

# On-Call<sup>®</sup> Advanced

## Blood Glucose Monitoring System

### Diabetes Monitoring Software User's Guide

(Version 1.0.0.1114 )



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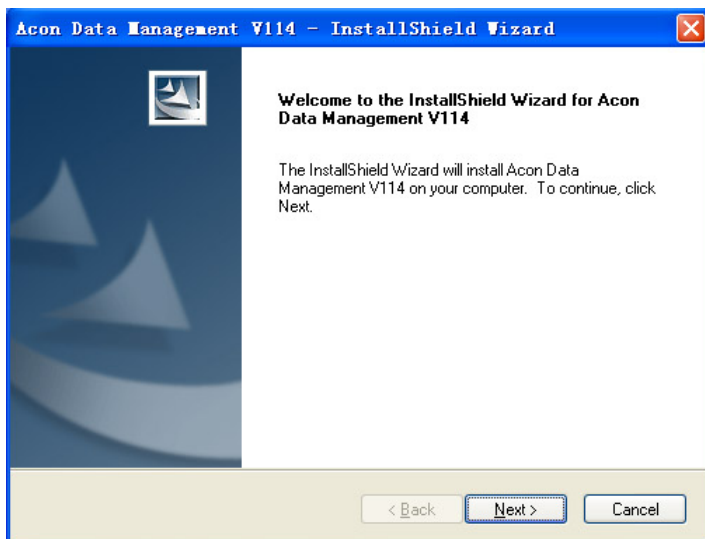
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## Installation Instructions

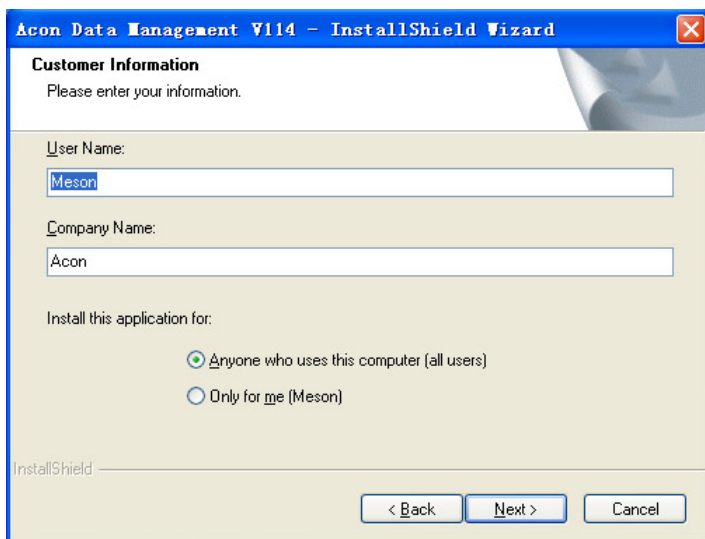
Insert the CD provided in the **Diabetes Monitoring Software Kit** into the CD drive of your computer. The installation should start automatically.

If the installation process does not start automatically, navigate to the CD drive and double click **Setup** on the installation CD.

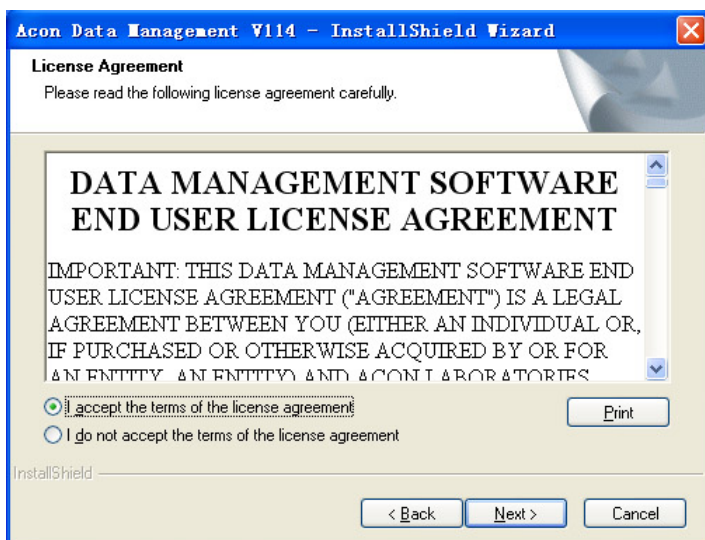
The InstallShield Wizard will start as shown below. Click **Next>**.



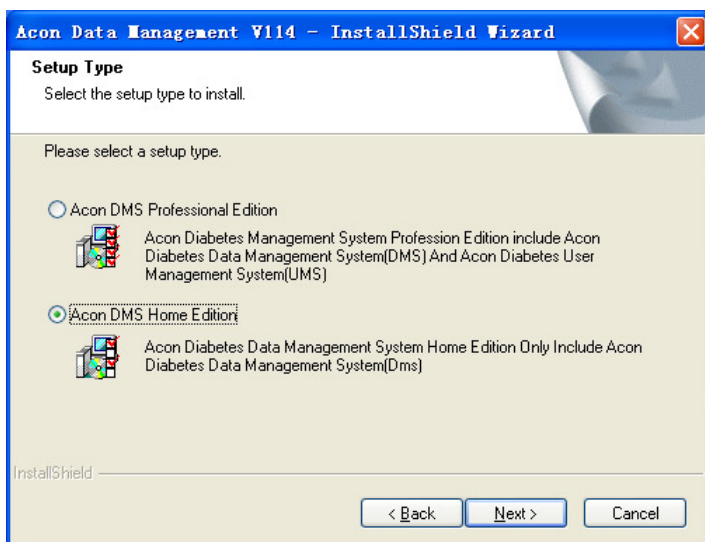
In the installation process shown below, you will be requested to enter your User Name and Company Name. You can install the software for the current user, or for all users on the computer. By default, the software will be installed for all users.



