

Click path for Admin Module

NIMS eHMS



e-Sushrut 9-5

An Advanced Hospital Management Information System

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Admin Module

Click Path

1. Login Process

A User Name & Password is provided for the Admin module. Admin has to enter this User Name & Password in login screen to access the module.

- On Admin Module page, Enter 'User Name' and 'Password' then click on 'Login' button after successful login, menu screen will appear.
- Errors and Exceptions in login can be due to Incorrect User Name or password or due to Network / Server failure

2. Hospital Master

Click on Hospital Configuration → Hospital Master

- Hospital Name → Enter the name of the Hospital as desirable in the application.
- Hospital Short Name → Enter the Short Name of the Hospital in the space provided.
- User ID → Enter the User ID through which user will access the application.
- Password → Enter the Password for the User ID created in the above step. Password should be 6 to 10 characters long and is case sensitive.
- Confirm Password → Reenter the Password for the corresponding User ID.
- Address 1 → Enter the Address of the Hospital in the space provided.
- Address 2 → Enter the Detailed/Elaborative Address of the Hospital in the space provided.
- Pin Code → Enter the Pin Code of the area in which Hospital is located.

- State → Select the State from the drop down menu in which Hospital is located.
- District → Select the District from the drop down menu in which Hospital is located.
- Phone No → Enter the Phone Number of the Hospital in the space provided.
- Fax No → Enter the Fax Number of the Hospital in the space provided.
- Email Id → Enter the Email Id of the Hospital in the space provided.
- Contact Person → Enter the Contact Person Name of the Hospital in the space provided.
- Hospital Type → Select from drop down menu applicable Hospital Type for which configuration is being done.
- Bus Route No → Enter the Bus Route Numbers in the space provided that goes to the Hospital location.
- Bed Capacity → Enter Bed Capacity of the Hospital in the space provided.
- Week Day Timings → Enter Week Days Timings of the Hospital in the space provided in HH:MM 24 Hrs format.
- Saturday Timings → Enter Saturday Timings of the Hospital in the space provided in HH:MM 24 Hrs format.
- Lunch Break Timings → Enter Lunch Break Timings of the Hospital in the space provided in HH:MM 24 Hrs format.

Save – Reset – Cancel Button

- Save → By clicking the button data will be saved and confirmation message would be displayed on the screen.
- Reset → Reset Window will erase all the records on the entered fields.
- Cancel → Cancel Window will take user to the main module page.

3. Menu Master

Click on Hospital Configuration → Menu Master

- All hospitals name under the defined user can be viewed on click of the Report button.
- New menus can be added in application by using menu master and can be mapped to their respective modules. For creating new menus we have to give a new name to a Menu and its corresponding URL.
- User will find Add, Modify, Delete, View and Report button at the bottom of the Menu master page through which all the activities of the Menu can be carried out.

4. User Management

User Management module is used for making new users and assigning them different authority of AHIMS application. New users can be created and they are given authorization to different module according to their requirements by this User Management module.

4.1 Group Master

Group Master is used for creating different groups in the application. Different groups are made due to different requirements of users. We can map user to any of these group according to his/her requirement.

- Add → Any new group can be made by using this Add button. Enter the Group Name and select Effective Date from the calendar. Click on save button to create a new group.
- Modify → Any existing group name can be modified by using this modify button.
- View → Group name can only be viewed by clicking on view button. This process is only for viewing.
- Report → All group names can be listed by clicking on this report button. By clicking on report button a report is generated. We can view all group names. Report can be used for Printing Purpose as well.

4.2 Seat Master

Every user is associated with a seat. Every seat is associated with a group. If we have to give many users the same authority then we can make one seat and then associate this seat to those users which are given the same authentication.

- Add → This process is used for adding new seat. Enter the Seat Name and then click on save button, new seat can be created.
- Modify → Any existing seat name can be modified by using this modify button.
- Delete → Seat name created can be deleted by this button. Select the Seat and click on the Delete button to remove the selected seat.
- View → Allocated Seat name can only be viewed by clicking of view button. This process is only for viewing.
- Report → All seat names can be listed by clicking on this report button. By clicking on report button a report is generated. We can view all seat names. Report can be used for Printing Purpose as well.

4.3 User Master

An individual user id is provided to every user. User id for every user is created by using this master.

- Add → Any new User Id can be created using this master. We can select employee or non-employee option from radio button. We have to give a unique user id to every user and a password from 6 to 10 characters. Then according to requirement of that user we can assign a group and seat to him. We have to give an expiry date for that user id and up to that mentioned expiry date that user id will remain active.
- Modify → Any modification in user id can be done by using this form. If any user needs to change his/her authority then this can be done by changing the seat given to that user. Any change in expiry date of that user id can also be done by using this modification process.
- Delete → Any user id which needs to delete from eHMS application can be deleted using this form. If we select any user id and then click on delete button, there appears a pop up window for confirmation. If we click on ok button of this confirmation window then selected user id gets deleted.

