JTECH MEDICAL
NORTHSTAR

INSTRUCTIONS FOR USE

NORTHSTAR

INTAKE   EVALUATE   ANALYZE   REPORT

Publication Information

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Printed manuals or manuals in a different language may be requested by
sending an email to support@jtechmedical.com

❶ Notice: Any serious incident that has occurred in relation to this device should be reported to the manufacturer and the competent authority of the Member State in which the user and/or patient is established.
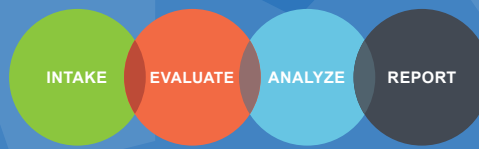
Contents

Manual Conventions

Buttons/Graphics

This manual and the JTECH Medical Northstar software frequently use graphics or icons to identify particular tasks. Below are typical icons and their meanings.

Button Conventions

Specific functions for buttons and icons are assigned throughout the JTECH Medical Northstar software program.

Close without Saving - closes the window without saving.

Save and Close - only displayed when data has changed on a form, it saves the data and closes the form.

Add - used to open data entry fields for list items in evaluation forms.

Edit - used for editing items within a form.

Delete - removes the highlighted item from a list.

Delete All - removes all data from a list or form.

Play - starts a queued test sequence or timer.

Stop - ends a queued test sequence or timer.

Pause - temporarily pauses a queued test sequence or timer.

Load - opens a form for selecting available item sets.

Save - opens a form for saving the item set, such as a test sequence for reuse.

Move Up - moves highlighted item up in a list.

Move Down - moves highlighted item down in a list.

Show Reps - displays repetition data for tests.
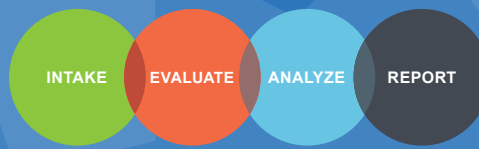
Edit Item Lists - opens a form for editing list items for various menus.

Load Previous Visit - loads the test data from a previous visit.

Heart Rate - displays heart rate data when a heart rate monitor is used.

Multimedia Help

JTECH Medical Northstar software features an exclusive Multimedia Help System that provides video and text information on test protocols. Multimedia Help is accessed at the testing forms using the "Video" button. Buttons are selected with either one or two clicks.

Getting Started
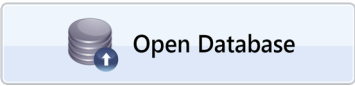
Home Screen
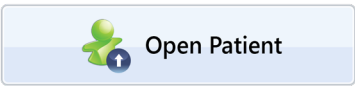
The Home Screen includes a number of buttons that you will use to navigate the software. This manual covers them in the order that they appear in the software, which is also the order generally followed in most exams.

Databases - Add, remove, and edit databases.

Patients - Manage patient records and any associated patient visits.

Tests - Perform tests and document test data and other physical findings.

Analysis - Review test results, interpret and summarize findings.

Reports - Create customizable reports and print forms.

Settings - Modify system options, configure JTECH devices and create custom tests.

Help - View help manual and software license. Also access the JTECH website.

Software Navigation Toolbar

At the top of the software, you will find the icons that are located on the home screen. The navigation toolbar provides quick access to the items found on the home screen.

Click on the **Open Database** button to quickly access available databases. If only one database exists, it will be automatically selected.

Click on the **Open Patient** button to quickly access patient data, without leaving the Home Screen.

If you have a database and/or patient selected, you can click on the respective name to edit the information. Clicking the ❌ next to the database or patient information will close the current database and/or patient.

Edit Patient

Basic Information	Personal Background	Medical History	Family History	Complaints	Employment

All fields are optional except the first name. However, the patient's age, gender, and/or handedness are often required to calculate normal values for various tests.

First Name: John   Middle Name: C

Device Registration

Before you start testing, you will need to register your devices to communicate with the software. You can register devices in the Settings section of the software.
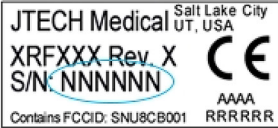
Settings – Devices

Use this form to configure and connect your JTECH devices. Wireless devices must be registered here to enable communication with this computer. Locate the serial number of each device you wish to use and enter it in the appropriate field below. Refer to the illustration on the right for examples of where to find a device's serial number.

Full recalibration is usually not required nor recommended but can be performed if necessary. Please refer to the user manual or contact JTECH for further assistance.

Serial Number

Device	Serial Number			
Inclinometer (Primary)	01000000	Test		
Inclinometer (Secondary)	02000000	Test		
Muscle Tester	18000C	Test	Zero Calibrate	Full Calibrate
IsoTrack		Test	Zero Calibrate	Full Calibrate
Static Gauge		Test	Zero Calibrate	Full Calibrate
Goniometer	06000000	Test	Zero Calibrate	Full Calibrate

JTECH Medical Salt Lake City UT, USA
XRFXXX Rev. X
S/N: NNNNNN CE AAAA
Contains FCCID: SNU8CB001 RRRRRR

YRFYYY Rev. X
S/N: NNNNNNNN CE
RECEIVER: XXXXXX ***MHZ
MFG: JTECH MEDICAL

Databases

Creating a Database

To create a new database, click on the ➕ and perform the following steps:

- Select whether you would like to create a local database (stored and accessed only on one computer), or a shared database (stored on a server and accessed by multiple computers).

- Give the database a unique name (the System Name will automatically populate based upon the name you provide).

- Select a folder for the database by clicking on the 🗄 button, and navigating to your desired save location.

- Choose a Database Backup option.

Adding an Existing Database

To add an already existing database, click on the [+] , then the Add Existing Database tab at the top of the screen.

- Begin by selecting the type of database you'd like to add (local or shared).

- Click on the [⛁] button, and locate the database you would like to add.

- Once you've selected your database, the name fields will automatically populate. You can edit the Display Name of the database, but the Server Name will remain fixed.

- Choose a database backup option.

Editing a Database

To edit a database, first select it from the list of available databases, and then click on the [✎] button. You can change the display name of the database, backup options, and for shared databases, the connection parameters. (Note: To change the save location of a database, you will need to manually move the database file, and use the Add/Remove function in the software. **Be sure to backup data before beginning this process.**)

Backup and Restore

To manually create a backup of a database, select the database and click on the [⛁] button. Select a save location for the backup file, and then click Backup. To restore a database from a previous backup, select the database, and click on the [⛁] button. Navigate to the backup you would like to restore, and click Restore.

Transfer Data

JTECH Medical Northstar software allows you to transfer a variety of non-patient data from one database to another. For example, if you created a Test Sequence or Custom Tests that you'd like to use with the patient files in another database, you can transfer the data, and avoid recreating these items manually. (Note: If no check boxes can be selected, you do not have any data that can be transferred between databases.)

