

Setup Instructions for Referrers

This guide explains the technical requirements and instructions for a *referring* site to successfully set up their computer to use Ontario Health (OTN)'s Telederm service.

A *referring* site is where a physician or a designated member of a Family Health Team (FHT) uses the Telederm website with its built-in Medweb Viewer to create a consultation request (also known as a 'case' or 'study'), attach photographs of skin conditions, provide patient information, and assign the referral to a specialist (usually a dermatologist).

For a referring site there are two steps:

(1) [Review the system requirements](#) and (2) [Log in and set your profile preferences](#).

System Requirements

Hardware requirements

- Processor – Pentium 4 or better
- RAM – minimum 512MB of RAM
- Monitor – Minimum 1024 x 768 Resolution Monitor at 32-bit color depth
- Hard disk space – Minimum 100MB
- Free USB port – at least USB 2.0

Platform and browser requirements

- Windows 10 – Edge or Chrome
- Mac – Chrome or Safari
- iPhone and iPad – Safari
- Android – Chrome

Notes: The *OTN Telederm mobile app* is available only to users with OTN credentials (the mobile app is not integrated with ONE ID).

Internet connectivity:

- Internet connectivity with at least 256 kbps upload bandwidth
- Allow secure access to Store Forward application server (*i.e.*, https://)

Camera requirements (referring users only)

- 10 megapixels or better
- Auto focus
- Macro mode (close-up mode)
- Auto white balance

Logging In & Setting Your Profile Preferences

1. Open a new browser window, go to otnhub.ca.
2. Based on your login credentials (ONE ID or OTN), click the appropriate **Log In** button.
3. Follow the the on-screen prompts to sign in.
The **OTNhub home** screen appears.
4. Click **Teledermatology** in the top navigation bar.
The **Teledermatology home** page appears.



Figure 1: Sign in sequence

5. To access your profile page, click **Personal Profile** in the left navigation panel.



Figure 2: Telederm home page

The Telederm **Personal Profile** screen appears.

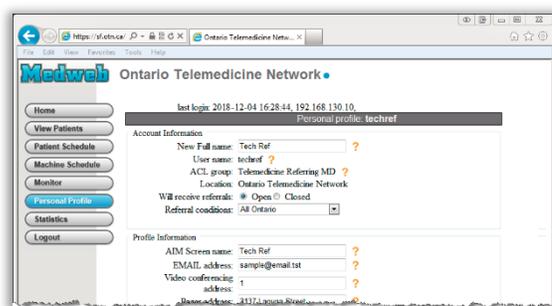


Figure 3: Profile page

6. Scroll down to the **Other** section and select:
 - ActiveX-free
 - Web Viewer (No installation required)

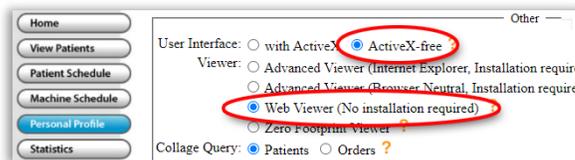
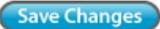


Figure 4: 'Other' section on profile page

7. Select the default for your **View Patients** dashboard. That is, which cases you want to see in the list when you first open the View Patients dashboard.

The system default is 'Assigned Cases'.

8. To save your changes, click  at the bottom of the screen.

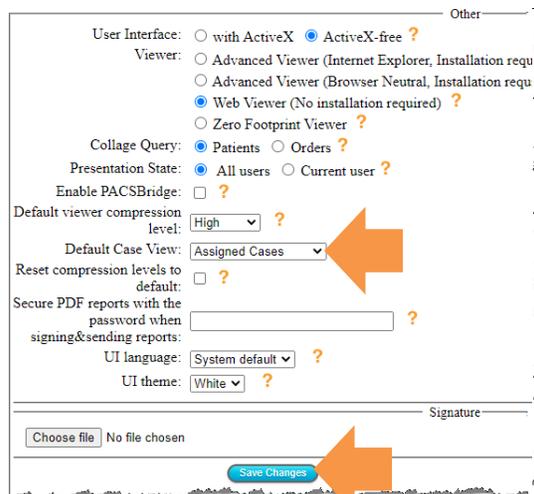


Figure 5: Default case view setting

9. To complete the process, click  in the left navigation panel.
10. To ensure a clean and complete installation, restart (close and re-open) the browser window.

You can now log in again and start using the Telederm service.



Figure 6: Logout in navigation panel