# DPNCheck®

## IT Guide: Datastore Overview



Application Version 2.3

# Overview

This document provides a detailed overview of the Datastore Setting options in the DPNCheck® Reporter Windows Application.

This setting controls where DPNCheck Reporter data is stored; it may be stored locally or in a network folder. A network location setting can be configured for single or multiple Reporter endpoints (i.e., PCs). The structure of saving data within DPNCheck Reporter, whether locally or to a network folder, prevents commingling of patient-specific results among multiple endpoints.

### Saving data to a common network location

For enterprise customers, IT can configure a common network folder and assign it to all DPNCheck Reporter endpoints that are members of a group or site, such that IT has a single directory hierarchy to manage Reporter data. This may be helpful in managing administrative tasks such as backups, data collection, or inspection of data at a particular endpoint PC. Use of a common network folder may also be advantageous when internal security policies limit storage of patient data on local systems, and instead require storage of such data to a secure network location.

# Applicable Versions

This document is applicable to the DPNCheck Reporter application version **2.3**.

# Key Terms

**Datastore** – Refers to the folder hierarchy created by DPNCheck Reporter for storing files.
**Datastore Settings** – Refers to the settings within the DPNCheck Reporter Application that may be used to configure the Private and Share Folders.
**DPNCheck Study** – Refers to the collection of results for a patient tested with the DPNCheck device and uploaded to the DPNCheck Reporter Application. A study file exists for viewing data from within Reporter, and optionally the user may create output files (PDF report, HL7 export) for the patient's Medical Record.
**Endpoint** – Refers to a PC on which the DPNCheck Reporter Application has been installed.
**Network Folder/Location** – Refers to a folder on the organization's network drive.
**Private Folder** – Refers to the primary location for storing files for Reporter, which may be specified in Datastore settings.
**Share Folder** – Refers to an optional folder that may be specified in Datastore settings, which allows for certain output files from Reporter studies to be saved in a common, or "share", location.

# DPNCheck Reporter Datastore Setting

The Datastore Setting enables the user to select where DPNCheck Reporter data is stored. By default, all Reporter data will be stored locally under the Private Folder C:\DPNCheck. The location of the Private Folder can be modified under the Datastore settings. The Private Folder location can be a local directory on the endpoint PC or a network location.  The Private Folder is the primary location for storing Reporter study files and must be specified.

In addition, specifying an optional Share Folder allows for PDF reports and HL7 exports to be stored in an alternate, common location.  Multiple Reporter endpoints may share the same Share Folder. An example use case is the Share Folder may be used to automatically sweep patient data into an EHR.
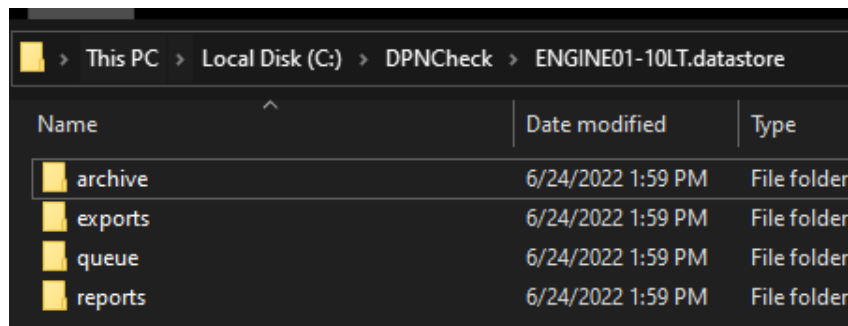
See below for further details on the Private and Share Folders.

# Structure of the Datastore Directory

The Reporter Application will create a Datastore Directory under the Private Folder (set in Datastore Settings) where data related to individual DPNCheck studies are stored. This Datastore Directory will be uniquely named based on the origin PC, using the format "PC Name.datastore", where "PC Name" refers to the name of the endpoint computer.

Note that it is critical that the datastore folder structure created by Reporter be preserved.

