ICEDRIVE™

ICE™

VERSION 1.2 MANUAL
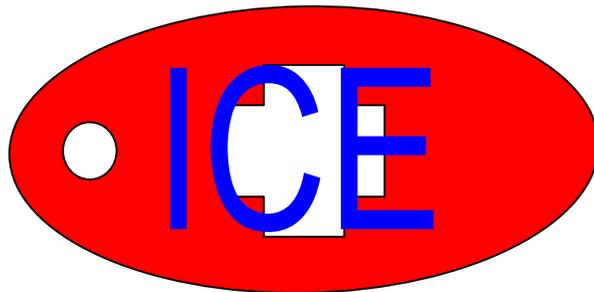
ANOTHER HARDING FAMILY CREATION WITH GODS LOVE™
www.icedrive.info

It is important to note that while there are fields in this program for highly sensitive and personal information, namely the Social Security Number and Drivers License number, we do not recommend entering this information into the program. Entering this information into the program may subject you to the possibility for identity theft.

This program was designed specifically for use with ICEDRIVE™ Brand usb drives and can not be used with any other without the specific written permission of either ANOTHER HARDING FAMILY CREATION WITH GODS LOVE™ or C.R.A.M. –IT™.

The ICE™ program contained on the ICEDRIVE™ is compatible with the MICROSOFT WINDOWS XP™ operating system. WINDOWS XP is a trademark of MICROSOFT CORP.

Using the ICEDRIVE™

Simply insert the drive into the usb port on any compatible computer.
Then click on the ICE™ Program.
The program will then load and you can begin to enter your information.

End User License Agreement

The first thing you will encounter is the End User License Agreement (EULA). To use the program you must accept the agreement. If you do not accept the agreement the program will end and you will not be able to use it. This will only come up the first time the program runs. If you wish to read it again just click on the [About Us] button on the main menu and then click on the [license] button.

The EULA can also be found in the ICEDRIVE directory as a text document titled license.txt.

Warning:
Be Careful with this ICEDRIVE ™ you risk exposing your personal and sensitive information to others. This could result in identity theft.

This warning will appear anytime you run the program.

Main Menu

On the Main Menu you have ten choices. (Figure 1.1)
1. Patient Information
2. Emergency Contacts
3. Insurance Information
4. Physician Information
5. Questions for the Doctor
6. Health Information
7. Patient Picture
8. Document and Test Scans
9. About Us
10. Exit
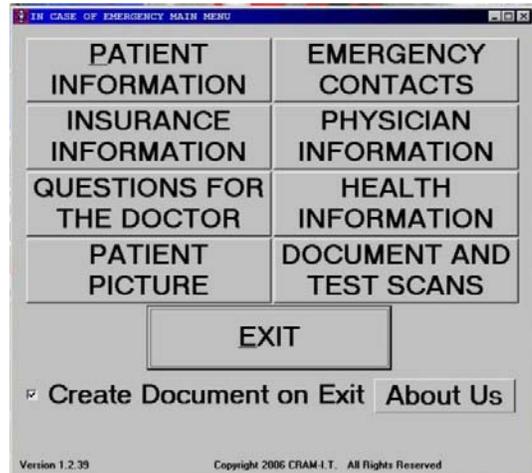11. Create Document on Exit

Figure 1.1 Main Menu

An important feature of this screen is the reminders bar. Any reminders will appear on this bar in a high contrast red.

Patient Information

This is where you enter your personal information. Choose the menu option you want (easiest to start in the top left) then follow the prompts on the following screens, clicking [NEXT] will take you to the next screen [BACK] will take you to the last screen, and clicking [MENU] will take you to the Patient Information menu.

Name and Address
This is where you enter your legal name and home address.

Figure 1.2 Personal Information Menu

Personal Information
Here you enter the following: Sex, marital status, birthday religious preference, blood type, whether or not you smoke and how much.

