

Accutome B-scan/UBM Plus®

Quick Reference Guide

How to Scan a New Patient

1. **Launch** Accutome software by double clicking the Accutome icon. 
2. Once the software opens, select **New Exam**. 
3. Type the patient data into the appropriate fields. Fields with * are required.
4. Select Probe. (12/15 MHz for B-Scan, 48MHz for UBM)
5. Select your Scan Protocol (Free Scan, Basic Screening, etc.) then click **Start**. 
6. Press the **button** on the probe or use the **foot pedal** to activate probe and start video loop.
7. Ensure image/pathology is centered on the screen for several moments before stopping the video loop by pressing the **button** or **foot pedal**.
8. Select the **Analyze**. 
9. Select desired exams under “**All Views**” and use the play/pause buttons at bottom of screen to review and find desired image. 
10. Once desired image is paused on the screen use the image editing tools (optional) and click on **Snap Shot** to save the image. 
11. Once all Snap shots are taken, select the reports tab and click **Manage reports**. 
12. In manage reports, your Snap Shots will appear on the right of the screen. Click ‘**New**’ to open the Microsoft word template. Select the images you wish to include in your report and click ‘**Insert Selected to Report**’. Click Directly on the document to enter diagnosis. When finished select ‘**Save**’ on the right hand side of the screen. (Only works if full version of Microsoft Word is installed on PC)
13. Click ‘**Rescan**’ if you wish to return to acquisition mode. 

Probe Set-Up

B-Scan Plus

1.) For 'closed lid' scan:

- a. Cover the top of the B-Scan probe generously with Genteal Gel. (Ultrasound Gel)
- b. Instruct patient in which direction to gaze.
- c. Applanate the probe to patients closed eye to begin scan.

2.) For 'open lid' scan:

- a. Apply anesthetic to patient's eye.
- b. Cover the top of B-Scan probe generously with Genteal Gel. (Ultrasound Gel).
- c. Instruct patient in which direction to set gaze.
- d. Applanate the probe to patients open eye to begin scan.

UBM Plus

1.) Scanning with Scleral Shell:

- a. Recline patient and anesthetize the eye.
- b. Place Scleral Shell in patient's eye.
- c. Fill shell with **distilled** water.
- d. Immerse probe in **distilled** water to begin scan.

2.) Scanning with Clear Scan Cover:

- a. Anesthetize patient's eye.
- b. Fill Clear Scan Cover to top with distilled water.
- c. Insert probe into Clear Scan Cover.
- d. Apply Genteal to the tip of the Clear Scan Cover.

- e. Instruct patient in which direction to set gaze.
- f. Applanate probe to patients open eye to begin scan.