

# On·Call<sup>®</sup>

Diabetes Management Software

## User's Guide



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# 1. Intended Use

The *On Call®* Diabetes Management Software is an optional software accessory to be used with compatible *On Call®* Glucose Meters (including the *On Call®* Plus, *On Call®* Chosen, *On Call®* Vivid and *On Call®* Express Glucose Meters) for transferring data to a computer and organizing it in tables and graphs to be used at home and by health care professionals. The software does not recommend any medical treatment or medication dosage level.

## 2. Overview

### 2.1 Materials Required

- *On Call®* Diabetes Management Software Installation CD
- *On Call®* USB Data Transfer Cable
- *On Call®* enabled Blood Glucose Meter
- *On Call®* Diabetes Management Software User's Guide

**Note:** “*On Call®* DMS” will be used as the abbreviation of the “*On Call®* Diabetes Management Software” in the User's Guide.

### 2.2 System Requirements

Please note the following minimum requirements for your computer to use the ***On Call®* DMS**:

**Operating System:** Windows 7 (32 bit / 64 bit)  
Windows XP (32 bit)

**Processor:** Pentium 4-class processor or equivalent

**Memory:** 512 MB

**Hard Disk Space:** 100 MB (depends on amount of data to be managed)

**Connection Port:** Available USB port (USB to Serial port adapter accessory is available)

**Display:** at least 1024 × 768

**Drive:** CD-ROM drive

## **2.3 User Mode**

The **On Call® DMS** can be installed in one of two modes or editions: **Professional Edition** and **Home Edition**.

**Professional Edition:** Choose Professional Edition for healthcare professionals with multiple healthcare providers and patients. It has all the features of the Home Edition, but supports more than one patient and healthcare provider, each with individually displayed results and healthcare administrator function. Professional Edition includes security features to allow different access levels for multiple users.

**Home Edition:** Choose Home Edition if the software will be used by only one patient.

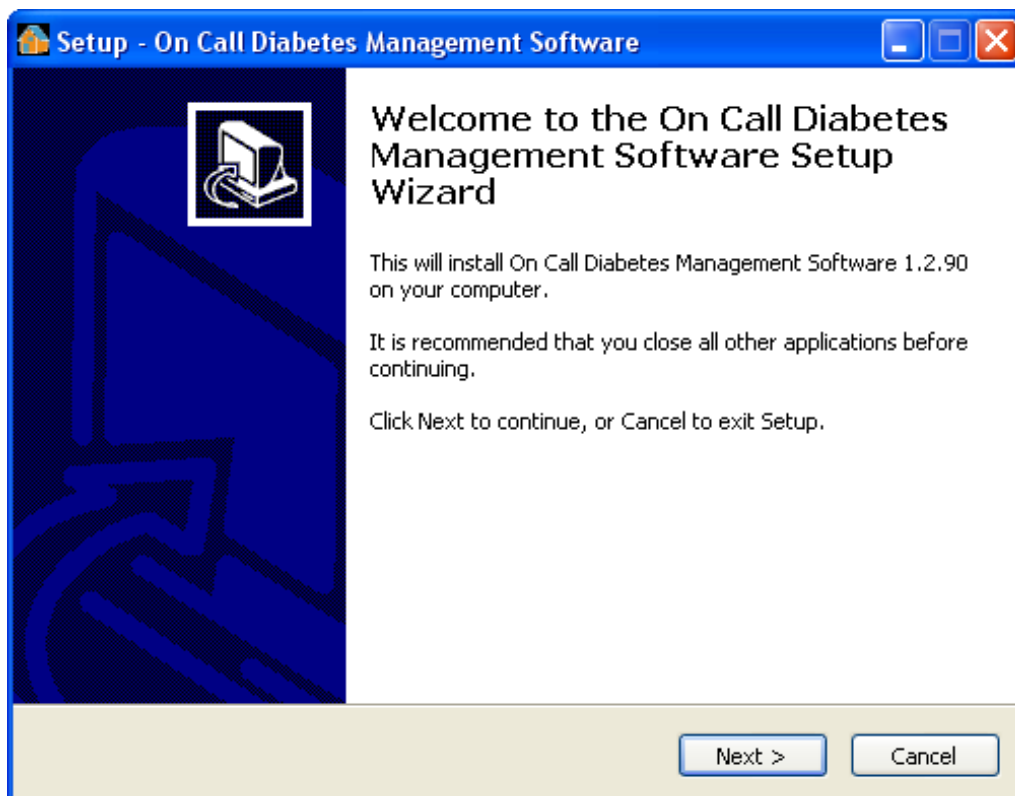
## 3. Installation Instructions

### 3.1 Installing the *On Call*® Diabetes Management Software

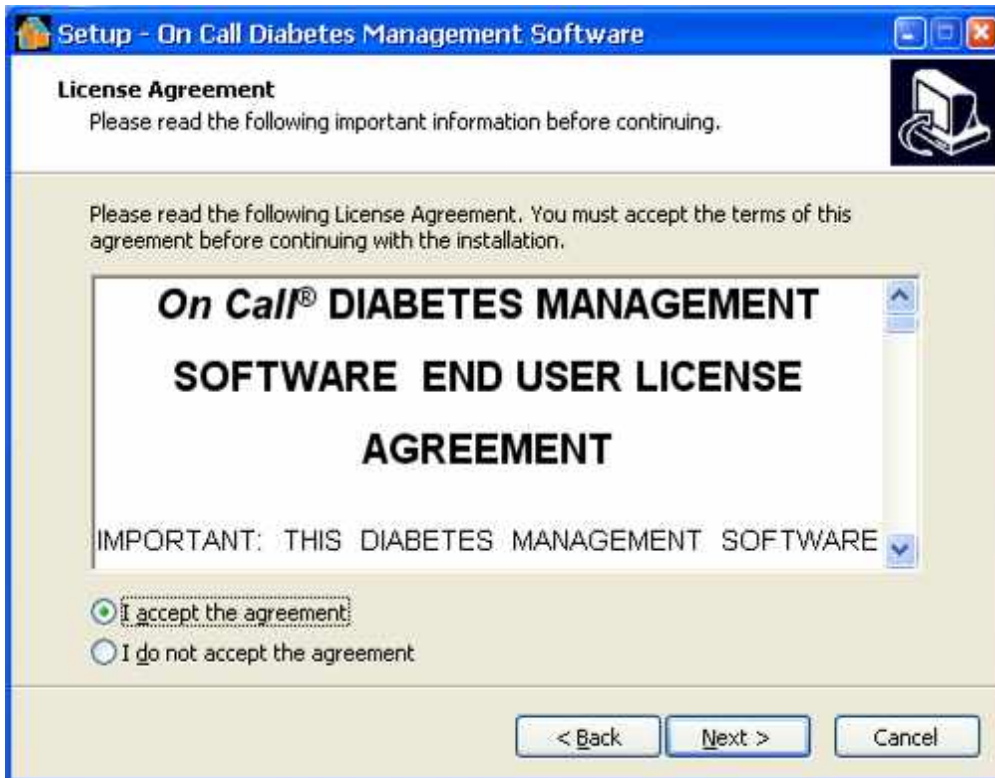
**Note:** Please be sure to install the *On Call*® DMS under administrator's privilege.

Insert the CD provided in the *On Call*® DMS Kit into the CD drive of your computer. The installation should start automatically. If the installation process does not start automatically, navigate to the CD drive and double click the installer file (On\_Call\_DMS\_Setup\_USv1.2.89.exe) in the installation CD.

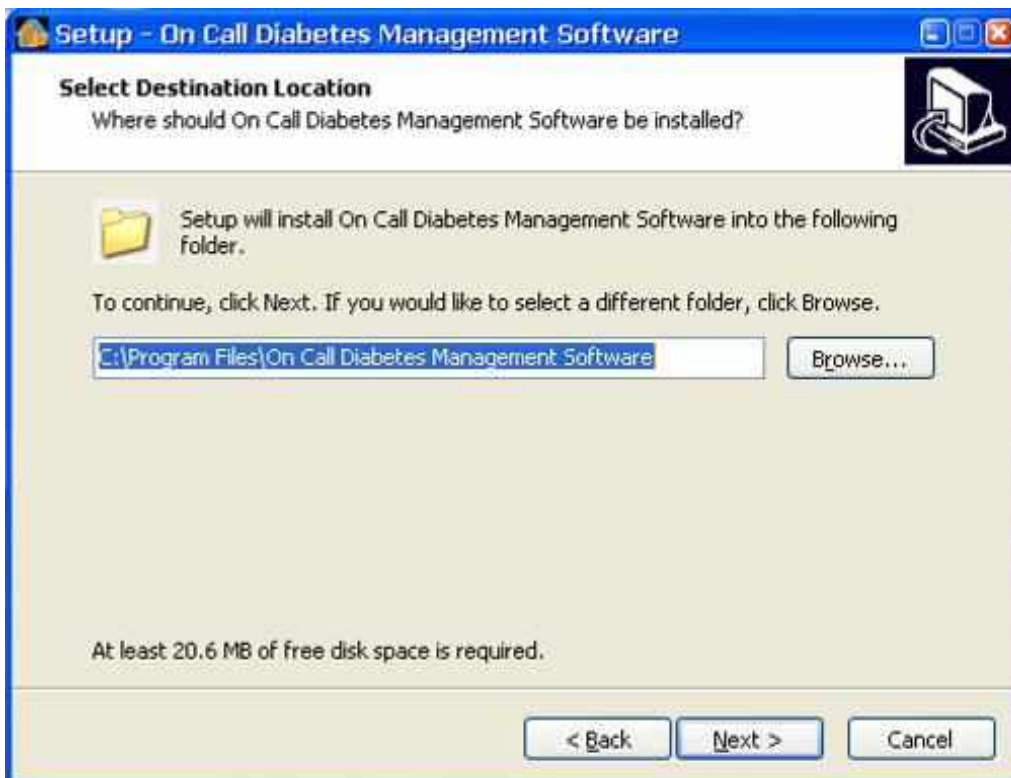
The install shield wizard will start as shown below. Click **Next>**.



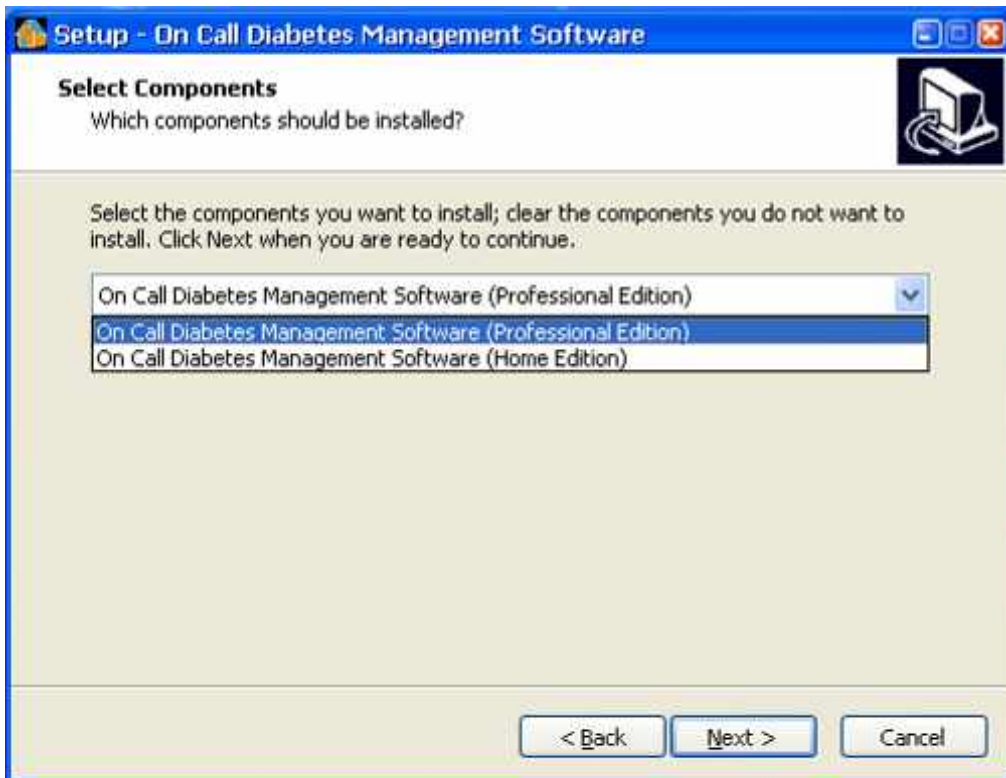
The License Agreement will be displayed as follows. If you agree with the contents, select the **accept** option and click **Next>**.



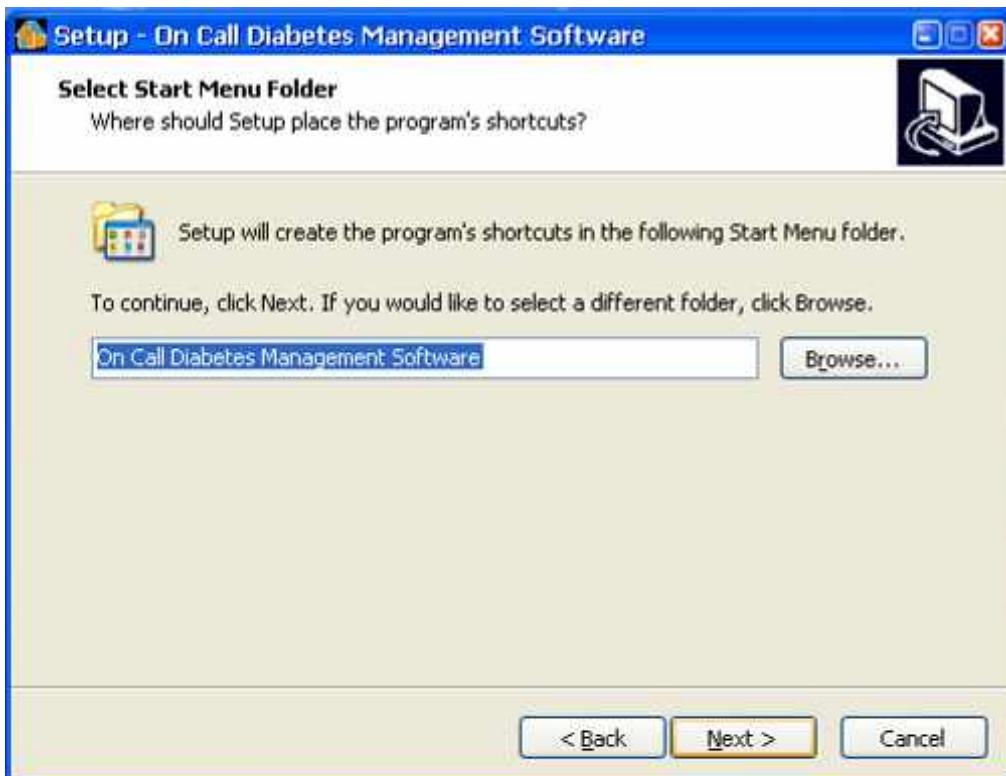
The setup page will be displayed as shown below. It is recommended not to change any of the default settings. Click **Next>**



Then you will be requested to select **Professional Edition** or **Home Edition**. Select one, and click **Next>**.

