



Radiology Appts Office: 071-9174509 Radiology Reception 071-9174508 Fax Number 071-9174647 E-mail address: admin.radiology@hse.ie

# Radiology Guidelines for GPs and External Consultants.

A safe, high quality and efficient service can only be provided if you check the information on our website regularly, comply with the guidelines and inform new team members.

- 1. Monitor your referrals and contact us if you are not notified in due course.
- 2. Despite great care false negative/positive results/reports cannot fully be out ruled. Patient management should always be based on clinical grounds.
- If you have concerns, suggestions or questions, please always contact Radiology (ph: 071-9174663).
- 4. It is the referring clinician's responsibility to provide complete and correct information. By sending a request you confirm that you understand and accept the SUH radiology guidelines.
- 5. Referrals may be returned if they are incomplete, not of adequate quality and clarity, not on the correct form or not compliant with the guidelines.

### **Requesting Imaging Services:**

- 1. Provide detailed clinical information so that the radiologist can choose the appropriate imaging strategy.
- 2. Urgent cases must be discussed before referral submission, otherwise they cannot be prioritised.
- **3**. Patients with significant acute clinical problems should be referred to ED or AAU who will arrange for imaging.
- 4. GPs that refer for imaging which was recommended by a specialist still need to examine the patient and give adequate clinical information. Please attach the specialist's report.





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## Walk-in Service:

Walk-in service available Monday to Friday from 9:00-12:00 and 14:00-16:00 for

a) X-ray of acute injuries

b) Chest x-rays. This service is currently suspended due to Covid as per letter to GP's 11/03/2020. Referrals should be forwarded to radiology for vetting.

Please note x-rays are not reviewed by consultant radiologist at the time of x-ray. If you feel patient needs result at time of x-ray or requires assessment by doctor please give patient ED referral letter as well.

-Requests for all other examinations should be posted or e-mailed for efficient vetting and booking.

## **DNA policy:**

If a patient does not attend or cancels an examination the appointment will be cancelled. A cancellation letter will be sent to the referring clinician.

### **Prioritising Requests for Appointments:**

Waiting times vary. For details contact Radiology (ph: 071-9174509).

Your prioritisation may get changed by a radiologist depending on the provided clinical information.

Therefore you should always contact Radiology if you have special concerns.

'Urgent', important/complex cases always must be discussed.

ASAP: usually (but not guaranteed) scheduled within 2-4 weeks.

*Routine*: will be booked for the next available routine slot (varies).

30<sup>th</sup> November 2020

**Mission Statement**