

## **Scheduling CT Chest/Abd/Pel/Urogram Guidelines:**

### **If DX is:**

- Kidney Stone, Renal Calculi or Hematuria –
  - script requesting CT AP WO schedule as AP Stone (No oral or IV prep)
- Kidney/Renal cyst/mass or adrenal mass protocol –
  - Script requesting Abd without contrast, schedule as CT Abd wo (No oral or IV prep)
  - Script requesting Abd with schedule as CT Abd wo/w (No oral prep)
  - Script requesting Abd/Pel without contrast, schedule as CT AP wo (No oral or IV prep)
  - Script requesting Abd/Pel with schedule as CT AP wo/w (No oral prep)
- Hematuria –
  - script requesting AP wo schedule as CT AP wo Stone
  - script requesting AP wo/w contrast schedule as CT Urogram (see Urogram prep)
- AAA(abdominal aortic aneurysm) – schedule as CTA Abd & Pel
- Aortic Ascending, Descending or Dissection – if schedule is for Abdomen schedule as CTA Abd & Pel if for Chest schedule as CTA Chest Aorta, if Chest and Abdomen schedule as CTA Chest/Abdomen/Pelvis
  - NOTE: CTA Chest Aorta & CTA Chest/Abdomen/Pelvis is limited to certain locations (BHP, Brick, Bridgeton, Cape May, Galloway, Hammonton, Toms River Hooper, Toms River 37 Wall all JV sites)

### **(CT Abdomen WO)**

### **(CT Abdomen & Pelvis WO)**

### **(CT Abdomen & Chest WO)**

### **(CT Abdomen, Pelvis & Chest WO)**

### **(CT Pelvis WO – excluding Bony Pelvis)**

- Prep:
  - Give Oral prep (except for DX Hematuria, Kidney/Renal Cyst/Mass/Stone or Adrenal Mass) unless script specifies otherwise.
  - Patient or family member must pick up oral prep in one of our offices except Northfield, Toms River Women's Center Brick Women's Center and Mays Landing Womens Center. During the hours of 8am-4pm, M-F. (After 5pm-7:30p, Brick and Galloway on Wednesday or Thursday only, BHP and Hammonton Monday through Thursday, TR37 Tuesdays, SP Thursdays)
  - Patient or family member must bring script to pick up prep.
  - Oral prep directions will be given with prep.

### **(CT Abdomen W or W & WO)**

### **(CT Abdomen & Pelvis W or W & WO)**

### **(CT Abdomen & Chest W or W & WO)**

### **(CT Abdomen, Pelvis & Chest W or W & WO)**

### **(CT Pelvis W or W & WO excluding Bony Pelvis)**

- Prep:
  - Give Oral prep (except for DX Hematuria, Kidney/Renal Cyst/Mass/Stone or Adrenal Mass) unless script specifies otherwise.
  - Patient or family member must pick up oral prep in one of our offices **except** Northfield, Toms River Women's Center Brick Women's Center and Mays Landing Womens Center. Oral prep can be picked up during the hours of 8am-4pm, M-F. (Evening 5pm-7:30pm, Galloway and Brick on Wednesday or Thursday only, BHP and Hammonton Monday through Thursday, TR37 Tuesdays, SP Thursdays)
  - Patient or family member must bring script to pick up prep.
  - Oral prep directions will be given with prep.
  - Nothing to eat or drink for 4 hours prior to exam.
  - Drink plenty of water the day before your exam.

### **CT Enterography: (This study is always with IV Contrast if script species no contrast do not schedule)**

- No solid food for 4 hours prior to exam

- Patient must arrive 1 hour and 15 minutes prior to exam time to drink prep on site
- Drink plenty of water the day before your exam.
- Drink 16oz of water 1 hour prior to exam. (Patient may void)

### **CT Urogram:**

- Prep:
  - Nothing to eat or drink for 4 hours prior to exam.
  - Drink 16 ounces of water only, 1 hour prior to exam. (Patient may void bladder)
  - Drink plenty of water the day before your exam.

