

CNI Research Image Upload and Results Workflow

About:

The Center for Neurobiological Imaging (CNI) performs MR scans on volunteer subjects for research purposes. There are instances where a study may require images to be uploaded into the Radiology PACS environment and an official reading performed.

Workflow:

1. **CNI Researchers** to fill out and fax SHC-LPCH MRN request form to the appropriate Patient Admitting Service
 - Adults**-SHC Main Admitting Fax: 723-1215/ Tel: 723-6221
 - Pediatrics**- LPCH Admitting (Rita Tandel) Fax: 725-3574 / Tel: 497-8229
2. Once MRN # is established the **image CD , workflow document, and Image Upload form** is delivered to the Main Hospital Image Library (1st floor room H1328; extension 650-723-6717)
3. **Image Librarian** creates an order in RIS-IC
 - **MRH (MR Head)** and adds “new” exam modifier **CNI (CNI Research No Charge)**. This modifier removes all technical and professional charges.
 - Attending provider Michael Zeineh
 - Visit # is RADRADIOLOGY
 - Images uploaded same or next day and Image Library to contact CNI researchers once available in PACS and CD can be discarded
4. **CNI researchers** to contact **Radiologist Michael Zeineh** to provide an official reading. Dr. Zeineh to designate another physician in his absence and inform CNI research of a resource change
5. **CNI researchers** to review final results through PACS web.

Workflow Approvals:

Dora Deitsch- Ancillary, Financial Counseling and On-Site Access Manager (Patient Access Services)
ddeitsch@stanfordmed.org

Michael Zeineh MD- Neuroradiology (Department of Radiology) mzeineh@stanford.edu

Laima Baltusis- CNI Research laimab@stanford.edu

Bob Dougherty- CNI Research bobd@stanford.edu

Rick Kong- Director of Radiology Informatics RKong@stanfordmed.org

Debra Williams- Radiology Supervisor Imaging Services DeWilliams@stanfordmed.org