# Entered by Lab Orders via Patient Station

<u>Purpose</u>: When a specimen arrives in the lab for an OHSU patient with a generic label and a paper requisition, lab accessioners look for a corresponding order in EpicCare. If none is found, this process shows how they can enter the lab order themselves in EpicCare and then pull it into Case Builder to accession it into Beaker.

### **Find the Patient in Patient Station**

- 1. Click on the Patient Station activity from your main toolbar
- 2. Search for the patient using name or MRN
- 3. Search for the pathology order by clicking on the **Order Inquiry** activity. (Note: make sure your View is set to Specimen Collection). If no order is found to match, click back to Patient Station:

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Epic - 🗞	Views 🔸 🤌 Cas	e Inquiry 🔊 Patient Inquir	🕞 Result Entry 📓 Regis	stration 🕴 Patient Station 🚔 Cha	irt 📅 Labels & Docs 😑 Ir	Basket					😪 🄌 🖨 Print	<ul> <li>E Log Out</li> </ul>
° <u>=</u> 🗉 🖾	Alaska,June	3U X									POC	C Search
Alaska, Junea DOB: 46 yrs, Fen Preferred Name: 1 MRN: 03500843	1U nale, 03/22/1971 None	PCP: Fields, Scott, MD Ref: None Pt Ins: MEDICARE	Language: English ePOLST: NO Adv Dir: NO	Allergies Omnipaque [lohexol]	MyChart: Code expired FYI: (None) Research: None	My Sticky Note: 🕇	Unit: None Rm/Bed: 17, 1					
+ + -	Order Ing	uiry										@ ∠
Patient Sum	C Refresh 🎕	Views - 🤸 Release 💧	Collect Specimens 📱 Ca	ise Builder 👻 🔀 Gancel 🗈 CC R	esuits 🐺 Labels & Docs	📾 Lin <u>k</u> Orders 📔 Pat.	Reports 🔹 🕀 Proc. Catal	log 🙋 Spec. Inquin	-			
Order Inquiry	Research	ID	Class	Frequency	Order Date	Order		PRI	Expected	Ordering Provider	Department	
Specimen Inq	Inpatient		ID Lab Callest	ONCE	01/10/20			00		Themas Medial MD	KDV12K CADDIO	ARCIOL
			IP Lab Collect	COLLECT NOW, X1	01/10/20	B CBC ONLY	MA .	RO		Thomas Yackel MD	KPV 12K CARDIO	VASCICU
SnapSnot												
Synopsis												
Chart Review												
Care Everywh												
Review Flows												
Results Revi												
Allergies												
History	Report											
Problem List												
	MAG	NESIUM, PLA	SMA								Alas	ka, Juneau
Demographics	Order: 162	748314 DOB: 3/22/1971	Age/Sex: 46 yrs F									
Letters												
Patient Station	Priority		Source	Type	OI	dered by		Date/Tim/	e 8.0645	Department KPV 12K CARDIOVASC ICI		
Patient Station	Routine		bioou	Biolog	N.	remplate		1/10/2010	5 0045	KPY 12K CARDIOVASCICC		