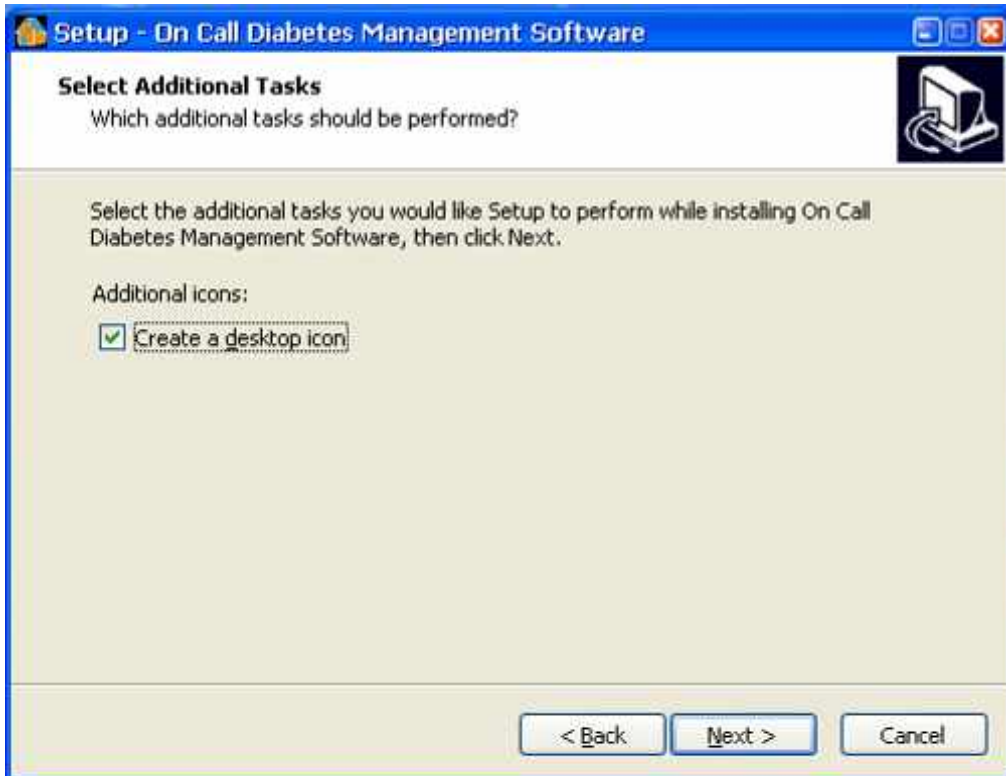


And then you will be requested to create the program's shortcuts displayed as follows. It is recommended not to change any of the default settings. Click **Next>**

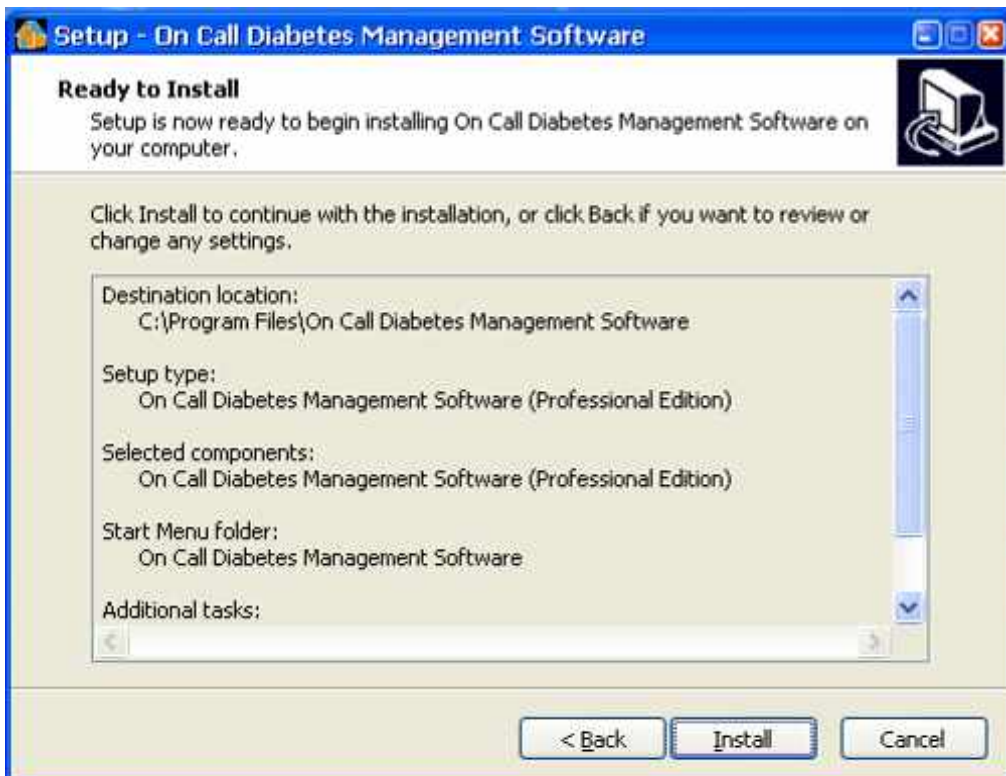




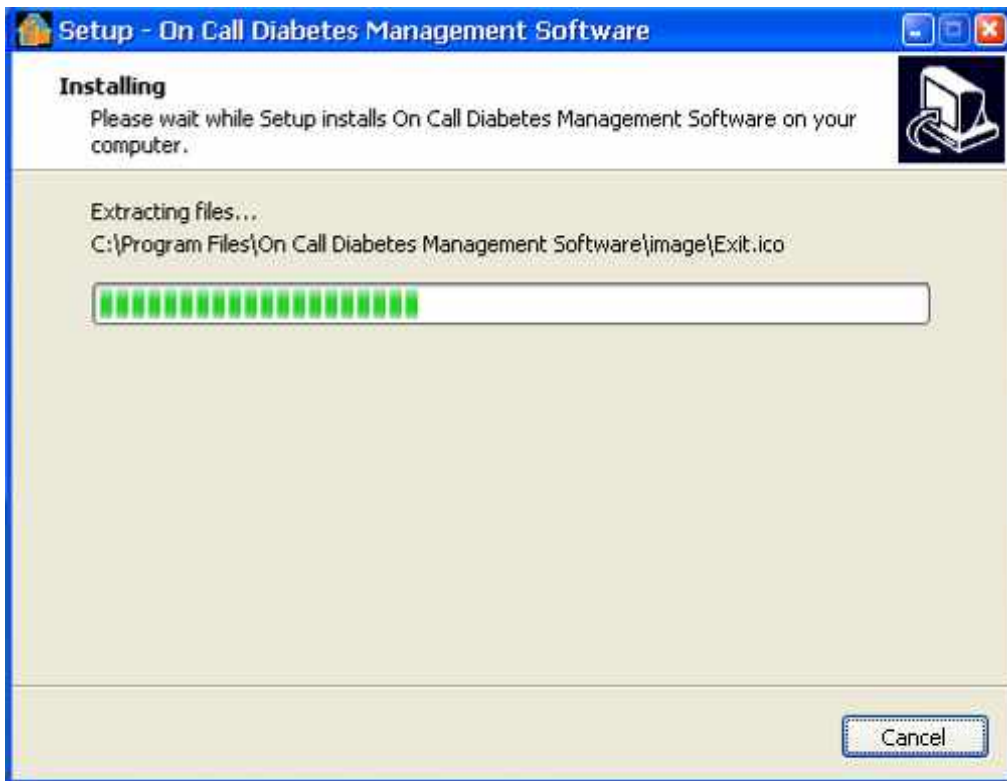
An additional task will be displayed as follows. If you would like to create a desktop icon, click the **Create a desktop icon** option and click **Next>**



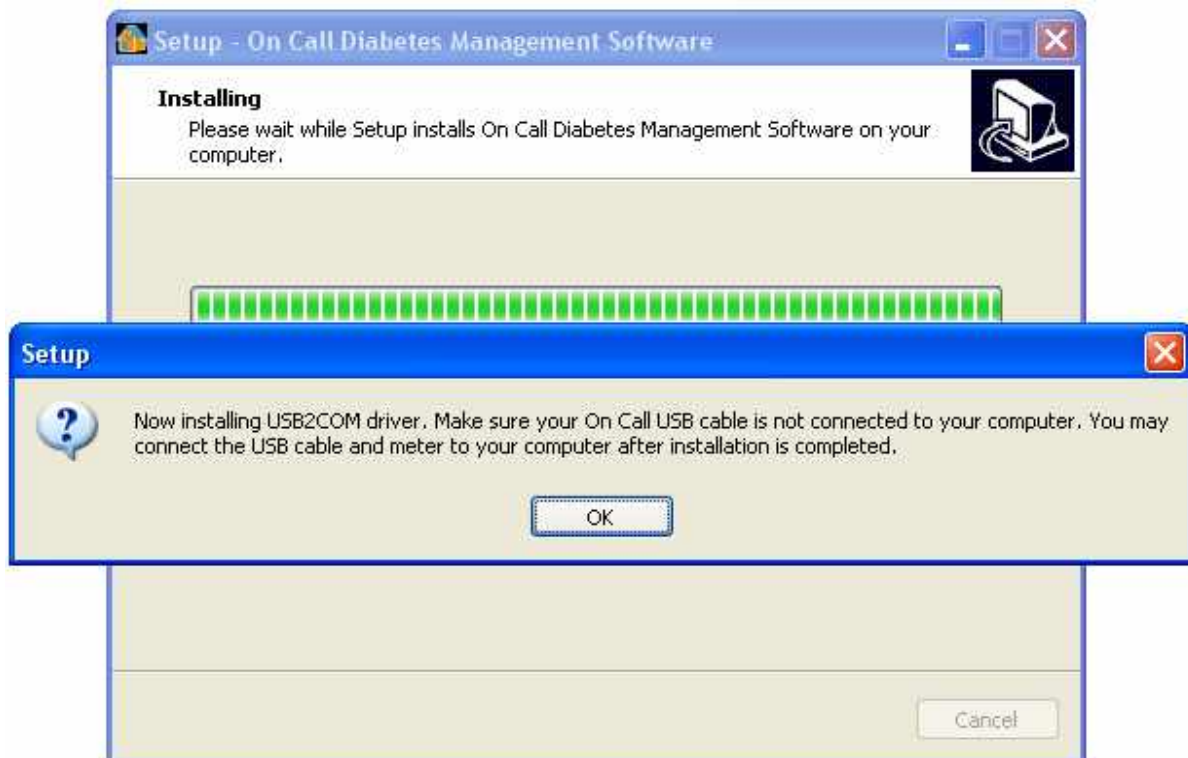
Before the software is installed, the **Current Settings** will show details of the installation. Review the settings and Click **Install>** to continue with the installation. Click **<Back** if you want to modify any of the settings.



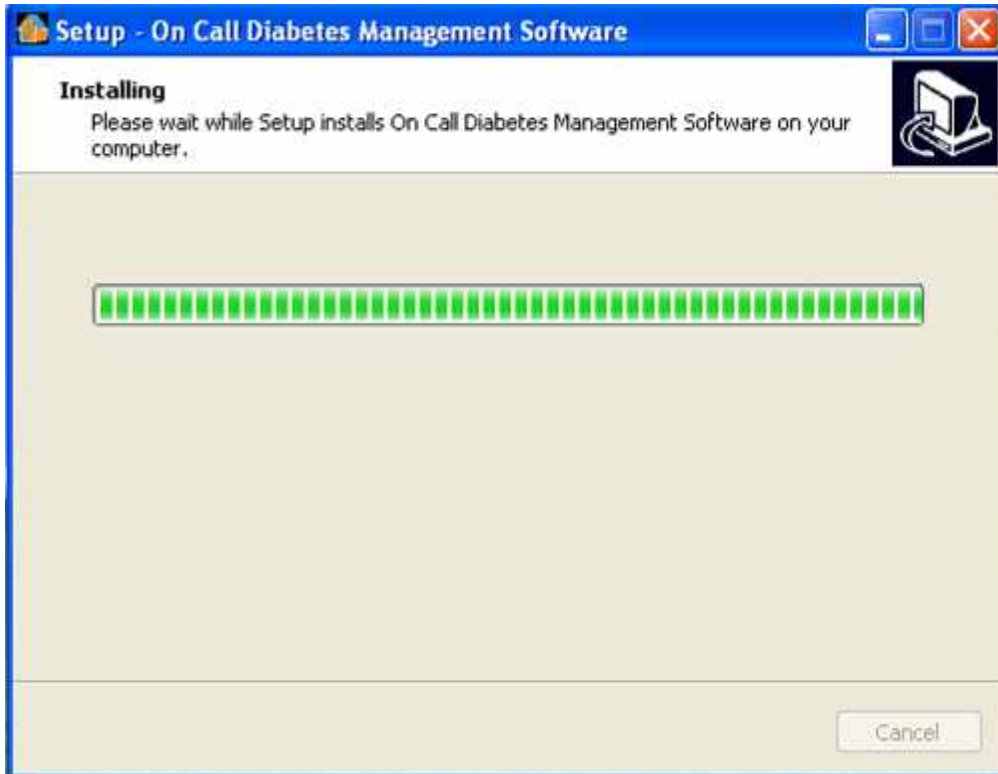
The following screen will display the progress of the installation.



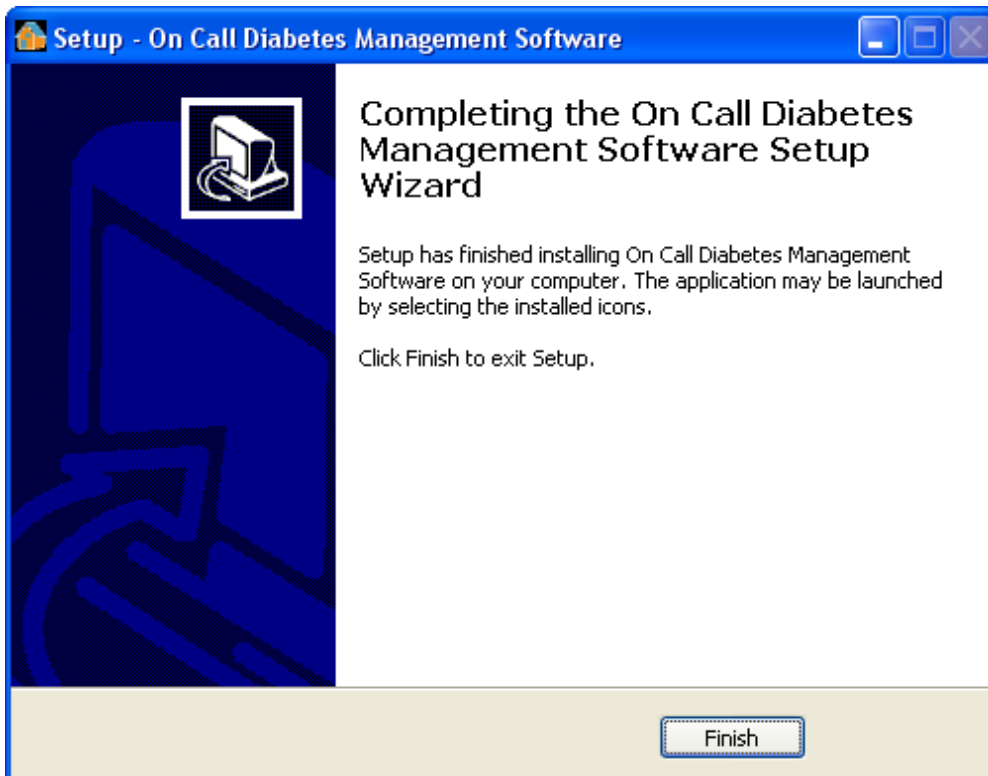
**Note:** During the installation process, please make sure your USB cable is disconnected. Do not connect it to your computer until the *On Call*® DMS installation completely finishes.



Click **OK** to continue installing.



When *On Call*® DMS installation is complete, the following screen will be displayed. Click **Finish** to exit Setup.



## 3.2 Installing the USB driver

Plug the USB Cable to the USB port of your computer and start to install the USB driver. The installation procedure of USB driver in different windows operating systems are not the same. In this guide, installations in WinXP and Win 7 are taken as samples.

### For Win XP users

**Note:** "Found New Hardware" will display on the bottom right corner of your computer as follows.

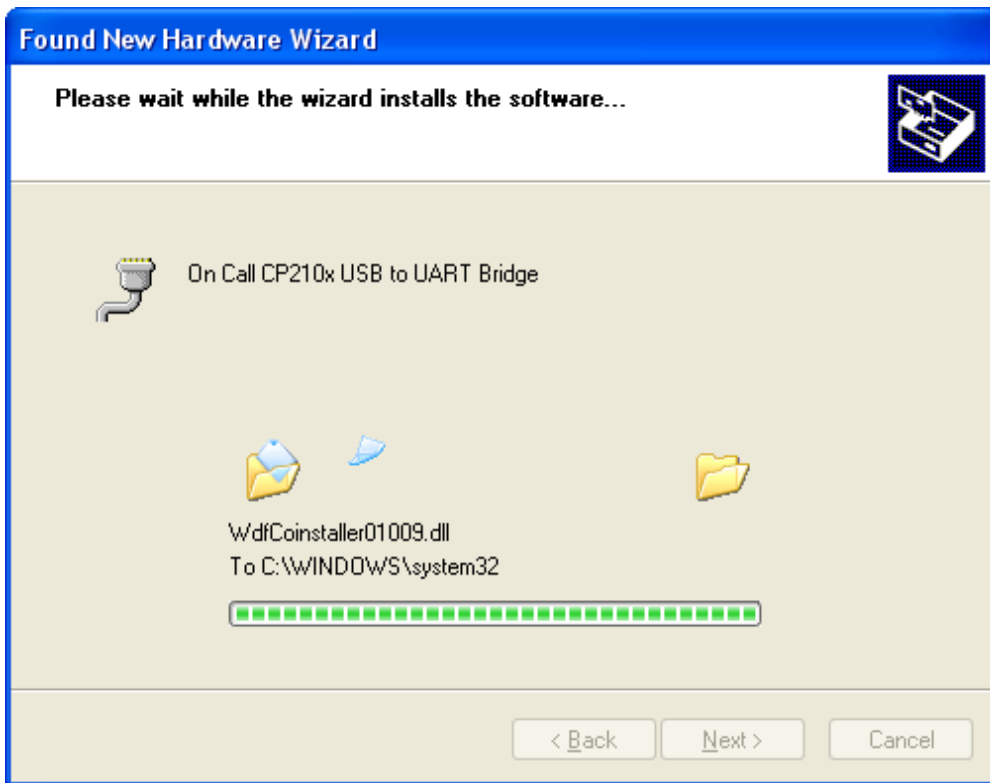


The USB driver will be installed automatically as shown below.

