



# IDEX Version 3 User manual

Cleaning Quality Control - Android Application

Aps Data-know-how

# Launch app / Synchronize



# Choose Customer(s), Scheme(s) & Inspection(s)

11:25

**IDEX**  
VERSION 3

Choose customer(s) All

Healthcare Facility Inspected: 0 / 1

DATA KNOW HOW<sup>®</sup>  
CLEANING SYSTEMS

11:25

**IDEX**  
VERSION 3

Choose scheme(s) All

Control March 2014 Inspected: 0 / 1

DATA KNOW HOW<sup>®</sup>  
CLEANING SYSTEMS

11:25

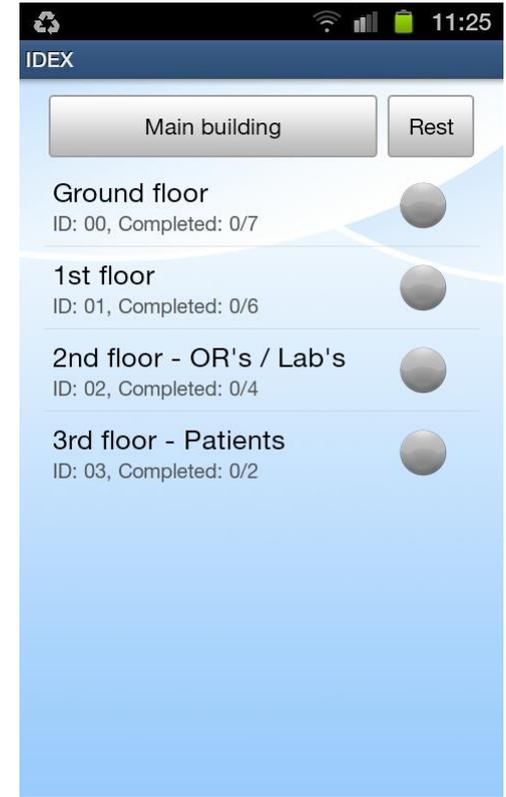
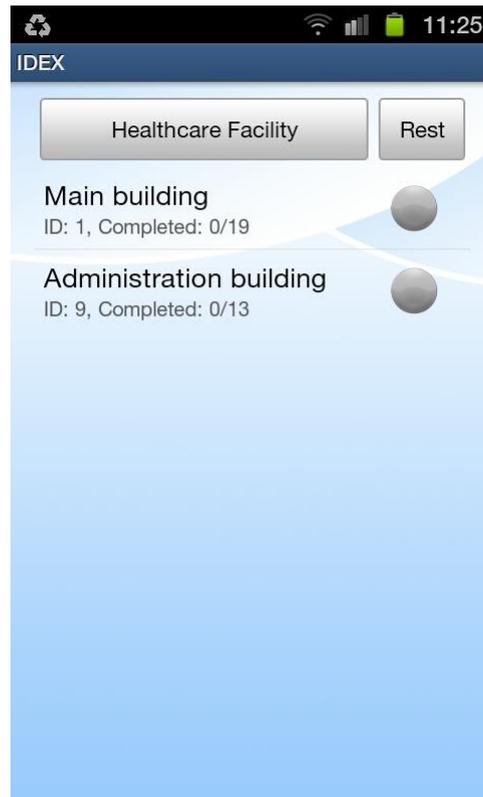
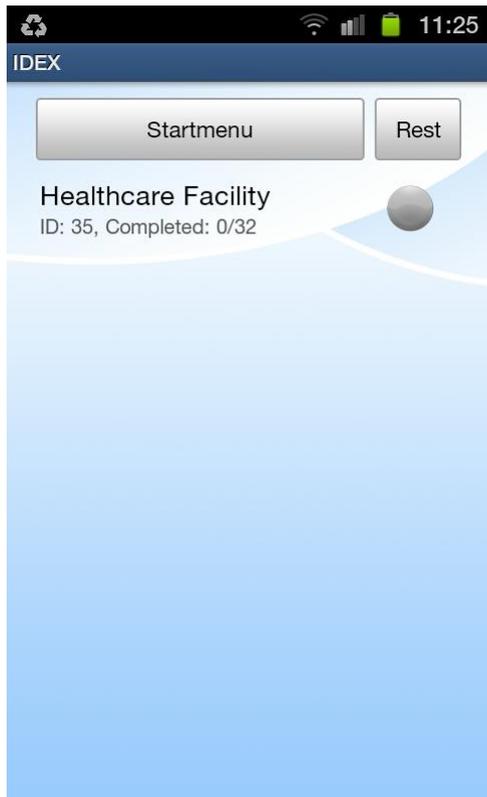
**IDEX**  
VERSION 3

