

EpicCare Upload patient images to LifeImage

Before you start: In EPIC navigate to the patients appointment or chart.



Uploading patient images to LifeImage

You are now able to upload images that patients bring in into LifeImage. These uploaded images can then be viewed in LifeImage for 90 days or they can be requested to be permanently stored in the PACS (See the "Nominating" Quick Guide).

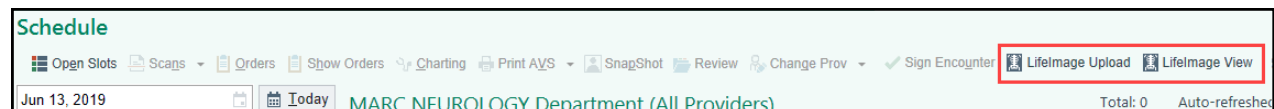
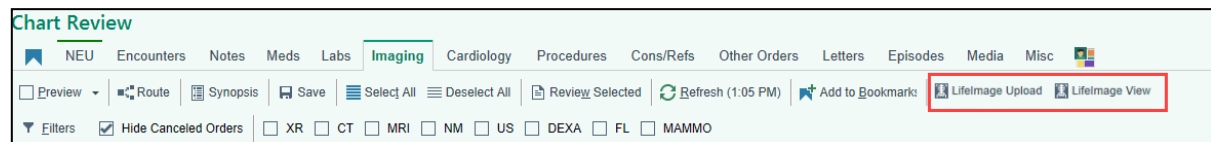
- 1 Click the LifeImage Upload button to launch LifeImage.

Accept/Click Ok on all the pop-up windows from Internet Explorer.

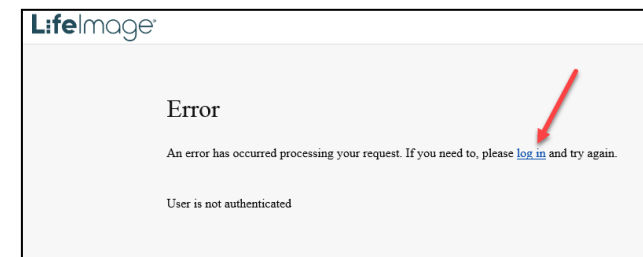
The button can be found on the Appt Desk, in Chart Review under the Image tab and on the Schedule Toolbar.

- If you just wish to view the images you have uploaded use the View button.

If you are an Upload Delegate you can only view images you have uploaded, other roles such as providers, can view any image.



Tip: If this is your first time logging in you will need to register. You will get an error screen with a blue hyperlink. Click the link and register. Once you are registered LifeImage will automatically log you in next time you click one of the buttons.



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- 2** Selecting the destination library:
The last destination you uploaded to will be preselected.

- A.** To add or change destination click on the blue hyperlink "Select destination from list".
- B.** In the window that appears, click **Groups** from the menu.
- C.** Select the group to which you want to upload.

- 3** Click Next

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LifeImage

PATIENT	PATIENT NAME	DATE OF BIRTH	GENDER	MRN
	Testing, Willow	05/05/1960	M	60000033

UPLOAD EXAMS Where would you like to upload your exams to?

☒ Set destination Destination: **A** [Select destination from list](#)

☐ Find exams

☐ Select exams

☐ Upload

Next **3**

Upload exams to

[People](#) [Groups](#) **B**

NAME
Autosend to PACS
Neurosurgery
Orthopaedics C
Radiology
Second Read
test senderbox

« First < Prev Next > Last »

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- 4** Select Find Exam on CD/DVD to upload an entire exam from a CD or DVD

Note:

Make sure to insert the disc in the reader before clicking the button.

If the exam is on a thumb-drive you would use the Browse for exam button and select the thumb-drive in the window that opens.

- 5** Review the patient information and select the exam.

If the information is mismatched it will highlight in red.

- 6** Click Next.

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PATIENT	PATIENT NAME	DATE OF BIRTH	GENDER	MRN
	Radiant, Test	04/11/2005	F	60000003

UPLOAD EXAMS

- Set destination
- Find exams**
- Select exams
- Upload

Find imaging exam to upload on a CD, USB drive or your computer

Browse for exams

Find medical photos or documents on a CD, USB drive or your computer

Browse for files

Place a CD/DVD in your computer's drive and click to detect exams

4 Find exams on CD/DVD

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PATIENT	PATIENT NAME	DATE OF BIRTH	GENDER	MRN
	Radiant, Test	04/11/2005	F	60000003

UPLOAD EXAMS

- Set destination
- Find exams
- Select exams**
- Upload

Confirm the patient info and specify what to upload by checking or unchecking the boxes next to each exam.

PATIENT NAME	DATE OF BIRTH	GENDER	MRN
Radiant, Test	12/05/1984	F	394641

EXAMS	MODALITY	DESCRIPTION	DATE	IMAGES	STATUS
5	<input type="checkbox"/>	CT	EXAM: CT Scan Abdomen & Pelvis W Contrast	02/01/2019	365

Details

Back

6 Next

Tip: If the images have already been uploaded by another clinic you will get a warning letting you know the images are already in LifeImage and/or PACS.

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- 7** You will get a confirmation screen once the upload is complete.

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LifeImage

PATIENT	PATIENT NAME Radiant, Test	DATE OF BIRTH 04/11/2005	GENDER F	MRN 60000003
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UPLOAD EXAMS

- ✓ Set destination
- ✓ Find exams
- ✓ Select exams
- ✓ Upload

✓ Your exams were successfully uploaded.

You can [Upload more](#) for this patient or [View exams](#) in your Inbox.

PATIENT NAME Radiant, Test	DATE OF BIRTH 04/11/2005	GENDER F	MRN 736480
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EXAMS	<input type="checkbox"/>	MODALITY	DESCRIPTION	DATE	IMAGES	STATUS
<input type="checkbox"/>	CT/PT		PETCT WB CONTRAST ENHANCED SUBSEQUENT TREATMENT STRATEGY	08/29/2018	5815	New

Tip: If the images have already been uploaded by another clinic you will get a warning letting you know the images are already in LifeImage and/or PACS.

Images will be available in LifeImage for 90 days if not moved to PACS. If moved to PACS they will be available in LifeImage for 7 days.