Important warning...
It is important to note that while there are fields in this section for highly sensitive and personal information, namely the Social Security Number and Drivers License number, we do not recommend entering this information into this section. Entering this information into the program may subject you to the possibility for identity theft.

Mailing Address
This is where you enter your mailing address if different from your home address.

Guardian Information
If there is a guardian, this is where you would enter their name, address and phone number.

Employer Information
This is where you place your current employer's information

Main Menu
This takes you back to the Main Menu

Emergency Contacts

In this section you enter the information on your emergency contacts.

Add a new contact
You click on [Add Contact] to add a new contact.

Delete a contact
Click on [Delete Contact] to delete contact.

Edit a contact
Click on [Edit] to edit the current contact

Update a contact
When you are done adding or editing a contact, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between contacts
When you want to move between your contacts you can click on [Previous Contact] [Next Contact], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.
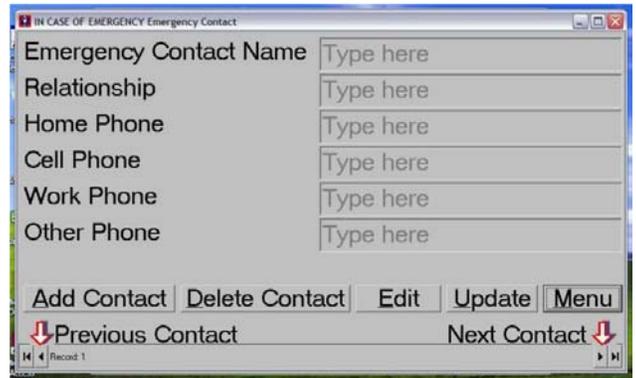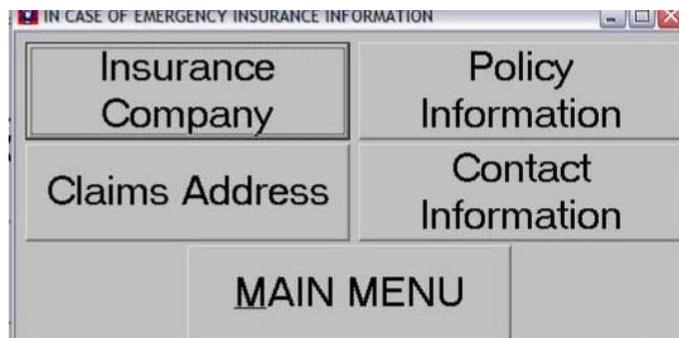
Figure 1.3 moving between records

Insurance Information

This menu contains five options for entering information on your insurance company.

Insurance Company
This is where you enter the name and address of your insurance companies.

Add a new Company
You click on [Add New] to add a new company.

Delete a Company
Click on [Delete] to delete company.

Edit a Company
Click on [Edit] to edit the current company

Update a Company
When you are done adding or editing a company, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Companies
When you want to move between your companies you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Claims Address
This is where you enter the claims department address.

