picker button to the right of the field and selecting from a standardized set of conditions. Selecting a standardized name from the condition-picker dialog allows HealthFrame to better

advise you about that medical condition. Enter any additional comments that may be appropriate for a given medical condition.



Insurance

Record information about health care insurance policies that you are either a subscriber to or member of.

Insurance Policy

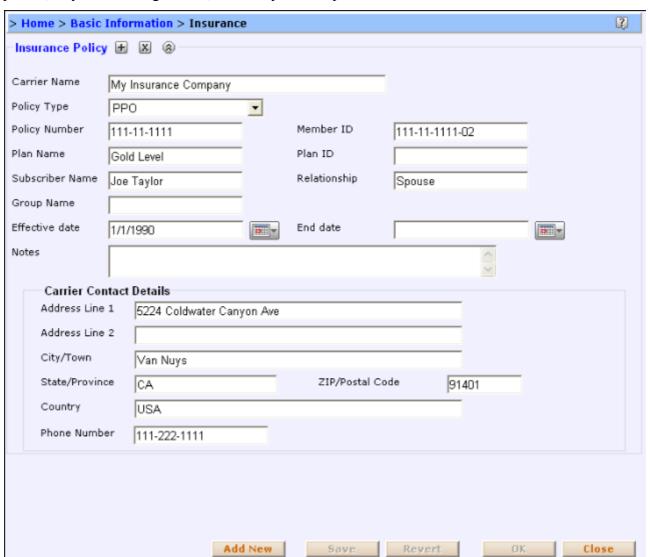
Enter the following information provided with your insurance policy:

Carrier Name - Record the name of the insurance company holding the policy.

Policy Type - Select a policy type by clicking on the drop-down list. The policy type is usually the product chosen for health coverage. Examples are "HMO" (Health Maintenance Organization), "POS" (Point Of Service), Medicare Part A (hospital only), etc.

Policy Number - Typically the subscriber's social security number.

Member Id - The member id is frequently the policy number followed by a 2-digit suffix corresponding to the 'relationship' to the subscriber (e.g. '01' = self, '02' = spouse, etc.). The coding of the suffix, if present, may differ among carriers, this is only an example.



Plan Name - Enter a plan name if known. Typically the name of the health care insurance company or its product or employer affiliation or some variation of them. For example, "HMO Blue".

Plan Id - Enter a plan id if known. Typically this is something that identifies the plan, internally to the employer.

Group Name - Enter a group name if known. The group is typically the name of the company you work for and through which you purchased the health insurance.

Effective Dates - Enter the begin and end dates (if applicable) for each policy recorded.

Notes - Include any additional useful information, typically found on the insurance card provided, such as copayment amounts for office visits and emergencies, the name of the pharmacy the insurance company uses, etc.

Carrier Details

Record the phone number needed to contact the health care insurance company, as well as address information for correspondence.

To record additional health care insurance policies, click the '+' add new button next to Insurance Policy or select the Add New button at the bottom of the page.

Encounters

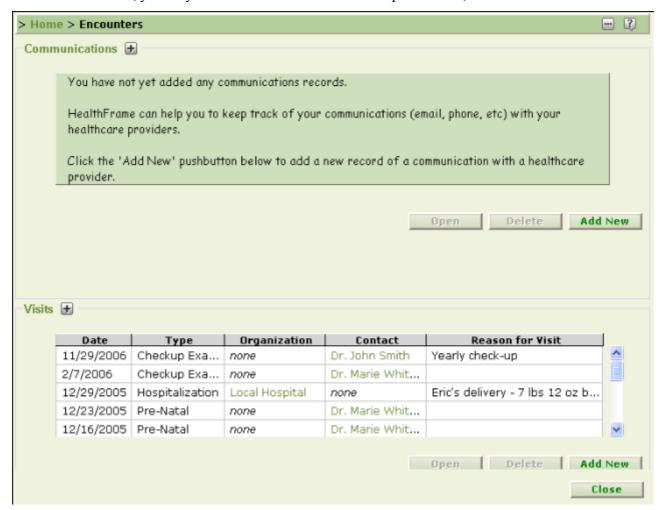
Encounters represent any interaction with your individual or organization provider. Encounters may be defined by two categories:

Communications and Visits

Communications or indirect encounters include phone calls, emails or paper mail correspondence that you would like to record in your PHR.

Visits or direct encounters with your providers include checkups or consultations, hospitalizations, home health care, emergency services, etc. and include links to all the pertinent information you would want to capture for that visit.

To record an encounter, click on the plus sign or "Add New" button within each section. As encounters are added, they will appear in summary on the encounter page and can be accessed directly. Once an encounter is entered, you may select the encounter and either open to view, or delete the record.



Communications

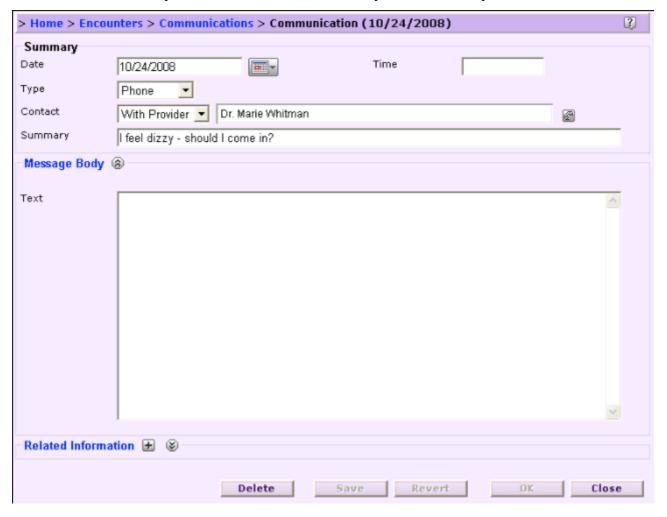
HealthFrame can help you keep track of your communications with your healthcare providers (e.g. emails, phone calls, etc.).

Enter the following information as it relates to a given communication:

Enter the date and time of the communication and what type (Phone, Email, Paper Mail, Other).

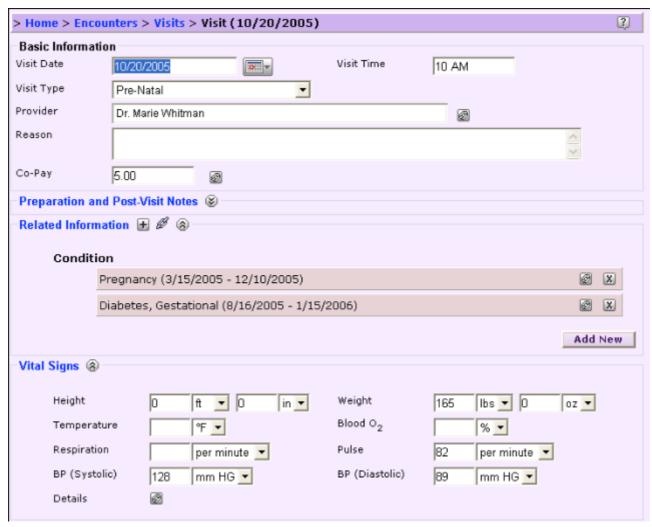
Select whether the contact was "from", "to" or "with" a particular provider. Click on the box next to the Contact drop-down and select an existing provider from the Providers section or add new ones which will be stored in the Providers section.

Enter a short text summary of the communication followed by a detailed description.



Visit

Use the visit page to record information about a visit to a doctor, hospital, or other healthcare provider. Click the provider popup to select which provider you visited (or add a new one). Use the Preparation and Post-Visit Notes to record immediate thoughts you would like to share with your provider or information your provider shared with you that was important or interesting.



Use the various expandable areas to record the following information:

Vital Signs

Enter statistics taken during your visit such as Height, Temperature, Respiration, BP, Weight, Blood Oxygen level, and Pulse. Use the related drop-down boxes to select the appropriate unit of measurement (e.g. feet vs. inches)

Related Information

As a result of your visit, you may need to update your medical record. You can use the Related Information feature to help you keep track of these changes.

For instance, during a visit you may have been diagnosed with a new <u>condition</u>, or perhaps your doctor prescribed new <u>medication</u> or changes to an existing prescription. Perhaps your doctor administered new <u>immunizations</u> or you identified the source of an <u>allergic</u> reaction. Your doctor may have ordered or administered <u>tests</u> or this visit is part of a <u>treatments</u> that is being administered. You can also keep track

of any paper-based documents your doctor hands you: you can <u>attach</u> any scanned files containing extra information about your visit (e.g. pictures, lab results in email).

Health

The Health section categorizes information which most directly applies to your health status and history. Use the Health section to record information about ongoing activities that affect your health, such as smoking, diet, exercise, etc. Record known allergies and track new allergies as they are diagnosed. Track medical conditions such as diabetes, pregnancy, a broken arm which provide valuable information to your provider. Note any medications either prescribed or purchased over-the-counter in order to educate providers. Record any tests taken such as blood tests, and their results. Note treatments for conditions including the date and provider who administered.

- Activities
- Allergies
- Conditions
- Devices
- Immunizations
- Medications
- <u>Tests</u>
- <u>Treatments</u>

Activities

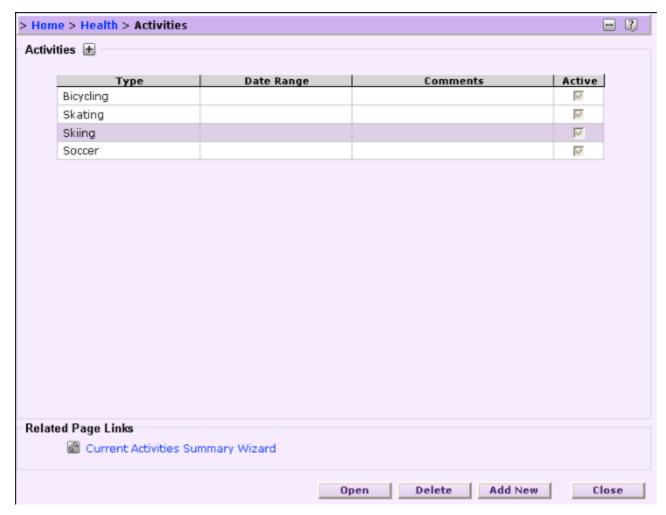
Use the Activities pages to record information about regular activities you do which you think might be relevant to your health. For example, smoking, dieting, running, etc. are all activities which can significantly impact your health and be linked with medical conditions or treatments. Information about these activities can help your doctor help you to improve your health.

