Quality and Training Tips 07/11/2025

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Washington Radiology Training Tips 07/11/2025

Virtual Colonoscopy Exam Scheduling:

Please do not schedule any Virtual Colonoscopy (VC) exams at this time. We're working on a better process to support these requests.

What do to:

- If a patient calls requesting this exam, email Leadership with the request.
- We'll reach out to the patient once scheduling becomes available again.

CT - Virtual Colonoscopy - Details | Washington Radiology Contact Center
Virtual Colonoscopy Calendar | Washington Radiology Contact Center
eRAD Computed Tomography (CT): Scheduling Guide & Exam Codes | Washington Radiology Contact Center

SHS - Sonohysterogram at K Street (DC)

When a patient wants to schedule this exam at K Street, transfer the call to the Center directly using extension 1220.

- If no one answers, email Leadership with the request details.
- Note: This applies to K Street only -- you may continue to schedule this exam at all other WR locations.

RAD Abdominal & Pelvic Ultrasound: Scheduling Guide & Exam Codes | Washington Radiology Contact Center

Center Transfers

All Center transfer must be warm transfers -- please stay on the line until someone at the Center answers and provide the necessary information for them to assist the caller BEFORE completing the transfer.

Pre-Authorization

If pre-authorization is required, please allow a minimum of 5 business days to ensure timely processing and avoid rescheduling delays.

Pre-Authorization Requirements by Insurance | Washington Radiology Contact Center

eRAD Exam Warnings

- If you see a yellow-highlighted appointment slots in eRAD, do not schedule into those times -- they are
 - clinically unavailable.

mary Details	
1	287
Ned, 07-16-202	:5
Mid Morning	10:30 AM
Afternoon	2:00 PM

• A warning will appear if you try. Please read the warning and choose another time.



Progressive Radiology Reports

- We do not schedule, cancel, reschedule, or edit chart for Progressive Radiology patients.
- If a caller only needs a faxed report, you may send it (as allowed by CC protocol review the job aid below).

Paxing Reports to Physician Offices | Washington Radiology Contact Center

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