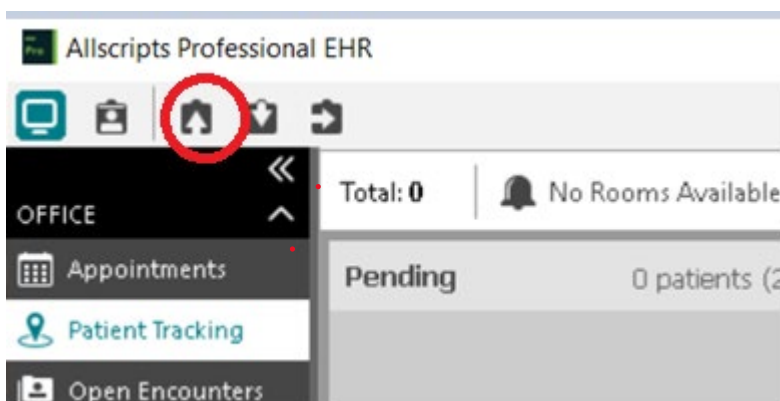


Allscripts Professional

EHR Orders & Results Training Document

Procedure to send the Orders to the Lab:

- Select the **Up arrow** ↑ in the EMR as shown in the image.



- Patient search page will appear on the screen. Give the patient **first name** and **last name** and click on **search** for the patients as shown below:

The screenshot shows the 'Patient Search' form. The 'Last Name' field contains 'test' and the 'First Name' field contains 'patient'. The 'Date of Birth' field is empty. The 'Search' button is highlighted with a blue border. Other buttons include 'Add...', 'Clear', and 'Recent'. There is a checkbox for 'Search Training Patients' which is checked.

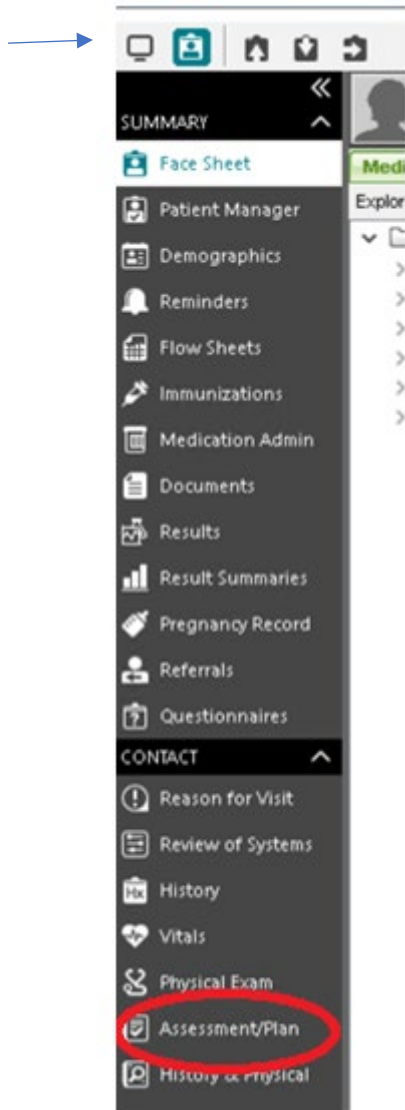
- Once you click on search, Encounter Selection page will appear on the screen. Select New Encounter.

The screenshot shows the 'Encounter Selection' dialog box. It contains a table with the following data:

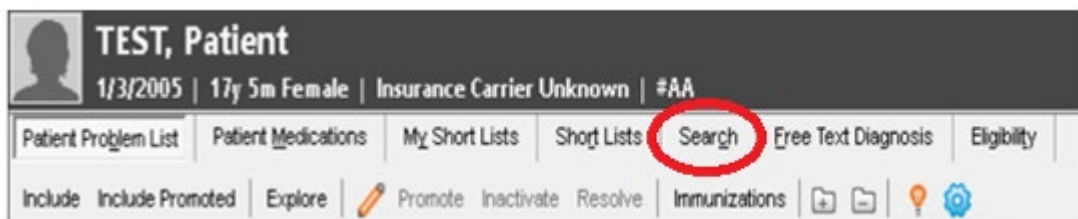
Appointment Date	Kept Open By	Encounter Date	Location	Diagnoses
No associated a...	Tumma, Ramadevi (MDRX)	5/9/2022 3:11 PM	Carolina Digestive ...	Thyroid adenoma (D34)
No associated a...	Tumma, Ramadevi (MDRX)	5/6/2022 8:26 AM	Carolina Digestive ...	Thyroiditis (E06.9)
<New Encounter>				

