MBTelehealth® A Shared Health Service

Quick Reference Guide
GlobalMed Patient Camera with Room Kit Plus and Touchpad 10
Service Desk 204-940-8500 Option 4, Option 1
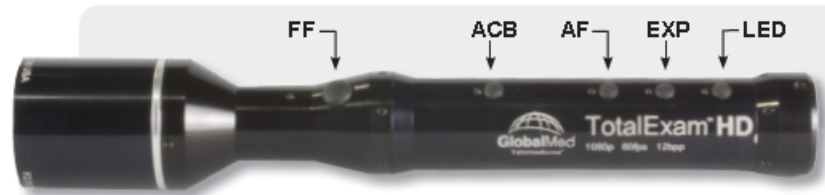or toll-free 1-866-999-9698 Option 4, Option 1

Instructions

1 Plug the AC adaptor into the POD and into a power outlet.

2 Plug the HDMI cable into the back of the POD (left port only) and the other HDMI end into the back of your equipment (mobile or fixed).

3 Using the HDMI-HDMI mini cable, securely plug the HDMI end into the front of the POD and the mini end into the end of the camera.

4 Press the small black power button on the front of the POD. The LED on the front of the POD will light up once both ends of the cables are connected.

5 Tap **Share** and then tap **Share in Call**. You should now see the patient camera image displayed on the video conference monitor.

6 Hold the camera with the buttons facing up; press **FF** to freeze the image.

FF   ACB   AF   EXP   LED

GlobalMed TotalExam® HD

Ensure this stays properly inserted.

Tongue depressor (optional) attaches to the end of the camera.

Back of Pod

Only use the HDMI port to the left of the switches

Make sure the **1st & 3rd** switches are flipped up.

Instructions are the same for mobile or fixed equipment.

Tips for Capturing a Good Image

Hold steady & freeze image	• position the camera, stabilize your arm and press and hold the FF button for 1-2 seconds (the image freezes when you release the button)
Accurate colours	• perform a white balance against a non-glossy piece of white paper to ensure colours will be accurate (this should be done prior to showing image to the specialist) • describe the colours you are seeing as the screen colours may appear different on the other end (the colour can help tell the difference between a healing wound vs a non healing wound) • use the lowest intensity setting of LED to avoid washing out the skin colour
Right amount of light	• too much light in the wrong place can create white reflections causing a blurry image for the far end site • when using the LED, adjust the light to less than full to reduce glare (this can occur on moist surfaces such as in the mouth or back of throat)
Use default exposure	• the camera defaults to an exposure of 60 (lowering the exposure may cause blurry images) • exposure indicator (blinking light) : 60 = rapid, 30 = medium, 15 = slow
Using manual focus	• you may need to turn off the autofocus (AF button) in order to focus on the right area (the camera may focus on the centre of a wound instead of the edges)

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Camera Buttons

FF - Freeze Frame Image
- used to freeze live video which allows a closer examination of an image
- press the FF button and release to freeze the image (image will be frozen upon release)
- press the FF button again to return to live video and freeze another image

ACB - Auto Colour Balance (used to perform White Balance)
- used to ensure that whites are truly white and all other colours are accurate
- to perform white balance, aim the camera at a white object such as a non-glossy piece of paper, and press the ACB button

  Note: if you turn on the LED, ensure you perform another white balance

AF - Auto Focus
- auto focus is on by default - press the button to enable/disable (light on = enabled)

  Note: AF should be disabled while the camera is on but not in use as the continuous focusing could cause excessive wear on the focusing mechanism.

EXP - Exposure
- camera defaults to an exposure time of 60 which is the most recommended setting
- press the button to change the exposure which is indicated by the blinking light:

  60 = rapid, 30 = medium, 15 = slow

  Note: lowering the exposure can cause blurry images

LED - Light
- press the button to increase the light intensity (lowest intensity is ususally best)
- press and hold the LED button to increase and decrease the light gradually

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