### Interactions:

More than one CTA exam should not be scheduled on the same day unless it is offered as a combo in RIS. Otherwise schedule 5 days apart.

- Example 1 - CTA Head, CTA Neck is a combo and can be scheduled for the same day.
- Example 2 – CTA Lower Ext Bilat Runoff and CTA Chest is not offered as a combo and should be scheduled 5 days apart.

Schedule 5 days after CT Oral prep studies

- Fluoro
- US Abdomen

Schedule 2 day after CT Oral prep studies:

- Myelogram
- Xray Body (Hip, Spine, Abd, Bone Survey)
- Schedule 7 days after CT Barium studies:
  - Dexa Scan
- Schedule 6 weeks CT Barium studies:
  - NM Thyroid

### **CT Pelvis (Boney):**

- No prep

### **CT Virtual Colonoscopy: Scheduled in Somers Point, Vineland and Wall**

- **Criteria:**
  - Patients who have had a failed colonoscopy. Patients must be non-symptomatic
  - Verify if the patient had polyps removed or have had a biopsy.
    - If yes, schedule out 6 weeks
- For Medicare patients:
  - Advanced Beneficiary Notice (ABN) must be signed at registration
  - Medicare will only pay for this exam if the patient has had a failed Colonoscopy. Medicare will not pay for this procedure as a screening exam.
  - Medicare patients who chose to schedule this exam without a failed Colonoscopy will be billed \$236.24
- **Prep:**
  - An AMI staff member will call you to review screening questions and discuss Prep.
  - **A Prescription is required when picking up prep.**
  - Prep must be picked up at least 4 days prior to exam.
  - Prep and Instructions can **ONLY BE PICKED UP** at the following AMI locations before 3pm Monday through Friday
    - Somers Point
    - Vineland
    - Wall

### **CT Runoff:**

- **Must Schedule as CTA Lower Ext Bilat Runoff 75635**
- **Scheduled in BHP, Brick, Bridgeton, CMCH, Galloway, TR Hooper, Vineland and Wall**
- **Prep:**
  - No solid food 4 hours prior to exam
  - Drink 16 oz of water 1 hour prior to exam (patient may void)
  - Drink plenty of water the day before your exam.

Ask the patient:

- Do you take Viagra, Cialis, Tadalafil or any similar medication for erectile dysfunction or prostate issues within 48 hours of your appointment.
  - If the patient is unsure about a medication we can have one of our nursing staff contact the patient to discuss further.

### **CT Chest / Bronchoscopy Guidelines:**

If DX is:

- Aortic Ascending, Descending or Dissection, Thoracic Aneurysm or Thoracic Aortic Aneurysm(Ascending, Descending or Dissection) – **schedule as CTA Chest (Aorta) (unless script specifies wo contrast then schedule as CT Chest wo (Aorta) in BHP, Brick, Bridgeton, CMCH, Galloway, Hammonton, Toms River 37, TR Hooper or Wall, and all JV sites (Dissections can be scheduled in Vineland for patients with Medicaid insurance only)**
- PE (Pulmonary Embolism) – Schedule in all locations, schedule as CTA Chest PE

### **CT Chest or CT Bronchoscopy: with IV contrast**

- **Prep:**
  - No food 4 hours prior to exam
  - Drink 16oz of water prior to exam (patient may void bladder)
  - Drink plenty of water the day before your exam.

**Additional prep for CT Bronchoscopy:**

- If patient of Dr. Ojserkis, advise patient to follow instructions given by Dr. Ojserkis.

### **CT Chest WO or CT Bronchoscopy WO**

- No prep

### **CT Cardiac or Calcium Scoring: (this study is always non contrast)**

- No caffeine for 12 hours prior to exam.
- \$150.00 for this exam to be paid in full at time of service.
- **Medicare patients will sign an ABN and be billed \$99 if denied. All other insurances with denial or no auth, \$150.00 due at time of service.**

### **CT Coronary CTA:**

*If scheduling in Bridgeton – patients must be under 65 and BMI under 30 (refer to BMI chart)*

*No age or BMI restrictions for any other location*

- Patient must arrive 1 hour prior to their appointment time for their assessment. A nurse will call to remind.
- Please ask patient if they have received the Coronary CTA information packet. If the patient has not received it, please mail one to the patient
- Please inform patient the exam itself could take 1-3 hours.

