



Telemedicine Customer Support 24/7/365

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## HOW TO SHARE STUDIES

(Use when sending to other hospitals that have an AIS account)

**Important note:** You must have popups unblocked to use this function.

Contact Technical Support at [support@antechimaging.com](mailto:support@antechimaging.com) or (877) 727-6800 for assistance unblocking popups.

- 1) Log in to [www.antechimaging.com](http://www.antechimaging.com) by entering your Username and Password in the upper right hand corner fields and clicking “Go”.

Username Password GO

forgot password

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- 2) Study Date range is defaulted to the last 7 days. You can change the “From Study Date” and “To Study Date” to your desired search dates. You may also search by Patient Name, Owner Name, or any other boxes in the search area. Click “Go” to show your studies.

PACS ACCOUNTING USER SETUP PREDEFINED REPORTS DICOM DEVICES HELP

SEARCH OPTIONS

Practitioner Specialist Organization

Patient Name Owner's Last Name Case Number

Species Breed Study Type

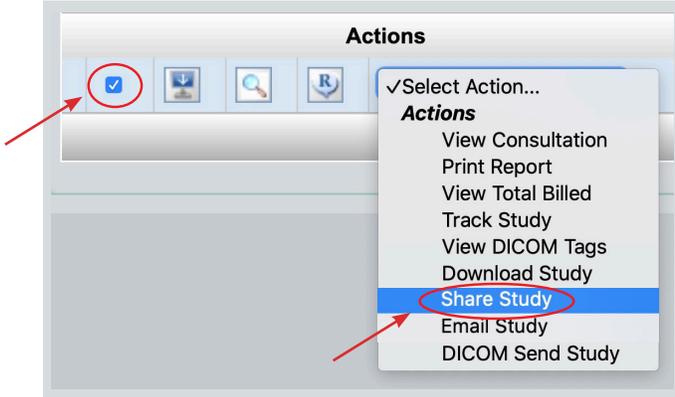
Modality From Study Date 2020 May 06 To Study Date 2020 May 13

Status Consultation ID Accession No.

History/Description

GO Clear

3) Find the patient for which you want to share their study. Click the  icon only if you are selecting more than one study to email. Then choose “Share Study” from the Select Action drop-down list.



4) This will bring you to the popup Share Study window. Click “Select Organization” to open the Organization Search window.

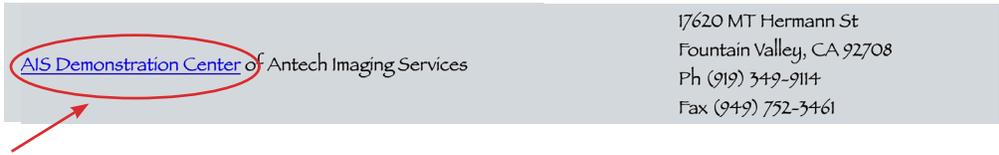


5) Search for your desired hospital. Hospital names may be slightly different in the AIS database, so it is better to search by phone number.

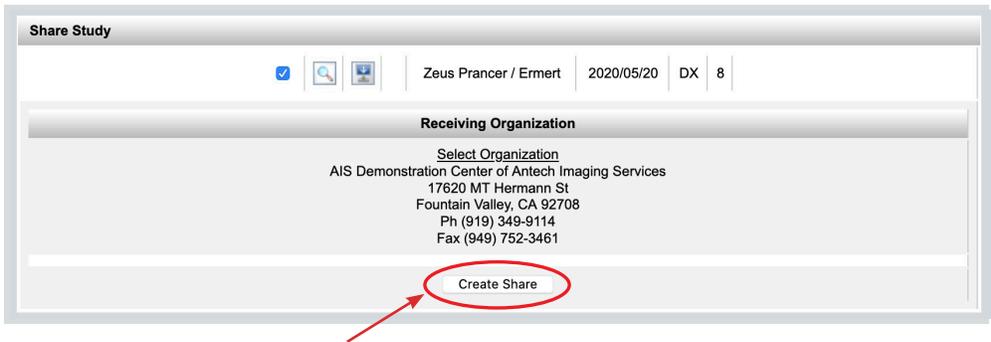
- You may also enter the city in the “Address” box to narrow down AIS accounts in the specific city.
- If your desired hospital is not listed, they do not have an AIS account and you will need to email the study instead.

The image shows an 'Organization Search' form. It has the following fields: 'Organization Name', 'Parent Organization Name', 'Address (All Fields)', 'Phone Number', and 'State/Province' (with a dropdown menu set to 'All States'). A 'Search' button is located at the bottom right of the form.

6) Then click on the hospital name from the list.



7) The hospital information will be populated in the original Share Study window. Click “Create Share.”



8) A confirmation window will appear. The hospital that you shared the study with will receive an email informing them that you have shared a study with them. This email is sent to the general hospital email address, so it is best to notify the person expecting the images directly. Let them know the original study date so they can search for it in their own AIS account.