### Enter the Order/Build the Case-Inpatient

4. If the specimen came from the OR or an Inpatient unit look for an Admission Encounter

Arctic, Ocean DOB: 64 yrs, Ma Preferred Name: MRN: 03440071	n PCP: Yackel ale, 06/17/1953 Ref: None None Pt Ins: PACIE	I, Thomas, Lang ePO FICSOURCE Adv	guage: English LST: NO Dir: NO	Allergies No Known A	Allergies	MyChar FYI: (No Resear	rt: Pending one) ch: None	My Sticky Note: 1 Shared Patient	Unit: None Rm/Bed: 15, 1							
$\leftrightarrow \rightarrow -$	Last refreshed: 1/1	3/2018 4:01	:01 PM													() I
Patient Sum	11 C T	E	<b>R</b>	¢.												
Order Inquiry	Legend Refresh Filter	New Hospital S	2utpt Appts	linerary												
Specimen Inq	a. (2) Same encounters may be hidden based on the applied filters.													Adjust Filters	Reset Filters	Hide Message
SnapShot	Encounter Hosp Acct B	Episode Order												Current +/- 7 Days	All 11/28/2	2016 - 12/7/2017
Synopsis	Encounter	Status	Date	Time Dept/	/Unit	Room	Pt C Accom Code	Reason	Provider	Account	CSN	Contact Ni				1
Chart Review	Admission	Admitted Completed April	11/28/2016	0830 KPV 0900 NEU	12K CARDIOVASC	15	Inpt Hospice	Hereditary factor VIII (	le Daniel O Herzig, MD Kimberly Hutchison	522138 AI 522138	204005718	2				
Care Evenet	Surgery	Posted	10/23/2017	0920 UHS	6A		ODL	OPEN RADIOFREQU	E Daniel O Herzig, MD	11 322 130	204028938	35				
Gare Everywri	Surgery	Unposted	10/19/2017	1735 UHS	6A			OUT OF OR BEDSID	E Daniel O Herzig, MD		204028754	33				
Review Flows	Surgery	Unposted	10/19/2017	0730 UHS	6A			COLON INTERPOSIT	IC Daniel O Herzig, MD		204028708	29				
Results Revi	Surgery	Unposted	10/12/2017	1200 UHS	6A			CHOLECYSTECTOM	Y John Hunter, MD		204027441	27				*
	All encounters loaded.															
Allergies	Demographics															
History																
Problem List	Patient Inform	ation														
Demographics	Patient Information															
Lallaca	Patient Name					Sei	×		DOB				SSN			
Letters	Arctic, Ocean					Ma	ale		6/17/1953				300-00-0000			
Detient Station	Patient Demogra	phics														
Patient Station	Address							Phone								

5. Double click on the encounter to open it. Click on the **Manage Orders** activity:

+ $+$ $-$	Summary	?	Ŀ <sup>™</sup>										
Patient Sum	🗧 🖸 🛛 🖉 I 🔁 Orders 🗄 MAR-Sorted 🖹 Order Hx 🖹 ICU Accordion 🖺 ED Encounter Summary	Orders 🔎 🗾	÷										
SnapShot			^										
Order Inquiry	Alaska, Juneau MRN: 03500843 (46 y.o. F) (Adm: 12/26/17)												
Specimen Inq													
Summary	Attending Provider: Donald Girard, MD Isolation: (none) Ht: 1.735 m (5' 8.3') Anticipated Dx: ab pain BME 30	30.73 kg/m 2											
Chart Review	Allergies: Omnipaque [Johexol] Code Status: Not on hile WP 92.5 kg (203 lb 14.8 oz) BSA: 2. Advance Care Planning Activity 5 Admission WP 92.5 kg (203 lb 14.8 oz)	1.11 m <sup>2</sup>											
Care Everywh													
Synopsis	🖹 Orders to be Acknowledged For												
Results Revi	None												
Review Flows													
Problem List	🗄 Held Orders												
History	None												
Notes													
Demographics	Comment IP To Ancillary Sticky Note	Comment											
Medications													
Allergies	To Provider Sticky Note	Comment											
Manage Orders													
Order Review	Unit Collect Orders Needing Specimen Collection												
order Review	A sea												

6. Enter the pathology order in the Manage Orders field:

Summary	Orders	•	
<u>M</u> anage	Orders	Or <u>d</u> e	er Sets
			Options 🔻
lab00890			<b>₽</b> Ne <u>w</u>
Select orde	er mode		✓ <a>B</a> Next

7. With the correct order selected, click **Accept**:

💷 Order a	and Order Set Search						_ <b>D</b> X
LAB008	890		P		<u>B</u> rowse	Preference List	Eacility List
E or	rder Sets & Dane	(No results found)					
	uer sets œ r and						
¥ M	edications (No	o results found)					
🖨 Pro	ocedures ≈						
	Code	Name		Туре	Pref List	Institu	tion Cost
4	<ul> <li>LAB00890</li> </ul>	SURGICAL PATHOLOGY		Lab	IP FACILITY LAB		
					Select And Stay	✓ <u>A</u> ccept	× Cancel

8. Change the Frequency to Entered by Lab. Fill in details about the specimen(s) from what is given to you on the specimen cup(s) or a paper requisition. Then click **Accept**:

SURGICAL PATHOLOGY	✓ <u>A</u> ccept ★ <u>C</u> ancel
Frequency: Entered by lab 🔎 Collect Now, X1	<u> </u>
Starting: 1/13/2018 🗐 Today Tomorrow At: 1630	0
First Occurrence: Today 1630	
Scheduled Times: Hide Schedule	
1/13/18 1630	
Specimen Tissue 🔎 Type:	
Reference 1. OHSU Lab Services Manual Links:	
Specimen:	
Specimen Source A: Leg - left	Diopsy of mas
Specimen:	
Specimen Source B: Leg - left	🔎 scraping
Specimen: C	
Clinical Indications: History of pain	
Known or suspected Yes No	
Known or suspected Yes No Hepatitis?	
Known or Suspect TB? Yes No	
Known or Suspect Yes No Other?	
Gestational Age (REQUIRED for placenta specimens):	
na	
Products of Conception Disposition Request (POC Only)?	
Special Standard	
CC Results: Recipient Modifier	Add PCP 🗸
	Add My List 👻
	Build My Lists
	Clear All
Show Additional Order Details X	
Unext Required Link Order	✓ <u>A</u> ccept X <u>C</u> ancel .

#### 9. Click Sign:

Sur	mmary	Orders	•									
1	<u>M</u> anage	Orders	Or <u>d</u> e	r Se	ts							
				O	otions 🔻							
Pla	Place new orders or order sets + New											
Se	lect ord	er mode		~	\rm 🔒 <u>N</u> ext							
B	皍 New Orders											
	SURGI Routine Specim Specim Specim Specim Clinical pain Known o Known o Known o Gestatic placentz	CAL PATH( Entered by an A an Source A: an Source A: an Source B: Indications: or suspected or suspected or Suspect Conal Age (RE a specimens)	JLOGY lab First t 1630 Leg - Ief History c I Hay Nu Hepatit B? No QUIRED QUIRED ;: na	ft of o for								
×	<u>R</u> emove	All	- (									
		Save Save	Work	~	<u>S</u> ign							
		Sign &	Hold	_								

10. Enter the **Order Mode** (per transcription if paper order), **Ordering** and **Authorizing Provider**. Your name should be in the **Entered by** field:

Providers	x
Ordering Information Order mode	Filter: 🗹 Nearby
Per Transcription	Q
Ordering provider	
YACKEL, THOMAS	0
Authorizing Providers For procedures	
YACKEL, THOMAS	Q.
Entry Information	
ULMSCHNEIDER, MARY C	Q.
Comments	
	✓ <u>A</u> ccept X <u>C</u> ancel

#### 11. Click Accept.

#### 12. Select Order Inquiry again from the activity list on the left:

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Epic - 🐁	views 🔸 된 Case Inquiry 🧕 Patient Inquiry 🕞 Result Entry 🗃 Registration 🚦 Patient Station 🚦	Chart 📅 Labels & Docs 🖃 in Basket		S 🄌 🕀 🔊
°= 🗉 🗔	Alaska,Juneau X			POC
Alaska, Junea 46 yrs, Female, (	u MRN: 03500643 Unit: KFV 12K Allergies W1, Ht 92.5 kg x/22/1971 C:SN: 204032725 Rm/Bed: 17, 1 Omnipaque [lohexol] Dosing wt (kg):	735 m (5 8     Code Net on the Inst MEDICARE A     Research None     Infliction: None     PCP Soft Heids, MD       2.5     eroPic Soft Heids, MD     Adv Dir: NO     PC Class: Inpatient     Lange English       Adv Dir: NO     HC Class: Inpatient     Lange English     Soft Class: Inpatient		
+ + -	Manage Orders		⊙ ? <b>∠ X</b>	Summary Orders
Patient Sum	Active TPN Signed & Held Home Meds Order History Communication BP	Cosign Orders		
SnapShot	Sort by: Med/Procedure V Go to: Medications V		0	Manage Orders Or
Order Inquiry	Mediations		-	
Specimen Inq	Wedications			Place new orders or order
Summary	bisacodyl (DULCOLAX) suppository 10 mg	10 mg, rectal, DAILY AS NEEDED, Starting Thu 12/28/17 at 1013, Until Discontinued, 2nd line for no BM in past 2 days or if no response to MIRALAX or if patient unable to tolerate oral		Select order mode
Chart Review				
Care Everywh		2,000 Units, oral, DALEY, Pilst dose on Thu 12/28/17 at 1150, Until Discontinued		
Synopsis	dextrose 5%-NaCl 0.9% IV infusion	50 mL/hr, intravenous, CONTINUOUS, Starting Thu 12/28/17 at 1045, Until Discontinued		
Results Revi	famotidine (PEPCID) tablet 20 mg	20 mg, oral, EVERY 12 HOURS, First dose on Thu 12/28/17 at 1045, Until Discontinued		
Problem List	heparin injection 5,000 Units	5,000 Units, subcutaneous, EVERY 8 HOURS, First dose on Thu 12/28/17 at 1400, Until Discontinued		
History	ondansetron (ZOFRAN) injection 4 mg	4 mg, intravenous, EVERY 12 HOURS AS NEEDED, Starting Thu 12/28/17 at 1013, Until Discontinued, nausea/vomiting, first line		
Notes	oxyCODONE (immediate release) (ROXICODONE) tablet 5 mg	5 mg, oral, EVERY 4 HOURS AS NEEDED, Starting Thu 12/28/17 at 1028, Until Discontinued, moderate pain		
Medications	polyethylene glycol (MIRALAX) powder 34 g	34 g, oral, THREE TIMES DAILY AS NEEDED, Starting Thu 12/28/17 at 1013, Until Discontinued, 1st line - for no BM for 2 days		
Allergies	senna-docusate (SENOKOT S) 8.6-50 mg 1 tablet	1 tablet, oral, TWICE DAILY, First dose on Thu 12/28/17 at 1200, Until Discontinued		
Manage Orders	triamcinolone acetonide (KENALOG) 0.1 % cream	topical, TWICE DAILY, First dose on Thu 12/28/17 at 1145, Until Discontinued		
Order Entry	avancomycin (VANCOCIN) IV (ADD-vantage) 1,000 mg	1,000 mg (rounded from 979.5 mg = 15 mg/kg × 65.3 kg Order-specific weight), intravenous, EVERY 12 HOURS, First dose on Thu	Review	
Order Review		12/28/17 at 1100, Until Discontinued		
Imm/Injections Flowsheets	warfarin (COUMADIN) tablet 5 mg	5 mg, oral, EVERY EVENING, First dose on Thu 12/28/17 at 2100, Until Discontinued		No Orc
Education	Procedures			
Patient Station	Activity	Routine, PER POLICY/SOC/NPEOC, Starting Thu 12/28/17 at 1015, Until Specified		
	•			

