

Change Healthcare Stratus Imaging Share Guest Upload of Exams

Quick Notes

Referring providers and patients can upload exams to Change Healthcare Stratus Imaging Share, without requiring a user account.

Note: Administrators can create one or more guest uploader URLs with associated intake pages. Settings for each configuration determine the information and fields available on the intake page, such as the required information about the sender and patient.

Upload workflow

1. Navigate to the intake page using the URL provided by your administrator.

The screenshot shows a web form titled "ACME health" with a progress bar at the top indicating five steps: Intake Form (active), Select Folder, Select Exams, Add Attachments, and Upload. The form is divided into two main sections: "Patient Information" and "Sender Information".

Patient Information (with a "Clear Patient Info" link):

- TITLE: [Empty field]
- FIRST NAME: [Chris] (Required)
- MIDDLE NAME: [Empty field]
- LAST NAME: [Bren] (Required)
- SUFFIX: [Empty field]
- DATE OF BIRTH: [04-25-1983] (Required)
- PHONE NUMBER: [(222) 333-2342] (Required)
- EMAIL ADDRESS: [cray.bren@gmail.com] (Required)
- ADDRESS: [1720 LOGAN AVE]
- CITY: [Cheyenne]
- STATE: [Select...]
- ZIP: [82001]

Sender Information (with a "Clear Sender Info" link):

- TITLE: [PACS Administrator]
- NAME: [Margaret Sayer] (Required)
- INSTITUTION: [Acme Health]
- PHONE NUMBER: [(222) 379-4329] (Required)
- EMAIL ADDRESS: [msayer@acmehealth.com] (Required)

COMMENTS: [Add comments for the recipient.]

RECIPIENTS: [Recipient name or department]

A green "Next >" button is located at the bottom right of the form.

At the bottom of the form, the "CHANGE HEALTHCARE" logo is displayed next to the text "Stratus Imaging Share".

For assistance, contact the healthcare facility or professional who sent your images.
Patient access is for informational purposes only and is not intended for diagnostic use.

Document ID: 2022-46144, Revision 1



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2. Complete the intake form. The fields vary depending on the guest uploader configuration. All fields labeled with Required must be completed before proceeding to the next step.
3. Optionally, add comments and a recipient name.
4. Click **Next** to continue.
5. Click the **Select Folder or CD** button to locate exams for upload.

The screenshot shows a progress bar with four steps: Intake Form (completed), Select Folder (active), Select Exams, and Upload. Below the progress bar, it says 'UPLOAD EXAMS TO ACME Health'. The main instruction is 'Select the folder or disk containing the images to upload.' At the bottom, there are two buttons: 'Back' and 'Select Folder or CD'.

The file scan starts.

Note: When available, the exam index (DICOMDIR) is used to identify files for upload. If an index is not available, all files in the selected folder are individually scanned. Scanning may take some time depending on the quantity of files. If you do not want to proceed with the upload, you can cancel the scan.

When scanning is complete, a list of available exams is displayed.

The screenshot shows a progress bar with four steps: Intake Form (completed), Select Folder (completed), Select Exams (active), and Upload. Below the progress bar, it says 'UPLOAD EXAMS TO ACME Health'. A message states: 'Some exams were previously uploaded. Select additional exams to upload.' Below this is a table with columns: PATIENT, DESCRIPTION, and UPLOADED.

<input type="checkbox"/>	PATIENT	DESCRIPTION	UPLOADED
<input checked="" type="checkbox"/>	Bren, Christopher R. MRN: 9526121077 DOB: 25-Apr-83	X-RAY EXAM OF LOWER SPINE Date: 03-Feb-10 Images: 4	
<input checked="" type="checkbox"/>	Bren, Christopher R. MRN: 9526121077 DOB: 25-Apr-83	X-RAY EXAM OF KNEE Date: 03-Feb-10 Images: 3	
<input type="checkbox"/>	Bren, Christopher R. MRN: 9526121077 DOB: 25-Apr-83	ANKLE XRAY Date: 03-Feb-10 Images: 3	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Bren, Christopher R. MRN: 9526121077 DOB: 25-Apr-83	X-RAY EXAM OF ANKLE Date: 10-Sep-10 Images: 3	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Bren, Christopher R. MRN: 9526121077 DOB: 25-Apr-83	LEFT FOOT Date: 10-Sep-10 Images: 3	<input checked="" type="checkbox"/>

At the bottom, there are two buttons: 'Back' and 'Upload Exams'.

Exams uploaded previously appear dimmed. In addition, a check mark is displayed in the UPLOADED column.

Note: If the upload list shows previously uploaded exams or patient data warnings, see information in Previously-uploaded exams and Patient information mismatch before continuing the upload.

