Download prior Skinmaps before the visit

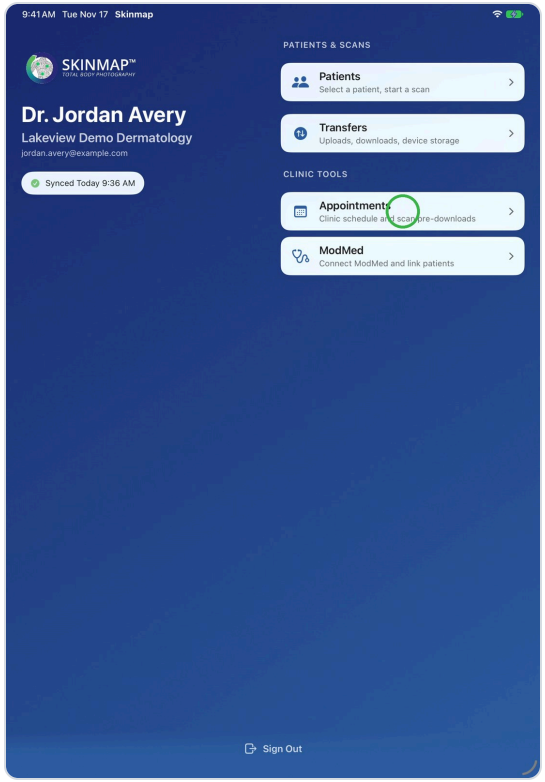
For practices without EMA integration | 1. Build the appointment list

SKINMAP™ TOTAL BODY PHOTOGRAPHY

Before you begin: Run a report of **your provider's upcoming patient appointments, up to two weeks out**, and filter for patients **ever billed CPT 96904** (TBP). Then add those patients in Skinmap on your iPad. If your PM software cannot produce this report, request a custom report from your vendor, or compare a historical 96904 billing report against how often you collect Skinmaps (for example, 11 to 13 months ago for annual skin checks, or 2 to 4 months ago for patients seen every 3 months). Follow the steps below in the Skinmap app on your iPad.

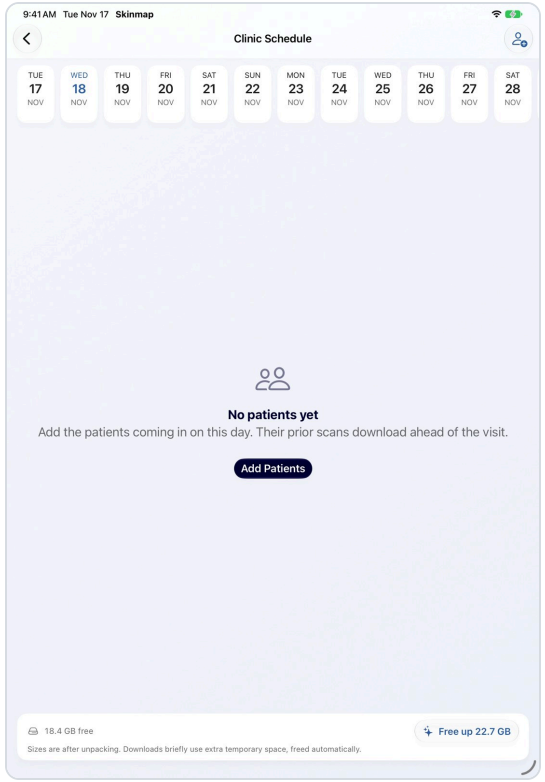
1 Open Appointments

From the Skinmap home screen, tap **Appointments** under Clinic Tools.



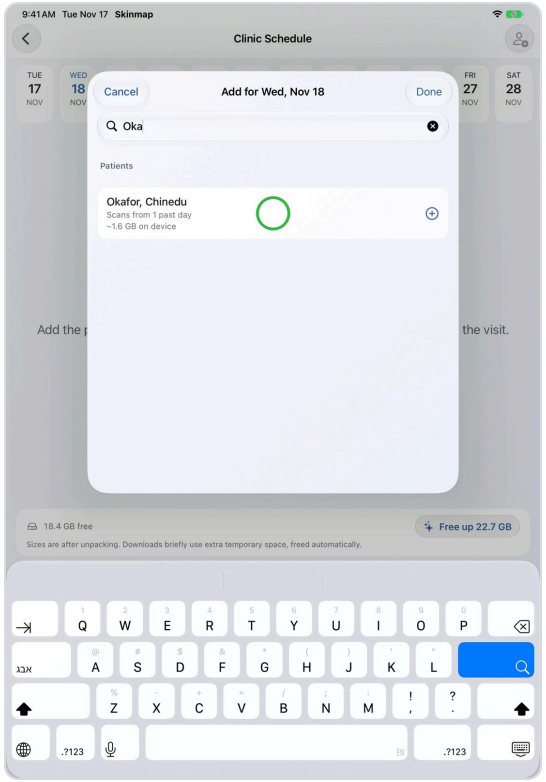
2 Select the day

In **Clinic Schedule**, select the day the patients will be seen, then tap **Add Patients**.



