Access Images in Synapse-Downtime System (PACS)

How to access images in the Synapse-Downtime System

Follow the steps below to access images that are sent to the Synapse-Downtime System within the Synapse application.



1. Click the Synapse icon on the desktop.



2. Log in to Synapse using your Active Directory credentials. EX: AD\username

Connecting	o synapse.upstate.edu.
	AD\XXXXXXX
	Domain: AD
	Remember my credentials

3. Select the **Synapse-Downtime** data source.



4. Select "All Studies".



5. Search for patient.

Patient Name		Accession No		Patient ID	
XXXXXXXXX		XXXXXXXXX		XXXXXXXXXX	

a. Enter in Patient Name, and/or Accession Number, and/or Patient ID to return results.

6. Unread Folders per Campus

👃 UH Downtown Campus
🔉 Community Campus
Acquisition Worklist
À Admin
À All Patients
😹 All Recent Studies
👃 All Reservations
👃 All Studies
😹 All Users
👗 Conferences
👃 Session
😹 Studies By Location
System Reading Protocols
👃 Unread Studies
👃 Unread Studies By Modality
👃 Quinn, Carl

a. UH Downtown Campus

UH Downtown Campus
Folder
📕 UH CT and MR STAT
📕 UH CT and MR Cases
📕 UH Diagnostic Cases
📕 UH Ultrasound Cases

b. Community Campus

