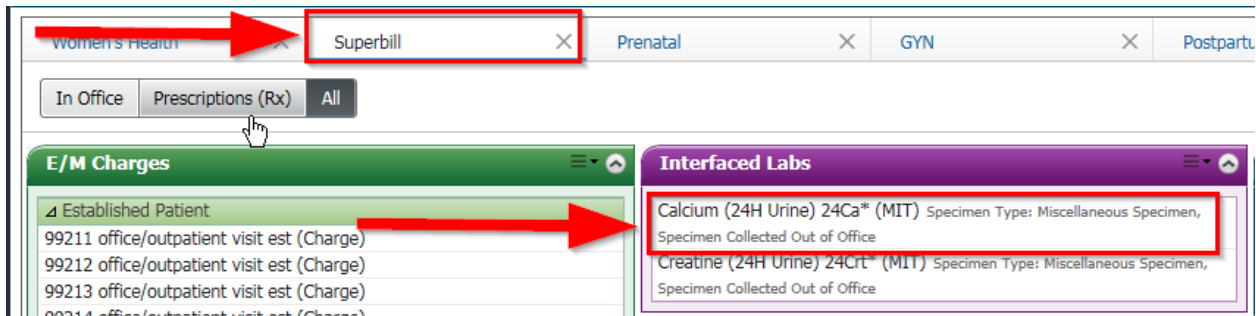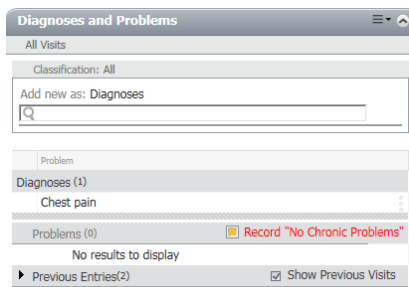## Ordering

On the superbill, there should be a laboratory, radiology, and health screen order that has the formatting of "Test Name (MIT)". These orders are the interfaced orders to MIT Medical's ancillary systems. To order, select the order you wish to place. (Multiple orders can be ordered at once)

A diagnosis can be added from the "Diagnosis and Problems" component.

Once the orders and diagnosis have been added, navigate to the top right box. There should be a number in there correlating to the orders selected. Select the box to complete ordering.
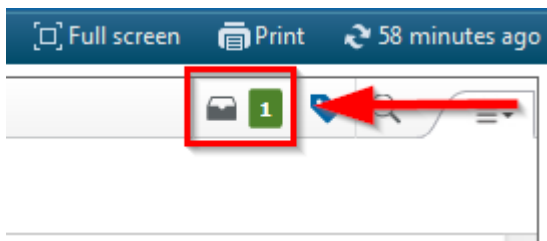
The diagnosis window will appear. Click in the corresponding box to apply the diagnosis to the order.   Select "Sign" when ready to sign the orders into the chart. If the details on the order need to be modified, select "Modify".

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If modifying an order, the following can be changed:

- Priority
- Specimen Collected Out of Office
  - This should be marked as Yes.
- Future Order
  - All laboratory, radiology, and health screen orders will default to a future order state. This is by design, DO NOT REMOVE THE FUTURE ORDER
  - Used to create multiple reoccurring orders that can be sent to the lab.
  - Cerner does NOT have standing orders. If a lab needs to be charted over a period, these will need to be placed as recurring orders.

Future Order Screen:

Navigate to Recurring Order. Enter the number of occurrences that need to be generated. Select OK when finished.
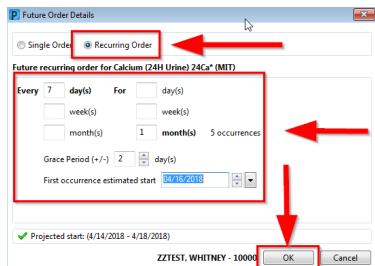
Select "SIGN" when finished.