

## **DOWNTIME PROCEDURE FOR RADIOLOGISTS**

When Cerner IMPACT is down, Radiology will implement our downtime procedure. Please follow these steps:

### ***For exams with a downtime accession number (begin with DT):***

Exam and images should appear in your PACS worklist as normal.

TalkTech will have exam like normal.

Dictate and sign your report just like normal.

Include the patient demographic information in your report to assist in downtime cleanup.

For UED results phone/fax the UED:

Fax # is 5-5391. Phone # is 4-5105. Cerner Printer name is nc1460, which has been added to every computer in the hospital.

For critical results – look in the "reason for exam" area on PACS/TT for physician name and/or unit where patient is located. Contact physician with critical results.

Other results will be distributed by Hospital film library.

### ***For exams on PACS with a real accession number and images:***

Cerner is down so exam cannot be completed by technologist.

TalkTech will have no knowledge of the exam.

Do not use integrated PACS/TT.

Enter accession number into Talk and exam will show as "temporary order".

Dictate report.

Include the patient demographic information in your report to assist in downtime cleanup.

Save the report. You will not be able to sign the report.

For UED results phone/fax the UED:

Fax # is 5-5391. Phone # is 4-5105. Cerner Printer name is nc1460, which has been added to every computer in the hospital.

For critical results – contact physician with critical results just as you normally would.

Other results will be distributed by Hospital film library.

Once Cerner is up and exams have been completed you can sign off on the final report.

For downtime issues page RIS Oncall pager 7024