rScripotor “Cheat Sheet”

rScripotor supports three methods of radiology reporting

Narrative Reporting – Save time by letting rScripotor fill out parts of the narrative report

Easy Structured Reporting – a simple method to create structured reports

Advanced Structured Reporting – the most efficient and natural method to create structured reports

Narrative Reporting

- The rScripotor “header” provides basic information about the exam (history, procedure, etc).
- Use the Section titles to dictate the Findings, Impression and Recommendations sections.
- Dictate both positive and negative findings. rScripotor can only fill in negative findings in structured reports.

Section titles – Use the Section titles “Findings:”, “Impression:” and (optional) “Recommendations:” to dictate narrative text for each section. For example,

Findings: [all positive and negative findings dictated in the format you prefer (structured or narrative)]

Impression: 1.6 cm left adrenal nodule which is indeterminate on this contrast-enhanced exam.

Recommendations: Left adrenal nodule as described. Recommend follow-up CT or MR in 12 months.

Easy Structured Reporting

- The rScripotor “header” provides basic information about the exam (history, procedure, etc).
- Dictate findings in any order. A finding can be a single word, sentence or entire paragraph but provides information on a single anatomic structure (if possible).
- Separate each finding by a new line or a new paragraph.
- Dictate positive (abnormal) findings only. rScripotor will fill in the negative findings automatically.
- Use the Section titles to dictate the Impression and (optional) Recommendations sections.

Section titles – Without the use of rScripotor Keywords the Impression and (optional) Recommendations sections are empty. To dictate these sections simply use the “Impression:” and “Recommendations:” Section titles below the Findings section text. For example,

Cholecystectomy.

1.6 cm left adrenal nodule.

Impression: 1.6 cm left adrenal nodule which is indeterminate on this contrast-enhanced exam.

Recommendations: Left adrenal nodule as described. Recommend follow-up CT or MR in 12 months.
Advanced Structured Reporting

- The rScriptor “header” provides basic information about the exam (history, procedure, etc).
- Dictate findings in any order. A finding can be a single word, sentence or entire paragraph but provides information on a single anatomic structure (if possible).
- Add keywords to fill out the Impression and/or Recommendations sections simultaneously.
- Separate each finding by a new line or a new paragraph.
- Dictate positive (abnormal) findings only. rScriptor will fill in negative findings automatically.

Keywords – “Impression.” and “Impression new.” are used to simultaneously dictate the Findings and Impression sections of a structured report. “Recommendation.” and “Recommendation new.” are used to simultaneously fill out the (optional) Recommendations section of the report.

```
[Findings text]
[Findings/Impression Text] Impression.
[Findings/Impression Text] Impression. [Additional Impression Text] Impression. [Impression Text]
[Findings Text] Impression new. [Impression Text]

[Findings Text] Recommendation new. [Recommendation Text]
```

Note that without a keyword the dictated text goes into the Findings section only. Text with the “Impression.” or “Recommendation.” keyword after it copies the Findings text into the appropriate Impression or Recommendation sections and allows the radiologist to provide additional text in that section. With “new” added to the end of the keyword the text before the keyword goes only into the Findings section and the text after the keyword goes only into the Impression or Recommendations section.

Impression and Recommendation keywords can be used together. Once you introduce a new keyword on a dictation line it stops the text from the previous keyword. For example:

```
1.6 cm left adrenal nodule. Impression. This lesion is indeterminate on this contrast-enhanced exam. Recommendation new. Left adrenal nodule as described. Recommend follow-up CT or MR in 12 months.
```

Using Keywords a radiologist can dictate the Findings, Impression and Recommendations sections simultaneously before moving on to the next finding in the report.

Additional Information

Modifiers – All findings in rScriptor reports are assigned to five levels of acuity. This determines the order of the Findings and Impression sections in structured reports with the most acute findings listed first. The “Negative.”, “Acute.” and “Critical.” modifiers can be placed anywhere on the dictated line of text to assign the proper acuity. The Incidental and Positive acuity levels are automatically assigned based upon the text that appears or does not appear in the Impression section.
**Negative.** – Dictated finding is a negative finding. Useful for pertinent negatives (where the “Impression.” keyword was used) and for measurements of normal structures. For example, Normal appendix. **Impression. Negative.**

The common bile duct measures 4 mm in diameter. **Negative.**

**Acute.** – Dictated findings are acute but do not require direct communication. For example, Gallstones and positive Murphy sign consistent with acute cholecystitis. **Impression. Acute.**

**Critical.** – Dictated findings are critical and direct communication to the referring physician will be performed. Will automatically trigger the critical reporting system when configured. For example, Gallstones. Gas in the gallbladder wall. Positive sonographic Murphy sign. **Impression new.** Emphysematous cholecystitis. **Critical.**

**Forcing text to go into a particular section** – Occasionally text will not go into the correct findings section of a structured report. In this instance you can force text to go into the correct section by returning to the original dictation and preceding this text with the findings section name followed by a “:”. If you need a list of findings sections for the particular report being dictated, select the “Sections” button on the rScriptor interface. For example, **Liver:** Intrahepatic bile duct dilatation.

**Special text** – These words have special meaning in rScriptor and are placed after the Exam: line

- **Technique:** - replace the default technique with the text that follows this heading.
- **Technique more:** - add the text that follows this heading to the default technique.
- **Comparison:** - add the text that follows this heading to the comparison section of the report.
- **BI-RADS #** – Used in mammography to signify BI-RADS category for report (e.g. BI-RADS 2).
- **Fleischner # single.** – Text replaced with Fleischner Society recommendations for a single lung nodule follow-up where # is the size of the nodule in millimeters (e.g. Fleischner 5 single.)
- **Fleischner # multiple.** – Text replaced with Fleischner Society recommendations for multiple lung nodule follow-up where # is the size of the largest nodule in millimeters (e.g. Fleischner 5 multiple.)
- **Fleischner young.** – Text replaced with Fleischner Society recommendations for lung nodules in patients younger than 35 years of age.

**“Hotkeys”** – The following hotkeys can be used to push the associated buttons on the rScriptor interface. Some dictation software will allow you to create verbal commands to push these hotkeys.

- **F8** – Original Dictation
- **F9** – Create Report
- **F10** – Add/Edit Exam