You can use the Activities Wizard (pictured below) to quickly summarize your current activities

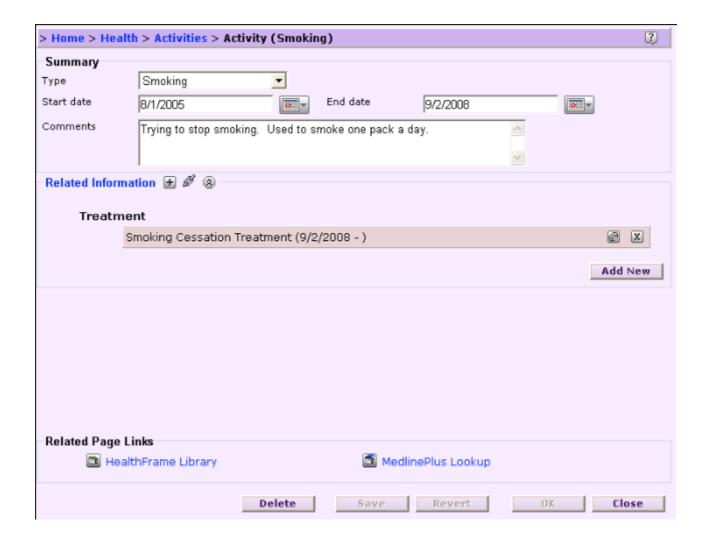


To record activities, check each box next to a particular activity that applies to you.

The Activities Home page (pictured below) allows you add, remove, and manage your list of activities.



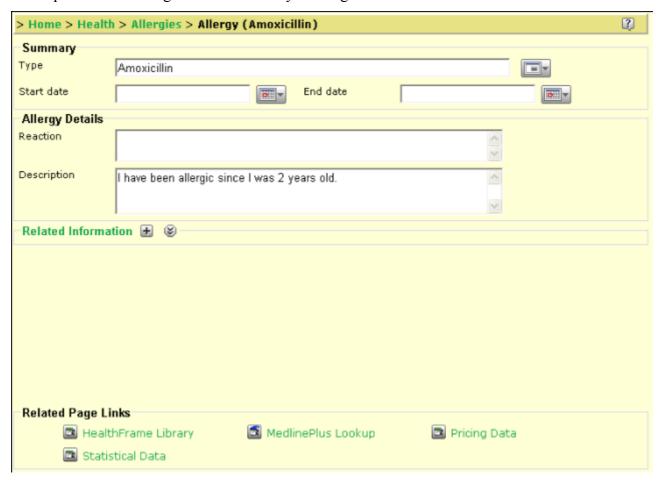
Then open any particular Activity (by selecting it and hitting open, or double clicking) - and then fill in details about that activity, including related information (e.g. <u>journals</u>).



Allergies

Allergies are extremely important to record in your personal health record (PHR). Any time you require medical attention, it is critical that your caregivers know of any allergies to pharmaceuticals or other substances which you might be exposed to during treatment.

Carefully recording your allergies and any special comments or extra information you know about them will help in communicating that information to your caregivers.

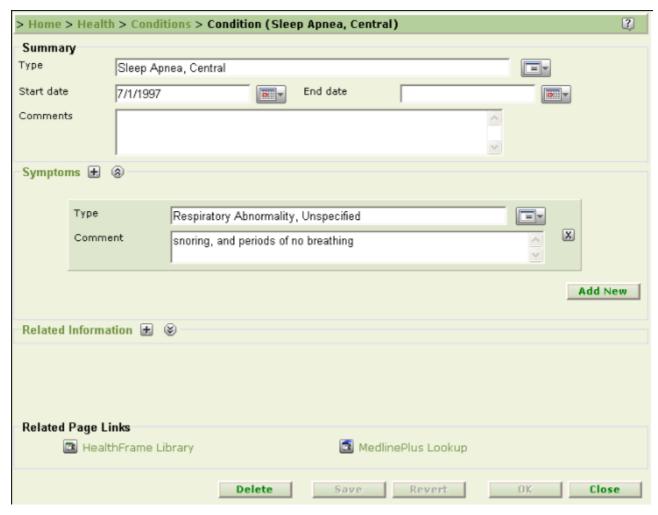


Conditions

One of the most important things you will do with HealthFrame is record information about all of your medical conditions. Medical conditions include things like diabetes, obesity, a broken arm, pregnancy or other states of being that would require medical attention. Record your most recent medical conditions first, then record historical conditions which may also be valuable information for your healthcare provider.

Summary

To record medical conditions, enter the 'type' of condition in the type field, either by directly typing, or by clicking the condition-picker button to the right of the field and selecting from a standardized set of conditions. Selecting a standardized name from the condition-picker dialog allows HealthFrame to better advise you about that medical condition. Enter the start date of the condition (either the first date symptoms occurred or the date of diagnosis). If the condition is a current medical condition, leave the end date blank. If you are recording a past condition, enter the date the condition has ended. Include any descriptive comments about the medical condition that are not otherwise recorded in the remaining sections.



Symptoms

Record any symptoms associated with a particular medical condition. Either type the symptom name directly in the "Type" field, or select a name from the symptom--picker dialog by clicking the button to the right of the field to search and enter a standardized name. Include any additional descriptive comments about the symptom.

Related Medications

Record any <u>medications</u> (past and present) that you are taking or have taken that relate to a particular medical condition. Note prescribed pharmaceuticals as well as over-the-counter medications including herbal remedies, dietary supplements, etc. since these can significantly impact your health and react with other medications. Select existing medications that have been entered in your Health Information section, or to add a new medication, click on the 'add new' button to the right of the medications box.

Related Journals

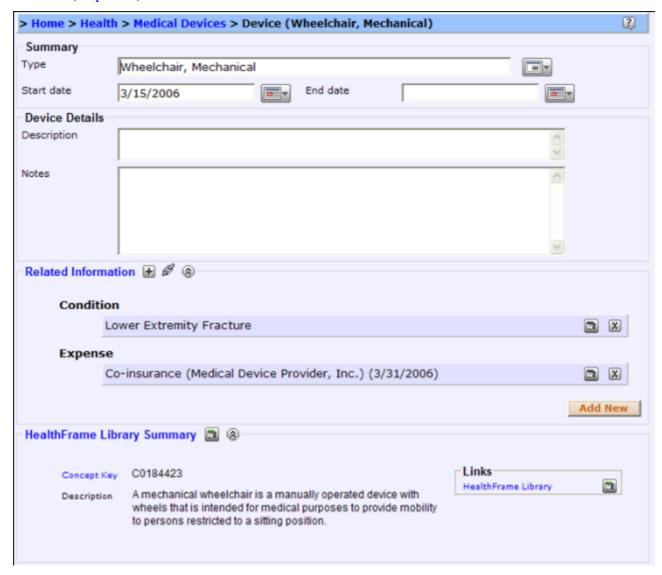
Select an existing <u>journal</u> - or create a new journal - to keep track of progress, or any other events that might be associated with this condition. Note that a journal can be associated with multiple Health items suchs as conditions, activities, medications, etc.

Medical Reference Library

Use the Medical Reference Library to access on-line information regarding your medical condition.

Medical Devices

Medical devices are sometimes used as part of an individual's treatments and condition management. HealthFrame can help you track all your medical devices, as well as <u>related information</u>, such as specific <u>conditions</u>, <u>expenses</u>, and <u>treatments</u>.



Immunizations

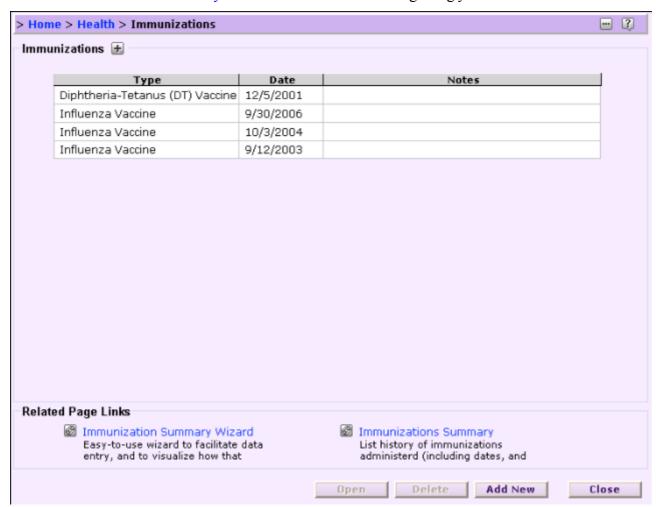
Record information about an immunization you have received. Use this section to track vaccinations including boosters, tetanus, etc.

