

Contents

| Adding a New Test in the Test Dictionary | 3 |
|--|----|
| Adding Attributes in the Test Dictionary | 5 |
| Associating CPT | 8 |
| Inactivating Tests | 10 |
| LOINC Codes | 12 |
| Associating ABNs (Advanced Beneficiary Notice) to Tests | 14 |
| Associating AOEs (Ask-at-Order-Entry) questions to Tests | 16 |
| Configuring Labs Alias | 18 |
| Configuring Labs, DI and Procedure Favorites | 19 |
| Adding a New Insurance Code in Insurances | |
| Insurance/Lab Associations | 24 |
| Adding a Provider Code for a New Provider | 26 |
| Lab, DI & Procedure Order screen Modern View | 27 |
| Ordering a Test in Modern View | 30 |
| Order Transmission Based on Specimen Collection | 40 |
| Configuring the Specimen Collection Status for Labs | 41 |
| Transmitting Future Orders | 42 |
| Dymo Label Printing | 44 |
| Reason Status | |
| Receiving and Reviewing Results | 50 |
| Viewing past results on current Progress Note | 55 |
| Default Lab Assistant | 57 |
| Reconciliation | 59 |
| Interface Dashboard | 64 |
| Additional Features | 68 |
| Practice Defaults Settings | 69 |

Adding a New Test in the Test Dictionary

1. While ordering a lab, we need to make sure that the test has a code. To check for code you can go to EMR->Labs, DI & Procedures -> Labs.

| ⓒ eClinicalWorks (5,5UPPORT) | | | | | | | |
|---|--|---|---------------|------------------------------------|-------------------|-----------------|-----------------------|
| Ele Patient Schedule 🔤 Billing Beports CCD Fax ePayment Tools Community Meaningful Lise Lock Help | | | | | | | |
| 🕑 eC | lini | Alerts | • | 0 0 | | P 1 E 0 S 0 D 6 | 14 R 7 T 3 L 510 M 27 |
| | Admin Re | | | | | | |
| Practice | | | | | | | |
| | Labs, DI & Procedures | Þ | Labs | | Facility | | |
| - | | Miscellaneous Configuration C | Options 🕨 | Merge Labs | 🥵 🧖 🗈 🕅 🖉 Paste 🕫 | All | |
| Resource Sche | | Flowsheets | | Diagnostic Imaging | | | |
| <u></u> | | Flowsheet Manager | | Procedures | Novemb | er 23, 2010 | <u> </u> |
| Jones,Mary | 5 | Link <u>R</u> × | | Configure Labs & DI Categories | | | |
| | | Rx Groups | | Insurance, Labs & DI Associations | | | |
| - 🤷 - | 7 | eCW Visit Codes | | Labs & DI Alias | | | |
| Nurse,Nurse | 21 | Specialty Forms | | My Labs, DI & Procedures Favorites | | | |
| () | 28 | Bubble Sheet Designer | | | | | |
| <u> </u> | | Questionnaire Designer Physical Examination CPT Association Chief Complaints and HPI Association Order Set Administration | | | | | |
| Willis,Sam | | | | | | | |
| - 1 | | | | | | | |
| Office Visits | | CDSS | • | | | | |
| | E. | PQRI | | | | | |
| <u>a</u> | | Vision | | | | | |
| Lab,Tech | | eClinicalMessenger | • | | | | |
| † | | | :30 | | | | |
| Progress Notes | | | :45 | | | | |
| _ | | | 12 :15 | | | | |
| <u> </u> | | | PM :30 :45 | | | | |
| Telephone/Web | | | :45 | | | | |
| ov 🗉 | | | :15 | | | | |
| Registry | egistry Lab, Tech ferrals UltraSound Room | | | | | | |
| Referrals | | | | | | | |
| Messages | | | :00 | | | | |
| Documents | 12 :30 | | | | | | |
| Billing | | | .45 | | | | _ |

2. Select the lab company from the drop down and type in the test you are looking for. Then, click on View Lab Codes.

| Lookup | Starts with 🔽 🗖 Show Inactive Orders | |
|------------|---|------|
| ab Company | Al Type Both View Lab C | ode: |
| Туре | Name | |
| | Hematology * | |
| | +CBC | |
| | A1C | |
| | Accutane Panel | |
| | AFP, CEA, HCG | |
| | Albumin | |
| | Alkaline phosphatase | |
| IH | Alphafetoprotein (AFP) | |
| | ALT (SGPT) | |
| | ALT(SGPT), AST(SGOT) | |
| | Amiodarone level | |
| | Ammonia | |
| | Amylase | |
| | ANA (Antinuclear Antibody) | |
| | ANA Screen w/Reflex Titer | |
| | Annual Physical Reminder | |
| | Anti HCV antibody | |
| | Anti SS a, Anti SS b | |
| | Anti Thyroglobulin Antibodies | |
| | Antinuclear Antibody (ANA) | |
| | APE 39 | |
| | APE 40 64 | |
| | Appt | |
| | Arthritis Profile | |
| | ASO | |
| 1 1 | ew 🖣 Attribute Codes Associate ABNs Associate CPTs Associate AOE Instructions 💌 🖸 | ance |

3. Enter the code provided by the lab corresponding to the lab name in the Code column.

| 🐂 Lab Codes | | × |
|-----------------|------|-----------|
| Lab/Imaging A1C | | |
| Lab Codes | | |
| Lab | Code | |
| CPL Labs | 1 | |
| Labcorp | | |
| Quest | | |
| QuestHS | | |
| | | |
| | | |
| 1 | | |
| | | OK Cancel |

4. If you do not see a lab test you want in the labs list, you can create one. To create a new lab click on 'New'.

| 🖬 Labs | X |
|-------------|--|
| Lookup | Starts with 💌 🗖 Show Inactive Orders |
| Lab Company | All Type Both View Lab Codes |
| Туре | Name |
| | Hematology * |
| | +CBC |
| | A1C |
| | Accutane Panel |
| | AFP, CEA, HCG |
| | Albumin |
| | Alkaline phosphatase |
| IH | Alphafetoprotein (AFP) |
| | ALT (SGPT) |
| | ALT(SGPT), AST(SGOT) |
| | Amiodarone level |
| | Ammonia |
| | Amylase |
| | ANA (Antinuclear Antibody) |
| | ANA Screen w/Reflex Titer |
| | Annual Physical Reminder |
| | Anti HCV antibody |
| | Anti SS a, Anti SS b |
| | Anti Thyroglobulin Antibodies |
| | Antinuclear Antibody (ANA) |
| | APE 39 |
| | APE 40 64 |
| | Appt |
| | Arthritis Profile |
| | ASO |
| << >> Ne | aw 📱 Attribute Codes Associate ABNs Associate CPTs Associate AOE Instructions 🕶 🛛 Cancel |
| :30 | New |
| | Update 3 |
| :45 | Delete |

Enter the name of the test next to 'Category Name'. After adding the Lab Name, follow through Steps 1 to 3 above to add the code.

| 🐂 New Item/Category | | × |
|---------------------|----|--------|
| Parent : Labs | | |
| Category Name | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| I | | _ |
| Overdue: Day(s) | ОК | Cancel |

Adding Attributes in the Test Dictionary

To add attributes to an existing test, select the test from EMR->Labs, DI & Procedures -> Labs. Highlight the test and click on 'Attribute Codes'.

| 🖼 Labs | | | | | | | |
|---------------------------|---|--|--|--|--|--|--|
| Lookup | Starts with 💽 🗖 Show Inactive Orders | | | | | | |
| Lab Company | All Type Both View Lab Codes | | | | | | |
| Туре | Name | | | | | | |
| | 1-Methyl-histidine,Qn,24hr,Ur | | | | | | |
| | 1-Methyl-histidine,Qn,CSF | | | | | | |
| | 1-Methyl-histidine,Qn,Pl | | | | | | |
| | 1-Methyl-histidine,Qn,Ur | | | | | | |
| | 11-Dehydro Thromboxane B2/Crt. | | | | | | |
| | 11-DEOXYCORT RESP,LCMSMS | | | | | | |
| | 11-DEOXYCORTISOL RESP,SER | | | | | | |
| | 11-DEOXYCORTISOL,LC/MS/MS | | | | | | |
| | 11-Desoxycortisol | | | | | | |
| | 17-alpha-Hydroxyprogesterone | | | | | | |
| | 17-Hydroxycort,24H+Creat.Ratio | | | | | | |
| | 17-Hydroxycorticosteroids, Ur | | | | | | |
| | 17-Hydroxypregnenolone | | | | | | |
| | 17-Ketogenic and Ketosteroids | | | | | | |
| | 17-Ketogenic Steroids, 24-H Ur | | | | | | |
| | 17-KETOSTEROID,FRAC | | | | | | |
| | 17-KETOSTEROIDS W/CREAT | | | | | | |
| | 17-Ketosteroids, Tot, 24-Hr Ur | | | | | | |
| | 17-OH-CORTICOSTEROID W/CR | | | | | | |
| | 17-OH-PREGNENOLONE RESP | | | | | | |
| | 17-OH-PREGNENOLONE,SERUM | | | | | | |
| | 17-OH-PREGNENOLONE,SERUM | | | | | | |
| 17-OH-PROGESTERONE,LCMSMS | | | | | | | |
| | 17-OH-PROGESTRN RESP,ACTH | | | | | | |
| | 17-OHCS and 17-Ketosteroids | | | | | | |
| << >> Ne | ew 🖣 Attribute Codes Associate ABNs Associate CPTs Associate AOE Instructions 💌 <u>C</u> ance | | | | | | |

X 🗟 Labs Lookup Show Inactive Orders Starts with -Lab Company All Type Both ▼ View Lab Codes 1-Methyl-histidir × 📮 1-Methyl-histidine ,Qn ,Pl 1-Methyl-histidir 1-Methyl-histidir Set Reference Range AttrCode MergeCode 1-Methyl-histidir Items 11-Dehydro Thr 11-DEOXYCORT Name 11-DEOXYCORT 1-Methyl-histidine,Qn,Pl 📃 11-DEOXYCORT 11-Desoxycortis 17-alpha-Hydro * 17-Hydroxycort 17-Hydroxycort 17-Hydroxypreg 17-Ketogenic ar 17-Ketogenic St 17-KETOSTERO 17-KETOSTERO 17-Ketosteroids 17-OH-CORTIC 17-OH-PREGNEI Update LOINC® 🗸 <u>0</u>K New Cancel 17-OH-PREGNE 17-OH-PREGNENOLONE, SERUM 17-OH-PROGESTERONE,LCMSMS 17-OH-PROGESTRN RESP,ACTH 17-OHCS and 17-Ketosteroids >>New 💌 Attribute Codes Associate ABNs Associate CPTs Associate AOE Instructions 💌 <u>C</u>ancel

The attribute screen will open up. To add the attribute, click on 'New'.

Type in the attribute name and click on OK. The attribute has now been created.

| LabNewItem/Categ | ory | |
|------------------------|--------------------------|--|
| Parent 1-Methyl-histic | dine,Qn,Pl | |
| Name | Qn | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| 1 | | |
| | | |
| | <u>O</u> K <u>Cancel</u> | |

To add the attribute code for that attribute, select the attribute and click on 'AttrCode'.

| 📮 1-Methyl-histidin | e,Qn,Pl | | | X |
|--|-----------------|------------|----------------|---|
| Set Reference Range Items | AttrCod | e M | ergeCode |] |
| Name Qn 1-Methyl-histidine,Qn,Pl | Add to Flowshee | t LOI | NC® | |
| | | | | |
| | | | | |
| | | | | • |
| | | | | |
| | | | | |
| New 🔻 Update LC | DINC® - | <u>0</u> K | <u>C</u> ancel | |

Select the lab company from the lab list and enter the attribute code in the 'Code' column. Click OK.