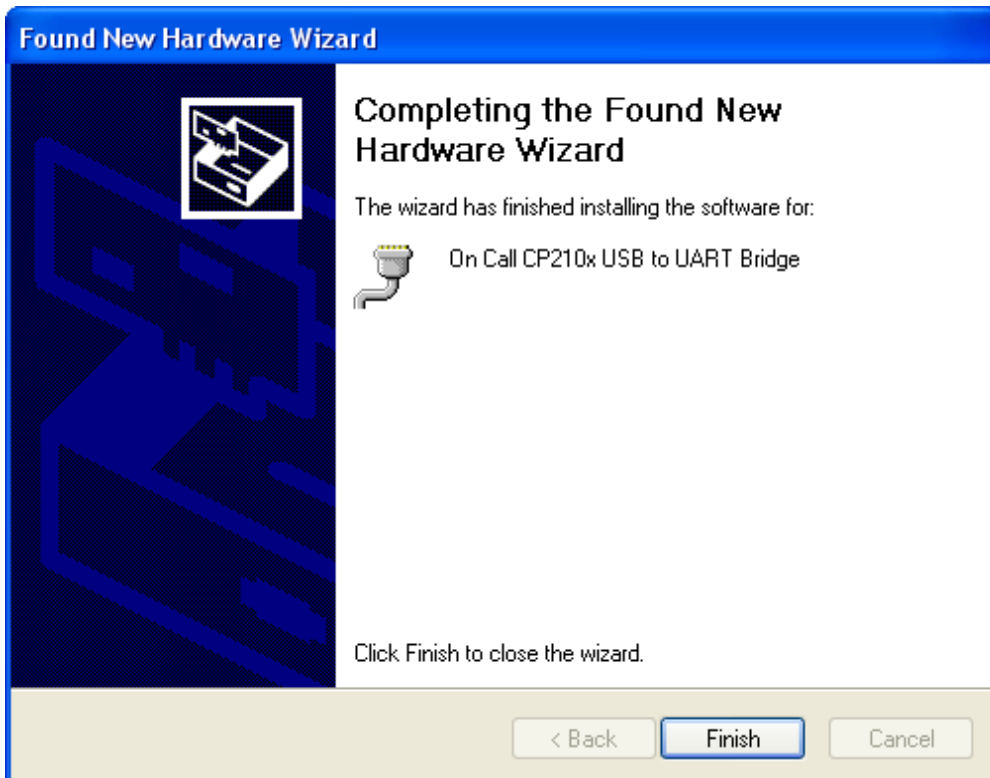


Select **Install the software automatically (Recommended)** option and click **Next>** to continue the installation.

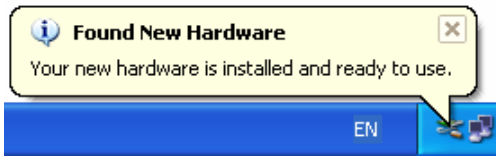
The following screen will display the progress of the USB driver installation.



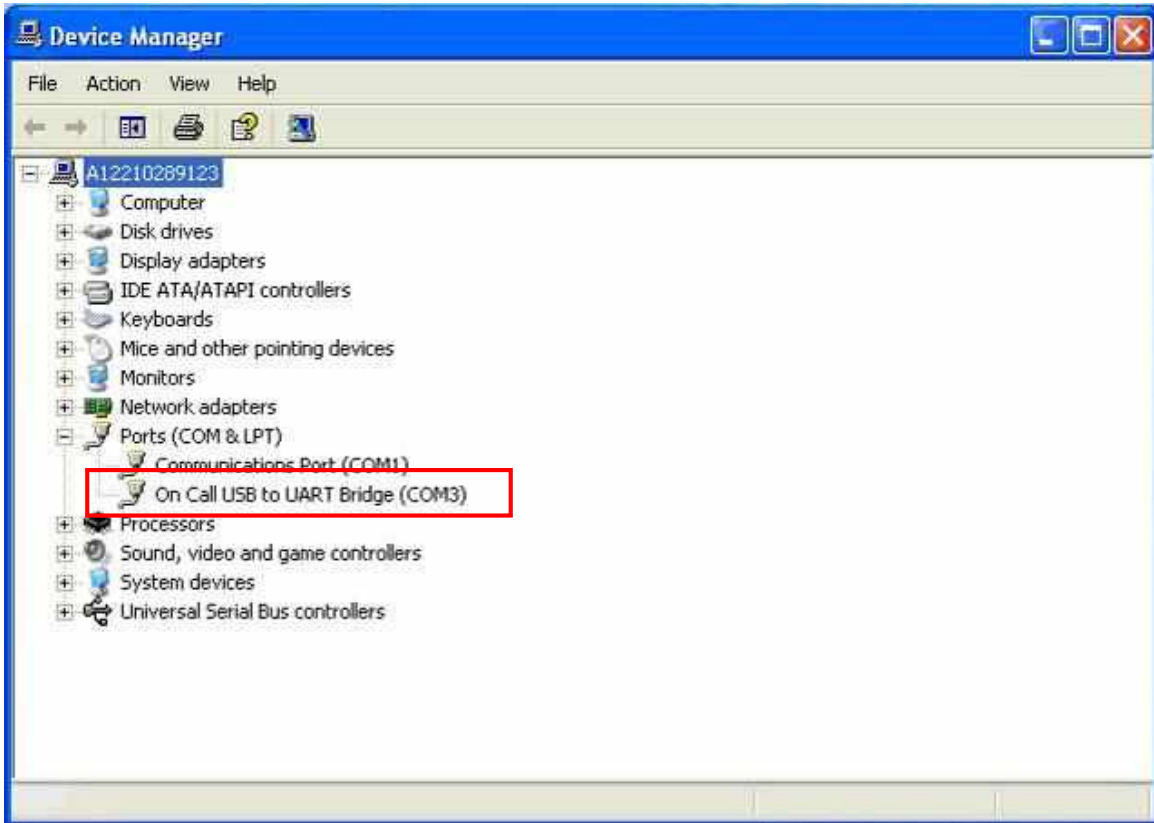
When you see the below screen, click **Finish** to complete the installation of USB driver.



The screen shown below indicates that the USB driver has been installed successfully and is now ready to be used.



Check the **Device Manager** of your computer, the USB program will appear in the device list as below.



**For Win 7 users**

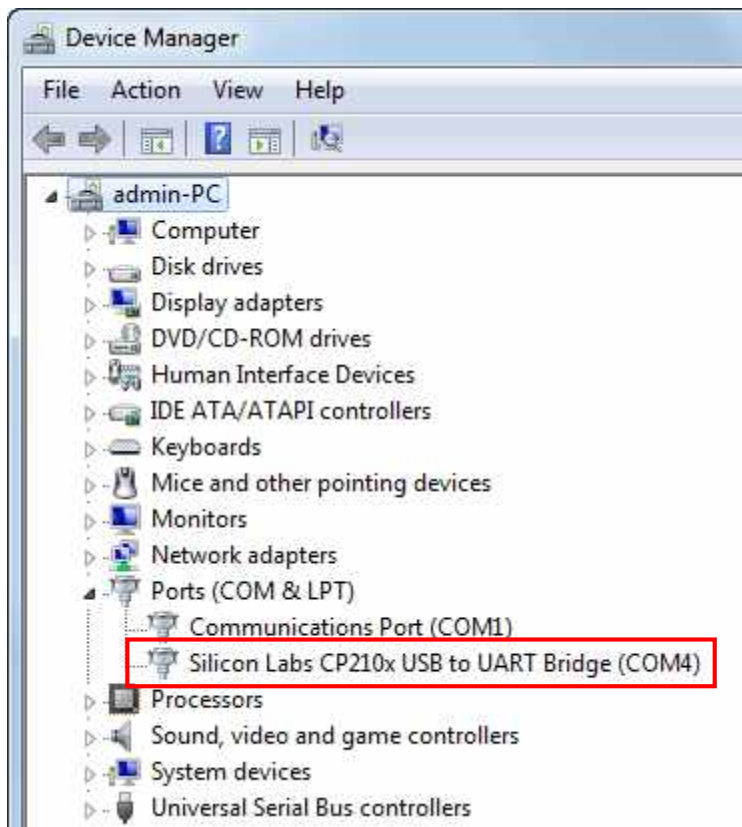
The USB driver will be installed automatically when you plug the USB cable into your computer. The process will display on the bottom right corner of your computer as follows.



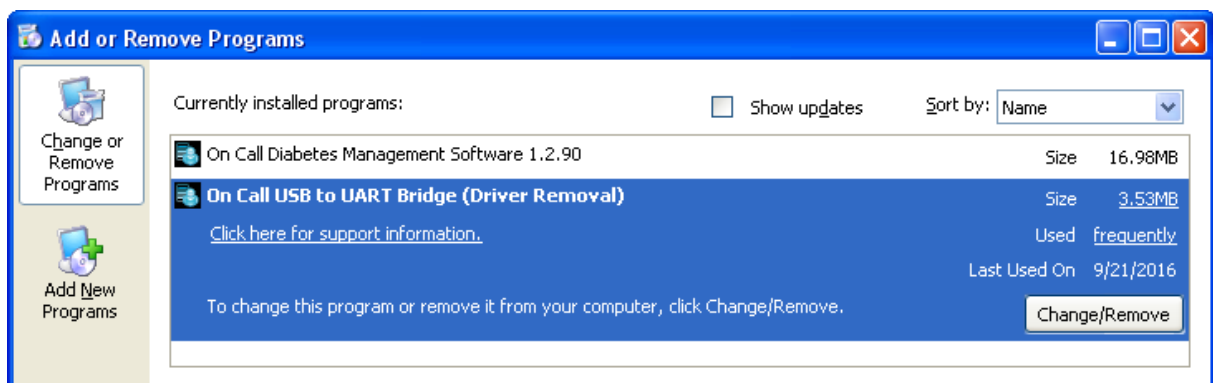
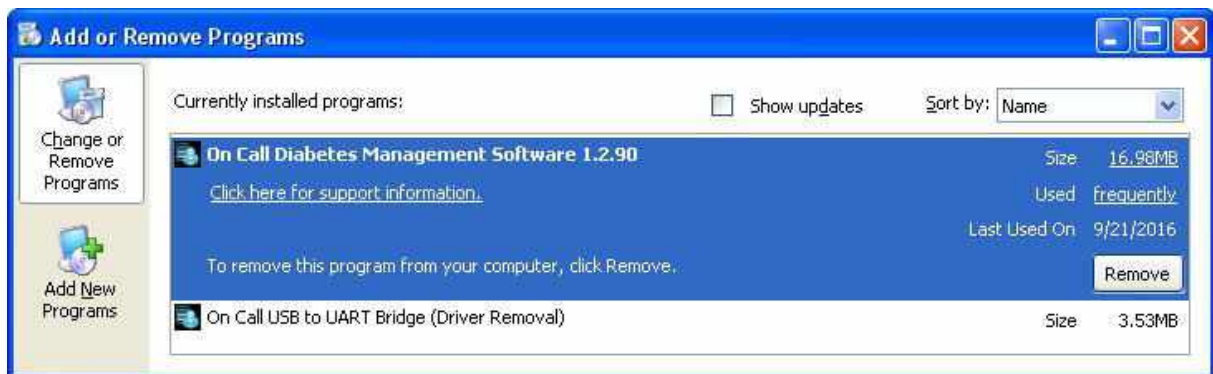
The screen shown below will indicate that USB driver has been installed successfully and the program is now ready to use.



Check the **Device Manager** of your PC, the USB program will appear in the device list as below.



If you install the software successfully, the *On Call®* DMS and USB program will appear in **Add or Remove Programs** of the **Control Panel** as follows.



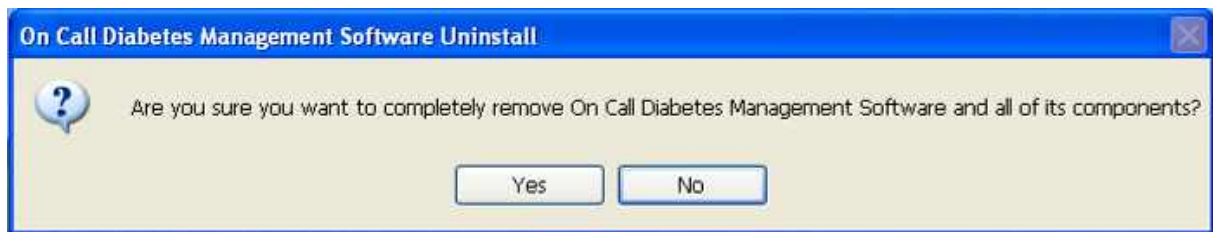
**Installation is now completed.**

## Uninstall Instructions

Go to the **Start** menu located on the bottom left corner of your computer. Select **All Programs** then **On Call Diabetes Management Software**. Click on **Uninstall Software**.

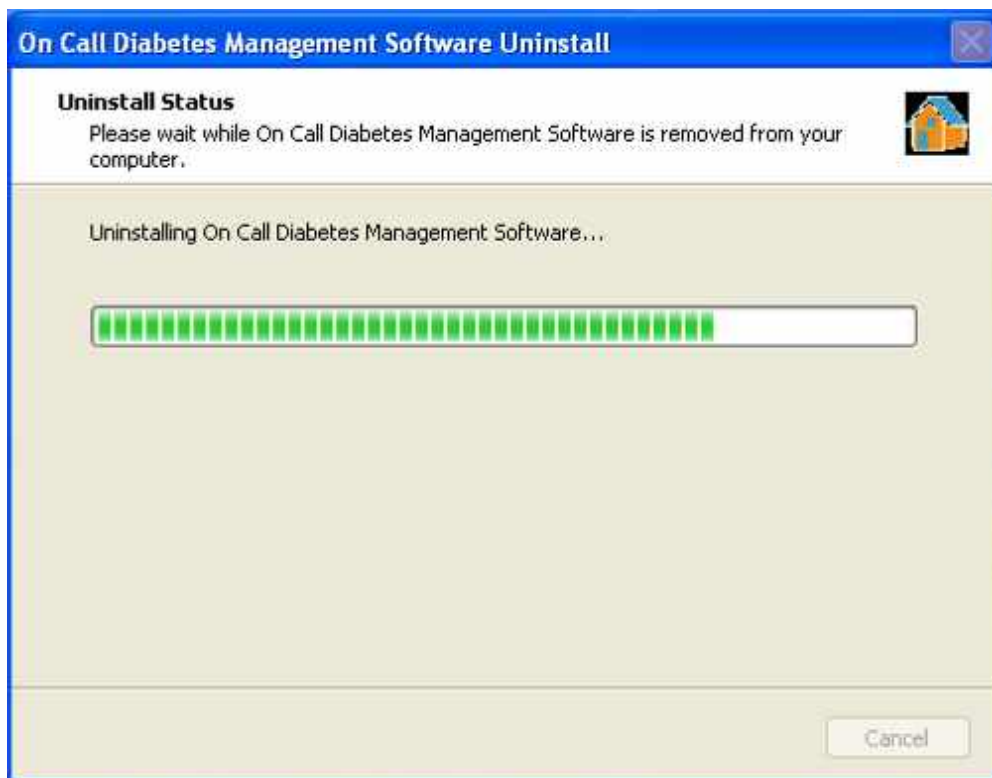


A message will pop up to confirm uninstalling the program as follows.



Click **Yes** to completely remove the *On Call*® DMS and all of its components.

The following screen will display the progress of the uninstallation.





Click **OK** to complete the uninstall process.



After you uninstall the *On Call*® DMS successfully, the USB driver can be completely removed together.



## 4. Professional Edition

### 4.1 Starting the On Call® Diabetes Management Software

Once the Professional Edition of the On Call® DMS has been installed, the On Call DMS

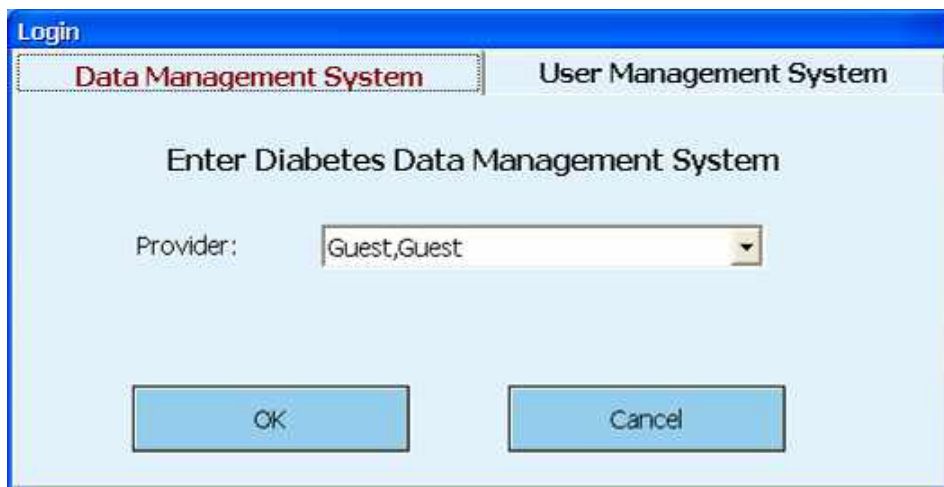


Professional icon will appear on the desktop of your computer.

