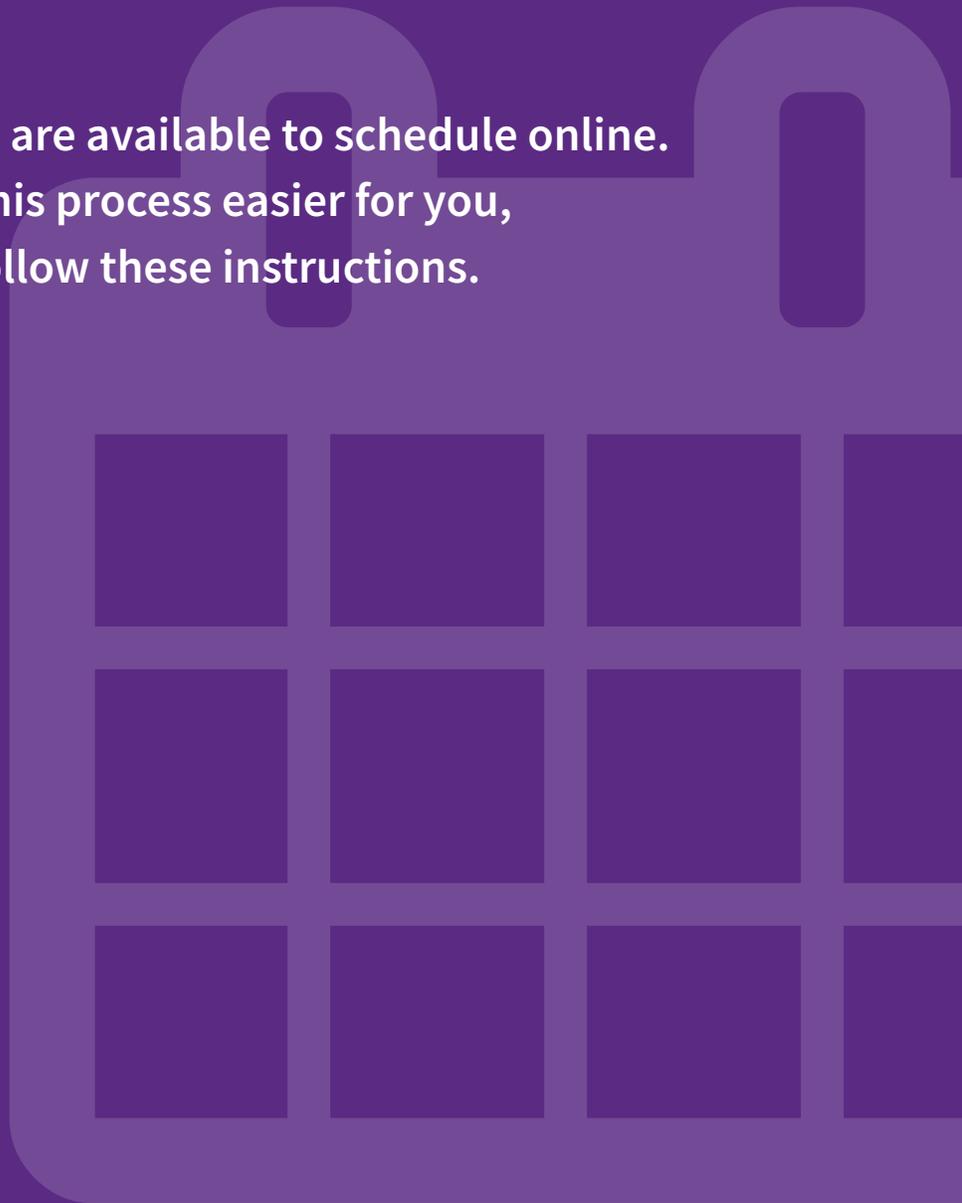




# UNIVERSITY RADIOLOGY ONLINE SCHEDULING

Most of our exams are available to schedule online.  
To make this process easier for you,  
please follow these instructions.





## STEP 1

### Select the Online Scheduling icon

By selecting the Online Scheduling icon you will be brought to this new page (see below).