The process requires you to first export the data from the originating database. From the main database menu, select the originating database, and then click the [⤵] button. The Export Data screen will automatically populate the database information. In order to export your data, perform the following steps:

- Click the [▭] button and navigate to the desired save location.

- Use the default name (Server Name and date), or create your own name for the save file.

- Check which data types you'd like to export. If no items are available under data types to export it means you do not have any items to export.

- Click the Export button.

Once you have exported the data, return to the main databases screen. Select the destination database, and click on the ⟳ button.

- Click the "Import Data" tab at the top of the screen.

- Click the ▭ button and navigate to the saved file.

- Data conflicts occur when an imported item has the same name or identifier as an item already found within the data base. If you would like to override any redundant data with the new data, check the box at the bottom left of the screen. If this box is not checked, then any data that exists in both databases will not be imported into the destination database.

User Accounts

This optional module allows you to create unique user accounts, and require login in order to access and record patient data. The user account used to collect patient data can also be displayed on any reports generated.

Enabling User Accounts

User account security is unique to each database. In order to enable this feature, select the desired database, and then click on the 👤 button. The first time you access this feature for a database, the software will inform you that you will first need to create a user account:

- The initial account will default to Admin and Active status. Subsequent user accounts can be assigned an admin or normal role, which determines what areas of the software they can access.

- Assign a user name (the name used to log in) and password.

- If you would like the user to be required to change their password upon the first login, check the "Force Password Change" box. (Note: This option will be disabled for the initial account.)

- Assign a display name (the name that will appear on reports).

Disabling User Accounts

Once user account security is enabled and the initial admin account has been created, you can create, remove, and edit user accounts, and disable user security for the database. (Note: these features are accessible only to users with Admin level accounts.) If you would like to disable user accounts for the database, navigate to the User Accounts window and click "Disable User Security." The software will retain all user accounts, but they will be deactivated. If you choose to re-enable user accounts, you will need to create a new admin account. You can then re-activate previous user accounts as desired.

Patients

Selecting Patients

The middle pane of the patient screen displays a list of all the patients you've created. When a patient is selected, the right pane will display a list of that patient's visits. When you click on a patient and a visit, you'll notice that the navigation bar at the top of the software updates to show that selection. Once you have selected the desired patient and visit, simply click the ❌ button or use the navigation bar to move to the section of the software that fits your purposes.

Patients

Use this form to manage your patient records and any associated patient visits. Note that most test data is linked to a patient visit.

Selecting a patient will reveal its corresponding patient visits. Double click an item to edit it.

Search

Search for any patient records matching the specified text.

You may search by patient name, patient ID, birth date, or visit date.

Recent Patients

Display any recently created or opened patients.

All Patients

Display all patients.

Patients — Add | Edit

Name	ID
Aaden Hamza Kapanadze	PIM 645
Abbie Paisley Brunner	HRV 508
Abby Cross Graham	WFQ 273
Abdullah Gregory Robert	JIQ 335
Abdullah Kaden Attard	SEV 330
Abdullah Keyon Garcia	TBG 054
Ace Charlie Giles	STX 796
Ace Smit Dalton	MDL 861
Adalyn Dayana Giordano	ENA 128
Addisyn Monica Petrauskas	YOH 074
Addyson Hahn Vaughan	HRS 106
Adriel Georgiev Lehner	WNL 599
Alani Neveah Johnson	WDE 833
Alberto Tanner Janssen	YND 727
Alden Adolfo Pierce	PSJ 616
Alden Jonathon Turner	XDJ 084
Aleah Clara Maldonado	WYS 073
Aleah Paityn Atkinson	XHH 340
Alec Demetrius Ballard	CNP 789
Alec Titus West	WOD 735
Alexa Megan Hasanov	RZN 792
Alexis Bethany Lazarević	TSO 275
Alexis Singh Boyanov	YKN 713
Alfred Moses Navarro	PQY 593
Aliana Daniels Bean	LVQ 946
Alice Savannah Bauer	RXP 216

Visits — Add | Edit

Date	Visit
3/8/2014	Initial Visit
3/2/2015	Follow-Up Visit
4/23/2015	Routine Visit
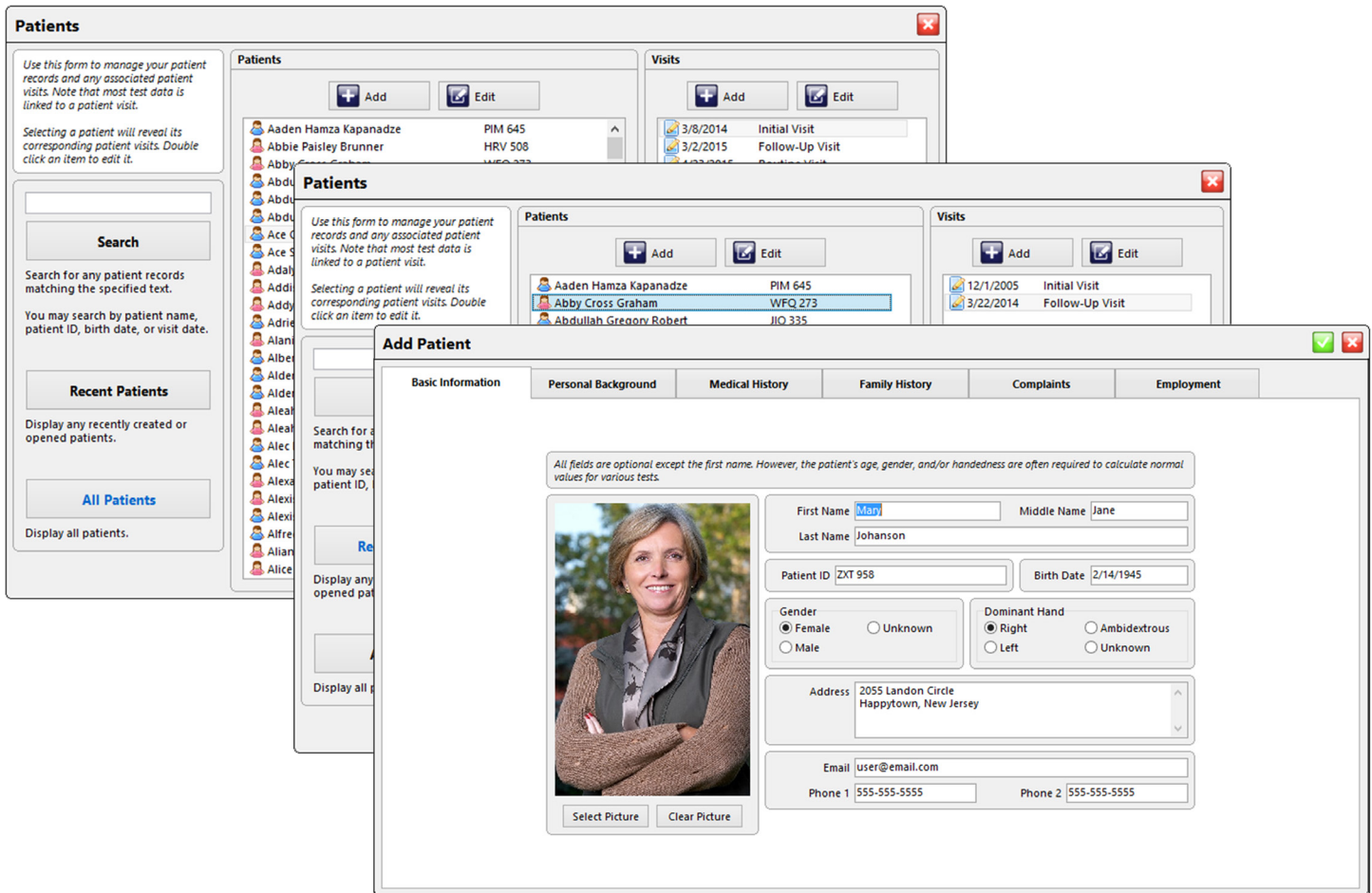
Searching for Patients

