

MSK Order Entry

Responsibilities

Schedulers:

- Follow all MSK workflows.
- Use MSK Chat and Bria Chat appropriately.
- Enter orders accurately with complete information.

MSK Scheduling Team:

- Review MSK orders and scripts.
- Return patient calls within 24–48 business hours.
- Provide instruction to schedulers via MSK Chat.

Procedures

Scheduling MSK

- All MSK exams are scheduled by the MSK Scheduling Team.
- Includes all AMI and JV office locations.
- Schedulers do not schedule these exams independently.

MSK Chat Workflow

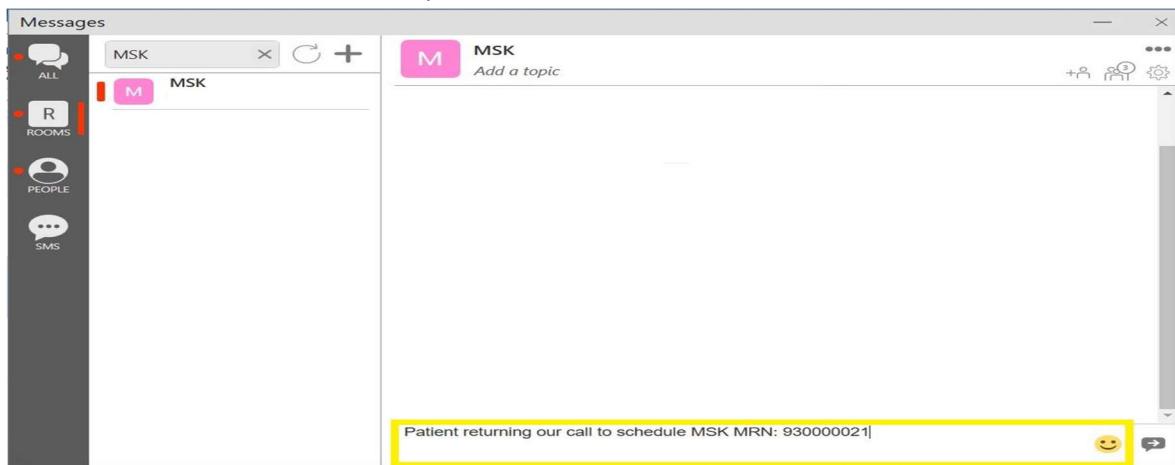
Use MSK Chat ONLY for patients returning calls regarding MSK questions.

Do NOT use MSK Chat for:

- First-time callers
- Email replacement to MSK order entry

Steps:

- Inform the patient you are confirming MSK team availability and place them on hold.
- Send the MRN in MSK Chat.
- Follow the MSK scheduler's response and instructions.



Order Entry for MSK

Required Exam Name for ALL MSK orders:

US Soft Tissue MSK | 76881

Order Entry Requirements:

- Complete all sections including referring provider, diagnosis, and screening questions.
- Obtain script whenever possible—delays may occur if missing.
- Inform patients they will receive a call within 24–48 business hours.

Exam Selection

Patient Information

Search Patient: 930000021

Choose Profile: No Profile Selected

Exam(s): **Exam1** Exam2 Exam3 Exam4 Exam5

*Modality: US

*Exam: **US Soft Tissue MSK | 76881**

MSK Task Workflow

- Add the MSK Task after entering the order and uploading the script.
- Task will display as a bold/underlined M or MSK depending on location in Fuji.
- Document pertinent details such as language needs or special considerations.

TASKS

Accession Number: 2073388888
Modality: US
Exam: US Soft Tissue MSK

Scheduled Date/Time: 6/4/2024 2:07 PM EDT
Primary Insurance: NJ MANUFACTURERS (AUTO)
Policy Number: 123456789

Task: **MSK**

Due Date:

Assigned To:

Notes:

+ Add New Task

| Icon | Task | Notes |
|------|------------|-------|
| | MSK | |

Acc #: 2073388888 Exam: US Soft Tissue MSK | 76881

Reason:

Resource: US Order Entry

Scheduled Time: 6/4/2024 2:07 PM - 6/4/2024 2:07 PM

Expected Arrival: 6/4/2024 2:07 PM

Time:

Referring Physician: NOT ON STAFF, NOT ON STAFF Referrer Reporting

Confirm

Appointment:

View Order

Documents

ABN: Open Tasks Closed Tasks

Tasks: Open Tasks Closed Tasks

Prep: You will receive an email shortly with important information about your appointment, it will include a link for registration paperwork and procedure instructions, please be on the lookout for that information, we strongly encourage you to complete your paperwork and submit a copy of your script before your appointment.



STAT MSK Orders

- Do NOT email MSK group for STATs.
- Enter order in Fuji, mark as STAT, and add MSK Task.
- Notify Bria Chat with MRN and STAT notation.
- Bria Chat is for notification only; MSK will call after reviewing the order.