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Seminars, tips, and info listed at www.drvoxray.com

PROCEDURE FOR SECOND-OPINION IMAGING CONSULTATION

1. Most doctors send their films via mail. You may also send films via UPS, or drop them off at our office. If you drop the x-rays off, include a mailing envelope if you want us to mail them back. Your films and the completed report will be returned to you via mail.
2. We will fax or e-mail the report to you immediately upon completion (make sure your fax number or e-mail is included on the request form). Since x-ray consultations are scheduled around our in-lab patient schedule, you may call if you send films which require urgent attention; otherwise, finished reports will be returned to you within approximately one week.
3. Enclosed (or on reverse) is a "*Radiologic Consultation Request*" form. **AFFIX YOUR BUSINESS CARD TO THIS COPY AND USE IT AS A MASTER AND RUN PHOTOCOPIES TO FILL OUT FOR EACH CONSULTATION THAT YOU REQUEST.** Feel free to fill it out quickly by hand in order to save your time (as long as I can read it!). There is also a form that can be filled out and printed from our website www.drvoxray.com. Be sure to note your specific questions or areas of interest in the indicated space. **Include date of injury, if applicable. There is no need to write a great deal of physical exam data.**
4. Indicate if you want a template study (acetate overlay study of intersegmental motion) done on bending views of the cervical spine (*if* good quality and carefully-positioned films). If a template study is performed, an additional charge of \$48.00 will be made. (L&I will not routinely pay for a template study, but may in an exceptional case if documented by report.)
Perform the neutral and bending views at the same time and at the same tube-to-film distance. Do not mix standing, sitting, and recumbent projections for the purposes of templating. Ensure that all motions are "pure"; i.e., for flexion and extension, allow no rotation or lateral bending. IF GOOD FILM QUALITY AND EXCELLENT PATIENT POSITIONING ARE NOT EVIDENT, A TEMPLATE STUDY CANNOT BE DONE.
5. If you want a report on serial studies (pre and post, or re-exam comparisons), send both (all) sets of films, even if I have previously reported on the original set.

PAYMENT

Only *open and active PIP or L&I* insurance claims are billed from this office. **ALL NECESSARY BILLING DATA FOR THESE CLAIMS MUST BE SENT WITH THE X-RAYS.**

PAYMENT: ACTIVE PIP CLAIMS

The following information is required: date of injury, insurance company name and all contact information, and the patient's PIP claim number. It is best if the consultation is requested relatively close to the date of the x-rays. Also include a statement of medical necessity for the consultation.

PAYMENT: Washington state L&I

The following information is required: date of injury and claim number. **Also include any relevant self-insurer information.** *Note that the Department checks to see that the x-rays relate to the accepted diagnosis for the claim, and that the claim is currently open, before they will pay for radiologic consultation. You do not need pre-approval for x-ray consultation, but there must be a specific reason indicated why the radiologic consultation is justified.* L&I will not pay for *routine* x-ray consultation on all films (unless you want to bill only for the technical component).

For all other x-ray reports (except for active L&I cases and active PIP claims) the referring doctor is billed for the report. In sending the films for consultation, you agree to pay for the report and to seek reimbursement from your patient.

1. There is no need to submit payment with the x-rays. A bill is sent to you with the report. ***THIS AMOUNT IS DUE IMMEDIATELY UPON RECEIPT OF YOUR REPORT.*** You may then look to your patient for reimbursement.
2. There is no provision for carrying accounts, nor do we bill any other agencies, such as insurance companies, from this office. X-ray reports involve relatively small fees for which collection efforts are not economically feasible, particularly when there is usually insufficient data for us to follow up on these accounts.

These billing provisions apply only to x-ray reports for cases in which we do not see the patient. Regarding patients for whom in-person services are performed (production of radiographs) we will, of course, handle payment arrangements directly with the patient.