



Spectrum Radiology Services at St. Mary's Regional Medical Center

rev. 08.09

HOW DO I CONTACT A RADIOLOGIST?

Weekdays

For **general advice**: call the Radiology front desk, 777-8482, and tell them the nature of your question. They can provide you with general information or contact the technologist or radiologist who can assist you.

Nights/Weekends

Monday through Thursday: After 5 pm and on weekends there is limited coverage for the reading of plain films. Digital studies, namely CT and US will be performed on an emergency basis and readings will be provided through the NightHawk service.

Physician-related complaints

Chief of Service: Dr. James Place – pager # 767-8792
e-mail – placej@spectrummg.com

Quality issues:

Quality officer: Dr. James Place – pager # 767-8792
e-mail – placej@spectrummg.com

HOW DO I ORDER AN IMAGING TEST?

The five essential elements of your order are:

1. Test you want
2. Symptoms and/or signs
3. Clinical questions to be addressed
4. Pertinent history
5. Location of prior imaging

Weekdays Test Ordering

Inpatient

For **imaging** studies, enter the order in the Meditech system. Mark the study routine, priority or STAT.

Outpatient

For routine or urgent studies, call radiology scheduling at 777-4049.

For special circumstances, consultative needs, procedures, or specific exam requests (i.e., biopsy, breast US, interventional radiology procedures), call the front desk, 777-8482 and ask for a radiologist.

Nights/Weekends/Holidays

General Comment

The Imaging Department is available 24/7 at SMRMC. We ask that non-emergency weekend studies be requested for daytime hours.

HOW DO I GET AN IMAGING REPORT?

Hard copy report

Usually dictated, transcribed and verified within 24 hours. Copies of the report are distributed:

- In the Meditech EMR
- Via fax to medical offices of ordering physician
- By request via fax from the Radiology file room, 777-8482

Listen to the dictation:

As soon as they are dictated, the radiology reports can be listened to on the RTAS Listen Line.

To access the RTAS dictation system:

1. Dial 376-0107
2. Enter the number 2 plus the last seven digits of the medical record number.
3. 1st report is latest dictated report
4. For earlier reports, enter 0
5. For another patient, enter #

View MRI, CT, Ultrasound, Diagnostic, Nuclear Medicine, and Interventional Angio Reports and images on the Web 1000 / Impax 6.

As soon as a report has been transcribed it will appear with the images on the Web 1000 / Impax6.

In order to access Web 1000:

1. Open Internet Explorer
2. In URL address field, enter:
http://172.25.54.50
3. Enter personal log in for Web 1000

If you have a problem accessing a study on the Web 1000 call the PACS help desk 662-7227.

Request a stat reading. The booking secretary will require you to provide a contact number or pager where you can be reached.

WHAT IS THE MOST APPROPRIATE IMAGING TEST FOR A GIVEN CLINICAL SITUATION?

Depending on the disease, imaging pathways may vary according to availability of tests and physician preference. Nevertheless, common disease pathways are established and fairly well agreed upon. Please refer to the Clinical Imaging Guidelines which Spectrum Medical Group has sent to your office or access the guidelines on the Spectrum Website – www.spectrummedicalgroup.com



WHAT IS SPECTRUM MEDICAL GROUP?

Spectrum Medical Group mission statement:

"We are individuals who are dedicated to excellence in the diagnosis, prevention, and treatment of illness; to life long learning; to our communities; and to the primary importance of taking care of patients."

Spectrum Medical Group:

We are a physician owned and operated group of anesthesiologists, pathologists, radiation oncologists, and radiologists in the Bangor and Portland areas. All divisions of Spectrum Medical Group have their business headquarters in Scarborough, Maine.

Southern Radiology Division, Spectrum Medical Group:

Spectrum Medical Group Southern Radiology Division is a private practice group of 30 radiologists who provide radiology services at Maine Medical Center, Brighton Campus, Falmouth Campus, the Diagnostic Center in Scarborough, Miles Memorial Hospital, St. Andrews Hospital, St. Mary's Regional Medical Center, and The Memorial Hospital, Conway, NH. We also provide services through affiliations with Insight/Premier, Orthopaedic Associates and Neurosurgical Associates.