

Reviewing Radiology Results

A large number of imaging requests are created in the EDs and reviewing the formal reports of these is a considerable and, as yet, under resourced burden. This is made worse by the fact that there are three different ways of reviewing the reports, only two of which can record that the report has been seen, and none of which talk to each other.

The processes below are designed to maximise the benefit and minimise the workload, but they remain a compromise which is not fool-proof. For these processes, the reviews are done in two separate ways.

1. Reviewing all Unread Critical/Urgent/Unsuspected reports

This relies on the system where a radiology reporter can flag a report as Critical/Urgent/Unsuspected.

This is done in the Radiology Results app that can be entered through Bamboo, if you have permission

- a. Change **Signoff Status** to *unread*
- b. Change **Category** to *Critical/Urgent/Unsuspected*
- c. Click **Show Diagnostic Report**
- d. Review and act upon results if required, including recording the outcome by changing the signoff status from unread, recording any relevant information and clicking **SignOff**.

NB. The above steps do NOT pick up reports originating from CDU, SSW and UCC (at least). To find those, is more time-consuming:

- e. Change **Referrer Location** to *All Locations*
- f. This will lead to giving a long list of reports, many of which do NOT originate from the EDs. It is helpful to limit this list further using a date range for **Report Issued**. I suggest starting to look at the last month and then work your way backwards when cleared.
- g. Click **Show Diagnostic Report**
- h. ONLY review reports originating from an area relevant to RSCH and PRH EDs which will include:
RSCH Clinical Decision Unit, RSCH Short Stay Ward, RSCH Urgent Care Centre, PRH CDU.
- i. Follow step d. above.

2. Reviewing recent Unviewed reports

This relies on the Viewed Status flag in Sunquest ICE, that is automatically set when anyone looks at the report in Sunquest ICE, either directly, or through Panda.

NB – the previous versions did not accurately identify all reports. Therefore follow precisely instructions below.

To review result, use Sunquest ICE directly (not through Panda).

- a. Click **View Ward Reports** on left panel
- b. In top panel
 - i. Keep **Requesting Location** in top left drop down box
 - ii. In the drop down box to the immediate right of that, clear the existing entry and either:
 1. type in **RSCH**. This will produce a series of options – choose from the list in turn (reviewing all report for the date range below) each of the following:
 - a. **RSCH Accident and Emergency**
 - b. **RSCH Clinical Decision Unit**
 - c. **RSCH Short Stay Ward**
 - d. **RSCH URGENT CARE CENTRE**
 - e. **RSCH Urgent Care Centre**
 - f. **RSCH Urgent Care Centre(AE)**

2. type in **PRH**. This will produce a series of options – choose from the list in turn (reviewing all report for the date range below) each of the following:
 - a. **PRH Accident and Emergency**
 - b. **PRH CDU**

For each of these options follow steps iii to ix below.

- iii. Select **Radiology** in the dropdown box to the right of **Filter by specialty**
 - iv. Select date range by either of:
 1. Click **Show reports for last**
 - a. Select a number from dropdown box on the right
 2. Click Show reports from on right hand side
 - a. Select date of 1st day of previous month (to be safe)
- Whichever way you are using, I suggest ignoring tests performed in the last 24 hours because there is a good chance the patient is still in the ED, and it is not yet worth chasing.
- v. Select **Unviewed Reports** only from dropdown box to right of **Show**
 - vi. Click Search button
 - vii. This will give all the unviewed results with a maximum of 20 on a patient
 - viii. Review and act upon results if required.
 - ix. Move on to the next line on ICE by clicking the **Back** button. The line you have just looked at will have automatically been removed as you have just viewed it!