

# Ambra User Guide

## Accessing Ambra

Navigate to

<https://jhimagesharing.ambrahealth.com>

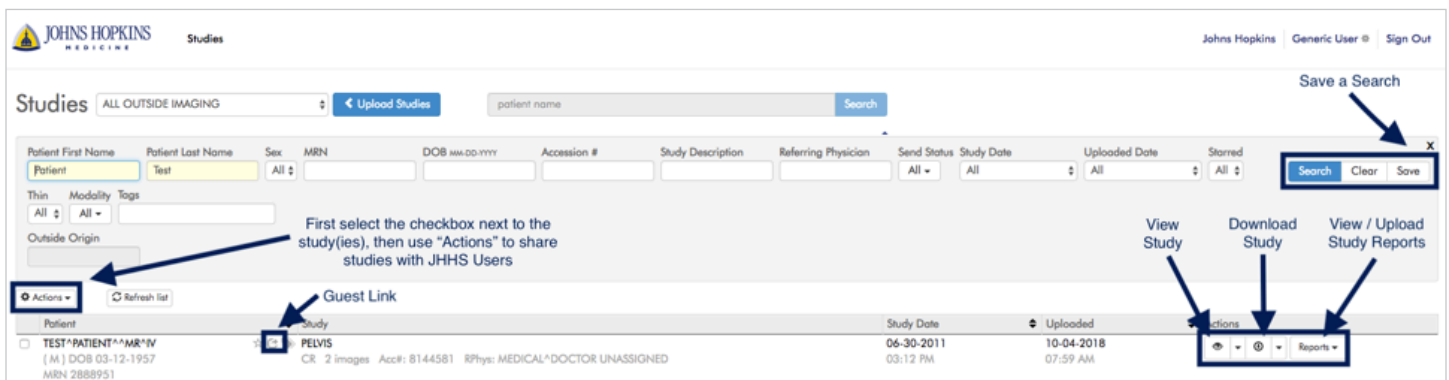
Use Chrome Chrome browser.

Sign in with your JHED ID by clicking the yellow box:



## Ambra Homepage and Searching for Studies

Once logged in, you will be brought to the homepage. You may search for studies in the search bar. In this search bar you can look for a study based on a variety of criteria. You can also save searches that may be useful on a repeat basis, such as "Uploaded Date" equals 'Today.'



**Studies** ALL OUTSIDE IMAGING  patient name

Johns Hopkins Generic User

Save a Search

First select the checkbox next to the study(ies), then use "Actions" to share studies with JHHS Users

Guest Link

View Study Download Study View / Upload Study Reports

Patient First Name	Patient Last Name	Sex	MRN	DOB MM-DD-YYYY	Accession #	Study Description	Referring Physician	Send Status	Study Date	Uploaded Date	Starred
<input type="checkbox"/>	TEST*PATIENT**MR**V	[M]	DOB 03-12-1957	MRN 2888951		PELVIS	CR: 2 images Acc#: 8144581 RPhys: MEDICAL*DOCTOR UNASSIGNED		06-30-2011 03:12 PM	10-04-2018 07:59 AM	<input type="checkbox"/>

