

 University Health™	Policy #: 13.9
SUBJECT: Post Procedure Processing	Effective: 1/21/2015 Reviewed: 01/2017
APPROVED BY: Radiology Technical Director	Page 1 of 1

1. **Purpose:** The following steps must be performed with proficiency to demonstrate ability perform post procedure processing of body examinations.
2. **Scope:** All CT staff technologist
3. **Responsibility:** Preceptor place a check mark in the blank indicating skill mastery.
4. **Procedure:**

Post procedure reformations are to be performed on all CT body exams. The following guidelines are to be used when performing these reformations, to ensure consistency throughout the department.

Technical Factors should be:

- _____ Number of images: will vary
- _____ Spacing Between Images: 2mm
- _____ Slice Thickness: 2mm
- _____ FOV: = to DFOV of the original procedure
- _____ Sagittal Direction: Right to left
- _____ Coronal Direction: Anterior to posterior
- _____ Appropriately label the reformatted images
- _____ Images must be saved as reformats not screen save

In exams with multiple series perform the reformations as directed below:

- _____ Routine single pass procedures --- Single pass only (thin slices)
- _____ Routine abdomen and pelvis (6.2) --- Venous series only (thin slices)
- _____ Multiphasic (Liver, Pancreas or etc.) ---- Arterial and Venous series (thin slices)
- _____ Urogram --- Delayed series only (Diaphragm to symphysis thin slices)

Name_____

Preceptor's Signature_____

Date_____