

What is Telederm?

OTN's Telederm service allows physicians and nurses to securely send dermatological referrals, including images of the patient's skin condition and relevant patient history to an Ontario based dermatologist.

The consultant then reviews the referral through the Telederm application returning a suggested diagnosis and treatment plan to the referring site.

The complete record of the patient's referral remains available to both the referring site and the dermatologist to review at any time.

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Lighting Considerations

Good lighting is critical to ensure that your photos are not dark or blurry.

Please consider the following:

- Supplementary light can be used such as floor lights and lamps.
- Use two light sources positioned at 45 degrees pointed towards the subject.
- If the light is still insufficient, use the flash feature on the camera.
- Ensure that the blinds are closed.



Setting Up the Room

It is recommended that the wall color of your Telederm room be either white or off- white.

Please consider the following:

- Skin tones in a white room (correct skin tones) vs. a blue room (incorrect skin tones).
- If you do not have a white room, suspend a white sheet on the wall.
- Have the patient stand with their back to the wall and shoot perpendicular to the ankle.
- You should have areas with adequate lighting for 3 potential patient positions standing, sitting, and lying down.
- If you require a seated shot:
 - Drape a white sheet behind the ankle for the background and shoot perpendicular to the ankle
 - Get the patient to sit on the edge of the bed or situate a chair underneath another fluorescent light in the room.



Taking the Photos

Telederm requires cameras with a rating of at least 10 megapixels. Furthermore, the camera used should have the macro mode feature.

Please consider the following:

- Make sure you fully charge the battery (takes approximately 2 hours to charge)
It is suggested having a second battery fully charged as a back-up.
- Ensure that the camera is set to auto-focus or intelligent auto.
- The image size should be between 4 – 8 Mb.
- As a rule, it is better to move the camera closer to the subject than using the zoom button.
- Make sure to always shoot perpendicular to the subject.
- Always include a paper ruler in at least one shot of the patient - as this provides prospective of size for the dermatologist.
- Before submitting the referral, please review the photos full screen on your computer for quality control.
- If the images are blurry, it might be necessary to use a tripod.





Ideal Image

- ✓ Skin Tones are accurate.
- ✓ Skin infection is evenly lit providing ideal skin typography.
- ✓ Skin infection is at the centre of focus.



Blurry Image

- ✗ Image is out of focus.
- ✗ Skin infection has not been framed properly.

Suggestions

- Use the auto focus and ensure the camera is set to macro mode.
- Use a tripod to steady the camera.



Off Tone Image

- ✗ Image has a magenta tone.
- ✗ Image is too dark.

Suggestions

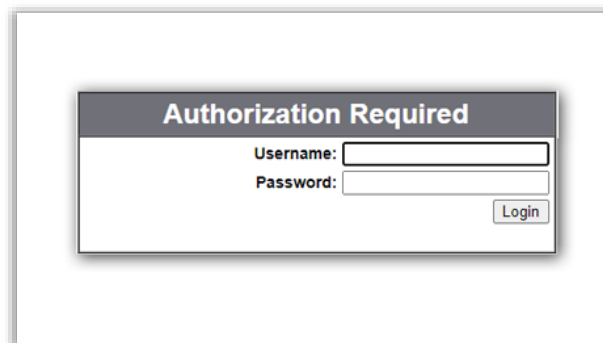
- Ensure that you are using sufficient lighting.
- Use the cameras flash feature.

Submitting the Referral

Submitting a referral to a dermatologist is a quick and easy process. Follow these simple steps:

Step 1: Log into Telederm App

The camera should be plugged into the computer. Open a web browser and type otnhub.ca in the address box and log in using your user or ONE ID credentials. Select "Teledermatology" from the lower menu. If you experience any difficulties logging in, contact OTN's service desk at 1-855-654-0888.



The image shows a login window titled "Authorization Required". It contains two input fields: "Username:" and "Password:". Below the password field is a "Login" button.

Step 2: Initiating a Referral

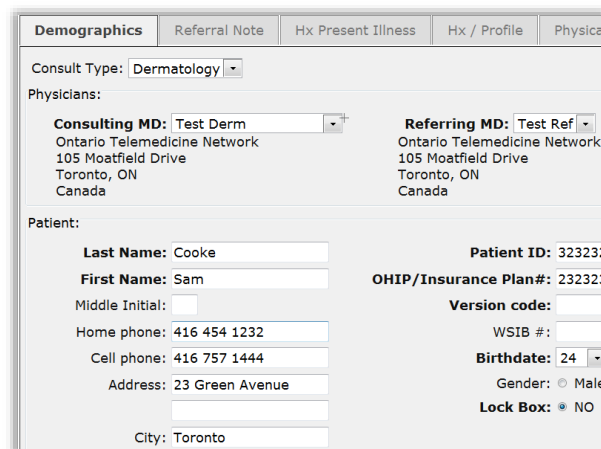
Once in, click on the **Dermatology** link under the New Consult title in the right navigation panel. A Patient Demographics form opens in a new window (indicated by the tab located at the top of the screen). It is important to accurately select both the consulting and referring MDs. These two fields are critical! Now complete the patient's information in the fields provided.