Choose inspection(s) All

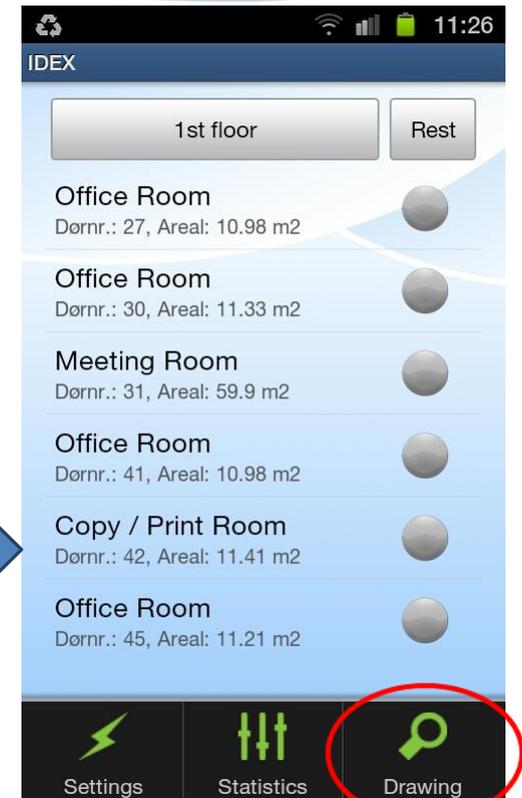
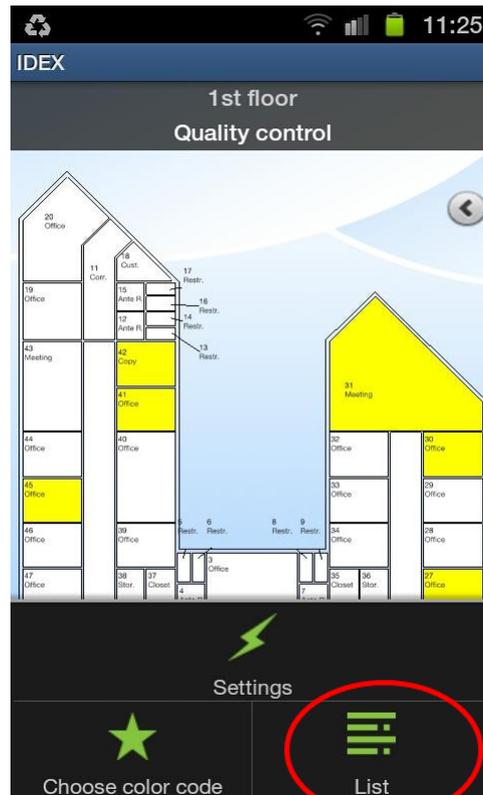
Inspection March 2014 Status: Not yet started

DATA KNOW HOW<sup>®</sup>  
CLEANING SYSTEMS

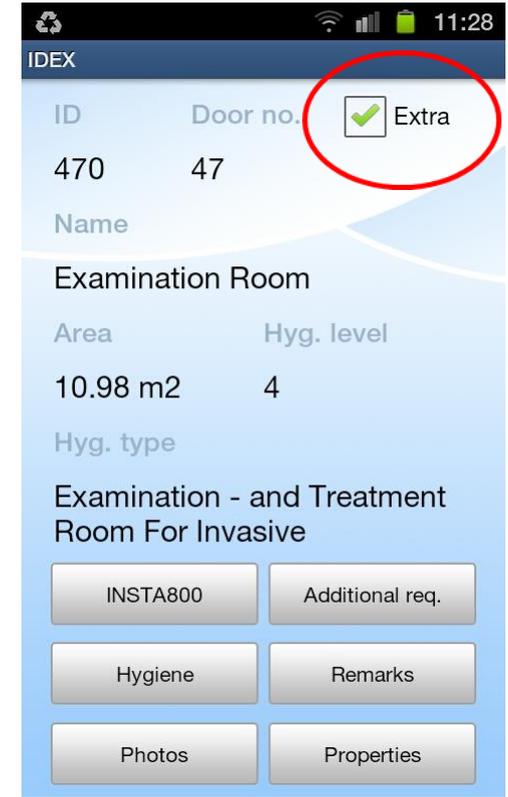
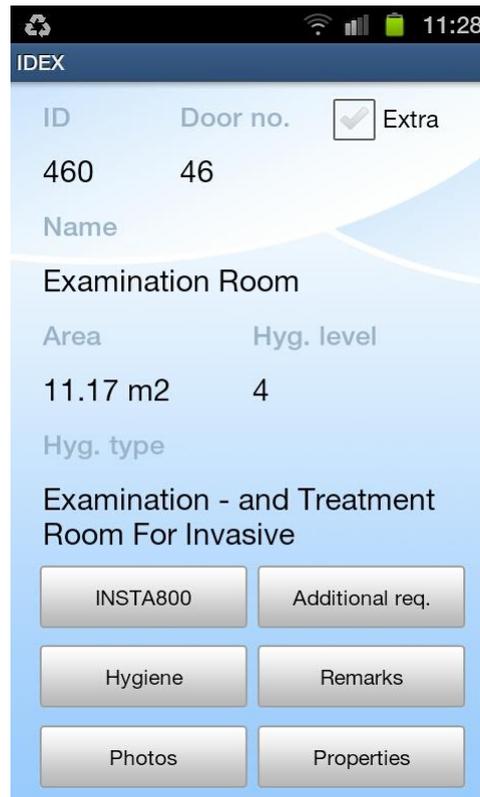
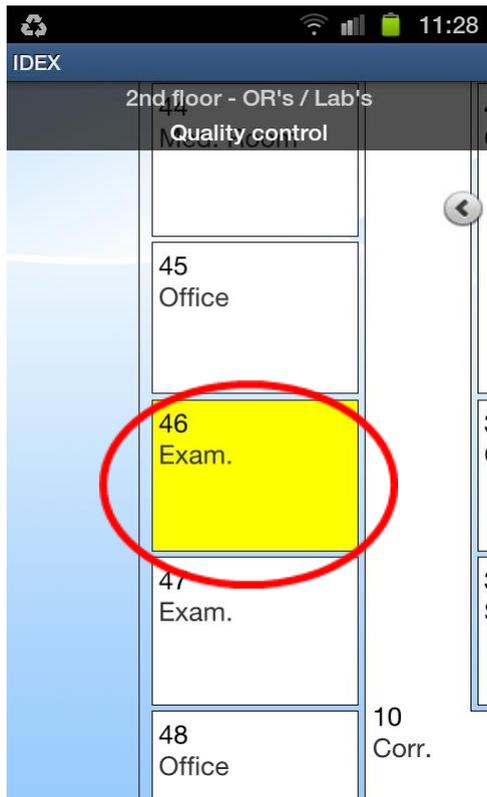
# Choose Building & Floor plan