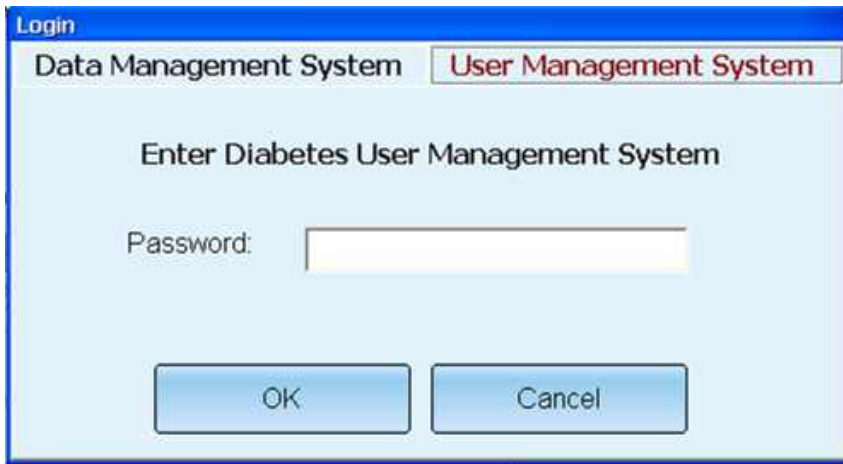
Double click the icon to start the application, a login window with **Data Management System** and **User Management System** tabs will be displayed. The **Professional Edition** allows the provider information to be added, deleted or updated. The password of Provider and User Management System can also be changed.

**Note:** The login window with these two tabs will appear only in the **Professional Edition** and will never appear in the **Home Edition**.

If this is the first time to start the application, the **Data Management System** tab will be displayed at startup, with the default provider "Guest, Guest".

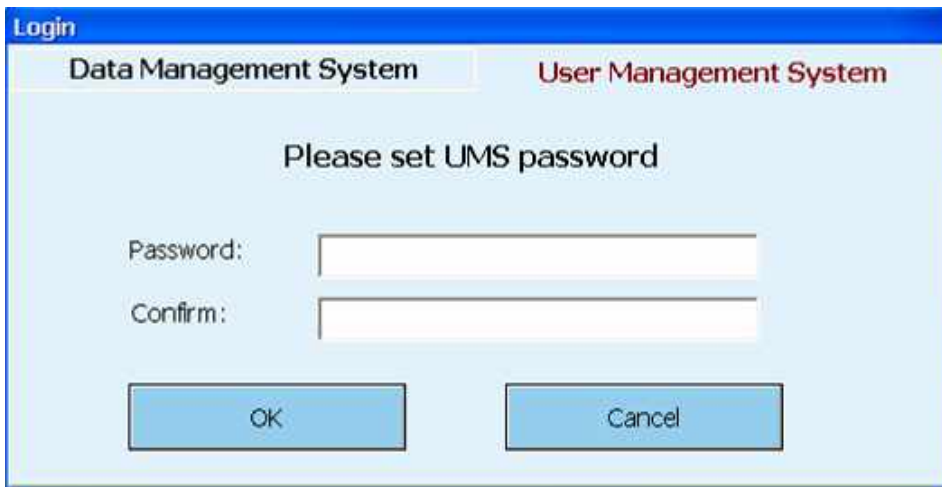


Click the **User Management System** tab, a dialog box asking for a password to **Enter Diabetes User Management System** will be displayed as below.



This password will be used to set up and manage providers and their passwords for entering **Data Management System**. Enter the password, and click **OK** to login in the **User Management System**.

If this is the first time to start up the **User Management System** (“UMS” as the abbreviation), a dialog box of **Please set UMS password** will be shown as follows.



Set the password and confirm your password, then click **OK** to finish your setting and login in **User Management System**. Refer to **Changing the User Management System Password** section on page **22** for details on resetting UMS password.

## 4.2 Administration (Professional Edition Only)

Select the **User Management System** tab and login in the initial UMS as displayed below.

The screenshot shows the 'User Management System' application window. At the top right, there is a 'Provider:' dropdown menu with 'Guest, Guest' selected. The main area is divided into three columns: 'Provider Info.', 'Patient List', and 'Patient Info.'. The 'Provider Info.' column contains fields for First Name (Guest), Last Name (GUEST), Middle Name, Gender (Male), Phone, Address, City, State, and Country. The 'Patient List' column shows a single entry 'Guest, Guest'. The 'Patient Info.' column contains fields for First Name (Guest), Last Name (Guest), Middle Name, Date of Birth (1979-08-02), Gender (Female), Address (10125 Mesa Rim Road), City (San Diego), State (CA 92121), and Phone (1-858-875-9000). At the bottom, there is a task bar with buttons for Delete, Add, Save, Cancel, Change Provider Password, and Change UMS Password.

The default **Provider** and **Patient** in the User Management System are “Guest, Guest”. It is used to manage the providers and review all the patients’ informations under each provider. The provider can be added, deleted and updated. The password of the Provider and UMS can also be changed.

Click **File** on the task bar, a drop down menu will be displayed as below.



Select **Return to login** to go back to login window. Select **Exit** to exit the application.

## 4.2.1 Adding a New Provider

To add a new Provider, click **Add**. The **Provider Info.** will be blank and the new provider information can be added. A password should be entered for the new provider in the **Password** field and again in the **Confirm Password** field.



The screenshot shows a form titled "Provider Info." with the following fields and values:

First Name:	William
Last Name:	Smith
Middle Name:	
Gender:	Male
Phone:	902-922-3000
Address:	48750 Seminole Drive #10
City:	Los Angeles
State:	california
Country:	USA
Password:	*****
Confirm Password:	*****

Click **Save** to save the new provider's information. This provider will now be available in the **Provider** drop down list as **Provider "Last Name, First Name"**.

## 4.2.2 Deleting a Provider

**Note:** The default provider "Guest, Guest" can not be deleted.

**Caution:** Deleting a provider will remove all patient data associated with the provider from the database.

To delete a provider, select the provider to be deleted from the **Provider** drop down list. Click **Delete**.

A warning message will pop up for your confirmation. Click **OK** to delete the provider.

The provider will be deleted and it will no longer be available on the **Provider** drop down list.

### 4.2.3 Updating Provider Information

To edit data for an existing provider, select the desired provider from the **Provider** drop down list. Make the necessary updates in the **Provider Info** field. First Name, Last Name and Middle Name can not be changed.



The screenshot shows a form titled "Provider Info." with the following fields and values:

First Name:	William
Last Name:	Smith
Middle Name:	
Gender:	Male
Phone:	909-922-3111
Address:	48750 Seminole Drive #10
City:	Los Angeles
State:	California
Country:	USA

Click **Save** to save the edited information, Click **Cancel** to cancel all the changes.

**Note:** Information of the default provider "Guest, Guest" also can be changed.

### 4.2.4 Changing the Provider Password

Click on **Change Provider Password** to show the **Change Provider Password** dialog box.



The screenshot shows a dialog box titled "Change Provider Password" with the following fields and buttons:

Old Password:	<input type="text"/>
New Password:	<input type="text"/>
Confirm Password:	<input type="text"/>

Buttons: **OK**, **Cancel**

Enter the old provider password in the **Old Password** field. Enter the new provider password in the **New Password** field, and again in the **Confirm Password** field. Click **OK** to save the new provider password.

## 4.2.5 Changing the User Management System Password

Click on **Change UMS Password** to show the **Change UMS Password** dialog box.

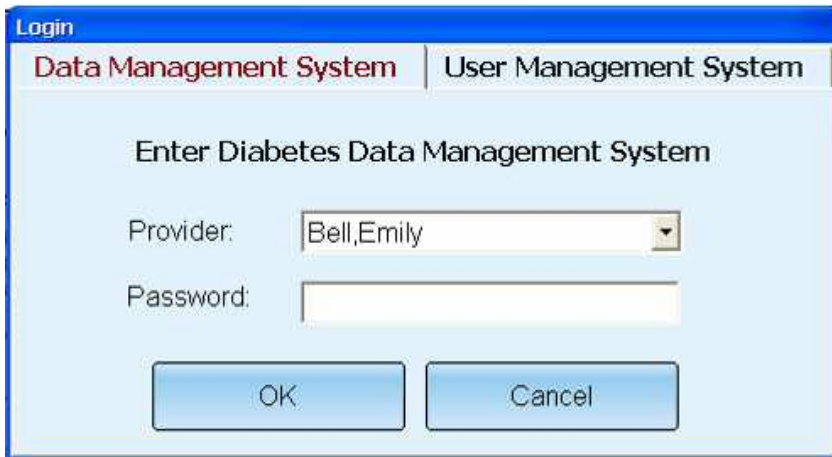


The image shows a dialog box titled "Change UMS password". It contains three text input fields labeled "Old Password:", "New Password:", and "Confirm Password:". Below the input fields are two buttons: "OK" and "Cancel".

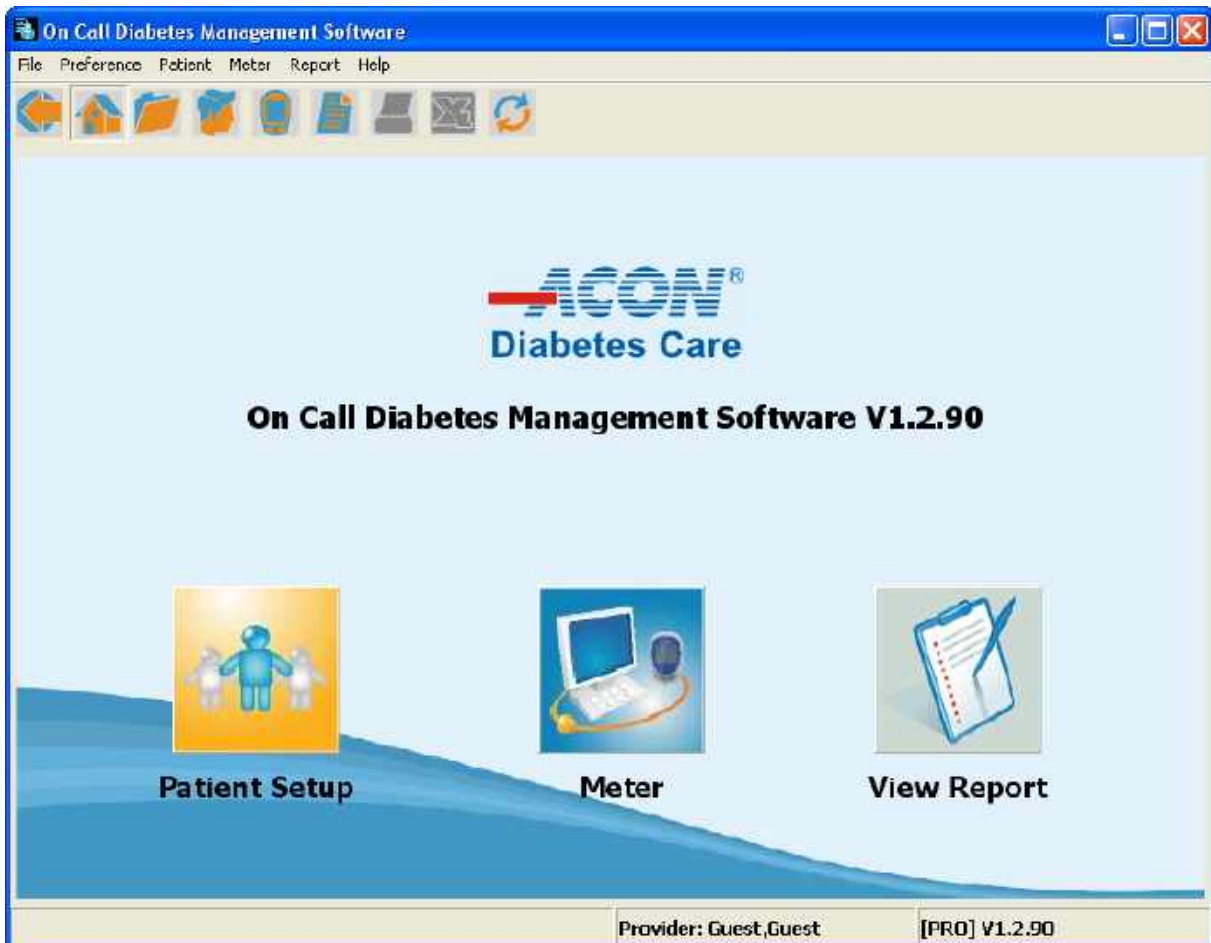
Enter the old UMS password in the **Old Password** field. Enter the new UMS password in the **New Password** field, and again in the **Confirm Password** field. Click **OK** to save the new UMS password.

### 4.3 The On Call® DMS Home Page

Start the OC DMS application and come to the login window. The **Data Management System** tab will appear at startup.



Select the provider from the **Provider** drop down list (the default Provider is “Guest, Guest” with no password), enter the **Password** and click **OK**. The On Call® DMS Home Page will be displayed as below. There are three main functions on the home page: Patient Setup, Meter (Transferring Meter Readings) and View Report.





## 4.4 Preference Setup

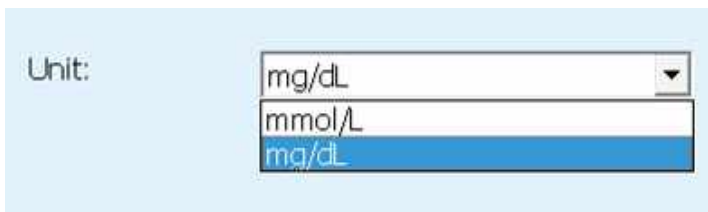
**Preference Setup** sets the measurement **Unit**. There are two ways to enter **Preference Setup**:

Click  in the toolbar, or select **Preference Setup** from the **Preference** drop down menu.



### 4.4.1 Setting Unit


Select the glucose measurement unit used for the glucose data from the **Unit** drop down list, either mmol/L or mg/dL.

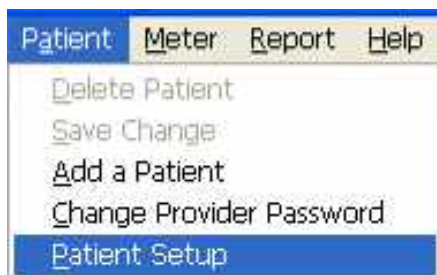


Click **Save** to save any changed units. Click **Cancel** to go back to the previous preferences.

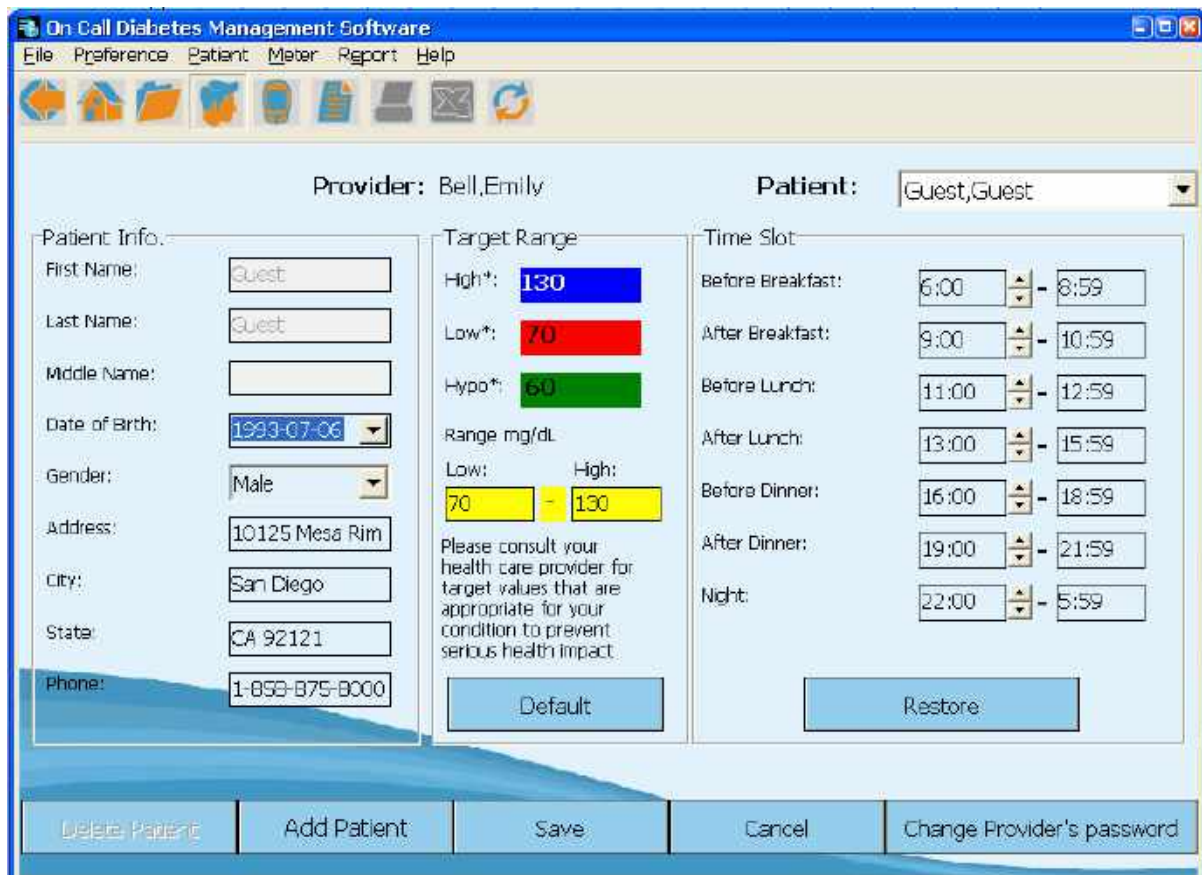
## 4.5 Patient Setup

**Patient Setup** allows you to create, change or delete patient information. You have three ways to

enter **Patient Setup**: click  in the home page, click  in the toolbar, or select **Patient Setup** from the **Patient** drop down menu.