13. Select the Surgical Pathology order you just entered and click Case Builder, then New Case to accession the case into Beaker:

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Epic - 🍫	Views - 🧕	Case Inquiry 🧕 Pat	ient Inquiry 🕞 Res	ult Entry 📓 Registration 🚦 P	'atient Station 📁 Chart 🛛 🗊 Lat	els & Docs 🖾 In	Basket				
≗ ∎ ⊡	Alaska,Ju	neau	×								
Alaska, Junea 46 yrs, Female, C	au 03/22/1971	MRN: 03500843 CSN: 204032725	Unit: KPV 12K Rm/Bed: 17, 1	Allergies Omnipaque [lohexol]	Wt, Ht: 92.5 kg, 1.735 m (5' 8 Dosing wt (kg): 92.5	Code: Not on file ePOLST: NO Adv Dir: NO	Ins: MEDICARE A Pt Class: Inpatient	Research: Lang: Engl Isolation: N	None Infection: None ish Jone	PCP: Scott Fields, MD ATTD: Donald Girard, 1st Call: None	
$\leftrightarrow$ $\rightarrow$ $-$	Order In	quiry									? ∠
Patient Sum	C Refresh	🗞 Views 🗸 😽 R	elease 😈 Collect:	Specimens 🎚 Case <u>B</u> uilder 🕨	🗙 Cancel 🖹 CC Results 🔚	Labels & Docs	🗠 Lin <u>k</u> Orders 🛛 📃	Pat. Reports	• 🕂 Proc. Catalog 🧔 Sp	ec. Inquiry 👻	
SnapShot	Besearc	ID	Class	Frequency	Order Date Orde	er	· · ·	PBI	Expected	Ordering Provider	Department
Order Inquiry	Inpatient	-									
Specimen Ing			IP Lab Collect	ONCE	01/10/2018 MAG	NESIUM, PLASM	A	RO		Thomas Yackel, MD	KPV 12K CARDIOVAS
Summary		162750410-A	IP Lab Collect	COLLECT NOW, X1	01/10/2018 CBC	ONLY GICAL PATHOLO	IGY	RO		Thomas Yackel, MD Thomas Yackel, MD	KPV 12K CARDIOVAS KPV 12K CARDIOVAS
Chart Review		10210011011	Encida by tab	Entered by tab	01/10/2010 0011	0.01011111020				Thomas Facility MD	in the of the other.
Care Everywh											
Synonsis											
Results Revi											
Review Flows											
Problem List											
History	Report Q	restions									
Notes											
Demographics	SUB			V							Alaska, Juneau
Medications	Order: 1	62750410 DOB: 3	/22/1971 Age/Sex	: 46 vrs F							
Allergies				-							
Manage Orders	Priority		Source	Туре	Ordere	ed by		Date/T	Time	Department	
Order Entry	Routine	2	Leg - left	Tissue	Jim Be	aker		1/13/2	018 1632	KPV 12K CARDIOVAS	C ICU
Order Review	Speci	men Collectio	n Information								
Imm/Injections	ID	Source		Type	c	ollected By			Time		Frozen
Flowsheets	A	Leg - left		Tissue	-						
Education	Des	ription: biopsy of r	nass	Ticque							
97	Des	ription: scraping		lissue							
Patient Station											
Ca	se <u>B</u> u ew Ca	ilder 👻 ase	×								
_ 🗐 E	xisting	g Case									