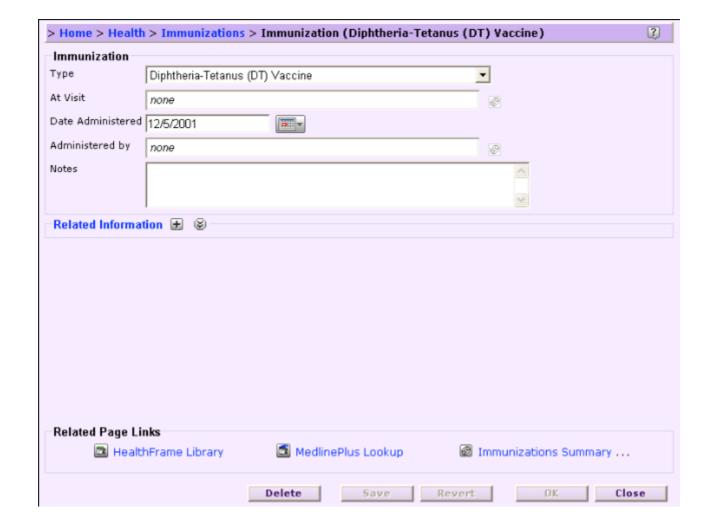
Immunization

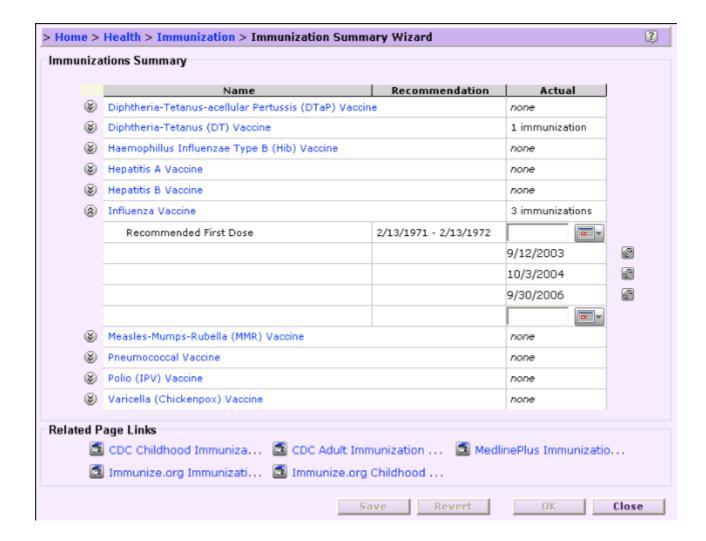
To record an immunization, select a Type from the drop-down list. Choose a visit at which you received this immunization. If you have not recorded your visit yet, go to the Encounters section and create a new Visit. Enter the date you received the immunization. Select the Provider who administered the immunization or create a new one. Enter any descriptive notes related to the immunization you received.

Medical Reference Library

Use the Medical Reference Library to access on-line information regarding your immunizations.

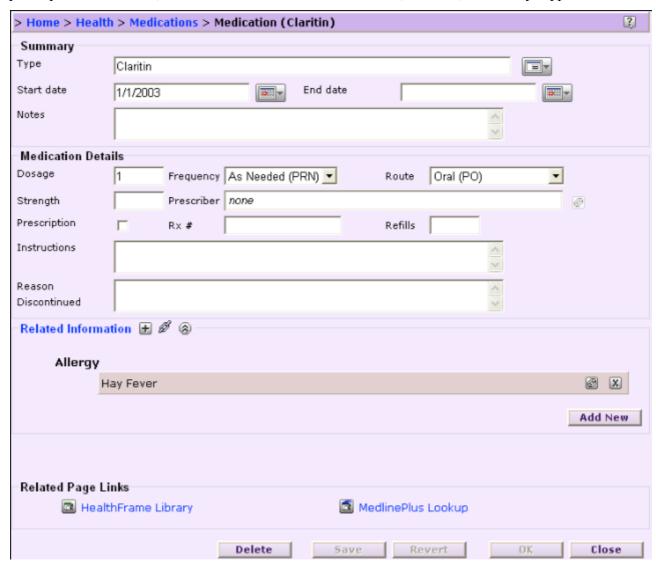






Medications

Record information about a particular medication you take (or have taken in the past). This is for both prescription medications, as well as over-the-counter medications, vitamins, and dietary supplements.



Enter the following information to record a medication;

Summary

Enter the Type of medication either by directly typing the medication name, or by selecting a standardized name by clicking the medication-picker button () and selecting the appropriate medication. Include the start date when you began taking the medication. If you are currently taking the medication, leave the end date blank. If you are recording a medication you took in the past, include an end date for the last day you took the medication. Include any descriptive Notes about the medication that are not otherwise recorded in the remaining sections.

Medication Details

Record detailed instructions and information given about the medication prescribed including the dosage, frequency and route (e.g. 3 times a day orally), the strength of the prescription (e.g. 500mg), and the prescriber. Click on the Prescriber box to select from a drop-down list of Providers already recorded in your PHR, or add a new one. Check the "Prescription" box if the medication requires a prescription and

was not just recomended by a provider. Record the Rx Number or code used by the Pharmacy to identify your prescription. Enter the number of refills associated with the prescription. Enter detailed information on instructions given by your provider that is not included in the prescription information above (e.g. take with milk or on a full stomach). Include any reasons you discontinued using a particular medication (e.g. upsets stomach).

Related Conditions

Add any related <u>conditions</u> to which you are taking this medication. If you have already recorded conditions in the Health section of your PHR and they are listed, you can check each box as it relates to the particular medication.

Related Journals

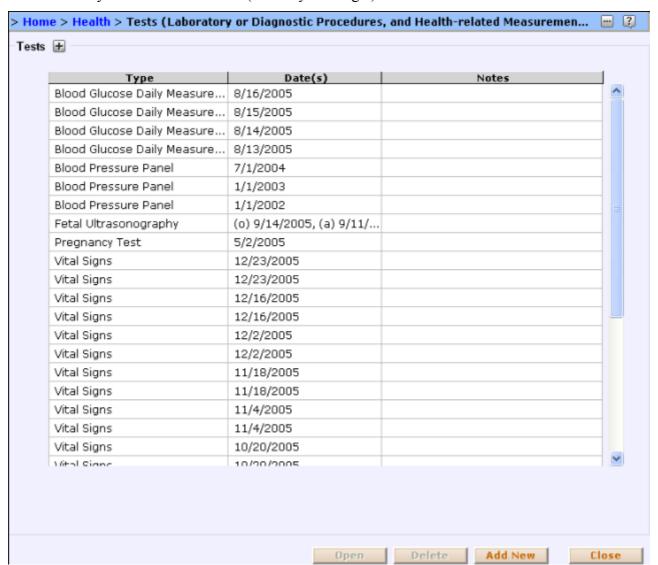
Select an existing <u>journal</u> - or create a new journal - to keep track of information relating to your ongoing use of this medication such as side-effects, efficacy, etc. Note that a journal can be associated with multiple Health items suchs as conditions, activities, medications, etc.

Medical Reference Library

Use the <u>Medical Reference Library</u> to access on-line information regarding your medication.

Tests and Health Related Measurements

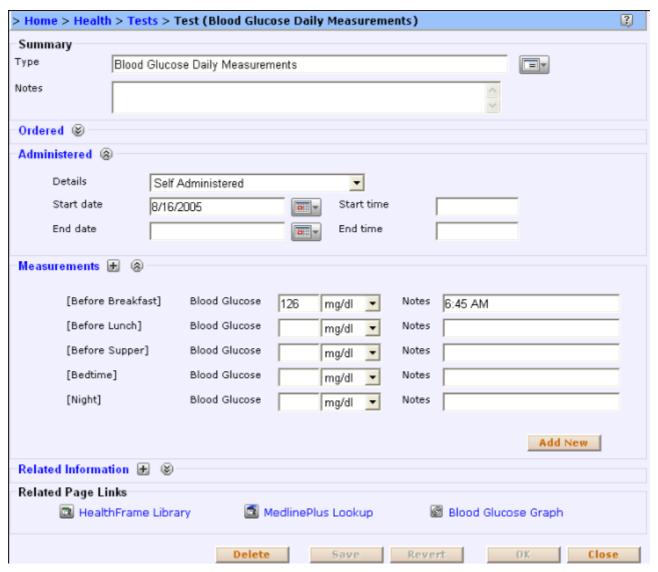
The tests section tracks medical diagnostic tests, results, and various other kinds of medically related measurements you would want to track (such as your weight).



Record information about medical tests that have been ordered or administered. HealthFrame displays 'standard sets' (aka panels) of test results for common tests (like blood glucose daily measurements, blood pressure panel, etc), and a flexible mechanism allowing any test results to be recorded (name/value pairs).

Summary

To record medical tests, enter the 'type' of test, either by directly typing, or by clicking the test-picker button to the right of the field and selecting from a standardized set of tests. Selecting a standardized name from the test-picker dialog allows HealthFrame to better advise you about that test. Enter any descriptive notes about the test that are not otherwise recorded in the remaining sections.



Ordered

Ordered tests may be associated with a particular visit already entered in the Encounters section of your PHR. Select the appropriate visit from the drop-down list and the provider and date will automatically fill in.

Administered

Administered tests may be associated with a particular visit already entered in the Encounters section of your PHR. If a test was administered when ordered, select the "Same as Ordered" drop down ('Details') to fill in the rest of the information automatically.

If you are self-administering the test (e.g. weight), select the "Self Administered" drop down and enter the time and date details.

Finally, if the test was administered at a later date than when it was ordered, select the "Specify More Administration Details..." drop down to enter the details about provider, visit, date and time.

Measurements

Record any measurements taken during the course of the test ordered or administered. Include the item name, the measurement value as well as the unit of measure. To add an additional measurement, click on the "plus" sign or the "Add New" button at the bottom of the Measurements section. To subsequently

delete a measurement, click the "X" to the right of a given measurement.

Attachments

Attachments are a facility in HealthFrame whereby you can include any file and associate it with a particular record (such as a medical test or visit). To add an attachment, open the Attachments group (by clicking on it) - and hit the 'Add New' button (a file picker dialog will let you select the file to attach). Then either open a selected attachment by clicking on it and selecting "open" or delete the selected attachment by selecting "delete". This will only delete the attachment from the section and topic that your are in (i.e. Health section, topic "Test").

