

Patient: _____ Date of birth: ___ / ___ / _____

The report and images of the examination performed on ___ / ___ / _____ will be available within 7 working days.

You can view them using one of the methods listed below.

1. Patients from the Emilia-Romagna Region

You can view the report and radiological images directly in the Electronic Health Record (FSE – Fascicolo Sanitario Elettronico), using your SPID, CIE, or CNS credentials you already have.

- **Technical assistance:** 800 033033
- **Information and support:** <https://support.fascicolo-sanitario.it/contattaci>
- **Activating the Electronic Health Record:** <https://www.regione.emilia-romagna.it/urp/faq/salute/cose-il-fascicolo-sanitario-elettronico>

2. Patients from outside the Emilia-Romagna Region

You can view the report and radiological images online via the portal:

www.refertionline-er.it

Booking/Registration Code: _____

1. Access the portal using SPID, CIE, or CNS.
2. Please enter the booking/registration code received at the time of service.
3. View and download reports and images to your device (PC, USB stick, CD/DVD, external memory).

Please note: the report and images will remain available online for 45 days.

- **Download guide:** <https://www.aosp.bo.it/referti-radio>
- **Technical assistance:** 800 033033
- **Assistance email:** assistenza@servizisanitarionline-rer-it

3. Requesting a paper copy or CD/DVD

How to request

After the examination, fill out the webform available at the following address:

<https://www.aosp.bo.it/referti-radio>

If you can't use the online mode and you need assistance, you can contact the Polyclinic's Multi-Function Desks. See overleaf Multi-Function Desks opening hours.

Collection timing

Collection will be available no earlier than 10 working days from the date of examination. Collection methods will be communicated at the time of booking.

Costs

Payment of the reproduction cost is required exclusively for those requesting a paper copy or CD/DVD.

Approvato il 25.06.2026

Dott.ssa Cinzia Castellucci

Applicato il 26.06.2026

AUTHORIZATION TO COLLECT THE REPORT

The authorized person must present themselves with:

- a personal identification document;
- a photocopy of the delegating party's identification document.

Report holder: _____

Identification documentno.: _____

I authorize Mr/Ms to collect the document: _____

Identification documentno.: _____

Date: _____ Signature: _____

In case of collection by a parent, guardian, legal custodian, heir, relative of a temporarily incapacitated person, or legal representative, the affidavit of notoriety must also be completed.

AFFIDAVIT OF NOTORIETY

The undersigned _____, aware of the criminal penalties for making false statements, as per Article 76 of Presidential Decree No. 445/2000, declares that he/she is:

- exercising parental responsibility over the minor;
- legal guardian, custodian, or support administrator of a person lacking legal capacity;
- legitimate or testamentary heir;
- spouse or child, or, in their absence, a direct or collateral relative up to the third degree of the person who is temporarily incapacitated from signing this request for the following health-related reasons (pursuant to art. 4, paragraph 2 of Presidential Decree 445/2000):

- legal representative, equipped with an appropriate mandate or power of attorney

Date _____ Signature _____

MULTI-FUNCTION DESK OPENING HOURS

Pavilion 1 BASEMENT: Monday, Tuesday, Thursday and Friday 7.45am-5.00pm; Wednesday 7.45am-2.00pm;

Pavilion 1 GROUND FLOOR: Monday to Thursday 7.45am-5.00pm; Friday 7.45am-2.00pm;

Pavilion 2 OUTPATIENT CLINIC: Monday to Friday 7.45am-5.00pm;

Pavilion 4 : Monday to Thursday 7.45am-5.00pm; Friday 7.45am-2.00pm;

Pavilion 5 : Monday to Friday 7.45am-5pm;

Pavilion 25 SINGLE DESK Only for DELIVERY OF MEDICAL RECORDS / HEALTH DOCUMENTATION and EMERGENCY RECEPTION (CHEST X-RAY and DERMATOLOGY): Monday to Friday 7.45am - 2.00pm

Please note: during the Christmas holidays, the summer period and any rescheduling of activities, opening hours may be subject to change; for information, please consult the Ticket Payment webpage (<https://www.aosp.bo.it/content/come>)