

Best Practice

- Login as a user
- Go into a patients file
- Click on imaging request (chest x-ray icon)
- Click on user setup on left of imaging request window (clip board with ticks)
- Set preferred provider to sonic company
- Select provider request layout, click on change button
- From available layouts select add
- Name layout 'A4 laser request'
- Input relevant parameters into fields
- Close window, note that 'A4 laser request is not listed as the paper type for the sonic imaging provider.
- Click on save

Layout details ✖

Layout name:

	Top	Left		Top	Left
Patient name:	<input type="text" value="40"/>	<input type="text" value="25"/>	Doctor name:	<input type="text" value="110"/>	<input type="text" value="25"/>
Patient address:	<input type="text" value="46"/>	<input type="text" value="25"/>	Doctor address:	<input type="text" value="115"/>	<input type="text" value="25"/>
Patient D.O.B.:	<input type="text" value="40"/>	<input type="text" value="155"/>	Provider No.:	<input type="text" value="130"/>	<input type="text" value="25"/>
Patient sex:	<input type="text" value="60"/>	<input type="text" value="25"/>	Copies to:	<input type="text" value="0"/>	<input type="text" value="0"/>
Patient Medicare No.:	<input type="text" value="60"/>	<input type="text" value="155"/>	Request date:	<input type="text" value="138"/>	<input type="text" value="118"/>
Patient DVA No.:	<input type="text" value="60"/>	<input type="text" value="155"/>	Request ID:	<input type="text" value="0"/>	<input type="text" value="0"/>
Patient Phone No.:	<input type="text" value="46"/>	<input type="text" value="155"/>	Patient Mobile No.:	<input type="text" value="54"/>	<input type="text" value="155"/>

	Top	Left	Width	Height
Requested tests:	<input type="text" value="75"/>	<input type="text" value="25"/>	<input type="text" value="75"/>	<input type="text" value="12"/>
Clinical details:	<input type="text" value="75"/>	<input type="text" value="110"/>	<input type="text" value="80"/>	<input type="text" value="40"/>

All measurements are in mm from the top, left corner of the page.