The **Patient Setup** window will be displayed as below. The default Patient is “Guest, Guest”.



### 4.5.1 Patient Information

Click **Add Patient** in the Patient Setup window to add a new patient. Complete the **Patient Info.** by entering **First Name**, **Last Name** and other fields shown below. First Name and Last Name can not be empty.

The screenshot shows a form titled "Patient Info." with the following fields and values:

First Name:	Mary
Last Name:	Clark
Middle Name:	
Date of Birth:	1989- 7 -27
Gender:	Female
Address:	185 Berry Street, S
City:	San Francisco
State:	California
Phone:	415-353-9464

Click **Save** to save the patient information and create the new patient successfully. Click **Cancel** to give up adding the new patient.

If you want to add another patient with profile data, click **Add Patient** again.

If you want to update the patient information, select the patient name from the **Patient** drop down list first.

The screenshot shows a dropdown menu titled "Patient:" with the following list of names:

- Clark, Mary
- Guest, Guest
- Clark, Mary
- Cook, Elijah
- Eddy, Devin** (highlighted)
- May, Tyler
- Scott, Sara

Once the patient is selected, the related information will be brought up. After editing the information, click **Save** to save the modifications.

To delete patient profile data, select the patient name from the **Patient** drop down list.

**Patient:**

Clark, Mary	▼
Guest, Guest	
Clark, Mary	
Cook, Elijah	
<b>Eddy, Devin</b>	
May, Tyler	
Scott, Sara	

Click **Delete Patient** to delete the patient's data from database.

Click **Cancel** to keep the previous patient settings.

Click **Change Provider's Password** to change provider's password.



The dialog box titled "Change Provider's password" contains three text input fields. The first field is labeled "Old Password:", the second "New Password:", and the third "Confirm Password:". Below the fields are two buttons: "OK" and "Cancel".

Enter the old password in the first field. Enter a new password in the second field, and confirm the new password by entering it again in the **Confirm Password** field. Click **OK** to save the change.

## 4.5.2 Target Range

Values of three levels can be set in **Target Range**: High, Low and Hypo. The default normal range is between 70 to 130 mg/dL. The target ranges are color coded and reflected in the summary and report pages.

**Note:** These target values are only examples, and if used, may have a serious impact on your health. Consult your healthcare provider for target values that are appropriate for your condition.

Target Range

High\*: **130**

Low\*: **70**

Hypo\*: **60**

Range mg/dL

Low: **70** - High: **130**

Please consult your health care provider for target values that are appropriate for your condition to prevent serious health impact

Default

### 4.5.3 Time Slot

On Call® DMS uses meal slots to organize data for reports. The window below shows the start and end times for 7 meal slots: **Before Breakfast, After Breakfast, Before Lunch, After Lunch, Before Dinner, After Dinner** and **Night**.

The screenshot shows a window titled "Time Slot" with a light blue background. It contains seven rows, each representing a meal slot. Each row has a label on the left, a start time in a text box, a small up/down arrow button, a hyphen, and an end time in a text box. At the bottom of the window is a "Restore" button.

Meal Slot	Start Time	End Time
Before Breakfast:	6:00	8:59
After Breakfast:	9:00	10:59
Before Lunch:	11:00	12:59
After Lunch:	13:00	15:59
Before Dinner:	16:00	18:59
After Dinner:	19:00	21:59
Night:	22:00	5:59

Set the proper time slot by clicking the **up** and **down** button. Click **Restore** button to go back to the default setting.

Click **Save** to save any changes that have been made in the Patient Setup. Click **Cancel** to keep the previous time slot.

## 4.6 Transferring Meter Readings

**Transferring Meter Readings** transfers data from a connected meter to the software database and completely clears all the readings from the connected meter. There are three ways to get to



**Transferring Meter Readings:** click **Meter** in the home page, click in the toolbar, or select **Meter Communication** from the **Meter** drop down menu.



### 4.6.1 Connecting a Meter to PC

Enter PC mode of the meter referring to the user's manual of the meter. "PC" will appear on the display. Plug the USB Cable to the USB port on your computer.



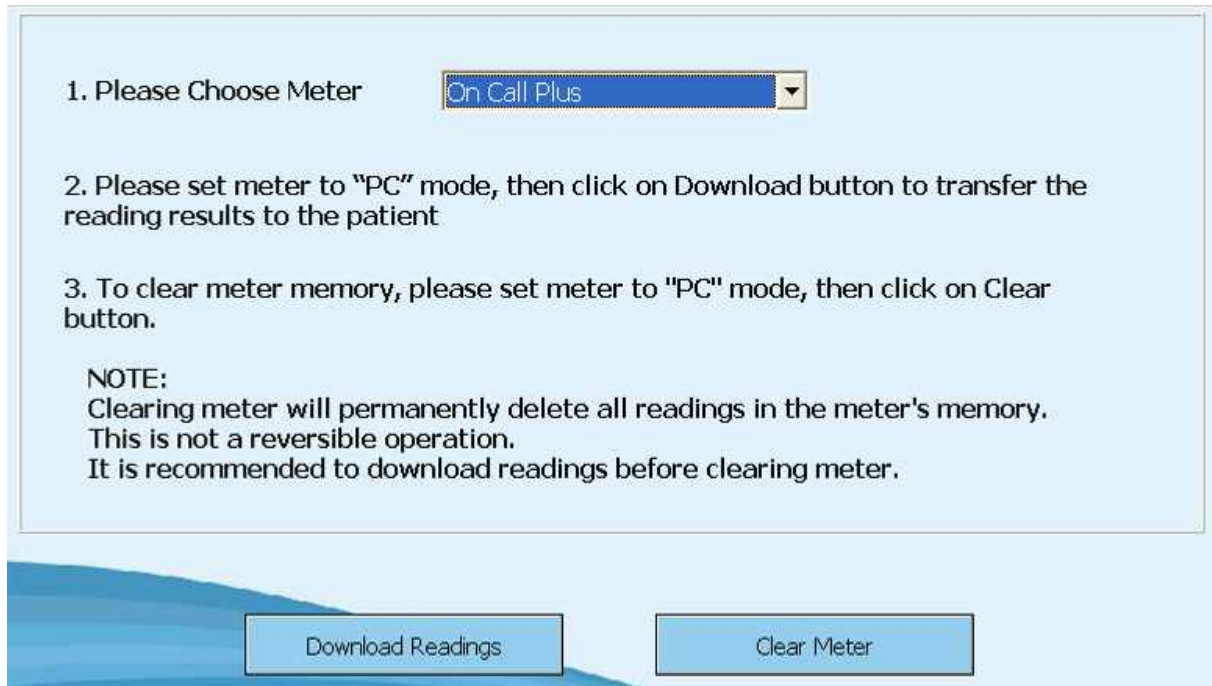
Plug the audio jack into the meter.



## 4.6.2 Downloading Meter Readings

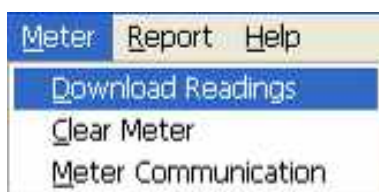
Before downloading meter readings from a glucose meter to PC, you must establish communication between the PC and the meter.

The following screen will display **Downloading Meter Reading**.



Select the meter type from the **Choose Meter** drop down list.

Once the meter is connected to PC, in its **"PC"** mode, click **Download Readings** button in the **Transfer Meter Reading** screen, or select **Download Readings** from the **Meter** drop down menu.

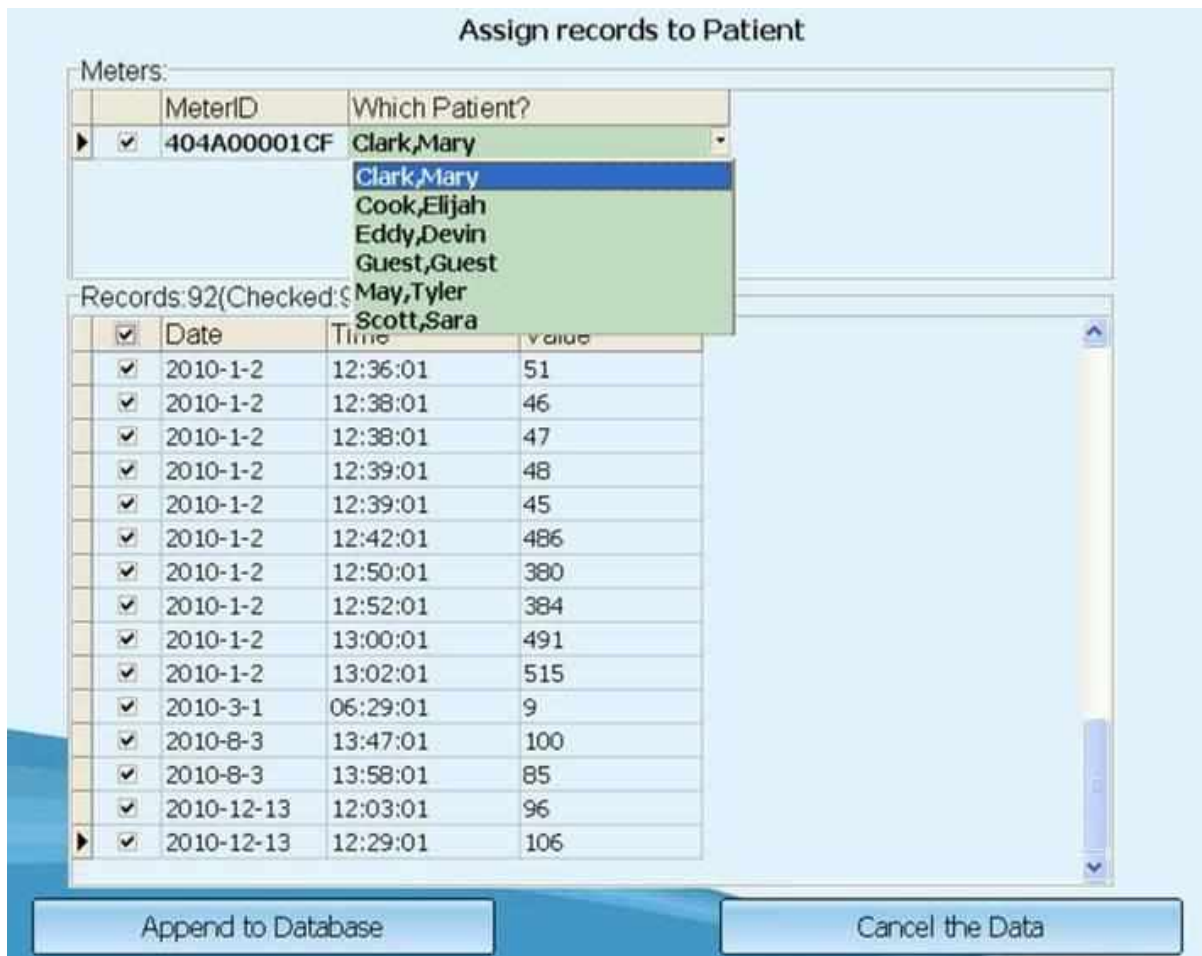


The following screen will pop up to show that data is downloaded successfully.



Click **Ok** and records of the meter will be listed as shown below.





Select the patient name from the **Which Patient?** drop down list.

Click **Append to Database** to transfer all the new data into the database of the software.

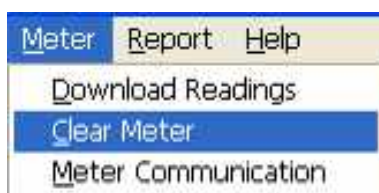
If you click **Cancel the Data**, the data will not be transferred to the database.

### 4.6.3 Clearing Meter Readings

**Extreme Cautions:**

- Clearing meter will permanently delete all readings in the meter's memory.
- This is not a reversible operation.
- It is recommended to download readings before clearing meter.

Once the meter is connected to the PC, in its "PC" mode, click **Clear Meter** in the **Transfer Meter Reading** screen, or select **Clear Meter** from the **Meter** drop down menu.



## 4.7 Viewing Reports

Seven reports are available in the software, including **Data List**, **Log Book**, **Glucose Trend**, **Standard Day**, **Pie Chart**, **Average Day** and **Average Week**. There are three ways to view the



reports: click **View Report** in the home page, click



in the toolbar, or select your desired

report from the **Report** drop down menu.



### 4.7.1 Data List Report

**Data List** is a list of all glucose data that has been downloaded for a selected patient and date range. To generate a **Data List Report**, select the **Data List** tab. The report will be generated based on the previous settings.

On Call Diabetes Management Software

File Preference Patient Meter Report Help

Average Week

Date Range: From: 2009-12-22 To: 2010-12-22 Patient: Clark, Mary

All

Date	Time	Slot	Value mg/dL	Result Type	Status	Comments (Total Results: 92)
2010-01-02	12:50:01	Before Lunch	380	Glucose	Included	
2010-01-02	12:52:01	Before Lunch	384	Glucose	Included	
2010-01-02	13:00:01	After Lunch	491	Glucose	Included	
2010-01-02	13:02:01	After Lunch	515	Glucose	Included	
2010-01-15	14:33:01	After Lunch	132	Glucose	Included	
2010-02-21	19:33:01	After Dinner	104	Glucose	Included	
2010-03-01	06:29:01	Before Breakfast	100	Glucose	Included	
2010-03-08	19:33:01	After Dinner	87	Glucose	Included	
2010-04-10	06:38:01	Before Breakfast	131	Glucose	Included	
2010-04-15	11:06:01	Before Lunch	143	Glucose	Included	
2010-05-08	14:02:01	After Lunch	129	Glucose	Included	
2010-05-10	08:38:01	Before Breakfast	130	Glucose	Included	
2010-06-10	08:38:01	Before Breakfast	391	Glucose	Included	
2010-06-19	14:06:01	After Lunch	131	Glucose	Included	
2010-07-10	14:02:01	After Lunch	136	Glucose	Included	
2010-07-27	11:18:01	Before Lunch	100	Glucose	Included	
2010-08-03	13:47:01	After Lunch	100	marked Glucose	Omitted	
2010-08-03	13:58:01	After Lunch	85	marked Control	Omitted	
2010-08-11	11:40:01	Before Lunch	133	Glucose	Included	
2010-08-13	08:46:01	Before Breakfast	169	marked Control	Omitted	
2010-08-13	09:53:01	After Breakfast	100	Glucose	Included	
2010-08-23	19:36:01	After Dinner	145	Glucose	Included	

**Note:** For **Professional Edition** only, select the desired patient from the **Patient** drop down list first.



Select a predefined date range from the **Date Range** drop down list.



A custom date range can be entered in the **From** and **To** date fields.



The values are color coded based on the target range set previously.

**Blue** values are above High level.

**Red** values are below Low level.

**Green** values are hypoglycemic readings.

**Yellow** values are the values within target.

**Gray** values are invalid or control readings.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

The **Data List Report** can be exported to Microsoft Excel. To export this list into an Excel

spreadsheet, click on  in the toolbar.

An **Export to Excel File** dialog box will pop up. Select the folder where you want to save the exported Excel file, enter a filename and click **Save**.

## 4.7.2 Logbook Report

The **Logbook** displays a table of the glucose data based on the selected patient, time slot and date range. To generate the **Logbook Report**, select the **Logbook** tab.

The report will be generated based on the previous settings.

Date	Before Breakfast	After Breakfast	Before Lunch	After Lunch	Before Dinner	After Dinner	Night	Total
2009-09-07				258				3
2009-12-22	225							13
2010-01-02		112	486	515				34
2010-01-15				132				1
2010-02-21						124		1
2010-03-01	12							1
2010-03-08						37		1
2010-04-10	131							1
2010-04-15			143					1
2010-05-08				129				1
2010-05-10	180							1
2010-06-10	391							1
2010-06-19				131				1
2010-07-10				126				1
2010-07-27			132					1
2010-08-11			133					1
2010-08-13		102						1
2010-08-23						145		2
2010-10-25				134				2
<b>#Results</b>	18	5	33	12	0	11	5	84
<b>Average</b>	127	88	240	223	--	141	247	192
<b>In Target</b>	6%	0%	12%	58%	--	64%	0%	23%

**Note:** For **Professional Edition** only, select the desired patient from the **Patient** drop down list first.

To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The average of all data in the selected time slot is listed in data fields at the bottom of the report. The values are color coded based on the target range set previously.