Associating CPT

CPT can be associated for in-house labs so that when that test is ordered by the provider for a patient it automatically adds the associated CPT to the Billing section of the progress note. To associate the CPT to a lab go to EMR->Labs, DI & Procedures->Labs.

| 🞯 eClinicalWorks (Willis,Sam) | | | | | | |
|---------------------------------------|-------------------------------------|--------------------------------------|--|--|--|--|
| Eile <u>P</u> atient <u>S</u> chedule | EMR Billing Reports CCD Fax Tools | s Community Meaningful Use Lock Help | | | | |
| 📵 eClini | Alerts | | | | | |
| | Immunizations | | | | | |
| Admin Re: Practice | Vitals | <u>+</u> | | | | |
| | Labs, DI & Procedures | Labs | | | | |
| 🗾 🗾 🕺 | Miscellaneous Configuration Options | ; Merge Labs | | | | |
| Resource Sche | Flowsheets | Diagnostic Imaging | | | | |
| 🤶 🗖 | Flowsheet Manager | Procedures | | | | |
| Jones,Mary 5 | Rx Groups | Configure Labs & DI Categories | | | | |
| | eCW Visit Codes | Insurance, Labs & DI Associations | | | | |
| 5 | Specialty Forms | Labs & DI Alias | | | | |
| Smith,John | Bubble Sheet Designer | My Labs, DI & Procedures Favorites | | | | |

This opens the Lab screen. Then lookup for the lab for which the CPT needs to be associated.

| 🛤 Labs | | | | | | | | \mathbf{X} |
|-------------|--------------------|---------|-------------|--------|-----------|-----------------|--------------|----------------|
| Lookup | preg | _ | Starts with | - | 🔲 Show I | Inactive Orders | | |
| Lab Company | All | 👻 Туре | Both | - | | | Vi | ew Lab Codes |
| | Name | | Joon | | | | | |
| Туре | PreGenPlus | | | | | | | |
| IH | Pregnancy Test, U | Irine | | | | | | |
| | PREGNANCY TOX | | | | | | | |
| | Pregnanetriol, Uri | | | | | | | |
| | PREGNANETRIOL, | | | | | | | |
| | Pregnenolone | | | | | | | |
| | PREGNENOLONE | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | ew 🖣 Attribute Cod | 100 000 | ociate ABNo | A.5504 | iate CDTc | Associate AOB | Instructions | <u>C</u> ancel |
| | | ICS ASS | | MSSU | Jace CPTS | Associate AU | | |

Highlight the lab and click Associate CPTs at the bottom. You can also double click on the lab to associate CPT.

| 🖻 Associate | CPTs 🛛 🔀 |
|-------------|---------------------------|
| -Lab Code - | |
| Name | Pregnancy Test, Urine |
| 🔽 InHouse | Midmark Item 🗨 |
| 🔲 Inactive | |
| 🗖 Do Not P | ublish to Portal |
| Associated | CPT(s) |
| | <u>A</u> dd <u>Kemove</u> |
| CPT | Name |
| | |
| | |
| | |
| | |
| | <u>O</u> K <u>Cancel</u> |

Then Click on Add and select the CPT that needs to be associated with that lab and press OK. The selected CPT would appear below the Associated CPT(s) as shown below. More than one CPT can also be associated to the same lab by clicking on Add and adding additional CPTs as needed.

| 🖻 Associate | CPTs 🛛 🔀 |
|-------------|---------------------------|
| -Lab Code - | |
| Name | Pregnancy Test, Urine |
| ✓ InHouse | Midmark Item |
| 🔲 Inactive | |
| 🔲 Do Not P | ublish to Portal |
| Associated | CPT(s) |
| СРТ | Name |
| 81025 | URINE PREGNANCY TEST |
| | |
| | <u>O</u> K <u>C</u> ancel |

Once the necessary CPT codes are associated, press OK to close the 'Associate CPTs' window.

Inactivating Tests

In order to inactive tests so that they do not appear in the test dictionary as an orderable test, go to EMR->Labs, DI & Procedures->Labs and double click on the test you want to inactive or highlight the test and click on 'Associate CPTs.'

| 🖏 Labs | X |
|-------------|--|
| Lookup | Starts with 🔽 🗖 Show Inactive Orders |
| Lab Company | All Type Both View Lab Codes |
| Туре | Name |
| | Hematology * |
| | +CBC |
| | A1C |
| | Accutane Panel |
| | AFP, CEA, HCG |
| | Albumin |
| | Alkaline phosphatase |
| IH | Alphafetoprotein (AFP) |
| | ALT (SGPT) |
| | ALT(SGPT), AST(SGOT) |
| | Amiodarone level |
| | Ammonia |
| | Amylase |
| | ANA (Antinuclear Antibody) |
| | ANA Screen w/Reflex Titer |
| | Annual Physical Reminder |
| | Anti HCV antibody |
| | Anti SS a, Anti SS b |
| | Anti Thyroglobulin Antibodies |
| | Antinuclear Antibody (ANA) |
| | APE 39 |
| | APE 40 64 |
| | Appt |
| | Arthritis Profile |
| | ASO |
| << >> Ne | ew 🖣 Attribute Codes Associate ABNs Associate CPTs Associate AOE Instructions 💌 ַ Cancel |

The following screen will pop up. Check the 'Inactive' box and hit OK. The test will no longer appear in the test dictionary.

| E | i Associate (| CPTs | X |
|---|---------------|--------------------------------|---|
| [| -Lab Code | | |
| | Name | 11-Dehydro Thromboxane B2/Crt. | |
| | 🗌 InHouse | Midmark Item | |
| | 🔲 Inactive | | |
| | Do Not P | ublish to Portal | |
| | -Associated (| CPT(s) | _ |
| | | <u>A</u> dd <u>R</u> emove | |
| | СРТ | Name | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | <u>O</u> K <u>Cancel</u> | |

In order to see the inactive labs display, click on 'Show Inactive Orders.'

| Lookup | Starts with Starts of Show Inactive Orders | | | | | | | |
|-----------|--|---------------|--|--|--|--|--|--|
| ab Compan | y All 🔽 Type Both 🔽 | View Lab Code | | | | | | |
| Туре | Name | | | | | | | |
| | Hematology * | | | | | | | |
| | +CBC | | | | | | | |
| | A1C | | | | | | | |
| | Accutane Panel | | | | | | | |
| | AFP, CEA, HCG | | | | | | | |
| | Albumin | | | | | | | |
| | Alkaline phosphatase | | | | | | | |
| (H | Alphafetoprotein (AFP) | | | | | | | |
| | ALT (SGPT) | | | | | | | |
| | ALT(SGPT), AST(SGOT) | | | | | | | |
| | Amiodarone level | | | | | | | |
| | Ammonia | | | | | | | |
| | Amylase | | | | | | | |
| | ANA (Antinuclear Antibody) | | | | | | | |
| | ANA Screen w/Reflex Titer | | | | | | | |
| | Annual Physical Reminder | | | | | | | |
| | Anti HCV antibody | | | | | | | |
| | Anti SS a, Anti SS b | | | | | | | |
| | Anti Thyroglobulin Antibodies | | | | | | | |
| | Antinuclear Antibody (ANA) | | | | | | | |
| | APE 39 | | | | | | | |
| | APE 40 64 | | | | | | | |
| | Appt | | | | | | | |
| | Arthritis Profile | | | | | | | |
| | ASO | | | | | | | |

The inactive tests will now display but will be grayed out.

NOTE: Inactivating tests does not delete the tests off the patients' records. It only removes the tests from the orderable labs list.

LOINC Codes

In eClinicalWorks version 8.0, LOINC codes can be entered. LOINC stands for *Logical Observations Identifiers, Names, Codes*. The LOINC laboratory terms set provides a standard set of universal names and codes for identifying individual laboratory and clinical results. LOINC codes allow users to merge clinical results from many sources into one database for patient care, clinical research, or management.

In eClinicalWorks, LOINC codes are NOT used in any interface transactions. They are loaded as a mapping in the compendium to uniquely identify the result components from many different sources. These mappings are then used to run Clinical Decision Support System (CDSS) and various different reports in eClinicalWorks.

To add/edit/view LOINC codes, go to EMR->Labs. Select a lab and click on Attribute Codes.

| Lookup | | | | Starts with | - | 🗌 Show | Inactive | Orders | | |
|------------|--------------------------|---------|--------|-------------|---|--------|----------|--------|--|--|
| ab Company | Quest | - | Туре | Both | - | | | | | |
| Туре | Name | | | | | | | | | |
| | ABL MUTATI | ON,CELL | -BASE | D | | | | | | |
| | ABL MUTATI | ON,LEUM | IETA | | | | | | | |
| | ACANTHAMOEBA CULTURE | | | | | | | | | |
| | ACE INSERTION/DELETION | | | | | | | | | |
| | ACE INSERT | ION/DEL | ETION | NY, | | | | | | |
| | ACETAMINO | PHEN | | | | | | | | |
| | ACETAMINO | PHEN,QL | ,URINE | = | | | | | | |
| | ACETONE | | | | | | | | | |
| | ACETONE,Q | .,URINE | | | | | | | | |
| | ACETYCHOL | INESTER | ASE,A | MFLD | | | | | | |
| | ACETYCHOL | INESTER | ASE,N | Y | | | | | | |
| | ACETYLCHO | | | | | | | | | |
| | ACETYLCHO | | | | | | | | | |
| | ACETYLCHOLINE REC MOD AB | | | | | | | | | |
| | ACHONDRO | | | | | | | | | |
| | ACHONDRO | | | ION | | | | | | |
| | ACID HEMO | | | | | | | | | |
| | ACID PHOS, | | | | | | | | | |
| | ACID PHOSE | | ,тота | L | | | | | | |
| | ACTH,PLASM | | | | | | | | | |
| | ACTIN(SMO | | | IGG) | | | | | | |
| | ACTINOMYC | | URE | | | | | | | |
| | ADENOVIRU | | | | | | | | | |
| | ADENOVIRU | | 4 | | | | | | | |
| | ADIPONECT | IN | | | | | | | | |

The LOINC code will be displayed in the 'LOINC' column.

| 🛤 ACETONE | × |
|--|----------|
| Set Reference Range AttrCode MergeCode |] |
| Name Add to Flowsheet LOINC® ACETONE 5568-1 | |
| | |
| | _ |
| | <u> </u> |
| | |
| New Update LOINC® | |
| Update Remove | |

To update the LOINC code, click on the 'Update LOINC' dropdown. The screen below will display. You can now select the relevant LOINC code and click on OK.

| | Bylcom | C® CODE 💽 Starts With 💌 | | | | |
|--------|----------------------------|---|----------|------------|----------------|-------|
| DINC® | COMPONENT NAME | RELATED NAMES | PROPERTY | TIME ASPCT | SYSTEM | SCALE |
| -8 | Acyclovin | Acycloguanosine; Acifur; Avirax; Zovirax; Susceptibility; | Susc | Pt | Isolate | OrdQn |
|)-9 | Amdinocillin | Mecillinam; Pivmecilliam; Selexid; Amdinocillin pivoxil; Si | Susc | Pt | Isolate+Ser | Ord |
| 00-8 | Cefoperazone | Cefobid; Susceptibility; Susceptibilty; Sus; Suscept; Susc | Susc | Pt | Isolate | OrdQn |
| 000-9 | DBG Ab | Donna Bennett-Goodspeed; Arbitrary concentration; Poin | ACnc | Pt | Ser/Plas^BPU | Ord |
| 0000-8 | R wave duration.lead AVR | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0001-6 | R wave duration.lead I | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0002-4 | R wave duration.lead II | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0003-2 | R wave duration.lead III | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0004-0 | R wave duration.lead V1 | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0005-7 | R wave duration.lead V2 | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0006-5 | R wave duration.lead V3 | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0007-3 | R wave duration.lead V4 | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0008-1 | R wave duration.lead V5 | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 0009-9 | R wave duration.lead V6 | ECG; CARDIAC | Time | Pt | Heart | Qn |
| 001-7 | DBG Ab | Donna Bennett-Goodspeed; Arbitrary concentration; Poin | ACnc | Pt | Ser/Plas^donor | Ord |
| 0010-7 | R' wave amplitude.lead AVF | R PRIME AMPLITUDE; ECG; CARDIAC | Elpot | Pt | Heart | Qn |
| 0011-5 | R' wave amplitude.lead AVL | R PRIME AMPLITUDE; ECG; CARDIAC | Elpot | Pt | Heart | Qn |
| 0012-3 | R' wave amplitude.lead AVR | R PRIME AMPLITUDE; ECG; CARDIAC | Elpot | Pt | Heart | Qn |
| 0013-1 | R' wave amplitude.lead I | R PRIME AMPLITUDE; ECG; CARDIAC | Elpot | Pt | Heart | Qn |

Associating ABNs (Advanced Beneficiary Notice) to Tests

The Advanced Beneficiary Notice associates the type of coverage for a particular test for Medicare patients with payment source type C, MB, or MA, if Medicare is the primary insurance for a patient. The ABN prompts a notice if a particular test may not be covered by Medicare.

