



How to Order a Radiology Report via IDT Scans

Step 1:

Go to www.idtscans.com and choose **Request a Radiology Report** from our homepage.

The screenshot shows the IDT Scans website homepage. At the top left is the IDT logo with the tagline "making the most of your image". To the right is the website URL "www.idtscans.com" and a navigation menu with links for Home, About Us, Services, Support, Knowledge Base, and Contact Us. The main content area features a large image of a dental professional in a white coat using a handheld device on a patient's face. Overlaid on this image is a list of service options in grey buttons: "REFORMAT AN EXISTING SCAN", "REQUEST A RADIOLOGY REPORT" (highlighted with a red border), "REQUEST A NEW DENTAL CT SCAN", "IMPLANT SIMULATION, MODELS, GUIDES", and "UPLOAD YOUR FILE NOW". Below the image is a dark banner with the text "Choose a scanning site in the UK or Ireland".

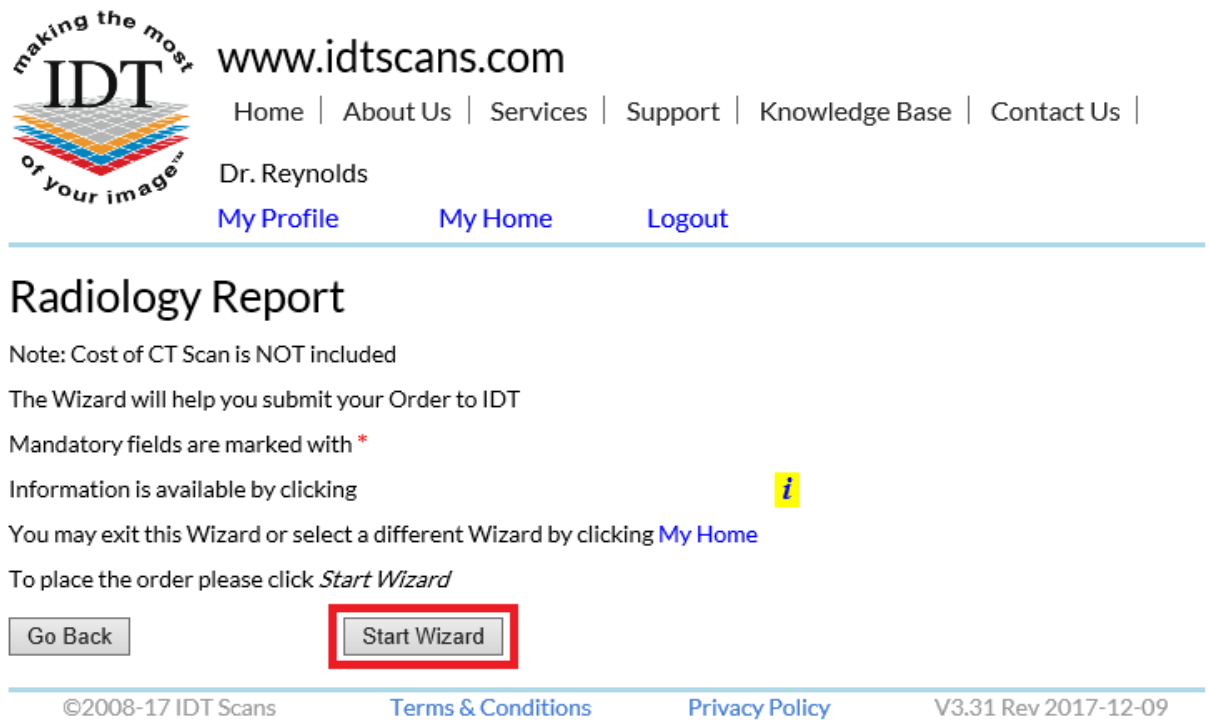
Step 2:

Log in to your account. Please **Register** if you haven't already done so.

The screenshot shows the IDT Scans User Area login page. At the top left is the IDT logo with the tagline "making the most of your image". To the right is the website URL "www.idtscans.com" and a navigation menu with links for Home, About Us, Services, Support, Knowledge Base, and Contact Us. The main content area is titled "IDT User Area" and contains the text "Please Login or Register to continue." Below this are two input fields: "User ID (Email address):" and "User Password:", both with yellow highlights. A "Login" button is highlighted with a red border. Below the button are links for "Forgot your password?", "Register", and "Contact Us". At the bottom of the page, there is a footer with copyright information "©2008-17 IDT Scans", links for "Terms & Conditions" and "Privacy Policy", and a horizontal line.