**Blue** values are above High level.

**Red** values are below Low level.

**Green** values are hypoglycemic readings.

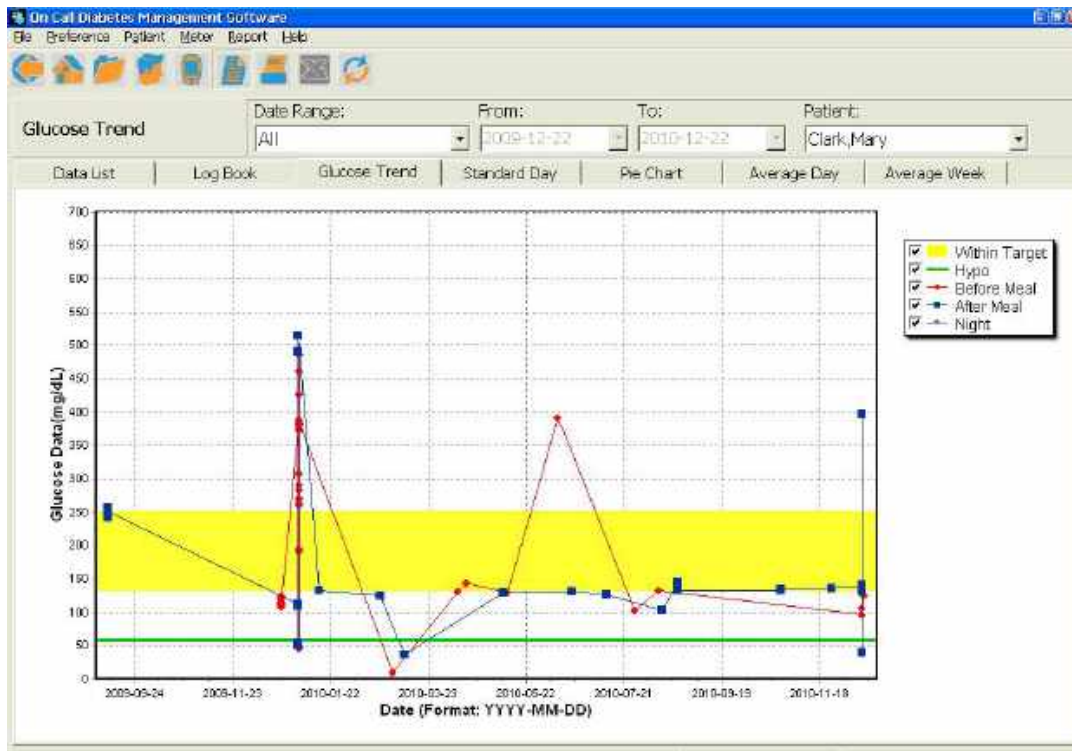
**Yellow** values are the values within target.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

### 4.7.3 Glucose Trend Report

The **Glucose Trend** displays a trend line graph of glucose data for a selected patient, time slot and date range.

To generate a **Glucose Trend Report**, select the **Glucose Trend** tab. The report will be generated based on the previous settings.








**Note:** For **Professional Edition** only, select the desired patient from the **Patient** drop down list first.

To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

To display glucose trend only by Before Meal (or After Meal or Night), choose the option you want displayed in the area on the right side of the chart.

The target range and time slot are indicated with a color coded area and line.

-  **Yellow** area indicates within target.
-  **Green** line indicates Hypo level.
-  **Red** line is trend line for Before Meal.
-  **Dark blue** line is trend line for After Meal.
-  **Purple** line is trend line for Night.

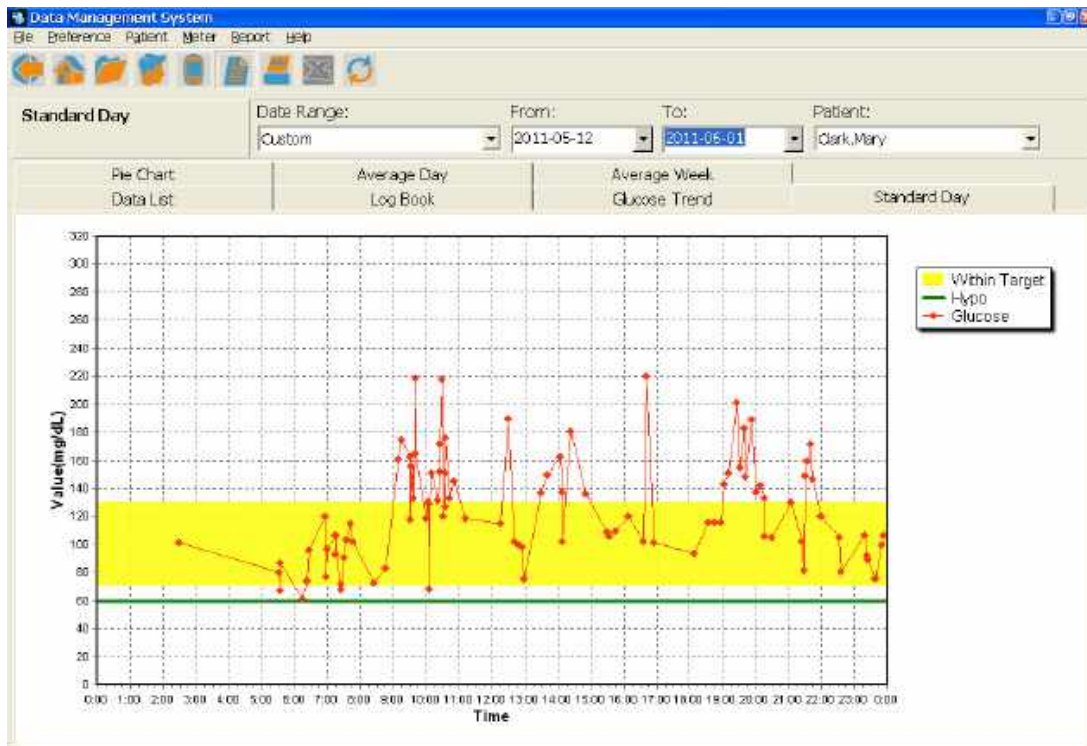
**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

### 4.7.4 Standard Day Report

The **Standard Day** displays a scatter graph of the glucose readings in 24 hours time. The **Standard Day Report** will be generated based on the selected patient and date range.

To generate a **Standard Day Report**, select the **Standard Day** tab.

The report will be generated based on the previous settings.



**Note:** For **Professional Edition** only, select the desired patient from the **Patient** drop down list first.

To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The target range is indicated with a color coded area and line.

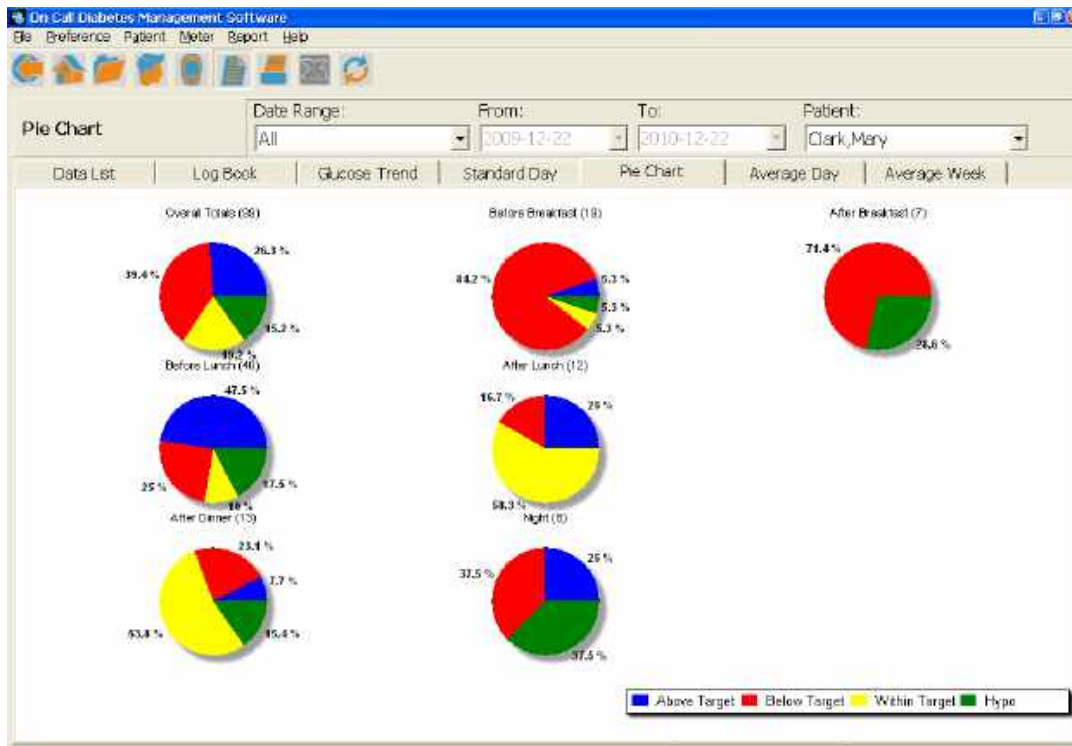
- Yellow** area indicates within target.
- Green** line indicates Hypo level.
- Red** line indicates glucose concentration.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

## 4.7.5 Pie Chart Report

The **Pie Chart** displays the percentage of glucose readings for the selected patient, time slot and date range in a pie chart format.

To generate a **Pie Chart Report**, select the **Pie Charts** tab. The report will be generated based on the previous settings.



**Note:** For **Professional Edition** only, select the desired patient from the **Patient** drop down list first.

To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The pie charts are color coded based on the user-defined target range.

**Blue** values are above High level.

**Red** values are below Low level.

**Green** values are hypoglycemic readings.

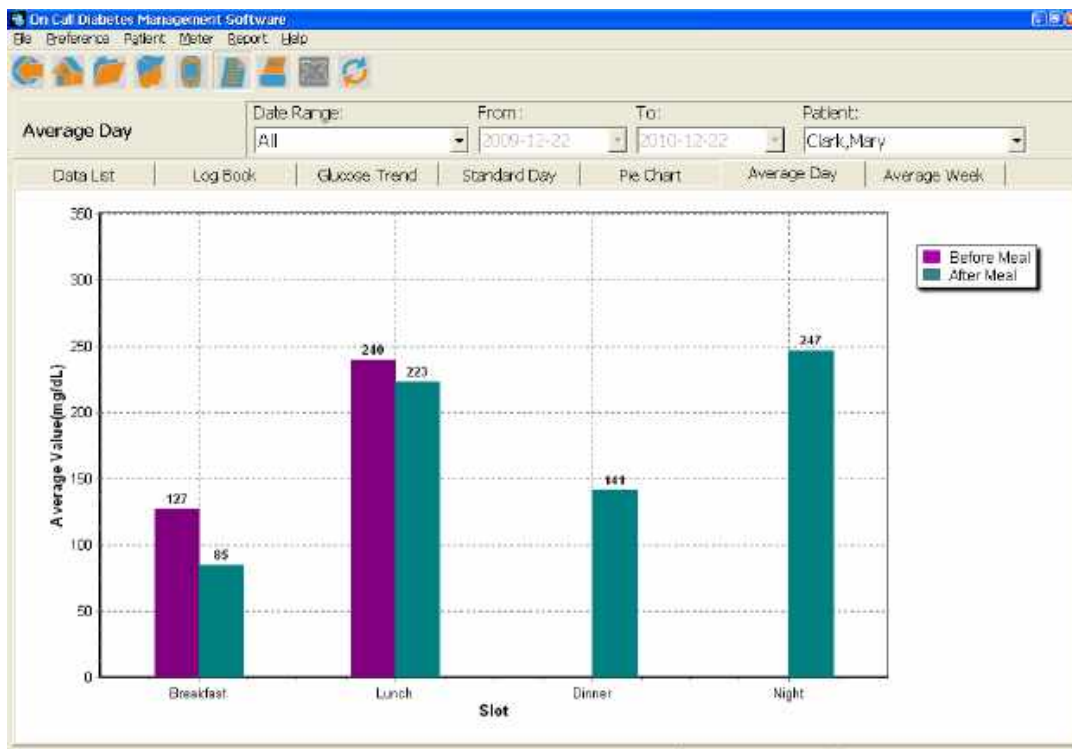
**Yellow** values are the values within target.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

## 4.7.6 Average Day Report

The **Average Day** displays a bar graph depicting the average glucose readings of Before Meal and After Meal for the selected patient, time slot and date range.



To generate an **Average Day Report**, select the **Average Day** tab. The report will be generated based on the previous settings.



**Note:** For **Professional Edition** only, select the desired patient from the **Patient** drop down list first.

To change the report settings select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The values are color coded based on the time slot set previously.

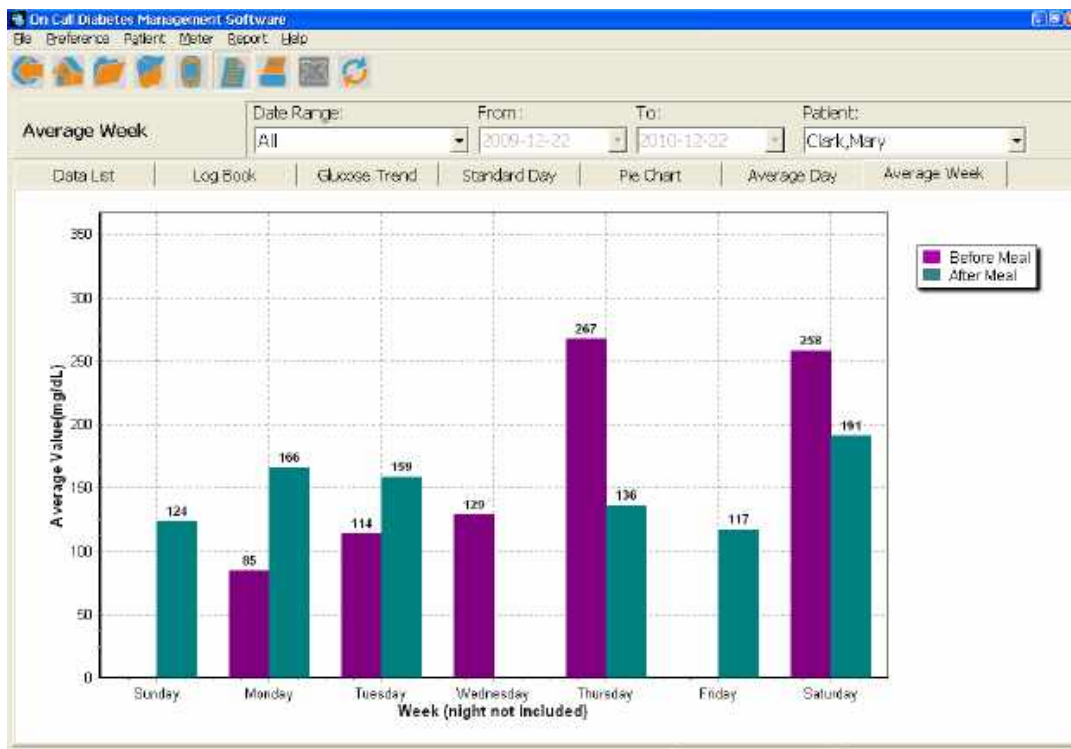
-  **Dark Green** bars indicate average value after meal.
-  **Dark Purple** bars indicate average value before meal.



### 4.7.7 Average Week Report

The **Average Week** displays a bar graph depicting the average glucose readings of Before Meal and After Meal 7 days a week for the selected patient, time slot and date range.

To generate an **Average Week Report**, select the **Average Week Report** tab. The report will be generated based on the previous settings.



**Note:** For **Professional Edition** only, select the desired patient from the **Patient** drop down list.


To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The values are color coded based on the time slot set previously.

 **Dark Green** bars indicate average value after meal.

 **Dark Purple** bars indicate average value before meal.

### 4.7.8 Printing Reports

Reports can be printed by clicking  in the toolbar.

**Note:** For the **Professional Edition**, select the desired patient from the **Patient** drop down list to view and print the reports.

## 5. Home Edition

### 5.1 Starting the *On Call*® Diabetes Management Software

Once the Home Edition of the *On Call*® DMS has been installed, the **On Call DMS Home** icon



**On Call DMS Home** will appear on the desktop of your computer.

Double click the icon to start the application, and then the *On Call*® DMS Home Page will be displayed as below. There are three main functions on the home page: Patient Setup, Meter (Transferring Meter Readings) and View Report.



## 5.2 Preference Setup

**Preference Setup** sets the measurement **Unit**. There are two ways to enter **Preference Setup**:

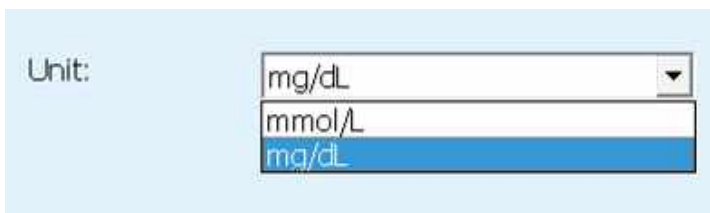
Click  in the toolbar, or select **Preference Setup** from the **Preference** drop down menu.



Click **Save** to save any changed language. Click **Cancel** to go back to the previous preferences.

### 5.2.1 Setting Unit

Select the glucose measurement unit used for the glucose data from the **Unit** drop down list, either mmol/L or mg/dL.



Click **Save** to save any changed units. Click **Cancel** to go back to the previous preferences.