Medical Reference Library

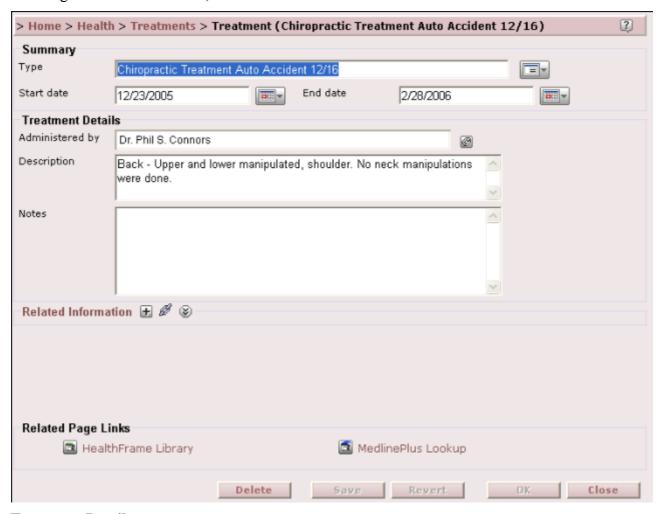
Use the Medical Reference Library to access on-line information regarding your medical test.

Treatments

Record information about a medical treatment you are currently undergoing or have undergone in the past. To record a treatment, enter the following information. Note that this section is similar to 'visits' - except that treatments can span multiple days and be associated with visits. Examples are chemotherapy, dialysis, etc.

Summary

Enter the type of treatment by directly typing in the 'type' field, or by clicking the treatment-picker button to the right of the type field and selecting a standardized type name form the treatment selection dialog. It is better to select a standardized name from the treatment picker dialog so that HealthFrame may recognize the particular treatment and be able to provide more appropriate advice. Include a start date for the treatment. If you are currently undergoing treatment, leave the end date blank. If you are recording an historical treatment, enter an end date.



Treatment Details

Choose the provider that administered the treatment by clicking in the drop-down box and selecting an existing Provider from your Providers section, or by entering a new one. The new Provider will be stored in the Provider section of your PHR. Include a text description of the treatment.

Medical Reference Library

Use the <u>Medical Reference Library</u> to access on-line information regarding your medical treatment.

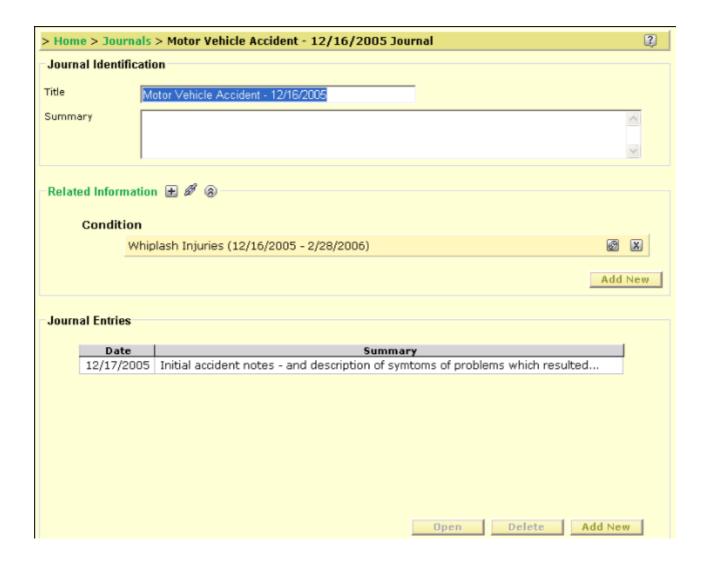
Journals

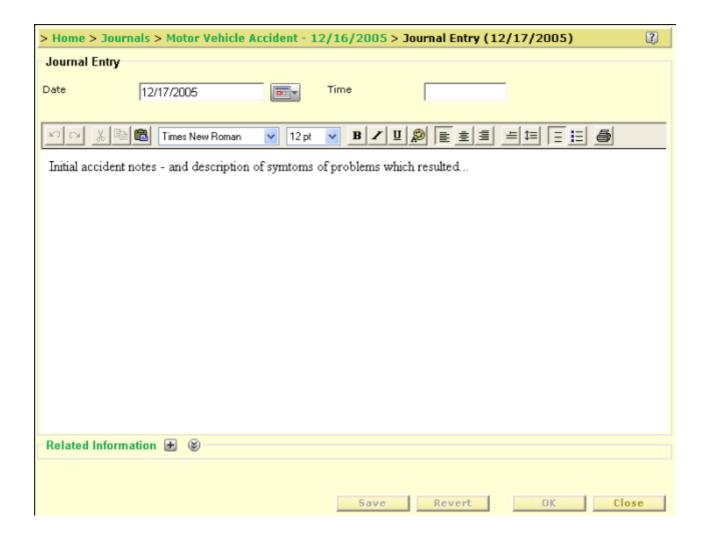
Journals are collections of notes (journal entries) around a particular health-related subject.

Journals are a useful mechanism to keep track of events of medical significance which are not so significant that they require hospitalization. Journals can be extremely useful to a doctor in helping to manage and treat diagnoses.

For example, someone with chronic headaches might create a 'headache' journal, and associate it with his or her 'Chronic Headaches' condition. Then each time he or she has a headache, they record information about what they were doing before the headache, how quickly it appeared, any funny feelings noticed before the headache, or any other 'signs' that might have been triggers. Armed with this information, a doctor can work with the patient to better understand what kind of headaches the patient is experiencing and how to avoid them.

Keep track of when you started each activity (and stopped, if it is historical information), and associate a journal with the activity to keep track of details of how each event is associated with each activity (e.g. a detailed diet journal). For information on linking an activity to a journal, see the <u>related information/links</u> help page.





Providers

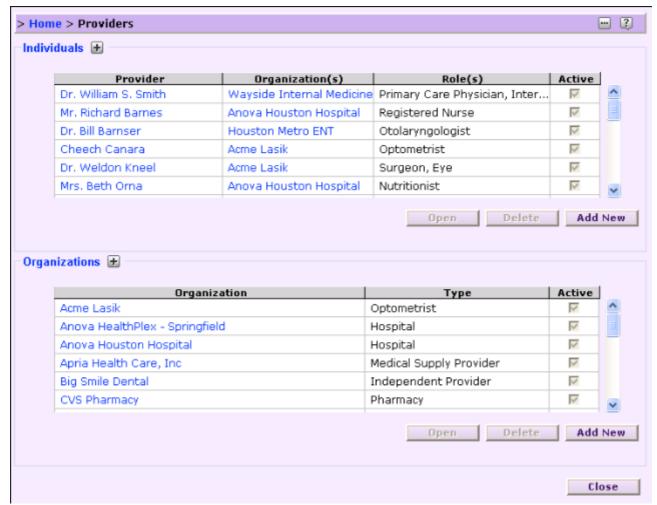
Use the Providers pages to record information about your healthcare providers. There are two types of providers captured;

Individual Providers

An "Individual Provider" may be a Physician, Nurse, Dentist, Pediatrician, or other "person" healthcare provider.

Organization Providers

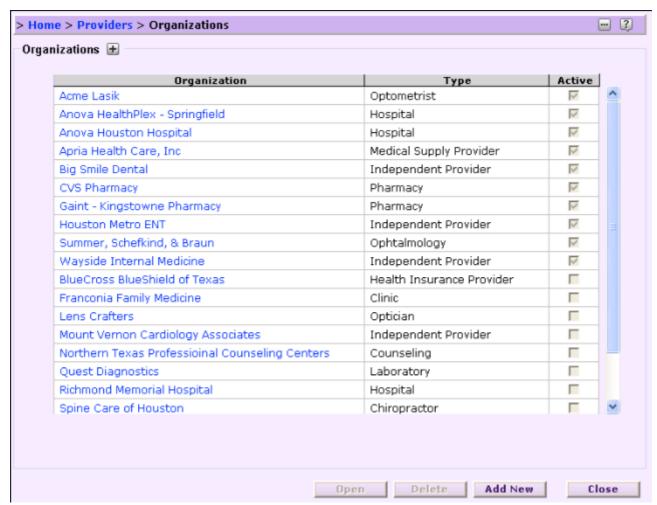
An "Organization Provider" may be an HMO, hospital, clinic, laboratory or other healthcare institution. Each individual provider (physician) may be associated with an organization (hospital). For each individual provider, include their contact information (office address, email, phone numbers, etc.) as well as the Organization(s) he or she may be affiliated with. Include the provider's role in your health care (e.g. your Dentist, Physician, Chiropractor, etc.). You may also include other details under the description box such as, office hours, assistant's name, etc.



Providers Home Page

Provider Organizations

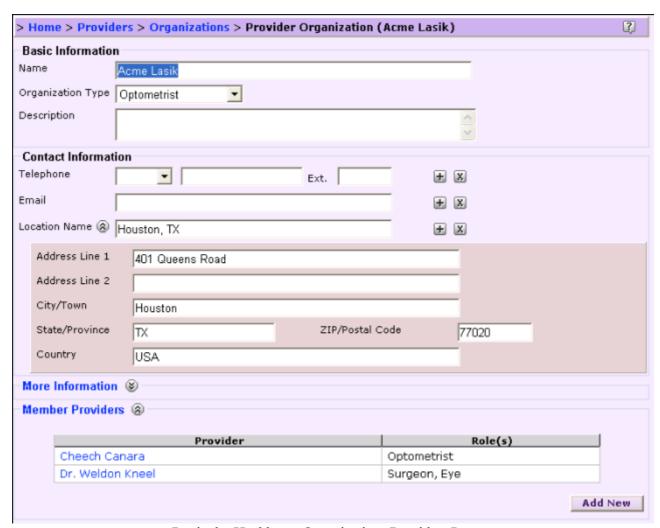
A Provider Organization is an organization that provides healthcare services, such as a hospital, HMO, dental office, etc. The page that lists all your healthcare organizations looks like this:



Healthcare Providers Organizations Home Page

You can use the 'Add New' button to add a new organization, or select an item from the list and use the Open button to open it (or double click on it), or use the Delete button to delete it.