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



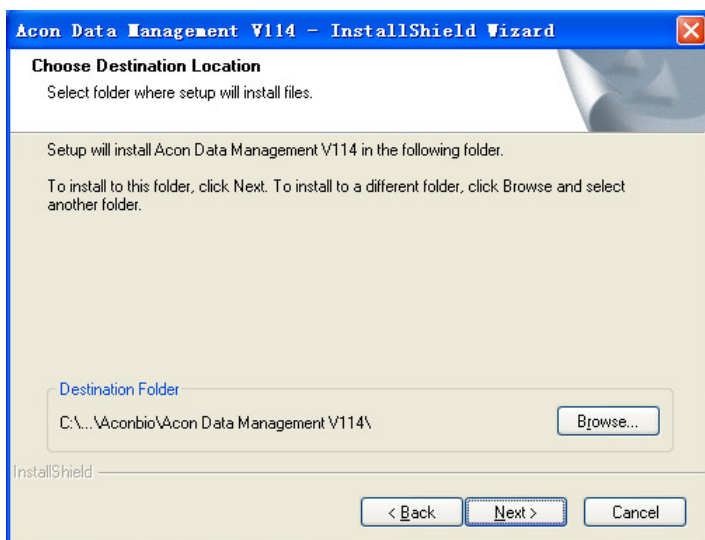
During the installation process you will be requested to select **Home Edition** or **Professional Edition**.



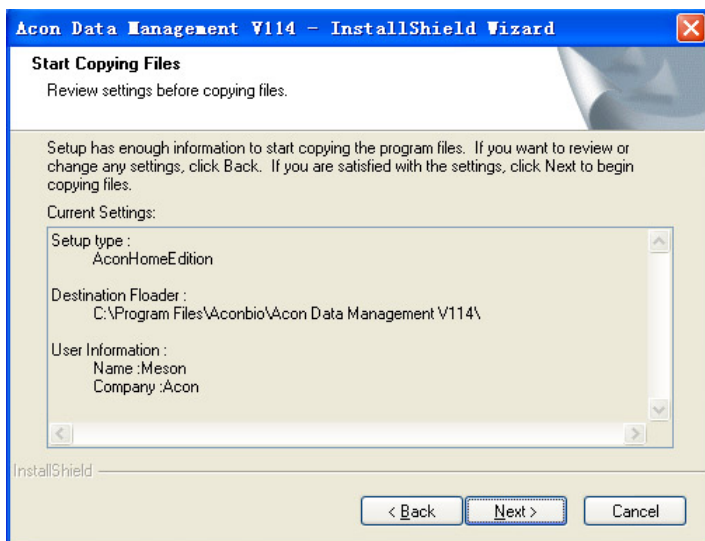
**Home Edition:** Choose this version if the software will be used by only one person.

**Professional Edition:** Choose this version for healthcare professionals with multiple providers and patients. This has all the features of the **Home Edition**, but supports more than one patient, each with his or her own set of results. This version includes security features to allow different access levels for multiple users.

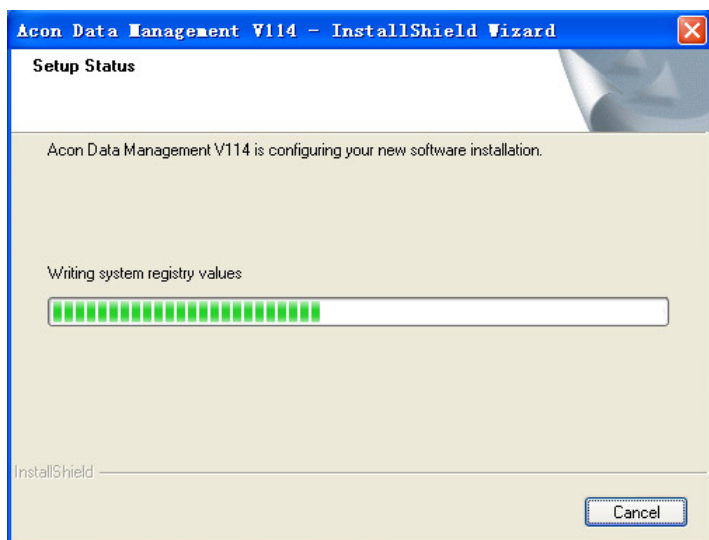
The Setup screen will be displayed as shown below. It is recommended to not change any of the default settings.



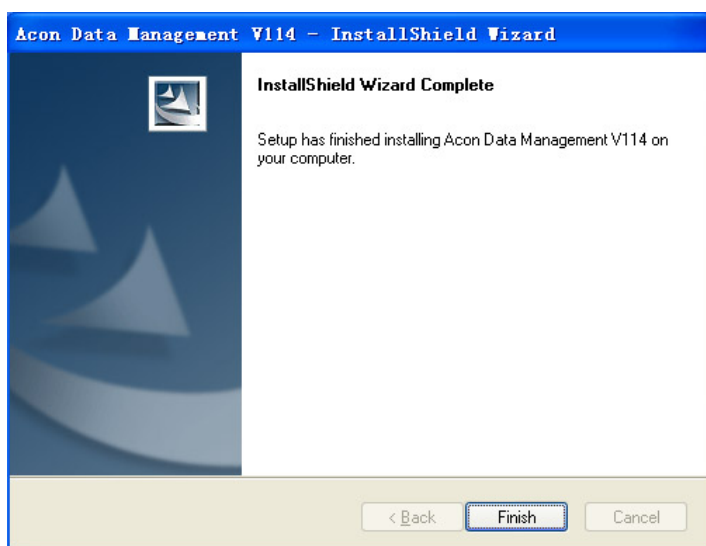
Before the files are installed, the **Current Settings** screen will display information about the installation. Review the screen and Click **Next>** to continue with the installation. Click **<Back** to modify any of the information.



The following screen will display the progress of the installation.



When installation is complete, the following screen will be displayed. Click **Finish** to complete the installation process.



## Starting On-Call Advanced Diabetes Data Management Software

Once the **On-Call Advanced Diabetes Data Management** software has been installed, an **Acon DMS Pro** icon will appear on your computer desktop. Double click the icon to start the application.



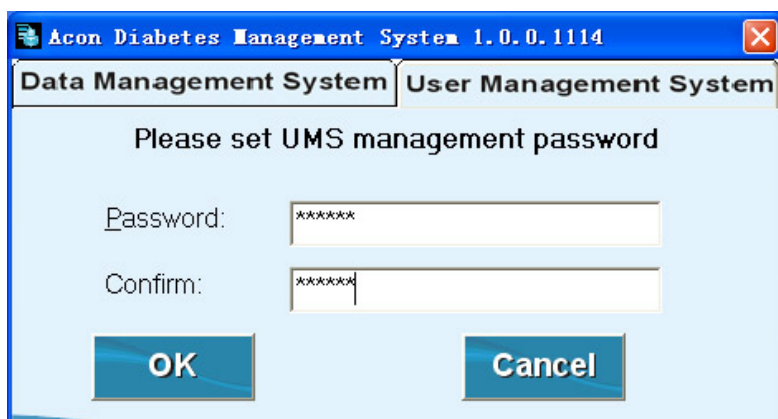
### For the Professional Edition

Note: The following screens are displayed on the Professional version only.

