Instructions for Submitting Outside Imaging

We would always like UC Health to be your first stop for patient care, however we understand that is not always possible, and you may need to seek treatment from another healthcare provider. When you are eventually referred to UC Health and your appointment is scheduled, it is important for our physicians to see your medical history, including any medical imaging performed. Having images in advance will allow our physicians to begin developing a treatment plan before you arrive for your scheduled appointment.

The best, most efficient way to get imaging to UC Health is to send it electronically. Most hospitals and imaging centers in the Greater Cincinnati area are able to send medical imaging to UC Health electronically, and will do so free of charge at your request.
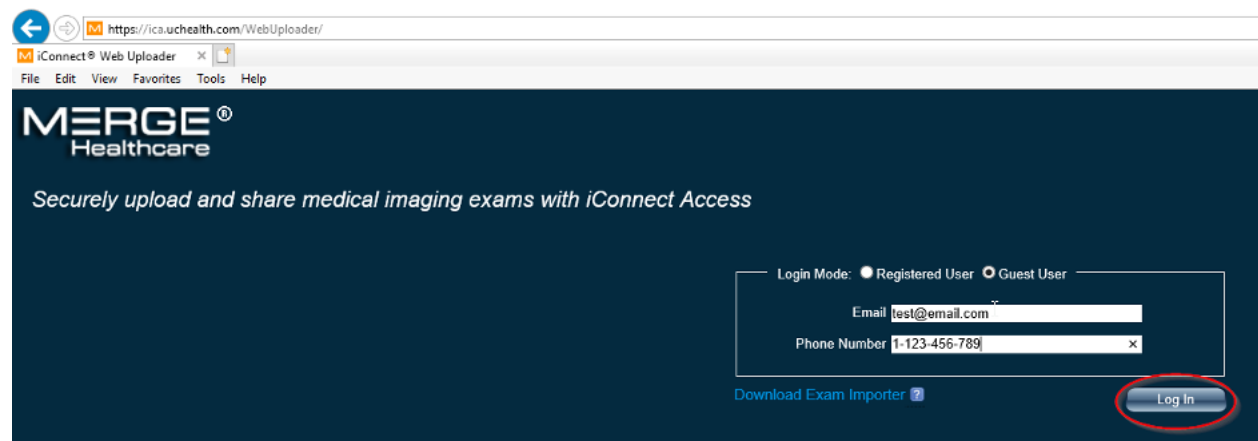
If your imaging provider cannot send to UC Health, you may be provided with a CD containing your medical imaging. If you have a CD with your imaging, you can upload them to UC Health's HIPAA compliant secure upload portal. Below are technical requirements and instructions on how to upload your images.

Technical Requirements:

- A computer with a CD/DVD drive.
- Internet access.
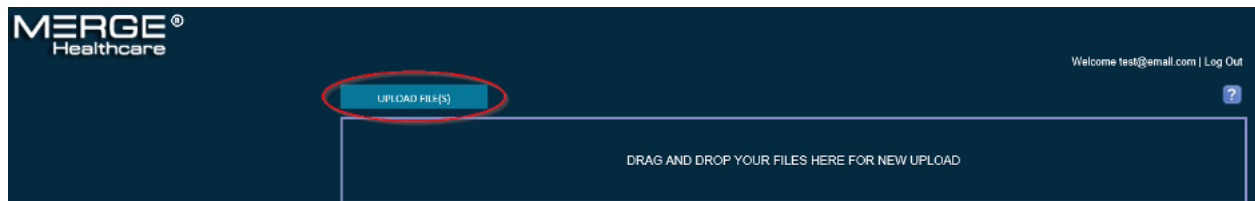- A valid email address.
- Imaging on disc must be in a DICOM format.

