

DOCMAN HUB 9

DISCOVER HIGHLIGHTS BROUGHT TO YOU WITH
NEWER RELEASES OF DOCMAN HUB...



docmanhub

INTRODUCTION

Docman are pleased to announce the release of Docman Hub 9. We have continuously been developing and improving Docman Hub, and it is strongly recommended to update to 9 to continue enjoying the benefits of the most up-to-date version of the software.

This document outlines the significant changes put in place from Hub version 800800 onwards, giving you a summary of the features available to you upon update.

WHAT IS DOCMAN HUB?

Docman Hub is a multi-directional document transfer platform that provides a secure, reliable and flexible platform for the electronic communication of documentation between Secondary, Primary and Social Care providers.

Docman Hub provides a solution for any healthcare provider to send and receive any document type. At the point that a document would normally be printed or emailed, Docman Hub can deliver this document seamlessly to the same 'single point of access' inbox.

Docman Hub solution is used by over 100 NHS Trusts to send patient correspondence electronically to GP practices. Organisations report significant benefits of removing the need to print and post paper letters externally which is estimated to cost between 50p and £1 per letter. As well as the delivery of information to clinicians in near real-time, a paperless solution provides time savings for organisations by streamlining processes.

NHS TRUST BENEFITS

SAVING TRUSTS OVER
£500,000
PER YEAR

SAVE 50P
PER LETTER

TIMELY DELIVERY OF
INFORMATION

SIGNIFICANT
SAVINGS COST

HOURS OF
STAFF
TIME SAVED

DOCMAN HUB 800800

The release of Docman Hub 800800 brought you some new benefits and additions including a new management console and functionality around relaying documents and rejections.

The new Console provides all users with an enhanced experience and visibility of information through a web based service.

New systems messages provide the administration with alerts of new updates and server status notifications.

New menu items provide new functionality and reporting features on source activity, end point and transmission activity.

An enhanced Activity Summary allows you to drill down to the detail making information more accessible and speeding up problem solving. Statistics such as the number of documents handled by a Hub can be reported on and you can easily locate any documents that may have problems.

Documents that are not collected by an end point can be quickly and easily identified.

Docman Hub 800800 introduces the multi-directional document transfer functionality. The ability to utilise NHS logical addressing for the routing of documents means it is possible for documents to be routed to anyone within an organisation rather than the organisation as a whole.



WHAT IS DOCUMENT CAPTURE?

Document Capture is an application that allows users of Docman and users who do not have Docman to capture and send documents to an organisation via a Docman Hub.

Docman Hub administrators can send an invitation to the organisation, which allows them to download Document Capture (free of charge) and provides access to user documentation explaining the use of the software. This provides a platform to send documents without the need for an API.

The screenshot shows the 'Document Details' window of the Document Capture application. The window has a title bar with 'Document Details' and standard OS window controls. Below the title bar are two tabs: 'Document' (selected) and 'Manage'. In the top right corner of the window, there are links for 'Open document' and 'Help'. The main content area is divided into three columns. The left column, titled 'Patient and document details', contains sections for 'Patient Information' (with fields for NHS number, Surname, Forename(s), Date of birth, and Gender) and 'Reporting Information' (with fields for Reference number, Report type, Action required, and Medication changed). The middle column, titled 'Document Details', contains fields for Document source, Department, Description, Contributor, Event date, Event end date, and Source reference. The right column, titled 'Recipient Details', contains fields for Recipient name, Organisations (with radio buttons for Local and All), Organisation type, Send to, and Message Urgency. On the far right, there is a yellow box with a 'Submit' button and a 'Cancel' button, with instructions to click submit to send the document and click cancel to cancel the submission. Below this is a section titled 'ACTIONS' with links for 'Save as draft' and 'Append document'. At the bottom of the window, a status bar shows the filename 'Grace Smith - visit BP - Information.docx' and the creation date '14/11/2012 16:31:05'.

DOCMAN HUB 800810

The release of Docman Hub 800810 brought you some new benefits and additions including the introduction of sharing agreements and enhancements to the information provided through the Docman Hub console including the visibility of documents waiting to be delivered.

Sharing Agreements allow you to create a network of connected Docman Hubs, enabling the transfer of documents to a wider range of End Points. Manage Sharing is a new option that allows the administrator to manage any Sharing Agreements with other Docman Hubs.