To begin scheduling your appointment, please select the **Appointment Type** and **Your Insurance Plan** from the drop down menu. Then select **Continue**.

The screenshot shows the University Radiology website interface. At the top left is the logo for University Radiology, featuring the text "UNIVERSITY RADIOLOGY" and a circular icon with a crescent moon, followed by the tagline "Leaders in Subspecialty Imaging". At the top right are "Login" and "Enroll" buttons. The main content area has a heading "STEP 1" in an orange box followed by the instruction "Select appointment type below." Below this instruction are two dropdown menus: the first is labeled "Appointment Type" and the second is labeled "Select your insurance plan". Below the dropdowns is an orange "Continue" button. In the bottom right corner, there is a "SCROLL DOWN" button with a downward arrow and a circular icon with a magnifying glass.



## STEP 1a

## Select your appointment type and Insurance plan

### Selecting Your Appointment Type

Specialty In

APPOINTMENT

STEP 1

Modality

- Bone Density Scan
- CT Angiogram
- CT Scan
- Echocardiogram
- Fluoroscopy
- MRA
- MRI**
- MRV
- Mammogram
- Nuclear Medicine
- PET/CT
- Ultrasound

Appointment Type

Select your insurance plan

Continue

### Selecting Your Insurance Plan

Subspecialty In

SELECT APPOINTMENT

STEP 1

Select My Insurance Later

- I'm paying for myself
- AARP Medicare PPO/HMO
- AARP Medicare Supplement
- Aetna HMO
- Aetna Medicare PPO/HMO
- Aetna Medicare Supplement
- Aetna Meritain
- Aetna PPO
- Amerigroup of NJ - Medicaid
- Amerigroup of NJ - Medicare
- AMERIHEALTH HMO
- AMERIHEALTH PPO
- Banker's Life
- CIGNA - ALLEGIANCE
- Clover Health

Appointment Type

Select your insurance plan

Continue



## STEP 2

## Answer each of the screening questions

The questions will vary depending upon the appointment type. Your response will enable us to offer you the appropriate office for your exam. Once you answer all the questions, select the **Continue** button at the bottom of the page.

*Note: It is important to answer each question accurately in order to ensure you are scheduled in the correct timeslot.*

The screenshot shows a web browser window with the URL [urg.opendr.com/search/questionnaire](http://urg.opendr.com/search/questionnaire). The page header includes the University of Maryland System logo and the text "UNIVERSITY RADIOLOGY Leaders in Subspecialty Imaging". In the top right corner, there are links for "Login" and "Enroll".

The main content area features a heading: **STEP 2** Please answer the questions below. This will allow us to offer you the best times and locations tailored to your needs.

Below the heading is a list of eight screening questions, each with "Yes" and "No" response buttons:

1. Does the patient weigh over 350lbs?
2. Is the patient 20 years of age or older?
3. Was the patient's last bone density exam less than 2 years ago?
4. Do you currently have a fever > 100.0?
5. Do you have a new onset (LESS THAN 14 DAYS) cough?
6. Do you have a new onset (LESS THAN 14 DAYS) shortness of breath?
7. Do you have a sore throat?
8. Do you have a new onset (LESS THAN 14 DAYS) loss of smell or taste?

A "SCROLL DOWN" button is visible in the bottom right corner of the page.



## STEP 3

## Select the office and exam time

You may now select the office and exam time. University Radiology has over 20 locations, you may want to enter your zip code to narrow down your choices.

By selecting **Show All Appointment Times** under the office you would prefer, you will see more available times displayed. You may also select the arrow to move forward for more available days. (see figure below)

The screenshot shows the University Radiology online scheduling interface. At the top, there are browser tabs for 'University Radiology | NJ Imaging', 'Find a Doctor | Doctor Search', 'OpenDr instructions | New Jersey', and 'Scheduling-an-appointment-usir'. The URL is 'urg.opendr.com/find-a-doctor'. The University Radiology logo is visible with the tagline 'Leaders in Subspecialty Imaging'. A progress bar at the top indicates the current step: 'SELECT APPOINTMENT' (checked), 'APPOINTMENT QUESTIONNAIRE', 'CHOOSE TIME & LOCATION', and 'DONE!'. The main heading is 'STEP 3 Select your appointment time. These are the most updated times available for the practice.' Below this is a search bar with 'Refine your search:' and fields for 'Zip code', 'Choose time slot', and a 'Search' button. The main content area is titled 'Multiple locations available for your appointment' and shows a list of locations with their respective appointment times for the week of April 16-22. The locations are MRI - Brain w/out Contrast, Bedminster, Bridgewater, and East Brunswick. Each location has a 'SHOW ALL APPOINTMENT TIMES' button. The Bedminster location has a calendar icon to the right of the time slots.