14. Make sure you indicate your specimens have been received by clicking the checkmarks next to each in the "R" column. Then add your Protocol(s), Collection Date and Time and Accept to finish.

Case Builder					• ? Z X
🗸 🗛 🕹 🕹 Accept & Stay 🗶 Clear Changes 📑 Intra-op 🕞 Grossin	ig 🕞 Case Results				
Case type: SURGICAL PATHOLOGY Case number: SP18-00071 • C		Spaciman	Causaa	Authorizing Desuides	
Users Assigned Role SURGICAL P/	ATHOLOGY (162750410)	2	source	Thomas Yackel, MD	0
Question	for SURGICAL PATHOLOGY (1	62750410)			
Add Specimen (Alt+D)					- Delete Specimen
ID R Protocol (Alt+1) Source		Code Description		Coll Date Coll Time Collect	tor Coll Dept 🛛 🕅 🗱
A SOFT TISSUE MASS Pieg - left		88307 (CPT®) biopsy of mass		1/13/2018 10:00 AM	LAB SURGIC
B SOFT TISSUE DEBRIDEM eg - left		88304 (CPT®) scraping		1/13/2018 10:00 AM	LAB SURGIC
Add Task (Alt+R)	iple Blocks			Delete Last Block	- Delete Selected
ID C Task (Alt+2) Slides Code C	ସty Task Flags Task N	lote			
A1 🔗 BLOCK					
A1.1 🔗 H&E 1					

## Enter the Order/Build the Case-Outpatient

1. If the specimen came from an Outpatient Clinic or Procedural area (e.g. GI), look for the corresponding encounter in Patient Station:

Epic -	🗞 Views 👻 🧕 Cas	e Inquiry 🧕 Pat	ient Inquiry 📑 Re	sult Entry 💣 F	Registration	🕴 Patient Station  🚔 Cr	nart 📊 La	ibels & Docs 🔤 In	Basket					
≗∎	Beaker,Uma		×											
Beaker, Un DOB: 38 yrs, I Preferred Nam MRN: 0350220	ia emale, 01/01/1980 e: None 6	PCP: Yackel, T Ref: None Pt Ins: MODA	homas, Langua ePOLS Adv Di	age: <b>English</b> ST: NO r: NO	Allergie: Unknow	n: Not on File	MyCha FYI: (N Resea	art: Inactive Ione) rch: None	My Sticky Note: 📩 Shared Patient	Unit: None Rm/Bed: None,				
$\leftrightarrow \rightarrow -$	Last refres	shed: 1/13,	/2018 4:50:4	15 PM										
Patient Sum	<b>1</b>	0 🔹	<u>+</u>	-	¢,									
Order Inquiry	Legend Re	fresh Filter	New Hospital <u>O</u> u	tpt Appts	<u>I</u> tinerary									
Specimen Inq	③ Some enco	unters may be h	idden based on th	e applied filter	s.									
SnapShot	Encounter	Encounter Hosp Acct Episode												
Synonsis	Encounter		Status	Date	Time D	ept/Unit	Room	Pt C Accom Cod	le Reason	Provider	Account	CSN	Contact Ni	
-,	Appoin	itment	Scheduled Appt	01/16/2018	1120 //	IC FACULTY PPV		Outp	Appointment	Roger Chou, MD	531516	204034341	19	

