

TECHNICAL REPORT



Guidance on error and warning messages for software used in radiotherapy

INTERNATIONAL
ELECTROTECHNICAL
COMMISSION

ICS 11.040.60

ISBN 978-2-8322-7715-7

Warning! Make sure that you obtained this publication from an authorized distributor.

CONTENTS

| | |
|---|----|
| FOREWORD..... | 4 |
| INTRODUCTION..... | 6 |
| 1 Scope..... | 7 |
| 2 Normative references | 7 |
| 3 Terms and definitions | 8 |
| 4 General guidance | 8 |
| 5 Designing error message displays | 8 |
| 5.1 Design systems to avoid the errors in the first place | 8 |
| 5.2 Categorize messages | 8 |
| 5.3 Consolidate reports and displayed error messages | 9 |
| 5.4 Summary of main concepts | 9 |
| 6 Message content usability guidelines..... | 10 |
| 6.1 Basic structure..... | 10 |
| 6.2 OPERATOR centred | 10 |
| 6.3 Message clarity..... | 10 |
| 6.4 Message action ability..... | 12 |
| 6.5 Conciseness | 12 |
| 6.6 Message specificity..... | 12 |
| 6.7 Courteous | 13 |
| 6.8 Use of error codes | 13 |
| 7 Guidelines for the development process | 13 |
| 8 Visual design guidelines | 14 |
| Annex A (informative) Checklist..... | 15 |
| Annex B (informative) Examples | 16 |
| Bibliography..... | 23 |
| Index of defined terms | 24 |
| | |
| Figure 1 – Example error message answering what happened, why and what to fix | 10 |
| Figure 2 – Example error message with unclear language on how to proceed..... | 11 |
| Figure 3 – Example error message with unfamiliar OPERATOR abbreviations..... | 11 |
| Figure 4 – Example error message implying the system thinks..... | 11 |
| Figure 5 – Example of an unhelpful error message | 12 |
| Figure 6 – Example error message showing error code..... | 13 |
| Figure B.1 – Example 1..... | 16 |
| Figure B.2 – Example 2..... | 16 |
| Figure B.3 – Example 3..... | 17 |
| Figure B.4 – Example 4..... | 17 |
| Figure B.5 – Example 5..... | 17 |
| Figure B.6 – Example 6..... | 18 |
| Figure B.7 – Example 7..... | 18 |
| Figure B.8 – Example 8..... | 18 |
| Figure B.9 – Example 9..... | 19 |
| Figure B.10 – Example 10..... | 19 |

Figure B.11 – Example 11..... 20

Figure B.12 – Example 12..... 20

Figure B.13 – Example 13..... 20

Figure B.14 – Example 14..... 21

Figure B.15 – Example 15..... 21

Figure B.16 – Example 16..... 22

Figure B.17 – Example 17..... 22

Figure B.18 – Example 18..... 22

Table 1 – Replacing engineering language with language understandable for operators 10

INTERNATIONAL ELECTROTECHNICAL COMMISSION

GUIDANCE ON ERROR AND WARNING MESSAGES FOR SOFTWARE USED IN RADIOTHERAPY

FOREWORD

- 1) The International Electrotechnical Commission (IEC) is a worldwide organization for standardization comprising all national electrotechnical committees (IEC National Committees). The object of IEC is to promote international co-operation on all questions concerning standardization in the electrical and electronic fields. To this end and in addition to other activities, IEC publishes International Standards, Technical Specifications, Technical Reports, Publicly Available Specifications (PAS) and Guides (hereafter referred to as "IEC Publication(s)"). Their preparation is entrusted to technical committees; any IEC National Committee interested in the subject dealt with may participate in this preparatory work. International, governmental and non-governmental organizations liaising with the IEC also participate in this preparation. IEC collaborates closely with the International Organization for Standardization (ISO) in accordance with conditions determined by agreement between the two organizations.
- 2) The formal decisions or agreements of IEC on technical matters express, as nearly as possible, an international consensus of opinion on the relevant subjects since each technical committee has representation from all interested IEC National Committees.
- 3) IEC Publications have the form of recommendations for international use and are accepted by IEC National Committees in that sense. While all reasonable efforts are made to ensure that the technical content of IEC Publications is accurate, IEC cannot be held responsible for the way in which they are used or for any misinterpretation by any end user.
- 4) In order to promote international uniformity, IEC National Committees undertake to apply IEC Publications transparently to the maximum extent possible in their national and regional publications. Any divergence between any IEC Publication and the corresponding national or regional publication shall be clearly indicated in the latter.
- 5) IEC itself does not provide any attestation of conformity. Independent certification bodies provide conformity assessment services and, in some areas, access to IEC marks of conformity. IEC is not responsible for any services carried out by independent certification bodies.
- 6) All users should ensure that they have the latest edition of this publication.
- 7) No liability shall attach to IEC or its directors, employees, servants or agents including individual experts and members of its technical committees and IEC National Committees for any personal injury, property damage or other damage of any nature whatsoever, whether direct or indirect, or for costs (including legal fees) and expenses arising out of the publication, use of, or reliance upon, this IEC Publication or any other IEC Publications.
- 8) Attention is drawn to the Normative references cited in this publication. Use of the referenced publications is indispensable for the correct application of this publication.
- 9) Attention is drawn to the possibility that some of the elements of this IEC Publication may be the subject of patent rights. IEC shall not be held responsible for identifying any or all such patent rights.