Step 3:

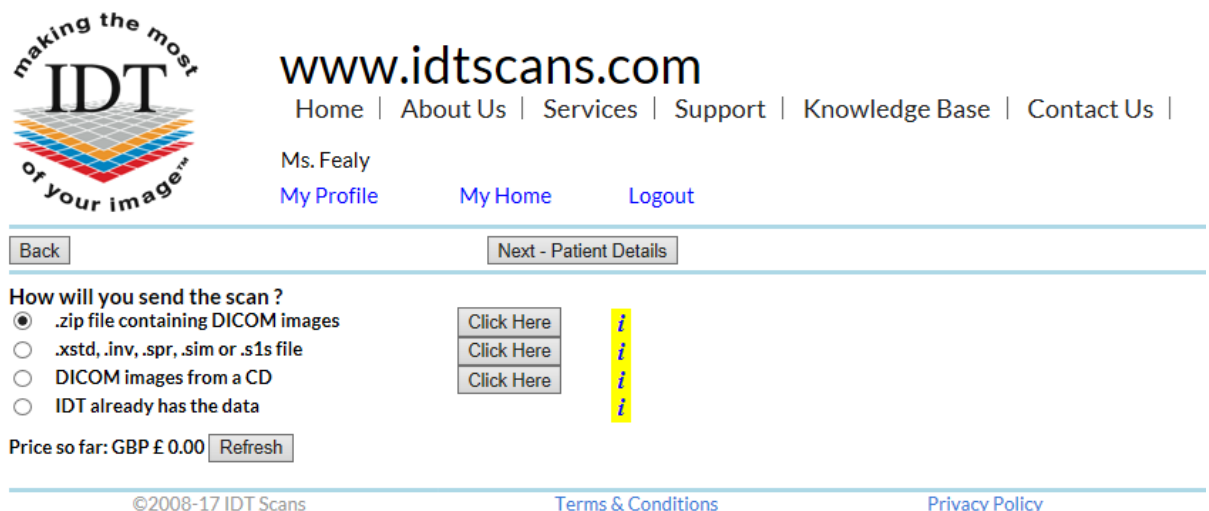
Choose 'Start Wizard'



The screenshot shows the IDT Scans website header with the logo "making the most of your image™ IDT" and the URL "www.idtscans.com". Navigation links include "Home | About Us | Services | Support | Knowledge Base | Contact Us |". The user is identified as "Dr. Reynolds" with links for "My Profile", "My Home", and "Logout". The main heading is "Radiology Report". A note states "Note: Cost of CT Scan is NOT included". Below this, it says "The Wizard will help you submit your Order to IDT" and "Mandatory fields are marked with *". There is a yellow information icon (i) next to the text "Information is available by clicking". Below that, it says "You may exit this Wizard or select a different Wizard by clicking [My Home](#)". The instruction "To place the order please click *Start Wizard*" is followed by two buttons: "Go Back" and "Start Wizard", with the latter highlighted by a red rectangular box. The footer contains "©2008-17 IDT Scans", "Terms & Conditions", "Privacy Policy", and "V3.31 Rev 2017-12-09".

Step 4:

Decide how you would like to send your data to IDT Scans.



The screenshot shows the IDT Scans website header with the logo "making the most of your image™ IDT" and the URL "www.idtscans.com". Navigation links include "Home | About Us | Services | Support | Knowledge Base | Contact Us |". The user is identified as "Ms. Fealy" with links for "My Profile", "My Home", and "Logout". Below the header, there are two buttons: "Back" and "Next - Patient Details". The main heading is "How will you send the scan?". There are four radio button options:
 .zip file containing DICOM images
 .xstd, .inv, .spr, .sim or .s1s file
 DICOM images from a CD
 IDT already has the data
To the right of these options are three "Click Here" buttons, with a yellow information icon (i) next to each. Below the options, it says "Price so far: GBP £ 0.00" with a "Refresh" button. The footer contains "©2008-17 IDT Scans", "Terms & Conditions", and "Privacy Policy".

Example

Select the option most suited to you (.zip is the most frequently used) and select 'Click Here'. Then choose the file you wish to send to IDT Scans.



Mail a Big File to idtscans.com

In **Secure Mode**

- 1 Attach Files** *(maximum file size 2GB)*
- 2 Your Email Address**
- Message**
- 3**

NOTE:

Your file may take a few minutes to upload; however, you can continue with your order while you wait.

Step 5:

Please complete all sections marked with an *



Ms. Fealy

[My Profile](#)

[My Home](#)

[Logout](#)

Patient Details

* Title

* First Name

* Last Name

* Date of birth

* Sex Male Female

Patient ID

Address

Tel 1

Tel 2

Tel 3

Email


Price so far: GBP £ 0.00

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Step 6:

Please confirm the scan details. The Radiologist will examine all the images for pathology or normal variations, e.g. if maxilla and mandible were scanned you must select both jaws.

If both jaws were scanned, you must request both jaws to be reported.



www.idtscans.com
Home | About Us | Services | Support | Knowledge Base | Contact Us |

Ms. Fealy
[My Profile](#) [My Home](#) [Logout](#)

[Back](#) [Next - Report Details](#)

* **Imaging Centre** [Redacted]

Region Scanned
If both jaws were scanned, you must request both jaws to be reported.

