

From the Office of Clinical Informatics Enterprise Imaging Fluency for Imaging Reporting (FFI)

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This flyer outlines the process for Basic Dictation in Fluency for Imaging (FFI)

- **<u>STEP 1</u>**: Log into **Fluency for Imaging**, select **Admin** in the dropdown.
- **<u>STEP 2</u>**: Select the **Orders List** tab.
- **<u>STEP 3</u>**: Enter patient **MRN**, then press **Enter**.
- <u>STEP 4</u>: Select the Green Action button to access the Patient Studies.

- **<u>STEP 5</u>**: The **Basic Default** report template will be displayed based on procedure code. Select **Between** the brackets to begin dictation.
- **<u>STEP 6</u>**: When dictation is complete, select **Sign**.



For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.

