

A Step-by-Step Patient Guide to Upload Medical Images to Cleveland Clinic



Sydell and Arnold Miller Family Heart, Vascular and Thoracic Institute



Table of Contents

Upload Your Images

Using Google Chrome [™] , Microsoft Edge [™] or Firefox [®] Browsers	3
Using Internet Explorer [®] Browser	6
Upload Additional Images or Medical Reports	9
Notify Your Doctor	10

Technical Support

Phone, Live Chat and Online Support



If you have questions or need help during the upload process, please go to <u>support.ambrahealth.com</u> or call 888.315.0790 for 24/7 support.



Using Google Chrome, Microsoft Edge or Firefox Browsers

Before uploading, please confirm only original medical image studies are on the CD/DVD or external drive you are using. The system is unable to process .jpg, .pdf or any non-medical file format.

 Please click on this link or copy and paste it into your browser window to start the image upload process:

http://itransfer.ccf.org/hvi

Cleveland Clinic	
ImageShare The an an analysis The analysis and the analysis	Sydell and Arnold Miller Family Heart, Vascular & Thoracic Institute Patient Ima
	Choose files to be scanned and verified Share medical images with Cleveland Clinic Cardiology
inser your medical images CD into your computer now. * Google Chrome is the	1 Salest your CD/DVD, USB Drive, or locate your Image Folder 2 Upload and Share your Images 3 Provide your Demographic Information and Upload 4 Notify your Physician
preferred browser to upload images.	Choose your images User guide found here Choose File

- 2. Click on the **Choose File** button to upload from a CD/DVD or external drive.
- 3. Select the appropriate drive (for example, D:DVD), then click the **Upload** button.

Chrome is the preferred browser to upload images.	Choose your images User guide found here	
Select Folder to Upload		×
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5. Scanning is in progress ...

Note: If the scan takes more than 10 minutes, there is likely a problem with the images, CD/DVD or external drive.

6. Once scanning is complete, choose the images to upload to Cleveland Clinic.



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V	Description	Imoges	Patient Name	DOB	Modality	Study Date
V	MRI TEST	4	TEST^CCF	09-09-1999	MR	08-25-2018
V	MRI TEST	4	TEST^CCF	09-09-1999	MR	08-25-2018

7. All images will automatically be selected. You can de-select by clicking on the **checkmark**.

If you aren't sure which images are needed, please send all images.

Г	Description	Images	Patient Name	DOB	Modality	Study Date
Γ	VIRI TEST	4	TEST^CCF	09-09-1999	MR	08-25-2018
7	MRI TEST	4	TEST^CCF	09-09-1999	MR	08-25-2018
5	MRI TEST	4	TEST^CCF.	09-09-1999	MR	08-25-2018
E	Echo Transthoracic Complete	7	TEST^CCF	09-09-1999	US	08-06-2018
•	Image	1	TEST^CCF	09-09-1999	US	09-28-2018



Provide all required information.
 Required fields are marked with an asterisk (*).

Cleveland Clinic Patient ID/MKN	
First Name*	
Last Name*	
Gender*	
select	
Date of Birth*	
Must be in format MM/DD/YYYY Phone Number*	
Email Address*	
ZIP/POSTAL Code*	
Cleveland Clinic Physician Name*	

I understand this study will be shared with Cleveland Clinic Cardiology, I have authority to share this study

 Upload Selected Studies
 Preview Selected Studies

I understand this study will be shared with Cleveland Clinic Cardiology, I h

×

🚺 Ambra | Load DICOM Data

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- 9. Click the Upload Selected Studies button.
- 10. You should see a progress bar displaying the upload status. Please wait until the progress bar reaches 100%.
- 11. The image upload is complete.

Uplood Selected Studies	Preview Selected Studies	Cancel	
Sydell Heart, Va	and Arnold Miller Fa Iscular & Thoracic Ir	mily istitute	Patient Image Upload
Choose f Vour in shared Cardiology	files to be scanned rages were uploaded and with Cleveland Clinic	and ver	ified

0 A https://cchvi.ambrahealth.com/load.html?share_c

12. If you do not have other images or reports to upload, click the (x) in your browser to close it.

Proceed to Page 10 and review the "Notify Your Doctor" section.

