How To: Implant Reporting Using Sharefile

1. Use this link to get to Sharefile or click the link sent to your email: https://uabhealthsystem.sharefile.com/Authentication/Login



2. You will sign in to different login areas based on your email address.



3. Once you get to the homepage, go to "Shared Folders"

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4. You will see a study specific folder in the format "P# PI Study".



5. The Contents of the Folder should look like this.



6. Please follow the Implant Report Template and provide as much information as possible. Please add any documents (ex. implant card, documents) that can help with the implant approval process.

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7. To add information to the Implant Report Template, open the file and click edit. Changes will be automatically saved, and you can close out of the edit window.

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1	can	Implant Type & Bodily Location	Implant Procedure Date	Implant Manufacturer	Location of Scan on the Body	Implant information & Copy of Completed MRI Safety Screening Form (please include copy of implant card if feasible)	Last updated 7/29/21 12:18 F	νM.	
	ded and all n order date for iplants.	E.g. Plate/screws in left wrist. If a participant has multiple implants, please fill out information for each implant separately to avoid confusion. The impants and associated information can be listed on the same spreadsheet.	If exact date is unknown, please indicate the most accurate, documented timeline for the procedure as possible. E.g. March 2018	Including lot number, reference number, serial, model number.	Where on the body the images are collected can affect safety as well as the quality of the data. For instance, an implant in the cervical spine (neck) may create an artifact for neuroimaging but not for abdominal imaging.	Please upload any relevant documentation regarding the implant to Box for review. This may include a link or .pdf of the manufacturer's manual.	MD5 b42b0e13309f9 Download	1071f01fdd5135b	29c89
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8. If you need to upload a document, click the blue circle in the upper righthand corner.

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9. If any questions arise, email <u>ekingram@uabmc.edu</u> for assistance.