



Andrea Woodroof, M.D.
Phone: 606-219-4184
Fax: 606-678-8368



CT Scans * Full Body Ultrasound * Bone Density (DEXA) Scans * Breast Imaging

How to Send an Order to Kentucky Breast Care and Somerset Family Imaging

How to Send an Order to our Clinic

Thank you for choosing Kentucky Breast Care and Somerset Family Imaging!

We want to make the scheduling process for you and your patients as efficient as possible.

Due to insurance re-imbusement requirements, when you send an order to our office, please include the following information:

- Patient demographics such as: Name, DOB, SSN, all contact numbers, addresses, etc.,
- Patient's insurance (copy of front and back of insurance card),
- A Legible Order including:
 - Referring doctors' name (in legible writing),
 - Exam that the patient needs,
 - Any clinical notes pertaining to their visit with us,
 - ICD-10 Diagnosis Code. FYI- a list of our most popular exams and ICD-10 codes is here: <https://www.somersetfamilyimaging.com/physician-forms>
- In addition to the above, IF a patient is to be scheduled for a CT, we also need:
 - A document from patient's insurance carrier (or 3rd party utilization management) with the Pre-Authorization Code.
 - IF: your patient needs an exam with contrast and the patient is aged 50 years or older, OR has diabetes or renal (kidney) impairment,
 - THEN: we also must receive labs taken during the past 30 days.
 - *If your office is unable to order labs, please let us know so we can order labs.*

If you have any questions about the above insurance reimbursement requirements, feel free to contact our Scheduler for Physicians (Extension 1) or our Billing Department (Extension 32).

Once the needed information has been faxed to our office, we will attempt to contact the patient to schedule, and send a notification letter to you when the appointment is scheduled.

Our report will be faxed once the patient has been seen and the images have been read by Dr. Woodroof. For non-breast exams, we will not make our report available to the patient until 7 days after you have received our report (which allows your office to communicate results directly with the patient).

Thank you for choosing Kentucky Breast Care and Somerset Family Imaging

Locations:

100 Sarah's Ln, Somerset, KY 42503
38 Dr. Joe T. Pettey Dr., Russell Springs, KY 42642