ROSA® Knee

DCMS User Guide

ZIMMER BIOMET

DRIVE
Case Management System

Log in with your Zimmer Biomet credentials:

Log In

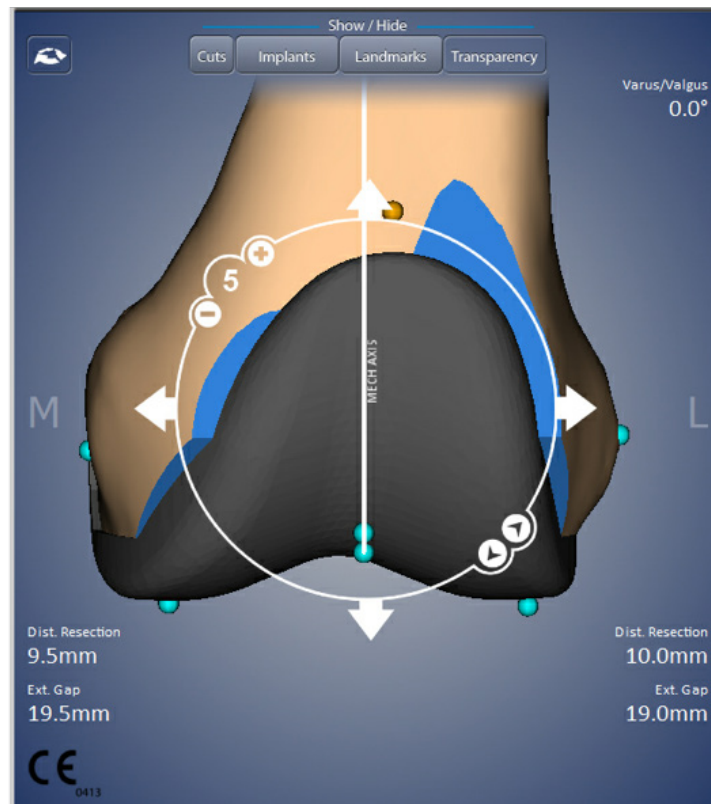Log in with your email and password:

Email *

Password *

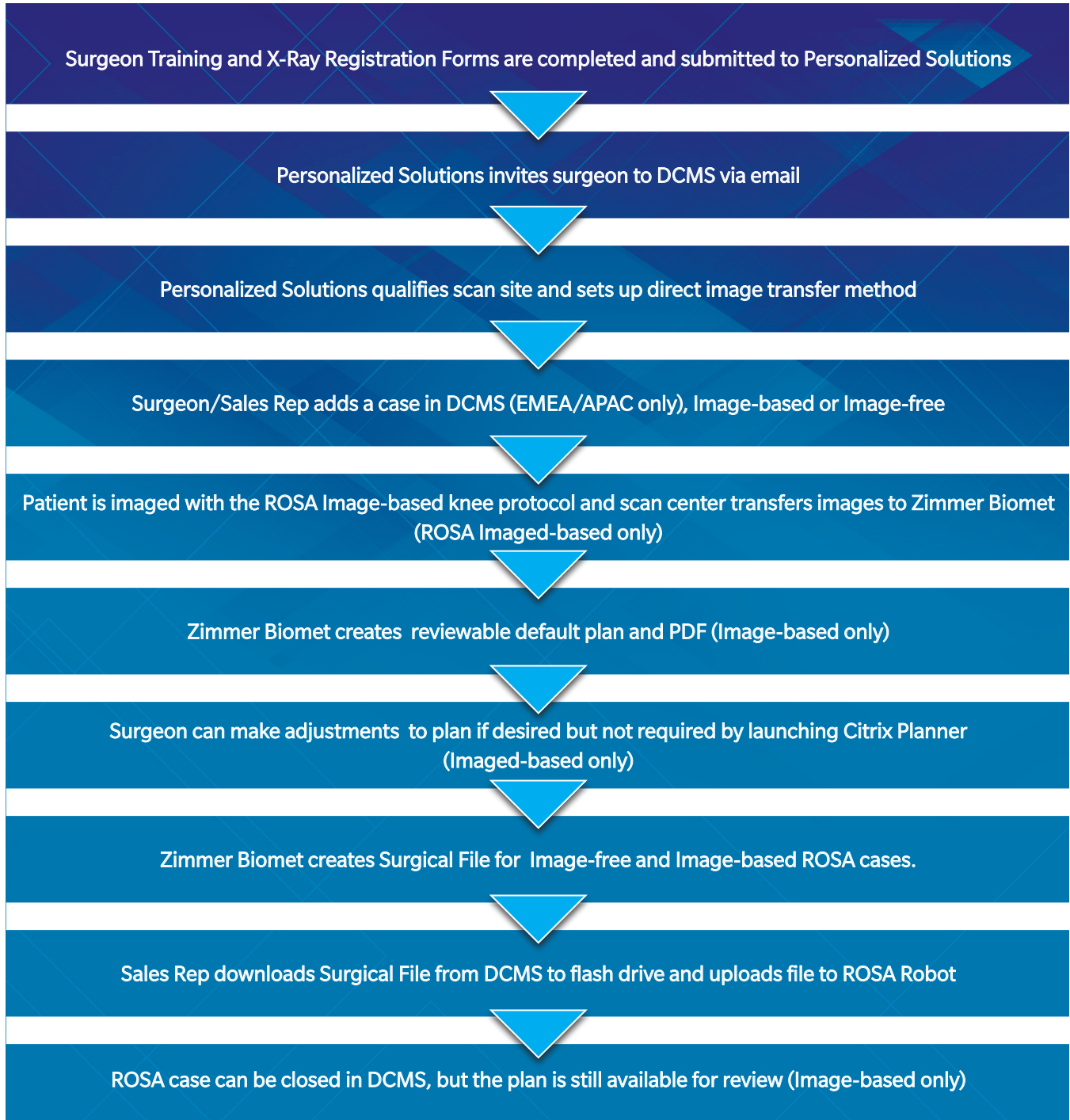Forgot password?