2. Double click on the encounter to open it. Click on **Order Entry** from the list of activities on the left:

Epic - 🍇	Views 🔸 된 Case Inquir	ny 🧕 Patient Inquiry	🕞 Result Entry 📓 Re	egistration 🕴 Patient Station 📙	🕆 Chart 📅 Labels & Docs 🔚	In Basket							
°= 🗉 🗔	Beaker,Uma	×											
Beaker, Uma DOB: 38 yrs, Fer Preferred Name: MRN: 03502266	PCP: male, 01/01/1980 Ref: N None Pt Ins	Yackel, Thomas, None MODA	Language: <b>English</b> ePOLST: NO Adv Dir: NO	Allergies Unknown: Not on File	MyChart: Inactive FYI: (None) Research: None	My Sticky Note: 1 Shared Patient	Unit: None Rm/Bed: None,						
$\rightarrow$ $\rightarrow$ $-$	1/16/2018 visit	t with Roger	Chou, MD for I	IMC ROUTINE					··· ? 2				
Patient Sum	🔣 Images 🛛 Questio	onnaires 🏾 🎜 Admin	🖉 Benefits Inquiry	Patient Handouts 🕒 Scans 👻	🗸 Open Orders 🛛 🖓 Care Tean	ns 🖶 PrintA <u>V</u> S 🔊 Previe <u>w</u>	AVS 🎽 Media Manager						
Order Inquiry	CHARTING		11 M										
Specimen Inq	Episodes	V Iry the W	idescreen view					Not Right Now	Do Not Snow This Again				
	Chief Complaint	omplaint There is a new, faster way for you to finish your visit documentation with fewer clicks and less scrolling. Learn More											
SnapShot	Date of Onset	I the finite state	~										
Synopsis	MvChart Sign-up	Episodes	a de la construcción de la const										
Chart Review	Allergies	No filed episodes	5										
Review Flows	Medication List								Episodes of Care 🦉				
Results Revi	Verify Rx Benefits	10 chief car	and shake a										
Allegaine	Outside Meds	P Chief Col	mplaint 🦉										
Allergies	Problem List	None											
History	Visit Diagnoses												
Problem List	History	⑦ Date of C	Dnset 💉										
Demographics	Relevant Results			(1/5)									
Letters	SmartSets Brogross Notos	BOCOMEN	TTORTRIMARTOA	(115)									
	Meds & Orders	🔺 Vitals 💉											
Forms	Enter Results												
Imm/Injections	Pt. Instructions	New Set of V	ritals						Flowsneets				
Education	Follow-up	None Taken				Other Vitals							
	Comm Mgt (Letters)					OB/Gyn status revie	wed Never reviewed						
Medications	Sign Visit					Smoking Status	Never Assessed						
Order Entry	MEDD					Smokeless Status	Unknown						
Place new or Care Mgmt Pl	ders					Reviewed	Never reviewed						
0 00		MyChart							e				
Visit Navigator		A Launch MvC	hart Signup 🗙 Patient I	Declined									

3. Enter the pathology order in the **New Order** field:

• POC - Hyperspi	ace - oregon rieald											
Epic - 🍇	Views 👻 🧕 Case	e Inquiry 🧕 Patien	t Inquiry 🕞	Result Entry	🗳 Registra	ation 🧯 Patier	nt Station  📁 C	hart 📅 Labels (	& Docs 🖃	In Basket		
≗∎ ∎	Beaker,Uma	×										
Beaker, Uma DOB: 38 yrs, Fen Preferred Name: I MRN: 03502266	nale, 01/01/1980 None	PCP: Yackel, Tho Ref: None Pt Ins: MODA	mas, Lar ePi Adr	nguage: <b>Englis</b> OLST: <b>NO</b> v Dir: <b>NO</b>	sh A U	Ilergies Inknown: Not or	1 File	MyChart: <b>Ina</b> FYI: ( <b>None)</b> Research: N	one	My Sticky Note: Shared Patient	<b>t</b> 0	Unit: None Rm/Bed: None,.
+ $+$ $-$	Place orde	rs (Enc Date	: 1/16/2	2018) - V	Vt: (Not	t entered	for this v	risit) Ht: (N	ot ente	ered for this	visit)	
Patient Sum	8 (	P. P.	R	=;"	È	$\checkmark$	1	<ul> <li>✓ _</li> </ul>	63	888	ø	3
Order Inquiry	Pref <u>L</u> ist <u>I</u> ntera	ctions P <u>h</u> armacy	P <u>r</u> oviders	Routing CC	C Results	Open Orders	Pend Orders	Sign Orders	Financial	Patient Handouts	Benefits	Link Order C
Specimen Inq	Ne <u>w</u> order: lab	00890			Search							
CoonChat	New order defa	aults Not using d	efaults									

