

## **HOW TO SUBMIT A DICOM STUDY FROM EFILM**

**These instructions cover submitting a DICOM study to Antech Imaging Services Telemedicine directly from a modality (i.e. DR, CR, US, CT, MRI, or any other DICOM3 device)**

1. Open eFilm workstation
2. Search for patient under Local Exams
3. Highlight patient – click send
4. Highlight AIS (DO NOT CHECK ENCRYPT BOX).
5. Click send button (wait until queue says all images and studies have transmitted—idle status), then click close queue.
6. Log in to the AIS website with your hospital’s account manager login
7. Find your patient and click the icon 
8. Ensure the patient name, species, breed, etc are correct
9. Using the pull-down select the practitioner who is submitting the case for review
10. Select Radiology, click the single arrow -> and then click SUBMIT
11. Complete the “HISTORY,” “DESCRIPTION,” “PRACTITIONER COMMENTS”
12. Choose “SUBMIT” - Submit with selected media

***NOTE: Check report status anytime by logging on to the AIS site & choosing the “WORKBENCH” tab. Here you can view & print ALL of your cases, regardless of completion status). For assistance please contact us via phone or email: [support@antechimagingservices.com](mailto:support@antechimagingservices.com)***