Symmetry Sync

Version 1.0

Acquisition Guide

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Revision History

Revision	Date	Reason for Change
A	March 2025	Initial release

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symmetry-Sync

Configuring Symmetry and Ultra Acquire

If customers need to retain functionality lost with the sunsetting of Opal RAD, complete the following steps to add buttons to the worklist.

1. Click **CONFIGURATION> DEV> Web Configuration**.

2. Under Symmetry/Ultra Acquire, check the following boxes:

   o **Enable Ultra Acquire**

   o **Enable New Study/Add Image Buttons**

Working with Ultra Acquire

If your facility uses Ultra Acquire, you can access its functionality from the worklist. Three buttons are available as described below.

Open Ultra Acquire

To simply open Ultra Acquire, click **LAUNCH ACQUIRE**.

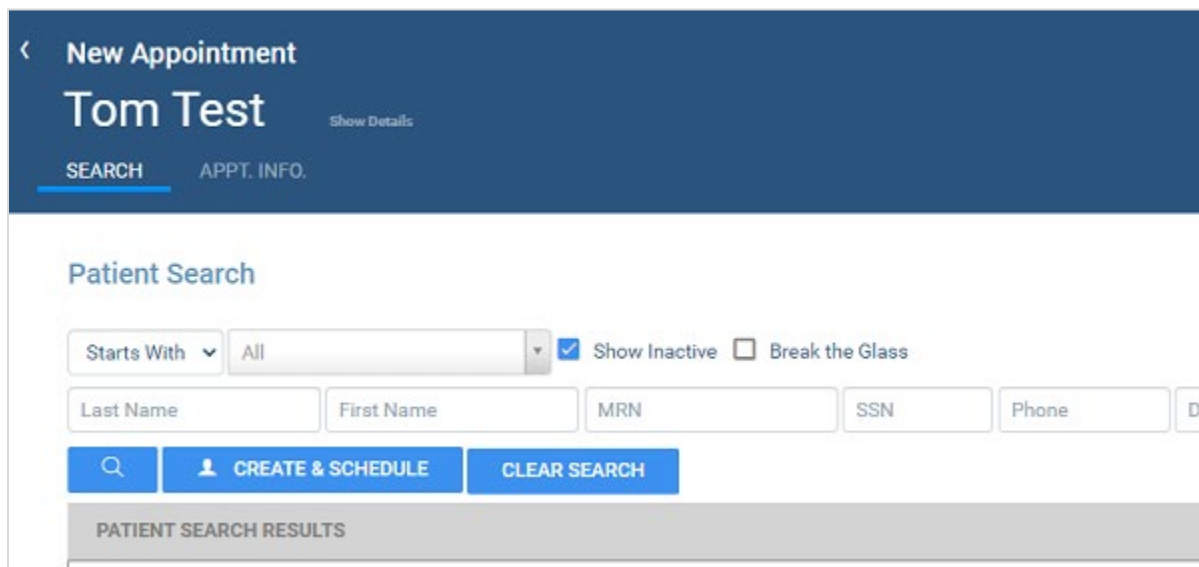## Add Images using Ultra Acquire

You can use Ultra Acquire to add images to a study on the worklist.

1. On the worklist, select one incomplete study (a study in status: Scheduled, Confirmed, Arrived, Checked In, Tech Start, Tech End, Incomplete, or Unread).

2. Click **ADD IMAGE**.

   Result: Ultra Acquire opens in Acquire mode.

3. In Ultra Acquire, acquire the images you want to add.

Create a New Study

Complete the following steps to create a new study by using Ultra Acquire:

1. On the worklist, click **NEW STUDY**.

2. In the Select facility dialog, select your facility, and click **SUBMIT**. The New Appointment screen opens.

3. Click the **Starts With** drop-down arrow and select a search mode (Starts With, Ends With, or Contains).

4. Type all or part of a patient demographic in one or more of the fields.

   Optional: If the **Break the Glass** checkbox is displayed, check it to search for confidential patient records.

5. In the list of search results, double-click the patient you are scheduling an exam for.

6. If the **Recent Schedule** dialog opens, click **NEW SCHEDULE**.

7. Complete the following steps in the APPT. INFO. Tab:
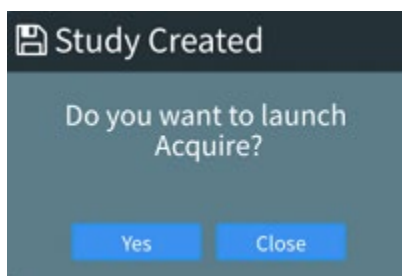
    a. Select a modality and appointment type.

     b.   Enter any other information as needed.

     c.   Click **ADD STUDY**.
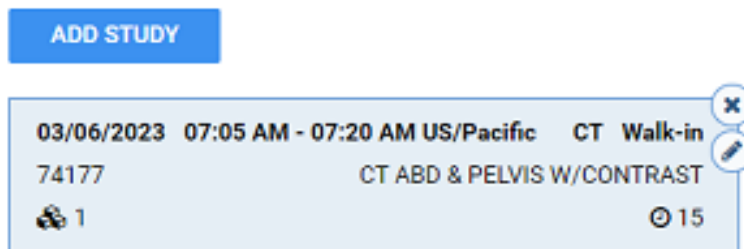
8. Repeat to add more appointments as needed.

9. Click **CREATE ORDER**. A confirmation box opens.

   o   (Optional) Click **Close** to save the order and return to the worklist.

   o   Click **Yes** to open Ultra Acquire in Acquire mode.

10. Acquire images for the new study. Your new study appears on the worklist.