To associate a coverage type to a test:

1. From the EMR menu, select Labs from the 'Labs, DI, & Procedures' option. The Labs window opens.

2. Select the lab name and click Associate ABNs.

The Lab Codes window opens.

| 🖼 Labs | | | | | | |
|-------------|------------------------|----------------|----------------|----------------|--------------|----------------|
| Lookup | | Starts with | 👻 🔽 Show I | nactive Orders | | |
| Lab Company | All | Type Both | - | | View La | b Codes |
| Туре | Name | | | | | |
| | *GFR | | | | | |
| | 1-Methyl-histidine,Qn, | 24hr,Ur | | | | |
| | 1-Methyl-histidine,Qn, | | | | | |
| | 1-Methyl-histidine,Qn, | CSF | | | | |
| | 1-Methyl-histidine,Qn, | ,CSF | | | | |
| | 1-Methyl-histidine,Qn, | ,Pİ | | | | |
| | 1-Methyl-histidine,Qn, | ,PI | | | | |
| | 1-Methyl-histidine,Qn, | ,Ur | | | | |
| | 1-Methyl-histidine,Qn, | | | | | |
| | 11-Dehydro Thrombo | | | | | |
| | 11-Dehydro Thrombo | | | | | |
| | 11-DEOXYCORT RESP | | | | | |
| | 11-DEOXYCORTISOL | | | | | |
| | 11-DEOXYCORTISOL, | LC/MS/MS | | | | |
| | 11-Desoxycortisol | | | | | |
| | 11-Desoxycortisol | | | | | |
| | 17-alpha-Hydroxypro | | | | | |
| | 17-alpha-Hydroxypro | | | | | |
| | 17-Hydroxycort,24H+ | | | | | |
| | 17-Hydroxycort,24H+ | | | | | |
| | 17-Hydroxycorticoster | | | | | |
| - | 17-Hydroxycorticoste | | | | | |
| | 17-Hydroxypregnenol | | | | | |
| | 17-Hydroxypregnenol | | | | | |
| | 17-Ketogenic and Ket | osteroids | | | | |
| << >> N | ew 💌 Attribute Codes | Associate ABNs | Associate CPTs | Associate AOE | Instructions | <u>C</u> ancel |

3. Use the ABN Type drop-down list to select the type of coverage:

| 🛢 Associate / | lBNs 🛛 🔀 |
|----------------|--|
| Lab Code — | |
| Name Pap S | Smear, 1 Slide |
| ABN Type | None None Limited Coverage Frequency Based Experimental |
| - Associated C | Both (Limited/Frequency) PT(s) <u>A</u> dd <u>R</u> emove |
| СРТ | Name |
| | <u>O</u> K <u>C</u> ancel |

- Limited: An ABN will be prompted if the mapping of the selected diagnosis codes for this visit and the CPT code for this test are not in the cpticdcodes table. If a valid mapping exists in this table, the ABN will not be prompted. (NOTE: ABN does not work with the CPT-ICD mappings from the application menu).
- **Frequency**: Some frequent tests may not be covered by Medicare, and an ABN appears each time this type of test is ordered.
- **Experimental**: A test might be considered experimental by Medicare, and an ABN appears each time this type of test is ordered.
- **Both**: (Limited/Frequency): An ABN appears each time both of these types of test is ordered.

4. Associate a valid CPT code with the test. Each test has a unique CPT code. This will be verified with the associated ICDs for the visit.

| | | Show Invalid CPT/HCPCS Codes | | | | | | | | | | |
|--------|-------------------------------|------------------------------|--------|--------|-----|-----|------|-----|--|--|--|--|
| | pl | All Codes | • | Active | • | Mas | shea | lth | | | | |
| Code | Name | Fee | Cost | POS | TOS | ML | M2 | M3 | | | | |
| V2430 | PACEMER MON CHCK BATTRY AUI | \$0.00 | \$0.00 | | | | | | | | | |
| V2499 | PACEMER MON CHCK BATTRY DIC | \$0.00 | \$0.00 | | | | | | | | | |
| T4529 | PAD FOR WATER CIRCULATING H | \$0.00 | \$0.00 | | | | | | | | | |
| T2007 | PAIL OR PAN USE WITH COMMOD | \$0.00 | \$0.00 | | | | | | | | | |
| C1300 | PALATE/UVULA SURGERY | \$0.00 | \$0.00 | | | | | | | | | |
| S4028 | PALATL AUG PROSTH SEE CODE 2 | \$0.00 | \$0.00 | | | | | | | | | |
| S4030 | PALATE LIFT PROSTH DENTV COD | \$0.00 | \$0.00 | | | | | | | | | |
| S4031 | PALATE LIFT PROSTH INTRM CODI | \$0.00 | \$0.00 | | | | | | | | | |
| S4035 | PALATE LIFT PROSTH MOD CODE | \$0.00 | \$0.00 | | | | | | | | | |
| \$9529 | PALLIATVE TX DENTAL PAIN-MINC | \$0.00 | \$0.00 | | | | | | | | | |
| L5331 | PANCA/CANCA | \$0.00 | \$0.00 | | | | | | | | | |
| D6781 | PANCREAS SURGERY PROCEDURE | \$0.00 | \$0.00 | | | | | | | | | |
| D6609 | PANCREATECTOMY | \$0.00 | \$0.00 | | | | | | | | | |
| D6612 | PANCREATECTOMY | \$0.00 | \$0.00 | | | | | | | | | |
| D6613 | PANCREATECTOMY | \$0.00 | \$0.00 | | | | | | | | | |
| D6614 | PANCREATECTOMY | \$0.00 | \$0.00 | | | | | | | | | |
| D6750 | PANCREATORRHAPHY | \$0.00 | \$0.00 | | | | | | | | | |
| G0302 | PANORAMIC X-RAY OF JAWS | \$0.00 | \$0.00 | | | | | | | | | |
| L0140 | PAPER CHROMATOGRAPHY | \$0.00 | \$0,00 | | | | | | | | | |

5. After all CPT codes are selected, click OK.

The setup for the Advanced Beneficiary Notice is complete for the lab.

Associating AOEs (Ask-at-Order-Entry) questions to Tests

In many instances, the AOEs are given by the lab company and uploaded during the install. When the specific tests are ordered, the AOEs automatically pop up.

If you would like to create or add new AOEs for specific tests, go to EMR -> Labs, DI, & Procedures -> Labs. Select the Lab test you want to configure AOEs for and click the Associate AOE button:

| Lookup | 1 | | Starts with | | nactive Orders | | | | | |
|------------|--------------------------------|-----------|-------------|---|----------------|--------|----------|--|--|--|
| ab Company | LabCorp | * | Type Both | - | | View t | ab Codes | | | |
| Туре | Name | | | | | | | | | |
| | 11-Desoxyo | ortisol | | | | | | | | |
| | 17-HYDROX | YCORTIC | OSTEROID | | | | | | | |
| | 17-KETOSTEROIDS, URINE | | | | | | | | | |
| | 726778 7+Alc-Unb | | | | | | | | | |
| | 88305 Surg Path-1st Site | | | | | | | | | |
| | ABO Grouping and Rho(D) Typing | | | | | | | | | |
| | ACTH, Plasma | | | | | | | | | |
| | ADVANCED CARDIO RISK II | | | | | | | | | |
| | Aerobic Bacterial Culture | | | | | | | | | |
| | Albumin, Serum | | | | | | | | | |
| | Aldolase | | | | | | | | | |
| | Aldosterone, Serum | | | | | | | | | |
| | Alkaline Phosphatase, S | | | | | | | | | |
| | Alpha Subur | ut (Free) | | | | | | | | |
| | ALT | | | | | | | | | |
| | ALT (SGPT) | | | | | | | | | |
| | Ambig Abbre | ev CMP14 | Default | | | | | | | |
| | Ambig Abbre | ev HFP7 (| Default | | | | | | | |
| | Ambig Abbrev LP Default | | | | | | | | | |
| | Ambiguous I | | | | | | | | | |
| | Ambiguous 1 | Test Orde | se | | | | | | | |
| | Amylase, Serum | | | | | | | | | |
| | ANA w/Refle | ж | | | | | | | | |
| | ANA+RA Qn | | | | | | | | | |
| | Androstened | tione | | | | | | | | |

NOTE: The test must be linked to an interface in order to associate an AOE

The Configure Ask at Order Entry Questions window opens:

| | | | TSH | | |
|----------------|---------|-------------------|---------|----------------|------------------|
| | | Associated AOE | Add New | Modify Existin | g |
| AB COMPANY | LabCorp | | | | |
| Question | | [| | | * |
| Question Code | | | | | |
| Hints | | | | | |
| Required | | No | • | | |
| Maximum Chara | cters | 0 | | | |
| Field Type | | Drop Down Options | - 🔁 🛋 | dd new Option | ×Delete selected |
| Options/Option | Onder | | * | | Г |
| options/option | codes | | * | | |

Select the lab company used for this test from the Lab Company drop-down list and follow these steps:

- 1. Click the 'Add New' tab to add a new question, or click the 'Modify' button next to an existing question to modify it. Options to configure a new questions display.
- 2. Enter the desired question in the Question field.
- 3. If applicable, enter a question code in the Question Code field.
- 4. If desired, enter any hints in the Hints field.
- 5. Select whether answering this question is mandatory or not from the Required drop-down list.
- 6. Enter the number of maximum characters in an acceptable answer in the Maximum Characters field.
- 7. Select one of the following types of options from the Field Type drop-down list:

• Free Text - Select this option if you want providers to answer this question with any manually-typed text.

•Standard Text with Validation - Select this option if you want providers to answer this question with a specific type of text. If you select this option, a Details drop-down list displays with the following options:

• Alphabets Only - select this option if the expected answer contains only letters.

• Alpha-numeric - select this option if the expected answer contains both letters and numbers.

- Date select this option if the expected answer is a date.
- Numbers Only select this option if the expected answer contains only numbers.

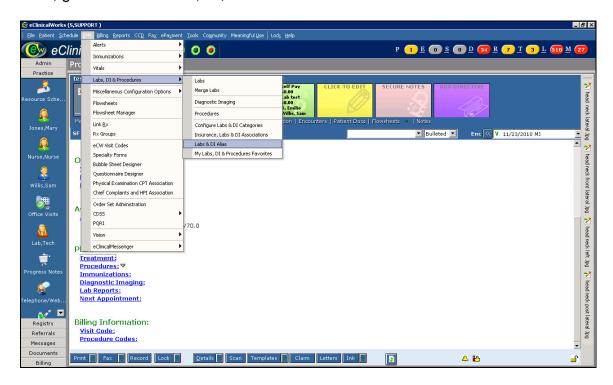
• **Drop-Down Options** - Select this option if you want to provide specific options for providers to choose from. If you select this option, an Options/Option Codes field displays, allowing you to enter the text and a code for each of the desired options. Click the Add New Option button to add more options, and check the boxes next to all options you want to include for this question.

• **Radio-Button Options** - Select this option if you want to display radio buttons for providers to choose from.

Click the Save button. An Ask at Order Entry Question is now configured.

Configuring Labs Alias

To group tests together while ordering, labs alias can be created. To setup an alias, go to EMR -> Labs, DI, & Procedures -> Labs & DI Alias.



To create a new alias, click on New and enter in a name and description.

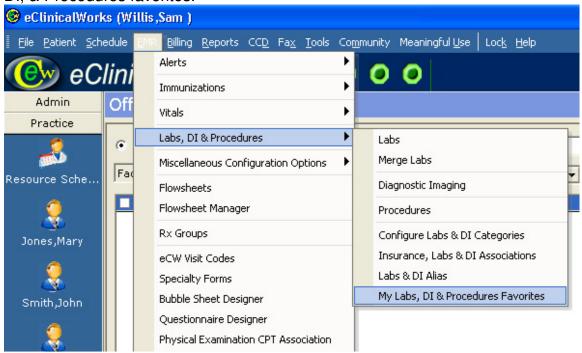
| , Lab/DI Alias | l l |
|----------------|-----------------------------------|
| Groups | |
| LABS 💌 | <u>N</u> ew Update <u>D</u> elete |
| Group Name | Group vescription |
| CBC | cbc |
| Glucose | All Glucose Labs |
| Lipids | Lipids |
| Phy Female | Annual Physical Female |
| Phy Male | Annual Physical Male |
| | |
| | |
| | |
| | |
| | |
| | |
| | Close |

Then click on Add to select the tests associated with this alias.

| 🖨 LABS ALIAS | | X |
|--------------------|--|------|
| LABS ALIAS Name | e General Health | |
| <u>D</u> escriptio | General Health Panel | |
| Group Member | rs Add Rem | iove |
| Name 🚔 La | bs X | |
| Find | Both 🔽 🗖 Show Inactive Orders | |
| | Hematology * +CBC +CBC A1C Accutane Panel AFP, CEA, HCG Albumin Alkaline phosphatase Alphafetoprotein (AFP) ALT (SGPT) ALT (SGPT) ALT (SGPT) ATT (SGOT) Amiodarone level Ammonia Anylase ANA (Antinuclear Antibody) ANA Screen w/Reflex Titer Annual Physical Reminder | cel |

Configuring Labs, DI and Procedure Favorites

Each user has the ability to setup a list of their favorite labs, diagnostic imaging and procedures. To set it up go to EMR -> Labs, DI, & Procedures -> My Labs, DI, & Procedures favorites.