The main task of IEC technical committees is to prepare International Standards. However, a technical committee may propose the publication of a Technical Report when it has collected data of a different kind from that which is normally published as an International Standard, for example "state of the art".

IEC TR 63183, which is a Technical Report, has been prepared by subcommittee 62C: Equipment for radiotherapy, nuclear medicine and radiation dosimetry, of IEC technical committee 62: Electrical equipment in medical practice.

The text of this Technical Report is based on the following documents:

| | |
|-------------|------------------|
| Draft TR | Report on voting |
| 62C/738/DTR | 62C/741/RVDTR |

Full information on the voting for the approval of this Technical Report can be found in the report on voting indicated in the above table.

This document has been drafted in accordance with the ISO/IEC Directives, Part 2.

In this document, the following print types are used:

- requirements and definitions: roman type;
- *test specifications: italic type*;
- informative material appearing outside of tables, such as notes, examples and references: in smaller type. Normative text of tables is also in a smaller type;
- TERMS DEFINED IN CLAUSE 3 OF IEC 60601-1, IN THIS DOCUMENT OR AS NOTED: SMALL CAPITALS.

The committee has decided that the contents of this document will remain unchanged until the stability date indicated on the IEC website under "<http://webstore.iec.ch>" in the data related to the specific document. At this date, the document will be

- reconfirmed,
- withdrawn,
- replaced by a revised edition, or
- amended.

A bilingual version of this publication may be issued at a later date.

IMPORTANT – The 'colour inside' logo on the cover page of this publication indicates that it contains colours which are considered to be useful for the correct understanding of its contents. Users should therefore print this document using a colour printer.

INTRODUCTION

This document is intended to be read by persons involved in software development for RADIOTHERAPY and provides guidance on how to write relevant error messages shown to the clinical OPERATORS. This document is meant to provide examples within the RADIOTHERAPY domain and is not meant to replace IEC/ISO standards governing usability (for example, IEC 62366-1:2015). With the advent of more RADIOTHERAPY equipment being computer controlled, there has been a reported increase in the number of treatment delivery errors, some serious, occurring due to misunderstanding of the various error and warning messages shown to the OPERATOR during usage. Mistakes in interpretation are more likely to occur when error messages are written in technical language or are presented to the user without an OPERATOR-friendly explanation.

This problem is compounded by use of the following practices:

- message dialogs are designed from the program's technical point of view and not from the clinical OPERATOR'S point of view;
- message dialogs are optimized for engineering purposes with little input from end USERS;
- insufficient attention and resources are given to applying good practices for usability of message dialogs and careful review by clinical representatives.

In addition, the frequency of messages displayed by the many pieces of RADIOTHERAPY equipment to the OPERATOR can lead to "message overload". This increases the RISK that the OPERATOR will ignore critical information.

This document provides guidance via examples of common mistakes made when writing error messages to be displayed to the OPERATOR.

GUIDANCE ON ERROR AND WARNING MESSAGES FOR SOFTWARE USED IN RADIOTHERAPY

1 Scope

This document, which is a Technical Report, provides guidance on the usage and form of error or warning messages written for software used in RADIOTHERAPY. It does not replace any requirements existing in the safety standards but is meant to be used as a supplement to existing standards on usability by providing specific examples in the field of RADIOTHERAPY.

The two main goals of this document are

- 1) to present in a concise manner the best practices and design guidelines for good message dialogs, and
- 2) to illustrate these design guidelines with specific examples from the field of radiation oncology.

This document is intended to be read by the following MANUFACTURERS' employees and representatives:

- engineering department members including: software engineers, RISK managers, quality assurance engineers, technical writers, etc.;
- usability and human factors engineers;
- marketing representatives (product marketing, product managers, business analysts).

Throughout this document, unless specifically called out, these guidelines apply to all categories of messages summarily called error or warning messages (e.g. critical error, warning, system status, informational, routine interlock messages).

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

IEC 60601-1:2005, *Medical electrical equipment – Part 1: General requirements for basic safety and essential performance*
IEC 60601-1:2005/AMD1:2012

IEC 60601-2-1:—, *Medical electrical equipment – Part 2-1: Particular requirements for the basic safety and essential performance of electron accelerators in the range 1 MeV to 50 MeV*¹

IEC TR 60788:2004, *Medical electrical equipment – Glossary of defined terms*

IEC 62366-1:2015, *Medical devices – Part 1: Application of usability engineering to medical devices*

¹ Fourth edition under preparation. Stage at the time of publication: IEC/AFDIS 60601-2-1:2019.