Log In

Table of Contents

Introduction

This guide is intended as a reference to help sales representatives and customers understand the process of scheduling and managing ROSA cases in the DRIVE Case Management System, (DCMS).

Summary

ROSA DCMS Process Overview

Surgeon Training and X-Ray Registration Forms are completed and submitted to Personalized Solutions

↓

Personalized Solutions invites surgeon to DCMS via email

↓

Personalized Solutions qualifies scan site and sets up direct image transfer method

↓

Surgeon/Sales Rep adds a case in DCMS (EMEA/APAC only), Image-based or Image-free

↓

Patient is imaged with the ROSA Image-based knee protocol and scan center transfers images to Zimmer Biomet (ROSA Imaged-based only)

↓

Zimmer Biomet creates reviewable default plan and PDF (Image-based only)

↓

Surgeon can make adjustments to plan if desired but not required by launching Citrix Planner (Imaged-based only)

↓

Zimmer Biomet creates Surgical File for Image-free and Image-based ROSA cases.

↓

Sales Rep downloads Surgical File from DCMS to flash drive and uploads file to ROSA Robot

↓

ROSA case can be closed in DCMS, but the plan is still available for review (Image-based only)

Surgeon Training and X-ray Registration Forms

Documents 1 and 2 below are required for Surgeon and Scan Center DCMS enrollment. Completed forms should be emailed to the Personalized Solutions team at PersonalizedSolutions@ZimmerBiomet.com.

Once the completed forms are received, Personalized Solutions will email invitations to the DCMS to the concerned parties. Please contact Personalized Solutions Customer Service with any questions.

1. **X-Ray Registration Form**

2. **Surgeon Training Form**
   - Includes Surgeon Signature
   - Typically completed at ROSA training

3. **Surgical Preferences (provided by PS Team)**

Logging Onto DCMS

DRIVE (DCMS) website url:

https://drive.zimmerbiomet.com

Sales Reps:
Log in with your ZB credentials **1**

External Users: **2**
Surgeons, PCC's and Scan Techs log in with credentials created when you accepted the invite.

Forgot password link for external users only. **3**

Region should default appropriately. **4**

ROSA Case Requirement & Lead Time

Required Patient Information
- First and Last Name
- Gender
- Date of Birth
- Surgery Date
- Body Side

ROSA Case Lead Times

1. **Image-free**
   - Can be scheduled same day (Surgical Files available immediately)
   - Recommended 1 or 2 business days

2. **Image-based ROSA Knee Protocol**
   - Five Business days assuming acceptable images are received the same day
   - Plans available for review 1 to 2 business days prior to surgery
   - If images do not pass quality inspection, case can be converted to Image-free ROSA

Scheduling a ROSA Case in DCMS

1. **Click on Add Case then Clinical Case. Select and or Search for** *Surgeon Name in Appropriate Region*; **Click** *Continue*.

2. **Select the** *Account/Hospital, Sales Team/ Rep & Distributor/Country*; **Add the** *Patient Information* **(First & Last Name, DOB & Gender); Click** *Continue*.

Scheduling a ROSA Case in DCMS *(continued)*

3. **Procedure:** *Select* **either ROSA Image-free or X-ray from Product Preference. Select a** *Body Side*; **Enter the** *Planned Surgery Date*; **Select a** *Scan Center* **(ROSA Image-based only) Click** *Continue*. **(Contact Personalized Solutions if desired Product Preference is not available for selection.)**

Product Preference

Anatomy	Technology	Modality	Procedure	Family	
Knee	ROSA	Imageless	Total	Persona	Select
Knee	ROSA	XRAY	Total	Persona	Select

Body Side ✶
Right ⌄

Planned Surgery Date (Right Side) ✶   Achievable Surgery Date
July ⌄ 31 ⌄ 2020 ⌄ 🗓   27-Jul-2020

Image Upload Deadline
24-Jul-2020

Scan Center ✶
NAM Center ⌄

Back   Continue

Scan Center
NAM Center
                                        Create

Optional: Hospital PO Number
_____

Scheduling a ROSA Case in DCMS *(continued)*

4. **Review: after reviewing all details, click *Create* to generate the booking**

Clinical Case

✓ 1. Surgeon   ✓ 2. Patient   ✓ 3. Procedure   **4. Review**

Review

Surgeon Name
Zander Cadaver

Account / Hospital	Sales Team / Rep	Distributor / Country
MtlsPRPR US Hospital	TEAM Cadavers	Zimmer Biomet - Cadaver

Patient Full Name
Rosa User Guide

Patient Date of Birth   **Age**
20-Jul-1920   100

Gender
Male

Anatomy	Technology	Modality	Procedure	Family
Knee	ROSA	XRAY	Total	Persona

Body Side   **Allergy**
Right   None

Planned Surgery Date (Right Side)   **Achievable Surgery Date**
31-Jul-2020   27-Jul-2020

Image Upload Deadline
24-Jul-2020

Scan Center
NAM Center

Back   Create

ROSA DCMS Case Life Cycle

ROSA case status is shown on the two Progress Banners below, Figures 1 and 2. These Banners are visible once the case has been opened to the Case Details page. The Banners are color coded and progress from left to right. Green indicates that the Action has been completed. Blue indicates that Action is in progress. Grey indicates that Actions have yet to be performed with the following exception. Figure 2 shows that Segmentation and Planning are grey, indicating that these steps haven't been completed. Since this is an Image-free case, the Segmentation and Planning Action will not be performed since there are no images to evaluate. Figure 3 below provides details as to the Actions and corresponding Case Status for each section of the Progress Banner.