In order to make your own list of lab favorites select Add.

| 🖻 My Labs , DI & Procedures Fav | orites 🛛 🔀 |
|---------------------------------|-------------|
| MY FAVORITE Labs | Add |
| MY FAVORITES | LAB COMPANY |
| | No Result. |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Lab lookup screen pops up. Then find the lab by typing the name of the lab under the lookup tab. Highlight the lab and press ok. "Lab Name' has been successfully inserted in my favorites" will pop up and then press OK. Repeat the same steps to add more than one lab to the favorite list.

| 🖻 Labs | |
|---|--|
| Lookup cbc Starts with 💌 🗖 Show Inactive Orders | |
| Lab Company All Type Both | View Lab Codes |
| Type Name | |
| CBC | |
| CBC (INCLUDES DIFF/PLT) CBC With Differential/Platelet | |
| CBC(H/H,RBC,IND,WBC,PLT) | |
| CBC, Platelet; No Differential | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| New V Attribute Codes Associate ABNs Associate CPTs Associate AOE Instruction | ons <mark>v <u>O</u>K <u>C</u>ancel</mark> |



Once the all the labs are added, the My Labs, DI & Procedures Favorites screen looks like below.

| 🖻 My Labs , DI & Procedures Favorites | |
|---------------------------------------|-------------|
| MY FAVORITE Labs Add Remove | |
| MY FAVORITES | LAB COMPANY |
| Basic Metabolic Panel (8) | |
| CBC With Differential/Platelet | |
| Hemoglobin A1c | |
| Lipid Panel | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

If a lab needs to be removed from the favorite list, check the box corresponding to the lab to be removed and press 'Remove' as shown in the screenshot below.

| 🛤 My Labs , DI & Procedures Favorites | × |
|---------------------------------------|-------------|
| MY FAVORITE Labs Add Remove | |
| MY FAVORITES | LAB COMPANY |
| Basic Metabolic Panel (8) | |
| CBC With Differential/Platelet | |
| Hemoglobin A1c | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

The users also have the ability to make their own DI and Procedure favorites similar to that of the Lab favorites. To do so, from the 'My Labs, DI & Procedure Favorites' click on the drop down to switch among Labs, Diagnostic Imaging or Procedures and press Add to make your favorite list.

| 🛢 My Labs, | DI & Procedures Favo | rites | |
|----------------|--|-------------|------------|
| MY FAVORITE | Labs | Add Remove | < . |
| MY | Labs Diagnostic Imaging Procedures | LAB COMPANY | No Result. |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Adding a New Insurance Code in Insurances

If a new insurance is added, its corresponding carrier code must be added as well. The lab company can provide this code. To enter this code, go to File -> Insurances.



Select the new insurance and click on 'View Lab Ins. Codes'

| 3 Insurances | | | | | |
|-----------------------------|----------------------|----------------------------|-------|------------|--------------|
| ookup Insurance | Name | <u>N</u> ew <u>U</u> pdate | Del | ete | |
| Name | Address Line 1 | City | State | Zip | Tel |
| AETNA | 135 East Main Street | Westborough | MA | 01545 | 589-865-6565 |
| Blue Cross/Blue Shield | 29 Old Mill Rd | Shrewsbury | MA | 01545 | 123-455-6564 |
| Harvard Pilgrim | 499 Lincoln St | Worcester | MA | 12653-1234 | 355-454-6464 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| < Prev Next > View Lab Ins. | Codes Copy | | | | OK Cano |

Enter the code provided by the lab corresponding to the lab name by double clicking in the Code column.

| 🖻 Insurance | Codes | | |
|----------------------|-----------------|------|-----------|
| Name Insurance Co | Harvard Pilgrim | | |
| Lab | | Code | |
| Bendiner | | | |
| BioReference | | | |
| Generic | | | |
| Labcorp | | | |
| Quest | | | |
| | | | |
| | | | OK Cancel |

Insurance/Lab Associations

Based on a patient's insurance, the associated lab tests can be displayed automatically for you to order in the 'Lab Reports' screen if the insurance has been linked to the specific lab company.

To configure this Insurance/Lab Association, go to EMR-> Labs, DI, & Procedures -> Insurance/Lab/DI Associations

| 😌 eClinicalWorks | (S,SUPP | ORT) | | | | | | | _ 8 × |
|-------------------|----------|--|----------------------------|-----|-------------------------------------|-------------------|--------------|-------------|--|
| Eile Batient Sche | edule 📃 | Billing Reports CCD Fag | <u><</u> ePa <u>v</u> m | ent | Icols Community Meaningful Use Lock | <u>H</u> elp | | | |
| 🕑 eCi | lini | Alerts | | • | 0 0 | | P 🚺 | E 🕜 S 🕜 D 👩 | <u>R</u> 7 <u>T</u> 3 <u>L</u> 510 <u>M</u> 27 |
| Admin | _ | Immunizations | | × | | | | | |
| Practice | Re | Vitals | | • | | | | | |
| <u> </u> | | Labs, DI & Procedures | | • | Labs | | Facility | | |
| | | Miscellaneous Configuration | Options | Þ | Merge Labs | 🥵 🧊 (1) 🔊 Paste 🕸 | All | • | |
| Resource Sche | | Flowsheets | | | Diagnostic Imaging | | | | |
| | | Flowsheet Manager | | | Procedures | Novemb | oer 23, 2010 | | <u> </u> |
| Jones,Mary | 5 | Link <u>R</u> × | | | Configure Labs & DI Categories | | | | |
| 0 | | R× Groups | | | Insurance, Labs & DI Associations | | | | |
| | 7 | eCW Visit Codes | | | Labs & DI Alias | | | | |
| Nurse,Nurse | 14 21 | Specialty Forms | | | My Labs, DI & Procedures Favorites | | | | |
| <u> </u> | 28 | Bubble Sheet Designer | | | | | | | |
| 🔹 🕹 | | Questionnaire Designer Physical Examination CPT As: | | | | | | | |
| Willis,Sam | | Chief Complaints and HPI As | | | | | | | |
| 8 | | Order Set Administration | sociación | - | | | | | |
| Office Visits | | CDSS | | | | | | | |
| childe visits | 日 | PORI | | | | | | | |
| | E | Vision | | | | | | | L. |
| Lab,Tech | | eClinicalMessenger | | | | | | | |
| ÷. | - | ecinicalmessenger | :3 | | | | | | |
| - | | | :4 | | | | | | |
| Progress Notes | | | 12 :0 | | | | | | |
| <i>~</i> | | | 12 :11 | | | | | | |
| | | | PM | 5 | | | | | |
| Telephone/Web | | | :0 | | | | | | |
| i 📝 🗹 | | Resources: | 1 - 13 | 5 | | | | | |
| Registry | Lab | | 1 :3 | 0 | | | | | |
| Referrals | | aSound Room | :4 | | | | | | |
| Messages | | | | | | | | | |
| Documents | | | 2 :1 | | | | | | |
| Billing | | | | | | | | | |

Select the lab company from the drop down and click on Configure.

| nfigured Lab Compani eneric | • | | | @ <u>C</u> onfigure |
|--------------------------------|----|-----------|------|---------------------|
| endiner | | | | |
| oReference | 3S | ADDRESS 2 | CITY | STATE ZIP |
| eneric Ibcorp | | | | |
| Jest | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Select the insurance you want to associate with this lab company and click on the 'Add' button. This will move the insurance to the 'Member Insurances' box below.

| ookup insurance by | / Individual Insurances 💌 | Nam | e | <u> </u> |
|--------------------|---------------------------|------------------|-------|---------------|
| Name | Address Line 1 | City | State | |
| Aetna | 234 Oak st | Westboro | | 01581 |
| Harvard Pilgrim | 499 Lincoln St | Shrewsbury | MA | 01545 |
| Medicare | 1 main st | waltham | MA | 02452 |
| NY medicaid test | | | | |
| RXHUB | | | | |
| Surescripts | DO NOT DELETE USED BY | ELIGI | | |
| | | | Add | <u>R</u> emov |
| tember Insurances | Address Line 1 | City | State | Zip |
| 1ember Insurances | _ | City Westboro | | |
| tember Insurances | Address Line 1 | | | Zip |
| tember Insurances | Address Line 1 | | | Zip |
| tember Insurances | Address Line 1 | | | Zip |
| lember Insurances | Address Line 1 | | | Zip |
| lember Insurances | Address Line 1 | | | Zip |
| lember Insurances | Address Line 1 | | | Zip |

Repeat this process if you want to associate multiple insurances with the lab company.

Once this association has been done, whenever a provider orders labs for patients who have the specific insurances associated above, the lab company will automatically display in the 'Lab Company' dropdown and all the tests for that lab company will be displayed in green.

| Patient: Test, Phone: 838-74 Address: 22 Mi Lab Req No: 91 Provider: Sam | 7-4839 Street, We .10.23037 | rimary Sthoro Chart | 20/1978 Age 20 Y 7 Insurance: Aetna . MA-01581 No: 9110 Pounter Date: 09/25/200 | | c: Female |
|---|--------------------------------------|---------------------------|---|-----------------------------|--|
| Labs Drder Options Leb Company Generic Lookup ORDER NAME CBC WITH DIFF CBC WITH DIFF Cervix and Endocervix CHEM 7 PANEL H. PYLORI Soft Tissue test1 ThinPrep w/ imaging Uterus - with Tubes and Ovar | By Order Name S S | Future starts wi | Today's Labs S F Description Creatinine Clearance Future Labs Order Date 10/16/2000 v Update Description Orde | Remove Remove rr Date | Assessments Current Order : ACTH, Plasma |
| << >> <u>N</u> ew v | Quick Transmit | Q <u>u</u> ick Print | Add Standing Orders | | Bill To Physician Account |

The provider can now select the correct labs that are associated to the patient's insurance.

Adding a Provider Code for a New Provider

If a new provider is added to the practice, then his/her corresponding provider code/mnemonic must be added as well. The lab company can give this code. To enter this code, go to File -> Interface Dashboard.

| 6 | e e | ClinicalV | Vorks (W | illis ,S | Sam) | |
|---|------|---------------------------------|------------------|----------|-----------------|------------|
| I | Eile | Patient | <u>S</u> chedule | EMR | <u>B</u> illing | <u>R</u> e |
| 1 | | Insuranc | es | | | |
| 5 | | P <u>h</u> armaci | ies | | | |
| | | <u>A</u> ttorney | s | | | |
| | | <u>E</u> mployer | 's | | | |
| | | Insuranc | e Groups | | | |
| | | Case Ma | nagers | | | |
| R | | Lab Com | panies | | | |
| | | <u>G</u> uaranto | ors | | | |
| | | Provider Numbers | | | | |
| | | Data by Facility | | | | |
| | | Referring Physicians/Insurances | | | | |
| | | Refresh Counts | | | | |
| | | Mandatory Fields | | | | |
| | | <u>F</u> acilities | | | | |
| | | Facility G | iroups | | | |
| | | User Gro | ups | | | |
| | | <u>T</u> emplate | s | | | |
| | | Zip Code | s | | | |
| | | Managen | nent | | | ► |
| | | Reconcile Interface Results | | | | |
| | | Interface | e Dashboar | d | | |
| | | Security | Settings | | | |

This opens the Interface Dashboard window.

Under Clinical Tab-> 'Interface Name' dropdown select the Lab Company. Select 'Doctor Codes' under 'Mappings'. Enter the provider code given by the lab company in the 'Code' column corresponding to the provider and press OK.

| | Interface Dashboard | | | | | | | |
|--------------------|---------------------|-------------|----------|--|--------------|------------------|------------|--------------|
| | | | CLINICAL | | E MANAGEMENT | IMMUNIZATIONS | | |
| | | | | | | Interface Name Q | uest | |
| APPINGS | | | | | | | Show Refer | ny Providers |
| UARANTOR RELATION | | Name | | | UPIN | NPI | Code | |
| ASTING FLAG | | Jones, Mary | | | UPINSW | 999999995 | | |
| THNICITY CODES | PCP | Smith, John | | | UPINJS | 9999999996 | | |
| ANGUAGE | PCP | Willis, Sam | | | 9478237623 | 9478237623 | 12345 | |
| IARITAL STATUS | | | | | | | | ОК |
| RIORITY | | | | | | | | |
| ACE CODES | | | | | | | | |
| | | | | | | | | |
| PECIMEN COLLECTION | | | | | | | | |
| OCTOR CODES | | | | | | | | |
| XT GENDER CODES | | | | | | | | |
| PORTS | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Lab, DI & Procedure Order screen Modern View

In version 9, a newer 'Lab, DI, Procedure Order screen' can be viewed from the Treatment window of a patient's progress note. It is called Modern View. There is a setting that lets the users to switch to this view. It is found under File->Settings->My settings->Views->Lab/DI/Procedure order screen->Modern View. Since this is controlled under My Setting each user need to change it on their end.

| Settings for Willis,Sam | | | | | | × |
|--|---|-----------------|-------------------------|--------------|------|--------------------------|
| eClinicalWorks P2P | | | | | | |
| Defaults Defaults 2 | | My R | esources | Warnings | | vMsg Preference |
| My Providers User Settings | 2 | Physician | Reference | Views | | Show/Hide |
| Claims Lookup | | Pmts/Refunds | • Pmts/Adjust | Adjustments | Vith | neld 🦳 Transfer Days |
| Rx List View for Print and Fax | • | Modern View | C Classic View | | | |
| Alerts | ۲ | CDSS | C Classic Alerts | 🔲 Both | | |
| Manage Rx | ۲ | Modern View | C Classic View | | | |
| Rx Edit | e | Modern View | C Classic View | | | |
| Patient Labs, DI and Procedure Hx | œ | Modern View | C Classic View | | | |
| Cumulative Lab Report | œ | Modern View | C Classic View | | | |
| Formulary Rx Screen | С | Modern View | Classic View | _ | | |
| Lab/DI/Procedure Order Screen | G | Modern View | C Classic View |] | | |
| Apply Medication Summary Modern View in | • | Current Medica | tions (Progress No | tes) | | |
| | ☑ | Current Medica | tions (ManageRx - | Modern View) | | |
| | V | Progress Notes | Right Panel | | | |
| | 7 | Rx History (Pat | ient Hub) | | | |
| | V | Telephone Enco | ounter | | | |
| Quick-Launch Buttons \overrightarrow{P} <td< th=""><th></th><th></th><th>✓ M IV A IV 6 L 13 M</th><th></th><th></th><th></th></td<> | | | ✓ M IV A IV 6 L 13 M | | | |
| Configure My Assigned Favorites | С | opy My Settings | | | | <u>O</u> K <u>Cancel</u> |

When a user switches to Modern view for Manage Rx and Lab/DI/Procedure Order screen from My Settings->Views and logs out and logs back into eClinicalWorks, the Add Rx screen and Lab screen, accessed from the treatment window changes.