Reporter will also automatically create subfolders within the Datastore Directory for organizing various types of files associated with DPNCheck studies:
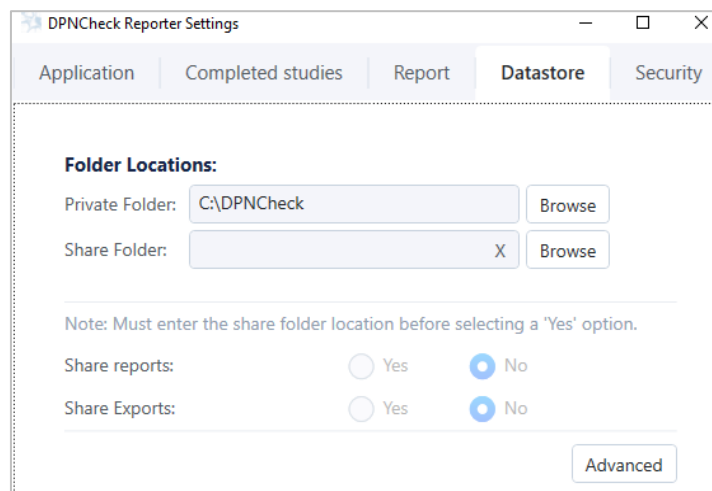


- The **archive** folder saves study files (in encrypted .nmx format) that will display in the Completed Studies list within Reporter.
- The **exports** folder contains theHL7 files (base64 encoded) generated by the user via the "Export" action when Export Destination is set to "Export to File".
- The **queue** folder saves study files (in encrypted .nmx format) that will display in the New Studies list within Reporter.
- The **reports** folder contains the PDF reports generated by the user via the "Report" action or via the "Export" action when Export Destination setting is set to "Export to File".

*See the DPNCheck Reporter User Manual for details on New and Completed Studies Lists, as well as PDF reports and HL7 exports. See the Reporter Settings Guide for details on settings.*

# Private and Share Folder Overview: Study, Report, Export Files

The **Private** Folder, set within the Datastore settings, specifies the primary storage location for DPNCheck Reporter. At minimum, this path must be specified and will default to C:\DPNCheck. Under the Private Folder, the Datastore Directory (uniquely named with PC name) and additional sub-folders will be created.

The Private Folder also contains files that are created for the Normal Limits, Physician Profiles, Technician Profiles, and Interpretation Notes utilized in Reporter. See below for description of the behavior when multiple endpoints point to the same Private Folder.

**DPNCheck Reporter Settings**  — □ ✕

| Application | Completed studies | Report | **Datastore** | Security |

**Folder Locations:**

Private Folder: `C:\DPNCheck` [Browse]

Share Folder: [_____] X [Browse]

Note: Must enter the share folder location before selecting a 'Yes' option.

Share reports: ○ Yes  ● No

Share Exports: ○ Yes  ● No

[Advanced]

*See the DPNCheck Reporter User Manual for further detail on the Normal Limits, Physician Profiles, Technician Profiles, and Interpretation Notes functionality. See the Reporter Settings Guide for details on settings.*

Specifying an optional **Share** Folder allows for PDF reports and HL7 exports to be stored in an alternate, common location. In order for the PDF reports and exports to be stored in this way, the Share Folder must be specified <u>and</u> the Share option must be set to Yes (if options are set to No, **reports** and **exports** will be saved under the Private Folder). This feature may be advantageous for enterprise customers with multiple endpoints who wish to have a centralized network location for all generated PDF reports and/or exports.  One use of the Share Folder is for automatically sweeping patient data into an EHR.

*Note: Share Reports/Exports will only be available if EHR setting Export Destination is set to "Export to File". See the Reporter Settings Guide for details on settings.*

## Folder Permissions

The user(s) of DPNCheck Reporter will need read/write permissions for the Private Folder and Share Folder specified via the Datastore Settings for the endpoint PC that the user(s) will be accessing to use Reporter. These permissions must be set prior to the user using the Reporter Application.