The image shows a navigation panel with a tab at the top labeled "New Consult:". Under this tab, "Dermatology" is highlighted with a red circle. Below "Dermatology" is "Wound Care". Further down, under the heading "Case View", there are several radio button options: "All Cases", "New/Updated Cases" (which is selected), "Unassigned Cases", "Assigned Cases", "Answered Cases", "Ongoing Cases", and "Returned Cases".

Step 3: Completing Patient History

After completing the Demographics tab, click the Next button to move onto the **Referral Note** tab. You can move back and forward between tabs by using the Previous and Next buttons located at the bottom of the screen. Complete the fields - including the reason for consultation, the chief complaint as well as the patient's medical history. If you have an EMR, you can by-pass the Patient History pages and attach the document in the Other Data page before submitting the referral.



The image shows a "Patient Demographics" form. At the top, there are tabs: "Demographics", "Referral Note", "Hx Present Illness", "Hx / Profile", and "Physical". The "Demographics" tab is active. Below the tabs, there is a "Consult Type:" dropdown menu set to "Dermatology". Under "Physicians:", there are two dropdown menus for "Consulting MD:" and "Referring MD:", both set to "Test Derm" and "Test Ref" respectively. Below these, there is a "Patient:" section with various input fields: "Last Name:" (Cooke), "First Name:" (Sam), "Middle Initial:" (empty), "Home phone:" (416 454 1232), "Cell phone:" (416 757 1444), "Address:" (23 Green Avenue), and "City:" (Toronto). On the right side of the form, there are fields for "Patient ID:" (323232), "OHIP/Insurance Plan#:" (232323), "Version code:" (empty), "WSIB #:" (empty), "Birthdate:" (24), "Gender:" (Male), and "Lock Box:" (NO).

Step 4: Uploading Images

The **Images** tab is where you can upload the photos you have taken. To attach an image, click a **Choose file...** button. Note, that it is better to use one or two good quality images rather than several mediocre photos. Once you have uploaded the images, drag a number onto the model to indicate the body areas that correspond to each image. After all images are uploaded, click the Next button to advance to the Other Data page.

Patient: Sam Cooke
Patient ID: 3232323
Consult type: Dermatology
Consulting MD: testderm

Drag numbers onto the model to indicate body areas that correspond to images.

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20

Prev Save and Finish Later

Step 5: Submitting the Referral

From the **Other Data** tab, you can attach an EMR and submit the referral. At any time, if you require further information - you can save and finish the referral later. When you submit a referral, a confirmation panel appears where you can review the case or print a summary. The referral is given a status of "Assigned".

edermSF[®]

Referral Note Hx Present Illness Hx / Profile Physical Exam Images Other Data

Patient: Cooke Sam
Consult type: dermatology
Referring MD: Test Ref
Consulting MD: Test Derm
Telemedicine tracking number: MWA95

Tue Oct 11 12:02:05 2020

Print this summary OK

Save and Finish Later

Step 6: Telederm Notifications

In the **Profile** settings of the Telederm app, you can choose to receive an email notification when the consultant has responded to your referral. After you receive this notification email, you can review the dermatologist's diagnosis and comments from the referral report.

e-Mail Notifications

When signed consultant reports are available ☒

When replies are added to my cases ☒

When cases are returned without evaluation ☒

Case has not been opened by consulting MD in 2 weeks

Signed report has not been generated in 2 weeks

Response to a reply has not been added in 2 weeks

When case has remained in draft state for 2 weeks

Step 7: Locating the Referral Report

To do this, log into the Telederm app and use the filter to search by chart number or name. Make sure that the case view is set to All Cases before initiating the search. When you locate the referral, click on the **Reports** link. From the reports section, you can view the consultants reply and diagnosis. From patient's details, the referral request as well the reports section, you can reply to the consultant if necessary. You can also close the referral from this area.

State	Last Update	Images	Reports	Mgmt
answered	07-22-2020 15:28:55	View (4)	View (1)	
assigned	07-21-2020 11:37:54	View (2)	View (1)	
assigned	07-21-2020 11:32:15	View (2)	View (1)	
answered	06-23-2020 10:25:22	View (3)	View (2)	
assigned	06-17-2020 10:17:37	View (3)	View (1)	
assigned	06-16-2020 13:44:23	View (3)	View (1)	

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Search Name / ID # / Consult #
Date of birth:
Starting Date
Ending Date
Diagnosis
Referring MD location
All
Search Reset