When a user from a patient's progress note clicks on Treatment and Selects 'Add' under Rx the screen below appears.

| Manage Orders | | | | \mathbf{X} |
|---|------------------------------|------------------------------|---------------------------|----------------------------------|
| Medication Summary | Add New Rx | Add New Order | | |
| ASSESSMENTS | Rx Type All Rx | ▼ Search Starts With | = Standard Show G | Standard 🔿 My Favorites 🔿 Both 📢 |
| Pre <u>v</u> Dx 🕈 A <u>d</u> d = <u>R</u> emove | Find | | Show Discontinued | |
| 🗹 250.00 Diabetes mellitu | Di Strength Form. | Take | | Duration Disp Refill AWP(\$) |
| □N/A Other | Di Strengtn Form. | lake | Koute Freq. [1 | Juration Disp Refill AWP(\$) |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | New 🔻 Add Custom 🔻 |
| | Selected Rx | | | |
| | 250.00 Diabetes mellitus wit | hout mention of complication | on Stop Date Stop Date | |
| | in other | | Jocop Baco | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| <u></u> | 0 | | | |
| | | <u>0</u> K | | |

From the same window a user can click on 'Add new order' to order lab.

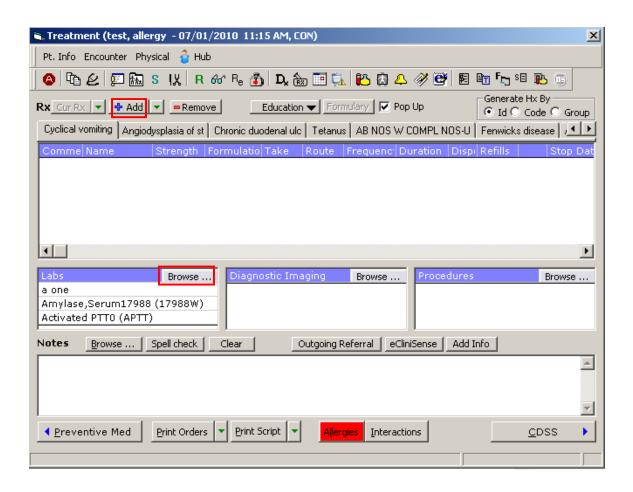
If a user from a patients progress note clicks on 'Treatment' and selects 'Browse' under Labs or 'Lab Reports' from the progress note the screen below appears.

| Medication Summary | Add New Rx | Add New Order | |
|-------------------------|-----------------------------|---|------|
| Assessments | Lookup: | By: Order Name 💌 Starts With 💌 Type: Both 🛛 🚽 🔮 Lab 🔍 DI 🔍 Proced | ure |
| Prev Dx Add | Lab Company: All 💽 | | |
| Select All | Order Name | Lab Companies | |
| | Hernatology * | | |
| | +CBC | | |
| | A1C | QuestHS | |
| | Accutane Panel | | |
| | AFP, CEA, HCG | | |
| | Albumin | | |
| | Alkaline phosphatase | | |
| | IH Alphafetoprotein (AFP) | | |
| | ALT (SGPT) | | |
| | ALT(SGPT), AST(SGOT) | | |
| | Amiodarone level Ammonia | | |
| | | | |
| | New | Previous N | ext |
| | Today's Orders | Future Orders Order Date 11/23/2 | 010 |
| | 🚍 🗖 S 🗖 F IH Description | 🗢 📮 T 🗖 S 🗖 F IH Description Order Date 🧲 | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | 📕 Bill To Physician Acc | punt |
| Quick Transmit Quick Pr | rint | Pathology Detail Add Standing Order | s |
| | | ок | |

Ordering a Test in Modern View

To order a test, go to the progress notes for a patient.

From the progress note select the assessment and click on Treatment. From the treatment window click 'Add' next to Rx if medications needed to be prescribed and click on 'Add new order tab' from that window to order lab or just click on Browse next to Labs to order labs directly.



Lab order screen can also be accessed from Progress Note by selecting Lab Reports.

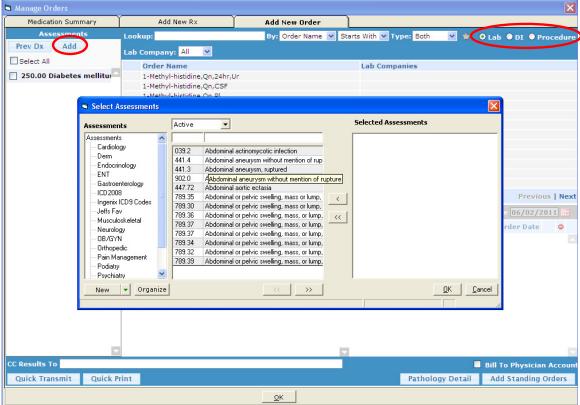
| Progress Notes 🛛 🗸 |
|--|
| tect allower 20 V. F. and tet that |
| test, allergy , 39 Y, F Sel Info Hub 123 abc street Allergies Appt(L):07/02/10(5W) Ins: Medicaid CLICK TO EDIT SECURE NO |
| X Inc. Indexade CELECR TO EDIT SECORE AC Misciples Billing Alert Bota Celecr To EDIT SECORE AC Misciples Billing Alert Construction Celecr To EDIT SECORE AC Misciples Billing Alert Construction Celecr To EDIT SECORE AC Misciples Billing Alert Construction Celecr To EDIT SECORE AC Misciples Celecr To EDIT Celecr To EDIT SECORE AC Misciples Celecr To EDIT Celecr To EDIT SECORE AC Misciples Celecr To EDIT Celecr To EDIT SECORE AC |
| Medical Summary CDSS Labs DI Procedures Growth Chart Immunization Encounters Patient Docs Flowsheets 👻 |
| SF |
| AB NOS UNCOMPLICAT-UNSP |
| Lab:a one (Ordered for 08/28/2010) |
| NOTES |
| Gastric rupture's |
| Lab:-*REPORT COMMENTS88888 (88888) (Ordered for 08/24/2010) |
| Hello Notes1 |
| Arrhythmia |
| Lab:Amylase,Serum17988 (17988W) (Ordered for 08/12/2010) |
| Lab:-*REPORT COMMENTS88888 (88888) (Ordered for 08/13/2010) |
| Procedures: |
| Immunizations: |
| Pneumococcal : 999nullnull. |
| Surgical Posting: |
| Diagnostic Imaging: |
| Lab Reports: |
| Lab:Alkaline Phosphatase67686 (67686R) (Ordered for 08/12/2010) |
| Lab:Blank testing |
| Lab:Alkaline Phosphatase67686 (67686R) (Ordered for 08/12/2010) |
| Lab:A- My instructions (Ordered for 08/26/2010) |
| Lab:Albumin17517 (17517W) (Ordered for 08/28/2010) |
| Preventive Medicine: |
| Next Appointment: |
| |
| Billing Information: |
| Dining Information: |

The modern lab view window opens:

| Manage Prescriptions | | | | × |
|-------------------------|--|----------------------|-----------------------------|-----------------------------|
| Medication Summary | Add New Rx | Add New Order | | |
| Assessments | Lookup: | By: Order Name 💌 Sta | rts With 🔻 Type: Both 🛛 🚽 🔶 | 9Lab €DI €Procedure |
| Prev Dx Add | Lab Company: All 💽 | | | |
| Select All | Order Name | | Lab Companies | |
| | Hernatology * | | | |
| | +CBC | | | |
| | A1C | | QuestHS | |
| | Accutane Panel | | | |
| | AFP, CEA, HCG | | | |
| | Albumin | | | |
| | Alkaline phosphatase | | | |
| | IH Alphafetoprotein (AFP) | | | |
| | ALT (SGPT) | | | |
| | ALT(SGPT), AST(SGOT) Amiodarone level | | | |
| | Amnodarone level | | | |
| | | | | |
| | New | | | Previous Next |
| | Today's Orders | | Future Orders | Order Date 11/23/2010 |
| | 🚍 🗖 S 🗖 F IH Description | • | T S F IH Description | Order Date 😑 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | 📕 Bill To Physician Account |
| Quick Transmit Quick Pr | int | | Pathology Detail | Add Standing Orders |
| | | <u>o</u> k | | |

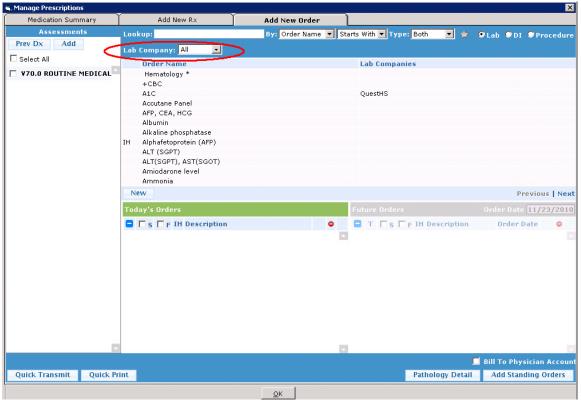
On this screen, three radio buttons are present representing 'Lab', 'DI' and 'Procedure'. It will bring the corresponding Lab, DI or Procedure ordering screens.

To add assessment (if not added earlier), click on 'Add' under Assessments from the left panel. Select the assessment you want and it will appear under the 'Selected Assessments' section. To remove the assessment, select it from the right panel and click on the left arrow. To save your changes click on OK.



The selected assessments will now display in the left panel under 'Assessments'. To associate different labs with different assessment, check the radio box corresponding to the assessment that is to be associated with tests, before ordering them and then order the tests.

To order tests, select the name of the lab from the 'Lab Company' drop down to display all labs associated with that lab company.



The lab list is the same list as under EMR -> Labs, DI, & Procedures -> Labs.

You can look up for the favorites lab that was created under EMR-> Labs, DI, & Procedures->My Labs, DI, & Procedures favorites by clicking on the star icon as shown below.

| EMR Billing Reports CCD Fax | Tools Community Meaningful Use | Lock Help | | |
|-----------------------------|--------------------------------|---------------------|-------------------------|----------------------------|
| Manage Orders | | | | |
| Medication Summary | Add New Rx | Add New Order | | \frown |
| Assessments | Lookup: | By: Order Name 🔻 Si | tarts With 🔻 Type: Both | 🛧 🏓 Lab 💿 DI 💿 Procedure |
| Prev Dx Add | Lab Company: All 🔻 | | | \smile |
| Select All | Order Name | | Lab Companies | |
| 401.1 Essential hyperter | Basic Metabolic Panel (8) | | | |
| | CBC With Differential/Platele | t | | |
| | Hemoglobin A1c Lipid Panel | | | |
| | Elpio i andi | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | New My Defaults | | | Previous Next |
| | Today's Orders | | | Order Date 06/28/2011 |
| | S F IH Description | • | 📮 T 🔲 S 🔲 F IH Descri | ption Order Date 🗢 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | 2 | | | |
| CC Results To | | | | Bill To Physician Account |
| Quick Transmit Quick P | rint | | Pathology [| Detail Add Standing Orders |
| | | <u>o</u> k | | |

You can look up labs by either 'Order Name', 'Component Name', or 'Alias.'

Order name will display the orderable tests whereas **Component name** allows you to search by the test attribute. It will display all the orderable tests that contain that specific component.