# View Room list or Drawing



# View Room info (select alternative room)



# Select and fill in Control form (INSTA 800)

IDEX

ID 460 Door no. 46  Extra

Name Examination Room

Area 11.17 m2 Hyg. level 4

Hyg. type Examination - and Treatment Room For Invasive

**INSTA800** Additional req.

Hygiene Remarks

Photos Properties

IDEX

46, Examination Room +

	Waste		Dust	
Inventory	Easy	Hard	Easy	Hard
Walls	Easy	Hard	Easy	Hard
Floors	Easy	Hard	Easy	Hard
Ceilings		Hard		Hard

	Stains		Surface soil.	
Inventory	Easy	Hard	Easy	Hard
Walls	Easy	Hard	Easy	Hard
Floors	Easy	Hard	Easy	Hard
Ceilings		Hard		Hard

IDEX

46, Examination Room +

	Waste		Dust	
Inventory	Easy	Hard	Easy	Hard
Walls	1	Hard	Easy	2
Floors	Easy	2	Easy	Hard
Ceilings		Hard		Hard

	Stains		Surface soil.	
Inventory	2	Hard	Easy	10
Walls	1	Hard	Easy	Hard
Floors	2	1	5	Hard
Ceilings		Hard		Hard

Press buttons to increase number of defects, press and hold for decreasing numbers

# Select and fill in Control form (Hygiene control)

IDEX

ID 460 Door no. 46  Extra

Name Examination Room

Area 11.17 m2 Hyg. level 4

Hyg. type Examination - and Treatment Room For Invasive

INSTA800 Additional req.

**Hygiene** Remarks

Photos Properties

IDEX

46, Examination Room +

Hum. biol.	Dust	Waste
Patient Light		
Bedside		
1		1
Sink and faucet		
	1	
Screen		
		2
Other sanitary		

IDEX

46, Examination Room +

Hum. biol.	Dust	Waste
Grip		
	1	
Table		
Stands		
		1
Tech. inst. near patients		
	1	
Other tech. installations		
		2

Press buttons to increase number of defects, press and hold for decreasing numbers

# Select and fill in Control form (Additional requirements)

IDEX

ID Door no.  Extra

460 46

Name

Examination Room

Area Hyg. level

11.17 m2 4

Hyg. type

Examination - and Treatment Room For Invasive

INSTA800 **Additional req.**

Hygiene Remarks

Photos Properties

IDEX

46, Examination Room

Accept / Reject room

General errors

ATP - High risk area

ATP - Medium risk area

ATP - Low risk area

IDEX

Accept / Reject room

Accept

Reject

OK

**Number of Additional requirements you can use, depends on your setup in The Cleaning System**

**Only fill out requirement(s) which apply for this inspection**

# Select and fill in Control form (Additional requirements)

IDEX

## General errors

- Trash bin not emptied
- Desks not cleaned
- Handles not cleaned
- Floor not cleaned
- Sinks not cleaned
- Toilet not cleaned

OK

IDEX

## ATP - High risk area

Enter value between (0.0 - 999.0)

38

Sample

ID

Awaiting result

OK

IDEX

## ATP - High risk area

Enter value between (0.0 - 999.0)

0

Sample

ID

Awaiting result

OK

**Generate sample ID if you need to wait for a result (e.g. from a laboratory test)**

# Select and fill in Control form (Remarks)

IDEX

ID 460 Door no. 46  Extra

Name  
Examination Room

Area 11.17 m2 Hyg. level 4

Hyg. type  
Examination - and Treatment Room For Invasive

INSTA800 Additional req.

