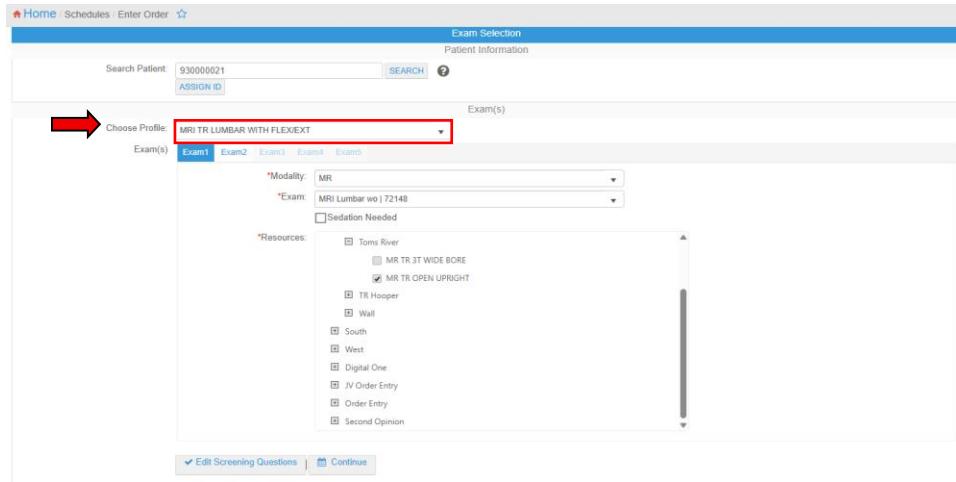


MRI and Flexion/Extension Scheduling Guidelines

1. MRI Scheduling Requirements

- Spine MRIs ordered with flexion/extension can be scheduled together and can only be performed on the Upright units in Toms River and Northfield. Schedule using the FLEX/EXT default Profile. Search for the applicable exam in the “Choose Profile” drop down to schedule at either the Toms River or Northfield.

Note: Separate workflow for AC Family Spine outlined in Section #2



The screenshot shows the 'Exam Selection' screen of the AMI software. At the top, there is a search bar with '930000021' and a 'SEARCH' button. Below the search bar, there is a 'Patient Information' section with an 'ASSIGN ID' button. The main area is titled 'Exam(s)' and shows a dropdown menu labeled 'Choose Profile' with the option 'MRI TR LUMBAR WITH FLEX/EXT' highlighted. Below this, there is a section for 'Exam(s)' with tabs for 'Exam1', 'Exam2', 'Exam3', and 'Exam4'. Under 'Exam1', there are fields for 'Modality' (set to 'MR'), 'Exam' (set to 'MRI Lumbar w/o 72148'), and a checkbox for 'Sedation Needed' which is unchecked. There is also a section for 'Resources' with checkboxes for 'Toms River', 'MR 3T WIDE BORE', 'MR TR OPEN UPRIGHT' (which is checked), 'TR Hooper', 'Wall', 'South', 'West', 'Digital One', 'JV Order Entry', 'Order Entry', and 'Second Opinion'.

2. AC Family Spine Workflow

- Only the Flexion & Extension exams are to be scheduled on an Upright unit.
- The MRI is NOT to be scanned or scheduled on an Upright unit.
- Patients must have two separate appointments: the MRI first, and the Flex/Ext exam on an Upright unit within 2 weeks of the MRI.
- Please indicate in the MRI appointment when the flexion & extension is scheduled as these are read by Dr. Cummings upon completion of all exams.

3. Special Billing Flex & Ext (SP064)

- Assign the Special Billing code SP064 to the Flex & Extension exam order ONLY.
- The insurance covering the exam should remain as the insurance allocated to the MRI exam order(s).
- Do not update or replace the MRI insurance information when applying SP064.