The page for viewing and editing the contents of an individual organizations details looks like this:

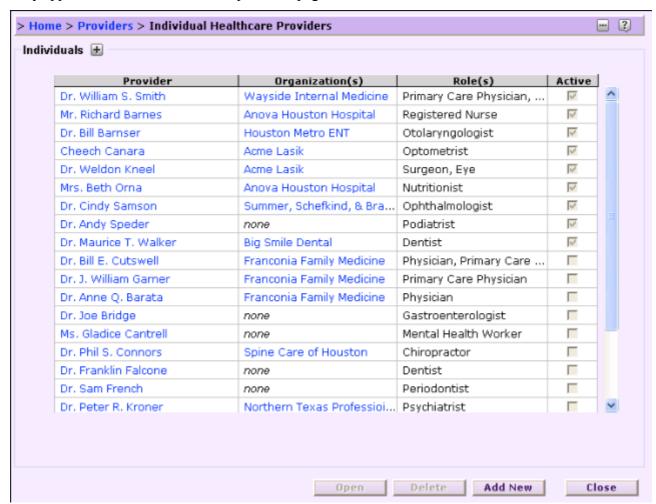


Particular Healthcare Organizations Providers Page

If the provider is no longer in use, just specify a date range for when you used this particular provider, instead of deleting it (so that historical reports can still refer to this provider organization).

Individual Providers

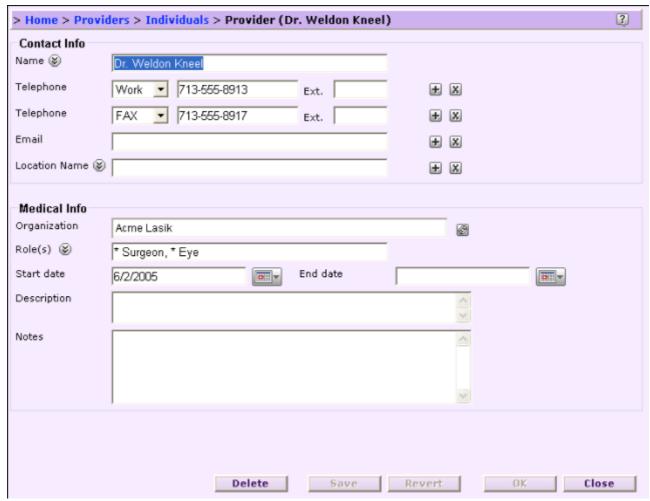
Individual Providers are people who are healthcare service providers (e.g. doctors, nurses, dentists etc.) They appear in a list in the healthcare providers page.



Individual Healthcare Providers Home Page

You can use the 'Add New' button to add a new providers, or select an item from the list and use the Open button to open it (or double click on it), or use the Delete button to delete it.

The page for viewing and editing the contents of an individual provider details looks like this:



Particular Individual Healthcare Providers Page

You can specify contact information for the provider, and various locations where the provider can be found.

Also, you can use the 'Roles' interface to specify what sort of healthcare provider this is (for example, your PCP or Primary Care Physician is your main doctor).

Each individual provider can also be optionally associated with a <u>provider organization</u> (such as an HMO, or hospital).

If the provider is no longer in use, just specify a date range for when you used this particular provider, instead of deleting it (so that historical reports can still refer to this provider organization).

Getting Medical Records from Your Healthcare Providers

Exactly how you go about doing this will vary significantly from healthcare provider to provider. Some may offer electronic means of downloading information (very few as of summer 2006, but in the next year or two electronic downloads should become a much more common option). Some very old providers may not even have historical records. But most doctors and hospitals should have your records from the last several years.

Paper copies

All you need to do is to contact their office, or medical records department, and request a copy of all your records be mailed to you. You may be charged a small 'copying' fee – but Federal law (HIPAA) requires the doctors to comply with your request.

Electronic Form

Right now – very few healthcare providers make their records available to patients in electronic form. If you find that yours does – you should count yourself fortunate. Records For Living is actively working with standards development organizations, medical organizations and healthcare providers to support the creation and use of standards for electronic download of patients' medical records.

Using HealthFrame you can exchange your medical records with your providers, in electronic form, using the <u>ASTM's Continuity of Care Record (CCR)</u> standard.

Reports

Use the Reports section to view, export or print progress charts, family history, "emergency cards" for your wallet, as well as health summaries to bring to your provider visits.

HealthFrame supports a number of built-in and any number of additionally installed plug-in OpenHealth reports, all organized into categories (some services may be listed in multiple categories):

• Common Forms

- AAFP Continuity of Care Record
- o Summer Camp and Activities Form

Expenses

- Expense Register
- Transactions Report

Graphs

- Blood Glucose Graph
- Blood Lipids Graph
- o Blood Pressure Graph
- o Growth Chart
- o <u>User-defined Graph</u>
- Weight Graph

• OpenHealth Reports & Services

These reports have been installed via the use of OpenHealth Service plug-ins. They will typically be present in other report categories.

- AAFP Continuity of Care Record
- Cancer and Immunization Preventive Screening
- Healthcare Providers Summary
- Immunizations Summary
- Medications Summary

Summaries

- AAFP Continuity of Care Record
- Family History Summary
- Healthcare Providers Summary
- Immunization Summary Wizard
- Immunizations Summary
- Journal Summary
- Medical History Summary
- Medications Summary

Wellness & Prevention Recommendations

- Cancer and Immunization Preventive Screening
- Immunization Summary Wizard

Other

Emergency Card

Emergency Card

Use the Emergency Card form under the Reports section to design and print your own personal emergency information card.

To configure what information will appear on your card, click on the customization menu (...) and navigate to each menu item (e.g. Allergies, Conditions, etc.) and select appropriate items by selecting/de-selecting, as desired. Most will default to 'on' and appear in the Emergency Card display.

A special configuration menu item (More Information...) allows you to enter any additional information that is relevant to your needs in case of emergency. You can include specific instructions for emergency situations, URL of web storage of your PHR data, or anything that you think is appropriate to deliver the best emergency care that is right for your needs.

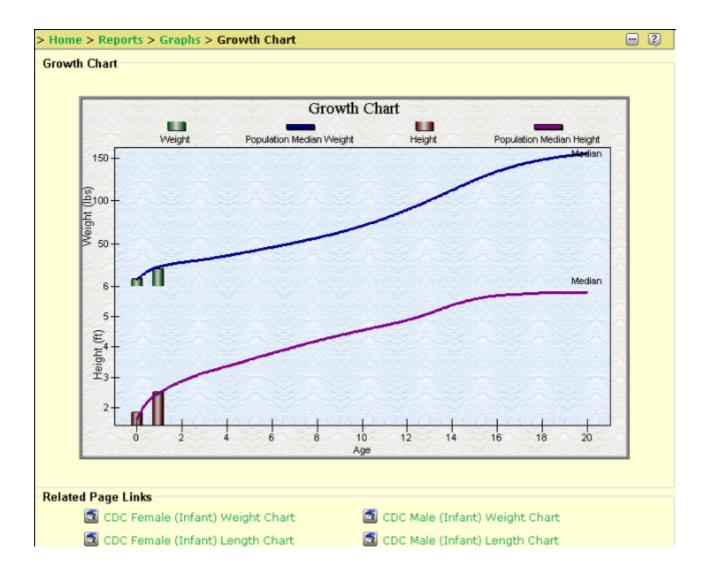
After you have reviewed your card's contents, click on the Print Card button at the bottom of the page.



Growth Chart

Here you will see the height and weight information for this person, from birth to age 20. In addition to their height and weight, you will see a reference curve for the median normal weight – as defined by the CDC.

You can also read the source reference documents from the CDC (US Center for Disease Control) in the <u>Medical Reference Library</u> section.



Medical History Summary

Use the Medical History Summary report to print relevant medical health information summarized in a convenient format. This report is useful when preparing for visits with health care providers.

To configure what information will appear on the report, click on the <u>customization button</u> on the top right corner of your window () and select appropriate items. Most will default to 'checked' and appear in the report display. After you have reviewed your report's contents, click on the Print Form button at the bottom of the page.



Medical History Summary Page

Summer Camp and Activites Form

Use the Summer Camp and Activities Form report to quickly print relevant information typically requested by schools, camps, and activity centers, etc.

To configure what information will appear on the report, click on the <u>customization button</u> on the top right corner of your window () and select appropriate items. Most will default to 'checked' and appear in the report display. After you have reviewed your report's contents, click on the Print Form button at the bottom of the page.



Summer Camp Report Page

User-Defined Graph

It is sometimes useful to view a graph that may not be built-into HealthFrame.

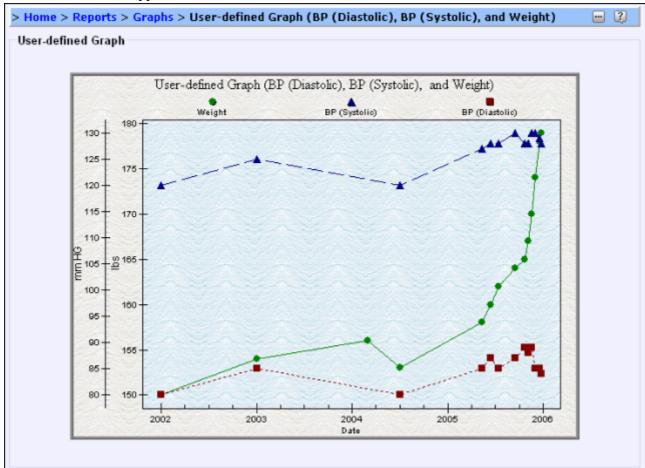
In particular, it may be useful to plot multiple measurements and see if there is any correlation between the measurements (e.g. Does your blood pressure go down when you lose weight?)

Using HealthFrame you can create a user-defined graph that displays one ore more *numeric* measurements on a given graph. Simply navigate to the **Graphs** section of the **Reports** page and click on the **User-Defined Graph** link. The first time you navigate here, you will see a blank graph with a note at the bottom of the page reminding you that you need to select which measurements you wish to graph. You will do this by using HealthFrame's <u>customization</u> feature.

