

SOP Number:	335.09	
Title:	Good-Bye Scan Procedure	
Version Number	Effective Date	Changes
335.09	30 September 2025	Reviewed/Changed

Director Signature:  Date: 2025/SEP/30

1. SCOPE

The “good-bye scan” refers to the last set of sequences to be run before ending each scan session. These sequences ensure that the system is free of artifact, all settings have been brought back to “clinical mode”, and the system is working properly for the next user.

2. PROCEDURE

At the end of your scan session, complete the two sequences from the good-bye scan protocol. Please follow the appropriate procedures listed below:

a. Good-Bye Scan Following Gradient Insert Use

- Start a new exam and enter the following information:
 - Name/Patient ID: Goodbye Scan
 - Weight: 100lbs
 - Last Name: initials
- The protocol is found in the “Other” category and labelled “Goodbye Scan”.
- This scan includes both a 3-plane localizer and diffusion sequence.
- Set up the MRI table as shown in Figure 1.
- Position the pink circular phantom (already in the phantom holder).
- Landmark using the alignment lights and advance to scan.
- Check that your coil selection is set to the body coil.
- Complete both series and review images.
 - If they are not comparable with the images in Figure 2, please notify the facility manager immediately

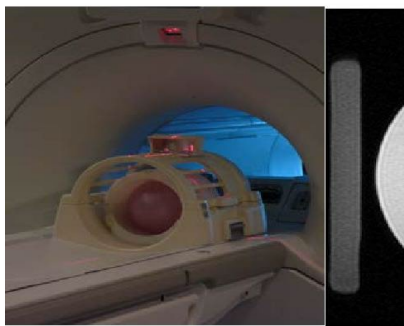


Figure 1.

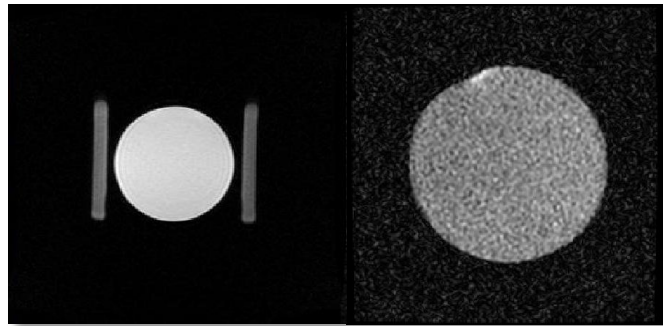


Figure 2.

b. Good-Bye Scan Following MNS, or Non-Standard Clinical Imaging

- At the end of the existing scan session add the good-bye scan sequences from the “Other” category, labelled “Goodbye Scan”.
- These sequences include both a 3-plane localizer and diffusion scan.
- Set up the MRI table as shown in Figure 1 above.
- Position the pink circular phantom (already in the phantom holder).
- Landmark using the alignment lights and advance to scan.
- Check that your coil selection is set to the body coil.
- Complete both series and review images.
 - If they are not comparable with the images in Figure 2 above, please notify the facility manager immediately

Please Note:

Good-bye scan is not necessary at end of scan session if only GE stock sequences, and/or standard clinical images are acquired.