The '<New Encounter>' row is highlighted in blue. The dialog box also has 'OK' and 'Cancel' buttons at the bottom.

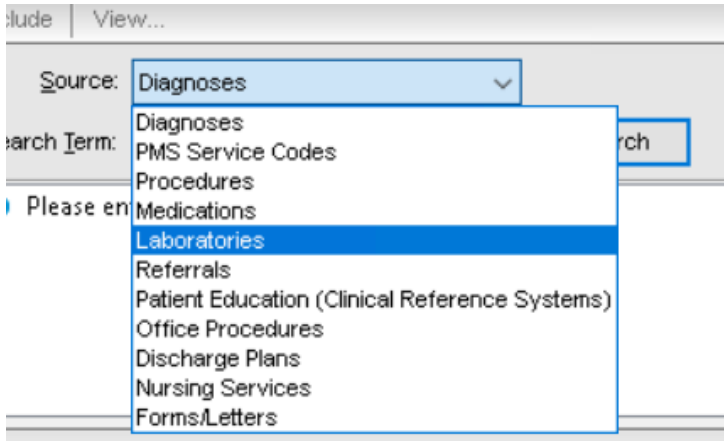
- Patient page will appear on the screen, where you can find the **Assessment/Plan** on the left side of the page.



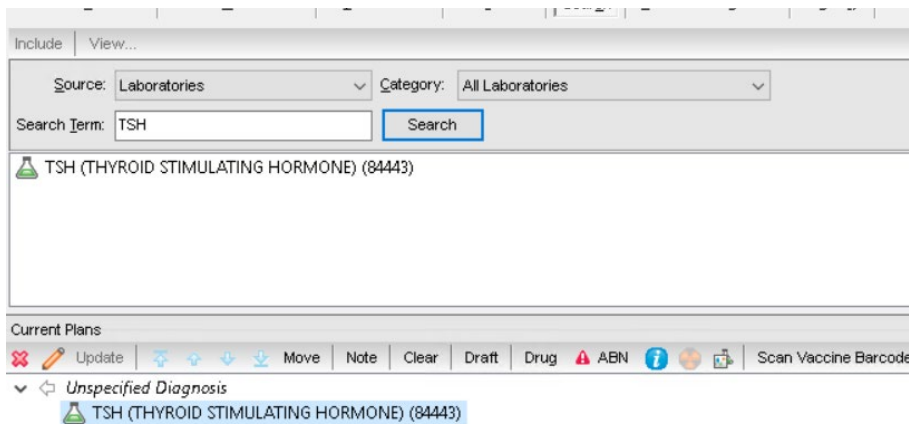
- Double click on the **Assessment/Plan**, a new page will appear on the screen.
- Click on search option



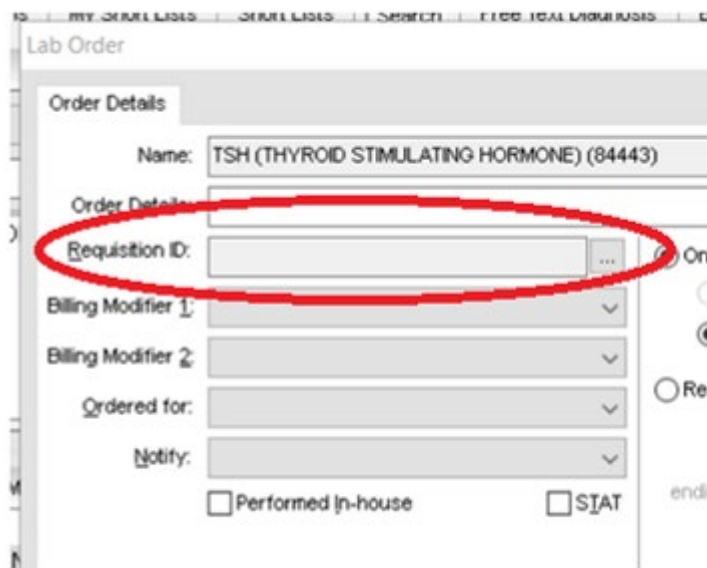
- Select **Laboratories** and give the test code or test name and in **Search Term**.