If you have additional images or medical reports to upload, do not close the browser and proceed to Page 9. authority to share this study



Using Internet Explorer Browser

Before uploading, please confirm that only original medical image studies are on the CD/DVD or external drive you are using. The system is unable to process .jpg, .pdf or any non-medical file format.

 Please click on this link or copy and paste it into your browser window to start the image upload process:

http://itransfer.ccf.org/hvi



2. You may need to install or upgrade Java the first time you upload images.

If Java is already installed/upgraded, go to Step 3.

To download Java:

- Click the Java Download button.
- Click the Install button.
- The progress bar will display the status of Java installation.
- Once the installation is complete, click **(x)** to close the Java tab on your browser window.

Java must be upgraded to upload medical images Click here to install Java upgrade, then restart your Web browser

Welco	ome to Java - Upda	ted License	Terms	
		_		_
Change destination folder			Install	Remove
a Setup - Progress				1
«.				
E Java				
Status: Installing Java				



3. Click the **Run** button to start the DICOM Grid Java Uploader.



Choose your images User guide found here

4 Notity your Physician

Choose File...

Chrome is the

upload images.

preferred

browser to

- 4. Click on the **Choose File** button to upload images from a CD/DVD or external hard drive.
- 5. Select the appropriate drive (for example, D:DVD), then click the **Open** button.



6. The program will scan for images on the CD/DVD or external drive.

•	Description	Images	Patient Name	DOB	Modality	Study Date
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7. Scanning is in progress ...

Note: If the scan takes more than 10 minutes, there is likely a problem with the images, CD/DVD or external drive.

8. Once scanning is complete, choose the images to upload to Cleveland Clinic.



complete. Your screen may appear to be frozen. Please be patient.

Description

4

4

4

7

VIRI TEST

MRI TEST

MRI TEST

Echo

Choose your images to upload and share

Images Patient Name

TEST^CCF

TEST^CCF

TEST^CCF.

TEST^CCF

R	Description	Imoges	Patient Name	DOB	Modality	Study Date
V	MRI TEST	4	TEST^CCF	09-09-1999	MR	08-25-2018
V	MRI TEST	4	TEST^CCF	09-09-1999	MR	08-25-2018

DOB

09-09-1999 MR

09-09-1999 MR

09-09-1999 MR

09-09-1999 US

Modality Study Date

08-25-2018

08-25-2018

08-25-2018

08-06-2018

9. All images will automatically be selected. You can de-select by clicking on the **checkmark**.

If you aren't sure which images are needed, please send all images.

10. Provide all required information.

Required fields are marked with an asterisk (*).

т.	



- 11. Click the Upload Selected Studies button.
- You should see a progress bar displaying the upload status. Please wait until the progress bar reaches 100%.
- 13. Image upload completed.
- 14. If you do not have other images or reports to upload, click the (x) in your browser to close it.

Proceed to Page 10 and review the "Notify Your Doctor" section.

If you have additional images or medical reports to upload, do not close the browser and proceed to the instructions below.

Upload Additional Images or Medical Report

You can continue to upload additional images by clicking **Upload another study** or upload a medical report by clicking the **Browse** button.

The steps below detail how to upload a medical report.

- 1. Click the **Browse** button.
- 2. Select the medical report to upload and click **Open** button.



Ad Hoc HVI Patient reports		Report 1	20	Adobe Acrobat D	4/10/20	120 3:00 PM	1	75 KB
	File name:	Report 1		Ŷ		Open	Canr	~ :el

I understand this study will be shared with Cleveland Clinic Cardiology, I have authority to share this study.
 Upload Selected Studies
 Preview Selected Studies
 Cancel



3. Click the Upload report button.

4. The report upload is complete.



5. Click (x) to close your browser window.

Notify Your Doctor

Important

- If your doctor asked you to send images and reports, please contact his/her office to let them know the upload is complete.
- Your doctor will be able to see the uploaded files within 24 hours.



Technical Support

If you have any questions, please go to <u>support.ambrahealth.com</u> or call 888.315.0790 for 24/7 support.

- Every page has live on-line Ambra Health support available by clicking the **Support** button in the lower right-hand corner.
- Technical support options for live chat and email are available by clicking the Ask link.
- Start a conversation with Ambra Health.



Q Ask

Q Answers