	Fri APR 16	Sat APR 17	Sun APR 18	Mon APR 19	Tue APR 20	Wed APR 21	Thu APR 22
<b>Bedminster</b> 1 Robertson Drive, #16 Bedminster, NJ 07921 map	9:30 am 10:00 am 10:30 am 12:30 pm 1:00 pm	8:45 am 10:45 am 2:15 pm 2:45 pm 3:15 pm		9:45 am 11:00 am 11:30 am 12:00 pm 1:00 pm	9:15 am 9:45 am 10:45 am 11:15 am 12:30 pm		
<b>Bridgewater</b> 33 Monroe Street Bridgewater, NJ 08807 map		1:15 pm 2:15 pm 2:45 pm		8:00 pm 8:30 pm	8:00 pm 8:30 pm	4:00 pm 4:30 pm 6:30 pm 7:00 pm 7:30 pm	7:00 pm 8:00 pm 8:30 pm
<b>East Brunswick</b> 483 Cranbury Road East Brunswick, NJ 08816-3610 map				7:30 pm		7:45 pm	



## STEP 3a

### Select Next Page to see more locations

✓
Screening Mammogram w/ 3-D - Bilateral

Mon  
JUL  
19

Tue  
JUL  
20

Wed  
JUL  
21

Thu  
JUL  
22

Fri  
JUL  
23

Sat  
JUL  
24

Sun  
JUL  
25

Forked River, NJ 08731-1200 [map](#)

3:30 pm	8:30 am	3:30 pm	3:30 pm	8:30 am		
3:45 pm	8:45 am	3:45 pm	3:45 pm	8:45 am		
	9:00 am			9:00 am		

SHOW ALL APPOINTMENT TIMES

### Maplewood

2130 Millburn Avenue, Suite A8  
Maplewood, NJ 07040 [map](#)

GO TO NEXT AVAILABLE APPOINTMENT

### Metuchen

264 Amboy Avenue  
Metuchen, NJ 08840-2441 [map](#)

11:45 am	7:45 am	7:45 am	7:45 am	8:00 am	8:00 am	
12:00 pm	8:00 am	8:00 am	8:00 am	8:15 am	8:15 am	
12:15 pm	8:15 am	8:15 am	8:15 am	8:30 am	8:30 am	
3:15 pm	8:30 am	8:30 am	8:30 am	8:45 am	9:15 am	
3:30 pm	8:45 am	8:45 am	8:45 am	9:00 am	9:30 am	

SHOW ALL APPOINTMENT TIMES

↶ Back

Next Page >



## STEP 3b

## Selecting additional times or available days

### More available times

Refine your search:

**Multiple locations available for your appointment**

✓ MRI - Brain w/out Contrast

	Fri APR 23	Sat APR 24	Sun APR 25	Mon APR 26	Tue APR 27	Wed APR 28	Thu APR 29
8:45 am				9:30 am	8:45 am	8:45 am	8:45 am
9:15 am				10:00 am	9:15 am	9:45 am	9:15 am
9:45 am				10:30 am	9:45 am	10:15 am	9:45 am
10:15 am				11:00 am	10:15 am	11:30 am	10:15 am
10:45 am				11:30 am	10:45 am	12:00 pm	10:45 am

[SHOW ALL APPOINTMENT TIMES](#)

**Bedminster**  
1 Robertson Drive, #16  
Bedminster, NJ 07921 [map](#)

### More available days

Refine your search:

**Multiple locations available for your appointment**

✓ MRI - Brain w/out Contrast

	Fri APR 23	Sat APR 24	Sun APR 25	Mon APR 26	Tue APR 27	Wed APR 28	Thu APR 29
8:45 am				9:30 am	8:45 am	8:45 am	8:45 am
9:15 am				10:00 am	9:15 am	9:45 am	9:15 am
9:45 am				10:30 am	9:45 am	10:15 am	9:45 am
10:15 am				11:00 am	10:15 am	11:30 am	10:15 am

**Bedminster**  
1 Robertson Drive, #16  
Bedminster, NJ 07921 [map](#)



## STEP 4

## Log into your OpenDoctor account

You will now Log into your OpenDoctor account. If this is your 1st time scheduling with us online, you will need to sign up. Complete the fields, using your legal first name and last name, date of birth and cell phone.

Then select **Continue**.

The screenshot shows a web browser window with the URL `urg.opendr.com/signin`. The page is titled "Appointment Dashboard" and offers two options: "Log In" and "Sign Up".

**Log In Section:**

- Text: "Access your appointment dashboard" and "Note: The account for this site is different than the patient portal."
- Form fields: "E-mail" (with placeholder "Enter your e-mail address") and "Password" (with placeholder "Enter password").
- Link: "[Forgot password?](#)"
- Button: "Log In"

**Sign Up Section:**

- Text: "Create an appointment dashboard account" and "If you have been to our practice before, the information below will be used to look up your existing information for your appointment."
- Form fields: "First Name" (placeholder "Enter first name"), "Last Name" (placeholder "Enter last name (eg. Smith)"), "Date of Birth (MM/DD/YYYY)" (placeholder "MM/DD/YYYY"), and "Mobile Number" (placeholder "000-000-0000").
- Button: "Continue"



## STEP 4a

### New Patient

If you have **never** been a patient at one of our locations select [Create an Account](#)

#### Unable to locate your information in the system

For patients who have been to or have scheduled an appointment at University Radiology, click retry to review your information and try again to be matched with our system's information.

New patients click "Create an account" to create a new patient profile.

Retry

Create an account

Call 732-390-0033 to obtain your patient information associated to your appointment.



## STEP 4b

## Returning Patient

If you have been to one of our locations before, select **Retry** and re-enter your name, date of birth, cell phone number. Make sure you are using your legal name so it matches our records.

### Unable to locate your information in the system

For patients who have been to or have scheduled an appointment at University Radiology, click **retry** to review your information and try again to be matched with our system's information.

New patients click "Create an account" to create a new patient profile.

**Retry**

**Create an account**

Call 732-390-0033 to obtain your patient information associated to your appointment.



## STEP 4c

## Select your Referring Physician

You're almost done. Now select your Referring Physician by entering their name or telephone number; Select your insurance plan if you did not do so on the first screen.

You can include any notes in the message box and you can also upload a picture of the script & insurance card. Then select the **Schedule** button.