You can make finding patients a bit easier by using the search option on the left. You can search by first, last, middle, or part of any of these names. You can also click on the Recent Patients button to display only those patients that have been recently created or opened. Clicking on the All Patients button will remove filters and return you to a full list of patients.

Adding/Editing Patients

To add a new patient, click on the ➕ button at the top of the screen. A new form will open, where you can input the patient's information. The only required information is the patient's first name, but the patient's age, gender, and handedness may be required to determine normative values for some tests. The various tabs along the top of the screen allow you to include more detailed patient information.

To edit an existing patient, select the patient from the main list, and click the 🖉 button at the top of the screen, or simply double-click on the patient name. The same form used for adding a patient will open, and all existing information can be edited.

Adding/Editing Visits

With a patient selected, you can add a new visit by clicking the [+] button at the top of the visits pane. A new window will open where you can input the visit information. The name or type of visit (initial, follow-up, etc.) and the date are the only required fields. To add a custom name for a visit, click on the [::] button and add a new option.

To edit an existing visit, select the patient and visit, and then click on the [✎] button at the top of the visits pane, or simply double-click on the visit. The same form for adding a new visit will open, and all existing information can be edited.

Adding/Editing Cases

From the Add/Edit Visit screen, you can choose to associate the visit with an existing Case using the drop-down menu, or add a new Case by clicking on the [+] on the right side of the screen.

Cases allow you to group a series of visits together, and include expanded care provider information (such as insurance, referral information, etc.).

Test Categories

After the patient and visit information has been saved in the database, you can now start testing by clicking on the "Tests" icon in the main menu. The Tests menu gives you 6 different options to choose from: Quick Screen, Physical / Neurological, Device, Functional, Hand, and Test Sequences.

Quick Screen

Perform a simple set of motion and strength tests to quickly identify physiological impairments and other areas of concern.

Physical / Neurological

Document vital signs, appearance, pain, reflexes, orthopedic tests, sensory exams, myotomes, visual range of motion, palpation, amputations, and more.

Device

Objectively measure range of motion, strength, and pain sensitivity using your JTECH devices.

Functional

Perform functional testing, including material handling, work activities, postures, dexterity, and cardiovascular condition.

Hand

Document hand evaluation components such as hand function, skin and nail condition, wounds, burns, and edema.

Test Sequences

Reload the last test sequence or follow a JTECH-supplied test sequence.

Quick Screen

This optional module allows you to perform quick neuromusculoskeletal evaluations for upper and lower extremity strength loss, spine range of motion, grip strength and pain level. Quick Screening data can be saved to a patient file and incorporated into a more detailed Northstar examination or used for tracking progress over time. Quickscreen is an excellent tool for patient marketing, education, and retention.
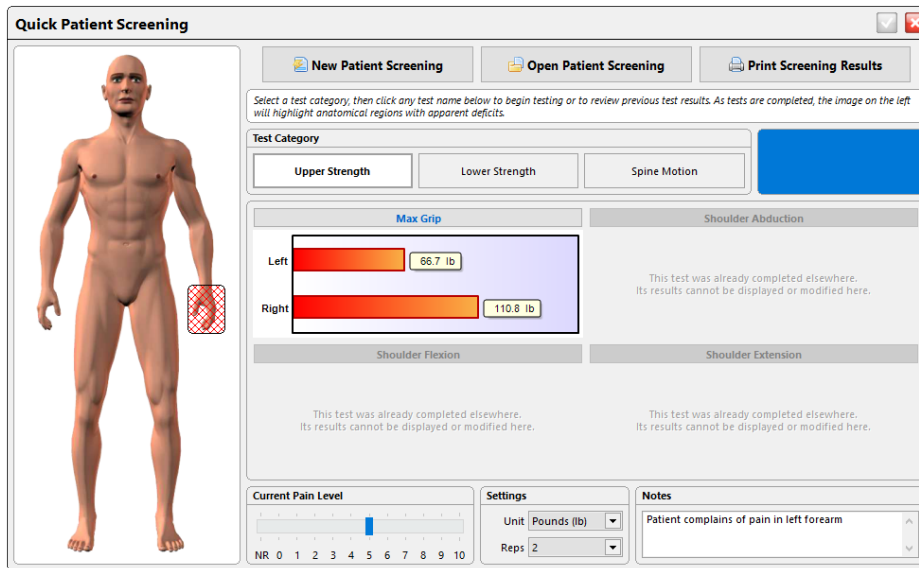
Physical / Neurological

