

This flyer provides information on the Virtual Room location in RadNet when exams are misrouted.

Virtual Room Section

Virtual Room is a "catch all" room for exams that are misrouted and prevented from landing on another location's worklist.

View Select By Launch Help

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- How to find misrouted exams.
- **<u>STEP 1</u>**: Launch **Appbar**.
- **<u>STEP 2</u>**: Select **Order Viewer**.
- **<u>STEP 3</u>**: Search **Patient name**.
- **<u>STEP 4</u>**: Verify in the **Section** column where the exam is routed to.
- **<u>STEP 5</u>**: Select **Modify Order Details** icon.
- <u>STEP 6</u>: Within the Order Details window, update the Packet Routing (Dept Use Only): to correct location.

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| Routine | v | v |
| EMLA7 (Dutpatient): | | Anesthesia/Sedation (Dutpatient) |
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| Special Instructions: | | Consulting Physician: |
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NOTE:If the location is not updated, within
Exam Management the exam will still be
routing to the Virtual Room. If the exam
is completed while it is in the Virtual
Room, an alert message will be received.
This is an indicator that the Institution
and Room need to be updated to an
appropriate location before completing.



For questions regarding process, please contact your unit's Clinical Educator or Health Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.



