## HSS

## MyHSS: Patient Tip Sheet Radiology Image Upload

Patient radiology images can be uploaded via the patient portal in **MyHSS**.

To begin, navigate to: "**Health**" menu -> "**Upload Radiology Images**"

2.

When the "**Appointment Details**" page opens, click "**Upload Your Radiology Images**" (prior to or after Visit Pre-Check completion).







After clicking the link, patient is taken to the Ambra Image upload portal. **Click** "**Choose File**".

## Locate the folder to be uploaded.

4. If no file(s) appear **after navigating to the appropriate folder**, it means the file(s) are not the appropriate DICOM format. If this happens, the patient should be directed to call his/her physician's office to see if A) a new study is necessary or B) the visit can go on as planned.



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After selecting the appropriate file(s), **click** "**Upload**"

Upload 218 files to this site? This will upload all files from "Example CD". Only do this if you trust the site.

## Patients will have to **Click** the "I understand..." box before uploading selected studies.

6. Once checked, click 'Upload Selected Studies' to complete the upload process.



After the images are uploaded, patient has the option to upload a report. **Click Choose File** 

Then, browse for the report and click **Upload** 



If you need assistance uploading images please visit AMBRA'S SUPPORT PAGE or call 888.315.0790