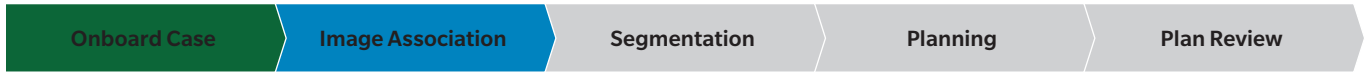Figure 1 ROSA Image Based Progress Banner

| Onboard Case | Image Association | Segmentation | Planning | Plan Review |

Figure 2 ROSA Image Free Progress Banner

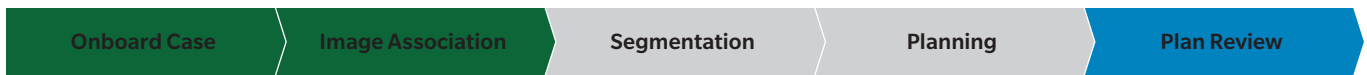| Onboard Case | Image Association | Segmentation | Planning | Plan Review |

Figure 3 ROSA Progress Banner/Action/Case Status
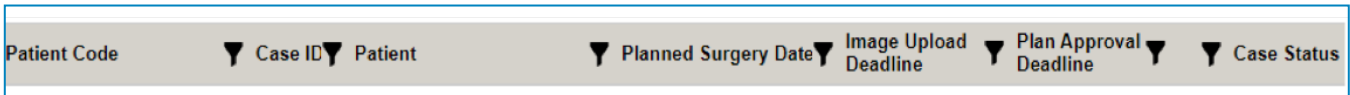
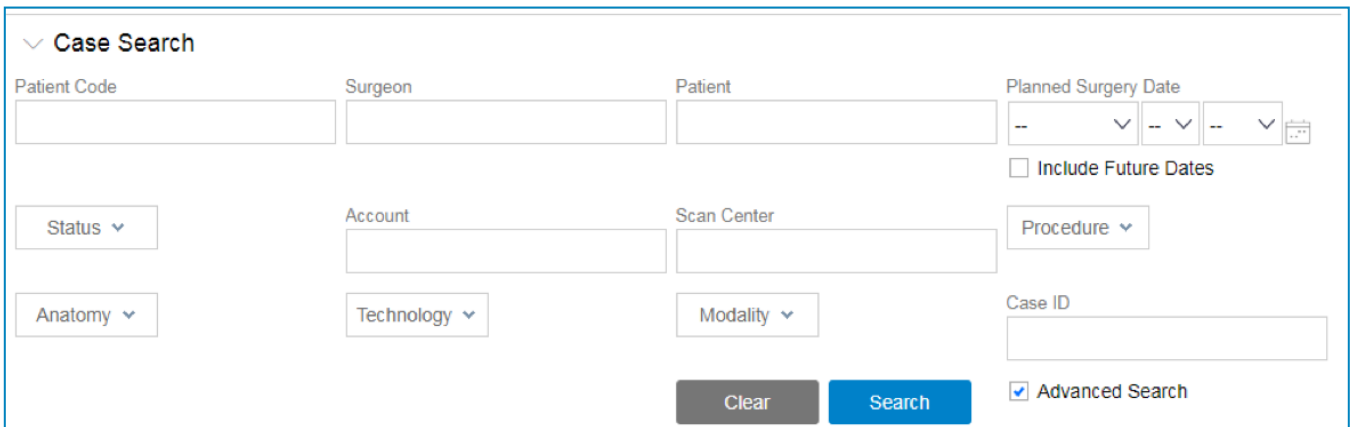| Onboard Case	Image Association	Segmentation	Planning	Plan Review
Action: Case added to DRIVE	**Action:** Images matched to case then triaged (quality reviewed).	**Action:** images segmented, landmarks validated.	**Action:** Plan generated and validated.	**Action:** Plan and surgical files released.
Case status: Awaiting Images	**Case status:** In Process	**Case status:** e-Manufacturing	**Case status:** e-Manufacturing	**Case status:** Planning Ready Closure Pending

DCMS Case List

ROSA DCMS Case list provides multiple search options. The case list defaults to active case but the user has the ability to select and search Closed case and or All cases. The color Blue indicates the active search option.

Cases		In Process	Closed	All
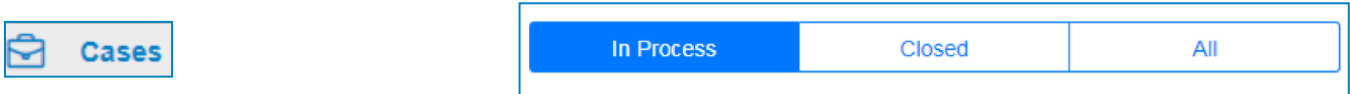
The case list banner is set up like an excel spread sheet with columns and corresponding filters that can be found to the right of the searchable column header.

Patient Code	▼ Case ID ▼	Patient	▼ Planned Surgery Date ▼	Image Upload Deadline ▼	Plan Approval Deadline ▼	▼ Case Status

ROSA DCMS case list also provides for more advanced searching options. This feature can be utilized by checking the Advanced Search box.

∨ Case Search

Patient Code	Surgeon	Patient	Planned Surgery Date
			-- ∨ -- ∨ -- ∨ 📅
			☐ Include Future Dates

Status ∨	Account	Scan Center	Procedure ∨

Anatomy ∨	Technology ∨	Modality ∨	Case ID

| | | Clear | Search | ☑ Advanced Search |

DCMS Actions Key Editing Case Details

How to edit case details for a ROSA DCMS case:
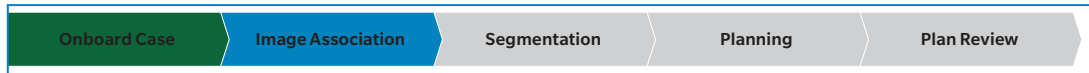
Open the case.

Click "Actions" (top right of case page).

Select "Edit Case Details" from the menu.

Note: depending on case status, certain fields are locked down.