The Physical/Neurological section is used to document findings such as vital signs, pain, outcome questionnaires, deep tendon reflexes, sensory perceptions, orthopedic tests, palpation and visual examination for range of motion.
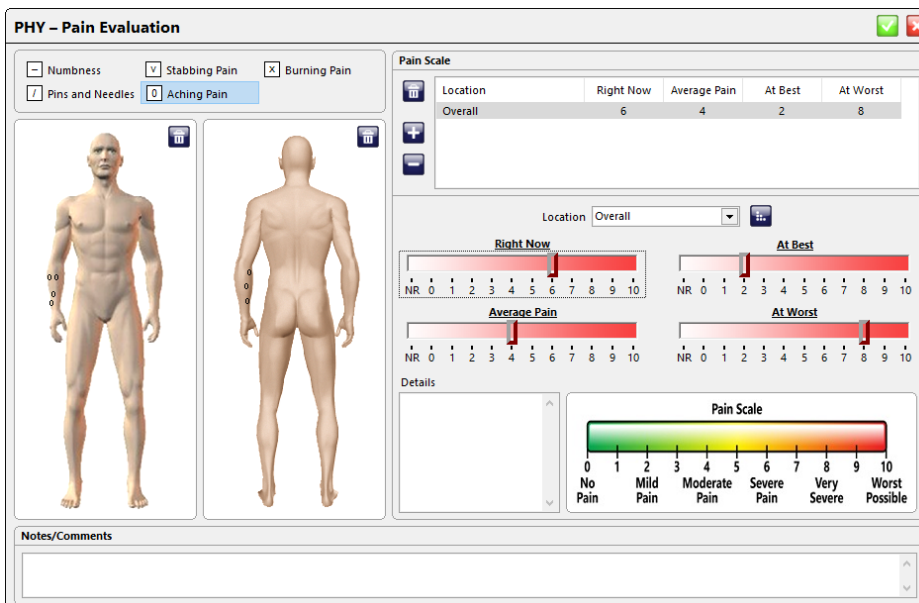
Device
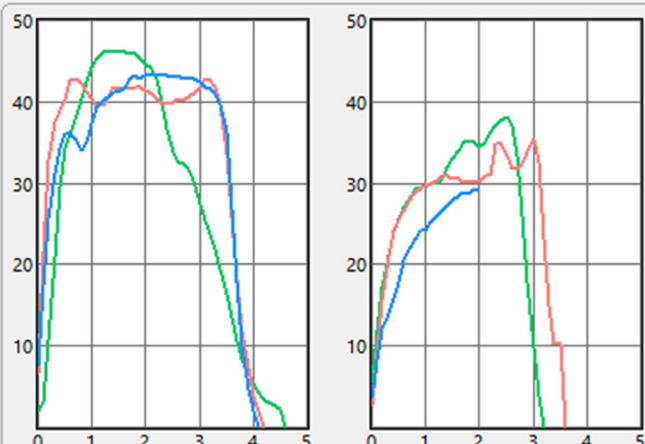
The Device section is used to collect objective testing data with JTECH proprietary devices. It is also used if you have the Manual Entry module to collect data with a non-computerized device. The Device test module contains 8 Device Categories: Inclinometry, Muscle Testing, Algometry, Static Strength Testing, Goniometry, Grip, Pinch, and Isometric Muscle Testing (IsoTrack Pro).

Functional

This module is designed to facilitate efficient documentation of functional capacity evaluation components. The Functional test module contains 5 Functional Categories: Activities, Postures, Material Handling, Dexterity, and Cardiovascular.

Functional Categories

ACT – Reaching Overhead

Enter Pre Test data. Select a test in the list to enter/edit its data. Record test duration using the Stopwatch. Once testing is complete, mark ability level and enter Post Test data.

Objectives
☑ Job Requirement
Frequency: Frequent

Pre Test
Heart Rate: 65
Pain Level: 0

Test Data

Test	Reps	Time (mm:ss)	Heart Rate	Pain Level	Ability
1-3x	3	00:04	75	0.5	
10x	10	00:12	78	0.5	
10x Fast	10	00:05	83	0.5	
200x	200	03:42	100	1	

Test Title: 200x | Reps: 200 | Time (mm:ss): 3 42 | Heart Rate: 100 | Pain Level: 1 | ☐ Ability | Stopwatch (mm:ss): 03:42

Post Test
Reason for Stopping: Met job requirement | Heart Rate: 95 | Pain Level: 2

Notes

Assessment
Frequency: Frequent

Totals
Reps: 223 | Time: 04:03

Hand

This module is designed to facilitate efficient documentation of hand and upper extremity evaluations.

Test Sequences

The Test Sequences menu allows you to quickly access pre-defined and custom test sequences or to reload the last test sequence used.

Test Selection

The Test Selection area of the software allows you to add a variety of tests to the test hopper, which functions like a music playlist. You can add tests from each of the various screens, and then move through each using the buttons at the bottom of the hopper.

Clicking on the Device or Functional tests icons will display a list of available devices or categories in the top left of the screen. Available options will be blue and selectable. Clicking on an option will open the test selection screen for that particular device or category.

You can add tests from multiple test selection screens to the test sequence. Once you've added all the tests from the current test selection screen (for example, device), click on the ❌ to return to the main test selection screen.

Some devices will display a diagram of the body. Click the area of the body that includes tests you'd like to perform, and click the check boxes to add the test to the hopper.
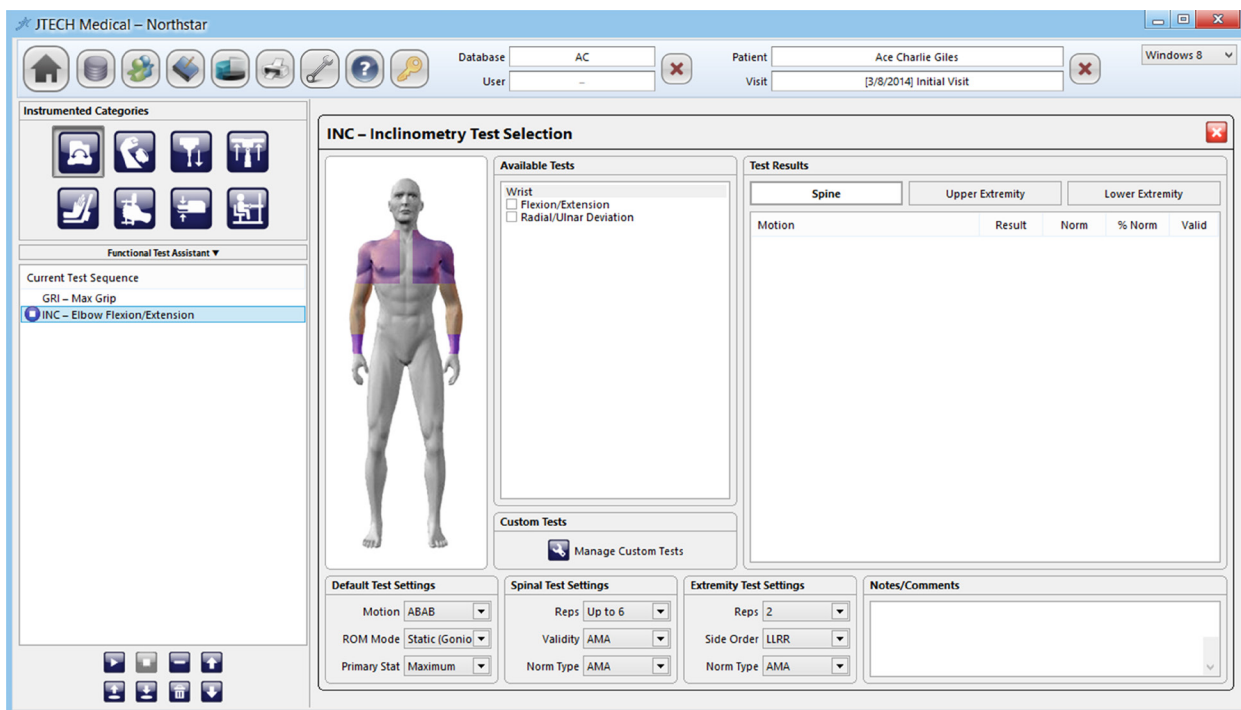
Current Test Sequence

▶ starts the test sequence from the currently selected test and will continue until all tests are completed.

