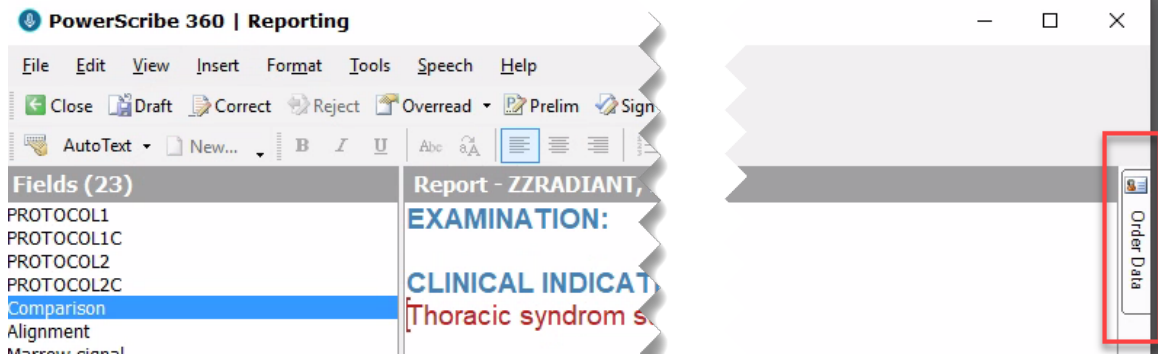# ASSOCIATING ORDERS IN PS360
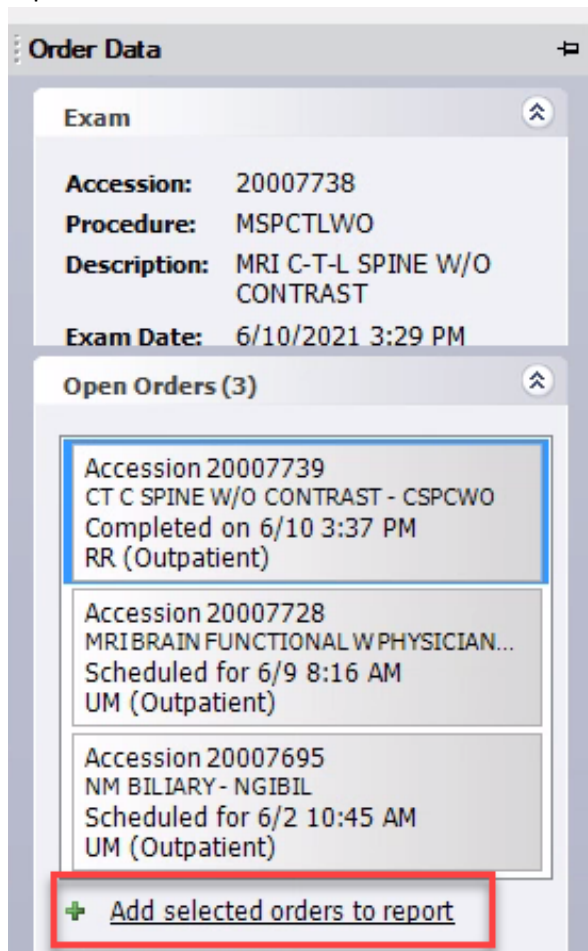
UW Medicine's Radiant driven workflow utilizes PS360 to associate orders which will be covered in one report.

Associating Orders

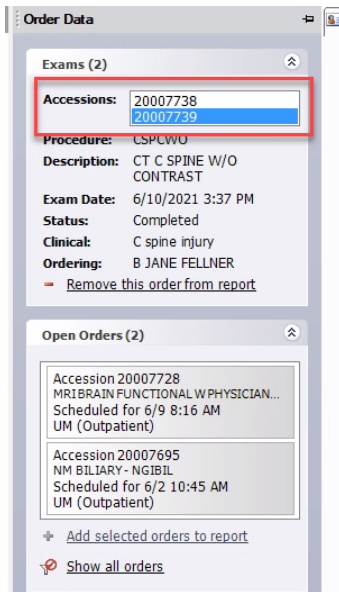1. With exam open in PS360, expand the **Order Data** window on the right of the reporting area.

2. Under **Open Orders** section, locate the exam to associate. Click 'Add selected orders to the report."

3. The order is now associated, and the accession has been added to the Exam information.


Note: When associating exams where there are two techniques (protocols), each technique will appear bunched together. For report clarity, **place a hard return (also called carriage return or paragraph return)** after the first technique to bring the second technique to the next line.

Upon association, exams with multiple techniques will appear bunch together:

ASSOCIATING ORDERS IN PS360

Place a hard return to separate the techniques for readability and clarity:
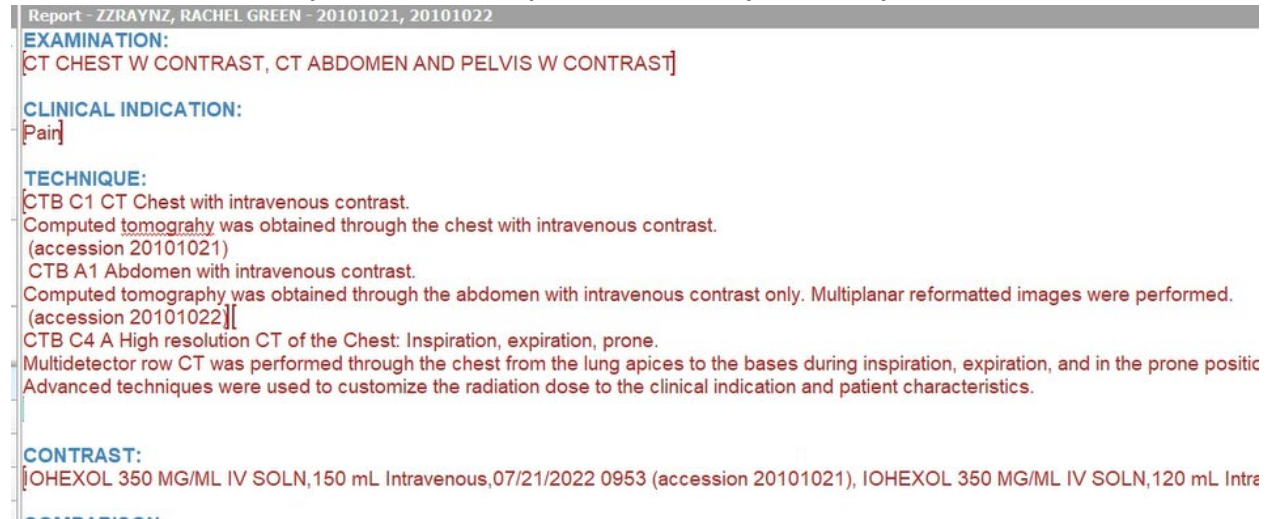
Removing an Order from Association

Important Note: When removing an association, ideally both exams will be in a completed status. It is possible to associate a completed exam with a preliminary exam, however once associated, it cannot be removed. Likewise, it is not possible to remove an exam from association once finalized.

1. In the **Order Data** window in **Exam** section, select accession number that you wish to remove association. Click "Remove this order from report."