**Prep/Pre Procedure in addition to Lopressor:**

- Drink 8-10 glasses of water the day prior to your exam
- No caffeine 12 hours prior to exam
- No food 4 hours prior to exam
- Drink 16 oz of water 1 hour prior to exam
- A beta blocker may be given to the patient to control their heart rate (this will be determined during the nursing assessment)
- Do you take Viagra, Cialis or similar medication? If so we will have a nurse contact you for further questions.

**CT Heart Structure & Morphology:**

*If scheduling in Bridgeton – patients must be under 65 and BMI under 30 (refer to BMI chart)*

*No age or BMI restrictions for any other location*

- Please inform patient the exam itself could take 3 hour.
- Patient must arrive 1 hour prior to their appointment time for their assessment.

**Prep/Pre Procedure in addition to Lopressor:**

- Drink 8-10 glasses of water the day prior to your exam
- No caffeine 12 hours prior to exam
- No food 4 hours prior to exam
- Drink 16 oz of water 1 hour prior to exam
- A beta blocker may be given to the patient to control their heart rate (this will be determined during the nursing assessment)

**CT CTA:**

**CT CTA Chest and/or CTA Abdomen: with IV contrast**

**If DX is:**

- Aortic Ascending, Descending or Dissection
  - If for abdomen schedule any location
  - If for thoracic or thoracic and abdomen together schedule in BHP, Brick, Bridgeton, CMCH, Galloway, Hammonton, Toms River 37, TR Hooper or Wall and all JV sites
- Thoracic Aortic Aneurysm, Thoracic Ascending, Thoracic Descending or Dissection
  - Schedule as **CTA CHEST AORTA** (unless script specifies Chest wo then schedule as CT Chest wo (Aorta) in BHP, Brick, Bridgeton, CMCH, Galloway, Hammonton, Toms River 37, TR Hooper or Wall and all JV sites
- PE (Pulmonary Embolism) – Schedule as CTA Chest (PE) in all locations,
- *Dissections for patients with Medicaid insurance only can be scheduled in Hammonton*

**Prep:**

- No solid food 4 hours prior to exam
- Drink 16 oz of water 1 hour prior to exam (patient may void)
- Drink plenty of water the day before your exam.

Interactions:

More than one CTA exam should not be scheduled on the same day unless it is offered as a combo in RIS. Otherwise schedule 5 days apart.

- Example 1 - CTA Head, CTA Neck is a combo and can be scheduled for the same day.
- Example 2 – CTA Lower Ext Bilat Runoff and CTA Chest is not offered as a combo and should be scheduled 5 days apart.

Schedule 5 days after CT or CTA studies of Chest, Abdomen and/or Pelvis- including Runoffs, Coronary/Hearts

- Fluoro

Schedule 2 day after CT or CTA studies of the Abdomen and/or Pelvis:

- Myelogram
- Xray Body (Hip, Spine, Abd, Bone Survey)

### **CT Dental Scan: is generally ordered for implant planning**

- **We do not have a CBCT (Conebeam) scanner or SimplantSoftware**
- Ask if Mandible and/or Maxilla is written on the script.
- Insurance will be billed, if payment is denied patients will be billed for top or bottom scan.
  - If scanning both top and bottom, patient will be billed for the top and the bottom the patient.
    - Top is \$400.00
    - Bottom is \$400.00

### **CT Extremity Without Contrast**

- Patients with Prosthetics or Joint Hardware (anchors, screws, plates)- **Do not schedule in Vineland Chestnut**
- If script states Metal Suppression- try to schedule in Galloway but this is not absolutely necessary. **Do not schedule in Vineland Chestnut office**
  - No prep