◼ stops the current test or list of test.

⬆ and ⬇ changes the order of the selected test.

⬆ opens a pop-up window to load previously saved test sequences.

📥 opens a pop-up window to save the current test sequence.

➖ delete the selected test.

🗑 deletes all of the tests.

Global Test Settings

On Device Test screens you have the option to change the test settings for all tests for that device. Note: with the exception of the unit of measurement, changes made to the global settings will not impact tests that have already been completed.

Test Settings

Each screen includes a test settings section on the right, which allows you to alter the test settings for *the specific test you are performing*. If you want to change settings for all tests that correspond to a particular device, refer to the "Global Test Settings" section on page 18 of this manual.

Saving and Exiting the Test

Once you have finished the test, click on the ✅ button in the top right of the screen to save the results and continue.

If you decide not to save the results, but still wish to exit the test, press the ❌ button. If you entered data, a pop-up screen will ask if you would like to save before exiting. Clicking "Yes" will save the data and exit the test, "No" will exit without saving, and "Cancel" will return you to the test in progress.

Help Videos

Device and Functional tests include help videos, which provide a narrated overview of the test setup and procedure. Videos are accessed directly from each individual test screen by clicking on the 🎥 button at the top right corner of the screen.

Battery Indicator

Battery levels and the status of connected devices are displayed at the top right of the software. Hovering over the icon will display more information, and colors provide an estimate of the battery charge remaining.

🟢 Green – more than 30 minutes of charge remaining

🟡 Yellow – less than 30 minutes of charge remaining

🔴 Red – charge immediately; device may stop working at any moment

🟠 Orange – charge immediately; device may stop working at any moment

🔵 Blue – connecting to device

⚫ Black – device lost

🔴❗ Red Exclamation – unexpected error

Analysis

Note: The analysis section of software does not do any automatic data analysis. It merely displays the data you collected during your examination, to allow you to review and make appropriate judgements on your patient's care.

Test Results

Select the test you'd like to review from the tree menu on the left.

Use the drop-down menu at the top of each section to change which stat is used to summarize the test data. Click on the 📊 button to see the repetition data for each test.

Notes entered on this screen will also be updated on the test screen and can be included on reports.
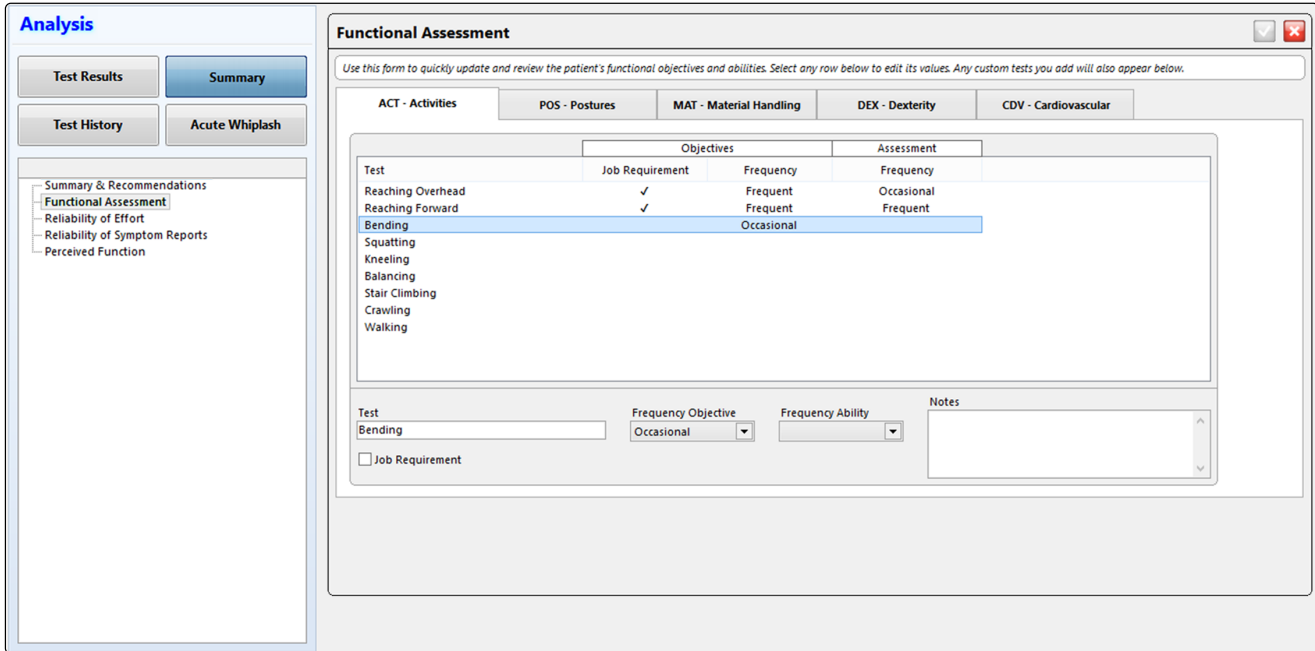
Summary

The Summary screens allow you to view and record information related to functional assessments and patient effort, as well as document any recommendations. Using the menu on the left, select the area you'd like to visit. Some screens will populate with recorded test data, while others allow you to document patient data using check boxes, drop-down menus, and text boxes.

Test History

The Test History screens allow you to view patient data across the patient's visit history. You are able to select the date range you'd like to compare, and see any changes between visits on a graph and as a percentage.

Acute Whiplash

This form allows you to document findings for patients suffering from acute whiplash based on Dr. Crofts's Whiplash Guidelines. The software will display the corresponding Grade and Treatment Guidelines from Dr. Croft's research, with the exception of complicating factors. You can also add custom complicating factors by clicking on the ▦ button at the top of the screen.

Impairments

The Impairments section is used to assign impairments based on the American Medical Association's *Guides to the Evaluation of Permanent Impairment 5th Edition*. The impairment rating automatically compiles device range-of-motion tests for Spine, Upper Extremity, and Lower Extremity and displays the total percentage of the patient's impairment. You can then select which impairments apply to the patient being reviewed. The *Total Whole Person Impairment* menu allows the test administrator to make modifications to the total impairment percentage based on their clinical findings.

Impairment Rating – Total Whole Person

Use the following checkboxes to include or exclude impairment ratings. Numbers beside excluded items show the potential rating if it were to be included. Modifications with ratings can be made along with the reasoning behind the change.

