



university  
medical imaging

**PHONE**

916-922-6747

**FAX**

916-922-6767

**LOCATION**

500 University Ave.  
#117  
Sacramento 95825

**TAX ID**

20-4050799

**NPI**

1659416907

umimri.com

# Diagnostic Imaging Referral / Authorization

## PHYSICIAN OFFICE INFORMATION

Today's Date: \_\_\_\_\_

Physician: \_\_\_\_\_

Sent by: \_\_\_\_\_

Med. Office: \_\_\_\_\_

Contact staff with appointment time

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Call patient to schedule

Address: \_\_\_\_\_

Follow up appointment scheduled:  
Day/time \_\_\_\_\_

**Doctor's Signature\*:**  
\_\_\_\_\_

**\*REQUIRED per HCFA Policy #99-4.8**

## PATIENT INFORMATION

**Please fax BOTH sides of patient insurance card: 916-922-6767**

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_

SS#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender:  Male  Female

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Atty: \_\_\_\_\_ Atty #: \_\_\_\_\_ Work #/Other #: \_\_\_\_\_

Insurance: \_\_\_\_\_ Policy #: \_\_\_\_\_ Group #: \_\_\_\_\_

Authorization # (if applicable) \_\_\_\_\_ Employer: \_\_\_\_\_

PPO/Private  Work Comp  Auto/MedPay  Medicare  Medi/Medi-Cal  Lien

Self Pay  Other: \_\_\_\_\_

## DIAGNOSIS/SYMPTOMS

**Diagnostic Code(s):**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## EXAM

X-Ray Exam(s) Requested: \_\_\_\_\_

MR Arthrogram Exam(s) Requested: \_\_\_\_\_

**MRA (Angiography)**

- Brain  Aortic Arch  Abdomen  Other: \_\_\_\_\_
- Carotid  Renals  Pelvis
- Vertebrales  Chest  Lower Extremities

**MRI With Contrast?**  Yes  No

- Brain (routine)  SI Joints  L  R
- Brain (pituitary)  Shoulder  L  R
- Brain (IAC)  Elbow  L  R
- Brain (stem/post. Fossa)  Wrist  L  R
- Soft tissue neck (mass)  Hip  L  R
- C Spine  Knee  L  R
- T Spine  Ankle  L  R
- L Spine  Foot  L  R
- Sacrum/Coccyx
- Chest/Heart/Brachial Plexus
- Abdomen
- Pelvis
- Other: \_\_\_\_\_

**Contrast Exams:** Creatinine results within 30 days are required for patients ages 70+ or who have diabetes or kidney disease.  
**Fax results with this form: 916-922-6767**

## REPORT INFORMATION

Report Only  Online  Films  CD  Patient to Hand-Carry  Deliver  STAT

CC: Patient Report to Dr. \_\_\_\_\_  CC: Fax # \_\_\_\_\_

## IMAGING APPOINTMENT

Day: \_\_\_\_\_ Time: \_\_\_\_\_

## Step 1: Schedule Your Appointment

- After your doctor orders your MRI or X-ray, they will obtain any authorizations required by your insurance provider. University Medical Imaging may be able to help request authorization, but your exam cannot be scheduled until authorization is confirmed.
- Call University Medical Imaging at **916-922-6747** to schedule your exam and provide some basic medical history.

## Step 2: Know What to Expect

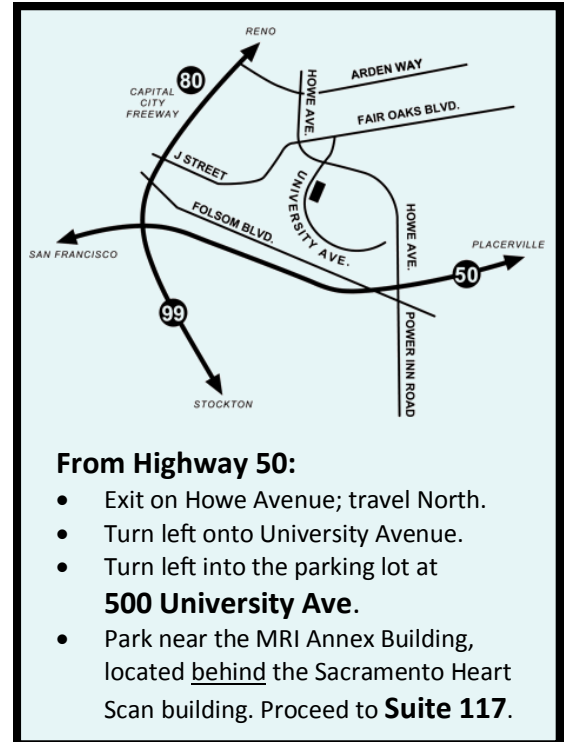
- No advanced preparation is needed for most MRI scans or X-rays. You can eat a normal diet and take routine medications.
- Metal, including jewelry, dentures and glasses, cannot be worn for MRI scans. You may be able to wear your own clothing if it is loose-fitting and has no metal fasteners. Even medically required external objects, such as oxygen tanks or insulin pumps, may contain metal and are prohibited. Please discuss your situation with UMI staff when scheduling your exam.
- Your doctor may have ordered medical imaging that involves a contrast injection. When you schedule your appointment, staff can answer any questions you may have about this procedure and any special considerations that may be involved.
- If you are scheduling an MRI and are claustrophobic, talk with your doctor in advance about sedating medication. If your doctor prescribes a sedative, do NOT drive to your appointment. You need to arrange for a designated driver in advance.
- Children ages 11 and under may NOT be left unattended or go into the exam room with you. In most cases, you may have an adult friend or relative stay in the room with you.

## Step 3: Day of Your Exam

- Bring your health insurance information, forms and/or card with you to your appointment.
- Leave valuables at home. UMI is not responsible for lost belongings.
- Arrive 30 minutes before your appointment time to complete paperwork and prepare for your exam.
- Remove jewelry and other metal objects before entering the scanning room. You may also need to change into medical scrubs.
- Ear plugs are provided for MRI scans, because the scanning process produces buzzing or knocking noises.
- For MRI scans, your technologist will position you on a padded table that will move slowly through the scanner. Your positioning will depend upon the area of your body to be scanned. The MRI technologist can see, hear and speak with you at all times.
- X-rays typically take just a few minutes. The MRI scan process usually takes about 20 to 30 minutes. Your job is to simply relax and hold still.

## Step 4: After Your Scan

- A board-certified radiologist will review your images. A report of these results will be sent to your referring physician within 24 hours.
- Make an appointment with your doctor to discuss the results of your exam.



**CALL 916-922-6747 AT LEAST 24 HOURS IN ADVANCE IF YOU NEED TO RESCHEDULE YOUR APPOINTMENT**