# **Ultrasound List**

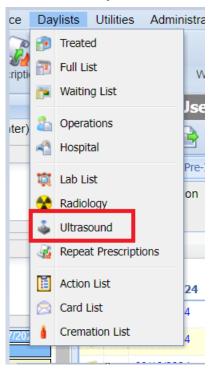
23/10/2024 10:20 am BST

### **Summary**

The Ultrasound List is populated with any Ultrasound bookings for the current day. To utilise this Daylist, a diary column needs to be created.

#### **Details**

The Ultrasound List can be accessed from the 'Daylists' menu:



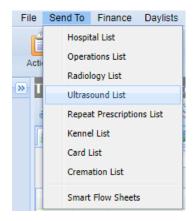
Once selected, the Ultrasound List will display:



### **Adding a Patient to the Ultrasound List**

#### **Add to Ultrasound List - From Treatment Screen**

- 1. From the **Treatment Screen**, select '**Send To**' from the top toolbar menu and select '**Ultrasound List**'.
- 2. This will send the patient to the Ultrasound List for today's date.



#### **Add to Ultrasound List - Dispensing Treatment**

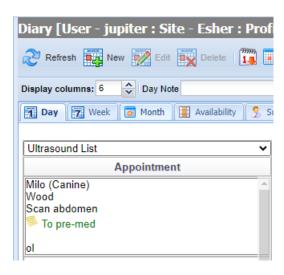
- 1. From the **Treatment Screen**, when adding a treatment, certain treatment codes can be configured to display a\_prompt to 'Send To Ultrasound List'.
- 2. Selecting 'Yes' to this prompt will send the patient to the Ultrasound List for today's date.

#### Add to Ultrasound List - From the Diary Screen

Once the diary column has been setup, you can add to the Ultrasound List via the Diary screen.

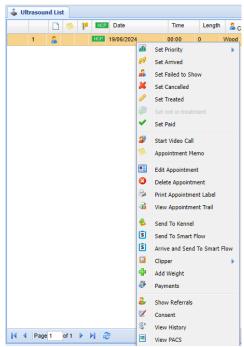
- 1. Navigate to the **Diary screen** and locate the '**Ultrasound column**'.
- 2. Specify a 'reason' for the booking and save the 'appointment'.
- 3. The entry will display in the Diary screen and on the 'Ultrasound' Daylist.

#### Diary:



### **Ultrasound List Functionality**

Select a patient from the list and right click to display the below options:



Function	Description / Function
Set Priority	Priority levels 1-10. If set, this block of colour will show in the first column in the Ultrasound List.
Set Arrived	The appointment will change to <b>RED</b> within the Diary screen and the Ultrasound List.
Set Failed to Show	Appointment will change to <b>BLOCK GREY.</b>
Set Cancelled	Cancels the appointment and the appointment will change to <b>NEUTRAL BROWN</b> .
Set Treated	The appointment will change to <b>BLUE</b> to indicate the client has been treated.
Set Paid	The appointment will change to <b>GREEN</b> to indicate the client has paid.
Appointment Memo	An 'M' will appear in the fourth column, indicating there is an additional note against this appointment.
Edit Appointment	Allows the user to edit the Appointment Reason and Note.
Delete Appointment	Allows the user to remove the appointment. This will remove from the Ultrasound List and Diary screen.
View Appointment Trail	Displays an audit trail for the selected appointment.

Send to Kennel	Sends the Patient to a <u>Kennel</u> .
Clipper	Add the patient and client details to the <u>Clipper</u> .
Add Weight	Opens the Add Weight window.
Payments	Opens the Payments window.
Show Referrals	Shows the patient's registered referral details.
Consent	Opens the Consent form window.
View History	Displays the patient's Treatment history in a pop-up window.
View PACS	If the practice makes use of a cloud-based PACS system, selecting this option will show any uploaded images in a new tab.

## **Exporting the Ultrasound List**

The Radiology List can be printed, emailed or exported to CSV file.