4. With the correct order selected, click Accept:



5. Change the **Class** to **Entered by Lab**. Fill in details about the specimen(s) from what is given to you on the specimen cup(s) or a paper requisition. Make sure the **Status** is set to **Normal**. Then click **Accept**:



6. Add and associate Diagnoses as provided:

	Order Associate Diagnoses	×
	Beaker, Uma Add diagnosis	Arm mass, left
	SURGICAL PATHOLOGY	~
		✓ <u>A</u> ccept X <u>C</u> ancel
<sup>™</sup> Diagnoses Ass <u>o</u> ciate		
Add Diagnosis		1 Edit Remove
P Diagnosis		ICD-10-CM
1. Arm mass, left		R22.32

#### 7. Click **Sign Orders** from the upper toolbar:

Place orders (Enc Date: 1/16/2018) - Wt: (Not entered for this visit) Ht: (Not entered for this visit)											
3 1 1 1	ę,	R <sub>x</sub>	R	=<"	E	<b>V</b> -	∽2	~	0		ē
Pref <u>L</u> ist	Interactions	P <u>h</u> armacy	Providers	Routing	CC Results	Open Orders	Pend Orders	Sign Orders	Financial	Patient Handouts	Benefits

8. Enter the **Order Mode** (per transcription if paper order), **Ordering** and **Authorizing Provider**. Your name should be in the **Entered by** field:

Providers	x
Ordering Information Order mode	Filter: 🗹 Nearby
Per Transcription	Q
Ordering provider	
YACKEL, THOMAS	Q
Authorizing Providers For procedures	
YACKEL, THOMAS	Q
Entry Information	
ULMSCHNEIDER, MARY C	9,
Comments	
	✓ <u>A</u> ccept X Cancel

#### 9. Click Accept.

#### 10. Select Order Inquiry again from the activity list on the left:

😁 POC - Hypers	space - Oregon Health & Science University - LAB SURGICAL PATH	
Epic - *	🗞 Views - 🗩 Case Inquiry 🔊 Patent Inquiry 🚯 Result Entry 🍯 Registration 🕴 Patent Station 🍃 Chart 🐺 Labels & Docs 🔤 in Basket	
%≞ 🗉 🗔	Beaker,Uma X	
Beaker, Uma DOB: 38 yrs, Fe Preferred Name: MRN: 03502266	a PCP: Yackel, Thomas, Language. English Allergies MyChart. Inactive My Sticky Note. 1 Unit None emaile, 01/01/1980 Ref. None ePOLST: NO Unknown: Not on File FY1. (None) Shared Patient Rm/Bed. None, : None Pt Ins. MODA Adv Dir. NO Research: None 6	
+ + -	Place orders (Enc Date: 1/16/2018) - Wt: (Not entered for this visit) Ht: (Not entered for this visit)	® ۲
Patient Sum		
Order Inquiry	Pref List Interactions Pharmacy Providers Routing CC Results   Open Orders Pend Orders Sign Orders   Financial Patient Handouts Benefits   Link Order Calculator Verify Pharmacy Benefits	
View orders for th	he selected patient Search	Next Edit Multiple
SnapShot	New order defaults Not using detaults	Phases of Care
O manufa	Orders have been signed. No more pending orders.	
Synopsis	<ul> <li>Previously Signed Orders (1)</li> </ul>	Reprint All Procs
Chart Review		
Review Flows	SURGICAL PATHOLOGY	Reprint Cancel
Results Revi	Routine, Entered by lab	
Allergies		

11. Make sure your **View** is set to **Specimen Collection**:

Order In	nquiry	
CRefresh	🐝 Views 🗸 🤘 🗸 Release 🛛 🛛 Co <u>l</u> lect Specimens 📱 Case	<u>B</u> uilder +
Resear I	🍇 <u>S</u> ettings	Ord
Outpatient	Active Meds	
s	Active Non-Meds	
	All Med Orders from All Encounter	
	AP/CP Beaker Order Inquiry	
	AQ OPEN ORDERS	
	Beaker Add-On Order Inquiry	
	Beaker AP Order Inquiry	
	Beaker CP Order Inquiry	
	Discharge Orders	
	Discontinued Orders	
Rep <u>o</u> rt <u>Q</u> u	Inactive Non-Meds	
	LAST 72 HOURS	
	Med Orders Entered Today	
300	Med Orders Since Admission	
Order: 1	OPEN ORDERS	
	Radiology To Collect Orders - Inpatient and Outpatient	
Priority	Rx Consult Orders	
Koutine	<ul> <li>Specimen Collection</li> </ul>	[
	zz-Admin Beaker Order Inquiry	