Click "Submit" to save changes. (Contact Personalized Solutions with questions regarding editing case details)

(TTE-ZC-R-000) Awaiting Images

Onboard Case	Image Association	Segmentation	Planning	Plan Review

Actions ⌄
- Refresh a Case
- Edit Case Details

Edit Case Details   🕐 Due in 4 days from now

Patient Code
TTE-ZC-0326-R-000

ZB Purchase Order No
1535421

Status
Awaiting Images

Case ID
M3S-33951

Surgeon Name
Zander Cadaver

Account / Hospital *
MtlsPRPR US Hospital

Sales Team / Rep
TEAM Cadavers

Distributor / Country
Zimmer Biomet - Cadaver

Patient Information

Patient First Name *
test

Patient Middle Name
Middle Name

Patient Last Name *
test

Patient Date of Birth *
Mar ⌄ 6 ⌄ 1926 ⌄

Age
94

Gender *
Male ⌄

Cancel   Submit

DCMS Actions Key Changing Surgery Date

How to change the ROSA surgery date in DCMS:

Open the case; Click *"Actions"*

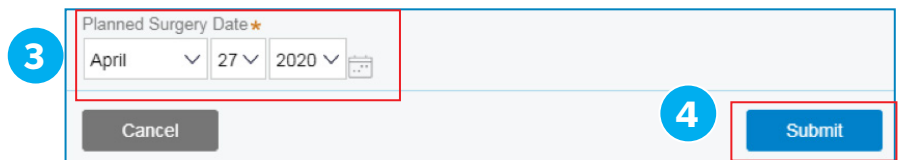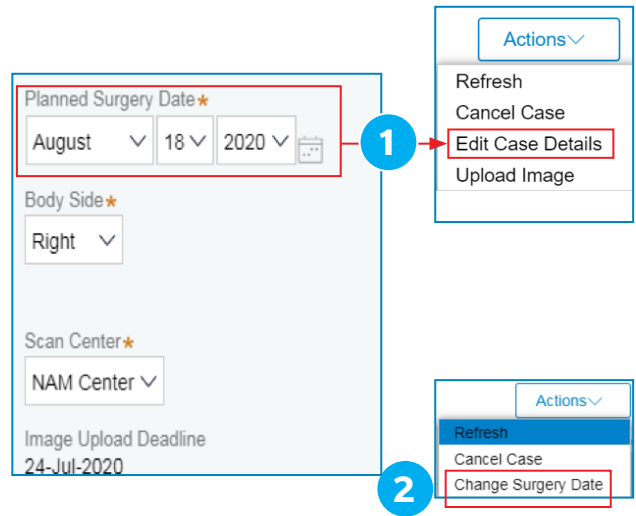**For cases prior to Plan Review status:**

Select *"Edit Case Details"* **1**

For cases at Plan Review or Closure Pending status:

Select *"Change Surgery Date"* **2**

Update the *"Planned Surgery Date"* **3**

Click *"Submit"* to save changes **4**

DCMS Actions Key Changing Modality

How to change ROSA preferences from X-ray to Image-free (Imageless):
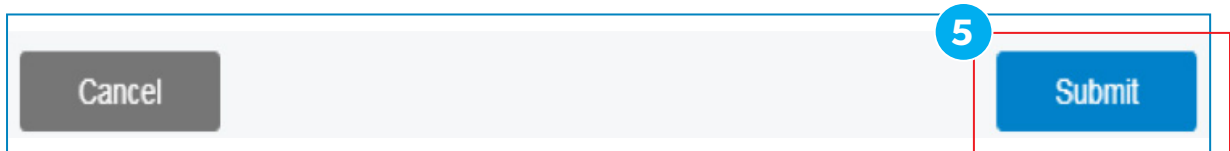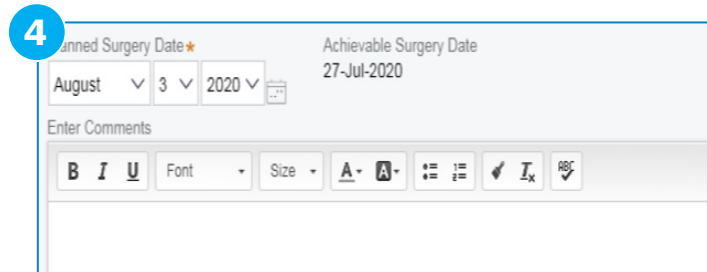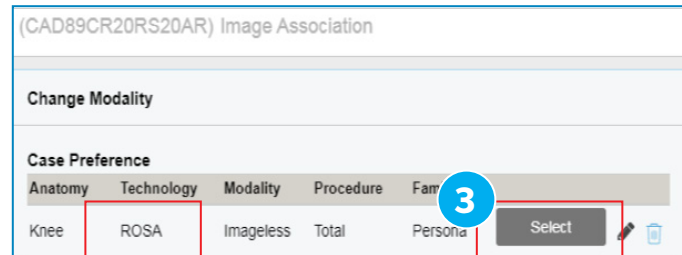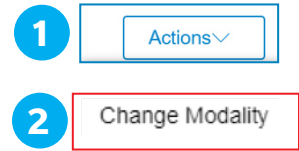
1. **Open the case.**

2. **Click** *"Actions"* **(top right of case page).** ①

3. **Select** *"Change Modality"* **from the menu.** ②

4. **Click** *"Select"* **to choose the Image-free Case Preference.** ③

5. **Update the** *"Planned Surgery Date"* **to the required date and enter a comment.** ④

6. **Click** *"Submit"* **to save changes. (Contact Personalized Solutions should you have any questions)** ⑤

① **Actions** ⌄

② Change Modality

(CAD89CR20RS20AR) Image Association

Change Modality

Case Preference

Anatomy	Technology	Modality	Procedure	Fam
Knee	ROSA	Imageless	Total	Persona	Select ✏ 🗑

④ Planned Surgery Date ★   Achievable Surgery Date 27-Jul-2020

August ⌄ 3 ⌄ 2020 ⌄ 📅

Enter Comments

B *I* U Font ⌄ Size ⌄ **A**▾ **A**▾ ≔ ≔ ✓ I_x ᴬᴮ✓
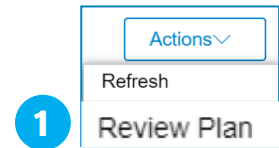
Cancel   Submit ⑤

DCMS Actions Key Launching Planner

To review the ROSA pre-op planner on a computer:

1. **Ensure Citrix Workspace is downloaded on each device that will be used to open the Planner.**
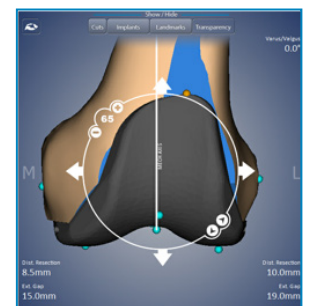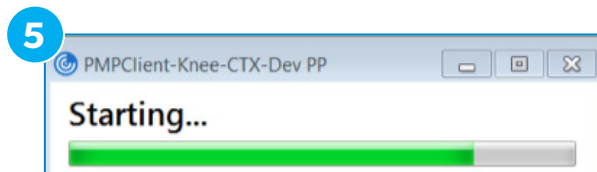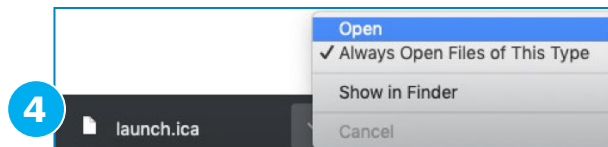   **Download at https://www.citrix.com/downloads/workspace-app/**
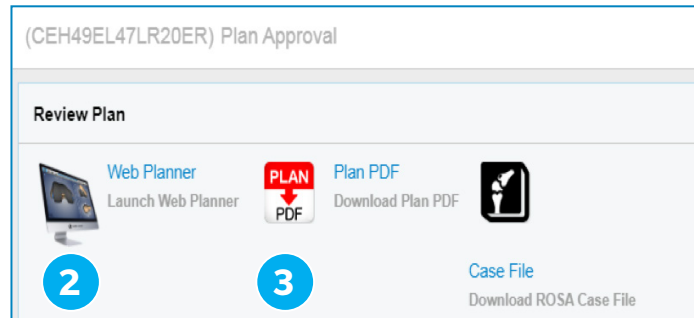
2. **Log into DCMS (drive.zimmerbiomet.com) and navigate to the desired case page**

3. **In the top right corner ❶ ,**
   click the *"Actions"* button and select *"Review Plan"*

   Note: Select the *"Plan PDF"* icon ❸
   to open the Surgical Planning Report

4. **Select the "Web Planner" icon ❷**
   to navigate to the Planner

5. **A Citrix launch file ❹**
   will be downloaded in a new browser window.
   Run the launch file to open the Planner.
   The window shown in ❺ indicates
   that the Planner is loading.

Actions⌄
Refresh
❶ Review Plan

(CEH49EL47LR20ER) Plan Approval

Review Plan

Web Planner
Launch Web Planner

PLAN PDF — Plan PDF
Download Plan PDF

❷   ❸

Case File
Download ROSA Case File

Open
✓ Always Open Files of This Type
Show in Finder
Cancel

❹ launch.ica

❺ PMPClient-Knee-CTX-Dev PP ▢ ▣ ✕

Starting...

DCMS Actions Key Launching Planner *(continued)*
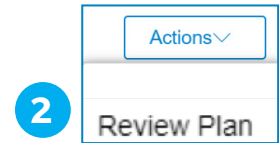
To review the ROSA pre-op planner on a tablet:
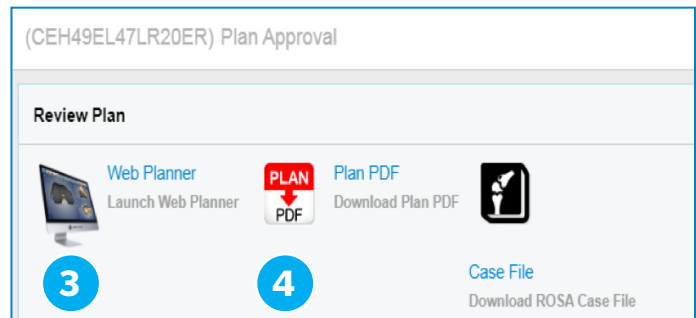1. **Download Citrix Workspace from the device's app store** **1**

2. **In an internet browser app,
   log into DCMS(drive.zimmerbiomet.com)
   and navigate to the desired case page**

3. **In the top right corner** **2** **,
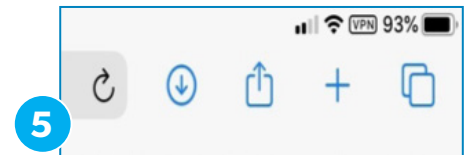   click the** *"Actions"* **button
   and select** *"Review Plan"*

4. **Select the** *"Web Planner"* **icon** **3**
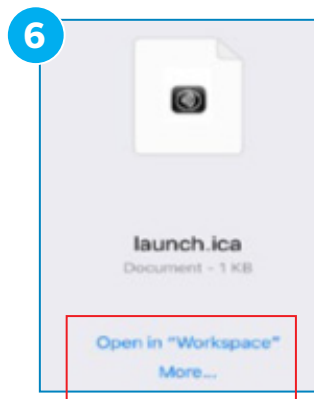   **to navigate to the Planner**

   Note: Select the *"Plan PDF"* **icon** **4**
   to open the Surgical Planning Reports

5. **A Citrix launch file will be downloaded
   in a new browser window.
   Open the Downloads menu** **5**
   **and select the Citrix launch file**

5. **After selecting the launch file,
   select** *"Open in 'Workspace'"* **6** **.
   This will open the
   Citrix Workspace app and
   begin launching the Planner** **7**

1

Citrix Workspace app icon

2

Actions⌄

2

Review Plan

(CEH49EL47LR20ER) Plan Approval

Review Plan

Web Planner
Launch Web Planner

PLAN
PDF

Plan PDF
Download Plan PDF

Case File
Download ROSA Case File

3   **4**

5

Downloads menu button for Safari

6

launch.ica
Document - 1 KB

Open in "Workspace"
More...

7

Launching...