If this is the first time startup for the software, the **Security Settings** screen will appear showing the Provider as "Guest, Guest". Provider settings are described in the section "**Administration (Professional version Only)**". Select the **User Management System** tab. A screen asking to enter and confirm a UMS management password will be shown. This password will be used to set up and

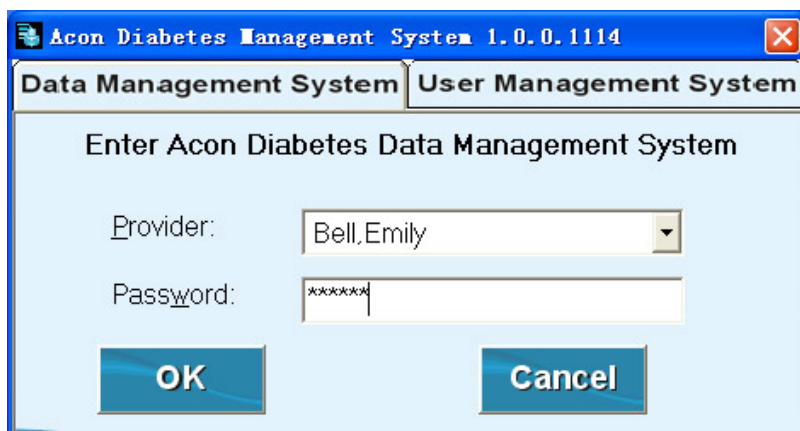


manage Providers, and their passwords for entering glucose data. Enter and confirm the new password for the UMS management password, then click **Ok**.






A screen showing the default “Guest, Guest”: Provider will be shown as in the section “**Administration (Professional Edition Only)**” on page 19. Please refer to this section for adding a Provider and patients. After adding or editing a Provider, closing the window will exit the application. Restart the application by double clicking the **Acon DMS Pro** icon as before.

The **Data Management System** tab will appear at startup. Select the Provider (the default is “Guest, Guest” with no password), enter the **Provider Password** as shown below and click **Ok**. To change your provider password, see **Administration**, on page 19.





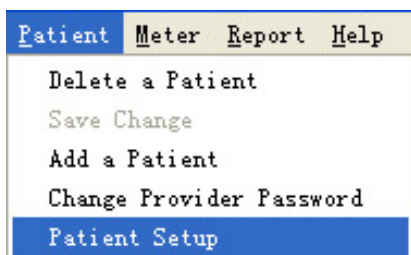
## Main Windows

The **On-Call Advanced Diabetes Data Management Software** home screen contains three main program functions, Patient Setup , Meter (Download Reading)  and View Report .

## Patient Setup

**Patient Setup** lets you create, change or delete diabetes profile data. You have three ways to enter

**Patient Setup:** click  in the main window, click  in the toolbar, or select **Patient Setup** from the **Patient** Menu.



### Patient Info

Complete the Patient Info by entering **First Name**, **Last Name** and **Middle Name**, **Date of Birth** and **Gender**.

A screenshot of a form titled "Patient Info." with several input fields. The fields are: First Name (Mary), Last Name (Clark), Middle Name (empty), Date of Birth (7/27/1989), Gender (Female), Address (185 Berry Street, SU), City (San Francisco), State (California), and Phone (415-353-9464). Each field has a corresponding label and a text box or dropdown menu.

### For the Professional Edition

If you want to add another patient with profile data, click the **Add** button. Complete all patient Info by entering the appropriate data in each field provided

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

A screenshot of a pull-down menu labeled "Patient:". The menu is open, showing a list of patient names: Clark, Mary; Cook, Elijah; Eddy, Devin; Guest, Guest; May, Tyler; and Scott, Sara. The Eddy, Devin option is highlighted with a blue background.

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

To delete patient profile data, select the patient name from the **Patient** pull down menu.



Patient:

Clark, Mary

Clark, Mary

Cook, Elijah

Eddy, Devin

Guest, Guest

May, Tyler

Scott, Sara

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

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

Click on **Change Provider Password** to change provider password.

Change Provider Bell, Emily Password (UMS)

Old Password: \*\*\*\*\*

New Password: \*\*\*\*\*

Confirm New Password: \*\*\*\*\*

OK 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 New Password** field. Click **Ok**.

### Target Levels

Blood glucose target levels can be set for High, Low and Hypoglycemic values. The default normal levels are between 5.0-7.2 mmol/L (90-130 mg/dL). Input the target levels given by your health care provider which are most appropriate for you. Target levels are color coded, and are reflected in the **Summary** and **Report** pages.

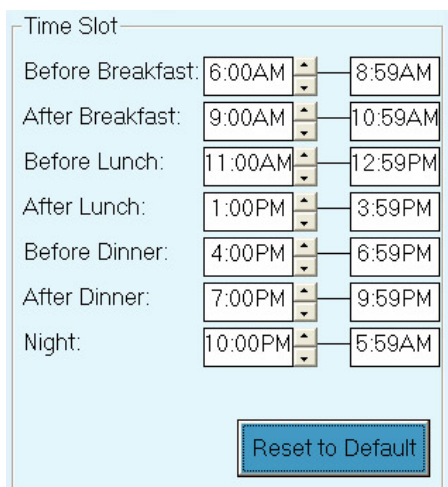
In mmol/L	In mg/dL
Target Range	Target Range
High: 7.2	High: 130
Low: 5	Low: 90
Hypo: 3.9	Hypo: 70
Range: mmol/L	Range: mg/dL
5-7.2	90-130
Default	Default

### Time Slot

**On-Call Advanced Diabetes Data Management Software** uses meal slots to organize data for reports. The window below shows the start and end times for 7 meal slots.

Start and end times are set for the following meal slots:

**Before Breakfast, After Breakfast, Before Lunch, After Lunch, Before Dinner, After Dinner and Night.**



The Time Slot window displays seven meal slots with their respective start and end times. Each time is shown in a box with up and down arrows for adjustment. A 'Reset to Default' button is located at the bottom.