Hygiene **Remarks**

Photos Properties

IDEX

## Remarks

Choose standard comment ▾

Type in remarks here, or choose from list above ...



# Select and fill in Control form (Take and save photo(s))

IDEX

ID 460 Door no. 46  Extra

Name

Examination Room

Area 11.17 m2 Hyg. level 4

Hyg. type

Examination - and Treatment Room For Invasive

INSTA800 Additional req.

Hygiene Remarks

**Photos** Properties



IDEX

Photos

Take picture

# Select and fill in control form (Review or change properties)

IDEX

ID 460 Door no. 46  Extra

Name Examination Room

Area 11.17 m2 Hyg. level 4

Hyg. type Examination - and Treatment Room For Invasive

INSTA800 Additional req.

Hygiene Remarks

Photos **Properties**

IDEX

General Adjust Department

Door no. 46

Name Examination Room

Name, short Exam.

Area Type **Examination R**

Floor Type Carpet

IDEX

230 Examination Room

232 Exhibition Area

235 Family Room

240 File Room

245 Food Preparation room

250 Food Refrigeration Room

255 Foyer

260 Freezer Room

265 Garbage / Waste Room

270 Green House

Number of properties you can see / change, depends on your setup in The Cleaning System

# Select and fill in control form (Review or change properties)

IDEX

General Adjust Department

Door no. 46

Name Examination Room

Name, short Exam.

Area Type Examination F

Floor Type Carpet

IDEX

- CA Carpet
- CC Cement / Concrete Floor
- CM Coir mat
- CO Cork Floor
- ESC Escalator
- FT Floor Tiles
- HS Hard, Smooth Floor
- HS-M Hard, Smooth Floor (w/ Machine)
- LI Linoleum Floor
- LV Linoleum / Vinyl Floor