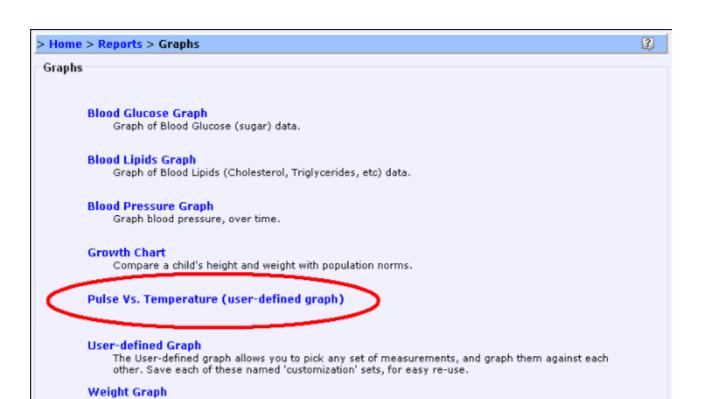
Customizing your User-Defined Graph

The User-Defined customization menu will let you:

- Filter displayed measurements **by date**: this is especially useful if you have been tracking certain types of measurements multiple times (e.g. tracking blood glucose or weight).
- Select which **measurement types** should be displayed: note that HealthFrame can only display *numeric* measurements. If you select a measurement that is not numeric, HealthFrame will display a question mark (?) on the vertical axis and no test results will be displayed. When you select a measurement type, the data will be automatically displayed. You can select multiple measurement types



If you like your user-defined graph, <u>save your customization</u>. You will see as many user-defined graphs show up in the **Reports > Graph** page, as you have created graph customizations.



Graph your weight.

Weight vs. BP (user-defined graph)

OpenHealth Services

OpenHealth Services are an extension mechanism to allow a number of electronic medical record-based services to be seamlessly integrated into HealthFrame.

As more and more OpenHealth Services become available over time, you will be able to access:

- Patient health risk assessments
- Contact information for local Medicare Suppliers
- Comparative medication pricing information
- Listings of applicable clinical trials, etc

A key concept to understand is that of an OpenHealth service plug-in (). These plug-ins package up all the information needed to describe and bring to your application the functionality of their service.

You can look for additional plug-ins that you can download at the <u>OpenHealth Services Directory</u> (http://www.recordsforliving.com/OpenHealthServices/ServiceDirectory.aspx).

Service Delivery Modes

OpenHealth services can operate in one of two modes - Local or Remote. A local service is run entirely on your computer. A Remote service is delivered via a web connection, where the actual work is done remotely. Some services may operate in a 'hybrid' mode - where they can deliver a full service remotely, but still support partial functionality when operating in a disconnected state (when a web connection is unavailable).

For the most part - this distinction will be hidden from the user, except insofar as obvious constraints impinge - like remote services may not function as quickly as local services, and remote services may be unavailable when an internet connection is unavailable or if the remote server isn't operational.

Service Categories

OpenHealth services come in a wide variety of different categories, but the two most important categories supported in this version of HealthFrame are:

- Reports
- Translation Services

Installing OpenHealth Service Plug-ins

Installing OpenHealth Service Plug-ins is easy. Just double click on the plug-in file, or drag and drop the file into HealthFrame, or select the Install button from the OpenHealth Services panel of the Options dialog.

Configuring (or removing) OpenHealth Service Plug-ins

To configure an OpenHealth Service, go to the OpenHealth Reports & Services page and click on the Configure button. A dialog box will come up, by default displaying all installed OpenHealth Services (Installed Plug-ins).

The configuration dialog will support:

- 1. **Installing** new plug-ins (see above);
- 2. **Saving** the plug-in to disk this may be useful, for instance, if you want to share the plug-in with others or if you wish to make backup copies;
- 3. **Removing** installed plug-ins;
- 4. **Editing** the plug-in properties;
- 5. Creating **new** plug-ins; or
- 6. **Resetting** the installed plug-ins to the original services that ship with HealthFrame

OpenHealth Translation Services

Clinical data can be stored and exchanged using a number of different standards and formats.

OpenHealth Translation Services allow HealthFrame to easily and transparently import data in a wide variety of proprietary, as well as industry standard file formats, such as HL7 CDA, CCD, X12-837, and more. This ability increases the availability of services that can be accessible using HealthFrame.

To be able to import files utilizing these formats, all you need to do is acquire an OpenHealth Services Plug-In that does the appropriate translation, and <u>install</u> it in HealthFrame.

Once installed, HealthFrame will support those file formats automatically - just as if they were one of HealthFrame's built-in file types, and automatically support viewing, importing, merging etc.

OpenHealth Services Reports

OpenHealth Services reports are a rich way to extend HealthFrame. These reports appear inside the 'Reports' section of HealthFrame, and are integrated into the full set of HealthFrame reports.

These reports can be <u>customized</u>, like any other report, and can be easily <u>installed</u>.

Inline display

All OpenHealth service reports can be opened in an external viewer, if the user's computer has an installed program that is registered to open the file type returned by the OpenHealth service.

But for some types - HealthFrame has special built-in knowledge, so that it can directly display the returned content inline.

HealthFrame can directly and automatically display

- HTML (with restrictions)
- PDF (if Acrobat Reader is installed)
- Images (all image types which have viewer support registered on your computer)

Restricted HTML

In order to assure the integrity and security of the HTML results of a web service, HealthFrame only displays inline HTML which meets a few technical restrictions:

- Well-formed XML data
- No scripts
- No references to external images or files
- CSS stylesheets should all have class names (no global stylesheet style changes)

Major Functions

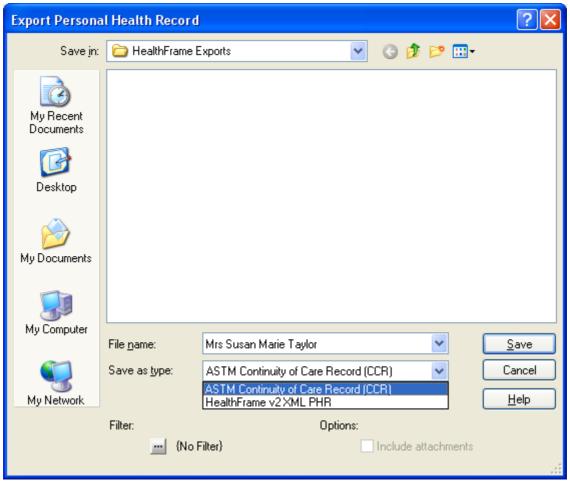
- Login & Open PHR
- <u>Send/Receive</u>
- Syncronize with Mobile Device

Export Files / Save a Copy

PHRs can be exported into one of two unencrypted XML formats which can be read by any XML aware application.

HealthFrame provides an XML Schema, which other applications can use to 'understand' the format and meaning of the PHR XML format. It's also humanly readable – so that you can export your PHR data, and open it in MSIE (Internet Explorer) or your favorite text editor, and see the raw information that makes up your personal health record.

HealthFrame also supports the <u>ASTM Continuity of Care Record (CCR)</u> XML format standard. If your doctor's or hospital's software system is CCR-compatible, you might be able to provide your doctors with your HealthFrame-generated health record. Your doctor may also be able to provide you with updated information for your own health record.



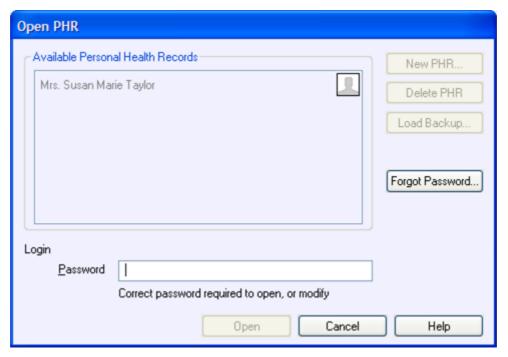
Note – in order to make this information easily accessible and readable by an application, the information is *not* encrypted, and so this format of representing the PHR is not secure, unless you maintain careful control of what happens to the export file.

Open Personal Health Record (PHR) Dialog

Whenever you start HealthFrame you see a window that allows you to manage the <u>personal health</u> <u>records (PHRs)</u> for all members of your household. You will be able to create new PHRs, delete existing PHRs, or open existing PHRs. You can also load a PHR using a backup file (*Load Backup...*).



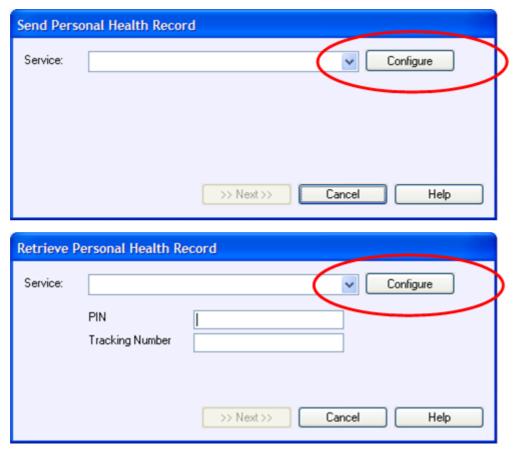
If you <u>password-protect</u> access to records stored in HealthFrame, you will not be able to access any of the PHRs, until you type the password (note all buttons are disabled - greyed out). If you register your copy of HealthFrame and you forget your password, you can click on the *Forgot Password*... button to get support.



Send/Receive

With HealthFrame you can send information contained in your <u>personal health record</u> to your medical providers. You can also receive information from your providers, making it easier for you to get started, as well as keep your record up to date.

Before you can exchange your medical record information electronically with your providers, you will first need to configure your account settings with your provider's system. You can either do this by setting your options, or by initiating the send or receive command and clicking on the *Configure* button:



Sending your PHR

Once you have configured at least one service that supports sending and receiving PHRs, you will be able to use the *File / Send PHR*... menu command to initiate the upload of your medical record information to your provider or insurer.

Different services will have different options available to them. In the sample service below, the user has the ability to mark the medical record being uploaded as the emergency CCR (continuity of care record). This makes the uploaded medical record available, in case of medical emergencies. Specific details on the options available will depend on the service being used.



Also depending on the specific service you're using, you may receive different receipt acknowledgements. In this example, you are given a tracking number and a private access PIN code that you can share with only those individuals to whom you wish to grant access to your personal medical record.