When viewing the Document List users will have the ability to filter for documents that have been rejected during the document conversion process. Time and Date filters have also been included in the Document List allowing users to narrow their document search.

A new user role has been created that allows the user to only see documents that have been rejected by the receiver. This will allow users to easily resolve issues where documents have been sent to the wrong Endpoint or do not contain the correct details.

We have enhanced the ReSend button, this button is now enabled for Administrative level users only and will not display when a document has been archived.

A new procedure designed to prevent the removal of endpoints which still have documents assigned to them is now active within Docman Hub Version 800810.

We are now compliant with Interoperability Toolkit 2 standards.

The addition of a new column displaying Documents Waiting on the Endpoint and Source Activity screens has been included.

Source Activity							
Document Source	Added	Delivered	Deleted	On Hold	User Rejected	System Rejected	Waiting
111 Staffordshire	0	0	0	0	0	0	0
A&E Nottingham	0	0	0	0	0	0	0
AHC Testing	20	8	12	0	0	0	0
Ambucare	0	0	0	0	0	0	0
Berkshire community	53	28	23	1	0	0	1

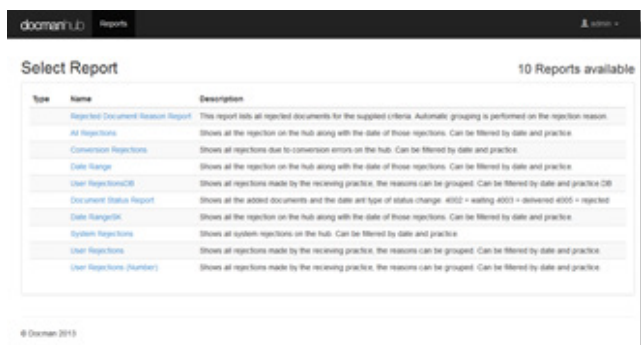
Roles		
Role ID	Role Name	Role Description
1	System Administrator	Has access to all areas of the system, with full privileges.
2	Document Sender	Can only see areas related to documents that they have sent.
3	Document Receiver	Can only see documents waiting for them.
4	Support User	General support user.

Document Details	
ID	224658
Document Added	18/09/2013 10:39:40
Document Status	Delivered
Source System ID / Ref	487c1cb9-3cbe-4d72-8092-48bde3840425
Change Status:	<input type="button" value="Re-Send"/> <input type="button" value="Reject"/> <input type="text" value="Select rejection reason"/>
Rejection Reason	None

DOCMAN HUB 800875

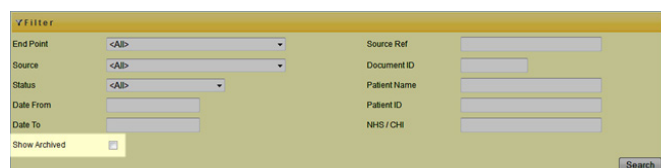
REPORT RUNNER

Hub users on 800875 or higher have access to the Report Runner, which allows users to run detailed reports.



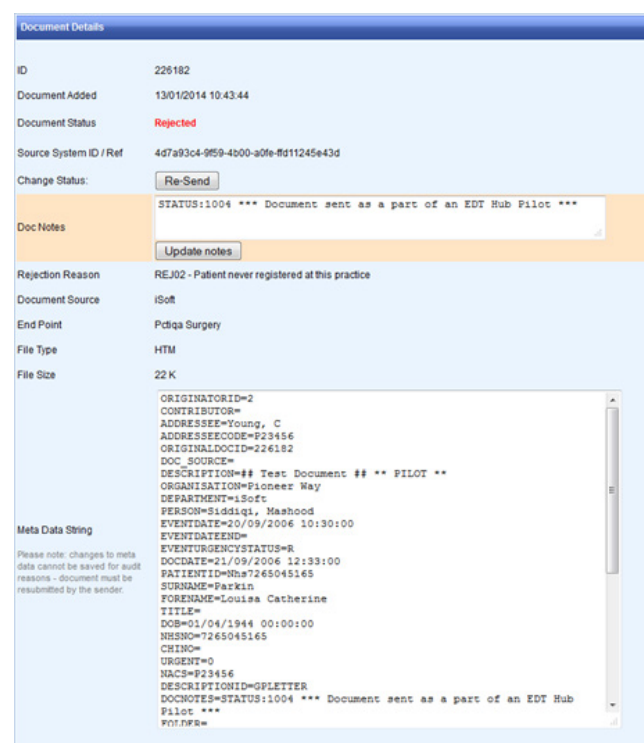
FLAG OR REMOVE ARCHIVED ITEMS

A change has been made to the search filtering whereby default documents are now filtered to not show Archived. There is a checkbox on the filter screen to show Archived only, this can be combined with any of the other filters.



