2STANDARD OPERATING PROCEDURE		
Document Title	**Document Description**	**Rev**
SOP-0030	OTOSIGHT USER TRAINING STANDARD OPERATING PROCEDURE	2

1. PURPOSE

To define the methods used to train users of the OtoSight product.

2. SCOPE

This procedure applies to all user trainings completed for new users of the product completed as part of a product inservice.

3. RESPONSIBILITIES

Trainer	• Complete user training according to the procedure in this SOP • Use the attached training checklist to ensure user proficiency
Quality	• Ensure all applicable PhotoniCare employees are trained on the SOP.

4. RECORDS

- Records for training to this SOP will be maintained.
- Records of individual non-PhotoniCare user training will not be maintained.

5. FORMS

5.1   SOP-0030-A User Training Skills Checklist

6. PROCEDURE

6.1   Training will cover the following topics.

- Basic navigation of the UI

- Steps to complete a successful scan of the middle ear, including:
    - Entering patient information
    - Attaching speculum tip
    - Use of the handheld to collect middle ear data
    - Use of "good signal indicator"

- Review and interpretation of the middle ear scan:
    - Understanding of the low coherence interferometry display
    - Interpretation of fluid in the middle ear
    - Appearance of serous and mucosal fluid
    - Differentiation of malleus
    - Identification of tympanosclerosis

- Use of the turbidity indicator feature:
    - Placement of the turbidity indicator
    - Interpretation of the turbidity indicator

- Use of AutoTurbidity feature:
    - Activation of AutoTubidity
    - Review and interpretation of AutoTurbidty results

- Export of scans

7. Document Revision History

Revision	Notes
0	Initial Release
1	Added training on identification of tympanosclerosis and fluid types
2	Added training on AutoTurbidity