Upload Instructions:

1. From your computer please go to https://ica.uchealth.com/WebUploader.
2. Accept and run any prompts shown by the browser.
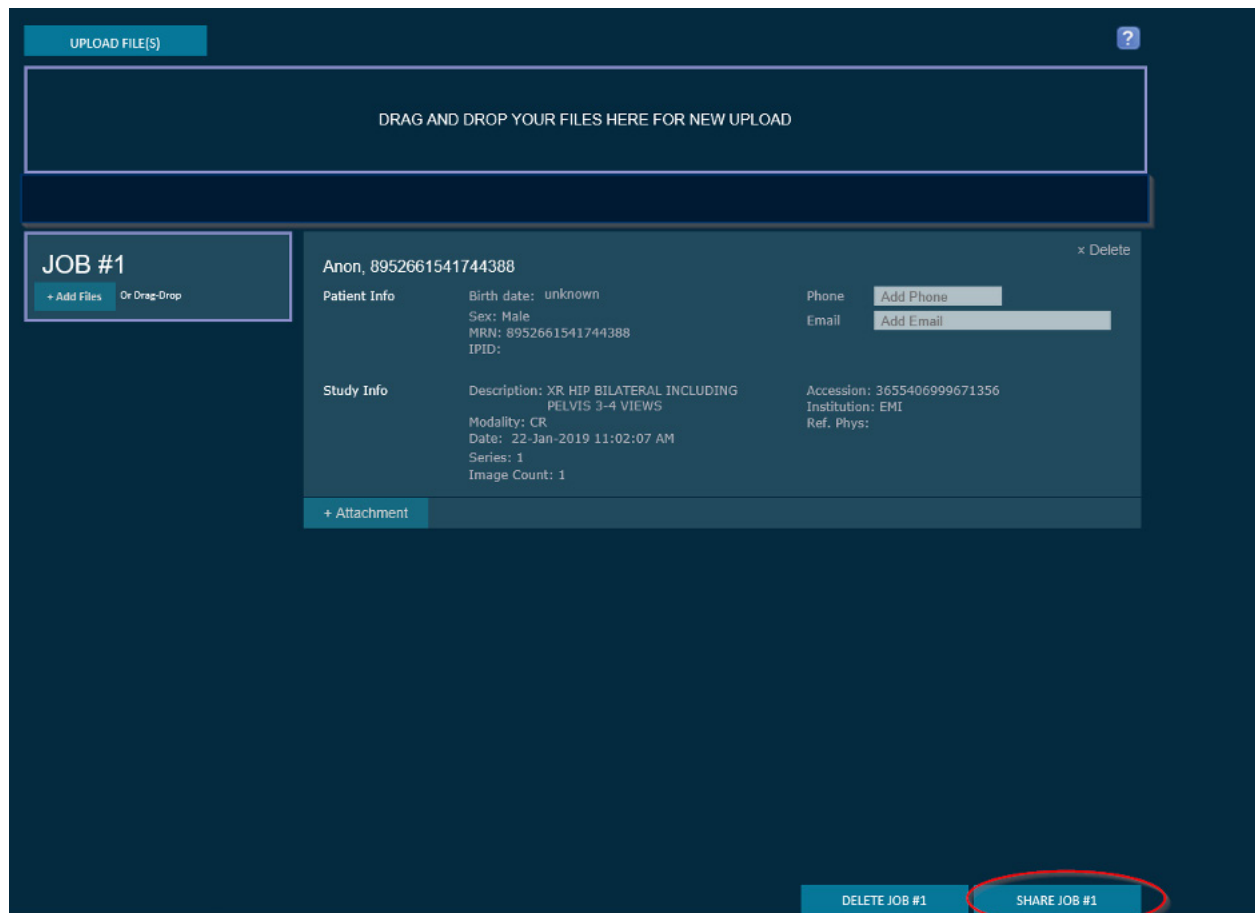3. Enter your email address and phone number and click 'Log In'.

4. **Agree to the HIPAA Compliance agreement and click 'Continue'.**

5. **Click 'Upload File(s)' and navigate to your computer's disc drive.**

6. **Once you select the images, click 'Ok'.**

7. **Once the upload job is complete, click 'Share Job'.**

8. **Select 'UC Health General Imaging' and click 'Submit'.**