



DI ORDERS FOR ONCOLOGY

HOSPITAL INFORMATION SYSTEM (HIS)

ONCOLOGY PRESCRIBERS

Overview of Steps

1. For All DI Studies: [Set “Order for future visit” to Yes](#)
2. For Timed Procedures:
 1. [Pick a date via “Requested Start Date/Time”](#)
 2. [Indicate time frame in Special Instructions](#)
3. Optional: [Change the “Performing location”](#)

Click a hyperlink above to view more information about a step.

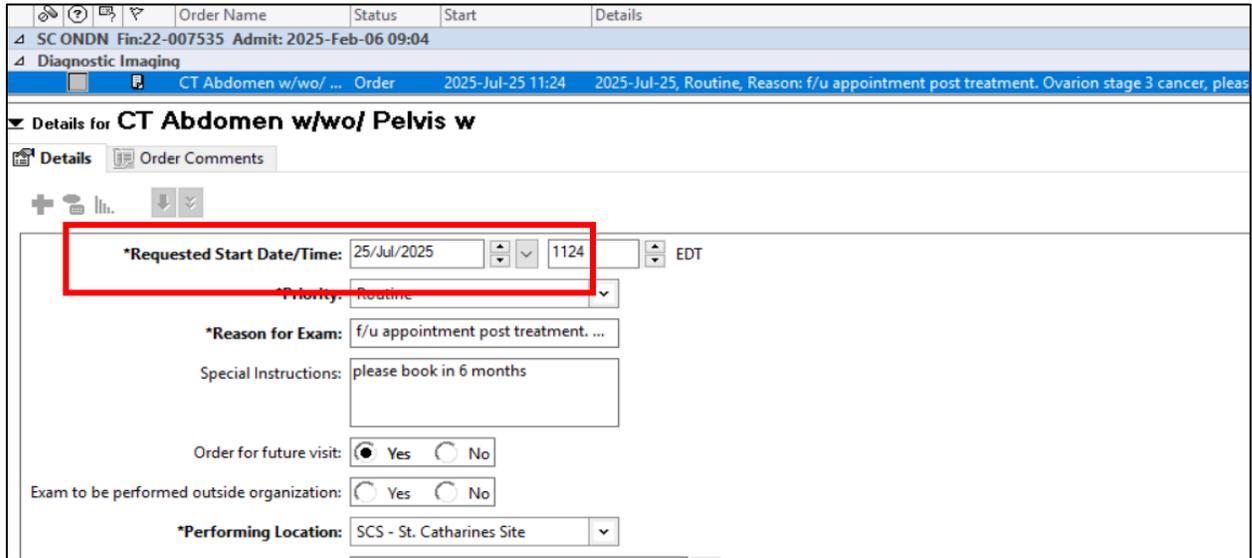
Step 1: Confirm that “Order for future visit” is set to “Yes”.

This will ensure that the request goes to the Diagnostic Imaging (DI) Scheduling Team.

The screenshot displays the HIS interface for a diagnostic imaging order. The order details are as follows:

- Order Name:** SC ONDN Fin:22-007535 Admit: 2025-Feb-06 09:04
- Diagnostic Imaging:** CT Abdomen w/wo/ ... Order 2025-Jul-25 11:24 2025-Jul-25, Routine, Reason: f/u appointment post treatment. Ovarian stage 3 cancer, pleas
- Details for CT Abdomen w/wo/ Pelvis w**
- *Requested Start Date/Time:** 25/Jul/2025 1124 EDT
- *Priority:** Routine
- *Reason for Exam:** f/u appointment post treatment. ...
- Special Instructions:** please book in 6 months
- Order for future visit:** Yes No
- Exam to be performed outside organization:** Yes No
- *Performing Location:** SCS - St. Catharines Site

Step 2: If requesting a Timed Procedure, choose a specific date next to “Requested Start Date/Time”



Order Name: SC ONDN Fin:22-007535 Admit: 2025-Feb-06 09:04
 Diagnostic Imaging
 CT Abdomen w/wo/ ... Order 2025-Jul-25 11:24 2025-Jul-25, Routine, Reason: f/u appointment post treatment. Ovarion stage 3 cancer, pleas

Details for CT Abdomen w/wo/ Pelvis w

*Requested Start Date/Time: 25/Jul/2025 1124 EDT

*Priority: Routine

*Reason for Exam: f/u appointment post treatment. ...

