



Telemedicine Customer Support 24/7/365

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## HOW TO SUBMIT A CONSULT WITH IMAGES STORED IN PACS

(Use when sending DICOM files that are already stored in AIS PACS)

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

- 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.

- 3) Find the patient for which you want to send a consult request. Click the  icon or choose “Submit a Consult” from the Select Action drop-down list.

Actions				Patient/Owner ▾	Species
<input type="checkbox"/>				Larry/Michael	Feline
<input type="checkbox"/>				taco/leoshko	Canine
<input type="checkbox"/>				Kuku/Social Pack Dogs	Canine
<input type="checkbox"/>				Ana Amorim/Shelby	Canine
<input type="checkbox"/>				nacho/anderson	Canine
<input type="checkbox"/>				Frank/Flowers	Canine

OR

Submit a Consult

4) Ensure the patient information on the next page is correct and edit if needed.

Required fields are the following:

- **Referring General Practitioner** (click on drop-down box to select the veterinarian that is submitting the case.)
- **Patient Name**
- **Owner First & Last Name**
- **Species & Sex**
- **Case No.** (this is the patient ID your hospital uses and will ensure previous/future studies are linked to that patient in our system.)

The screenshot shows the 'Create/Select Patient And Specialty' form. The following fields are circled in red to indicate they are required: 'Referring General Practitioner', 'Patient Name', 'Owner Last Name', 'Owner First Name', 'Species', 'Sex', 'Case No.', and 'Priority & Response Time'. The form is partially filled with test data: 'Referring General Practitioner' is empty, 'Patient Name' is 'Test', 'Owner Last Name' is 'Test', 'Owner First Name' is 'Test', 'Species' is 'Canine', 'Breed' is 'Jack Russell Terrier', 'Date of Birth' is '2013 January 26', 'Color' is empty, 'Sex' is 'Male (Neutered)', 'Chip No.' is empty, 'Case No.' is '26594', and 'Priority & Response Time' is 'STANDARD'. A grid of specialty options is visible at the bottom, including Cardiology, ECG - Preop, Magnetic Resonance Imaging, PennHIP, Computed Tomography, ECG - Routine, Medicine, Radiology, Dentistry, ECG - Stat, Neurology, Surgery, ECG - Holter Monitor, Exotic/Avian, Nuclear Medicine, and Ultrasound. A 'Submit' button is at the bottom right.

5) Select your desired specialty (ex: Radiology) then click **Submit**

This screenshot shows the same form as the previous one, but with 'Radiology' selected in the specialty grid. A red arrow points to the 'Radiology' option. Another red arrow points to the 'Submit' button, which is also circled in red. The rest of the form data remains the same as in the previous screenshot.

6) **IMPORTANT: AFTER 20 MINUTES OF INACTIVITY, THE SYSTEM WILL DISPLAY A 60 SECOND WARNING FOR YOU TO CLICK CONTINUE BEFORE LOGGING YOU OUT.** When you log back in, the Consultation Information Screen will display where you left off. Be ready to submit when you fill out the request. If you are not ready, you can type your text in Microsoft Word, or any similar program, and then copy/paste when you are ready to submit.

- 7) The final page of your consult submission is the Consultation Information screen. Here you add Pertinent Case Information and Differential Diagnosis (both are required fields) and any private comments for the specialist. Remember that the more pertinent information you provide the specialist, the more thorough and specific your report will be.

**Pertinent Case Information \***

Pertinent history, physical exam findings, and relevant lab results. Providing a complete pertinent history will help the specialist provide you a quality report, all while providing the best care for your patient.

Maximum 1000 characters are allowed.

**Differential Diagnosis \***

Differential diagnosis: essentially a list of diseases/disorders that could be the cause of symptoms your patient is having. Providing differentials will help the specialist know and understand your concerns, again providing the best care for your patient.

Maximum 1000 characters are allowed.

**Specific question relating to this imaging study - Private Comments to the Specialist (These will NOT appear in the report)**

Maximum 2000 characters are allowed.

- 8) At the bottom of the screen, click “Submit with selected media” when you are ready to submit.

**Studies For This Consult**

☐ ☐ ☐ Coco / hayden 2020/05/12 DX 1

**Other Studies**

**Case workflows for consultation**

Dr. To Be Determined  
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Status: Preliminary  
Specialty: Radiology

Default Modality For Workflow(For DICOM Sends) DR(DX)

**Image Lab Association**

Associate Consultation with Image Lab Image Lab Accession Number:

☐ Send e-mail message to lab( if newly selected )

☐ Submit with selected media

☐ Submit and upload additional media

- 9) A Consultation Confirmation will appear. If desired, you may print out this page for your records to send with the images. You are now done and may click on the Back to PACS tab at the bottom to go back to your PACS Workbench.

**Consultation Confirmation for Test/Test**  
Your request for Radiology evaluation has been received.

Consultation #: 4410608

Dr. Joe Demonstration  
AIS Demonstration Center

Ph (877) 727-6800  
Fax (877) 870-4890  
email:

Case Number: 12345TEST  
Patient: Test  
Owner: Test, Test  
Species: Canine  
Breed: Mixed Breed  
DOB: N/A  
Sex: U

Bill To:  
AIS Demonstration Center  
17620 MT Hermann St  
Fountain Valley, CA 92708  
Ph (919) 349-9114  
Fax (949) 752-3461

Time: Pending Activation  
Specialty:  
**Radiology**  
Study Cost:

Urgency: STANDARD  
Specialist:  
Dr. To Be Determined of Antech Imaging Services - PST

**Grand Total:**

Num Images: N/A

[Back To PACS](#)

**NOTE:** Check report status anytime by logging on to the AIS website.



*Means the images are stored, but have NOT been sent for a consult, or the case is in a Returned state.*



*Means the consult has been submitted, but no (or not all) images have been received.*



*Means the case has been submitted, and is "In Progress" of being read.*



*Means there is a final Report, clicking this icon will display your report in a separate window.*

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For assistance please contact us:  
1-877-727-6800  
[support@antechimaging.com](mailto:support@antechimaging.com)