Registering a Patient for a CT Exam on Symbia T and Intevo Systems

1. Using the PPM (Patient Positioning Monitor), select the CT positioning icon. **Note:** Make sure there is nothing in the way of the detectors.

![Image](image1)

2. After the configuration is complete, place the patient on the PHS and position for a diagnostic CT the exam.

![Image](image2)

3. Using the hand controller, select the following buttons for exam types. **Press the button once to activate.**

![Image](image3)
4. On the Symbia T hand controller, press the **CT Index** button **twice**. (6)

5. **CT Brain Exams**: Attach the head holder. Use the **Bed Up** button (1) to position.

6. **CT Body Exams**: Always position the patient feet first. Make sure the desired body part is within the PHS scan limitations. Use the **Bed In** button (2) to position.
7. Once you have selected the Head or Brain buttons, the table will move to the approximate area to be scanned. Use the **Bed In** (2) or **Bed Out** (3) buttons. Make sure the patient is isocenter in the FOV.

8. On the MI Workplace, pull down the **Patient** menu and select **Registration**.

9. In the **Registration** window, you must enter the minimum of the 4 bolded areas: Name, Age, Sex and ID. Click **Exam** when all information is entered.
10. Open the *syngo Patient Browser*.

11. Locate the desired patient and highlight (single click) the *Study*.

12. Go to the **Patient** menu item in the *syngo* Patient Browser and select **CT Examination**.

13. The **Patient Model Dialog** window will appear. Select your desired protocol from the menus.

14. Acquire the CT exam.
15. **SPECT Exam:** Patient is position Feet In for these exams. Use the **Bed Out** button (3).

16. When the exam is complete, use the **Bed Out** button to move the patient out of the gantry.

For safety information regarding your Symbia T and Intevo systems, please refer to your Operators Manual.