Edit a Company
Click on [Edit] to edit the current company

Update a Company
When you are done adding or editing a company, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Companies
When you want to move between your companies you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.
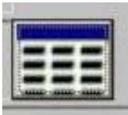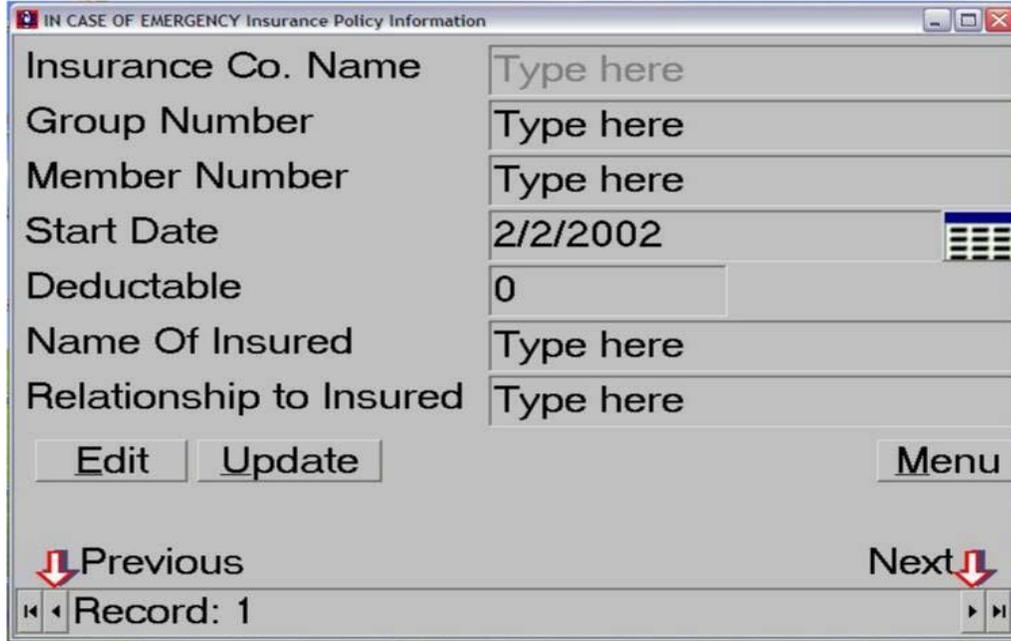
Policy Information

This is where you enter information specific to the insurance policy.
Policy number, member number, group number, start date, deductible, name of insured, relationship to insured.

Date Button

Another feature here is the date button, which is pictured at right. When you click on it a calendar will appear and you can choose the date from it.

Figure 1.4 calendar

Edit a Company

Click on [Edit] to edit the current company

Update a Company

When you are done adding or editing a company, click on [Update] to save that information.

Menu

This will take you back to the Main Menu.

Move between Companies

When you want to move between your companies you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Contact Information
This is where you enter the phone numbers used to contact the company.

Edit a Company
Click on [Edit] to edit the current company

Update a Company
When you are done adding or editing a company, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Companies
When you want to move between your companies you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Main Menu
This takes you back to the Main Menu

Physician Information

This is where you enter the information on your physicians.

Add a new Physician
You click on [Add New] to add a new Physician.

Delete a Physician
Click on [Delete] to delete Physician.

Edit a Physician
Click on [Edit] to edit the current Physician

Update a Physician
When you are done adding or editing a Physician, click on [Update] to save that information.

Menu
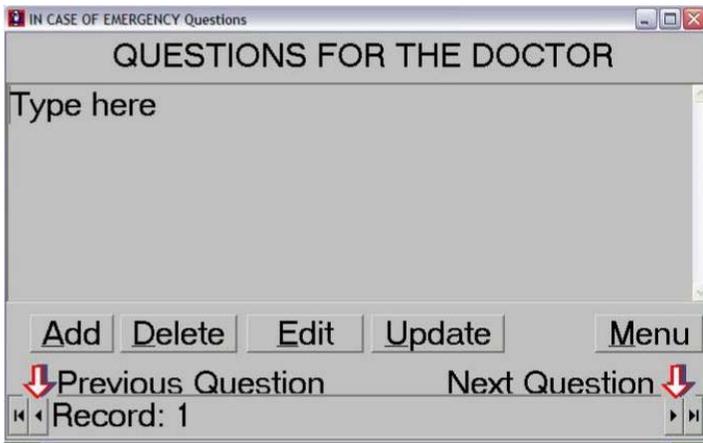This will take you back to the Main Menu.

Move between Physician
When you want to move between your Physicians you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Questions for the Doctor

This is where you enter your questions for your doctor.

Add a new Doctor
You click on [Add New] to add a new Doctor.

Delete a Doctor
Click on [Delete] to delete Doctor.