## 5.3 Patient Setup

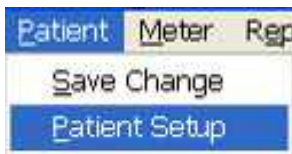
**Patient Setup** allows you to change your information. You have three ways to enter **Patient**



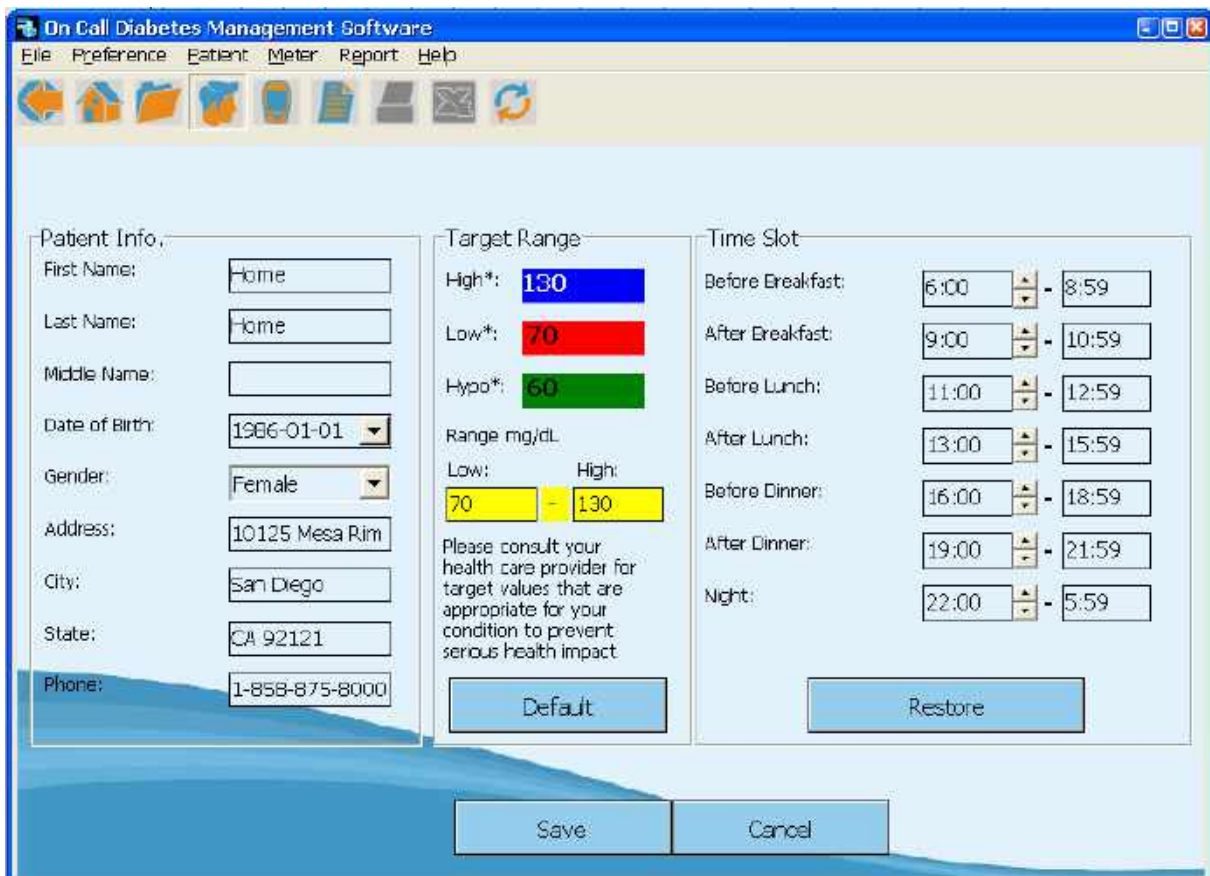
Patient Setup



**Setup:** click **Patient Setup** in the home page, click  in the toolbar, or select **Patient Setup** from the **Patient** drop down menu.



The **Patient Setup** window will be displayed as below. If it is the first time to start the Home Edition, the pre-set patient is “Home, Home”, with other information shown below.



The screenshot shows the 'On Call Diabetes Management Software' window with the 'Patient Setup' form. The form is divided into three main sections: Patient Info, Target Range, and Time Slot.

Section	Field	Value
Patient Info	First Name	Home
	Last Name	Home
	Middle Name	
	Date of Birth	1986-01-01
	Gender	Female
	Address	10125 Mesa Rim
	City	San Diego
	State	CA 92121
	Phone	1-858-875-8000
	Target Range	High*
Low*		70
Hypo*		60
Range mg/dL (Low - High)		70 - 130
Time Slot	Before Breakfast	6:00 - 8:59
	After Breakfast	9:00 - 10:59
	Before Lunch	11:00 - 12:59
	After Lunch	13:00 - 15:59
	Before Dinner	16:00 - 18:59
	After Dinner	19:00 - 21:59
	Night	22:00 - 5:59

Buttons: Default, Restore, Save, Cancel

### 5.3.1 Patient Information

Set your own information by changing the **First Name**, **Last Name** and other patient Information directly. First Name and Last Name can not be empty.

The screenshot shows a 'Patient Info.' form with the following fields and values:

First Name:	Mary
Last Name:	Clark
Middle Name:	
Date of Birth:	1989- 7 -27
Gender:	Female
Address:	185 Berry Street, S
City:	San Francisco
State:	California
Phone:	415-353-9464

Click **Save** to save the modifications. Click **Cancel** to give up changing the patient Information.

### 5.3.2 Target Range

Values of three levels can be set in **Target Range**: High, Low and Hypo. The default normal range is between 70 to 130 mg/dL (3.9-7.2 mmol/L). The target ranges are color coded and reflected in the summary and report pages.

**Note:** These target values are only examples, and if used, may have a serious impact on your health. Consult your healthcare provider for target values that are appropriate for your condition.

The screenshot shows a 'Target Range' form with the following fields and values:

High*:	130		
Low*:	70		
Hypo*:	60		
Range mg/dL			
Low:	70	High:	130

Please consult your health care provider for target values that are appropriate for your condition to prevent serious health impact

Default

### 5.3.3 Time Slot

On Call® DMS uses meal slots to organize data for reports. The window below shows the start and end times for 7 meal slots: **Before Breakfast, After Breakfast, Before Lunch, After Lunch, Before Dinner, After Dinner** and **Night**.

Meal Slot	Start Time	End Time
Before Breakfast:	6:00	8:59
After Breakfast:	9:00	10:59
Before Lunch:	11:00	12:59
After Lunch:	13:00	15:59
Before Dinner:	16:00	18:59
After Dinner:	19:00	21:59
Night:	22:00	5:59

Restore



Set your own time slot by clicking the **up** and **down** button. Click **Restore** button to go back to the default setting.

Click **Save** to save any changes that have been made in the Patient Setup. Click **Cancel** to keep the previous time slot.

## 5.4 Transferring Meter Readings

**Transferring Meter Readings** transfers data from a connected meter to the software database or completely clears all the readings from the connected meter. There are three ways to get to



**Transferring Meter Readings:** click  in the home page, click  in the toolbar, or select **Meter Communication** from the **Meter** drop down menu.



### 5.4.1 Connecting a Meter to PC

Enter PC mode of the meter referring to the user's manual of the meter. "PC" will appear on the display. Plug the USB Cable to the USB port on your computer.



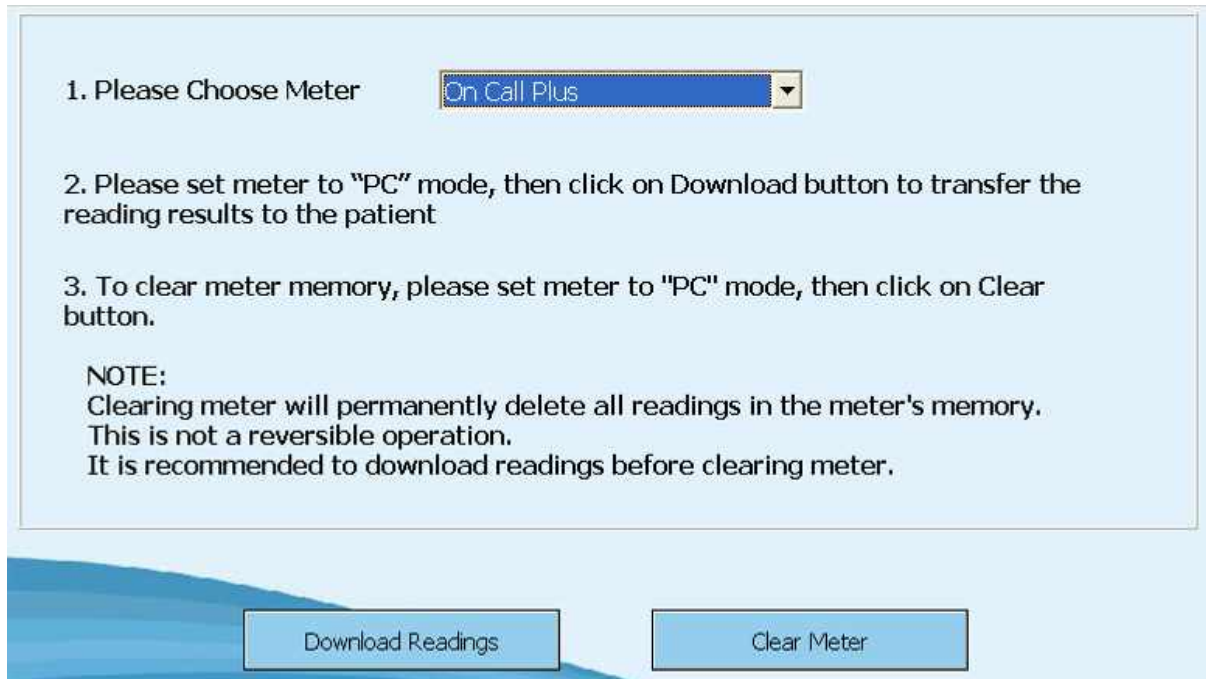
Plug the audio jack into the meter.



## 5.4.2 Downloading Meter Readings

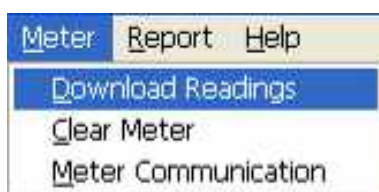
Before downloading meter readings from a glucose meter to PC, you must establish communication between the PC and the meter.

The following screen will display **Downloading Meter Readings**.



Select the meter type from the **Choose Meter** drop down list.

Once the meter is connected to PC, in its **"PC"** mode, click **Download Readings** button in the **Transfer Meter Reading** screen, or select **Download Readings** from the **Meter** drop down menu.

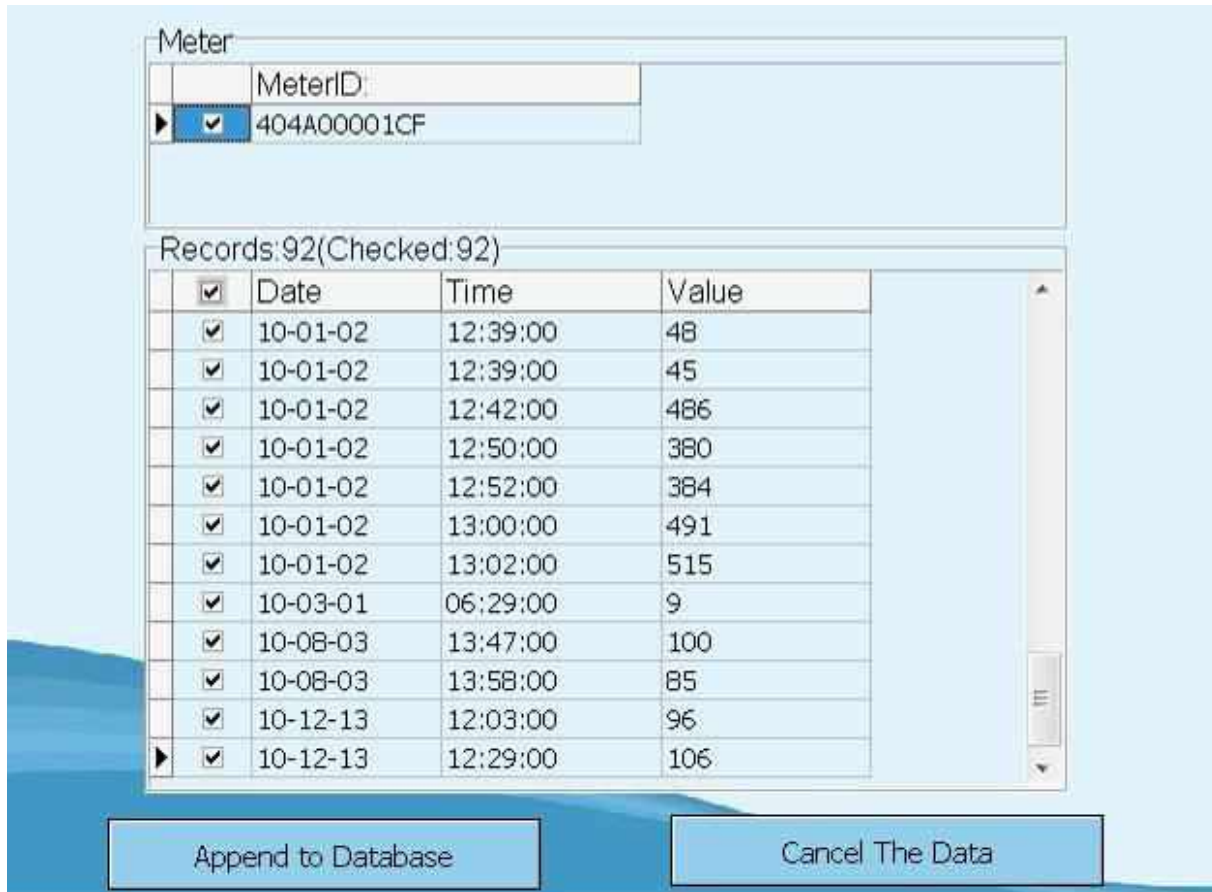


The following screen will pop up to show that data is downloaded successfully.



Click **Ok** and records of the meter will be listed as shown below.





Click **Append to Database** to transfer all the new data into the database of the software. If you click **Cancel the Data**, the data will not be transferred to the database.

### 5.4.3 Clearing Meter Readings

**Extreme Cautions:**

- Clearing meter will permanently delete all readings in the meter's memory.
- This is not a reversible operation.
- It is recommended to download readings before clearing meter.


Once the meter is connected to the PC, in its "PC" mode, click **Clear Meter** in the **Transfer Meter Reading** screen, or select **Clear Meter** from the **Meter** drop down menu.



## 5.5 Viewing Reports

Seven reports are available in the software, including **Data List**, **Log Book**, **Glucose Trend**, **Standard Day**, **Pie Chart**, **Average Day** and **Average Week**. There are three ways to view the



reports: click **View Report** in the home page, click  in the toolbar, or select your desired report from the **Report** drop down menu.



### 5.5.1 Data List Report

**Data List** is a list of all glucose data that has been downloaded for selected time slot and date range. To generate a **Data List Report**, select the **Data List** tab. The report will be generated based on the previous settings.

On Call Diabetes Management Software

File Preference Patient Meter Report Help

Average Week Date Range: From: 2009-12-22 To: 2010-12-22

All

Date	Time	Slot	Value mg/dL	Result Type	Status	Comments (Total Results: 92)
2010-01-02	12:50:01	Before Lunch	380	Glucose	Included	
2010-01-02	12:52:01	Before Lunch	384	Glucose	Included	
2010-01-02	13:00:01	After Lunch	491	Glucose	Included	
2010-01-02	13:02:01	After Lunch	515	Glucose	Included	
2010-01-15	14:33:01	After Lunch	132	Glucose	Included	
2010-02-21	19:33:01	After Dinner	104	Glucose	Included	
2010-03-01	06:29:01	Before Breakfast	100	Glucose	Included	
2010-03-08	19:33:01	After Dinner	87	Glucose	Included	
2010-04-10	06:38:01	Before Breakfast	131	Glucose	Included	
2010-04-15	11:06:01	Before Lunch	143	Glucose	Included	
2010-05-08	14:02:01	After Lunch	139	Glucose	Included	
2010-05-10	08:38:01	Before Breakfast	130	Glucose	Included	
2010-06-10	08:38:01	Before Breakfast	301	Glucose	Included	
2010-06-19	14:06:01	After Lunch	131	Glucose	Included	
2010-07-10	14:02:01	After Lunch	136	Glucose	Included	
2010-07-27	11:18:01	Before Lunch	100	Glucose	Included	
2010-08-08	13:47:01	After Lunch	100	marked Glucose	Omitted	
2010-08-08	13:58:01	After Lunch	85	marked Control	Omitted	
2010-08-11	11:40:01	Before Lunch	133	Glucose	Included	
2010-08-13	08:46:01	Before Breakfast	169	marked Control	Omitted	
2010-08-13	09:53:01	After Breakfast	100	Glucose	Included	
2010-08-23	19:36:01	After Dinner	145	Glucose	Included	

Select a predefined date range from the **Date Range** drop down list.



A custom date range can be entered in the **From** and **To** date fields.



The values are color coded based on the target range set previously.

**Blue** values are above High level.

**Red** values are below Low level.

**Green** values are hypoglycemic readings.

**Yellow** values are the values within target.

**Gray** values are invalid or control readings.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

The **Data List Report** can be exported to Microsoft Excel. To export this list into an Excel

spreadsheet, click on  in the toolbar.

An **Export to Excel File** dialog box will pop up. Select the folder where you want to save the exported Excel file, enter a filename and click **Save**.

## 5.5.2 Logbook Report

The **Logbook** displays a table of the glucose data based on the selected time slot and date range. To generate the **Logbook Report**, select the **Logbook** tab.