For example, searching 'Glucose' as the Order Name will display:

| Realized Prescriptions | | , | | | | <u> </u> |
|-------------------------|--------------------------|---------------------|------------------------|------------------|------------|---------------------------------|
| Medication Summary | Add New R× | Add New Order | | | | |
| Assessments | Lookup: glu | By: Order Name 💌 St | arts With 💌 Type: Both | - 🚖 | ● Lab ● D | I © Procedure |
| Prev Dx Add | Lab Company: All 💽 | | | | | |
| | Order Name | Alias Name | e Lab Co | npanies | | |
| V70.0 ROUTINE MEDICAL | H Glucose | Glucose | | | | |
| | | | | | | |
| | New | | | | 1 | Previous Next |
| | Today's Orders | | Future Orders | | | e 11/23/2010 |
| | 😑 🗖 S 🗖 F IH Description | ٥ | 🗖 T 🗖 S 🗖 F IH D | escription | Order | Date 🗢 |
| | | | | | | |
| | | | | | | |
| E | | | | 1 | Bill To Ph | ⇒ ysician Account |
| Quick Transmit Quick Pr | int | | Patho | J logy Detail | | ysician Account nding Orders |

Searching 'Glucose' as the Component will display:

| Nanage Prescriptions | | <u>×</u> |
|------------------------|---------------------------|---|
| Medication Summary | Add New Rx | Add New Order |
| Assessments | Lookup: glucose | By: Component 🔊 Starts With 💌 Type: Both 🛛 🖈 🔍 Lab 🔍 DI 🔍 Procedure |
| Prev Dx Add | Lab Company: All | |
| 🗖 Select All | Order Name | Component Name Lab Companies |
| V70.0 ROUTINE MEDICAL | Chem 7 (BUN,Cr,Lytes,Glu) | Glucose |
| | CMP | Glucose |
| | IH Urinalysis | glucose, Glucos |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | New | Previous Nex |
| | Today's Orders | Future Orders Order Date 11/23/2010 |
| | S F IH Description | T S F IH Description |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | - | |
| F | 4 | |
| | | Bill To Physician Accour |
| Quick Transmit Quick P | rint | Pathology Detail Add Standing Orders |
| 1 | | OK |

The **Alias** option allows you to lookup tests for which you have created aliases. This feature allows you to group and display tests together in the Lookup screen under the Alias name for you to order. Alias are created from EMR->Lab, DI & Procedure->Lab & DI Alias.

| EMP | Billing <u>R</u> eports CC <u>D</u> Fa <u>x</u> Tools | Co | <u>m</u> mu | nity I | Meanin | igful <u>U</u> se | Loc | : <u>k H</u> elp |
|-----|---|----|-------------|------------------------------------|--------|-------------------|-----|------------------|
| | Alerts | Þ | | | 0 | | | |
| | Immunizations | ۲ | | <u> </u> | ~ | | | |
| | Vitals | ۲ | | | | | | |
| | Labs, DI & Procedures | Þ | | Labs | | | | |
| | Miscellaneous Configuration Options | Þ | | Merge Labs | | | | |
| | Flowsheets | | | Diagnostic Imaging | | | | |
| | Flowsheet Manager | | | Procedures | | | | |
| | Rx Groups | | | Configure Labs & DI Categories | | | | |
| | eCW Visit Codes | | | Insurance, Labs & DI Associations | | | | |
| | Specialty Forms | | | Labs & DI Alias | | | | |
| | Bubble Sheet Designer | | | My Labs, DI & Procedures Favorites | | | | |
| | Questionnaire Designer | | | | | | | |
| | Physical Examination CPT Association | | | | | | | |
| | Chief Complaints and HPI Association | | | | | | | |
| | Order Set Administration | | | | | | | |
| | CDSS | ۲ | | | | | | |
| | PQRI | | | | | | | |
| | Vision | ۲ | | | | | | |
| | eClinicalMessenger | Þ | | | | | | |

To add labs to your current order, click on the 'Today's Orders' tab (it will be highlighted in green). Then select the assessment by checking the box corresponding to it, look up for the lab and click on the lab to order it. This makes the lab fall under Today's Orders tab with the linked assessment below it.

| Manage Prescriptions | | | | × |
|-------------------------|--------------------------|----------------|------------------------------|---------------------------|
| Medication Summary | Add New Rx | Add New Order | | |
| Assessments | Lookup: | By: Order Name | ▼ Starts With ▼ Type: Both ▼ | 🚖 오 Lab 🔍 DI 🔍 Procedure |
| Prev Dx Add | Lab Company: QuestHS 💌 | | | |
| 🗹 Select All | Order Name | | Lab Companies | |
| V70.0 ROUTINE MEDICAL | A1C | | QuestHS | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | New | | | |
| | | | | Previous Next |
| | Today's Orders | | Future Orders | Order Date 11/30/2010 |
| | 😑 🗖 S 🗖 F IH Description | | T S F IH Description | ion Order Date 🖨 |
| | 🗖 🗌 🔲 A1C | | • | |
| | | E MEDICAL EXA | ĸ | |
| | Accutane Pan | | • | |
| | V70.0 - ROUTIN | IE MEDICAL EXA | \sim | |
| | | | \mathbf{X} | |
| | | | \sim | |
| | | | \mathbf{X} | |
| | | | \mathbf{X} | |
| | | | | |
| | | | | Bill To Physician Account |
| Quick Transmit Quick Pr | int | | Pathology Do | etail Add Standing Orders |
| | | <u>о</u> к | | |

If you need to enter in any test specific information, click on the ellipsis next to the test name. The following screen appears:

| 🖹 A1C | × |
|---|------------------------|
| Reason | Assessments |
| ▼ | ✓ 250.00 Diabetes T II |
| Specimen Source | |
| · · · · · · · · · · · · · · · · · · · | |
| Specimen Description | |
| • | |
| Collection Volume Units | |
| | |
| Notes Time stamp Browse Age | |
| Notes <u>T</u> ime stamp <u>B</u> rowse | |
| | |
| - | |
| Internal Notes | |
| | |
| | |
| | |
| Clinical Info | |
| A | |
| | |
| | |
| | |
| <u>о</u> к | Cancel |
| | |

Enter in any specific information for that test. To transmit a test specific note, enter it in the Clinical Info box. This information will print on the eReq and will transmit in the order message. Click on OK to save the data.

If this order needs to be billed to the physician, then check the box for 'Bill to Physician Account' in the lower right corner of the ordering screen.

Once you have selected your labs to order, click on 'Quick Transmit.'

Note: Quick Print button is to print the lab order form for uni-directional interfaces. This option should not be used for bi-directional interfaces.

Some lab companies require additional information for specific tests. For these tests, you will be prompted the Ask at Order Entry Questions (AOE) when you click on 'Quick Transmit'. Fill in the answers for these AOE prompts and click on OK. These AOEs will be transmitted in the order file and will display on the eRequisition.

| a Ask at Order Entry | | | |
|----------------------|---------|------------------------------|----------|
| | | Ask at Order Entry Questions | <u> </u> |
| | | CYCLOSPORA/ISOSPORA EXAM | |
| LAB COMPANY | Generic | ~ | |
| Question | | Answer | |
| SOURCE | | | |
| | | OKCancel | |

After clicking on OK, the Quick Transmit screen will display. Select the labs you want to transmit, as well as the collection date and time.

If you want the order assigned to a specific individual, select that person from the 'Assigned To' box. Otherwise, leave it blank.

Select the lab company from the Lab drop down to which you want to transmit the order.

If there is a clinical note that will apply to all the labs, it can be entered under the 'Clinical Information' option on the Quick Transmit screen (highlighted in red below). Click on Transmit to send the order.

| Select All Image: Select | LAB CO. QuestHS |
|--|--------------------|
| A1C | |
| | QuestHS |
| Accutane Panel | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| Collection Date Time | Actual Fasting |
| ▼ 11/30/2010 ▼ 02:41 PM | Not Recorded |
| | |
| Assigned To | |
| Nurse, Nurse | ▼ |
| Select Lab | |
| QuestHS | |
| | |
| (Clinical Information) | |
| | |
| Transmit | Cancel |
| Tiguistik | 24.00 |
| Clinical Information | Cancel |

A printer dialog box will appear to print out the eRequisition.

| * T E S T 5 5 - 2 2 4 8 7 * | Vendor: eClinicalWorks eREQ | |
|--|---|--|
| Client Information: | | |
| Name: eClinicalWorks Address: 110 Turnpike Road, City, State, Zip: Westborough, MA, 01581 | Account No: 686868 Phone Number: 508-842-2 | 2070 |
| Requisition/Physicican Information: | | |
| Reg/Ctrl# (CD-): 22487 | Provider Upin: 12345 | |
| Physicaian Name: Willis, Sam | Provider NPI: 24681357 | |
| Patient Information: | | |
| Name: TEST,ZEE | Date of Birth: 12/12/1985 | |
| ID: 9109 Phone: (849)503-8237 | Sex: Male SSN: 346-45-6156 | |
| Coll Date: 09/19/2008 | Coll Time: 10:13:00 | |
| Con Date: 09/19/2008 | Con Time: 10:13:00 | |
| Responsible Party/Insured's Information: Name: Test, Zee | Relationship: Self | |
| Address: 87 Boston Turnpike Shrewsbury MA 01545 | Kelationship. Sen | |
| Primary Billing: Insurance | | |
| Medicare#: | Medicaid/HMO#: | Worker's Comp? |
| Insurance Co Name : AETNA | Payor/Carrier Code: | Physician's Provider#: |
| Insurance Address: 135 East Main Street, City, State, Zip: Westborough, MA, 01545 | Subscriber/Member# : | Group Number: |
| Tests Ordered: Comments: | AOE: | Diagnosis Codes: STAT: FASTING |
| C-Peptide - C-Peptide | | 277.3 |
| Authorization - Please sign and Date: I hereby authorize the release of medical information relat | ed to the services described hereon and auth | orize payment directly to Regional Medical |
| Labs. | | in the payment an early to regional modeal |
| Patient Signature | Date | |
| Physician Signature | Date | |
| | | |
| Print Select Printer Print Preview | | |

If the labs selected do not have corresponding codes for the lab company, the following error box will pop up after the 'Transmit' button is clicked.

| eClinicalWorks |
|--|
| 'ACTH, Plasma' does not have a lab code for 'Generic' so could not be transmitted. Do you want to add lab code now? |
| Yes No |

If you want to add the code now, click on Yes and enter in the code as described in the previous sections.

| 🛱 Lab Codes | | |
|------------------------|------|-----------|
| Lab/Imaging ACTH, Plas | sma | |
| Lab Codes | | |
| Lab | Code | |
| Bendiner | | |
| BioReference | | |
| Generic | | |
| Labcorp | | |
| Quest | | |
| | | |
| 1 | | |
| | | OK Cancel |

If you do not want the eReq to print but only want to transmit the lab, click on the arrow next to the Transmit button and select 'Transmit Only'

Note: Check with the vendor is this is acceptable, as many vendors require the paper requisitions along with the electronic order

| Select All Select All UAB CO. AlC QuestHS QuestHS QuestHS Select Lab Not Recorded QuestHS Image: Clinical Information If ansmit Cancel Print: Only Print: Only Fase Rea Print: Labels | 🐂 Transmit Labs | × |
|---|------------------------------------|---|
| Image: NAME LAB CO. Image: ArtC QuestHS Image: QuestHS Image: QuestHS Image: QuestHS <th>Select All</th> <th></th> | Select All | |
| Collection Date Time Actual Fasting Collection | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Assigned To Select Lab QuestHS Clinical Information Iransmit Print Only Fax Req | | |
| Select Lab QuestHS Clinical Information Iransmit QuestHS Print Only Fax Req | 12/20/2010 🔽 03:02 PM Not Recorded | - |
| Select Lab QuestHS Clinical Information Iransmit QuestHS Print Only Fax Req | Accianad To | |
| Select Lab QuestHS Clinical Information Iransmit Cancel Print Only Fax Req | | 1 |
| Clinical Information Iransmit Difference Print: Only Fax Req | | |
| Clinical Information | Select Lab | |
| Itensmit Cancel Print Only Transmit Conly Fax eReq Fax eReq | QuestHS | - |
| Itensmit Cancel Print Only Transmit Conly Fax eReq Fax eReq | , | _ |
| Print Only Transmit Only Fax eReq | Clinical Information | |
| Print Only Transmit Only Fax eReq | | |
| Print Only Transmit Only Fax eReq | Transmit 🖳 Cancel | |
| Transmit Only Fax eReq | | |
| Fax eReq | | |
| | | |
| | Transmit Only | |
| Transmission Report | Transmit Only Fax eReq | _ |

If you do not want to transmit the lab at this time and would just like to print or fax the eRequisition, then click on the arrow next to the Transmit button and select either 'Print Only' or 'Fax eReq'. This will just print or fax the requisition but will not transmit the order.

Order Transmission Based on Specimen Collection

eClinicalWorks has the ability to indicate in an order message whether the specimen was collected in-house or whether the patient goes to a Patient Service Center (PSC) for specimen collection. Depending on the vendor's capability to support this information, this feature is turned on accordingly from the backend.

With this feature turned on, the provider will see a 'Sp' column next to the labs in the Quick Transmit screen. Selecting this column indicates the specimen was collected in-house. Deselecting this column indicates the specimen was NOT collected in-house. Accordingly, this information is sent in the order message and printed on the eRequisition.

| Transmit Labs |
|---|
| ▲ Sp ✓ ✓ ✓ ✓ ✓ F] Q-ALT (2008-10-23) |
| Collection Date Time Image: Provide the state of the state |
| Assigned To |
| Select Lab QuestBi ▼ |
| Iransmit Cancel |

The default setting for this column can be setup as described below:

Configuring the Specimen Collection Status for Labs

The '*Specimen Collection*' box for labs can be configured as selected (checked) by default from Practice Defaults.

