# Computed Tomography (CT): Scheduling Guide & Exam Codes

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# Computed Tomography (CT): Scheduling Guide & Exam Codes

**Purpose:** This guide provides accurate scheduling support for CT exams across all Washington Radiology locations. Use this resource to confirm **exam type**, **location restrictions**, **patient prep**, and **important scheduling reminders**.

#### Available At:

- DC K-Street
- Chevy Chase
- Sterling

#### Not Available At:

- Bethesda
- Fairfax
- Germantown
- Park Potomac
- Arlington

#### **General CT Contrast Exam Guidelines:**

- Contrast Exams
  - ALWAYS confirm if the exam is WITH, WITHOUT, or WITH & WITOUT contrast.
  - If order indicates "As Needed" or "PRN" = Schedule WITH contrast.
  - No CT contrast exams can be added AFTER 3 PM for the NEXT DAY UNLESS APPROVED BY THE CT DEPARTMENT
    - If the CT department is not available, schedule at least 2 business days out
    - If a doctors office calls after4 PM to request an urgent CT Contrast appointment for the next day:

### email Leadership

- Patients with a history of any of the following MUST fax their creatinine levels to the Center before their appointment:
  - Age 60 or Over
  - Diabetes Mellitus
  - Taking Medication for High Blood Pressure
  - Taking Metformin or any Metformin Drug Combination
  - History of Kidney Disease to include: Dialysis, Kidney Transplant, Single Kidney, Renal Cancer, or Renal Surgery

## • Allergy Protocols

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Patient Condition	Action	
Benadryl or Epinephrine	Schedule 3 business days out (5 days if pre-auth required).	
lodine allergy	Do NOT schedule - refer back to referring physician.	

### **Barium Protocol**

## Not all exams require Barium - check Prep & Notes!

- Barium Pickup:
  - Patient must bring written order with them when picking up Barium Contrast prior to exam.
  - o Pickup Hours: 8:00 AM 4:30 PM (Mon-Fri)
  - Available At:
    - DC K-Street
    - Bethesda
    - Chevy Chase
    - Park Potomac
    - Fairfax
    - Sterling
    - Germantown
- Barium Instructions:
  - AM Appointments:
    - 9:00 PM night before: Drink 1/2 bottle of Barium
    - Beginning 4 hours prior to the exam: Clear liquids only
      - Suggested Clear Liquids: Water, tea/coffee (no milk), clear juice, soda. No dairy, solid food, or Jell-O

• Beginning 2 hours prior to the exam: Drink 1/2 bottle of Barium

## • PM Appointments:

- 8:00 AM day of exam: Drink 1/2 bottle of Barium
- Beginning 4 hours prior to the exam: Clear liquids only
  - Suggested Clear Liquids: Water, tea/coffee (no milk), clear juice, soda. No dairy, solid food, or Jell-O
- Beginning 2 hours prior to the exam: Drink 1/2 bottle of Barium

## **Additional Notes:**

- Blood Thinners Ok to continue
- WR does NOT perform Coronary CT's (Cardiac Scoring is allowed)

# **Quick Reference: Exam Types & Guidelines**

Exam Code	Exam Description	When to Use	Location(s) & Rules	Prep & Notes
523	CT Abdomen W/ Contrast	DO NOT USE THIS CODE!  ALWAYS USE "ABDOMEN & PELVIC" CODES!		
524	CT Abdomen W/O Contrast	DO NOT USE THIS CODE!  ALWAYS USE "ABDOMEN & PELVIC" CODES!		
522	CT Abdomen W/WO Contrast	DO NOT USE THIS CODE!  ALWAYS USE "ABDOMEN & PELVIC" CODES!		
531 •	CT Angio Abdomen W/ Contrast	Abdominal aorta, mesentric arteries, renal arteries	DC & Sterling ONLY	No Barium
529 <b>(*)</b>	CT Angio Abdomen & Pelvis W/ Contrast	Abdominal aorta, mesentric arteries, renal arteries	DC & Sterling ONLY DIEP FLAP at DC ONLY	No Barium
537 <b>(*)</b>	CT Angio Non- Coronary Chest w/ Contrast	Thoracic aorta, internal mammary arteries, P.E. studies	DC & Sterling ONLY	No Barium  Prep: Clear liquids only for 4 hours before exam