Starting application...
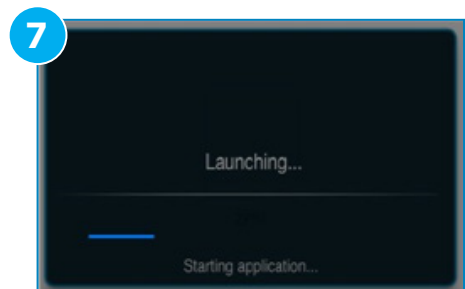
DCMS Actions Key Canceling Case

How to cancel a case on DRIVE:
1. **Open the case.**

2. **Click** *"Actions"* **(top right of case page).**

3. **Select** *"Cancel Case"* **from the menu.**

4. **Select the Reason For Cancellation from the dropdown.**
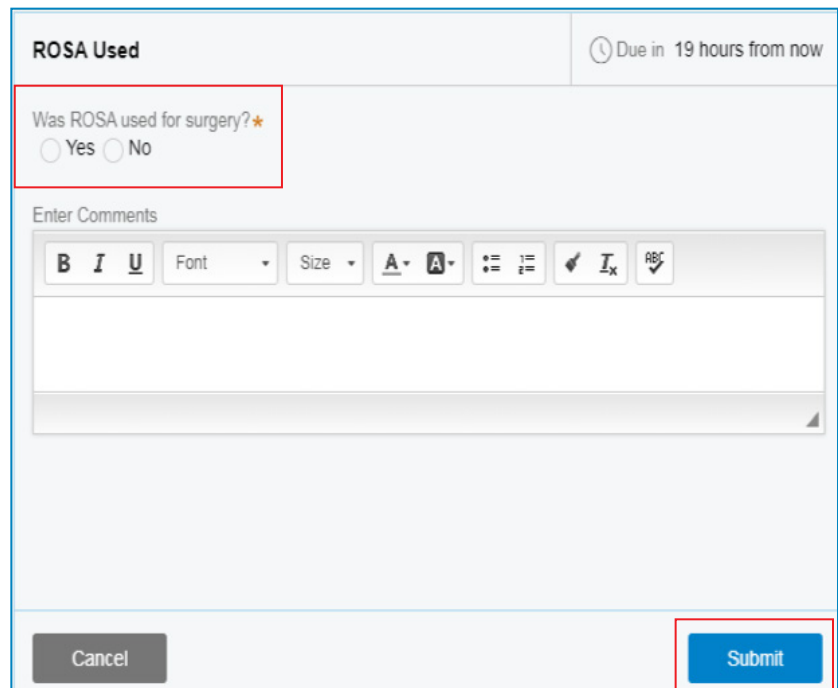
5. **Click** *"Submit"* **to cancel the case.**
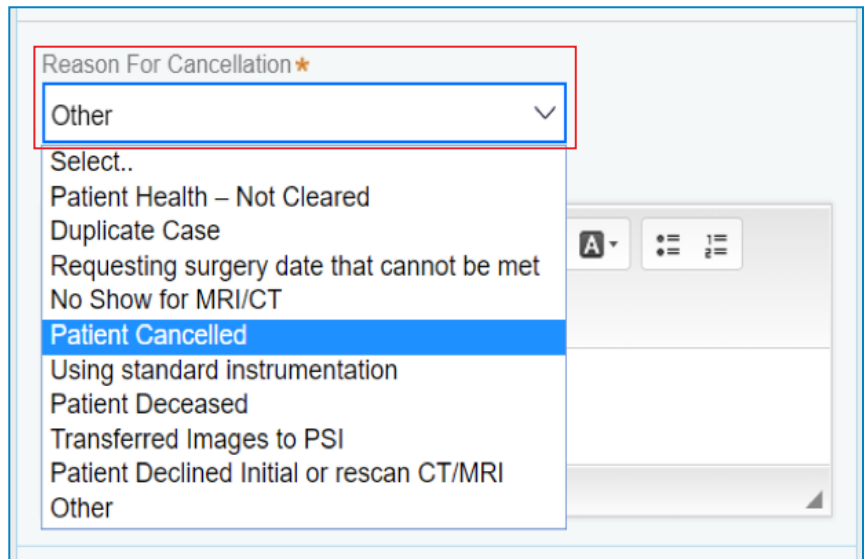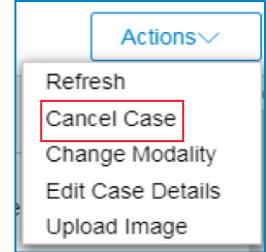
DCMS Actions Key ROSA Used (Close Case)

How to close a case and indicate if ROSA was used in surgery:

ROSA case status automatically changes to Closure Pending after the Planned Surgery Date has passed.(Cases currently are automatically move to Closed status 90 days after the surgery date.)

To manually close a case in Closure Pending status:
1. **Open the case.**

2. **Click** *"Actions"* **(top right of case page).**

3. **Select** *"ROSA Used"* **from the menu.**

4. **Check** *"Yes"* **or** *"No"*.

5. **Click** *"Submit"* **to close the case.**
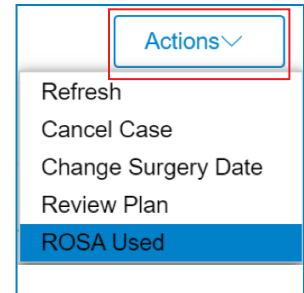
DCMS Review Case Comments and PDF Plan