3 Add patients in order

Search using **Patient name**, check the match, and tap +. Repeat for that day. **No appointment time is needed.**



Download prior Skinmaps before the visit

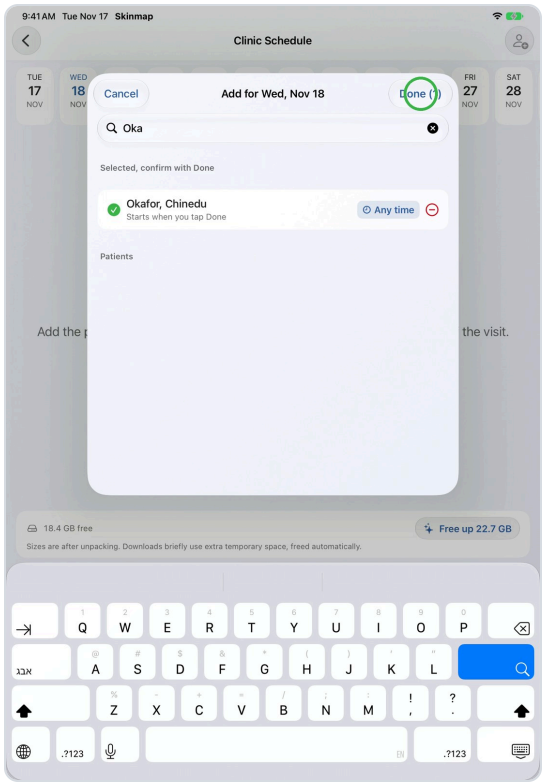
For practices without EMA integration | 2. Start and check the downloads

SKINMAP™ TOTAL BODY PHOTOGRAPHY

Plan ahead: Tapping Done starts downloads immediately, in the order patients were added each day. The app will continue downloading queued Skinmaps over that two-week period. After each patient's appointment date, it removes their Skinmaps to free up space for upcoming Skinmaps that have not yet downloaded if storage on the iPad is limited. Use **Free up space** if needed; downloads briefly require extra temporary space.

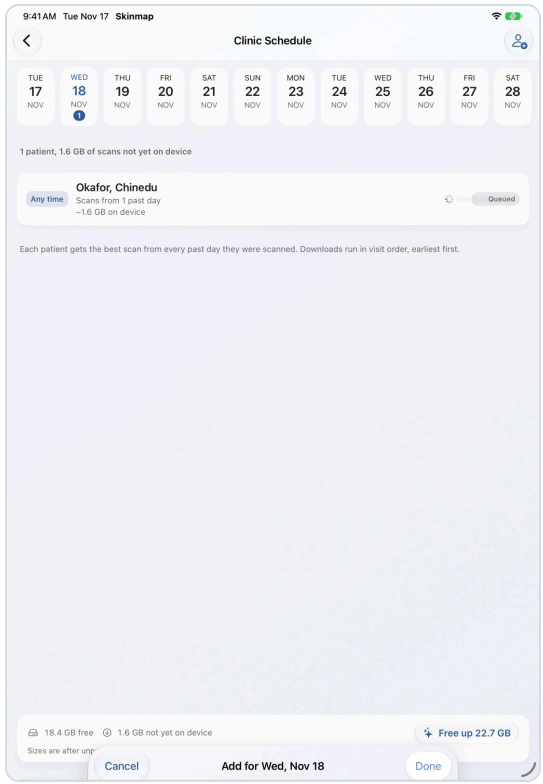
4 Review and tap Done

Check the selected patients and tap **Done** to start downloads. Repeat steps 2-4 for each additional appointment day.



5 Check the queue

Patients appear in the schedule with a **Queued** status. Skinmaps download in the order patients were added each day.



6 Check download progress

A **Downloading** percentage shows progress. Queued or Downloading means scans are not yet ready.