529 & 537	CT Angio DIEP Flap W/ Contrast	Breast cancer patients, deep inferior epigastric perforator	DC ONLY	No Barium  Prep: Clear liquids only for 4 hours before exam
543	CT Angio Neck W/ Contrast	Blockage or narrowing of arteries, Carotid arteries	DC & Sterling ONLY	No Barium  Prep: Clear liquids only for 4 hours before exam
546 ••	CT Angio Pelvis W/ Contrast	Iliac arteries	DC & Sterling ONLY For iliac arteries ONLY WR does not perform the exam if reason is Prostate, Prostate Arteries, or planning for Prostate Artery Embolization (PAE)	No Barium  Prep: Clear liquids only for 4 hours before exam

			Patient must pick up
			prep from our office!
			**Must arrive 30 min
			prior to appt time.**
			Document arrival time
			in Order Notes.
			AM Appt Exam Prep:
			At 9PM the evening
			prior to the exam,
			drink 1/2 bottle of
			barium. Four hours
	CT Abdomen and Chest		prior to the exam drink
968	W/ Contrast		only clear liquids. Two
	vv/ Conti ast		hours prior to the
			exam drink 1/2 bottle
			of barium.
			PM Appt Exam Prep:
			At 8AM the day of the
			exam, drink 1/2 bottle
			of barium. Four hours
			prior to the exam drink
			only clear liquids. Two
			hours prior to the
			exam, drink 1/2 bottle
			of barium.

		Patient must pick up prep from our office!  **Must arrive 30 min prior to appt time.**  Document arrival time in Order Notes.  AM Appt Exam Prep:
947	CT Abdomen and Chest 947 W/O Contrast	At 9PM the evening prior to the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam drink 1/2 bottle of barium.
		PM Appt Exam Prep: At 8AM the day of the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium.

967	CT Abdomen and Chest W/WO Contrast		Patient must pick up prep from our office!  **Must arrive 30 min prior to appt time.** Document arrival time in Order Notes.  AM Appt Exam Prep: At 9PM the evening prior to the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam drink 1/2 bottle of barium.  PM Appt Exam Prep: At 8AM the day of the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium.
			Patient must pick up prep from our office!  **Must arrive 30 min prior to appt time.** Document arrival time in Order Notes.  AM Appt Exam Prep: At 9PM the evening prior to the exam, drink 1/2 bottle of barium. Four hours

520	CT Abdomen and Pelvic W/ Contrast	Gallbladder, pancreas, liver, kidneys	prior to the exam drink only clear liquids. Two hours prior to the exam drink 1/2 bottle of barium.  PM Appt Exam Prep: At 8AM the day of the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium.  If reason is due to hematuria, flank pain, to rule out kidney stones, renal prep, pancreas protocol or adrenal gland:  NO BARIUM  Clear liquids only for 4 hours before exam  Do NOT empty bladder beginning 2 hours before the appointment and until the technologist instructs you to use the restroom.
			Patient must pick up prep from our office!  **Must arrive 30 min

Gallbladder, pancreas, liver, CT Abdomen and Pelvic 521 kidneys W/O Contrast NOTE: CT Renal, use this code prior to appt time.\*\*

Document arrival time in Order Notes.

### AM Appt Exam Prep:

At 9PM the evening prior to the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam drink 1/2 bottle of barium.

# PM Appt Exam Prep:

At 8AM the day of the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium.

If reason is due to hematuria, flank pain, to rule out kidney stones, renal prep, pancreas protocol, or adrenal gland:

# • NO BARIUM

 Do NOT empty bladder beginning 2 hours before the appointment and until the technologist

			instructs you to
			use the restroon Patient must pick up
			prep from our office!  **Must arrive 30 min
			prior to appt time.**
			Document arrival time
			in Order Notes.
			AM Appt Exam Prep:
			At 9PM the evening
			prior to the exam,
			drink 1/2 bottle of
			barium. Four hours
			prior to the exam drin
			only clear liquids. Two
			hours prior to the
			exam drink 1/2 bottle
			of barium.
			PM Appt Exam Prep:
			At 8AM the day of the
			exam, drink 1/2 bottle
			of barium. Four hours
		Gallbladder, pancreas, liver,	prior to the exam drin
519	CT Abdomen and Pelvi	kidneys	only clear liquids. Two
317	W/WO Contrast	NOTE: CT Urogram, use this	hours prior to the
		code	exam, drink 1/2 bottle
			of barium.
			If reason is due to
			hematuria, flank pain,
			to rule out kidney
			stones, urogram prep,
			pancreas protocol or
			adrenal gland:
			NO BARIUM
			Clear liquids only
			for 4 hours
			before exam

