Using the Manage XchangER Configurations

The Manage XchangER Configurations page will allow an XchangER Admin to manage configuration options for XchangER. These options include:

- 1. Install an authentication cookie or authorize a device's public IP address to provide designated devices access to the XchangER runs panel.
- 2. Modify the Facility Name which is displayed at the top of the runs panel.
- 3. Include ePCR's on your runs panel when your facility has been designated a Transport To Facility (on by default), an On-Line Medical Facility, or a Transfer To facility.
- 4. Include the Patient Initials in the Runs Panel.
- 5. Include the Booklet Number in the Runs Panel and Filter criteria.
- 6. Set the default number of PCR's per page.

To begin the authentication process on a new device, navigate to <u>https://xchanger.healthems.com</u>. A login window will be displayed. Users with the XchangER Admin role will be able to use their credentials to access the Install XchangER Configurations page.



On a previously authenticated device which has access to the XchangER runs panel, click the wrench icon in the top right corner to be prompted to log in as an XchangER Admin to access the Install XchangER Configurations page.



On the Install XchangER Configurations page, click the Configure button to go to the Manage XchangER Configurations page.

XchangER				
		Install XchangER Configurations Please select the configuration you would like to install.		🤃 🍪 👔
Available Configuration	ins			6
	Config Id ≑	Description		
123456		XER - St. Mary's Medical Center	Install Cookie	Configure
		re << Page 1 of 1 >> >r 10 -		View 1 - 1 of 1

On the Manage XchangER Configurations page, an XchangER Admin may add the public IP address of a pc by clicking the "Add Ip Address" link. XchangER will automatically populate the current public IP address being displayed by the pc. As an additional security measure, if the check box for "Restrict access to configured IPs" is checked, the Install Cookie button will only appear if the pc is displaying an approved public IP address.

XchangER		
Manag	e XchangER Configurations	🤁 🏶 🛽
XchangER Client Configuration		
	Facility Management	
Facility Name St. Mary's Medical Center	Show Patient Initials	
Show Booklet Number	Include On-Line Medical Facility Runs 📃	
Include Transfer To Runs 🗹	Include Transport To Runs 🗹	
# Results Per Page (Default): 10		
	System Access	
Restrict access to configured IPs 🔲 Install Cookie		
Add Ip Address		
	Submit	
	Navigate to XchangER Runs Page	

To save any changes made to the Manage XchangER Configurations page, click Submit. Users will be required to enter an XchangER Admin credential to save the changes.

	12		100
Username			
			> ? <
Password:	-	X	

When finished, click the "Navigate to <u>XchangER Runs Page</u>" link at the bottom of the Manage XchangER Configurations page to return to the main XchangER runs panel.