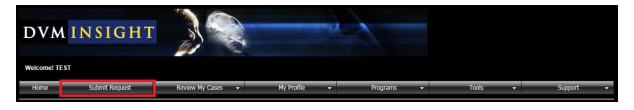


## How do I cancel a pending Report?

If the case is still pending to the First Available, then you can cancel the request from your DVMInsight account.

1. Log into DVMInsight and click Submit Request



2. Find the case under **Cases with Reports Pending** and click **Cancel Report.** 

Cases with Reports Pending The cases listed below already have report requests. The type of review and status can be seen here. If you want to see a detailed view of what's going on with your case, simply click the icon on the left.										
Progress	Submitted	Patient ID	Patient Name	Owner Name	Read Type	Stat	Imgs	Consultant	Req Consultant	Status
Case Cancel Progress Report	2/15/2017 12:23:39 PM	123456	test test	test^test	FILMINTERP		2.00			Pending

If the case has been submitted and claimed by a VIA radiologist then you will not able to cancel the request and the message below will display (contact VIA on 02 9436 3434 to see if the report has not been completed).

Cancel Report Request							
You are requesting to cancel this report.							
The system will mark this case as non-billable, and then close the report request. If the case has already been claimed by a radiologist you will need to contact support to have the report canceled.							
We're sorry, this report can NOT be canceled. Either the case has already been claimed and is being read by a radiologist, or the case has already been confirmed.							
Radiologist: Test Reader Signature (Pending)							
Report ID: 2009040							
Cancel this Report							