

# Memorandum

**To:** Mary K. Greene, MD.  
Anne L. Calkins, MD.  
Dawn Light, MD.  
Mark Warren, DO.  
Frank Planki, DO.

**From:** Elizabeth H. Ey, M.D.

**Date:** October 30, 2016



- **Obstructive Sleep Apnea MR Study review** – I met with Dr. Kalra, Dr. Elluru, and Dr. Ankur Patel as well as the nurse practitioners of the Obstructive Sleep Apnea clinic. We reviewed the OSA cine studies done thus far. The findings and notes are included as an attachment.
- **Downtime procedure for radiologists** – Whenever we encounter interface, PACS or PowerScribe downtimes, the radiologist is to type in a preliminary result in PACS and mark the study dictated. In house physicians can log into PACS and read the preliminary results or call the front office for the preliminary results. If you think a result should be called, please make the study a call result in PACS or call the results to the ordering doctor yourself and document the call in PACS. The front office staff and technologists are otherwise responsible for answering questions and giving preliminary results. Once the interfaces are working, the studies that need dictations will be verified including the preliminary result. **Please include the preliminary results, person called with results, responsible radiologist, date, and time in the final results.**
- **GE PACS** – The GE applications expert will return this week to observe the problems we are encountering and offer assistance. The PACS expert will be at the main campus only on Tuesday, Wednesday, and Thursday this week. I have provided a schedule of the radiologists to meet with to April and Ben. The schedule is also attached.
- **Replacement of Nuclear Medicine equipment** – Tomorrow is the beginning of the de-installation of equipment from Nuclear Medicine. The room renovations will begin shortly thereafter, including installation of leaded dry wall needed for the CT scanner. The hybrid gamma camera/CT scanner will be installed in January with completion of installation by 1/15/2017. Phyllis and Debie have done a great job bringing patients in early to complete their scans before the existing equipment is removed. They also spent a lot of time today (Sunday) emptying the cabinets and shelves in the area. After tomorrow, patients who need nuclear medicine scans during the downtime will be referred to MVH or Nationwide Children's.
- **Improving communication for add on fluoro studies** – As a reminder, it is the responsibility of the radiologist covering fluoro at the time of the request for an add on fluoro procedure to discuss the patient directly with the referring physician. It is imperative to communicate what is to be done, how it is to be done, and when it will be done with the front office staff and the fluoro tech. Please write down the pertinent information on an "add on procedure" form and share it with the front office as well as the fluoro staff. The radiologist who will eventually perform the study can then have the information in advance of the patient's arrival.
- **Next radiologist meeting** – Monday, October 31 at 12:30 pm in the radiology conference room. If you have an agenda item to discuss, please forward it to me in an e-mail. Lunch will be provided. Peggy will send the call in information in advance.