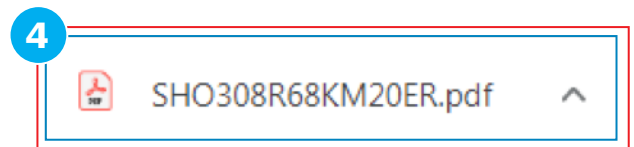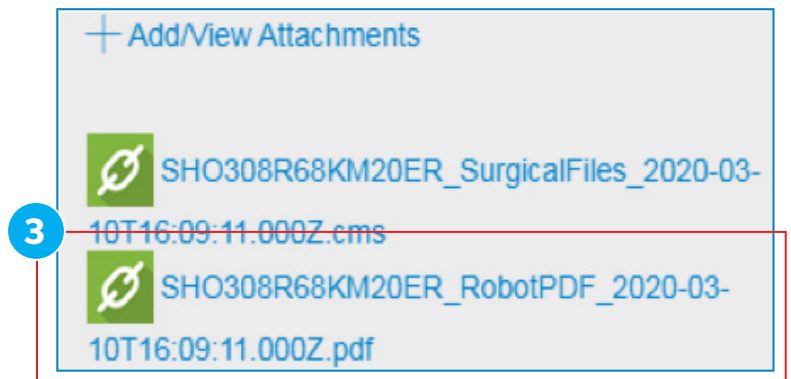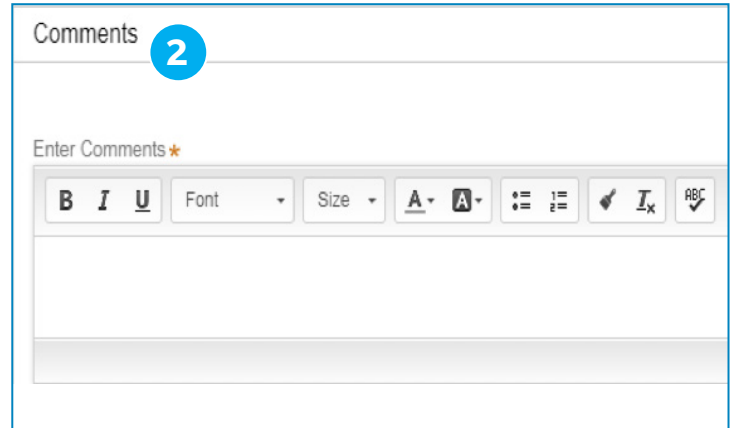**Reviewing case comments and Surgical PDF:**

To review case comments:
1. **Open the case.**

2. **Select Add/View Comments**
   on the far left side of the case page. **1**

3. **Comments window will open**
   where you can review and or post comments. **2**
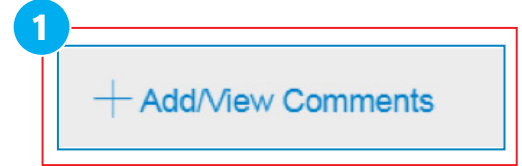
**To review Surgical PDF (ROSA Image-based only):**
1. **Open the case**

2. **Look for Robot PDF link under Add/**
   View Attachments far left side of case page. **3**

3. **Click on PDF icon that appears bottom**
   left side of browser window and view plan. **4**

1

$+$ Add/View Comments

2

Comments **2**

Enter Comments *

| B | *I* | U | Font | ▾ | Size | ▾ | A▾ | A▾ | ≔ | ≔ | ✔ | Iₓ | ᴬᴮᶜ |

3

$+$ Add/View Attachments

⌀ SHO308R68KM20ER_SurgicalFiles_2020-03-
3 10T16:09:11.000Z.cms
⌀ SHO308R68KM20ER_RobotPDF_2020-03-
10T16:09:11.000Z.pdf

4

SHO308R68KM20ER.pdf ∧

Downloading ROSA Surgical File

How to download the surgical robot file:

1. Open the case in DRIVE.

2. Click *"Actions"* (top right of case page).

3. Select *"Review Plan"* from the menu.

4. Select *"Case File"*.

5. Enter your Password and Confirm the Password.

6. Click *"Verify"*; Then *"Submit"*.

7. (Alternatively you can select the Surgical Files hyper link found under Add/ View Attachments and follow the same process)

8. The .cms file will appear in the bottom left corner of the white window (maximize the window if necessary).

9. Click ^; Then *"Show in folder"* to locate the file or alternatively go to your computer's Downloads folder.

10. Copy the .cms file directly to a USB.

11. DO NOT organize files into folders on the USB. Copy files to the root directory of the USB only.

12. Do NOT rename files or change the .cms extension.

13. Plug the USB into ROSA; Click *"Sync"* to transfer files.
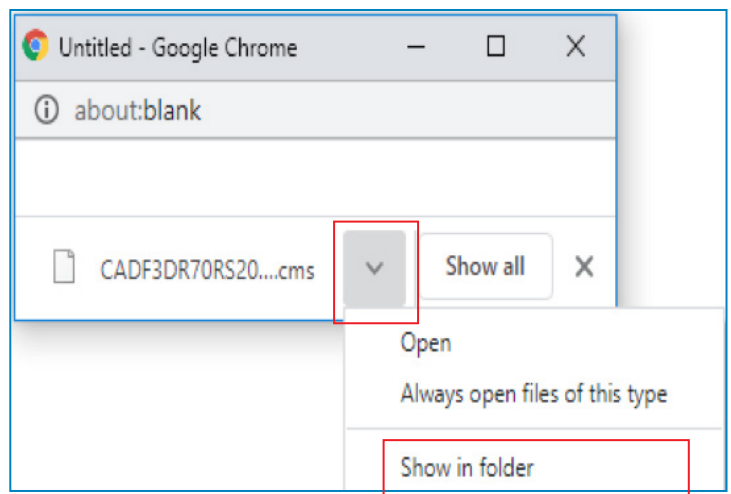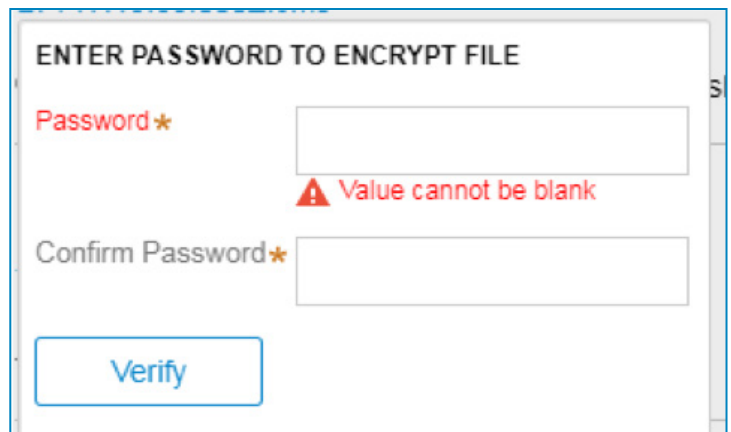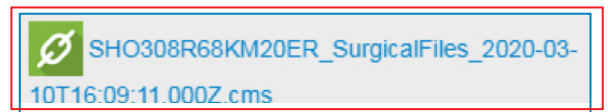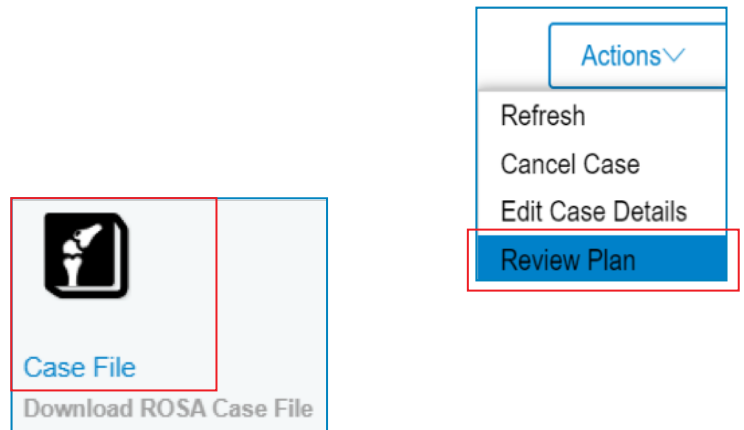
ROSA DCMS Resource Page and Contact Information

