

Important Information!

Taking and sending photographs of skin for a virtual appointment

Many skin conditions can be diagnosed from good quality photographs without the need for patient to be seen at hospital. In order to give the Consultant the best possible information we would ask that you submit photos of the affected area(s) prior to your digital appointment. These photos will be reviewed by the Consultant alongside your digital appointment, and the below sections outline the steps for taking a good quality photograph and then submitting these for review

Your GP may not have forwarded photos already sent. You must also send photos to the hospital.

Failure to send a photo ahead of your appointment or sending one that is of poor quality (out of focus/in shadow etc) will unfortunately result in your appointment having to be rearranged.

To ensure that good quality photographs are taken please follow these instructions:

When using a smartphone use the main camera to take the photo; do not use the front facing camera that you would use to take a 'selfie'.

Make sure the area appears in focus. To use auto focus on a smart phone tap the screen over the area you want to focus on; take the photo when a yellow box or circle appears.

Try hold the phone further away if focus is lost. A clear in focus picture is better than a close up blurred photo.

Keep the area as still as possible to help maintain focus e.g by resting it on something.

Try take the photo against a plain background without shadows (overhead lights often cast shadow so take during the day).

Make sure the room is well lit by natural light but not in direct sunlight e.g not directly in front of the window. If the room is dark use the flash.

Sending the images

By sending photos you are agreeing to these been uploaded to your child's patient record for the doctor to see. To allow the medical illustration team time to upload the photographs, **the images need to be sent at least 4 working days before your appointment to mim.requests@ggc.scot.nhs.uk**

In your email please include:

Your child's name and CHI number, or date of birth

The name and department of the doctor your child has an appointment for and the date of the appointment

Do not embed the images into any type of document, send the images as a JPEG attachment

Do not add personal information to image file names

Please send 2-3 images if only a single area of skin is affected, with one photo from a distance to show where on the body it is (unless this shows groin or breast area). If multiple areas of skin are affected take 5-6 images of the worst affected areas.

Ideal file size for images is 500KB-1MB.

If you do not get an email acknowledging receipt of your email it has not been received. Please check that you have typed the address correctly and try again.