- Test name will appear on the screen, double click on that.



- Lab order page will appear on the screen, click on ... on the **Requisition ID** box.



- Create Requisition page will appear where we need to select the **Performing Lab, Bill Type, Location, Ordering Caregiver, Attending Caregiver, Account Number, Requisition Type** from the drop down and give the comment if necessary.

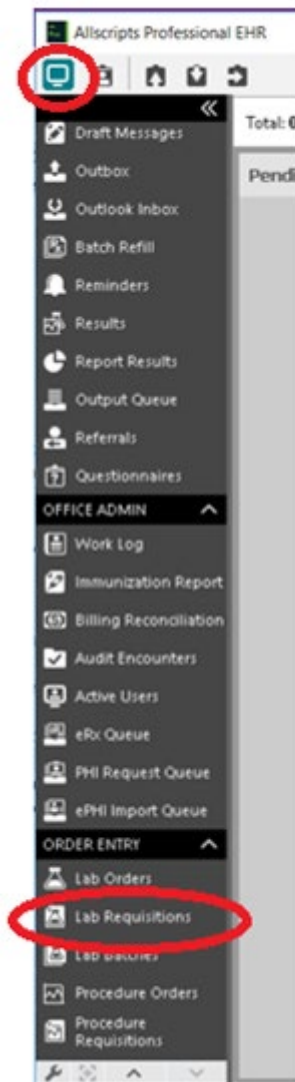
- If you want to select multiple tests for a single requisition, click on **Tests** option below and **check all** then OK.

Test Name	Ordered By	Ordered	Diagno...	Limite...	Contai...	In-house
<input checked="" type="checkbox"/> TSH (THYROID STIMUL...	Tumma, Rama...	6/13/2022 4:56...				No

- Once we give all the details, will get a pop up saying:

- Click on **Yes** to create the requisition.

- To open or preview the requisition, click on the **monitor** option on the top left and select the **Lab requisition** at the bottom of the screen on left.



- Double click on the **Lab Requisition** and select the **Location, LIS (Laboratory), Account, Status, Caregiver** and **Dates** then click on **Search**.

Labels... Resend Filter

Criteria Search Requisition ID Search

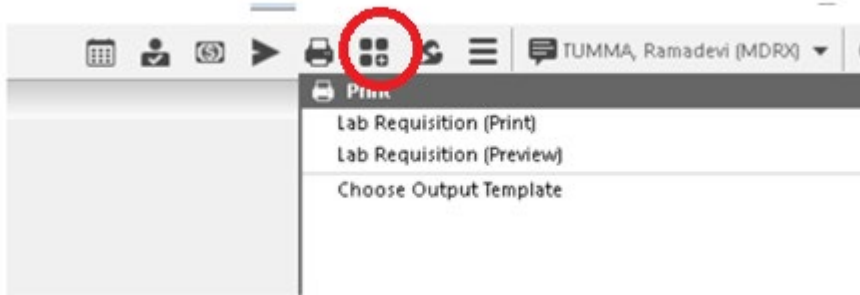
Location: Carolina Digestive Disease, P.A. Status: Sent OK Search

