



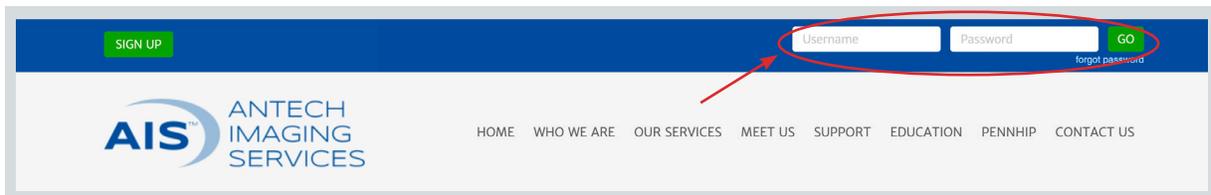
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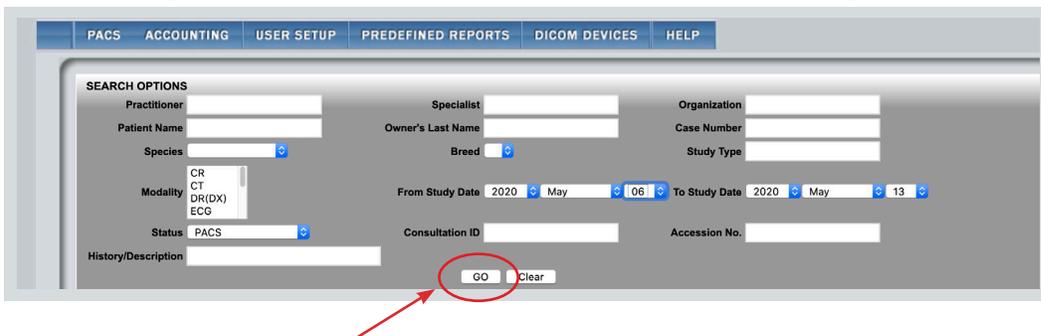
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## HOW TO SUBMIT A CONSULT WITH IMAGES STORED IN PACS (Use when sending DICOM files that are already stored in AIS PACS)

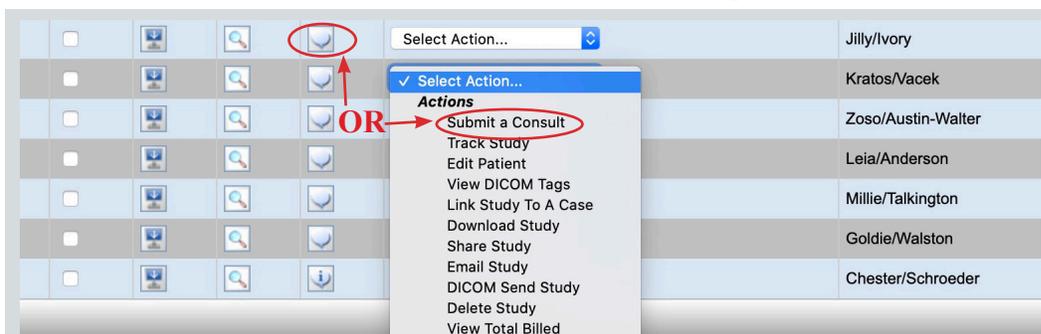
- 1) Log in to [www.antechimagingervices.com](http://www.antechimagingervices.com) by entering your Username and Password in the upper right hand corner fields and clicking “Go”.



- 2) Study Date range is defaulted to the last 7 days. You can change the “From Study Date” and “To Study Date” to your desired search dates. You may also search by Patient Name, Owner Name, or any other boxes in the search area. Click “Go” to show your studies.



- 3) Find the patient for which you want to send a consult request. Click the  icon or choose “Submit a Consult” from the Select Action drop-down list.



4) Ensure the patient information on the next page is correct and edit if needed.

Required fields are the following:

- **Referring General Practitioner** (click on drop-down box to select the veterinarian that is submitting the case.)
- **Patient Name**
- **Owner First & Last Name**
- **Species & Sex**
- **Case No.** (this is the patient ID your hospital uses and will ensure previous/future studies are linked to that patient in our system.)