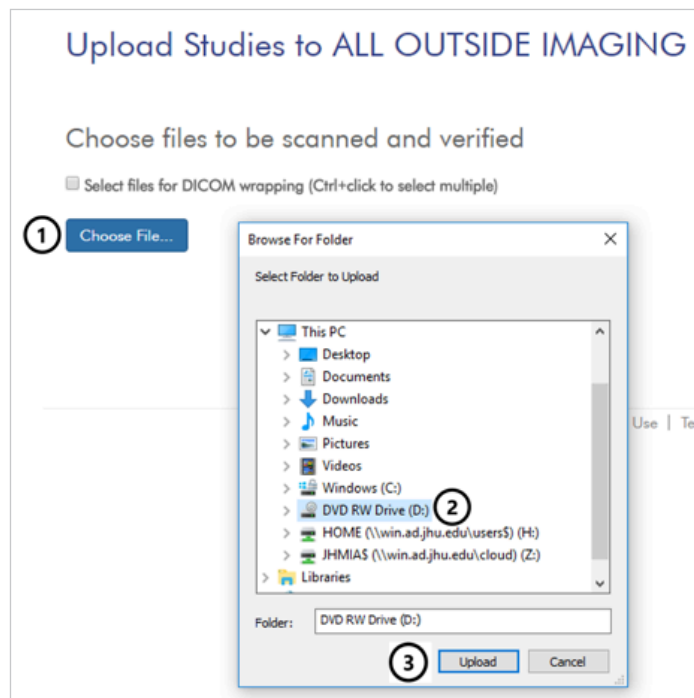
## Uploading Studies

CDs can be uploaded from any computer in the enterprise as long as you use Google Chrome. If you want to bring disks to Radiology to upload, that will be available free of charge. You also have the option to upload the CD yourself.

To upload a study, select:

[← Upload Study -](#)

Click “Choose File” and select the folder or DVD drive where the files are located and click “Upload”



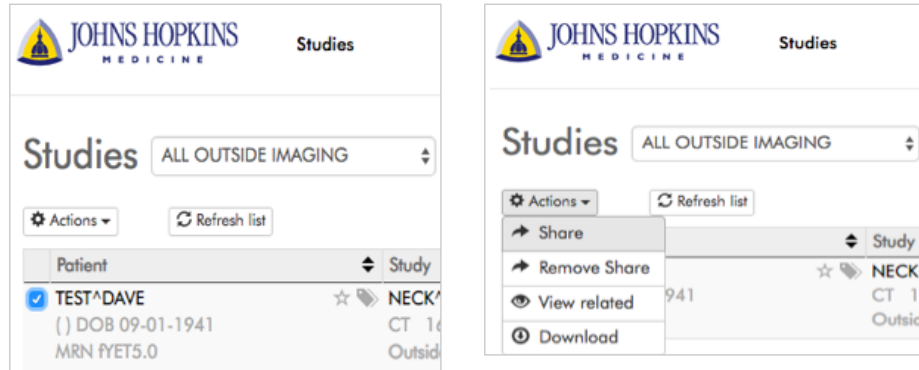
The system will scan the selected files. This may take a few minutes depending on the file size.

Once the files have scanned select “Upload Selected Studies”.

Once the study has been uploaded, you will see a green “Uploaded” message. From here you can choose to upload more studies or go back to your worklist.

## Sharing Studies Internally

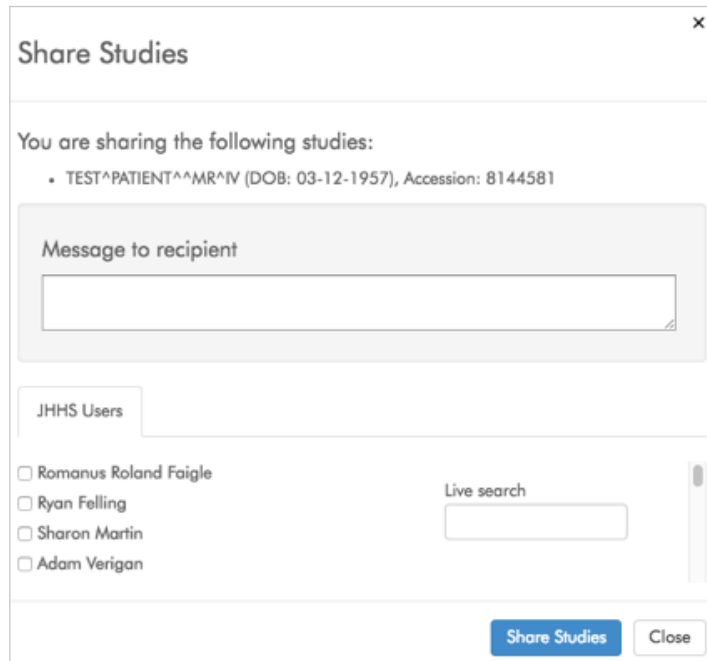
To share a study with another JHHS user, select the studies by clicking the box next to patient name, click the "Actions" dropdown menu, and select "Share".



The left screenshot shows the 'Studies' interface with a dropdown menu set to 'ALL OUTSIDE IMAGING'. Below the header, there are 'Actions' and 'Refresh list' buttons. A table lists studies with columns for 'Patient' and 'Study'. The first row is selected, showing 'TEST^DAVE' with a checked checkbox, 'DOB 09-01-1941', 'MRN FYET5.0', and 'NECK'.

