

## How to refer a case to a DDS Submitting Node

- Download the DDS Patient Information & Consent and Clinician Information leaflets from the DYSCERNE website ([www.dyscerne.org](http://www.dyscerne.org)) or obtain them from your nearest Submitting Node. There is a list of DDS Submitting Nodes on the DYSCERNE website.
- Download the Case Submission form from the DYSCERNE website ([www.dyscerne.org](http://www.dyscerne.org)) and use it as a template for the information that you wish to send to the Submitting node.
- Ensure informed patient consent has been obtained for submission to the DDS.
- Complete the downloaded Case Submission form with the patient's clinical information.
- Check the list of Submitting Nodes on the DDS website for your nearest node.
- Print one copy of the completed case submission form for the patient's records.
- Send / email one copy of the completed case submission form including the signed patient consent form, clinical details and the relevant clinical images to the Submitting Node.
- The Submitting Node should confirm receipt of the case referral (via email) and state whether they will submit to the DDS on your behalf.
- If any further information is required the Submitting Node will contact you.
- When the DYSCERNE Expert Case Report is produced it will be sent to the Submitting Node. The Submitting Node will send a copy of this report to you.