Edit a Doctor
Click on [Edit] to edit the current Doctor

Update a Doctor
When you are done adding or editing a Doctor, click on [Update] to save that information.
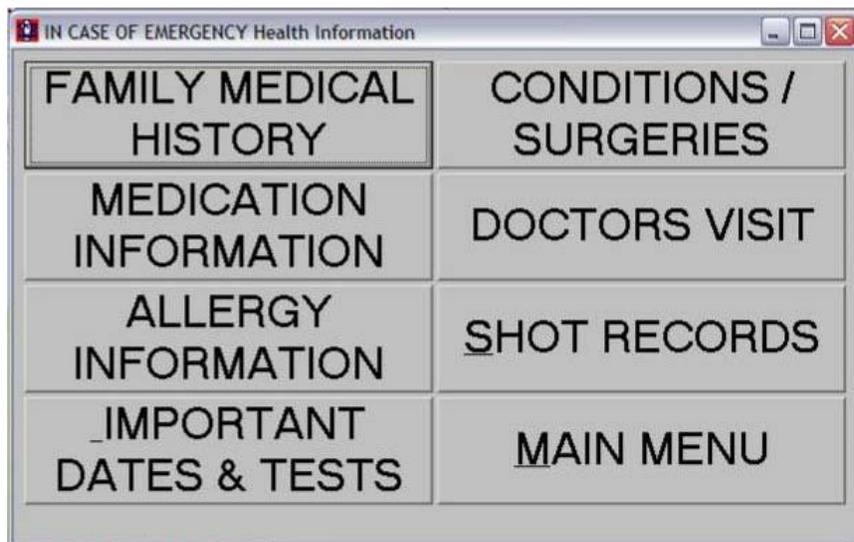
Menu
This will take you back to the Main Menu.

Move between Doctor
When you want to move between your Doctors you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Health Information

In this menu you enter your current and past health information.

Family Medical History

This is where you enter the information on your family's medical history.

Click on the check box next to whomever has the condition listed then move to the next item.

Update a History Item

When you are done adding or editing a History Item, click on [Update] to save that information.

Menu

This will take you back to the Main Menu.

Move between History Item

When you want to move between your History Item you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Conditions and Surgeries

This is where you enter information on your conditions and surgeries.

Add a new Condition or Surgery

You click on [Add New] to add a new Condition or Surgery.

Delete a Condition or Surgery

Click on [Delete] to delete Condition or Surgery.

Edit a Condition or Surgery

Click on [Edit] to edit the current Condition or Surgery

Update a Condition or Surgery

When you are done adding or editing a Condition or Surgery, click on [Update] to save that information.

Menu

This will take you back to the Main Menu.

Move between Condition or Surgery

When you want to move between your Conditions or Surgeries you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Medication Information
This is where you enter the information on all medications and supplements you are taking.

Add a new Medication
You click on [Add New] to add a new Medication.

Delete a Medication
Click on [Delete] to delete Medication.

Edit a Medication
Click on [Edit] to edit the current Medication

Update a Medication
When you are done adding or editing a Medication, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Medication
When you want to move between your Medications you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Doctors Visits
This is where you enter information on your doctors visits.

Add a new Visit
You click on [Add New] to add a new Visit.

Delete a Visit
Click on [Delete] to delete Visit.

Edit a Visit
Click on [Edit] to edit the current Visit

Update a Visit
When you are done adding or editing a Visit, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Visit
When you want to move between your Visits you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Allergy Information
This is where you enter information on your allergies.

Add a new Allergy
You click on [Add New] to add a new Allergy.

Delete a Allergy
Click on [Delete] to delete Allergy.

Edit an Allergy
Click on [Edit] to edit the current Allergy

Update an Allergy
When you are done adding or editing an Allergy, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Allergy
When you want to move between your Allergies you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Shot Records
This is where you enter all shots and immunizations you have received.

Add a new Shot or Immunization
You click on [Add New] to add a new Shot or Immunization.

Delete a Shot or Immunization
Click on [Delete] to delete Shot or Immunization.