To configure the default *Specimen Collection* status for labs:

1. From the File menu, hover over the Settings option to open a drop-down list.

- **2.** From the drop-down list, click the Practice Defaults option. The Practice Defaults window opens.
- **3.** Click the Labs tab. The Labs options will display.
- **4.** Check the *Select 'Specimen Collection' for current labs while transmitting* box: -This will always default the 'Sp' box to be checked upon transmission.

| , Practice Defaults | × |
|--|---|
| Default values set here will be applied to all computers in all offices across the | e practice. Please make sure to choose proper defaults. |
| Front Office Mid Office Interface General Labs Styles Performance ✓ All orders must be associated with assessment(s) while ordering ✓ Change appointment provider to ordering provider when transferring later from future to current visit ✓ Allow ONLY selection of specimen source and description in lab review ✓ Show ONLY outstanding and unreviewed Future Orders in order screen ✓ Select 'Specimen Collection' for current labs while transmitting - Option must be enabled for the supporting lab interface. ✓ Select the logged in provider as the default provider while ordering labs ✓ Mark In House lab as received if results are entered manually | b Lab / DI Default Company Lab Company None DI Company None - User level default will overwrite the |
| Do not allow transfer of reviewed future orders to current visit. | Never |
| Show notes on Progress Notes for Past Results | |
| Show Lab Results on Progress Notes Show Labs/DI/Procedures notes Show only In-House labs results | DI Company Never Save Setting for Future Orders |
| Lab Results | Lookup Date Range For Viewing |
| Assign results to referring provider Assigns to ordering provider if referring provider is an external provider Enable 'Result Based Billing' interface (MUST be enabled for the interfaces as well) CPTs and diagnosis codes are associated with lab codes upon arrival of the result. Send copies of lab results to providers in the 'CC list' (internal providers ONLY) Option must be enabled for the supporting lab interface. | Lab Cumulative Report: 1000 days View All Reports by Patient: 100 days Maximum number of reports for the 6 same test in Cumulative Report - Web View of Cumulative Report must be enabled |
| | <u>O</u> K <u>C</u> ancel |

All ordered tests for a patient can be viewed in the progress note of that visit. Also it can be viewed under Labs in Patient's Hub or patient dashboard in the progress note. If the ordered lab were assigned to a staff it can be view in that staff's L jelly bean.

Transmitting Future Orders

eClinicalWorks has the ability to transmit future orders to the vendor. This feature is enabled if the vendor has capability of accepting these future orders and is typically used in the scenario where specimens are not collected in-house.

To order future tests, select the 'Future Order' tab (it will be highlighted in green) and change the order date by picking a future date and select the tests from the top panel. These will be moved down to the circled tab.

| C | urrent Meds | | | Add N | lew Rx | Add Net | w Order | | | | | | | | | | |
|--|---|----------|--|---|---|--|---------|----------|--------|------------|--|--|--|----------|-------------------------|-------|-------|
| ٨ | ssessments | Loo | k up: | | | By: Order Name | | Starts V | With 💌 | Тур | e: Both | | * 0 | DLab 🔘 | DI 0 | Proc | edure |
| Prev | Dx Add | Lab | Come | pany: 🔇 | uest. | | | | | | | | | | | | |
| Select All | | | | Name | | | Alias | Name | | | Lab | Compar | tires. | | | | |
| □ 456.5 □ 382.01 □ 008.61 □ V03.7 □ 653.80 | Cyclical vomiting Angodysplasia of stomach and duodenum (without mention of hemorrhage) Chronic duodenal ucler with perforation and obstruction Tetanus AB NOS W COMPL NOS-UNSP | н | -"my t -"REP(OLGO: -ELECT -EL | est (code ORT COM KIN LEVE) RROLYTES PROFILE Instructio EMOGLOR Smooth N ted PTT0 al Ab w/rt n17517 (| ; ns IDN (DBS)58844 (58 Iuscle) Ab (IgG)150- | 844) 43 (150 | Bhavin | | | | Que Que Que Que Que Que Que Que Que Que | st st, Fake L st st st st st st, Medite st, GHS, I st, Medite st, Medite | ab, Generic sch Keditech sch, Generic | | | | |
| 756.0 | Fennicks disease | N | ew | | | | | | - | - | | | | | Previ | 0.00 | - |
| 414.00 | ASHD-CAD | SUT | | | | | | C | Futur | e Ord | kr | | | Order D | ate 09 | /03/2 | 2010 |
| 653.90 | AB NOS UNCOMPLICAT- UNSP | | E is | E. | Description | | | • | | - | is Ef | Descr | iption | | Date | | - |
| 729.5 | Finger Pain | | Г | | Activated PTTO 456.5 - Cyclical v | | | • | | | | | - Chroni | . 08/24 | /2010 | - | • |
| □ v70.7 | Gastric rupture's | | | | 008.61 - Chronic | duodenal ulcer wit | | | | | | 382.01 | - Angiod Gastric | | | | |
| 737.30 | Gastric acidity's | - | - | | | hatase67686 (6768 | | • | - | | | | Castric | 08/26 | /2010 | 1001 | |
| 653.70 | Arrhythmia A8 NOS W COMPL | 8 | - | | Blank testing | | | • | | | | | - Chroni | | | | |
| 0.037.00 | NECKINSP | 1 | Г | | 456.5 - Cyclical v Actin (Smooth 15043 | ombing Muscle) Ab (IgG) splasia of stomach | | • | - | • r | | 456.5 A- My | Cyclca instructi | 08/26 | /2010 /2010 /2010 | | • |
| | | | | | | duodenal ulcer wit | | | | | | AICH | | | | | |
| C Results T | Willis, Sam; Babra, Bhav | ina; San | n,Sam | FINNER | AN, MATTHEW; Che | ung,Chi | | | | | | | I | Bill To | Physici | ian A | ccou |
| Quick Tr | ansmit Quick | Print | | | | | Path | ology (| Detail | | Add Sta | nding () | rders Pr | int Impo | orted | Resi | alts |

Once selected, click on Quick Transmit and the current order and future orders will display on the screen when the lab company is selected from the drop down.

NOTE: The future labs will only display for the lab company if this feature is enabled.

If specimens are collected in-house, patients may return to have these tests done. In this scenario, provider can transfer these future orders to the current visit. This can be done by clicking on the blue arrow under the 'Future Order' tab as shown in the screen shot below. This will move the future order to the current order for that visit.

| Medication Summary | Add New Rx | Add New Order |
|--|---------------------------|--|
| Assessments | Lookup: urina | By: Order Name 💙 Starts With 💙 Type: Both 💙 🔶 O Lab 🔍 DI 🔍 Procedu |
| Prev Dx Add | Lab Company: All 💌 | |
| Select All | Order Name | Lab Companies |
| 250.00 Diabetes mellitu: | Urinalysis (hospital) | |
| | URINALYSIS W/ALBUMIN | Quest |
| | Urinalysis, Complete | |
| | IH Urinalysis, Routine | |
| | URINALYSIS,COMP,W/RF CULT | Quest |
| | URINALYSIS,COMPLETE | Quest |
| | URINALYSIS, MACROSCOPIC | Quest |
| | URINALYSIS, REFLEX | Quest |
| | Today's Orders | Future Orders Order Date 06/30/2011 |
| | S F IH Description | 🗢 📮 T 🗌 S 🛄 F IH Description Order Date 🗢 |
| | | 🛆 🍞 🕒 🔲 IH Urinalysis, 06/30/2011 🗢 |
| | | Transfer to todays visit 250.00 - Diabet |
| | | |
| | | |
| | | |
| | | |
| | | |
| | 1 | |
| C Results To | 1 | Bill To Physician Acco |
| C Results To Quick Transmit Quick F | rint | Bill To Physician Acco Pathology Detail Add Standing Orders |

Once the order is transferred to today's visit, the order will appear in the Today's order tab disappearing from Future orders as shown below.

| Manage Orders | | |
|----------------------------|---|--|
| lis,Sam) | Community Meaningful Use Lock Help | |
| Manage Orders | Community Meaningfur Use Lock Hep | × |
| Medication Summary | Add New Rx Add New Orde | |
| Assessments | Lookup: urina By: Order Nam | ne 🗸 Starts With 🗸 Type: Both 🛛 😭 💿 Lab 🔍 DI 🔍 Procedure |
| Prev Dx Add | | |
| Select All | | |
| ✓ 250.00 Diabetes mellitu: | Order Name Urinalysis (hospital) | Lab Companies |
| | URINALYSIS W/ALBUMIN | Quest |
| | Urinalysis, Complete | un ● Undersal |
| | IH Urinalysis, Routine | |
| | URINALYSIS,COMP,W/RF CULT | Quest |
| | URINALYSIS,COMPLETE URINALYSIS,MACROSCOPIC | Quest Quest |
| | URINALYSIS,REFLEX | Quest |
| | New My Defaults Today's Orders | Previous Next |
| | S F IH Description | Order Date |
| | - IH Urinalysis, Routine | • • |
| | 250.00 - Diabetes mellitus | |
| | | |
| CC Results To | | Bill To Physician Accoun |
| Quick Transmit Quick P | rint | Pathology Detail Add Standing Orders |
| | <u>o</u> k | |

Dymo Label Printing

If you would like to print labels from your Dymo label printer, you need to setup the labels for the lab company.

To configure Dymo labels, go to File -> Lab Companies. Select the lab company and click on 'Configure Labels.'

| Lab Company List | | | | | | | | |
|---|------------------------------|--------------------------|-------|-----|-----|-----|----------------|----------------|
| Lookup Lab | | | | | | New | <u>U</u> pdate | X Delete |
| Name Bendiner BioReference Generic | Address | City | State | Tel | Fax | E-M | ail Addres | s |
| Quest | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| < Prev Next > | nter Facility Account Number | Configure <u>L</u> abels | | | | | <u>о</u> к | <u>C</u> ancel |

A default template has already been created. To select that template, select 'Default [T]' from the 'Available Templates' dropdown. The Selected Tags will print on the label. Additional tags can also be added from the 'Available Tags' list by selecting on the tag and clicking on the '>' button.

| Configure Specimen Labels for G | eneric | × |
|---|---|---|
| Configure Labels Available Templates Default [T] Available Tags Patient Account No Patient External MRN Client Account No Order Date Requisition No. Collection Date Collection Date Collection Time Patient First Name Patient First Name Patient Middle Initial Patient DOB Patient SSN Patient Address1 | Selected Tags Order#: {ReqNo} Client Code: {SendFac} Patient Name: {plname}, {pfname} Patient DOB: {pdob} Coll Date: {CollDate} Time: {CollTime} | |
| | | , |

You can also set up tags to print with a barcode on the label by selecting on the tag and clicking on the barcode icon shown above.

You can create your own template by selecting the appropriate tags and clicking on OK. This template is now saved for that lab company.

To print these labels, go to Lab Reports -> Quick Transmit. Select the lab company and then select 'Print Labels' from the Transmit dropdown.

| Select All |
|--|
| NAME LAB CO. |
| |
| |
| |
| Collection Date Time Actual Fasting Collection Date Time Actual Fasting 12/20/2010 Image: 03:02 PM Not Recorded Assigned To |
| Select Lab |
| QuestHS |
| Clinical Information |
| Iransmit Dancel |
| Print Only Transmit Only Fax Req Print Labels Transmission Report |

A print preview will display and you can choose the number of copies you want to print. Hit Print to print the labels.

NOTE: A DYMO label printer is required.

| 8 | Preview Label for Quest | | X |
|---|---|--------------------|---|
| | Preview | | |
| | Req# 23039 Acct# Y Test Test * 2 3 0 3 9 * | | |
| | Number of copies | rint <u>C</u> lose | |

Reason Status

There are different interface reason statuses that are found in the reason column for Labs under Lab result screen.

1. **Transmitted to 'Lab Company'**- After the order has been successfully transmitted, the 'Reason' column under Labs Results screen will be updated to display 'Transmitted to 'Lab Company' as shown below.

| 🖷, Lab Results | | × |
|--|---|-----------------|
| Patient Sel Info Hub Test, Lab DOB:4/4/1980 Age:31Y Sex:M Tel:508-614-5083 Acct No:44437, WebEnabled: No | Status: Open C Reviewed Image: Comparison of the state of | |
| Don't publish to Web Portal Lab Lab CBC (INCLUDES DIFF/PLT) | Order Date Collection Date | Future Order |
| Reason | Actual Fasting | |
| Transmitted to Westborough M | Not Recorded 💌 🗖 Ordered Fasting | |
| Source | Description Collecti | on Volume Units |

 Ready to transmit – After the order is transmitted, if the order is in pending state to be transmitted from eCW the 'Reason' column under Labs Results screen will be updated to display 'Ready to Transmit' as shown below.

| 🐂 Lab Results | د |
|-------------------------------------|---|
| Patient Sel Info Hub | Status: © Open © Reviewed 🜘 何 🦷 |
| Kumar, Raj DOB:4/12/1971 Age:40Y | Provider: Willis, Sam 🗨 🔜 |
| Sex:M Tel:555-555-5592 | Facility: Westborough Medical Assoc |
| Acct No:93, WebEnabled: Yes | AssignedTo: eclinicalworks, support |
| 🔽 Don't publish to Web Portal | Future Order |
| Lab Information | |
| Lab | Order Date Collection Date Time |
| HEMOGLOBIN A1c | <u>डस्</u> 10/12/2010 🔽 10/12/2010 🔽 10:06 AM |
| Reason | Actual Fasting |
| Ready to Transmit | Not Recorded 💌 🗖 Ordered Fasting |
| _ Specimen | |
| Source | Description Collection Volume Units |
| _ | ▼ |