- View → Allocated User name can only be viewed by clicking of view button. This process is only for viewing.
- Report → All user names can be listed by clicking on this report button. By clicking on report button a report is generated. We can view all user names. Report can be used for Printing Purpose as well.

4.4 Reset User Password

This option is used for reset for password for any user id. If any user wants to change his/her password then this option is used. By clicking on reset user password the password for that user id is set as 123456 (Default Values). Now user can enter his/her new password by login into his/her user id.

Many Times, a user enters invalid user id and password combination in the login page resulting into Lock of the User Id. Hence User ID can also be unlocked using this sub module by selecting the corresponding User ID and clicking on the Unlock Button.

4.5 Change Admin Password

If we have to change the Admin module password then we can change using this process. User needs to enter the current password in the field and then enter the desirable password in the next field. User needs to enter New Password once again for the confirmation.

5. Role Management

In every module we can make different roles for different modules according to different users. According to the requirement of user different menus can be mapped to any role. Then these roles are mapped to different seats.

5.1 Role Master

- Add → Any new role can be made by using this Add button. Enter the Role Name, Select corresponding Module Name from the drop down menu and select Effective Date from the calendar. Click on save button to create a new role.
- Modify → Any existing role name can be modified by using this modify button.
- View → Role name can only be viewed by clicking on view button. This process is only for viewing.
- Report → All Role name with their Module Name can be listed by clicking on this report button. By clicking on report button a report is generated. We can view all role names with their corresponding module name in this report. Report can be used for Printing Purpose as well.

5.2 Group Role Master

Different roles which are created through role management process are mapped to different group by this process.

- Add → A new role of any module can be added to any group by using this process. User needs to select appropriate values for the drop down menus namely Group Name, Module Name and Role Name.
- Modify → Any existing group name can be modified by using this modify button. User needs to select appropriate values for the drop down menus namely Group Name, Module Name and Role Name.
- View → Group name can only be viewed by clicking on view button. This process is only for viewing.
- Report → Any group name with their role and module name can be listed in this report. Report can be used for Printing Purpose as well.

5.3 Role Menu Master

By using role menu master we can map different menus to different roles. For any module we can make different role by using Role Menu Master. User needs to select appropriate values for the drop down fields namely Module, Role and Root Menu and accordingly select the Levels.

After the selection has been done, select the items placed on the left hand side to the right hand side table by the arrow button so that the changes done are reflected in the application.

5.4 Seat Role Master

We can map many roles of different modules for any seat using seat role master. In this way different seats can be given different authority. User needs to select appropriate values for the drop down fields namely Group and Seat.

After the selection has been done, select the items placed on the left hand side to the right hand side table by the arrow button so that the changes done are reflected in the application.

5.5 Seat Permission Master

Seat permission master is used for mapping different data sets like alert name, ward name etc. to different seat according to requirement of user. User needs to select appropriate values for the drop down fields namely Group, Seat, Module and Data Set Name.

After the selection has been done, select the items placed on the left hand side to the right hand side table by the arrow button so that the changes done are reflected in the application.

6. Log Management

6.1 User Profile

User Profile shows the list of whole users. The user which have login will be shown by green color and the user which are not login will be reflected by red color.

6.2 User Log Report

User Log Report shows the Login time and Logout time for a specific user on specific date along with the IP Address through which application was accessed by the user. By selecting any user name, Date range clicking on go button the report is generated.

6.3 User Management Tree View

User management tree view shows the tree view of all group, seat and role.

6.4 Seat Role Audit Log Report

Seat Role Audit Log report shows different roles which are in different group and seats.

6.5 Role Menu Audit Log Report

Role menu Audit Log report shows the status of different menus from where they are Effective From and Effective To along with the menus name on the screen.

6.6 User Audit Log Report

This User audit log report shows all the details of the selected user. If any changes have been done to that user id then it shows all logs of those changes. It works as a comparison table demonstrating two table's namely Current record and Old Record.

6.7 Seat Permission Audit Log Report

Seat permission Audit Log report shows the data set which has been given to a particular seat in a particular group along with their Status, Entry Date and Modified Date (if any).

7. Hospital Master

This process is used for one time configuration for the information that will not change. Example: Hospital Name, Address, Phone number, Email id. All this Information should be entered in the application. Click on save button to complete the process of Hospital Master.