Meal Slot	Start Time	End Time
Before Breakfast:	6:00AM	8:59AM
After Breakfast:	9:00AM	10:59AM
Before Lunch:	11:00AM	12:59PM
After Lunch:	1:00PM	3:59PM
Before Dinner:	4:00PM	6:59PM
After Dinner:	7:00PM	9:59PM
Night:	10:00PM	5:59AM

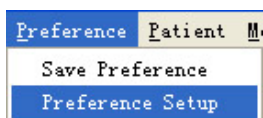
Reset to Default

Click **Save** to save any settings which have been changed.

### Preference Setup

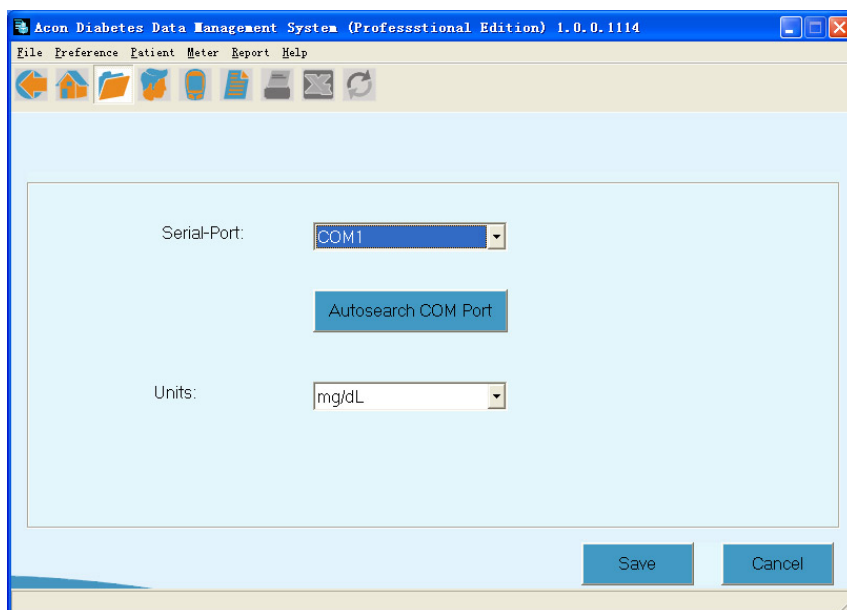
**Preference Setup** sets the active **Com Port** and **Measurement Units**. There are two ways to enter

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



A screenshot of the Preference menu. The menu is open, showing 'Preference' as the active tab. Below the tab, there are two options: 'Save Preference' and 'Preference Setup'.

Preference	Patient	M.
Save Preference		
Preference Setup		



### Serial Port

Select the Serial (COM) Port the Glucose Meter will use to download data.

#### Units:

Select the preferred Glucose Measurement Units to be used for the Glucose data, either mmol/L or mg/dL.

#### Autosearch COM Port:

Click **Autosearch COM Port** to search the available COM ports in your computer system from COM1 to COM9 automatically. If an **On-Call Advanced** meter or an **On-Call Plus** meter is connected to an available COM port and the meter is in the data transfer mode, this COM port will be found.

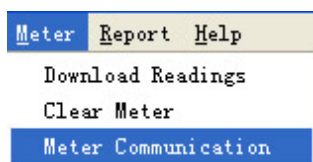
Click **Save** to save any changed preferences.

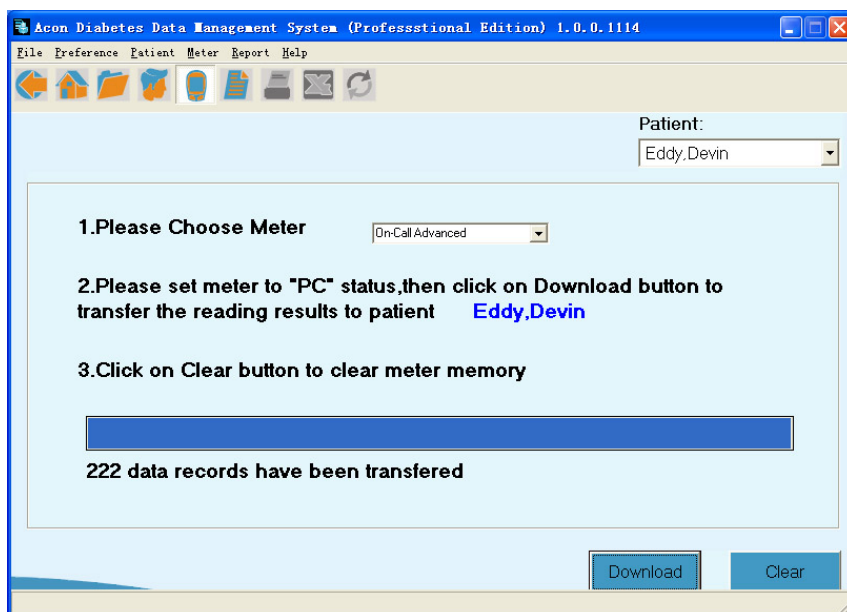
Click **Cancel** to go back to the previous preferences.

### Download Readings

**Download Readings** transfers data from a connected meter to the software database. There are

three ways to get to **Download Readings**: click  in the main window, click  in the toolbar, or select **Meter Communication** from the **Meter** pull down menu.





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

**Note:** For the Professional Edition, first select the desired patient from the **Patient** pull down menu before transferring meter readings.

### Connecting a meter to PC

#### For On-Call Advanced Blood Glucose Meter

Press **M** and **S** buttons together to enter the data transfer mode. “**PC**” will appear on the display when the meter enters the data transfer mode.

Install the USB to RS232 Cable to USB port.



Plug the audio jack into the meter.



Select the meter type from the **Meter Type** pull down menu.

#### For On-Call Plus Blood Glucose Meter

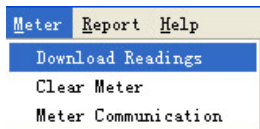
Press the **S** button and hold for 2 seconds to enter the data transfer mode. “**PC**” will appear on the display when the meter enters the data transfer mode.

Connect the meter to the serial port of your computer with the supplied serial adapter cable.

Select the meter type from the **Meter Type** pull down menu.

### Transferring Meter readings

Once the meter is connected to the PC, click **Download** in the **Download Reading** screen, or select **Download Readings** from the **Meter** menu.