- Maxilla [GBP £ [Redacted]]
- Mandible [GBP £ [Redacted]]
- Both Jaws [GBP £ [Redacted]]
- DPT, OPG, 2D images [GBP £ [Redacted]]

Original Prescriber
Please state who originally referred the patient for the Scan.


* **Name** [Redacted]
Reg. Number [Redacted]
Email [Redacted]
Tel [Redacted]

Price so far: GBP £ [Redacted] [Refresh](#)

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Step 7:

Please confirm the reason for the report.



www.idtscans.com
Home | About Us | Services | Support | Knowledge Base | Contact Us |

Ms. Fealy
[My Profile](#) [My Home](#) [Logout](#)

[Back](#) [Next - Delivery](#)

Report Details

Disclaimer: Some of these services are sub-contracted to qualified external specialists. IDT cannot guarantee and cannot be held responsible for results. You should rely on your own professional judgement and not base your treatment plan or surgery solely on the services provided here. Please select these options.

*Please outline the patient's clinical history and describe any symptoms leading to the report request. Please state if there is any specific region of interest.

Unusual appearance of maxillary sinuses - please rule out any pathology

729 characters left

Price so far: GBP £ [Redacted] [Refresh](#)

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Step 8:

Choose how you would like to receive the data and your payment method.

making the most
IDT
of your image™

www.idtscans.com
Home | About Us | Services | Support | Knowledge Base | Contact Us |

Ms. Fealy
[My Profile](#) [My Home](#) [Logout](#)

[Back](#) [Next - Order Summary](#)

Delivery Method

- MailBigFile [Included in Price] **i**
- sFTP [Included in Price] **i**
- CD [add GBP £ 25.00] **i**

Delivery Schedule
By Close of Business on:
25 Dec 2017
3 working days

Deliver To

- My Email [redacted]
- Other Email [redacted] [GBP £ 15.00]

Price so far: GBP £ [redacted] [Refresh](#)

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Step 9:

This page shows you the information that will be sent to IDT Scans. You can still edit your order before clicking 'Next'.



www.idtscans.com

[Home](#) | [About Us](#) | [Services](#) | [Support](#) | [Knowledge Base](#) | [Contact Us](#) |

Ms. Fealy

[My Profile](#)

[My Home](#)

[Logout](#)

[Back](#)

[Next - Payment](#)

Please review your order carefully - Click "Back" to change it.

Radiology Report Order

Patient Details

Name Mr John Bloggs
Address
Date of birth 01-Jan-1957
Sex male
Tel 1

Clinical History

Unusual appearance of maxillary sinuses - please rule out any pathology

Scan Details

Imaging Centre
Region Maxilla
Prescriber
Reg. Number
Email
Tel
Submitted by ZIP via MailBigFile

Delivery

Deliver via MailBigFile
Deliver to
Results due 25-Dec-2017 by Close of Business
Schedule Standard Processing

I have reviewed this order and confirm that it is correct

I have read and agree to abide by IDT Scans [Terms & Conditions](#)

Price so far: GBP £ [Refresh](#)

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[Terms & Conditions](#)

[Privacy Policy](#)

Step 10:

Please click 'Pay Online Now'.

Your order will not be completed until your payment has been processed.



www.idtscans.com

[Home](#) | [About Us](#) | [Services](#) | [Support](#) | [Knowledge Base](#) | [Contact Us](#) |

Ms. Fealy

[My Profile](#)

[My Home](#)

[Logout](#)

[Back](#)

[Submit Order](#)

Payment Method

Pay Online Now
 Pay By Invoice

Notes to IDT

800 characters left

Price so far: GBP £ [Refresh](#)

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[Terms & Conditions](#)

[Privacy Policy](#)

NOTE

Once you click 'Pay Online Now', the next screen may take a minute to appear.






Step 11:

You will be redirected to our secure web page 'NetBanx' where your card details will be taken.



You are about to make a payment of
£ [REDACTED] to **Image Diagnostic Technology Ltd**

Please fill in the payment form below


► Pay using credit or debit card

We accept:     

1 About the Cardholder Name <input type="text"/> Email Address <input type="text"/> House Name or Number <input type="text"/> ? Postcode / ZIP code <input type="text"/> ?	2 About the Card Card Number <input type="text"/> Security Number <input type="text"/> ? Issue Number (if present) <input type="text"/> Start Date (if present) MM <input type="text"/> YY <input type="text"/> ? Expiry Date MM <input type="text"/> YY <input type="text"/>	3 Confirm You are about to pay £70.00 from your credit or debit card: <input type="button" value="Pay Now"/>
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Your payment is protected by:   [learn more](#)

[← Back to Merchant](#)

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Created by: Danielle Fealy 2015-06-19
Revised by: DF/RAR 2017-12-22