		Do NOT empty     bladder     beginning 2     hours before the     appointment and     until the     technologist     instructs you to     use the restroom
		Patient must pick up prep from our office!  **Must arrive 30 min prior to appt time.**  Document arrival time in Order Notes.
942	CT Abdomen, Pelvic, and Chest W/ Contrast	AM Appt Exam Prep: At 9PM the evening prior to the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam drink 1/2 bottle of barium.
		PM Appt Exam Prep: At 8AM the day of the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium.

		Patient must pick up
		prep from our office!
		**Must arrive 30 min
		prior to appt time.**
		Document arrival time
		in Order Notes.
		AM Appt Exam Prep:
		At 9PM the evening
		prior to the exam,
		drink 1/2 bottle of
		barium. Four hours
	CT Abdomen, Pelvic,	prior to the exam drink
944	and Chest W/O	only clear liquids. Two
	Contrast	hours prior to the
		exam drink 1/2 bottle
		of barium.
		PM Appt Exam Prep:
		At 8AM the day of the
		exam, drink 1/2 bottle
		of barium. Four hours
		prior to the exam drink
		only clear liquids. Two
		hours prior to the
		exam, drink 1/2 bottle
		of barium.

		Patient must pick up
		prep from our office!
		**Must arrive 30 min
		prior to appt time.**
		Document arrival time
		in Order Notes.
		AM Appt Exam Prep:
		At 9PM the evening
		prior to the exam,
		drink 1/2 bottle of
		barium. Four hours
	CT Abdomen, Pelvic,	prior to the exam drink
94:		only clear liquids. Two
	Contrast	hours prior to the
		exam drink 1/2 bottle
		of barium.
		PM Appt Exam Prep:
		At 8AM the day of the
		exam, drink 1/2 bottle
		of barium. Four hours
		prior to the exam drink
		only clear liquids. Two
		hours prior to the
		exam, drink 1/2 bottle
		of barium.

			Prep: Four hours prior to the exam drink only clear liquids.  If reason is due to hematuria, flank pain, to rule out kidney stones:  NO BARIUM Clear liquids only
570	0 CT Chest W/ Contrast		for 4 hours before exam • Do NOT empty
			bladder beginning 2
			hours before the appointment and
			until the
			technologist instructs you to
			use the restroom.
571	CT Chest W/O Contrast		No Prep

569	CT Chest W/WO Contrast			Prep: Four hours prior to the exam drink only clear liquids.  If reason is due to hematuria, flank pain, to rule out kidney stones:  NO BARIUM Do NOT empty bladder
				hours before the appointment and until the technologist instructs you to use the restroom.  Exam is NOT covered
				by insurance. Patient will pay \$250
				All Calcium Scoring
				scheduled with the payor as "Self-Pay",
				unless the patient has
				Medicare. Insurance information will be
				entered for Medicare
				patients. If patient has
				other appointments for the same day, they
				can be billed to
				insurance.
				Prep: Avoid
		AKA: Cardiac Scoring or	NOTE: No patients	caffeinated drinks for
				24 hours prior to the

512	Calcium Scoring	Electron Beam CT (EBCT) High blood pressure, high cholesterol, family history of heart disease	under the age of 16  Saturday appointments offered at Sterling	exam. No exercise is allowed on the day of the appointment.  IMPORTANT: This exam cannot be performed if your heart rate is over 75  BPM. Please refrain from caffeine and exercise the day of your appointment. If you think your resting heart rate might be over 75 BPM, contact your referring physician to see if medication to control your heart rate is appropriate. If your heart rate is over 75  BPM at the time of your exam, you will be rescheduled.
???	CT Dental Mapping  Could not be found in  eRAD		Chevy Chase ONLY Dr. Lande ONLY	