IDEX

General Adjust Department

Exam. Couches 1.0

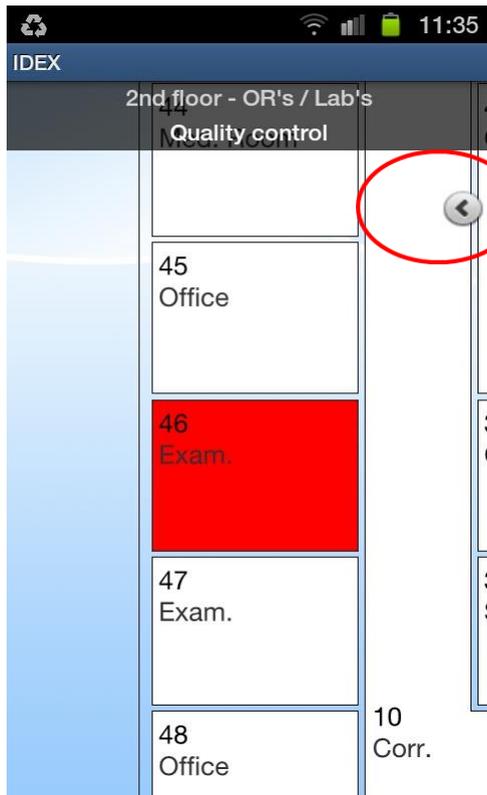
Curtains 0.0

Wash Basins 1.0

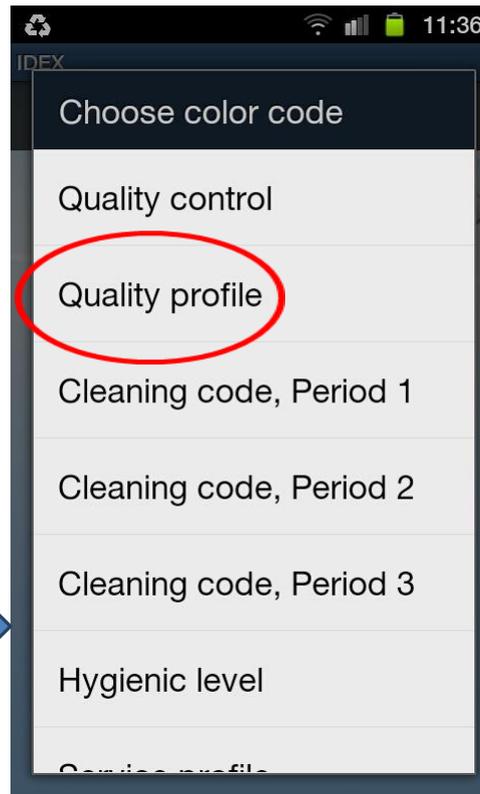
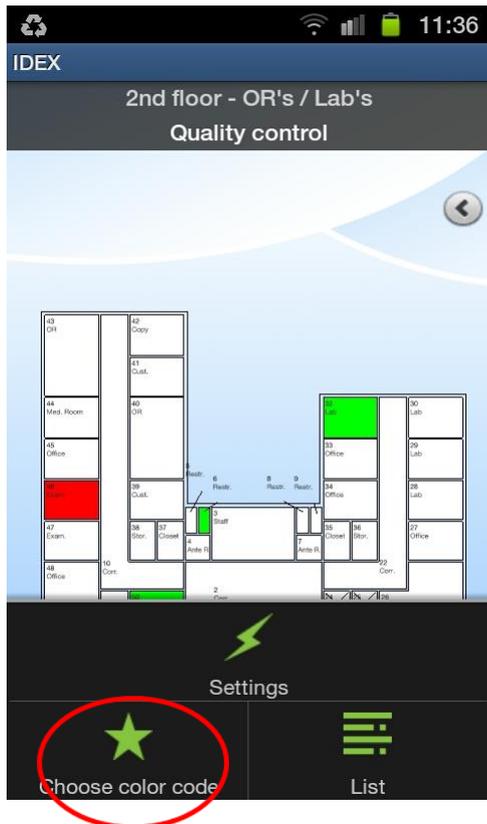
Wheelchairs 0.0

Number of properties you can see / change, depends on your setup in The Cleaning System

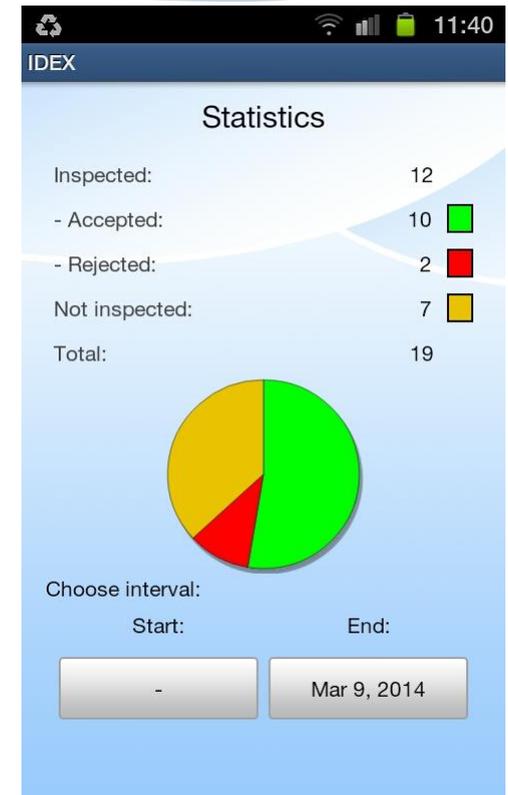
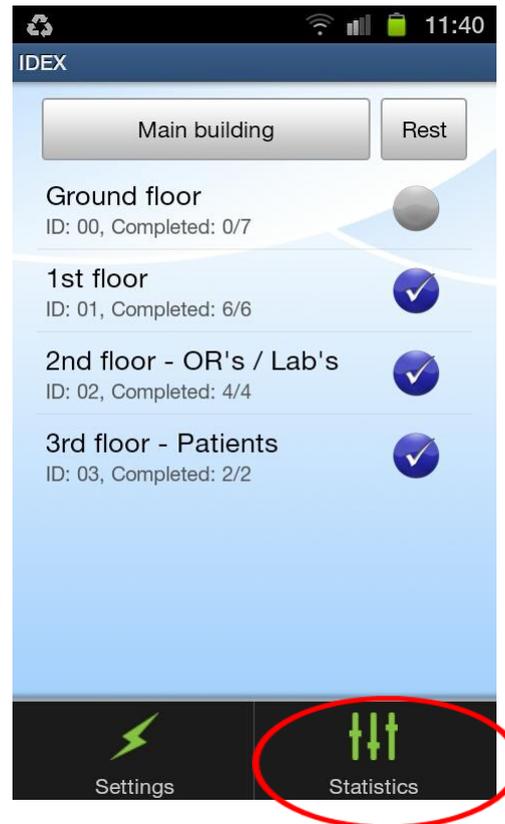
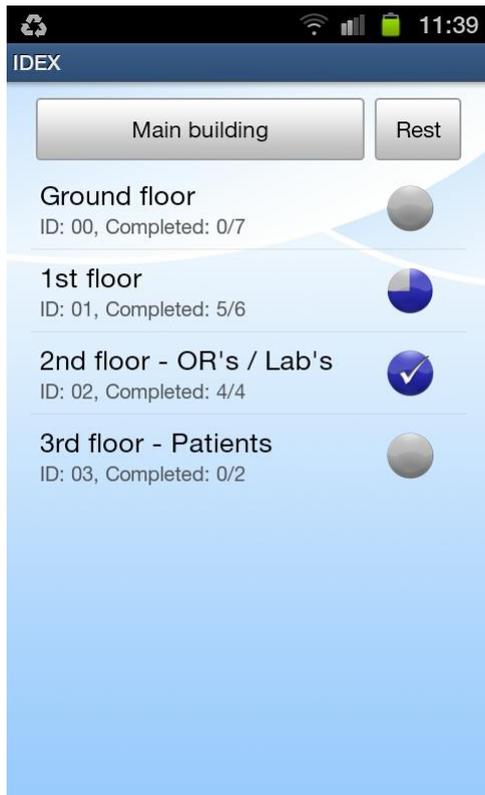
# View Result of completed Room inspection (list or drawing)



