

1. From the "Pending PACS Correction WL" in RIS find the patient and right click on the Accession # cell and choose "copy cell"

D111	199 (47)		Pending PACS Correction WL (2) ×				
MRN	١	Patient Name				Procedur	
	Ŧ				Ŧ		
P112	2644					XRAY F	EL
P11	Patien	t Folder				CONSU	LT,
	Clinica	al Tasks	3				
	Add to	Folder					
	Bypas	s PACS	Correctio	'n			
	Audit I	Audit History <mark>Copy Cell</mark>					
	Сору						

1. Double click on the patient in the "Pending PACS Correction WL" or highlight and click the "PACS Correction" button in the lower right:



2. When the PACS page loads go to the patient "Search" area and "paste" the Acc# that you copied from RIS then <u>add a</u> @ before the number:



 Once exam is populated you should see a dropdown with a list of available exams, "Matching Studies", to match to the RIS exam:

~	_					_		
	, Pat	ient Name: st, anna						Sort order 🦛 🖆
								Matching Studies
Ô	Ū	Apr 07, 2020 16:20:00	Test, Annapolis	eRAD111199	A112227	MR	MRA CHEST W/ & WO CONTRAST	2020-02-10 09:31:00.0 Test^Annapolis*^^ eRAD111194 eRAD111369 MR MRI CERVICAL SPINE WI CONTRAST 🔷 📑



4. Choose the correct exam and then click on the "Merge" ICON to the left:



5. A "merge" pop up should now appear. You will see an "Order Value" and a "Study Value". Click on the correct value....it should be the gray/lavender color. Once all the correct values are chosen, click the checkmark in the bottom right corner.

			Merge			
Field	Order value	Study value			New Value	
		eRAD111199				
	Test, Annapolis	Test, Annapolis	Pref First	Middle Last	Suf	
	Sep 22, 1981	Sep 22, 1981	mm Dd , YYYY ht	imniss 🗙		
		Male				•
	A112375	A112228				
		Medium				•
	ст	CT\\SR				-
Referring Physician		eRAD, Referring	Pref First	Middle Last	Suf	
Reading Physician			Pref First	Middle Last	Suf	
	•	ARATA ELAINE MD,	Pref First	Middle Last	Suf	
		eRAD, Referring	Pref First	Middle Last	Suf	
		HEAD				
	CT ABDOMEN	AND PELVIS W/ CONTRAST				
		ANNAPOLIS				
						\otimes

 It may take a few minutes to complete the "merge". Once complete it should fall off of the "Pending PACS Correction WL.

*Note: If for some reason it does not fall off the "Pending PACS Correction" worklist, go to patient folder in RIS and verify images are there. If images are there, right click and "Bypass PACS Correction".