

Addendums to Medical Imaging Reports

Purpose

To provide physicians who report medical imaging exams with guidance on when [addendums](#) to medical imaging reports may be required and issued.

Site Applicability

This guideline is applicable to all MI departments within Lower Mainland Medical Imaging (LMMI) across Fraser Health (FH), Providence Health Care (PHC), Provincial Health Services Authority (PHSA) and Vancouver Coastal Health (VCH).

Practice Level

Medical imaging physicians, fellows and residents.

Need to Know

It is a mandatory standard of the [Diagnostic Accreditation Program](#) (GM9.3.1) to have a decision support tool that addresses when corrected and [addendum](#) reports are required and issued.

Guideline

There are various reasons a physician may correct or make an addendum to a report after it has been signed and finalized. Below is a list of instances when addendum reports may be required and issued by a physician.

- Document radiologist contact with referring physicians, health providers or patients directly regarding emergent results
- Correlate biopsy and/or pathology results
- Additional clinical information was made available which needs to be included in the report
- Additional information or pertinent negative findings by a referring physician
- When prior imaging studies become available for review
- Correct an error in a report (e.g. incorrect side mentioned)
- Correct grammatical errors found by transcription audits
- Administrative (billing or regularity reasons)

Related Documents

Guidelines/Procedures/Forms

- [Communication of Urgent or Significant Unexpected Findings in Medical Imaging](#) (Practice Standard)

References

BC College of Physicians and Surgeons. Diagnostic Accreditation Program Standards (2022). GM9.2.
Retrieved from: <https://www.cpsbc.ca/files/pdf/DAP-AS-Diagnostic-Imaging-V1.7.pdf>

Canadian Association of Radiologists. CAR Standard for Communication of Diagnostic Imaging Findings (2010). Retrieved from: <https://car.ca/wp-content/uploads/Communication-of-Diagnostic-Imaging-Findings.pdf>

Interior Health Authority. Medical Imaging Critical Results/Unusual Findings Notifications (2019).

Northern Health Authority. Medical Imaging Interpretation and Reports (2019).

Definitions

“Addendum” in medical imaging refers to additional information added to a medical imaging report that has been previously signed, finalized and possibly distributed.

Effective Date:	11-AUG-2022			
Posted Date:	11-AUG-2022			
Last Revised:	05-JUL-2022			
Last Reviewed:	03-AUG-2022			
Approved By:	Medical Imaging Executive Committee, LMMI			
	03-AUG-2022			
Owners:	Quality Assurance Coordinator, LMMI			
	Director Quality & Informatics, LMMI			
Revision History:	Version	Date	Description/ Key Changes	Revised By (Name and Position)
	1.0	11-AUG-2022	Initial Release	E. Jongedijk, Director Quality & Informatics