# View Color coding of other properties



# View Inspection progress and Inspection statistics



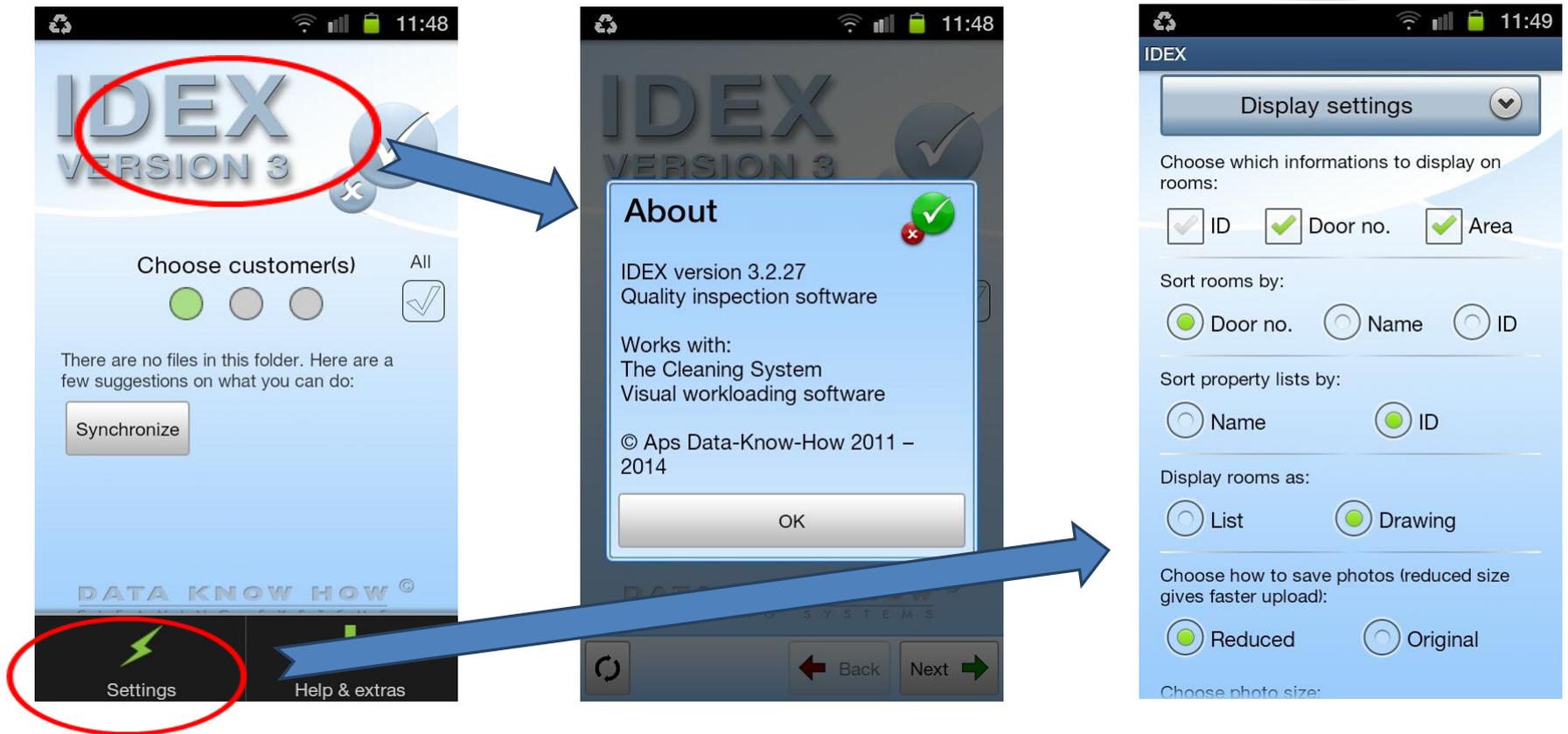
# Finish and synchronize Inspection



# Synchronize Photos



# Settings & About



# Settings

## (Photo size, Text view on floor plans)

IDEX

Choose how to save photos (reduced size gives faster upload):

