Your first radiology call

A preparation sheet, reporting worksheet, and resource index for residents.

Complete the local details with your supervising team before the shift. Use the worksheets to organize your work; they do not assign responsibility or supply clinical findings.

Before the shift

- [ ] Confirm your examination scope, supervision, and preliminary/final report status.
- [ ] Record the first and backup escalation contacts by role.
- [ ] Check PACS, RIS, prior-study access, reporting tools, and the downtime pathway.
- [ ] Confirm the urgent-result communication and receipt-documentation process.
- [ ] Agree how pending examinations, reviews, and communications are handed over.

Your local shift details

Shift / service: _____

Role / process	Contact or local instruction
First escalation contact	
Backup escalation contact	
Technical support / downtime	
Handover location and time	

Preparation and education • Follow local protocols and supervising radiologist guidance.

Report review worksheet

Use within your assigned scope and local reporting system. Keep patient identifiers and clinical records in approved institutional systems.

Clinical question and examination scope

Technique, quality, and limitations

Comparison and relevant prior studies

Observed findings

Impression: answer to the clinical question

Uncertainty, review, or communication still needed

Before signing

Check that findings and impression agree, limitations are visible, report status is correct, and the required review has occurred. Remove any template statement you have not verified.

Communication prompts

Recipient / role: _____ Time: _____
Method and receipt: _____
Outstanding action / handover: _____

Six reporting starting points

Open the full guide for scope and limitations. Some examples provide impression wording only. Adapt every statement to the examination.

Chest radiograph

Check projection and technical quality before adapting the example.

Open the full guide →

Noncontrast head CT

Use the systematic review sequence alongside the sample wording.

Open the full guide →

Brain MRI

Check sequence coverage and the extent of the supplied example.

Open the full guide →

Abdominal ultrasound

Document examination scope and structures not adequately visualized.

Open the full guide →

Contrast abdomen/pelvis CT

Check technique, coverage, and whether the example is impression-only.

Open the full guide →

CT pulmonary angiography

Review technical adequacy and the reporting checklist.

Open the full guide →

Browse the public template library →

Guides and public examples are accessible without an account. Web Report Writer requires an account and Premium access. The selected example is appended only when you choose to insert it.

Preparation, report writing, and communication guides are linked from the web pack. radphrases.com