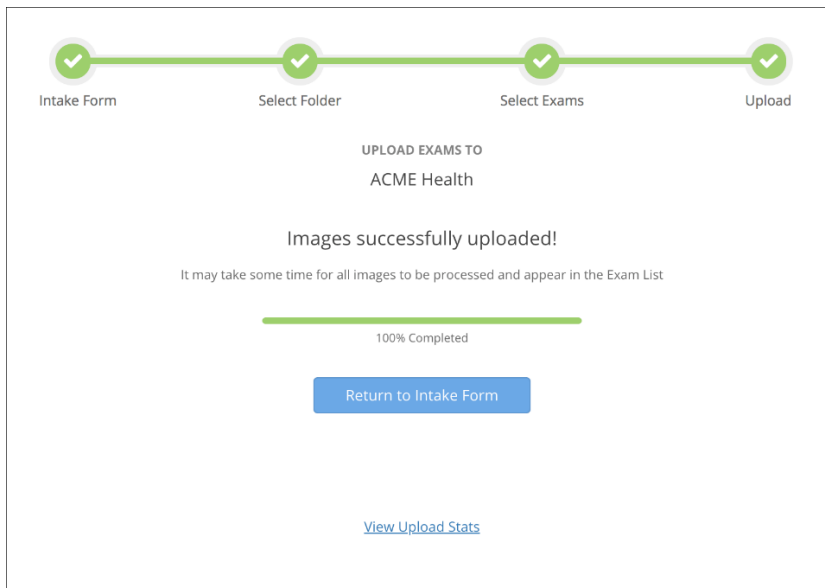
6. Select the exams to upload.
7. Click **Upload Exams**. The upload progress is indicated as a progress bar and as percentage completed.



Notes:

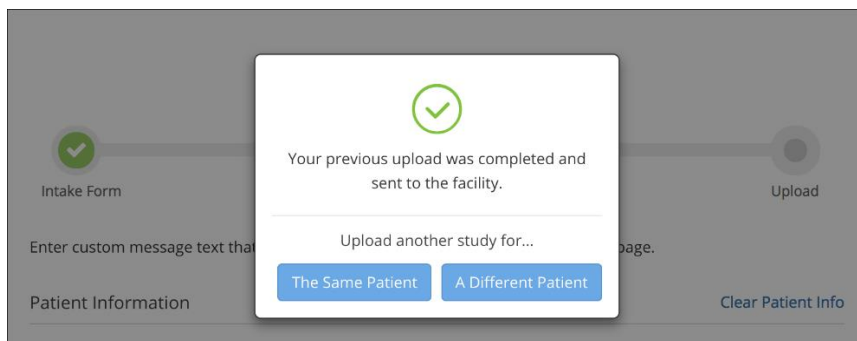
- You can cancel the upload while it is in progress. To do so, click **Cancel Upload**. Canceling an upload may result in partial upload of exams. See Previously-uploaded exams for more information.
- You can view upload statistics. To do so, click the **View Upload Stats** link.
- To prevent the upload from being prematurely terminated, the user inactivity timeout is not enforced while an upload is in progress. Once the upload is completed, the inactivity timer restarts.

A message is displayed when uploading is complete.



Note: Exams are listed in the sharing list only after their images are processed in the system. Processing may continue for several minutes after file transfer completes.

8. To upload additional exams, click **Return to Intake Form**, and then select to upload an exam for the same or for a different patient.



Otherwise, close the guest uploader page.

Change Healthcare Stratus Imaging Share Create a Guest Upload Form

Quick Notes

Referring providers and patients can upload exams to Change Healthcare Stratus Imaging Share, without requiring a user account.

You can create one or more guest uploaders with associated intake pages for the current facility. Settings for each guest uploader determine the information and fields available on the intake page such as required sender information, patient information, etc. The guest uploader link can then be sent to providers or patients.

The information entered in the guest uploader intake form is available and searchable on the sharing list page.

The configuration options can be accessed on the **My Facility > Uploaders** page, on the Guest tab.

Uploaders		
Settings Guest		
Add Guest Uploader		
SOURCE NAME ^	URL	ACTIONS
Imaging Center Uploader	https://20180119-105117-648000.nucleushealthdev.io/uploader/guest/WCudswKIT2LsEZPSQ	Edit Delete
Patient Uploader	https://20180119-105117-648000.nucleushealthdev.io/uploader/guest/k6j7XXH4X4eLqKAYP	Edit Delete

The list of the guest uploaders for the current facility is sorted alphabetically by source name.

Add a guest uploader

1. Click the Add Guest Uploader link. The Create New Guest Uploader dialog box is displayed.

Create New Guest Uploader

SOURCE NAME

Patient Uploader

Required

Intake Settings

COLLECTION INFORMATION

Patient & Sender Details

Show Logo

Custom Message

← → Formats B I

This is a custom message that appears on the guest uploader intake page.

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.

Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Cancel


Save



2. Provide a name for the uploader in the SOURCE NAME field.
3. Configure the intake settings. To do so:
 - In the COLLECTION INFORMATION list, select an option to designate the available fields on the intake page:
 - Select **Patient Details** to configure the intake form to include patient information fields.
 - Select **Sender Details** to configure the intake form to include sender information fields.
 - Select **Patient & Sender Details** to configure the intake form to include both patient and sender information fields.
 - Select **Show Logo** to display a logo on the guest uploader intake page.
 - Select **Custom Message** to enter a custom message to display on the intake page.
 - Select **Show Attachments Stage** to present the uploader with the option to add attachments during upload.
4. Click **Save**.
5. The guest uploader is saved and the URL for the intake page is automatically generated (displayed in the INTAKE PAGE URL field). The URL cannot be edited.

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INTAKE PAGE URL

<https://20180427-113523-765000.nucleushealthdev.io/uploader/guest/J...>  Copy

Cancel

✓ Saved

6. Click **Copy** to copy the guest uploader intake page URL, or select **View** to open the intake page in a separate browser tab.

Manage guest uploaders

In the **ACTIONS** column, optionally do one of the following for the configured guest uploader:

- To edit its settings, click **Edit**.
- To delete the guest uploader, click **Delete**