12. Select the Surgical Pathology order you just entered and click **Case Builder**, then **New Case** to accession the case into Beaker:

Epic - 🏷	🛊 Views 👻 🧕 Cas	e Inquiry 🧕 Patient Inquin	y 🕞 Result Entry 💣	Registration 🧯 Patient Station	n 🗁 Chart 🖷 Labels & Docs 🔚	In Basket			
≗∎ ⊑	Beaker,Uma	×							
Beaker, Uma DOB: 38 yrs, Fe	n male, 01/01/1980	PCP: Yackel, Thomas, Ref: None	Language: English ePOLST: NO	Allergies Unknown: Not on File	MyChart: Inactive FYI: (None)	My Sticky Note: 뉩 Shared Patient	Unit: None Rm/Bed: None,		
MRN: 03502266	None	PLINS. MODA	Auv Dir. NO		Research. None				
$\bullet \bullet \bullet$	Order Inq	uiry							? 2
Patient Sum	CRefresh 🍇	View <u>s</u> + 🛛 😽 Release  l	Í Collect Specimens	📕 Case <u>B</u> uilder 👻 <u>C</u> ancel	🖹 CC Results 🛛 📅 Labels & Doc	s 🕰 Lin <u>k</u> Orders 🛛 🗏 Pa	at. Reports 👻 🗄 Proc. Ca	atalog 🖉 Spec. Inquiry 🗸	
Order Inquiry	Resear ID	Class	Frequen	+ New Case Date	Order	PRI	Expected	Ordering Provider	Department
Specimen Inq	Outpatient	F0410.4		Existing Case		- DO			NO FLOUR DUDGY
PeopPhot	1627	50412-A Entered t	зутар	01/13	2018 SURGICAL PATHULUGY	RU		Thomas Yackel, MD	IMC FACULTY PPV
Supporte									
Chart Review									
Review Flows									
Results Revi									
resource rest									
Allergies									
History	Report Quest	tions							
Problem List	Sanca	uona							
Demographics	SURG								Beaker, Uma
Lettere	Order: 162	750412 DOB: 1/1/1980	Age/Sex: 38 vrs F						
Louis			·9-////						
Forms	Priority	Source		Туре	Ordered by	Date	e/Time	Department	
Imm/Injections	Routine	Arm - le	ft	Tissue	Jim Beaker	1/13	/2018 1708	IMC FACULTY PPV	
Education									
	Diagnoses Arm mass.	: . left - R22.32 [ICD-10-CM	1						
Medications			,						

13. Make sure you indicate your specimens have been received by clicking the checkmarks next to each in the "R" column. Then add your Protocol(s), Collection Date and Time and Accept to finish.

Case Builder 💮 🕐 کې دې کې د کې د کې د کې د کې د کې د کې												) Z X		
Case type: Case number:	SURGICAL PATHO	DLOGY 🔎	Orders											
Users Assigned	Role		SURGICAL	PATHOLOGY	(162750412)		Specimen 2	Source	Auti Tho	horizing Pro mas Yackel	, MD		Q	
Question for SURGICAL PATHOLOGY (162750412)											-			
Add Specimen (Alt	:+D)	+										-	Delete Specir	men
ID R Protoc	col (Alt+1)	Source				Code	Description		(	Coll Date	Coll Time	Collector	Coll Dept	**
A SOFT	TISSUE MASS	Arm - left				88307 (CPT®) mass 1/1				1/13/2018	/13/2018 11:00 AM 🔎 LAB SURGIC			
B SOFT	TISSUE BIOPSY	Arm - left				88305 (CPT®) biopsy 1/			1/13/2018	11:00 AM		LAB SURG		
Add Task (Alt+R)		+	Select Mu	Itiple Blocks						- (	Delete Last <u>B</u> lo	ck 🗕	Delete Select	ted
ID C Task (	Alt+2)	Slides	Code	Qty	Task Flags	Task Note								
A1 🔗 BLOC	K													
A1.1 🔗 H&E		1												

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