Edit a Shot or Immunization
Click on [Edit] to edit the current Shot or Immunization

Update a Shot or Immunization
When you are done adding or editing a Shot or Immunization, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Shot or Immunization
When you want to move between your Shots or Immunizations you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.

Important Dates and Tests
This is where you enter the dates and tests you have had. As well as important dates as they correspond to your health.

Add a new Dates and Tests
You click on [Add New] to add a new Date or Test.

Delete a Dates and Tests
Click on [Delete] to delete Date or Test.

Edit a Dates and Tests
Click on [Edit] to edit the current Date or Test

Update a Dates and Tests
When you are done adding or editing a Date or Test, click on [Update] to save that information.

Menu
This will take you back to the Main Menu.

Move between Dates and Tests
When you want to move between your Dates and Tests you can click on [Previous] [Next], the red lined arrows that are next to the words, or the small arrow at the bottom facing front or back.
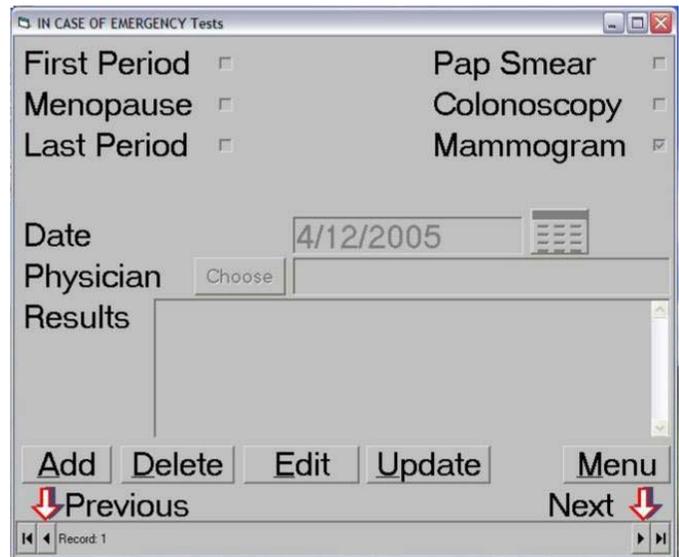
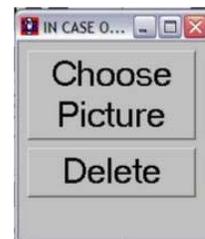## Main Menu
This takes you to the main menu.

Patient Picture
This is where you add your picture.

Choose Picture
Click here to choose the picture you want displayed
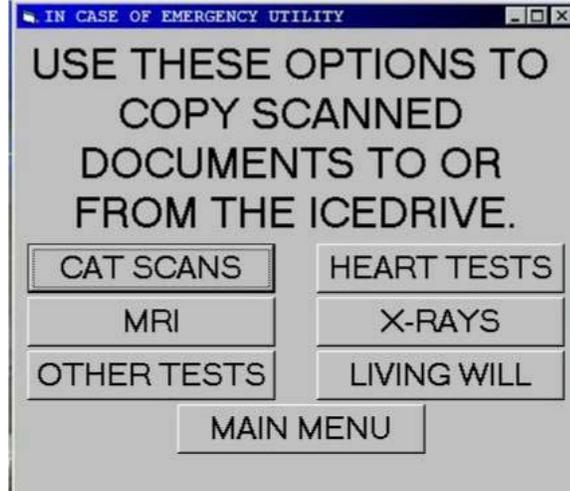
Delete
Click here to delete the current picture being displayed

Document and Test Scans

In this section of the program you can copy scanned images of test scans and important documents either to the ICEDRIVE™ or from the ICEDRIVE™.

About Us

This tells you a little about us.

License

Click here to view the End User License Agreement

System information

Click here to view information specific to the computer system you are using.

OK

Returns you to the Main Menu.

Exit

Exits the program

Create Document on Exit

Checking this box causes the program to create the ICE document when you exit the program. It is recommended that you leave this checked.

Contact us

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