

PROCEDURE FOR ACCEPTING/REJECTING AN ULTRASOUND SCAN ON THE DAY OF EXAMINATION

On the Day of a patient’s Examination:

- All sonographers must obtain the written approval of the Lead Sonographer before rejecting a patient scan prior to the patient arriving for their appointment on the day of their appointment. This step is essential to ensure that we remain fully compliant with our contractual obligations as a company.
- If the sonographer does not receive a response or a written approval to reject a scan from the Lead Sonographer then they are required to perform the most appropriate examination to answer the clinical question or the booked ultrasound examination.
- An ultrasound scan cannot be rejected on the day of examination for any of the following reasons (not exclusive):
 - No request form available
 - No clinical question or no reason given – *please ask patient*
 - No clinical history – *Please ask patient*
 - Previous examinations
 - Unjustified request
- If you have a query about any ultrasound scan booked you must raise a query **before** the day of the appointment.

Please ensure that you follow this policy. If you have any questions or require further clarification, do not hesitate to reach out to your Lead Sonographer or a member of the management team.

Thank you for your continued dedication and professionalism in delivering high-quality ultrasound services.

Document	Version No.	Pages	Author	Date	End Date
Procedure for Examination Day USS	01	1	Clinical Lead	Jan 2025	1st Sept 2025