			Prep: Four hours prior to the exam drink only clear liquids.
			If reason is due to hematuria, flank pain, to rule out kidney
945	CT Extremity Lower W/ Contrast		stones:  NO BARIUM Do NOT empty bladder beginning 2 hours before the appointment and until the technologist instructs you to use the restroom.
611	CT Extremity Lower W/O Contrast	MAKO Protocol, for knee or hip, schedule at Sterling or DC ONLY	No Prep

946	CT Extremity Lower W/WO Contrast	Prep: Four hours prior to the exam drink only clear liquids.  If reason is due to hematuria, flank pain, to rule out kidney stones:  NO BARIUM  Do NOT empty bladder beginning 2 hours before the appointment and until the
		technologist instructs you to use the restroom.  Prep: Four hours prior to the exam drink only
667	CT Extremity Upper W/ Contrast	clear liquids.  If reason is due to hematuria, flank pain, to rule out kidney stones:  NO BARIUM  Do NOT empty bladder
		beginning 2 hours before the appointment and until the technologist instructs you to use the restroom.

668	CT Extremity Upper W/O Contrast		No Prep
			Prep: Four hours prior
			to the exam drink only
			clear liquids.
			If reason is due to
			hematuria, flank pain
			to rule out kidney
			stones:
666	CT Extremity Upper		NO BARIUM
•	W/WO Contrast		Do NOT empty
			bladder
			beginning 2
			hours before the
			appointment and
			until the
			technologist
			instructs you to
			use the restroon
			Prep: Four hours prior
589	CT Head W/ Contrast	Brain	to the exam drink only
			clear liquids.
590	CT Head W/O Contrast	Brain	No Prep
	CTILL INMANO		Prep: Four hours prior
588	CT Head W/WO	Brain	to the exam drink only
	Contrast		clear liquids.
			Prep: Clear liquids onl
			for 4 hours before
			exam. Do NOT empty
	CT Abdomen, Pelvic and		bladder beginning 2
???			hours before the
	Could not be found in		appointment and until
	eRAD		the technologist
			instructs you to use th
			restroom.

				D F
	CT Internal Auditory	AKA: IAC or Temporal Bone		Prep: Four hours prior
654	Canal W/ Contrast	Inner ear canal		to the exam drink only
				clear liquids.
656	CT Internal Auditory	AKA: IAC or Temporal Bone		No Prep
	Canal W/O Contrast	Inner ear canal		•
934	CT Mandible W/O			No Prep
701	Contrast			Поттер
	CT Maxillofacial W/		Clarify on exam type,	Prep: Four hours prior
619			could be Orbits, Sinus,	to the exam drink only
	Contrast		Mandible, or Teeth	clear liquids.
	CT Maxillofacial W/O			
620	Contrast			No Prep
				Prep: Four hours prior
618	CT Maxillofacial W/WO			to the exam drink only
	Contrast			clear liquids.
				Prep: Four hours prior
651	CT Neck W/ Contrast			to the exam drink only
001				clear liquids.
652	CT Neck W/O Contrast			No Prep
032	CT Neck VV/ O Contrast			Prep: Four hours prior
650	CT Neck W/WO			to the exam drink only
030	Contrast			
				clear liquids.
				Prep: Four hours prior
622	CT Orbits W/ Contrast	Lyes		to the exam drink only
				clear liquids.
623	CT Orbits W/O	Eyes		No Prep
	Contrast	,		·
	CT Orbits W/WO			Prep: Four hours prior
621	Contrast	Eyes		to the exam drink only
	Contrast			clear liquids.
			Call the Center and	Dron. Four hours arise
/20	CT Pituitary W/WO		check with CT Tech	Prep: Four hours prior
630	Contrast		before scheduling the	to the exam drink only
			appointment	clear liquids.
				Prep: Four hours prior
631	CT Pituitary W/O			to the exam drink only
	Contrast			clear liquids.
				Patient must pick up
				prep from our office!
				p. op it office:

Patient must pick up prep from our office!
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629 CT Pelvic W/O Contrast fallopian tubes, bladder	AM Appt Exam Prep: At 9PM the evening prior to the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam drink 1/2 bottle of barium.  PM Appt Exam Prep: At 8AM the day of the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium.  If reason is due to bony pelvis, SI joints, sacrum, coccyx, or any bone anatomy in pelvis:  NO BARIUM Clear liquids only for 4 hours before exam Call CT Tech to verify
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Female organs, uterus, ovaries, CT Pelvic W/WO 627 fallopian tubes, bladder Contrast

\*\*Must arrive 30 min prior to appt time.\*\* Document arrival time in Order Notes.