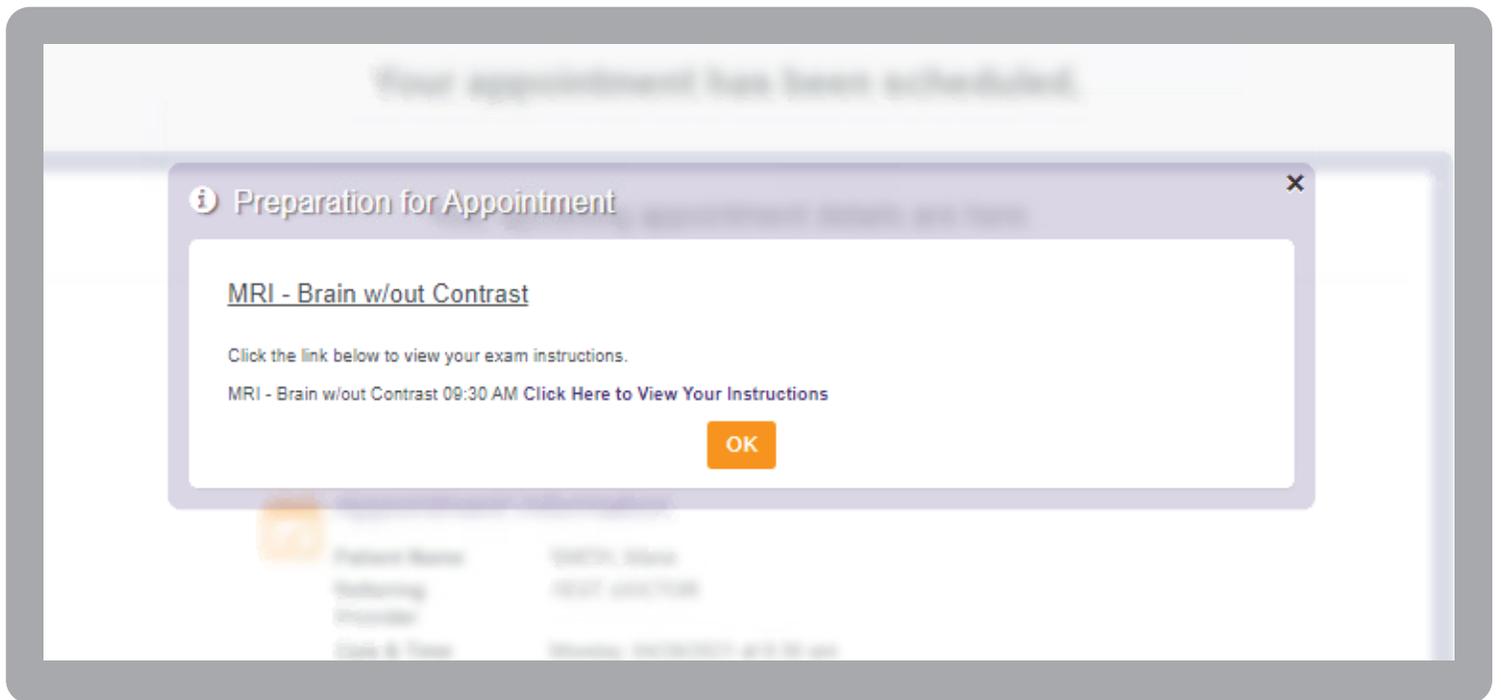
The screenshot displays the online scheduling interface. At the top, a navigation bar includes icons and labels for 'SELECT APPOINTMENT', 'APPOINTMENT QUESTIONS', 'CHOOSE TIME & LOCATION', and 'DONE!'. Below this, a banner reads 'STEP 4 Select your insurance and referring provider, then click schedule.' The main form area shows appointment details: 'Monday Apr 26, 2021 09:30 AM', 'Bedminster 1 Robertson Drive, #18, Bedminster, NJ 07921', and 'MRI - Brain w/out Contrast'. The form fields include: 'Patient Name' (SMITH, Marie), 'Your Referring Physician' (text input), 'How are you paying?' (Self Pay button), 'Send message' (text input), and 'Supporting documents' (Order, Identification, Other buttons). At the bottom, there are 'Cancel' and 'Schedule' buttons.



## STEP 4d

### Review

Please review your exam prep instructions now and then select the **OK** button.





## STEP 5

## Finish

You have now scheduled your exam! Your appointment is not scheduled until you see this page. You will receive both a TEXT message and EMAILED confirmations that also include your exam instructions.

The screenshot shows a confirmation page for a scheduled MRI appointment. The page features a purple navigation bar with the University Radiology logo and a progress indicator showing four steps: 'SELECT APPOINTMENT', 'APPOINTMENT QUESTIONS', 'CHOOSE TIME & LOCATION', and 'DONE!' (which is highlighted with a checkmark). The main content area is white and contains the following information:

- THANK YOU, MARIE!**  
Your appointment has been scheduled.
- Your upcoming appointment details are here
- University Radiology**  
Bedminster  
University Radiology, 1 Robertson Drive, #16,  
Bedminster, NJ 07921
- Appointment Information**  
Patient Name: SMITH, Marie  
Referring Provider: TEST, DOCTOR  
Date & Time: Monday, 04/26/2021 at 9:30 am  
Reason: MRI - Brain w/out Contrast

At the bottom of the confirmation box, there are two buttons: 'My Appointments' and 'Home'.