## Using the Same Network Location for Multiple Systems

For enterprise customers, IT may specify the same Private Folder and Share Folder for multiple endpoints. Because a unique Datastore Directory will be created for each endpoint PC, study files from each PC (files with extension .nmx) will be saved in a Datastore Directory unique to this PC, under the same Private Folder; this avoids commingling of DPNCheck study data. PDF reports and HL7 exports may be saved in a centralized location under Share Folder as described above.

As stated above, the files for Normal Limits, Physician Profiles, Technician Profiles, and Interpretation Notes are stored in the Private Folder, <u>outside</u> of the uniquely named Datastore Directories. This means that if multiple PCs are set to the same Private Folder, these files will be accessible to all of those endpoint PCs.

This may be advantageous for situations where the PCs are part of a site or group of sites that share a common set of physicians, technicians, normal limits, and interpretation notes.

*See the DPNCheck Reporter User Manual for details on the Normal Limit, Profile, and Interpretation Notes functionality.*

Below are examples of the structure of saving data when multiple endpoint PCs utilize various options for Private Folder and Share Folder.

| Set up for PC 1 (named PCName1) and PC2 (named PCName2) | Reporter Application Behavior |
|---|---|
| *Case 1: Saving Locally*<br><br>Private Folder: set to C:\DPNCheck (default)<br>Share Folder: not specified | Each Reporter saves its data under C:\DPNCheck directory on its own local drive.<br><br>Each Reporter can have its own Physician Profile, Technician Profile, Interpretation Notes, and Normal Limit settings. |
| *Case 2: Saving to Network, use of Private Folder only*<br><br>Private Folder: set to \\network\folderA<br>Share Folder: not specified | Reporter on PC 1 will save its data under \\network\folderA\PCName1.datastore folder.<br><br>Reporter on PC 2 will save its data under \\network\folderA\PCName2.datastore folder.<br><br>Both Reporters will share the same Physician Profile, Technician Profile, Interpretation Notes, and Normal Limit settings. |
| *Case 3: Saving to Network, use of both Private and Share Folders*<br><br>Private Folder: set to \\network\folderA<br>Share Folder: set to \\network\folderB<br>Share options enabled | Reporter on PC 1 will save its data under folder \\network\folderA\PCName1.datastore<br><br>Reporter on PC 1 will save its PDF reports and export files under folder \\network\folderB (same as PC 2)<br><br>Reporter on PC 2 will save its data under folder \\network\folderA\PCName2.datastore<br><br>Reporter on PC 2 will save its PDF reports and export files under folder \\network\folderB (same as PC 1)<br><br>Both Reporters will share the same Physician Profile, Technician Profile, Interpretation Notes, and Normal Limit settings. |
| *Case 4: Saving to Network, use of both Private and Share Folders but Private Folders are unique*<br><br>Private Folder PC1: set to \\network\folderA\Site1<br>Private Folder PC2: set to \\network\folderA\Site2<br>Share Folder: set to \\network\folderB<br>Share options enabled | Reporter on PC 1 will save its data under folder \\network\folderA\Site1\PCName1.datastore<br><br>Reporter on PC 1 will save its PDF reports and export files under folder \\network\folderB (same as PC 2)<br><br>Reporter on PC 2 will save its data under folder \\network\folderA\Site2\PCName2.datastore<br><br>Reporter on PC 2 will save its PDF reports and export files under folder \\network\folderB (same as PC 1)<br><br>Each Reporter can have its own Physician Profile, Technician Profile, Interpretation Notes, and Normal Limit settings. |

*Note:*  The Reporter Software automatically sets up the required subfolder directory hierarchy for both the Private Folder and the Share folder. Therefore, it is critical that the Datastore folders remain constant once clinicians/users begin processing patient tests and data is saved to the Private and Share Folders.

*Note:*  During IT planning, the network share location should be set up prior to setting the folder in Datastore Settings; this ensures that the proper access and permissions have been configured. Note that if a location is specified in Datastore Settings (for either Private Folder or Share Folder) that does not yet exist, the Reporter Application will be unable to start. Note the Private and Share Folders must be different; they cannot be mapped to the same folder.