## AM Appt Exam Prep:

At 9PM the evening prior to the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam drink 1/2 bottle of barium.

## PM Appt Exam Prep:

At 8AM the day of the exam, drink 1/2 bottle of barium. Four hours prior to the exam drink only clear liquids. Two hours prior to the exam, drink 1/2 bottle of barium.

If reason is due to bony pelvis, SI joints, sacrum, coccyx, or any bone anatomy in pelvic:

- NO BARIUM
- Clear liquids only for 4 hours before exam
- Call CT Tech to verify

568	CT Spine Cervical W/O Contrast	Neck	Saturday appointments offered at Sterling	No Prep
617	CT Spine Lumbar W/O Contrast	Back	Saturday appointments offered at Sterling	No Prep
952	CT Sinus Screen			No Prep
647	CT Sinus W/ Contrast	AKA: Maxillofacial	Saturday appointments offered at Sterling	Prep: Four hours prior to the exam drink only clear liquids.
648	CT Sinus W/O Contrast (Full Series)	AKA: Maxillofacial	Saturday appointments offered at Sterling	No Prep
646	CT Sinus W/WO Contrast	AKA: Maxillofacial	Saturday appointments offered at Sterling	Prep: Four hours prior to the exam drink only clear liquids.
941	CT Sinus/Stryker			No Prep
???	CT Sinus/Brainlab  Could not be found in  eRAD			
940	CT Sinus/Medtronics			No Prep
662	CT Spine Thoracic W/O Contrast		Saturday appointments offered at Sterling	No Prep
907	CT Low Dose Lung Cancer Screen (Thorax/Lung Screen)		Saturday appointments offered at Sterling	Make the patient aware this exam may be a non-covered service. WRA will file to the patients insurance. If insurance does not cover, the cost of the exam is \$255.

		Must use Reviewing	
		Future Scheduled VC	
		Exams and VC Calendar	
		job aid to check for	
		availability BEFORE	Medicare not cover a
		scheduling!	screening virtual
			colonoscopy and only
		Schedule with Dr. Chu	covers a diagnostic
		ONLY	virtual colonoscopy if
			the patient meets the
		DC, Sterling & Chevy	clinical indications.
		Chase only	cliffical filulcations.
		,	Exam cost is \$800
		Check the Virtual	Exam cost is \$600
		Colonoscopy calendar to	Most insurance
932	CT Virtual Colonoscopy	see how many exams car	
732	Diagnostic	be performed on a given	authorization
		day	authorization
		,	<b>Prep:</b> Please advise
		Exam can ONLY be	patient to pick up
		scheduled in the	barium and
		morning, BEFORE	instructions for exam
		9:30AM	at least 4 days prior to
			the appointment. At
		A nurse will call in a	
		prescription for the	that time, a clinical team member will
		suprep to the patient's	
		pharmacy.	discuss the prep in full.
		processor.	
		NOTE: Diagnostic	
		reasons only	
		. 50351.5 51.17	

933	CT Virtual Colonoscopy Screening	Must use Reviewing Future Scheduled VC Exams and VC Calen job aid to check for availability BEFORE scheduling!  Schedule with Dr. Ch ONLY  DC, Sterling & Chevy Chase only  Exam can ONLY be scheduled in the morning, BEFORE 9:30AM  NOTE: Cannot do screening colonoscop plus another diagnos (i.e., blood thinners, anticoagulants, twiste colon, blood in stool, etc.)	screening virtual colonoscopy and only covers a diagnostic virtual colonoscopy if the patient meets the clinical indications.  Exam cost is \$800  Most insurance carriers require pre- authorization  Prep: Please advise patient to pick up barium and instructions for exam at least 4 days prior to the appointment. At that time, a clinical
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EDITED: 09/25/2025