

# **PACS Soft Copy Viewing Instructions**

- Assure the system is on. To turn the power on, check:
  - ✓ Unit is plugged in
  - ✓ Isolation transformer is turned on
  - ✓ All equipment (computer, monitor) power buttons are on
  - ✓ If system is not up, reboot if necessary

## **To Use PACS:**

- Select Web/VS icon on the desktop screen
- When the Web/VS log-on screen appears, log on with your Web/VS ID
- Enter Patient MRN
- Go to drop down screen for REPORTS and select "PACS"
- Select needed studies from the list and click "Load" button
- Images will load