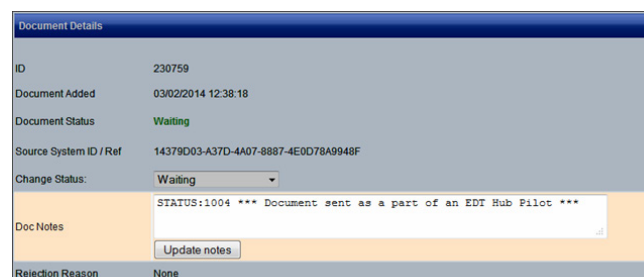
ABILITY TO ADD A COMMENT WHEN RE-SENDING A DOCUMENT FROM THE HUB

Comments can be added to documents when re-sending them. This allows the Hub users to communicate with Practices, explaining why documents are re-sent and any special instructions.



POPULATE NOTES FIELD

The notes field now appears in an editable text-box within the document view screen. Any notes made can be saved against the document.



DOCMAN HUB 800875

TIF PRINTER DEFAULT SETTINGS

In previous versions of Docman Hub, the TIF printer settings were overridden to a series of default values and users were required to manually change printer settings from black and white to colour. These default settings have now been removed to allow users to have full control over the TIF Printer settings.

ENHANCED USER INTERFACE

The user interface for Docman Hub is redesigned in 800875. This provides the users with a clearer view of the Hub statistics.

Activity Summary			Relayed Summary		
Documents Waiting	9333	View	Documents Waiting	1	
Documents On Hold	555	View	Documents On Hold	0	
Documents Rejected	133	View	Documents Delivered	0	
Documents Rejected By Conversion	0		Documents Deleted	0	
Documents Rejected By Receiver	90	View	Documents Rejected By Receiver	0	
Documents Rejected By System	43	View	Documents Rejected By System	0	
Documents Pending Conversion	1004	View	Documents Pending Conversion	0	
Total Document Count	22795		Total Documents Relayed	1	
Active End Points	112	View			
Active Document Sources	76	View			
Active Clinicians	45	View			
End Points not Collected (last 24hrs)	34	View			
Transmission Errors (last 24hrs)	0				
Documents Added Today	56				
Documents Downloaded Today	0				
Documents Added Yesterday	94				
Documents Downloaded Yesterday	0				
Documents Added This Week	150				
Documents Downloaded This Week	0				

New statistics and options are available in other parts of the system. For example, the Relayed Documents screen now contains additional search filters:

Relayed To (EDT Hub)		Doc Source
<input type="text" value="AED"/>		<input type="text" value="AED"/>
Relayed To (End Point)		Doc Ref
<input type="text" value="AED"/>		<input type="text"/>
Status		Patient Name
<input type="text" value="AED"/>		<input type="text"/>
Date From	<input type="text"/>	Patient ID
Date To	<input type="text"/>	NHS / CHI
		<input type="text"/>
<input type="button" value="Search"/>		

The Maintenance service now checks the status of each relayed document on a regular basis. The "Last Checked" column has been added to the Relayed Documents list itself, showing when each relayed document was last checked by the service:

Doc ID	Relayed Date	Relayed To	Status	Source Type	Doc Ref	Chg	Dest Hub	Last Checked
235567	4/30/2014 2:44:45 PM	Pioneers Way 2	Conversion Pending	Biochemistry	6a087728-1	No	Berkshire Shared Services	5/12/2014 9:47:00 PM
235486	4/15/2014 3:05:25 PM	Pioneers Way 2	Conversion Pending	Biochemistry	05f615-6	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235485	4/15/2014 3:05:25 PM	Pioneers Way 2	Conversion Pending	Biochemistry	181e6daa-3	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235484	4/15/2014 3:05:24 PM	Pioneers Way 2	Conversion Pending	Biochemistry	63992426-1	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235483	4/15/2014 3:05:23 PM	Pioneers Way 2	Conversion Pending	Biochemistry	16678600-4	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235482	4/15/2014 3:05:23 PM	Pioneers Way 2	Conversion Pending	Biochemistry	c5ac1811-1	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235481	4/15/2014 3:04:48 PM	Pioneers Way 2	Conversion Pending	Biochemistry	958b34da-e	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235480	4/15/2014 3:04:45 PM	Pioneers Way 2	Conversion Pending	Biochemistry	1424a3ba-a	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235479	4/15/2014 3:04:44 PM	Pioneers Way 2	Conversion Pending	Biochemistry	3104a3ba-1	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235478	4/15/2014 3:04:43 PM	Pioneers Way 2	Conversion Pending	Biochemistry	a073a338-6	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235477	4/15/2014 3:04:42 PM	Pioneers Way 2	Conversion Pending	Biochemistry	d0a21933-8	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235476	4/15/2014 3:04:41 PM	Pioneers Way 2	Conversion Pending	Biochemistry	c0765389-d	No	Berkshire Shared Services	4/30/2014 7:15:00 PM
235475	4/15/2014 3:04:40 PM	Pioneers Way 2	Conversion Pending	Biochemistry	9917d1d5-6	No	Berkshire Shared Services	4/30/2014 7:15:00 PM

It is also now possible to add a comment when re-sending a document from the Hub:

Relayed Document (Outbound) Details	
Relayed ID	4
Document Source	Radiology
Document Ref	74524655-3C2E-4E36-8913-B886ED0A2B46
Remote Document ID	1
Document Status	Waiting
Change Document Status	<input type="button" value="On Hold"/> <input type="button" value="Delete"/>
Doc Notes	STATUS:1004 *** Document sent as a part of an EDT Hub Pilot ***
	<input type="button" value="Update notes"/>
Relayed To (EDT Hub)	The Destination Hub no longer has a sharing agreement with this EDT Hub.

DOCMAN HUB 9

Version 9 incorporates several database changes. The database has been upgraded from MySQL 3.23 to MySQL 5.6. These changes provide a resilient, stable and reliable future-proofed database with increased response times and more database performance statistics available to the user.

.NET FRAMEWORK

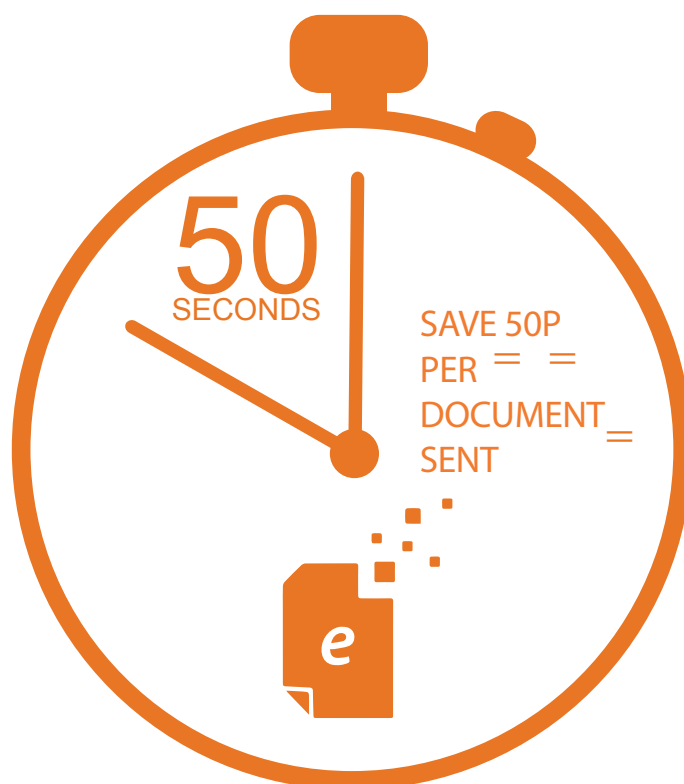
To further future-proof the Hub infrastructure and increase security, Docman Hub has been moved to .NET Framework 4.5.

DOCUMENT FILESTORE

Documents have been moved out of the database and into a secure Windows file store. This reduces the database size, speeding up database response times and reducing time taken to recall data via the Hub management console.

RECORD OF TRANSMITTED DOCUMENT SIZES

Once a document has been relayed to a Hub, the originating Hub records the converted file size of the document on the destination hub to be displayed and reported upon.



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