### **CT Extremity W or W& WO**

- If script states Metal Suppression- try to schedule in Galloway but this is not absolutely necessary. **Do not schedule in Vineland**
- Patients with Prosthetics or Joint Hardware (anchors, screws, plates)- **Do not schedule in Vineland Chestnut**
- ***If script states “Limb Alignment for Robot assisted total Knee Replacement”- schedule as Stryker Knee***
- **Hip with CorinOPS protocol – can only be done in Galloway. The script will state Corin OPS protocol.**

Prep:

- No solid food for 4 hours prior to exam
- Drink 16oz of water 1 hour prior to exam. (Patient may void)
- Drink plenty of water the day before your exam.

### **CT Knee Bilateral**

### **CT Scanogram**

### **CT Arthrogram:**

- Check the Radiologist schedule prior to scheduling. Not all Radiologists perform Arthrograms.
- It is suggested that the patient have a driver to and from the exam, but this is not required.
- Advise patients this exam may take up to 2 hours.

- Patients with Prosthetics or Joint Hardware (anchors, screws, plates)- **Do not schedule in Vineland Chestnut**

Prep:

- Nothing to eat or drink for 4 hours prior to exam.
- Drink 16 ounces of water only, 1 hour prior to exam. (Patient may void bladder)
- Drink plenty of water the day before your exam.

### **CT Facial Bones**

- Also called CT Sinus, CT Sinus with Stryker protocol, with Landmark protocol, with Brain Lab, with Fusion, with Medtronics.
- Scheduled in all locations.

### **CT Orbit Post Fossa W & WO, WO**

### **CT Head With Contrast**

### **CT Neck With or With & Without Contrast**

- No solid food for 4 hours prior to exam
- Drink 16oz of water 1 hour prior to exam. (Patient may void)
- Drink plenty of water the day before your exam.

### **CT Spine With Contrast (Cervical, Lumbar, Thoracic)**

- Patients with Prosthetics or Joint Hardware (anchors, screws, plates)- **Do not schedule in Vineland Chestnut**
  - No solid food for 4 hours prior to exam
  - Drink 16oz of water 1 hour prior to exam. (Patient may void)
  - Drink plenty of water the day before your exam.

### **CT Myelogram:**

- Patients must bring someone to drive them home, or their appointment will be rescheduled.
- Check Radiologist schedule prior to scheduling
- Patients should stop all blood thinning medications 5 days prior to exam.
  - Aspirin, Plavix, Coumadin, Pradaxa, Alleve, Lbuprofen, Celebrex and Fish Oil
    - Patient should consult their physician prior to stopping any medication.
- Patients may take Tylenol.

Prep:

- Nothing to eat or drink 4 hours prior to the exam.
- Drink plenty of water the day before your exam.

### **CT Lung Screening Do not schedule as a CT Chest WO contrast**

- No Prep
- Patients must bring a script from their physician and must have one of the following ICD codes
  - F17.210 Nicotine Dependence
  - Z72.0 Tobacco Use
  - Z87.891 Personal history of nicotine dependence

- **If patient has had a prior CT Lung Screen and they are returning for their annual Lung Screen it must year and one day from prior.**

***Prior to initial lung screening, patients cannot have CT Lung Screening if the patient:***

- Has current hemoptysis (spitting or coughing up blood)
  - Has lost 15 pounds or more in past year (unexplained weight loss)
  - Has had a CT Chest or CTA Chest within the past 12 months (not CT Lung Screening)
- **If the patient does not qualify for the CT Lung Screening, do not schedule the appointment. Create an order and ensure the Lung Screen task is attached.**

**Any existing lung screening patients with a Lung Rad 1 or 2 is considered a Lung Screening.**

Advise all patients to bring the following to their appointment:

- Arrive 15 minutes prior to exam
- Script
- Insurance Card and Photo ID
- Copay/Tracking Number/ Referral (if applicable)
- Any outside films/CDs pertaining to the body part we are imaging.
- Patients should not wear any metal or jewelry to their exam.