

To electronically order an exam you must be signed in as the **REFERRING PHYSICIAN**

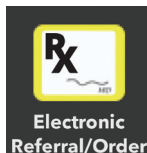
STAT EXAMS

Please call the **STAT ROOM** Ext. 2250



PHYSICIAN WEB PORTAL

A. To order an electronic referral/order please select this icon on the left hand side:



- B.** Enter patient's last name, first name and date of birth then click "search."
- C.** If you receive this window please continue to fill in patient's address and phone number, then proceed to D.
- D.** Select modality.
- E.** Select body part.
- F.** Select exam and click "submit request(s)."
- G.** Once logged in, you can select an alternate referring physician from the drop-down menu.
- H.** Please select correct address if more than one location.
- I.** Enter signs and symptoms.
- J.** Enter primary ICD 10 or perform search. Add additional notes and/or additional ICD 10 codes. Set exam priority.
STAT exams should be called in to Ext. 2250
- K.** "ZP should get authorization" expands the submission window for patient demographic verification/clinical note attachments.

*** PLEASE READ**

In order to obtain authorization, please upload the last 2 office notes/clinicals pertaining to the exam being ordered. (Questions that need to be answered: date of initial visit, follow up visit, x-ray results, physical therapy and medications) If you need assistance uploading the document, please contact IT support at 631-592-5091

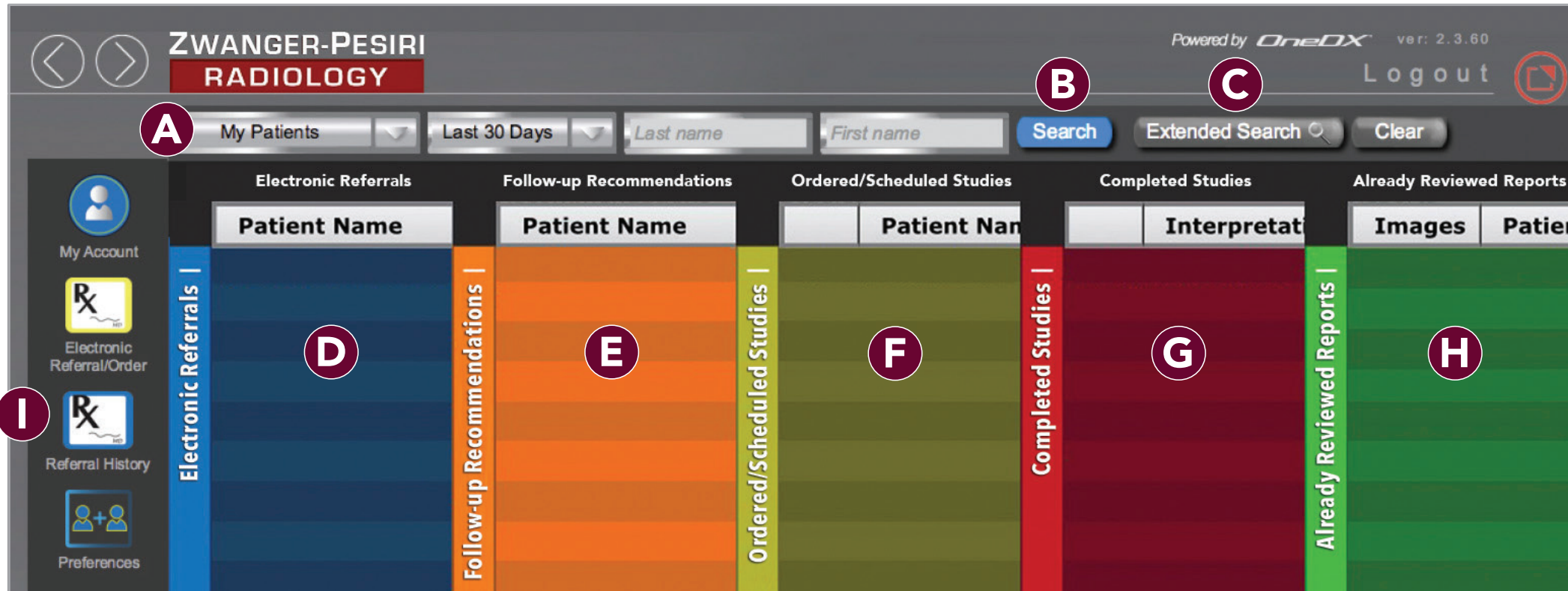
- L.** For your convenience, you can copy/paste necessary clinical notes from EMR or TYPE detailed clinical notes *along with uploading any clinical documents to support authorization requirements.*
- M.** To submit request(s), click to electronically sign the referral/order.
- N.** Confirmation of submission. **Repeat this process for additional exams.**



connect.zprad.com



For support call
631.225.7200 Ext. 9000
For online support visit
support.zwangerpesiri.com



- A. My Patients** Shows all patients referred by the provider within the last 30 days. To change or look at an entire group, click on the drop down menu.
- B. Search** Enables you to search a patient in the Zwanger-Pesiri Radiology data base. Required field is patient name.
- C. Extended Search** Patients not referred by your group or studies older than 30 days.
- D. Electronic Referrals** Online patient appointment request and patient status during scheduling process.
- E. Follow-up Recommendations** Once completed exam is reviewed, you will be prompted to Follow-up Recommendations. The options below will appear:

FOLLOW UP RECOMMENDATIONS X

Do schedule exam

I would like to place the suggested follow-up exam order now

Do NOT schedule exam

The recommended follow-up exam has already been performed

The recommended follow-up exam described is not needed at this point in time

The recommended follow-up exam has or will be scheduled elsewhere

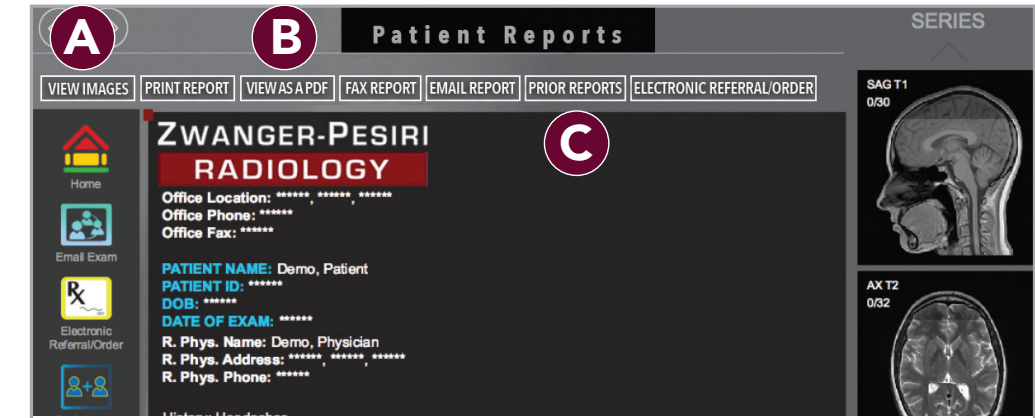
[Back to report](#)

By selecting any of the **four options** it will prompt the patient's test to fall off the list. Clicking [Back to report](#) returns the user to the orange list to perform an action at a later time.

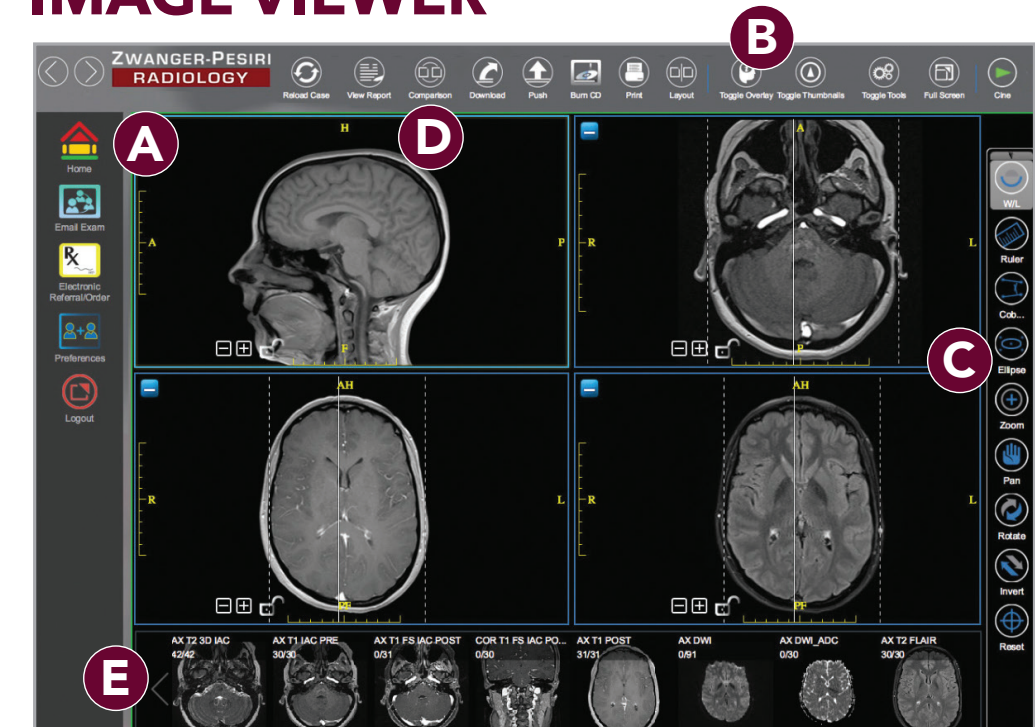
- F. Ordered/Scheduled Studies** Studies that have been ordered and/or scheduled at Zwanger-Pesiri Radiology.
- Regardless of how the order is requested (Appointment called in, entered on portal, or through EMR), **all orders can be viewed here.**

Ordered/Scheduled Studies					
	Patient Name	Date of Birth	Auth Status	Appointment	Accession No
Ordered/Scheduled Studies	Smith, John	04/27/1987	Denied	07/04/2024	1DX600801

- Denied** OneDx will be displaying an Auth Status of "Denied" when exam has not been authorized. Clicking on the red "Denied" button will open the denial letter and it then can be downloaded if needed.
- G. Completed Studies** Reports and images not yet reviewed by your group.
- H. Already Reviewed Reports** Reports and images reviewed by your group.
- I. Referral History** Shows all previously ordered electronic referrals. Double-click on a patient to see exam/authorization notes and information. Clicking on the study will allow you to view the images.



- Patient report loads automatically after loading a study.
- A. View Images**
 - B. View (Reports) as a PDF** For best print format or to download.
 - C. Prior Reports** View previous reports for selected patient.



- A. Home Menu** Navigate back to list of patients.
- B. Display Settings** Customize your viewer with different options such as split screen.
- C. Image Manipulation** Use these tools to pan, zoom, rotate, measure, etc., as you view the images. Tool bar can also be accessed by right-click on user's mouse.
- D. Comparison** Review prior reports and images of your patient.
- E. Images** The thumbnail series are displayed across the bottom. To view a specific image series, drag and drop the thumbnail into the viewer above.