Regional Impairments

Spine
- ☑ Spine: 1%
  - ☑ Cervical: 1%
  - ☐ Thoracic
  - ☐ Lumbar

Upper Extremity
- ☑ Left: 24%
  - ☑ Shoulder: 4%
  - ☑ Elbow: 21%
  - ☐ Wrist
  - ☐ Hand
- ☑ Right: 0%
  - ☑ Shoulder: 0%
  - ☑ Elbow: 0%
  - ☐ Wrist
  - ☐ Hand

Lower Extremity
- ☑ Left: 0%
  - ☐ Hip
  - ☑ Knee: 0%
  - ☐ Ankle/Foot
  - ☐ Toe
- ☑ Right: 0%
  - ☐ Hip
  - ☑ Knee: 0%
  - ☐ Ankle/Foot
  - ☐ Toe

Notes

Injury from fall has limited range of motion of left elbow.

Total Whole Person Impairment

Reason for Modification   Modification: 2

Patient complains of strong pain in left shoulder

17%

Reports

Narrative Reports

Option A - Narrative Express

This report option uses a pre-set template that will include all of the relevant information from the exam. If you would like a more tailored report, consider the Narrative Select or Narrative Expert options, which offer customization.

Option B - Narrative Select

Creates a report as in Option A with only the selected items.

Option C - Narrative Expert

Select from a list of previous templates you've created, or click on the Open Narrative Expert button to create a new custom Narrative Report from the list of available options.

When creating a new template, click on the category you'd like to include on the report, and then select from the available narrative items.

Use the buttons on the bottom right hand of the screen to arrange or delete items, save templates, and create the report. Refer to page 2 for the button conventions used in this manual.

The Narrative Item Customization section allows you to create custom text to save and add to reports.
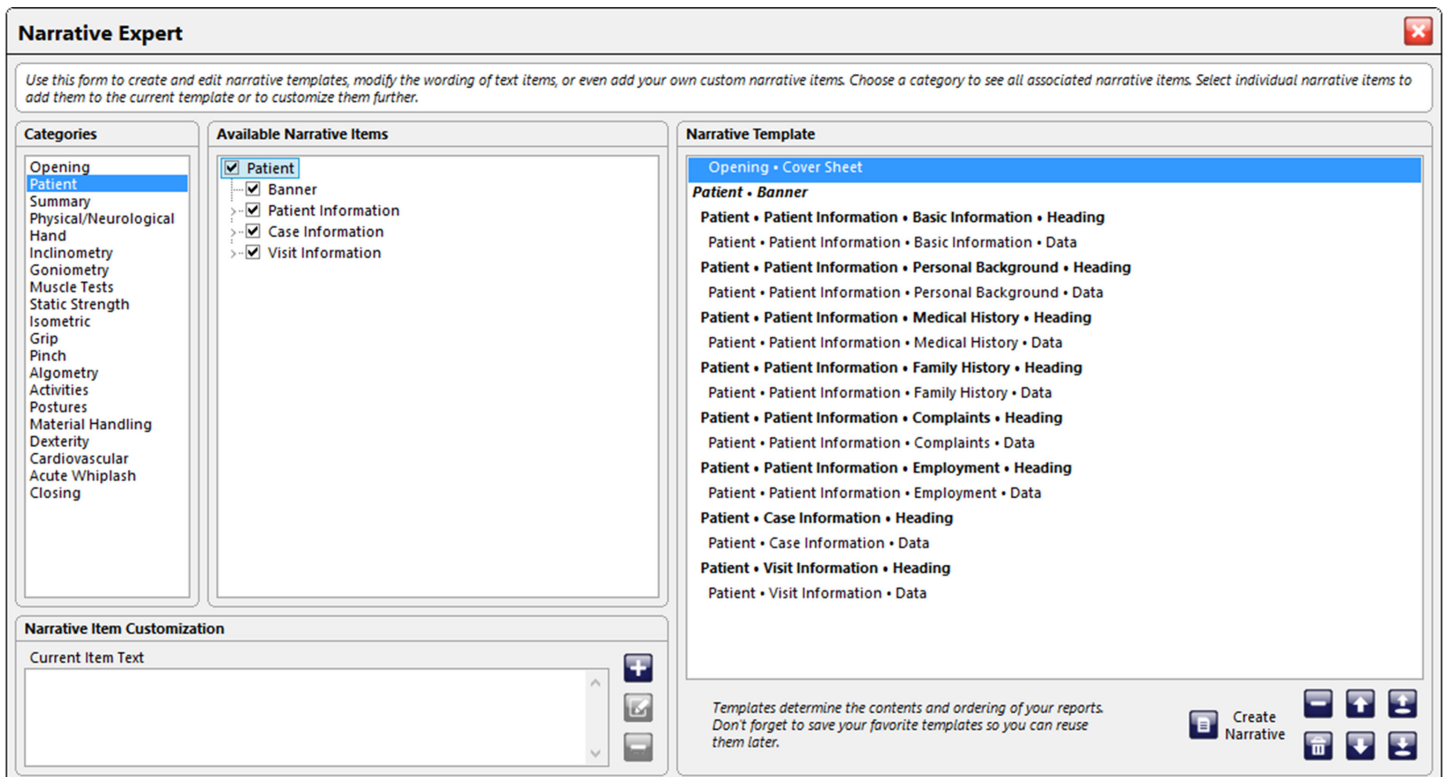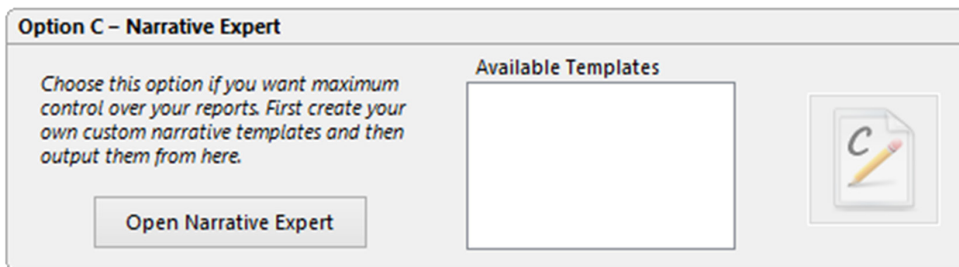
Settings

You can change a number of the settings for the narrative reports (font size and color, document layout, etc.). This screen is accessible from the main Settings menu of the software, or by clicking the 🔧 button on the narrative reports screen.

Forms

The forms section of the software includes a number of standardized forms, which are provided by independent medical organizations (such as the AMA, for example). Click on the desired report/reports to add it to the template. Use the buttons at the bottom of the form to reorder or delete report/reports, save or load a template, and preview or print the forms you've chosen.