LIS: Labcorp Orders and Results Caregiver: <All Caregivers> Clear

Account #: <All Account #'s> Dates: Today

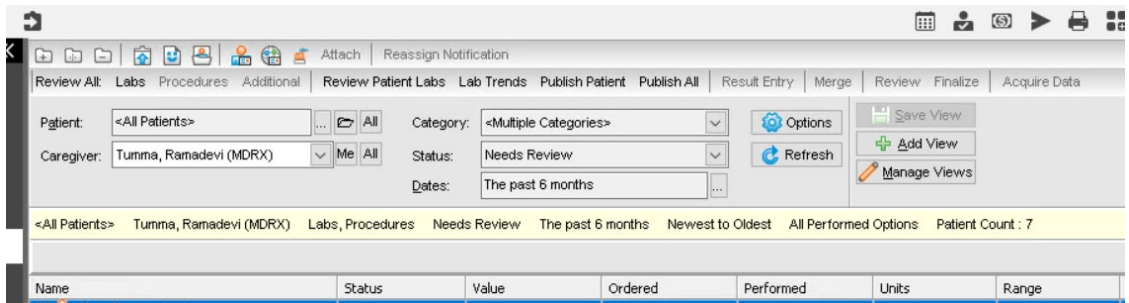
Patient Name ^	Patient #	Req. Date	Requisition...	Status	Resulted	Caregiver	Location	Account #	Transmit Date/...
Test, Patient	AA	6/13/2022 4:59...	000000079	Sent OK		Massey, Benja...	Carolina Diges...	39471015	6/13/2022 5:04...

- Select **print** icon on the top right and click on **preview** option to view the requisition:

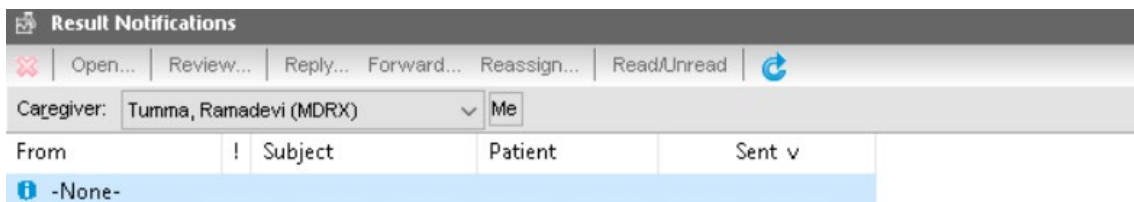


Procedure the check the Results:

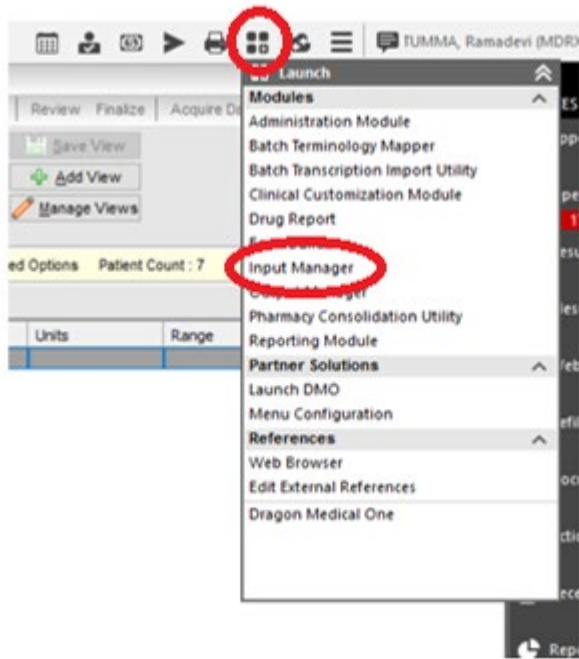
- We can check for the results in three ways:
Results – On Left side of the tab
Result Notifications – On Right side of the tab
Input Manager
- **Results:**
Click on the **Results**, a new page will appear on the screen, select the **Patient, caregiver, Category, Status, Dates** and then **Refresh** to get the results.



- **Result Notifications:**
We can see the results in the below field if we have any results related to that patient.



- **Input Manager:**
Select Input Manager on the top right of the tab.



- A new tab will appear, select the **Audit Log** and give the **Date range, Activity, Source, Activity By** or you can give the **patient** or **Ordering Caregiver First name and Last name** or by **Requisition** or **Accession number** then **Refresh**.