### Clear Meter

When readings have been transferred to the PC database, click **Clear** to delete all the glucose readings from the meter memory.


## Reports

Several report views are available, including **Data List**, **Log Book**, **Glucose Trend**, **Standard Day**, **Pie Chart**, **Average Day** and **Average Week**. When different report views are selected, the selected date range will remain the same.

There are three ways to view the report: click  in the main window, click  in the toolbar, or select your desired report from the **Report** menu.



### Print Reports

Reports can be printed by clicking  in the toolbar.

**Note:** For the **Professional Edition**, select the desired patient from the **Patient** pull down menu to view the report.

### Data List Report

**Data List** is a listing of all glucose data that has been downloaded for a given patient and time period. To generate a **Data List Report** select the **Data List** tab. The report will be generated based on the settings of the previously viewed report.

Date	Time	Slot	Value mg/dL	Result type	Status	Comments (Total Results :150)
4/14/2009	7:34:00 AM	Before Breakfast	219	Glucose	Included	
4/14/2009	9:34:00 AM	After Breakfast	126	Glucose	Included	
4/14/2009	11:34:00 AM	Before Lunch	103	Glucose	Included	
4/14/2009	1:34:00 PM	After Lunch	84	Glucose	Included	
4/14/2009	4:34:00 PM	Before Dinner	73	Glucose	Included	
4/14/2009	7:34:00 PM	After Dinner	58	Glucose	Included	
4/15/2009	3:34:00 AM	Night	217	Glucose	Included	
4/15/2009	7:34:00 AM	Before Breakfast	124	Glucose	Included	
4/15/2009	9:34:00 AM	After Breakfast	103	Glucose	Included	
4/15/2009	12:48:00 PM	Before Lunch	83	Glucose	Included	
4/15/2009	1:48:00 PM	After Lunch	72	Glucose	Included	
4/15/2009	4:48:00 PM	Before Dinner	58	Glucose	Included	

**Note:** For Professional Edition only first select the desired patient from the **Patient** pull down menu.

Patient:

May, Tyler

Clark, Mary

Cook, Elijah

Eddy, Devin

Guest, Guest

May, Tyler

Scott, Sara

Select a predefined date range from the **Date Range** pull down menu.

Date Range:

Custom

All

Since Last transfer

Last 7 days

Last 14 days

Last 30 days

Last 60 days

Last 90 days

Custom

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



From: To: P

1 / 1 / 1983 7 / 21 / 2009

January 1983

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Today: 7/21/2009

The **Data List Report** will be generated for the current patient and selected dates. See the example above for format. The values are color coded based on the **Target Levels**.

**Red** levels are above target levels

**Yellow** levels are below target levels

**Blue** values are hypoglycemic readings

**Green** values are values that are within target levels

**Gray** values are invalid or control readings

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



Click on  in the toolbar.

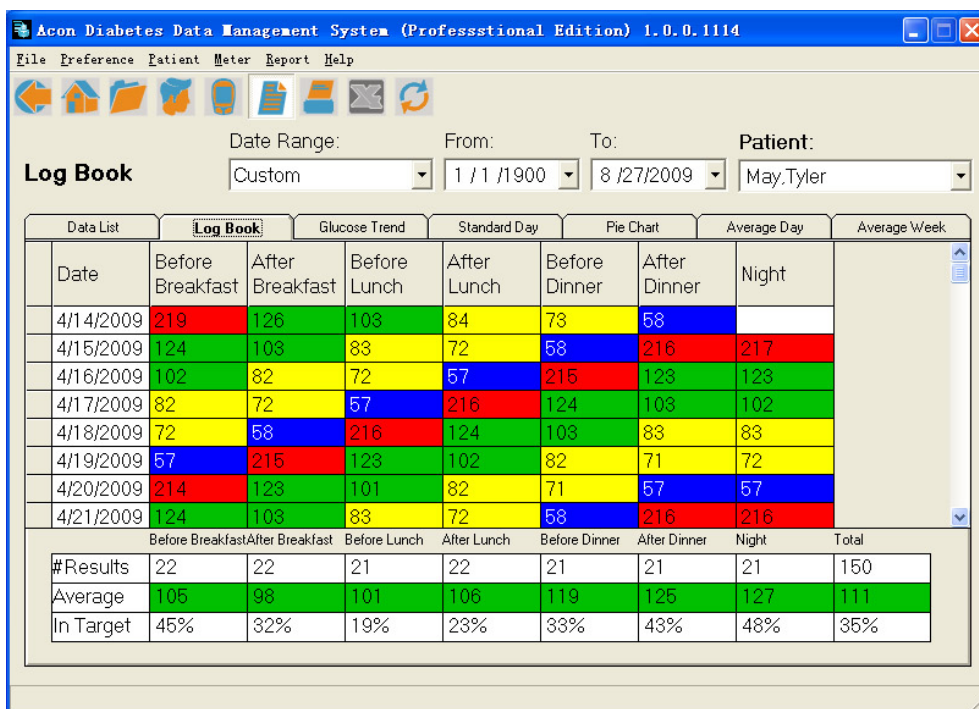
A **Save As** dialog box will open. Select the location where you want to save the Excel Export file, enter a filename and click **Save**.

## Logbook Report

The **Logbook Report** prints out a table of the glucose data based on the selected Date, Time and Time Slot. To generate the **Logbook Report**:

Select the **Logbook** tab.

The report will be generated based on the settings of the previously viewed report.