Special Instructions: please book in 6 months

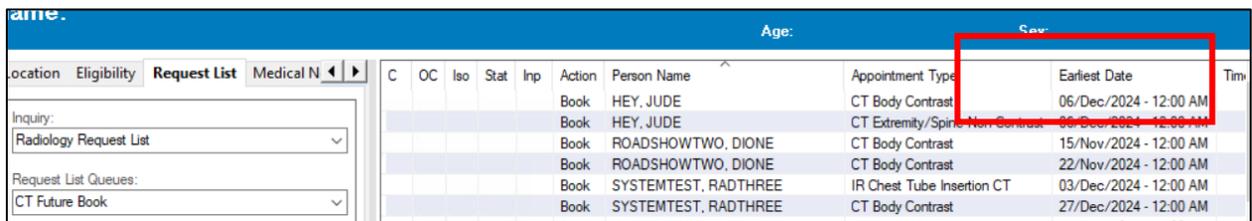
Order for future visit: Yes No

Exam to be performed outside organization: Yes No

*Performing Location: SCS - St. Catharines Site

This date is visible on all of the Radiology Applications

The chosen date will appear on the scheduler’s list as the Earliest Date to book (lets schedulers know the time frame for booking).



location	Eligibility	Request List	Medical N	C	OC	Iso	Stat	Inp	Action	Person Name	Appointment Type	Earliest Date	Tim
									Book	HEY, JUDE	CT Body Contrast	06/Dec/2024 - 12:00 AM	
									Book	HEY, JUDE	CT Extremity/Spine Non-Contrast	06/Dec/2024 - 12:00 AM	
									Book	ROADSHOWTWO, DIONE	CT Body Contrast	15/Nov/2024 - 12:00 AM	
									Book	ROADSHOWTWO, DIONE	CT Body Contrast	22/Nov/2024 - 12:00 AM	
									Book	SYSTEMTEST, RADTHREE	IR Chest Tube Insertion CT	03/Dec/2024 - 12:00 AM	
									Book	SYSTEMTEST, RADTHREE	CT Body Contrast	27/Dec/2024 - 12:00 AM	



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Step 3: Fill out “Special Instructions”

For Timed Procedures, indicate the desired time frame.

Note: This should be completed in addition to “Requested Start Date”.

(This information is visible to all Radiology staff in all of their applications.)

Details for CT Abdomen w/wo/ Pelvis w

Details | Order Comments

*Requested Start Date/Time: 25/Jul/2025 1124 EDT

*Priority: Routine

*Reason for Exam: f/u appointment post treatment. ...

Special Instructions: please book in 6 months

Order for future visit: Yes No

Exam to be performed outside organization: Yes No

*Performing Location: SCS - St. Catharines Site

DI Scheduler’s View

Location	Eligibility	Request List	Medical N	As	Ordering Loc	Ordering prov	Req Received Date	Booking Note	Special Instructions	Protocol	Protocol Comment	Schedule
					SC ONDN	NHS Test02, Physician - H	29/Sep/2024 - 11:06 AM			*Standard Protocol		
					NF PAIN	SECURECERNER	30/Sep/2024 - 4:55 PM			*Standard Protocol		
					SC PLAS	Famis, Matt	30/Sep/2024 - 4:54 PM			*Standard Protocol		
					SC ONSYS	Comer Test, RadNet - Rad	04/Oct/2024 - 10:45 AM				test	
					NF MHOUT	Huninghake, Seth	15/Oct/2024 - 10:24 AM			*Standard Protocol	Accepted	
					SC CT	NHS Test03, RadNet - Radi	30/Oct/2024 - 9:33 PM					
					men/Pelvis Trauma	NHS Test03, RadNet - Radi	15/Nov/2024 - 3:11 PM			Supine and Prone		
					SC CT	NHS Test03, RadNet - Radi	22/Nov/2024 - 2:50 PM					
					SC PACECL	NHS Test01, RadNet - Tech	06/Dec/2024 - 10:57 AM		please book within a week follow up clin	*Standard Protocol		
					SC IR	NHS Test01, RadNet - Tech	14/Aug/2024 - 12:43 PM					
					SC ONSYS	NHS Test01, RadNet - Tech	19/Dec/2024 - 9:44 AM				test	
					SC 3BB	NHS Test03, RadNet - Radi	27/Dec/2024 - 1:23 PM			*Standard Protocol		
					SC 3BB	NHS Test03, RadNet - Tech	11/Dec/2024 - 11:02 AM			*Standard Protocol		



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Step 4 (OPTIONAL): Change the “Performing Location”

St. Catharines Site is the default “Performing Location”. However, you can choose any Niagara Health site.

Note: CTs and MRIs are booked by centralized booking and based on available spots.

Order Name	Status	Start	Details
SC ONDN Fin:22-007535 Admit: 2025-Feb-06 09:04			
Diagnostic Imaging			
CT Abdomen w/wo/ ...	Order	2025-Jul-25 11:24	2025-Jul-25, Routine, Reason: f/u appointment post treatment. Ovarion stage 3 cancer, pleas

Details for CT Abdomen w/wo/ Pelvis w

Details | Order Comments

+ | | | |

*Requested Start Date/Time: 25/Jul/2025 | 1124 | EDT

*Priority: Routine

*Reason for Exam: f/u appointment post treatment. ...

Special Instructions: please book in 6 months

Order for future visit: Yes No

Exam to be performed outside organization: Yes No

*Performing Location: SCS - St. Catharines Site