At the bottom left hand side of the screen, you'll find buttons that will open the DOT medical report and Employer Services Packet.
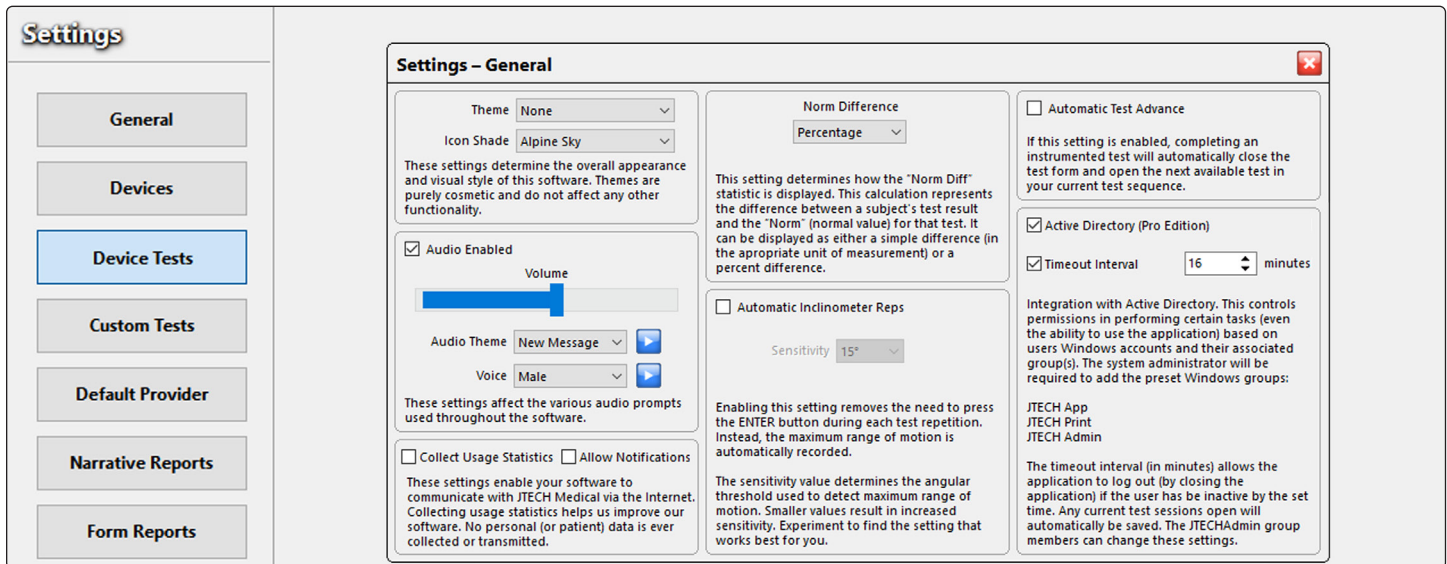
Settings

General

This screen is used to set the basic functions of JTECH Medical Northstar software.

Active Directory Integration (Pro Only)

Northstar Pro software can be configured to use single sign-on in a configuration where Microsoft Active Directory (AD) has control over application access and limiting access to certain portions of the software. When a user logs in to the computer, Northstar software will automatically check the AD groups they are assigned to and determine what capabilities they have within the software. The main areas that AD can be used to control access to are: Application Launch, Report Printing, and AD Administration.

Setting up AD with Northstar Pro is easy:

Step 1: A domain administrator or active directory administrator must create access groups within the AD environment. Note: Group names are case sensitive.

JTECH App – Members of this group can launch the application
JTECH Print – Members of this group can print reports from the application
JTECH Admin – Members of this group can enable/disable AD

Step 2: Add AD users to the appropriate groups

Note: Users can be assigned to more than one group. For instance, a user that needs to access the software and be able to print reports should be assigned to JTECH App and JTECH Print. A user that needs to just access the software to do testing can just be assigned to JTECH Admin.

Step 3: Install Northstar Pro software and enable AD

Enabling/Disabling Active Directory

To enable or disable AD, open the Northstar software and go to Settings > General. AD is enabled by checking the box next to Active Directory (Pro Edition)

Once enabled, a timeout interval can be set for the application if desired. The timeout interval automatically closes the Northstar software when the software is inactive for the set number of minutes. Information from the current test session will be saved prior to the application closing.

Enabling AD will also automatically enable an audit log. The audit log contains information about the date and time of login events including username and access rights, if any for the user.

After enabling AD, only a member of the JTECH Admin group can change the settings.

Device Tests

Select whether you would like to use the device or manual data entry for recording data (note: algometry allows for data to be collected by either an algometer or muscle tester). You can also select whether you would like to enable foot switches to navigate through tests or hand switches to stop recording data during a rep in Algometry tests.

Settings

| General |
| Devices |
| **Device Tests** |
| Custom Tests |
| Default Provider |
| Narrative Reports |
| Form Reports |

Settings – Device Tests

Use this form to select the preferred source of data for each category of device tests. Wireless devices must first be registered before becoming available for selection here.

Test Category	Data Source	Other Options	
INC – Inclinometry	Inclinometers	☐ Use Foot Switches	
GON – Goniometry	Goniometer	☐ Use Foot Switches	
MUS – Muscle Tests	Manual Data Entry	☐ Use Foot Switches	
GRI – Grip	Grip	☐ Use Foot Switches	
PIN – Pinch	Manual Data Entry	☐ Use Foot Switches	
ALG – Algometry	Algometer	☐ Use Foot Switches	☐ Use Hand Switch
STA – Static Strength	Manual Data Entry	☐ Use Foot Switches	
ISO – Isometric	Manual Data Entry	☐ Use Foot Switches	

Custom Tests

If you have a particular test you want to perform that is not in the test menu, create a Custom Test:

Settings

| General |
| Devices |
| **Device Tests** |
| Custom Tests |
| Default Provider |
| Narrative Reports |
| Form Reports |

Settings – Custom Tests

Select a category on the left to view and manage its corresponding custom tests. Custom tests can be added, edited, removed, and rearranged using the buttons below on the right.

Custom Tests

Test Name	Test Type	Active

Test Details

Devices

To connect an device to JTECH Medical Northstar software, type in the serial number found on your device's label.

Test – tests the connectivity for the entered device.

Zero Calibrate – A zero calibration establishes the neutral position for the respective device.

Full Calibrate – A full calibration will ask you to register readings at several different angles or amounts of pressure. A full calibration should be completed using certified weights to ensure accuracy.

Custom Test Manager

Custom tests can be accessed two ways:

- After clicking on "Settings" click "Custom Tests"

- On the test selection screens, click the ⚒ button

If accessed from "Settings," you will need to select the database for which you would like to add or edit the custom tests. If accessed from the test selection screen, the Custom Test Manager will default to that device upon opening.