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

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

The **Logbook Report** will be generated for the selected patient and dates. See the example above. 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 levels:

**Red** levels are above target levels

**Yellow** levels are below target levels

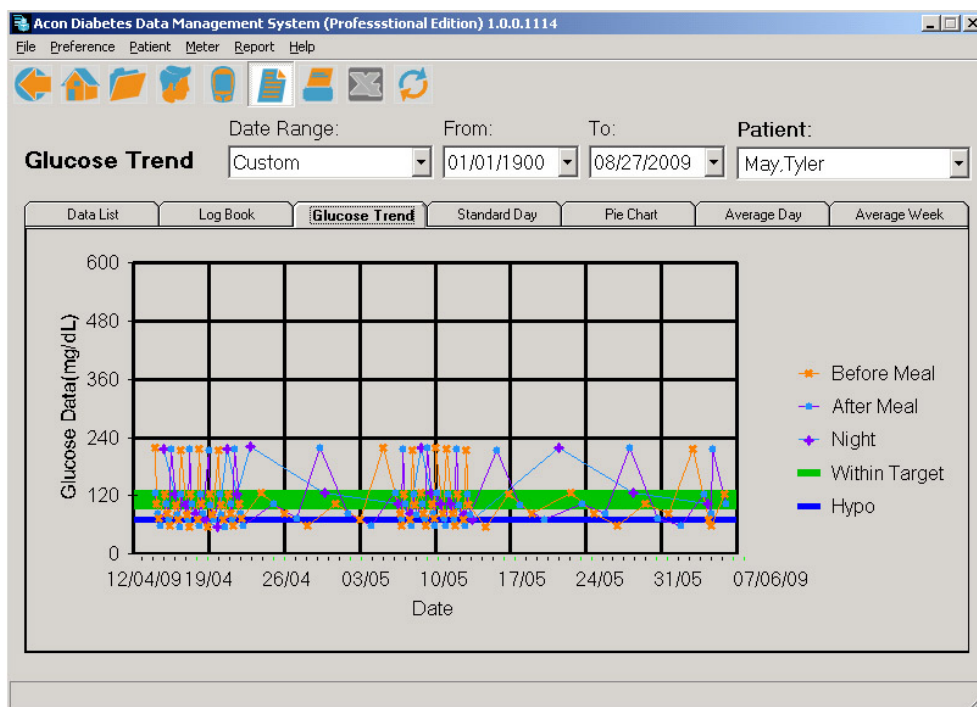
**Blue** values are hypoglycemic readings

**Green** values are those values within limits

## Glucose Trend Report

The **Glucose Trend Report** prints out a trend line graph of Glucose data over a selected period of time for a given Time Slot. The target levels and time slot are indicated with a color coded area and line.

To generate a Glucose Trend Report select the **Glucose Trend** tab. The report will be generated based on the settings of the previously viewed report.



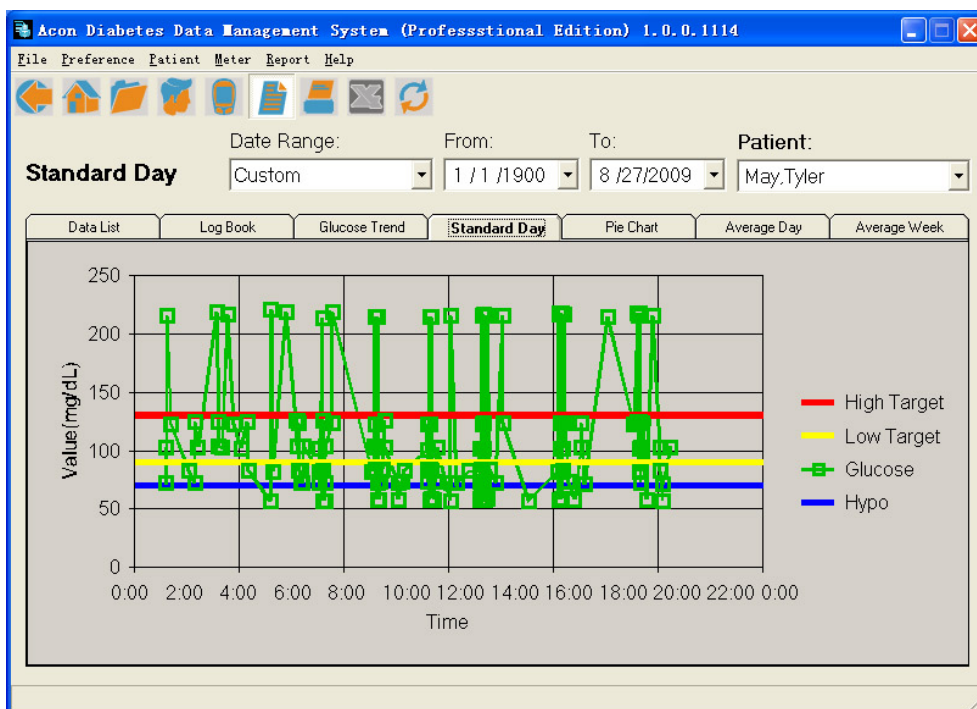
**Note:** For Professional Edition only, select the desired patient from the **Patient** pull down menu.

To change the report settings, select a predefined date range from the **Date Range** pull down menu or provide a custom date range in the **From** and **To** date fields. The **Glucose Trend Report** will be generated for the selected patient and dates. See example above. The **Green** area indicates within target, and the **Blue** line indicates Hypo levels. The **Orange**, **Azure** and **Purple** lines are trend lines for before meal, after meal and night.

### Standard Day Report

The **Standard Day Report** is a scatter graph of the glucose readings for given times of day.

To generate a Standard Day Report select the **Standard Day** tab. The report will be generated based on the settings of the previously viewed report.



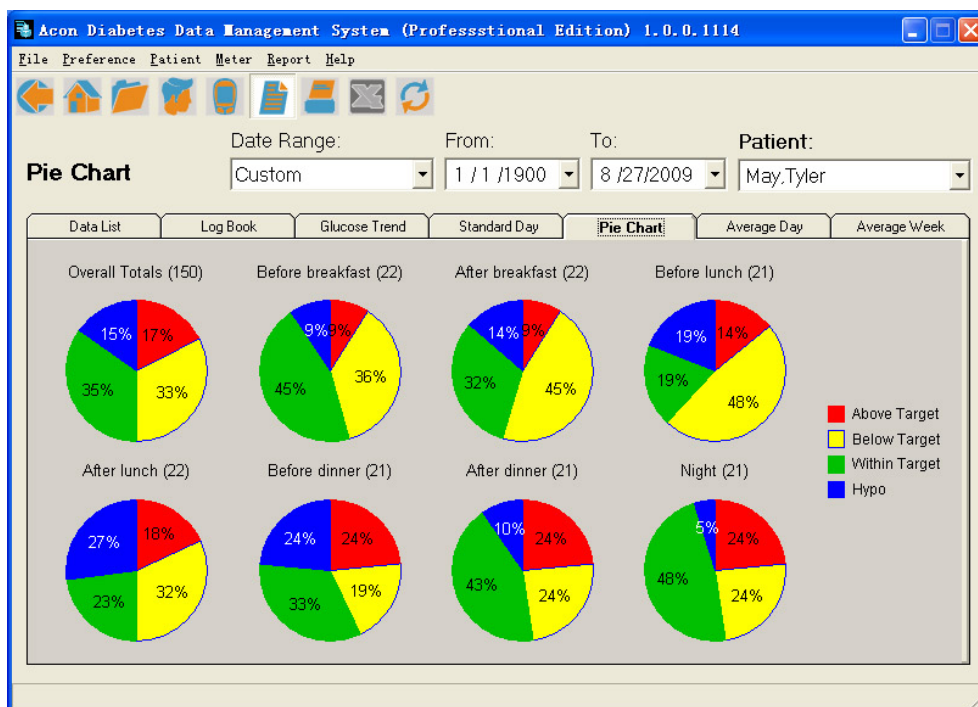
Note: For Professional Edition only, select the desired patient from the **Patient** pull down menu.