The report will be generated based on the previous settings.

Date	Before Breakfast	After Breakfast	Before Lunch	After Lunch	Before Dinner	After Dinner	Night	Total
2009-09-07				258				3
2009-12-22	225							13
2010-01-02		110	486	515				34
2010-01-15				132				1
2010-02-21						124		1
2010-03-01	76							1
2010-03-08						27		1
2010-04-10	131							1
2010-04-15			143					1
2010-05-08				124				1
2010-05-10	130							1
2010-06-10	391							1
2010-06-19				131				1
2010-07-10				130				1
2010-07-27			102					1
2010-08-11			133					1
2010-08-13		102						1
2010-08-23						145		2
2010-10-25				134				2
<b>#Results</b>	18	5	33	12	0	11	5	84
<b>Average</b>	107	85	240	223	--	141	247	192
<b>In Target</b>	6%	0%	12%	58%	--	64%	0%	23%

To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The average of all data in the selected time slot is listed in data fields at the bottom of the report. The values are color coded based on the target range set previously.

**Blue** values are above High level.

**Red** values are below Low level.

**Green** values are hypoglycemic readings.

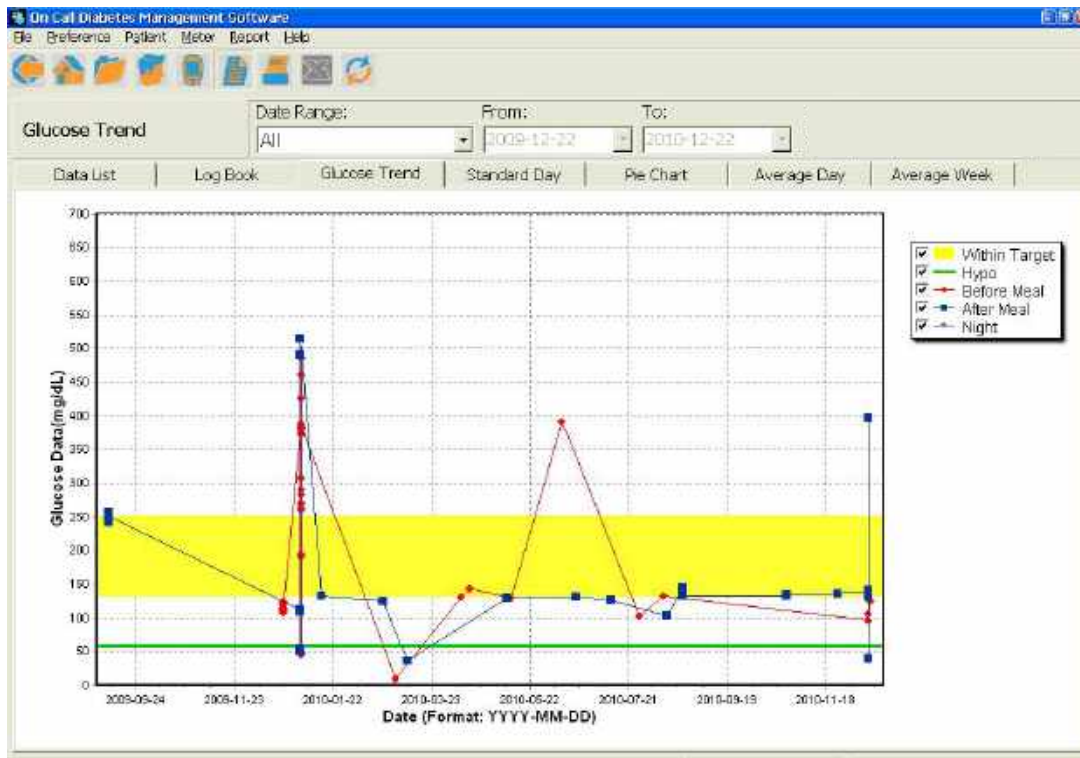
**Yellow** values are the values within target.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

### 5.5.3 Glucose Trend Report

The **Glucose Trend** displays a trend line graph of glucose data for selected time slot and date range.






To generate a **Glucose Trend Report**, select the **Glucose Trend** tab. The report will be generated based on the previous settings.



To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

To display glucose trend only by Before Meal (or After Meal or Night), choose the option you want displayed in the area on the right side of the chart.

The target range and time slot are indicated with a color coded area and line.

-  **Yellow** area indicates within target.
-  **Green** line indicates Hypo level.
-  **Red** line is trend line for Before Meal.
-  **Dark blue** line is trend line for After Meal.
-  **Purple** line is trend line for Night.

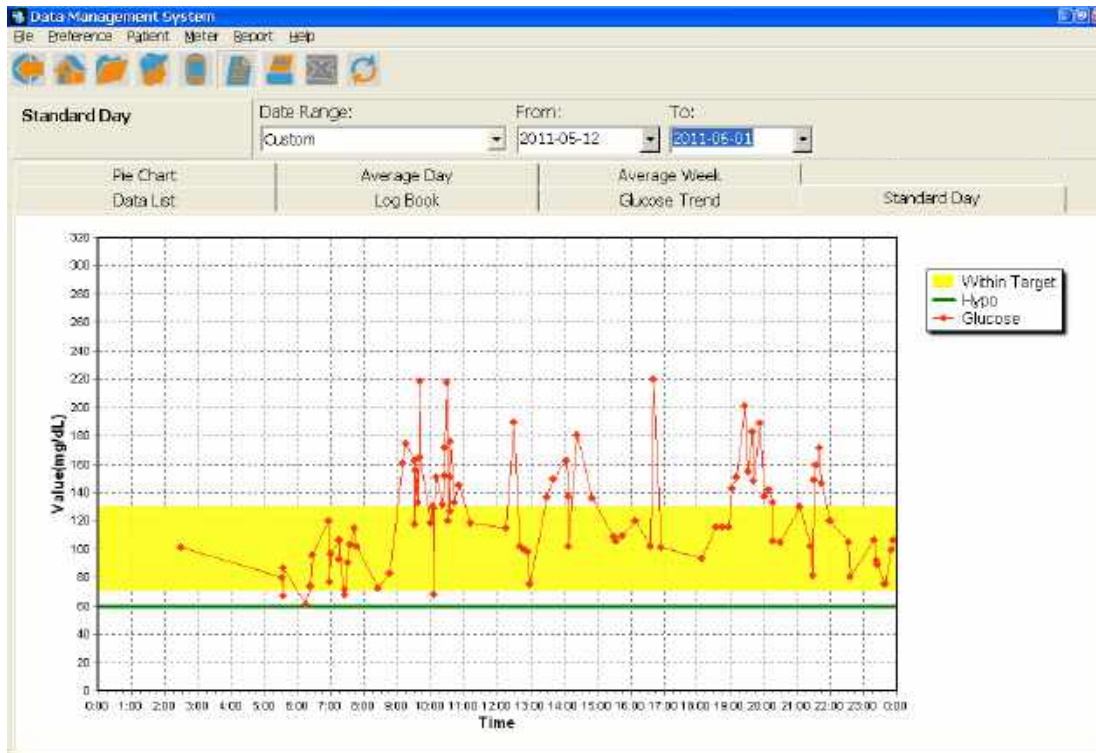
**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

## 5.5.4 Standard Day Report

The **Standard Day** displays a scatter graph of the glucose readings in 24 hours time. The **Standard Day Report** will be generated based on the selected patient and date range.




To generate a **Standard Day Report**, select the **Standard Day** tab.

The report will be generated based on the previous settings.



To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The target range is indicated with a color coded area and line.

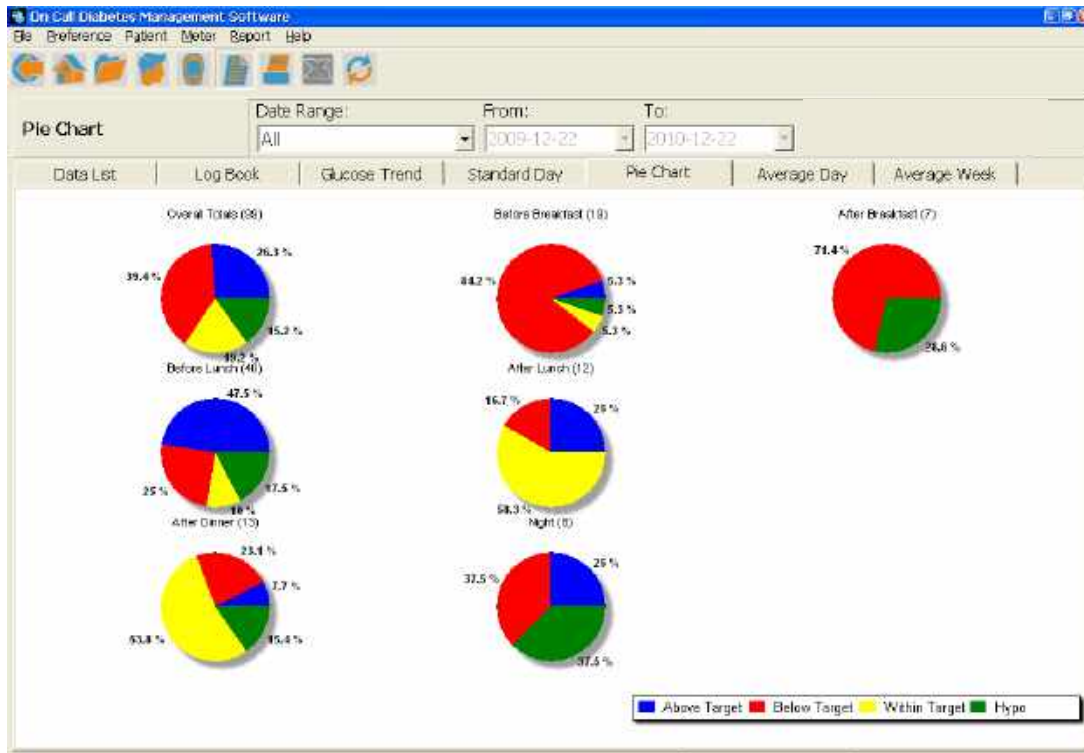
-  **Yellow** area indicates within target.
-  **Green** line indicates Hypo level.
-  **Red** line indicates glucose concentration.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

### 5.5.5 Pie Chart Report

The **Pie Chart** displays the percentage of glucose readings for the selected time slot and date range in a pie chart format.

To generate a **Pie Chart Report**, select the **Pie Charts** tab. The report will be generated based on the previous settings.



To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The pie charts are color coded based on the user-defined target range.

**Blue** values are above High level.

**Red** values are below Low level.

**Green** values are hypoglycemic readings.

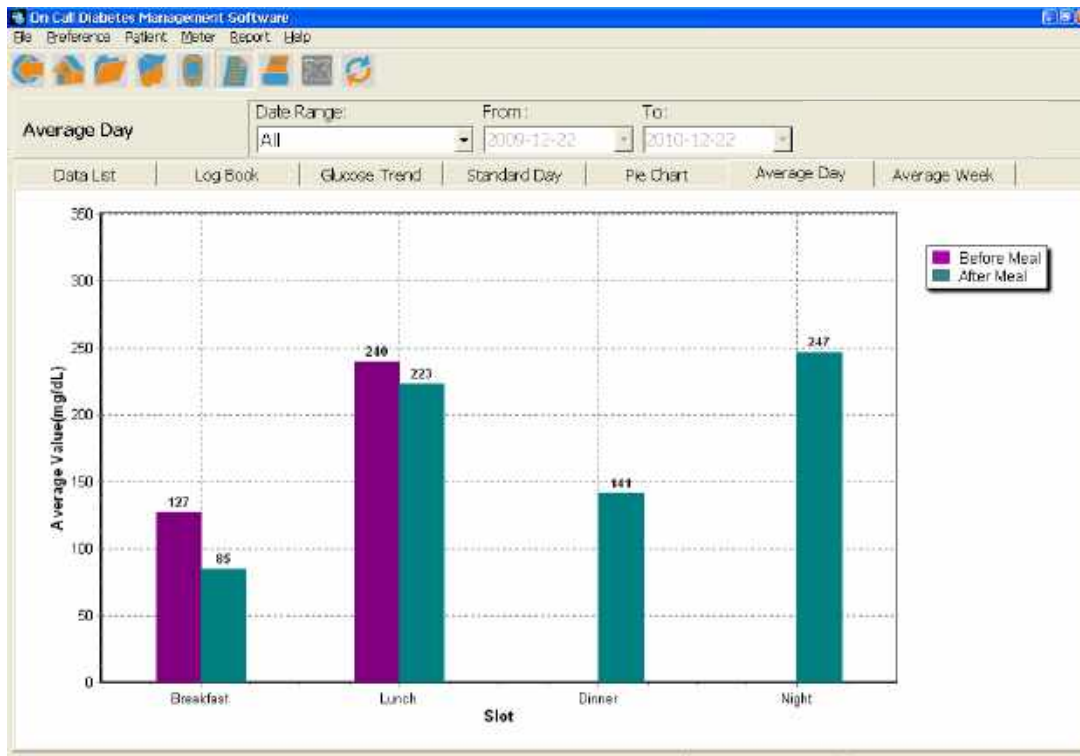
**Yellow** values are the values within target.

**Note:** Consult your healthcare provider for target values that are appropriate for your condition to prevent serious health risk.

## 5.5.6 Average Day Report



The **Average Day** displays a bar graph depicting the average glucose readings of Before Meal and After Meal for the selected time slot and date range.

To generate an **Average Day Report**, select the **Average Day** tab. The report will be generated based on the previous settings.



To change the report settings select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The values are color coded based on the time slot set previously.

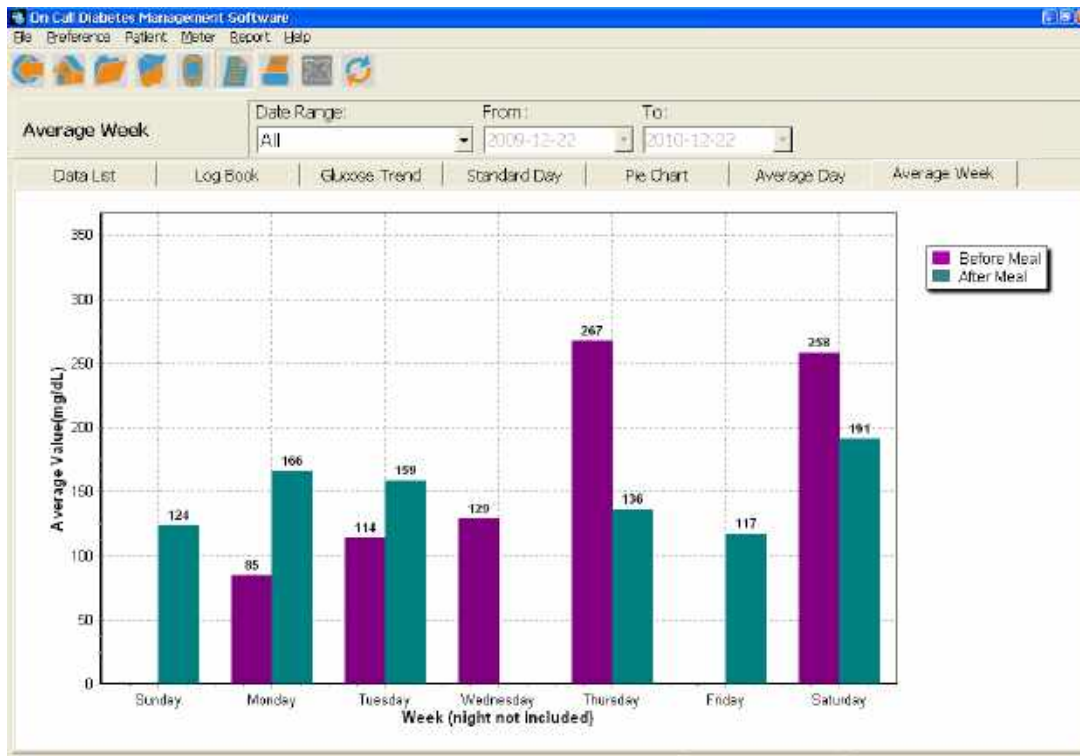
-  **Dark Green** bars indicate average value after meal.
-  **Dark Purple** bars indicate average value before meal.



## 5.5.7 Average Week Report



The **Average Week** displays a bar graph depicting the average glucose readings of Before Meal and After Meal 7 days a week for the selected patient, time slot and date range.

To generate an **Average Week Report**, select the **Average Week Report** tab. The report will be generated based on the previous settings.



To change the report settings, select a predefined date range from the **Date Range** drop down list or provide a custom date range in the **From** and **To** date fields.

The values are color coded based on the time slot set previously.

-  **Dark Green** bars indicate average value after meal.
-  **Dark Purple** bars indicate average value before meal.

## 5.5.8 Printing Reports

Reports can be printed by clicking  in the toolbar.

**Note:** For the **Professional Edition**, select the desired patient from the **Patient** drop down list to view and print the reports.

## **6. Computer Security**

The software is meant to be installed on computers managed and maintained by the user of the software. It is therefore the user's responsibility to maintain up-to-date protection of the system against malicious software and attackers. This should include, but is not limited to, a fire-walled network connection, access control mechanisms, up-to-date virus protection software, and other state-of-the-art IT security controls.