Receiving/Downloading your Personal Medical Records

Depending on the specific service you are using, you may be asked to provide information about the specific medical record you are retrieving. In the sample service shown below, you need to provide a tracking number and a private PIN access code.



Synchronize with Mobile Devices

The 'Synchronize with Mobile Devices' dialog allows you to maintain an up-to-date copy of your personal health record (PHR) on a mobile device which you can carry around with you.

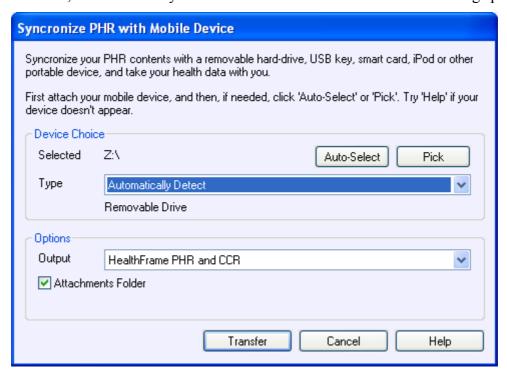
For example, you could carry your data on a:

- USB thumb drive
- cell phone
- iPod
- smart card

All that is needed to store a maintain a copy of your PHR, is that the device be connected to your computer as a 'mounted drive'.

Typical use

Just run HealthFrame, and select the 'Synchronize with Mobile Devices' command to bring up this dialog:



First select the appropriate device (by drive letter). The 'Auto-Select' button will automatically find the most likely mobile device, but if it guesses wrongly - you can specify the drive specifically with the 'Pick' button.

HealthFrame will also automatically guess the type of the device (assuming the default 'Automatically Detect' Type). If this guesses wrongly, you can specific a specific device type with that popup.

In the 'Options' section, you can specify what information will be stored on your removable device (for instance, you can choose to use HealthFrame's XML PHR format, the <u>ASTM Continuity of Care Record (CCR)</u> standard, or both. You can optionally specify whether or not to maintain attachments on the drive (these can be large, and may not be needed).

To commence synchronizing - click the 'Transfer' button.

Troubleshooting

The most common problem is not being able to find your mobile device listed as a mounted drive. The details of this will vary from device to device. Most will have built-in drivers on your computer so that when you connect it - it will automatically appear as a connected drive.

If you are synchronizing to an iPod and you are experiencing problems, please be sure that you have configured your iPod to enable disk use.

If you are synchronizing to a USB drive, make sure the drive is properly mounted.

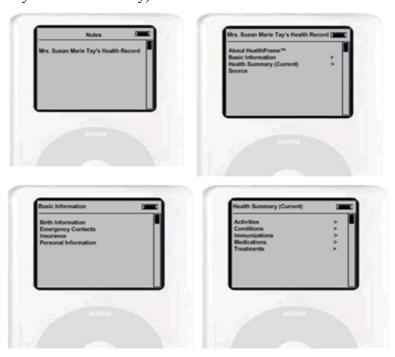
Sync with the iPod

HealthFrame can create iPod Notes containing portions of your medical record that you can take with you anywhere you go.

In order to transfer your medical record to your iPod, simply use HealthFrame's <u>synchronization</u> feature.

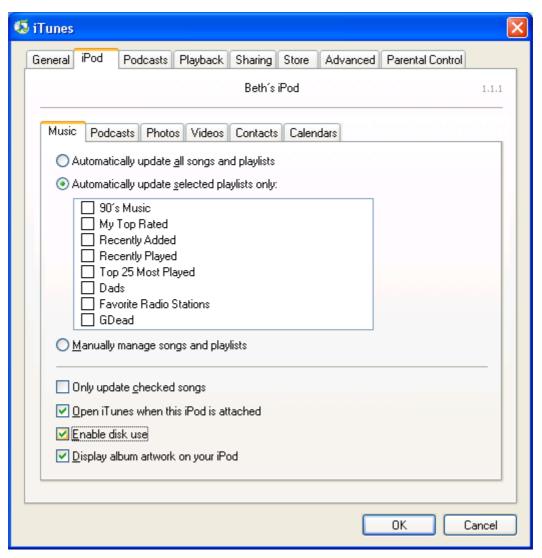
iPod Notes

For an iPod device, the synchronization option to emit 'Notes' is also present. These 'Notes' files create a hierarchical menu with a brief summary of your health information accessible under the 'Extras' section of your iPod's display (be sure your iPod is configured to enable disk use). Having this information easily accessible can be extremely valuable in case of emergencies, or even for visits to a new doctor (where you need full access to your medical history).



Configuring the iPod for Disk Use

In the iTunes 'Edit/Preferences' dialog, and the iPod panel, you must select the 'Enable disk use' checkbox so that the drive is visible to HealthFrame.



Sync with a USB Drive

HealthFrame can create synchronize your medical record with a removable USB drive that you can take with you anywhere you go.

In order to transfer your medical record to your USB Drive, simply use HealthFrame's <u>synchronization</u> feature.

Mounting your USB Drive

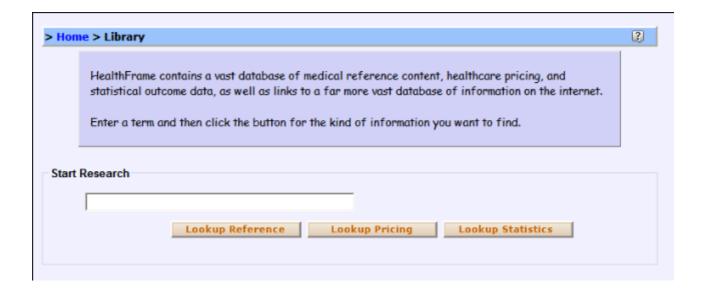
Inserting your thumb drive into your computer's USB slot should take care of automatically mounting the drive.

Use the Windows File Explorer (right-mouse click on the 'My Computer' icon on your desktop and select the Explore menu item) to verify that the drive is mounted. If that fails - then contact your USB thumb drive manufacturer for support.

When that succeeds, you may need to re-click 'Auto-Select' or 'Pick' in the HealthFrame 'Synchronize with Mobile Devices' dialog.

Library

The HealthFrame built-in library allows you to look up information on your <u>conditions</u>, <u>medications</u>, <u>treatments</u>, etc. With HealthFrame you can access summary <u>reference</u> content, as well as <u>statistics</u> (mortality rate, length of hospital stay, gender distribution, etc), and hospital treatment <u>pricing</u> information.

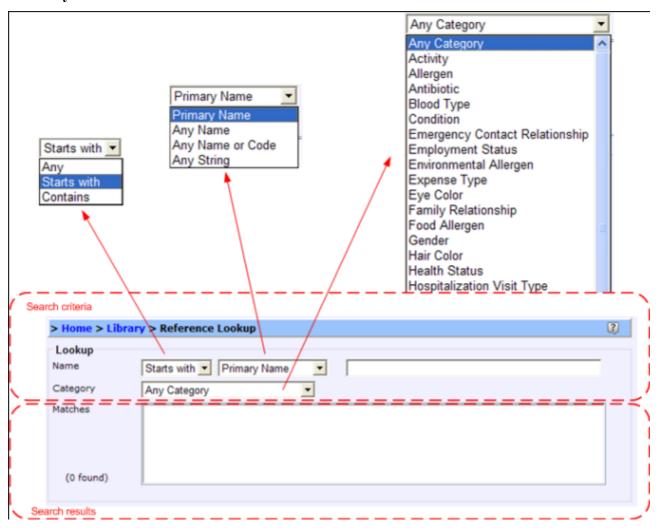


Reference Lookup

HealthFrame contains built-in information on a variety of different health-related topics. Users can search the reference library to access information on:

- <u>Hospital costs</u> associated with conditions and treatments;
- <u>Statistical</u> information about conditions and treatments;
- Related medication and contraindications;
- Source references for content.

Summary



There are a number of different ways in which you can search for information in the HealthFrame reference library, depending on your settings for the search criteria: name and scope of the information you are looking for, as well as the category. For instance, if you select:

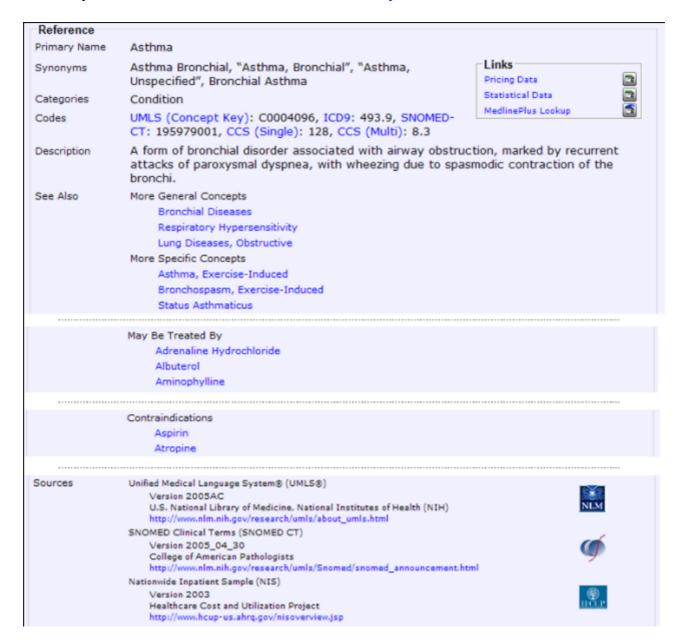
- 'Any' for the search scope, and the category 'Activity', you will see the list of all built-in activities in HealthFrame;
- 'Starts with' 'Primary Name' for the search scope, the text 'Asthma', and the category 'Condition', you will see <u>detailed information</u> on that condition;
- 'Contains' 'Any Name' for the search scope, the text 'GERD', and the category 'Condition', you
 will see detailed information on Gastroesophageal Reflux Disease;
- 'Starts with' 'Any Name or Code', the text 47.0, and the category 'Treatment', you will see detailed information on Appendectomy. This particular example is extremely useful when you read claims, medical bills or certain communications with your doctors/hospitals/insurance company. Medical professionals rely on a number of coding systems to refer to information about

your health. Using the HealthFrame built-in library you can look up those codes and better understand their use and how it relates to your health.