Reduced  Original

Choose photo size:

Big  Medium  Small

Choose photo quality:

High  Medium  Low

Choose which texts to display on each room:

Text 1:

Text 2:

Text 3a:

Text 3b:

IDEX

Choose how to save photos (reduced size gives faster upload):

Reduced  Original

Choose photo size:

Big  Medium  Small

Choose photo quality:

High  Medium  Low

Choose which texts to display on each room:

Text 1:

Text 2:

Text 3a:

Text 3b:

IDEX

Door number

Name

Short name / Full name

Quality profile

Floor type

Area

Program code

# Settings

## (Connection & FTP Settings)

IDEX 11:49

Text 1: [None]

Text 2: Short name / Full

Text 3a: [None]

Text 3b: [None]

Connection method

Choose which method to use to transfer files between phone and computer.

FTP  Local

If you wish to use the demo content provided with the application check the box below.

Use demo content

FTP settings

IDEX 11:50

FTP settings

Choose FTP account:

Bobby

DKH-Demo2014

Name: DKH-Demo2014

Server: ftp.dkh-idex.com

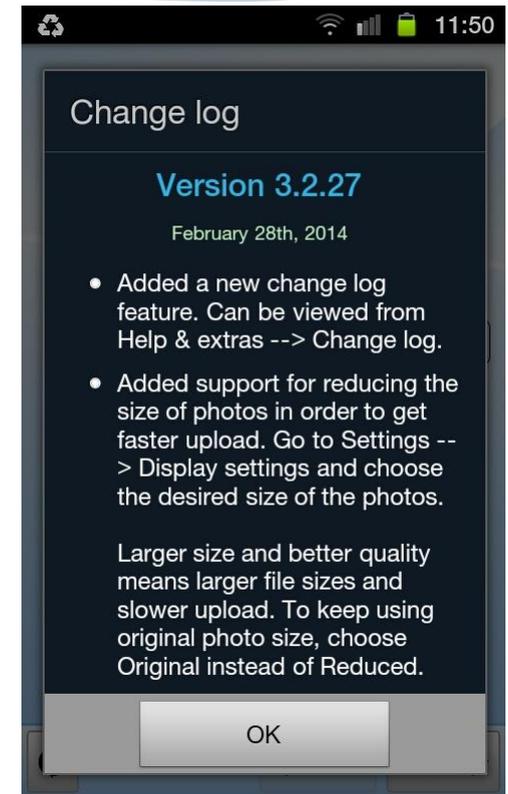
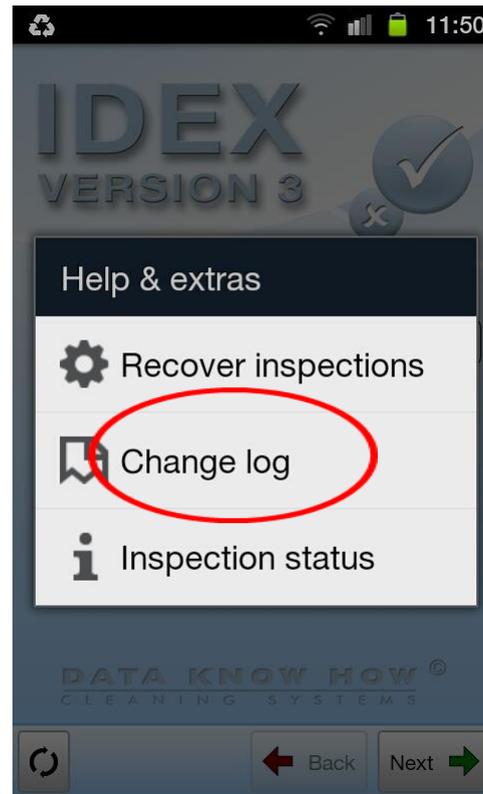
Folder: Demo2014