To change the report settings, select a predefined date range from the **Date Range** pull down menu or provide a custom date range in the **From** and **To** date fields. The **Standard Day Report** will be generated based on the patient and date criteria. See example above. The **Red**, **Yellow** and **Blue** lines indicate target levels.

### Pie Chart Report

The **Pie Chart Report** provides the percentage of glucose readings for a given time slot in a pie chart format. The pie charts are color coded based on the target levels.

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



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

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

The **Pie Chart Report** will be generated based on the selected patient and dates. See example above. The **Pie Charts** are color coded based on the user-defined Target Levels.

**Red** levels are above target levels.

**Yellow** levels are below target levels.

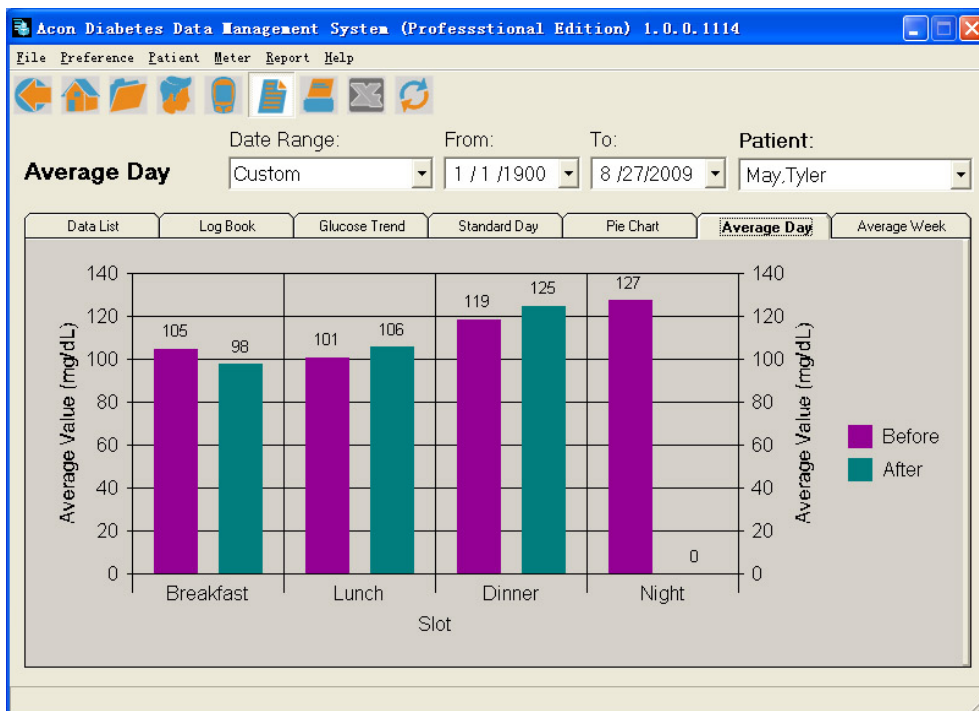
**Blue** values are hypoglycemic readings.

**Green** values are values that are within the target levels.

### Average Day Report

The **Average Day Report** is a bar graph depicting the average glucose readings (Before and After) for each day of the week and Time Slot over a selected time period.

To generate an **Average Day Report** select the **Average Day Report** tab. The report will be generated based on the settings of the previously viewed report.



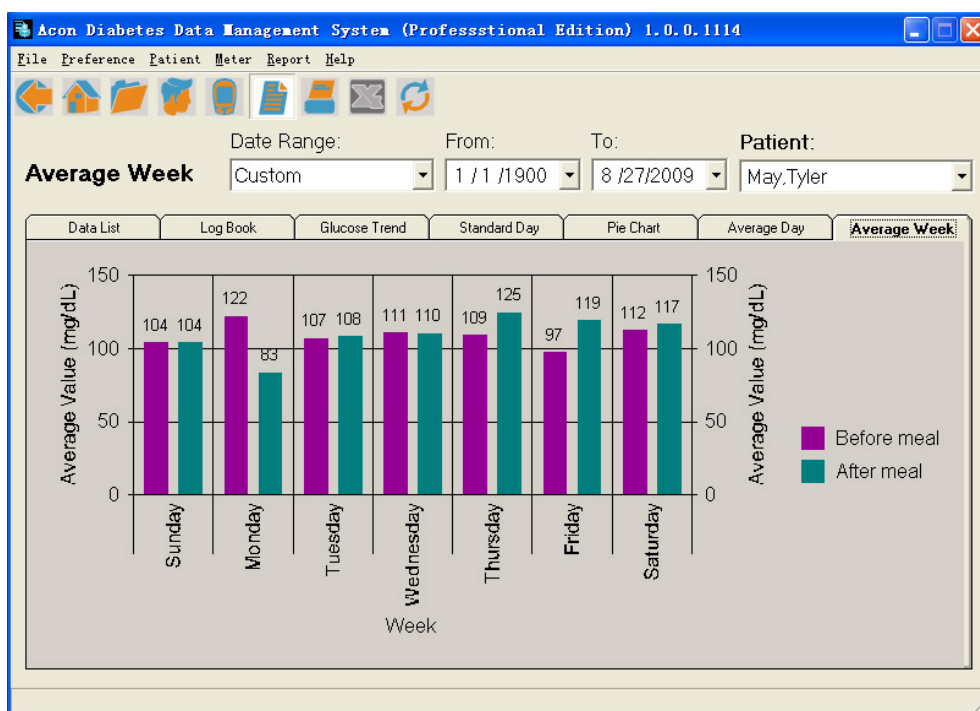
**Note:** For **Professional Edition** only, select the desired patient from the **Patient** pull down menu.

