

Upload Scans via Mail Function (patient)

1 Navigate to <https://www.onmimic.com> and log in

The screenshot shows the ONMIMIC website interface. At the top, there is a navigation bar with links for Home, Manage Profile, View Diagnostic Images/Reports, Utilities, Customer Service, Help - FAQ, and Logout. Below the navigation bar, the page title is "Images and Reports". A message states: "Click study date from the carousel below to view all studies from that date in the table below. Select from the dropdowns to filter by date or modality".

Below the message, there are two dropdown menus: "s with scans: st Recent" and "Filter by Modality: All Modalities". To the right of these dropdowns is a red question mark icon.

Below the dropdowns is a carousel of dates. The first date is "10 Dec, 10 2025" with a blue "1" in a circle next to it. There are three other empty date slots in the carousel.

Below the carousel is a table with the following columns: Type, Description, Date, Facility, Image, Report, History, Access, and Download.

Type	Description	Date	Facility	Image	Report	History	Access	Download
ound	CRD Echo 2D MMode, CF, Doppler (Complete)	2025-Dec-10	BUMCP 2					

2 Click "Utilities"

The screenshot shows a user interface for a medical application. At the top right, the user's name 'Donald Duck' and the date '3 February 2026 at 10:37:04' are displayed. A blue navigation bar contains several menu items: 'Manage Profile', 'View Diagnostic Images/Reports', 'Utilities', 'Customer Service', 'Help - FAQ', and 'Logout'. The 'Utilities' menu is highlighted with an orange circle. Below the navigation bar, the page title is 'Images and Reports'. A sub-header reads: 'Click study date from the carousel below to view all studies from that date in the table below. Select from the dropdowns to filter by date or modality'. There is a 'Filter by Modality' dropdown set to 'All Modalities' and a red 'Help' button. Below this is a carousel of study date cards. The first card is partially visible, showing 'ec, 10' and '5'. Below the carousel is a table with columns: 'Description', 'Date', 'Facility', 'Image', 'Report', 'History', 'Access', 'Download', and 'Share'. The first row of the table contains: 'CRD Echo 2D MMode, CF, Doppler (Complete)', '2025-Dec-10', and 'BUMCP 2'.

3 Click "Load via Mail"

This screenshot is similar to the previous one, but the 'Utilities' menu is open, showing two options: 'Upload CD' and 'Load via Mail'. The 'Load via Mail' option is highlighted with an orange circle. The rest of the interface, including the navigation bar, page title, filter dropdown, carousel, and table, remains the same as in the previous screenshot.

4

Read through the process as stipulated by the "Upload Scans Via Mail" page. If this seems like something viable for you, make sure your address on file is correct and click the "Submit a Request" button. Then simply follow the instructions as you are able to.

MIMIC WWW.MIMIC.COM

Donald Duck
3 February 2026 at 10:37:04

Home Manage Profile View Diagnostic Images/Reports Utilities Customer Service Help - FAQ Logout

Upload Scans Via Mail

Unable to view your diagnostic CDs or looking to integrate them into MIMIC? MIMIC support offers a complimentary service to digitize your CDs and upload them to your account. Simply follow the steps below to get started.

- STEP 1**
Confirm Address and Submit Request
Press the button below to confirm the address we have on file and submit a request to receive a mailer.
- STEP 2**
Receive Self-Addressed Envelope
After your request is submitted, support will send you a self-addressed envelope for sending in your CDs for digitization.
- STEP 3**
Prepare and Mail CDs
Place your CD and report in the envelope and mail it back. Please limit to 2 CDs per envelope.
- STEP 4**
Notification and Access
Our support staff will upload your images and reports to MIMIC. You will receive a notification via email or text when the CD and report are loaded into MIMIC. You can then view them from your account dashboard.
- STEP 5**
Returned Via Mail
Once upload is complete, our staff will return your CDs via mail.

Cancel **Submit a Request**

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