User: DK-DKH-001@dkh-ide

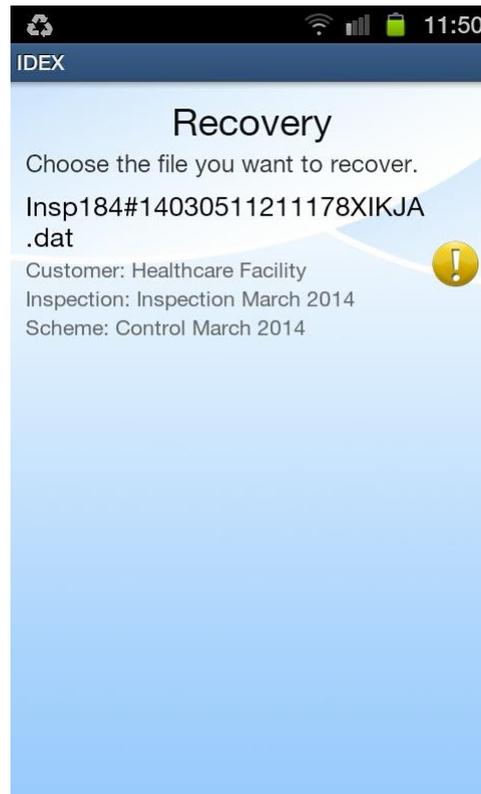
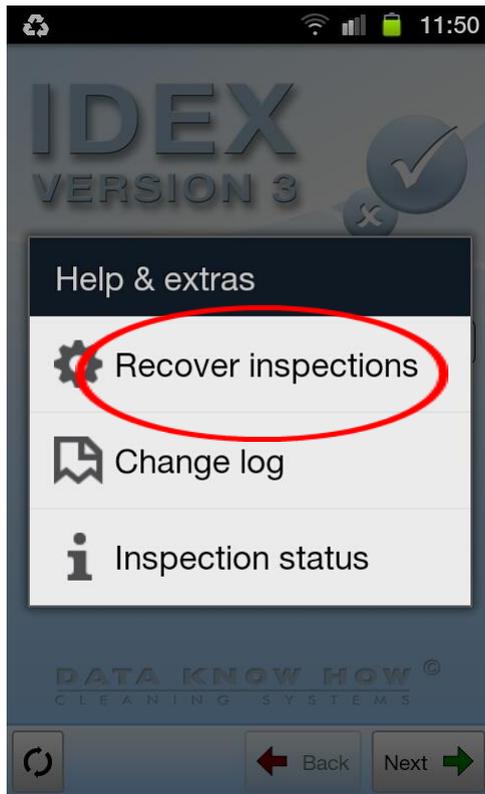
Password: .....

New Save Delete

# Help & Extras



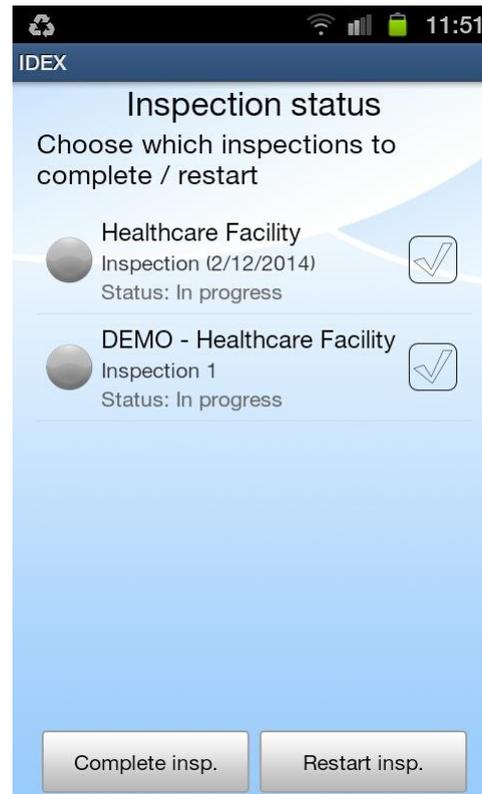
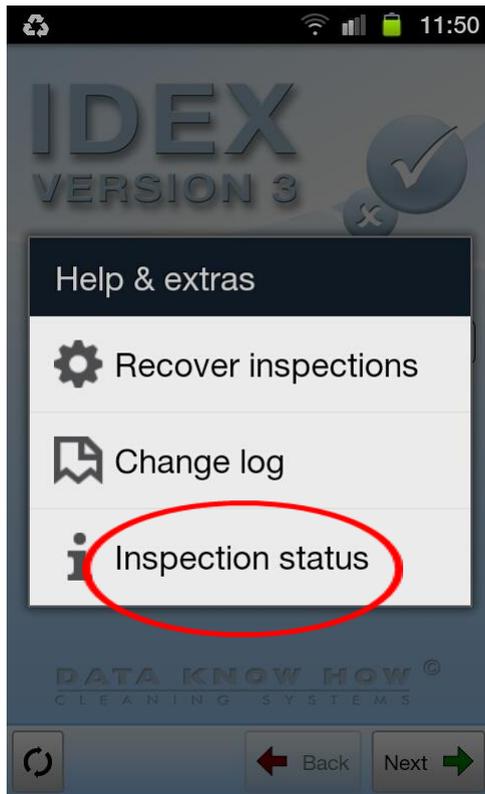
# Help & Extras



**In case of problems with reading the inspection files, you can recover the original inspection file using this function.**

**This function is only for emergency cases. If problem persist, you should call your technical contact and report the problem.**

# Help & Extras



**If you need to finish an ongoing inspection you can do so by using this function.**

**All rooms not inspected yet will be considered “Accepted” in your final inspection report.**

**You can also use this function if you need to restart an inspection which has been finished, but not yet synchronized.**