Reference Content

When you access HealthFrame's built-in reference content, you may see (depending on the context of your look-up) built-in and externally accessible content (e.g. MedlinePlus web site) pertaining to your search item, as well as related information.

The example below illustrates the results of a <u>reference lookup</u> on the condition named 'Asthma'.

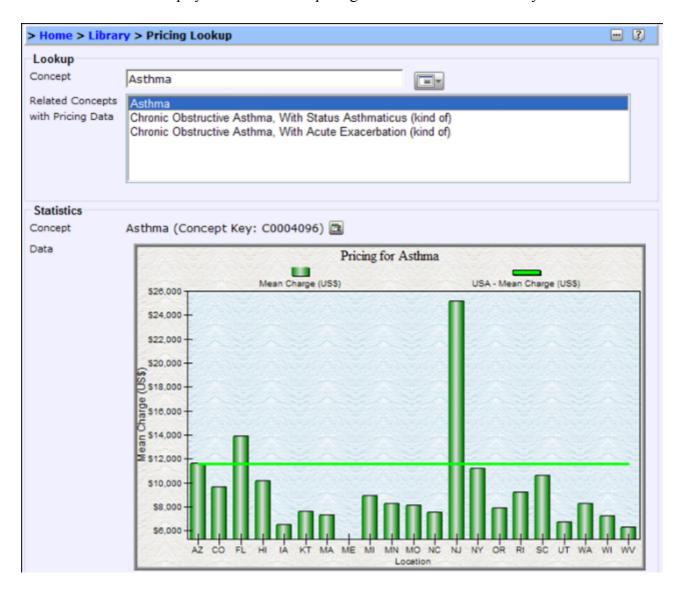


Pricing/Cost Data Lookup

With HealthFrame's <u>built-in Library</u> you may access cost of care information for certain <u>conditions</u> and <u>treatments</u>.

HealthFrame contains built-in information on voluntary hospital reporting for national (USA) statistics, as well as certain states of the union (please note that not all states support voluntary reporting).

You can <u>customize</u> the display and content of the pricing information that is shown to you.



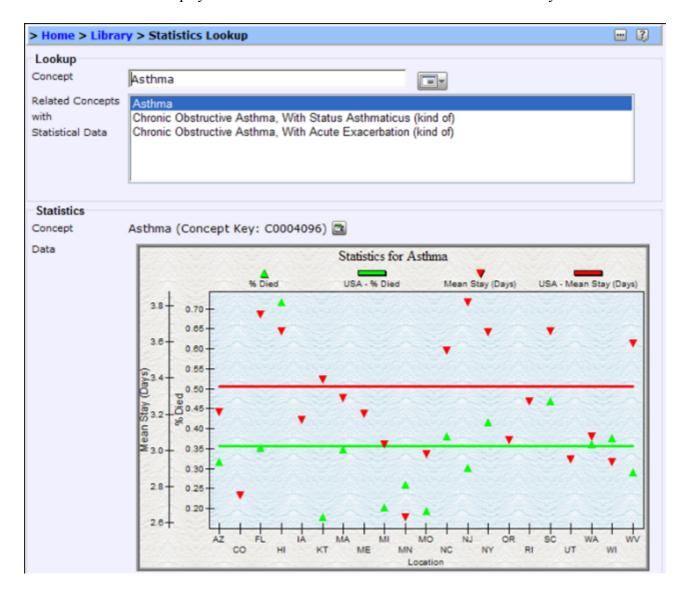
Statistical Data Lookup

With HealthFrame's <u>built-in Library</u> you may access statistical information on certain <u>conditions</u> and <u>treatments</u>:

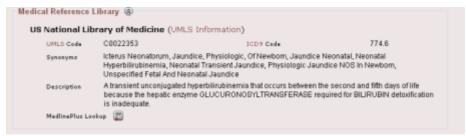
- Mean (average) cost of hospital care;
- Percentage of patients who died;
- Number of discharges per year;
- Percentage of all discharges;
- Average length of stay in hospital (in days);
- Percentage of patients who were male; and
- Mean (average) age of patients.

HealthFrame contains built-in information on voluntary hospital reporting for national (USA) statistics, as well as certain states of the union (please note that not all states support voluntary reporting).

You can <u>customize</u> the display and content of the statistical information that is shown to you.



HealthFrame Library Summary Section



The HealthFrame Library Summary section contains lots of information about the item in the page in which it reside. It contains synonyms for the term (e.g. disease or medication) in question. It may contain a description of that term, and a link – and possibly several links – to extra content on the web to find out more information about the item in question.

Most of the content for this section comes from the NLM (National Library of Medicine)'s <u>UMLS (Universal Library of Medicine)</u>. See the <u>copyright information</u> for more details;

Options

Show Toolbar

This toggle menu allows you to control whether or not the toolbar is shown at the top of the screen. Hide it to save vertical space on your screen. Show it to provide easier click access to certain commands, and for the visual feedback about which commands are available in which context.

Show Status Bar

Toggle if the status bar is shown.

Navigation Bar > Shown

Toggles if the navigation bar is shown. This should generally be checked (shown), but you can hide it if you need extra space. You can always navigate to any page using the CTRL-H to goto the home page, and then clicking in the navigation bar at the top of the home page to drill down to any page. But this is *not* recommended.

Navigation Bar > Show Open Pages

Toggles if the 'Open Pages Panel' is shown in the navigation bar. This is recommended, and defaults to on.

Navigation Bar > IntelliNav

Toggles if the navigation bar <u>IntelliNav</u> feature is turned on. This is turned on by default, and recommended.

Navigation Bar > Suggestions Pane Shown

Toggles if the navigation bar <u>Suggestions Pane</u> is shown in the navigation bar. This is turned on by default, and recommended.

Autosave on Close

Toggle if this feature is enabled. If checked, then when you close a page using the close command (CTRL-K, or the Close button) – then HealthFrame will attempt to automatically save the page contents first before saving. This is off by default.

Automatically Collapse Sections

Toggle if this feature is enabled. If enabled – when you open a collapsible page section, it will automatically collapse all the others. This feature is enabled by default (but with a warning), and can be slightly confusing. However – it helps greatly at reducing screen clutter.

On Navigation

When you navigate away from a page (e.g. by clicking on a web link for another page in the navigation bar) – if there are unsaved changes in the current page, this option controls what happens. The default is that you are 'Asked' what to do. But you can also set HealthFrame to automatically save when you navigate away (this is most convenient, but could result in your accidentally saving changes you didn't mean to) or to leave the page unsaved (this is perfectly safe – as they will be saved eventually before you quit – but could cause confusion when you visit other pages and don't see the effects of the unsaved changes from another page).

Edit Password

Use this function to password protect your PHR data. HealthFrame

Register

Register your copy of HealthFrame online. This is crucial if you want to password protect your HealthFrame data.

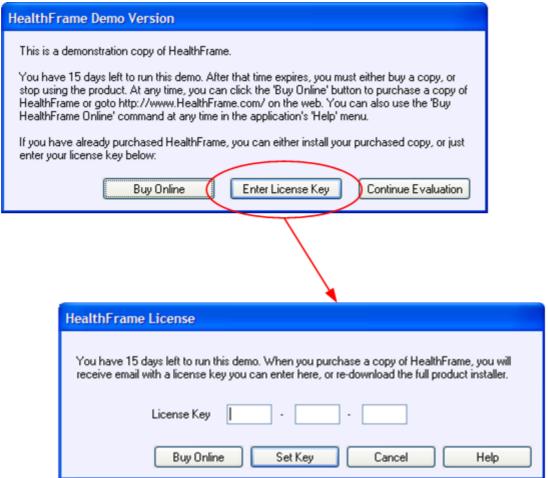
Themes

Themes allow you to customize how your copy of HealthFrame appears to you. It allows you to control what images adorn your home page, the colors used for backgrounds and text, etc.

License Keys

HealthFrame requires the use of license keys. License keys are provided at the point of purchase. If you haven't entered your license key into HealthFrame yet, you can either enter it

• At the time you open a personal health record:



• Or, from the Options / Enter License Key... menu.

Security

Files

All PHR information kept by HealthFrame internally is securely encrypted using the Microsoft Encryption system (Microsoft Enhanced Security Provider). This includes both data in the PHR repository, and any backup files.

Passwords

In addition, access to PHRs *can* be password protected – at your discretion. If you create a <u>password</u>, no access will be provided to any of the PHRs in your repository without that password.

BE SURE TO REGISTER YOUR COPY OF HealthFrame BEFORE PASSWORD PROTECTING YOUR REPOSITORIES. This is necessary in order to guarantee your information's privacy in the event that you lose your password.

Registration

Register your copy of HealthFrame by selecting the "Register..." menu item from the "Options" menu. This will contact Records For Living over the web to process your registration. You can tell your registration ID, and if you have already registered, by looking in the HealthFrame application about box (found under the Help menu)

System Requirements

- Windows 2000, Windows XP, Windows Vista or later (Windows XP or Windows Vista recommended)
- Microsoft Internet Explorer 5.5 or later (6.0 or later recommended)
 - Windows XP comes with IE6
 - o For Windows 2000 users, download the latest version from the <u>Microsoft Internet</u> <u>Explorer Web site</u>
- 40MB disk space
- 50MB RAM (typical memory usage is under 50MB, but could be larger for very large PHRs)

Support

Via the Web

Support information is available on the web at

- http://www.HealthFrame.com/Support/
- http://www.HealthFrame.com/FAO/
- HealthFrame Community Site

Via Email

Send any support questions or product feature requests to support@RecordsForLiving.com

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GigaSoft

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DISCLAIMER

The information in HealthFrame is a combination of the information you provide, together with reference information from UMLS, and other sources.

It is only a reference tool, and does not take the place of professional medical advice.