Direction Guide:

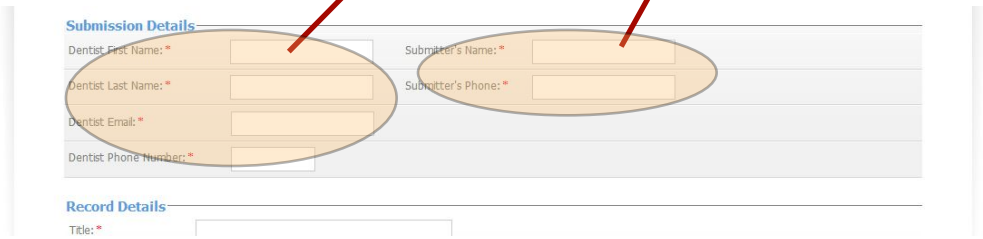
How to Refer Patient Records to Central Records, U of Iowa College of Dentistry & Dental Clinics

1. Click the link “Patient Referrals” on the University of Iowa College of Dentistry & Dental Clinics Website at http://www.dentistry.uiowa.edu

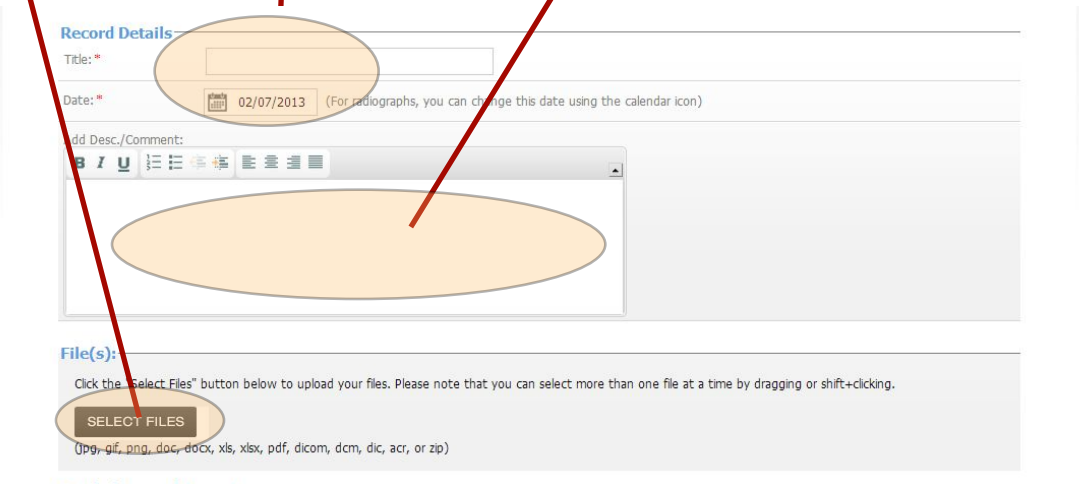
2. Click the link “Click here to upload images” under the section “Upload Patient Images, Radiographs, Photos, Notes

3. Fill out the Patient Details section of the Form

4. Fill out the Submission Details section of the Form: Dentist’s Details and Submitter’s Details



5. Fill out the Record Details including a Title, Date, a brief Description of the reason for referrals and then Select Files to upload one or multiple Radiographs and other records



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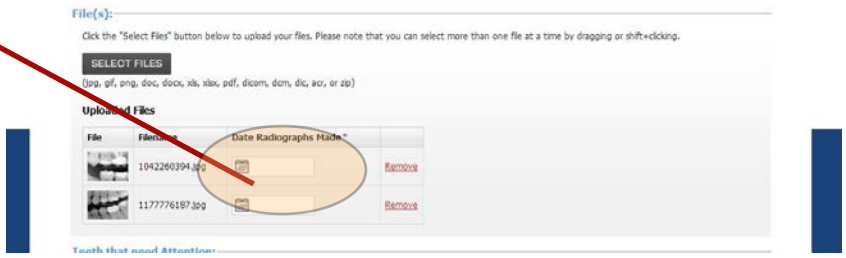
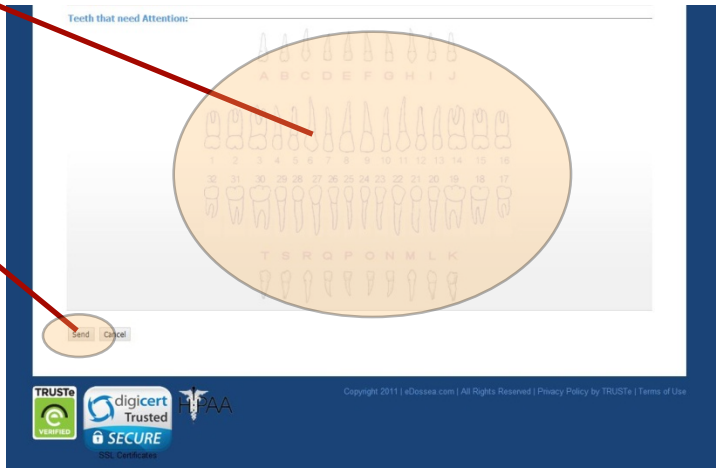
6 Once the selected radiographs from your computer are uploaded, make sure to enter the Date the Radiographs were made. This is a required field*.



7 Next select the tooth/teeth that need attention on the tooth chart and select Submit.



8 Your Patient has now been referred to the University of Iowa College of Dentistry & Dental Clinics. You will receive an email from eDossea, confirming your submission.