



September 16, 2010

Re: New Booking Procedure for BC Women's Ultrasound Department

Dear Physician:

We are pleased to announce changes to the Booking Department at the Ultrasound Department of BC Women's Hospital. This has been introduced in response to issues identified by referring offices and as a result of recent PHSA imPROVE workshop event.

Please be advised that effective September 20, 2010 the new procedure for referring will include a revised requisition which identifies required patient information prior to the appointment being given.

Following submission of the requisition and required patient documentation by FAX to (604) 875-3013 your request for examination will be reviewed and/or triaged. If we are able to provide services for your patient, your office will be telephoned by our Ultrasound Booking Clerk. It will no longer be necessary for your office personnel to call the Ultrasound Booking Line to request an appointment. We will also notify you if we are unable to accommodate your request by return FAX.

Please be advised that appointments will NOT be provided until all required documentation is received by the Booking Department.

We look forward to providing you and your patients with an improved service.

You may download copies of the new forms and patient information at:

<http://www.bcwomens.ca/Services/PregnancyBirthNewborns/PrenatalScreeningDiagnosis/Ultrasound.htm>

Hard copies of the forms can also be ordered BC Women's Ultrasound Department.

Should you require any further information please contact the Booking Desk at (604) 875-2900.

On behalf of BC Women's Diagnostic & Ambulatory Programs,

A blue ink signature of Ken Lim.

Ken Lim  
Medical Director

A blue ink signature of Judy Harder.

Judy Harder  
Chief Sonographer

A blue ink signature of Anna Bloomfield.

Anna Bloomfield  
Administrative Manager