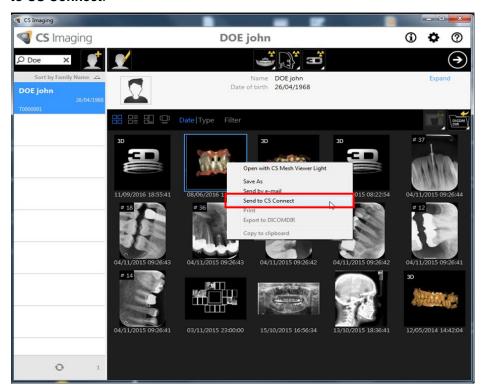


## **CS Connect**

## Submitting a Case to a Lab

This handout is designed for CS Connect users. It provides instructions for submitting a case to a lab using Carestream Imaging software and CS Connect.

1 From the CS Imaging patient browser, right-click on the model to send and click **Send** to **CS Connect**.



Or, from the CS Imaging patient history window, select the Model tab and click the model to send.



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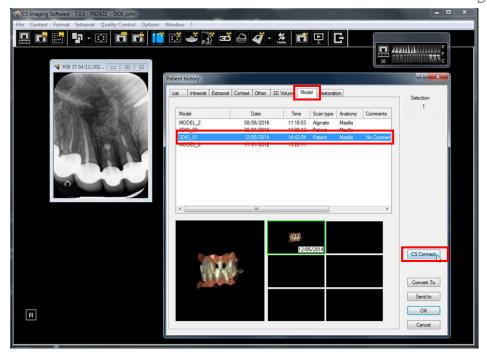
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Phone: 800 230 3425 Option 2
Title: Submitting a Case to a Lab
Code: EHD17.010.1\_en

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3 Click CS Connect.

**Note:** For reviewing submitted cases, you can also open the CS Connect webpage without going through the imaging application at <a href="http://csdentalconnect.com">http://csdentalconnect.com</a>.

4 Log in to CS Connect using your SSO (Single Sign-on) email and password, and click **Sign in**.

**CS** Connect



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A new case is automatically created for the digital model. Click the **Submit** icon on the **Management** toolbar.

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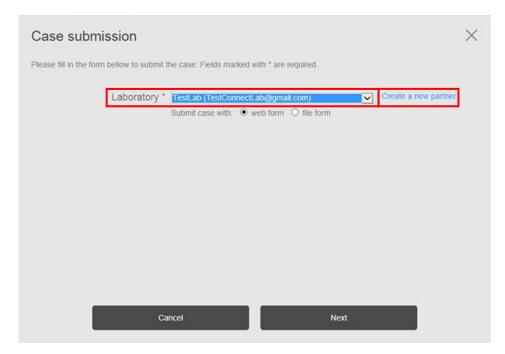




6 The **Case Submission** window is displayed. If you have invited labs to receive work requests from you, use the **Laboratory** drop-down list to select your preferred lab.

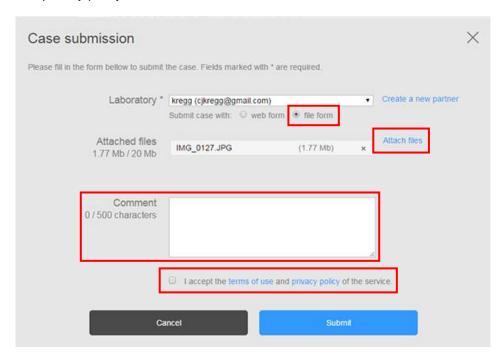
To invite a new lab to receive your work request, click **Create a new partner** and create an account by adding their email address to your partner list.

**Note:** To view a list of Carestream validated labs, go to <a href="http://www.carestreamdental.com/us/en/support/Labs#Dental">http://www.carestreamdental.com/us/en/support/Labs#Dental</a>.

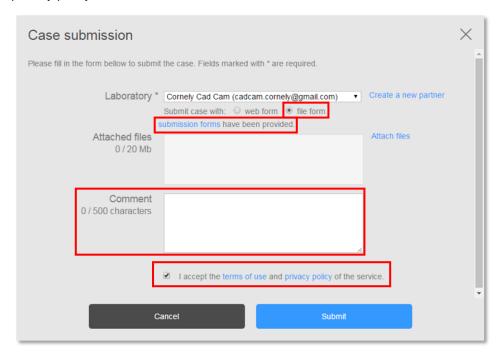




If the lab has not uploaded their own forms for you to use, you can add prescription information in the **Comments** text field. Click **Attach files** to attach supporting documents to your case, such as a scanned lab slip. Click to accept the terms of use and privacy policy, and then click **Submit**.



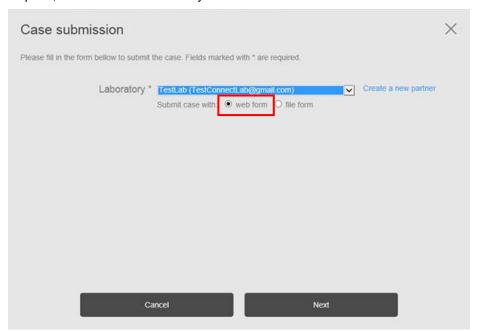
8 If the lab has uploaded its own forms for you to use, file form is selected by default, and the submission forms link is displayed. Click this link to complete and attach the lab's form. Add comments to support your case. Click to accept the terms of use and privacy policy, and then click Submit.



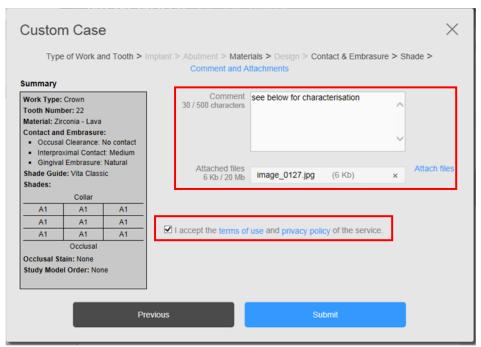
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9 If the lab has created a customized web form for you to submit with your work request, web form is selected by default. Click Next.

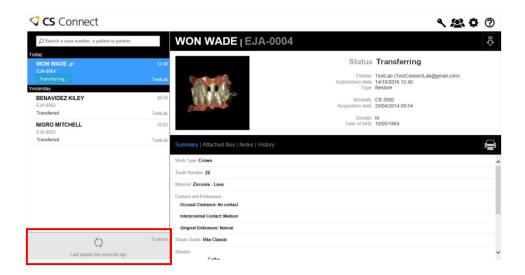


10 Complete the web form wizard. At the end, add comments or files to support your case, click to accept the terms of use and privacy policy, and then click **Submit**.





11 The case is transferred to the lab through our secure Cloud-based web service. As the case is uploaded to the Cloud, transferred to, and accepted by the lab, its status is updated in CS Connect. Click the refresh section of the window to display the current case status.



Note: Be sure to leave your computer on while the case is being uploaded to the Cloud. Upload time depends on the speed of your internet and the file size of the scan. A transfer can take between five seconds to five minutes.

The case status displays as Transferring as it is uploading to the Cloud. After upload, the lab is notified by email of the work request, and the case status updates to Transferred. Once the lab logs into CS Connect and accepts the work request, the case status updates to Consulted.

