## How to upload studies into your FMOLHS Health Provider

 Navigate on Internet and browse for the FMOLHS hospital where you provider is located: Our Lady of Angels:

http://stage-oloah-fmol-ih.cphostaccess.com/about-us/lila

Our Lady of the Lake Regional Medical Center:

http://stage-ololrmc-ih.cphostaccess.com/about-us/lila

Our lady of Lourdes Regional Medical Center:

http://stage-lourdesrmc-fmol-ih.cphostaccess.com/about-us/lila

St. Francis Medical Center:

http://stage-stfran-fmol-ih.cphostaccess.com/about-us/lila

- 2. Insert the CD into your computer CD reader or your flash driver into your computer USB port.
- 3. Click on the option "Send us your imaging exams" :



4. Click on "Request a Connection" button



5. Fill out the proper fields - note some are required -

onnection request	
	* = Required field
PATIENT INFORMATION First name: * Last name:	YOUR CONTACT INFORMATION  * Relationship to the patient:
	Select
Date of birth:	* First name: * Last name:
<sup>mm/dd/</sup> yyyy Do you have a physician here? If so, who?:	* Email:
Physician's department:	* Confirm email:
Why do you want to share exams?:	* Phone:
	Institution name:
Additional information to help us process your request second opinion, visit preparation, current diagnosis)	

6. The Contact will receive an acceptation email form where you can click on "Get started", after accepting the confidentially form you can "Browse for exams" in your computer

Send exams to Our Lady Of The Lake	Regional Medical Center, Lake Inbox	Ste
	Browse for exams	

7. Locate the study(s) to be uploaded (from the CD or the flash driver), click "continue" until the system completes the upload processes:

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8. At this point you have completed the upload process and can exit from the Internet browser.