To change the report settings select a predefined date range from the **Date Range** pull down menu or provide a custom date range in the **From** and **To** date fields. The **Average Report** will be generated based on the selected Patient, Time Slot and Date.

### Average Week Report

The **Average Week Report** is a bar graph depicting the average glucose readings (Before and After) for a week and Time. To generate an **Average Week Report** select the **Average Week Report** tab. The report will be generated based on the settings of the previously viewed report.





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

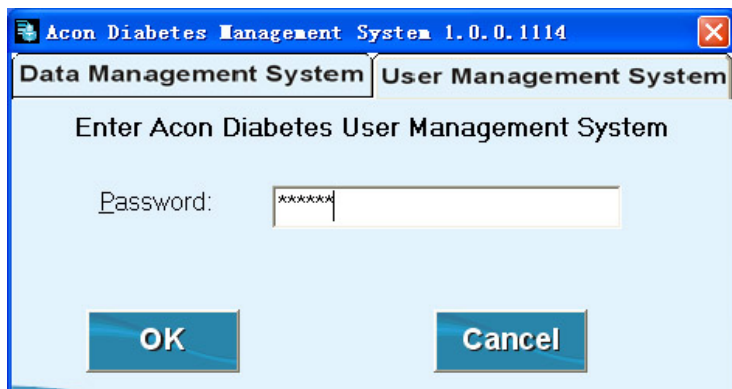
To change the report settings, select a predefined date range from the **Date Range** pull down menu or provide a custom date range in the **From** and **To** date fields. The **Average Week Report** will be generated based on the selected Patient, Time Slot and Date.

## Administration (Professional Edition Only)

The **Data Management System** and **User Management System** tabs are only available if the **Professional Edition** was installed, allowing Provider information to be added or deleted and passwords changed.

If the **Home Edition** was installed, these tabs will not appear.

Double click the **Acon DMS Pro** icon to start the application. The screen below will be shown asking for a password.



Select the **User Management System** tab and enter the **User Management System** password to show the initial **Provider** screen below.

Acon Diabetes User Management System 1.0.0.1114

File Help

Provider: Guest, Guest

Provider Info.

First Name: Guest

Last Name: Guest

Middle Name:

Gender: Male

Phone:

Address:

City:

State:

Country:

Guest, Guest's Patient List

Guest, Guest

Patient Info.

First Name: Guest

Last Name: Guest

Middle Name:

Date of Birth: 10/1/2006

Gender: Male

Address:

City:

State:

Phone:

Delete Save Add Cancel Change Provider Password Change UMS Password

### Updating Provider Information

To edit data for an existing Provider select the desired provider from the Provider Pull Down Menu.

Make the necessary updates in the **Provider Info** fields. There are no required fields. A unique combination of Last Name and First Name for each provider must be used.

Provider Info.

First Name: William

Last Name: Smith

Middle Name:

Gender: Male

Phone: 909-922-3000

Address: 48750 Seminole Dr

City: Los Angeles

State: California

Country: USA

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

**Note:** Changes to the default provider can be made but it cannot be deleted.

### Adding a New Provider

To add a new **Provider**, click **Add**. The Provider fields 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 to confirm.

Acon Diabetes User Management System 1.0.0.1114

File Help

Provider Info.

First Name: William

Last Name: Smith

Middle Name:

Gender: Male

Phone: 909-922-3000

Address: 48750 Seminole Dr

City: Los Angeles

State: California

Country: USA

Password: \*\*\*\*\*

Confirm Password: \*\*\*\*\*

Patient List

Patient Info.

First Name:

Last Name:

Middle Name:

Date of Birth: 10/1/2006

Gender: Male

Address:

City:

State:

Phone:

Delete Save Add Cancel Change Provider Password Change UMS Password

Click **Save** to save the new Provider information. This Provider will now be available in the **Provider** pull down menu based on the **Provider Last Name, First Name**.

### Deleting a Provider

**Note:** The default provider (Guest, Guest) cannot 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** pull down menu. Click **Delete**.

A **Delete Confirmation** dialog box will open with the **First Name** and **Last Name** of the Provider to be deleted. Click **OK** to delete the provider.

The Provider will be deleted and can no longer be selected from the **Provider** pull down menu when logging onto the application.

### Changing the Provider Password

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

Change Provider Bell, Emily Password (UMS)

Old Password: \*\*\*\*\*

New Password: \*\*\*\*\*

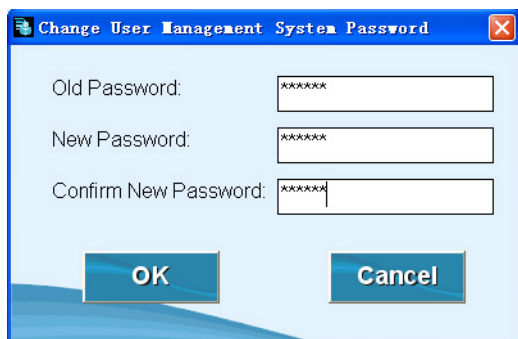
Confirm New Password: \*\*\*\*\*

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 New Password** field. Click **Ok** to save the new Provider password.

### Changing the User Management System Password

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

A screenshot of a Windows-style dialog box titled "Change User Management System Password". The dialog has a blue title bar with a close button (X) in the top right corner. Inside the dialog, there are three text input fields, each preceded by a label: "Old Password:", "New Password:", and "Confirm New Password:". Each field contains several asterisks (\*\*\*\*\*) to represent masked text. At the bottom of the dialog, there are two buttons: "OK" and "Cancel". The "OK" button is highlighted with a blue gradient.

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 New Password** field. Click **Ok** to save the new UMS password.

### System Requirements

Please note the following minimum requirements for your computer to use the **Diabetes Monitoring Software**:

**Operating System:** Windows Vista Business, Home Basic, or Home Premium,  
Windows XP Professional or XP Home,  
Windows2000

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

**Memory:** 512MB

**Hard Disk Space:** 70 MB (depends on amount of data to be managed)

**Connection Port:** Available RS-232 9-pin serial port or a USB port (USB to Serial port adapter accessory is available)

**Display:** 800x600 minimum

**Drive:** CD-ROM drive