The ROSA DCMS Resource Page may be accessed by clicking on your initials in the upper right hand side of the page and selecting Resource from the drop down menu.
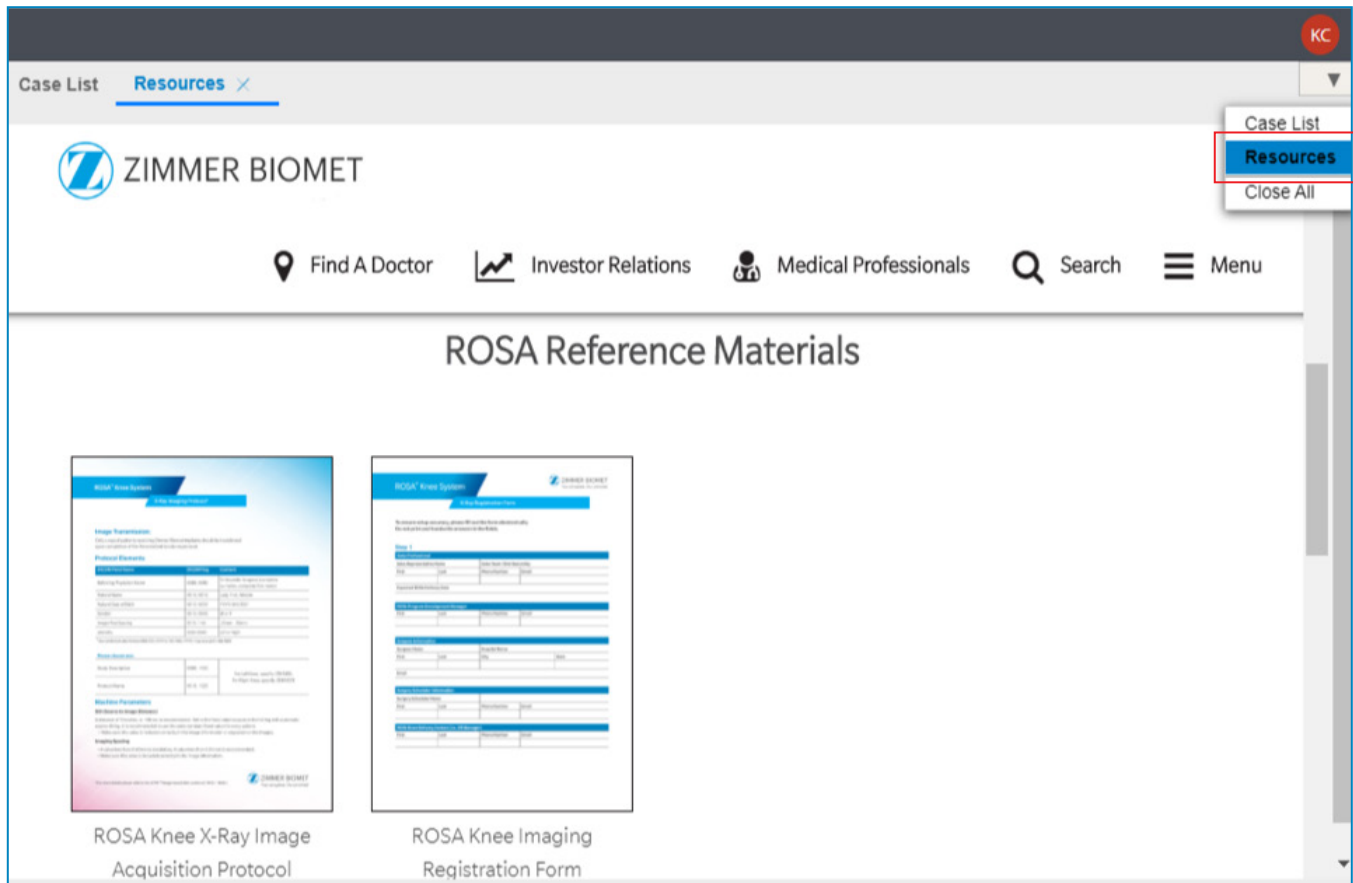
Customer Service Information

Personalized Solutions (primary contact)
1 (574) 371-3710
PersonalizedSolutions@ZimmerBiomet.com

Zimmer Biomet PACS Team
1 (574) 371-3710
PACS@ZimmerBiomet.com
411 Technical Support Group
(800) 348-2759

ZIMMER BIOMET
Your progress. Our promise.®

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