The screenshot shows a web form titled "Create/Select Patient And Specialty". The form contains several input fields and a list of specialties. Red circles highlight the following fields: "Referring General Practitioner", "Patient Name", "Owner Last Name", "Owner First Name", "Species", "Sex", "Case No.", and "Priority & Response Time". The "Priority & Response Time" dropdown is currently set to "STANDARD". Below the form is a grid of specialty options with radio buttons, including Cardiology, Computed Tomography, Dentistry, ECG - Holter Monitor, ECG - Preop, ECG - Routine, ECG - Stat, Exotic/Avian, Magnetic Resonance Imaging, Medicine, Nuclear Medicine, Oncology, PennHIP, Radiology, Surgery, and Ultrasound. A "Submit" button is located at the bottom right of the form.

5) For a STAT consult select the "STAT" option from the "Priority & Response Time" time drop-down box. **IF YOU WANT A PHONE CALL FROM THE SPECIALIST, BE SURE TO CHECK THE BOX UNDER THE DROP-DOWN BOX.**

This close-up shows the "Priority & Response Time" dropdown menu set to "STAT". Below the dropdown is a checkbox that is checked, with the text "Check this box if you need a phone call with this STAT consult." Red arrows point to the "STAT" dropdown and the checked checkbox.

6) Select your desired specialty (ex: Radiology) then click **Submit**

This screenshot shows the same form as above, but with the "Radiology" radio button selected. A red arrow points to the "Radiology" option. Another red arrow points to the "Submit" button at the bottom right of the form. The "Priority & Response Time" dropdown remains set to "STAT" and the checkbox remains checked.

7) The final page of your consult submission is the Consultation Information screen. Here you add Pertinent Case Information and Differential Diagnosis (both are required fields) and any private comments for the specialist. Remember that the more pertinent information you provide the specialist, the more thorough and specific your report will be.

**Pertinent Case Information \***

Pertinent history, physical exam findings, and relevant lab results. Providing a complete pertinent history will help the specialist provide you a quality report, all while providing the best care for your patient.

Maximum 1000 characters are allowed.

**Differential Diagnosis \***

Differential diagnosis: essentially a list of diseases/disorders that could be the cause of symptoms your patient is having. Providing differentials will help the specialist know and understand your concerns, again providing the best care for your patient.

Maximum 1000 characters are allowed.

**Specific question relating to this imaging study - Private Comments to the Specialist (These will NOT appear in the report)**

Maximum 2000 characters are allowed.

**8) IMPORTANT: AFTER 20 MINUTES OF INACTIVITY, THE SYSTEM WILL DISPLAY A 60 SECOND WARNING FOR YOU TO CLICK CONTINUE BEFORE LOGGING YOU OUT.** When you log back in, the Consultation Information Screen will display where you left off. Be ready to submit when you fill out the request. If you are not ready, you can type your text in Microsoft Word, or any similar program, and then copy/paste when you are ready to submit.

9) At the bottom of the screen, click “Submit with selected media” when you are ready to submit.

**Studies For This Consult** | **Other Studies**

Coco / hayden 2020/05/12 DX 1

**Case workflows for consultation**

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Status: Preliminary  
Specialty: Radiology

Default Modality For WorkFlow(For DICOM Sends ) DR(DX)

**Image Lab Association**

Associate Consultation with Image Lab  Image Lab Accession Number:

Send e-mail message to lab( if newly selected )

10) A Consultation Confirmation will appear. If desired, you may print out this page for your records to send with the images. You are now done and may click on the Back to PACS tab at the bottom to go back to your PACS Workbench.

Consultation Confirmation for Test/Test		
Your request for Radiology evaluation has been received.		
Consultation #: 4410608		
Dr. Joe Demonstration AIS Demonstration Center  Ph (877) 727-6800 Fax (877) 870-4890 email:	Case Number: 12345TEST Patient: Test Owner: Test, Test Species: Canine Breed: Mixed Breed DOB: N/A Sex: U	
Bill To: AIS Demonstration Center 17620 MT Hermann St Fountain Valley, CA 92708 Ph (919) 349-9114 Fax (949) 752-3461	Time: Pending Activation Urgency: STANDARD Specialty: <b>Radiology</b> Study Cost:	Num Images: N/A Specialist: Dr. To Be Determined of Antech Imaging Services - PST  <b>Grand Total:</b>
<a href="#">Back To PACS</a>		

**NOTE:** Check report status anytime by logging on to the AIS website.



*Means the images are stored, but have NOT been sent for a consult, or the case is in a Returned state.*



*Means the consult has been submitted, but no (or not all) images have been received.*



*Means the case has been submitted, and is "In Progress" of being read.*



*Means there is a final Report, clicking this icon will display your report in a separate window.*

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**For assistance please contact us:**  
**1-877-727-6800**  
[support@antechimagingservices.com](mailto:support@antechimagingservices.com)