Test Type Selection

On the left side of the test screen you will find several boxes, each containing a number of buttons. The first box contains Device tests, the second has Functional tests, and the third has Physical tests. Clicking on a button will allow you to view, create, delete, and manage custom tests for that device or test type.

Creating Custom Tests

To create a Custom Test, click on the ➕ button on the right side of the screen. Depending on the area you have chosen, the Add Custom Test screen will have a variety of options. The basic elements that are on every screen— and the only elements for several devices—are the test name and description.

Advanced options range from choosing the region/location of the Custom Test to selecting involved muscles, or inputting your own normative values. These options will reflect the standard test forms themselves, so refer to the individual device section of this manual if you are unsure of what an area means.

In addition to selecting from the available options, the Custom Tests will require you to check whether or not you would like the test to be Active. An Active test will be available for selection from the corresponding test selection screen. Inactive tests will be unavailable for further testing, but data already collected for these tests will still be displayed in results and will print on reports.

Edit Custom Tests

If you would like to edit any of the custom tests you've created, you can do so by double-clicking the test, or by clicking on the [icon] button on the right side of the screen. Some options cannot be changed via the edit screen, but a large majority of them can be altered. The software will not allow you to edit a Custom Test once it has been used with a patient. Instead, create a new Custom Test and mark the old iteration as inactive.

Delete Custom Tests

JTECH Medical Northstar software will not allow you to delete any custom tests that have been used with a patient. Instead, it will give you the option to inactivate the test. If you would like to delete a test that has not been used, simply highlight the test, and then click on the [icon] button.

Customer Support, Product Returns & Licenses

Customer Support

JTECH Medical provides customer support for all the products we sell. You may register up to three individuals from your office to serve as eligible customer support contacts anytime during your support agreement. The three contacts are registered for the life of your support agreement and support will only be available to the registered individuals from your office.

Support Policies

Software

- Your three registered users are eligible to receive software support for twelve (12) months from the date of purchase.
- An extended service contract may be purchased to provide you with unlimited assistance after your initial twelve-month support period expires. Please contact JTECH Medical Customer Service for more information on Extended Service Plans.

Hardware

- Your hardware is shipped with a one-year warranty (Please refer to warranty section).

- After the initial one-year time period, you will be charged for any hardware issues (repair, replacement, shipping, etc.).

- You can buy extended warranties for your JTECH Medical Northstar hardware. Please contact JTECH Medical Customer Service for more information.

Before Calling for Support

- Check the manual.

- If you still need help, please have a registered support contact call JTECH Medical Customer Support. See "Contact Information" on page 35.

When you call for support, please be ready with the following:

1. Name of clinic and support contact
2. Customer number
3. Product name or type and date of purchase
4. Product serial number
5. Software version
6. Computer specifications
7. Description of the problem

Northstar Software License Agreement

PLEASE READ THIS SOFTWARE LICENSE AGREEMENT CAREFULLY BEFORE INSTALLING THE SOFTWARE.

BY CLICKING ON THE "ACCEPT" BUTTON DURING INSTALLATION YOU ARE CONSENTING TO BE BOUND BY THIS AGREEMENT. IF YOU DO NOT AGREE TO ALL OF THE TERMS OF THIS AGREEMENT, CLICK THE "DO NOT ACCEPT" BUTTON AND THE INSTALLATION PROCESS WILL NOT CONTINUE, RETURN THE PRODUCT TO THE PLACE OF PURCHASE.

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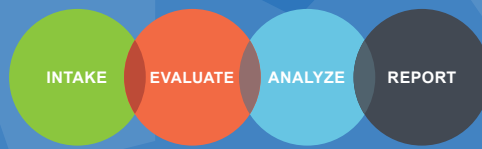
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Limited Warranty

This software is sold AS IS without further warranty as to performance, merchantability, or fitness for a particular purpose. The entire risk as to the results and performance of this software is assumed by the customer. JTECH warrants the USB drive on which the software is recorded to be free from defects in materials and workmanship under normal use for a period of 90 days from the date of purchase. If the USB drive should become defective during the 90-day period, it may be returned to JTECH for replacement without charge.

In addition, JTECH warrants the software to be free from significant errors that make it unusable for a period of 90 days from the date of purchase. In the event such errors are found, JTECH will reasonably attempt to correct them, or help the customer avoid them, with efforts JTECH believes suitable to the problem or, at JTECH's option, authorize a refund of the license fee upon return of the program.

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HIPAA

JTECH Medical Northstar software contains new features to help you comply with the requirements of the Health Insurance Portability and Accountability Act (HIPAA). There are also basic guidelines you should follow as a regular practice to help your clinic stay compliant. The guidelines provided here are suggestions specific to the operation of JTECH Medical Northstar software. For more information about HIPAA regulations and how they affect you, contact your legal counsel or the Department of Health and Human Services.

1. Position computer screens so they cannot be seen from other parts of your clinic.
2. Keep your JTECH Medical Northstar software closed when not using it.

3. Password protect your computers to prevent unauthorized use.

4. Do not leave reports or other documents with protected patient information in unsecured areas of the clinic.

Returns

• No software returns will be allowed after the seal on the software package is broken.
• New hardware may only be returned for credit within 15 days of receipt. No cash refunds will be issued.
• No returns of used or purchased demonstration inventory will be accepted.

Hardware items returned for credit within 15 days will be subject to a 20% restocking fee*, provided the items are in new condition and in the original packaging. If items require refurbishing or repair, the cost of service or repair will be deducted from the amount of credit. A Return Material Authorization (RMA) number must be obtained from JTECH Customer Service prior to returning any merchandise. When phoning or writing for an authorization number to return merchandise, please provide the Customer Service Department with:

1. Your name or customer number as it appears on the invoice or packing slip.
2. Your telephone number and person to contact.
3. Your P.O. number if applicable.
4. The part or catalog number(s) and description.
5. The reason for the return.

Authorized returns must be shipped pre-paid to:

JTECH Medical
7633 S Main Bldg D
Midvale, UT 84047
ATTN: RMA# (insert number)

*Restocking fee does not apply to government contracts.

Indications for Use

Northstar software is intended to be used by clinicans needing to perform musculoskeletal evaluations.

Contraindications, Adverse Events

There are currently no known contraindications identified for this software.

There are currently no known adverse events identified for this software.

Warnings

⚠ User should follow instructions contained in this user manual to prevent performing an incorrect action, omitting a necessary action, entering or recording inaccurate data, misinterpreting or misusing data, deleting important data, or incorrectly or inaccurately calibrating devices or configuring the software.

⚠ User should check to make sure the correct software has been sent prior to installation.

⚠ Not following the instructions for use may potentially contribute to over/underestimation of a patient's physical abilities and contribute to a misdiagnosis.

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NORTHSTAR

INSTRUCTIONS FOR USE

NORTHSTAR

INTAKE EVALUATE ANALYZE REPORT