The right screenshot shows the 'Actions' dropdown menu open, with options: 'Share', 'Remove Share', 'View related', and 'Download'. The 'Share' option is highlighted. The background shows the same study list as the left screenshot.

A popup screen will appear. Search for the JHHS User you would like to share with by searching for them under "Live search". Select the user you are looking for, and click "Submit" to send.



The 'Share Studies' popup screen displays the following information:

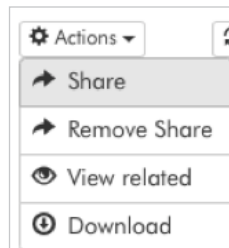
- Share Studies** (Title)
- You are sharing the following studies:**
  - TEST^PATIENT^^MR^IV (DOB: 03-12-1957), Accession: 8144581
- Message to recipient** (Text input field)
- JHHS Users** (List of users):
  - Romanus Roland Faigle
  - Ryan Felling
  - Sharon Martin
  - Adam Verigan
- Live search** (Search input field)
- Share Studies** (Submit button)
- Close** (Close button)

## Sharing Studies Externally

To share a study with an external user, such as a patient, select the study or studies you would like to share by clicking the check boxes.

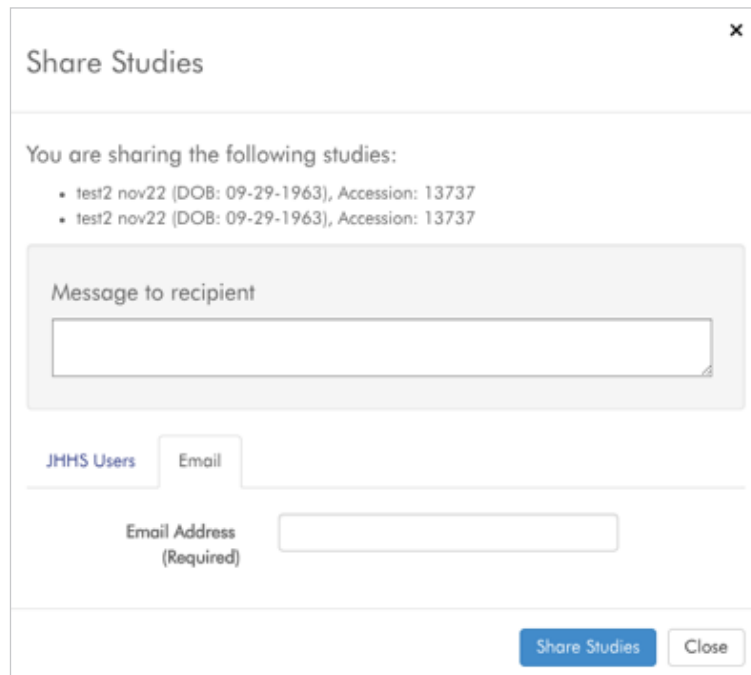
<input checked="" type="checkbox"/>	HOPKINS TEST^JOHN	☰ ☆
	( F ) DOB 05-13-1989	
	MRN 1738	
<input checked="" type="checkbox"/>	HOPKINS TEST^JOHN	☰ ☆
	( F ) DOB 05-10-1987	
	MRN HNE50005021741	

Then click the 'Actions' dropdown menu and select 'Share'.



The screenshot shows a dropdown menu with the following options: Share (selected), Remove Share, View related, and Download.

A popup window will appear. Select the 'Email' tab and enter the email address of the external user with whom you wish to share the studies.



The 'Share Studies' popup window displays the following information:

- You are sharing the following studies:
  - test2 nov22 (DOB: 09-29-1963), Accession: 13737
  - test2 nov22 (DOB: 09-29-1963), Accession: 13737
- A text area for 'Message to recipient'.
- Two tabs: 'JHHS Users' and 'Email' (selected).
- An 'Email Address (Required)' field.
- 'Share Studies' and 'Close' buttons.

## Questions / Support

If you have any general questions about Johns Hopkins, please contact your Administrator. You can reach the Radiology Help Desk at anytime at 410-502-2667 or 2comp@jhmi.edu.