3. **Requisition Printed: 'Lab Company'** - When 'Print Only' option is used to print the eRequisition, the reason message is updated to Requisition Printed: 'Lab Company' as shown below

| Lab Results | |
|--|--|
| Patient Sel Info Hub Lab, Larry DOB:1/1/1983 Age:28Y Sex:M Tel:561-750-4753 Acct No:9122, WebEnabled: No | Status: Open Reviewed Provider: Willis, Sam Image: Sam Facility: Westborough Medical Assoc Image: Sam AssignedTo: Willis, Sam Image: Sam |
| Don't publish to Web Portal | Future Order |
| Lab Information Lab AMYLASE,SERUM | Order Date Collection Date Time Set 1 /16/2009 I /15/2009 04:55 PM |
| Reason Requisition Printed: Quest | Actual Fasting Not Recorded Ordered Fasting |
| Specimen | |
| Source | Collection Volume Units |

4. **Received** – 'Lab Company' - Once the result comes back from the lab, the reason will change to 'Received – 'Lab Company'.'

| 🐂 Lab Results | × |
|--|--|
| Patient Sel Info Hub Durana, Dorisa DOB:4/19/1942 Age:69Y Sex:M Tel:555-555-5516 Acct No:9307, WebEnabled: No | Status: Open Reviewed Provider: Willis, Sam Image: Sam Facility: Westborough Medical Assoc Image: Sam AssignedTo: Willis, Sam Image: Sam |
| Don't publish to Web Portal Lab Information | Future Order |
| Lab PROTEIN, TOTAL, RANDOM URIN Reason | Order Date Collection Date Time JE Set 12/3/2008 Image: 2008 10:40 AM Actual Fasting |
| Received -Westborough Medica | |
| Source | Description Collection Volume Units |
| Received Date 10/8/2010 | Result |
| Order Date Coll Date | CREATINI CREATINI PROTEIN, PROTEIN, |
| 10/08/2010 10/08/2010 10/08/2010 10/08/2010 | 173 318 55 99 1384 137 |
| 10/08/2010 10/08/2010 | 131 1237 162 |

5. **Reconciled** – 'Lab Company' - If the results were reconciled immediately after selecting Reconcile Now under File->Reconcile lab result, then the Reason field will update to Reconciled – 'Lab Company' as shown below

| 🐃 Lab Results | | | | | | | × |
|--|-------------|---|--------------------|---------------------------------|--------------|-----------------|-----------------|
| PatientSelInfoHubDurana, DorisaDOB:4/19/1942Age:69YSex:MTel:555-555-5516Acct No:9307, WebEnabled: No | Prov Fac | atus: © Op ider: Willis ility: West edTo: Willis | , Sam borough M | viewed Iedical Assoc | | ₩ High | Priority use |
| Don't publish to Web Portal Lab Information | | | | | | | re Order |
| Lab RENAL FUNCTION PANEL W/EGF | RSel | Order Date | | Collection Da [2] 12/ 3 /200 | | Time 08:37 A | M |
| Reason Reconciled-Westborough Medica | _ | al Fasting Recorded 💌 |] 🗖 Order | red Fasting | | | |
| Source | Descriptio | on | | c T | ollection Vo | olume U | nits |
| Results | .0 💌 | Result | : | | | | |
| Order Date Coll Date | ALBUMIN | BUN/CRE4 | CALCIUM | CARBONI | CHLORID | CREATIN | II eGf 🔺 |
| 10/08/2010 10/08/2010 | 3.8 | 41 | 10.0 | 23 | 109 | 1.70 | 36 |
| 10/08/2010 10/08/2010 | 3.7 | 22 | 9.2 | 16 | 110 | 1.23 | 53 |
| 10/08/2010 10/08/2010 | 4.0 | 25 | 9.2 | 19 | 112 | 2.48 | 32 ▼ |

6. **Manually Reconciled** – **'Lab Company'** - If the results were manually reconciled then the Reason field will update to Manually Reconciled – **'Lab Company'** as shown below.

| Lab Results | | | | | | |
|---|-------------|---|--------------|------------|-----------------------------|------------------------------|
| Patient Sel Info Hub Durana, Dorisa DOB:4/19/1942 Age:69Y Sex:M Tel:555-555-5516 Acct No:9307, WebEnabled: No ✓ Don't publish to Web Portal | Provider: | ● Open C R Willis, Sam Westborough Willis, Sam | | | 🗖 InHo | Priority puse re Order |
| - Lab Information Lab | Orde | er Date | Collection | Date | Time | |
| RENAL FUNCTION PANEL W/EGR | | 3 /2008 🔻 | 12/3/2 | | 08:37 / | AM |
| Manually Reconciled - Westborn | Not Reco | rded 🔽 🗖 Ord | lered Fastin |] | | |
| Source | Description | | - | Collection | Volume L | Jnits |
| Results Received Date 11/1/201 | .0 💌 | Result | | | | • |
| Order Date Coll Date | ALBUMIN BUI | V/CRE4 CALCIU | JM CARBO | I CHLORI | DE CREATII | VI eGf 🔺 |
| 🖉 10/08/2010 10/08/2010 | 3.8 41 | 10.0 | 23 | 109 | 1.70 | 36 |
| 2 10/08/2010 10/08/2010 | 3.7 22 | 9.2 | 16 | 110 | 1.23 | 53 |
| 10/08/2010 10/08/2010 ◀ | 4.0 25 | 9.2 | 19 | 112 | 2.48 | 32 |

| Labs (Test, Lab) Lab Cate | = | | | | | | | | |
|----------------------------|------|---------|----------------|-------------------|----------------------------|------------------|--------------|---------|--------------|
| LAB CATEGORIES | Show | CC List | | | | | New Delete | Cumula | itive Report |
| ALL | 2 I | нм о | 🖉 🧷 Order Date | Coll Date Result | Date Labs | Reason | Result | Receive | d Reviewed |
| ANATOMIC PATH/CYTO | • | C | 11/01/2010 | | CBC (INCLUDES DIFF/PL) | T) Ready to Tran | | No | No |
| BLOOD BANK | ⊞ [| ۷ | 10/29/2010 | 11/02/ | 2010 Lipid Panel With LDL | | Normal | Yes | No |
| BLOOD GASES | ± 🗖 | С | 10/15/2010 | | CBC (INCLUDES DIFF/PLT |) Transmitted t | | No | No |
| CHEMISTRY | • | С | 10/15/2010 | | LIVER PANEL II | Requisition P | | No | No |
| COAGULATION | ⊞ [| С | 10/13/2010 | 10/15/ | 2010 Hemoglobin A1c | | High | Yes | Yes |
| GENETICS | • | С | 10/13/2010 | 10/15/ | /2010 Urinalysis, Complete | | Negative | Yes | Yes |
| HEMATOLOGY | • | С | 10/13/2010 | 10/13/2010 10/15/ | 2010 CBC With Differentia | | Abnormal | Yes | Yes |
| IMMUNOLOGY | • | С | 10/13/2010 | 10/15/ | 2010 TSH+Free T4 | | High | Yes | Yes |
| IMMUNOLOGY RAST | | С | 10/13/2010 | 10/15/ | 2010 RENAL FUNCTION PANEL | Manually Reco | | Yes | No |
| MICROBIOLOGY | | С | 10/13/2010 | | 2010 URINALYSIS, COMPLETE | | | Yes | Yes |
| MISC BODY FLUIDS | ⊞ [| | | 10/15/ | 2010 ORINALTOIS, COMPLETE | Received -wes. | | Tes | |
| TOXICOLOGY/DRUG MO | • | C | 10/13/2010 | | SODIUM | | | No | No |
| URINALYSIS / URINE | | | | | | | | | |
| URINE CHEMISTRY | | | | | | | | | |
| URINE STUDIES | | | | | | | | | |

These statuses can also be found under Labs in Patient's Hub or Progress Note.

A new feature in 9.0 (which is itemkey enabled) will create a new column called 'Interface Status' which will populate with the interfaces messages above, instead of populating in the 'Reason' column. This can be activated per client request.

| LAB CATEGORIES | | Shov | V CC L | .ist | | | | | | | | | New Delet | e Cumulative Repor | : |
|---------------------|-----|------|--------|------|---|---|---|------------|------------|-------------|-----------------|----------|-------------|----------------------|----------|
| ALL | 1 | | ۵ | 🖌 нм | 0 | 2 | 2 | Order Date | Coll Date | Result Date | Labs | Reason | Result | Interface Status | |
| ANATOMIC PATH/CYTO | Œ | | | | С | | 1 | 2/14/2010 | 12/20/2010 | | A1C | | | Transmitted | 0 |
| BLOOD BANK | Œ | | | | С | | 1 | 2/14/2010 | 12/20/2010 | | TSH | | | Transmitted | mitted t |
| BLOOD GASES | Œ | | ۵ | | Т | | 1 | 12/09/2010 | | | testcpl | | | | |
| CHEMISTRY | Œ | | | | F | | 1 | 12/09/2010 | | | A1C | | | | |
| COAGULATION | Œ | | | | С | | 1 | 12/09/2010 | | | A1C | | | Requisition | |
| GENETICS | | | | | F | | 1 | 12/07/2010 | | | testcpl | | | | |
| HEMATOLOGY | | | A. | | с | | 1 | 12/07/2010 | | | Alkaline phosph | | | Requisition | |
| HEMATOLOGY/COAGULA | | | | | с | | 1 | 12/07/2010 | | | Accutane Panel | | | Requisition | |
| IMMUNOLOGY | | - | - | | с | | | 1/23/2010 | | | Accutane Panel | | | | |
| IMMUNOLOGY RAST | | | | | | | | | | | | | | | |
| MICROBIOLOGY | | | | | С | | | 1/23/2010 | | | A1C | | | | :ti |
| MISC BODY FLUIDS | 1 0 | | ۵. | √ | С | Q | 1 | 1/16/2010 | 08/16/2007 | 08/17/2007 | Lipid Profile | Кеер | Normal | | |
| New Category | Œ | | | 1 | С | | 1 | 1/16/2010 | | 03/18/2010 | Glucose | Diabetes | Normal | | |
| TOXICOLOGY/DRUG MO. | 1. | | ۵ | 1 | С | 2 | 1 | 1/16/2010 | 08/16/2007 | 08/17/2007 | CMP | Кеер | | | |
| URINALYSIS / URINE | 1 . | | | 1 | С | 2 | 1 | 1/16/2010 | 08/16/2007 | 08/17/2007 | PSA | Кеер | | | |
| - | | | | | | | | | | | | | | Next | |

Receiving and Reviewing Results

To view labs for a specific patient, you can click on the Labs button from the Progress Note or from the Patient Hub. It lists all labs ordered for that patient.

When the result comes back, you will see a pink paper clip on the left of the lab with a message from which lab company it was received from in the 'Reason' column.

| AB CATEGORIES | Γ | s | how | CC LI | ist | | | | | | | | | New Delete | Cumulati | ve Report |
|--------------------------------|-----|-----|-----|-------|-----|-----|------|----------|-----------|--------|----------|----------------------|---------------|--------------|----------|-----------|
| ALL | 2 | | ŀ | IM (|) 🍯 | 2 4 | 🦻 Or | der Date | Coll Date | Res | ult Date | Labs | Reason | Result | Received | Reviewed |
| NATOMIC PATH/CYTO. | e | ± | | C | - | | 12 | /14/2010 | 12/20/201 | 0 | | A1C | Transmitted t | | No | No |
| BLOOD BANK | 6 | ± | | ¢ | - | | 12 | /14/2010 | 12/20/201 | 0 | | TSH | Transmitted t | | No | No |
| LOOD GASES | 6 | Ξļ | | 1 | • | | 12 | /09/2010 | | | | testcpl | | | No | Yes |
| HEMISTRY | 6 | ± | | F | | | 12 | /09/2010 | | | | A1C | | | No | No |
| OAGULATION | e | ± | | (| : | | 12 | /09/2010 | | | | A1C | Requisition P | | No | No |
| SENETICS | 6 | ± | | F | | | 12 | /07/2010 | | | | testcpl | | | No | No |
| IEMATOLOGY | G | ± | | C | : | | 12 | /07/2010 | | | | Alkaline phosphatase | Requisition P | | No | Yes |
| IEMATOLOGY/COAGULA | 2.6 | ± | - | (| | | 12 | /07/2010 | | | | Accutane Panel | Requisition P | | No | Yes |
| MMUNOLOGY | | | - | 0 | : | | 11 | /23/2010 | | | | Accutane Panel | | | No | No |
| MMUNOLOGY RAST MICROBIOLOGY | 6 | E | - | 0 | | | 11 | /23/2010 | | | | A1C | | | No | No |
| AISC BODY FLUIDS | 2.6 | Ð I | | (| - 6 | 2 | 11 | /16/2010 | 08/16/200 | 17 08/ | 17/2007 | Lipid Profile | Received from | Normal | Yes | Yes |
| lew Category | 6 | Ð J | | Ċ | | | 11 | /16/2010 | | 03/ | 18/2010 | Glucose | Diabetes | Normal | Yes | No |
| OXICOLOGY/DRUG MO. | 2.6 | Ð J | | C | - 6 | 2 4 | 2 11 | /16/2010 | 08/16/200 | 08/ | 17/2007 | CMP | Received from | | Yes | Yes |
| IRINALYSIS / URINE | 2.6 | Ð J | | (| - 6 | 2 | 11 | /16/2010 | 08/16/200 | 7 08/ | 17/2007 | PSA | Received from | | Yes | No |

A new feature in 9.0 is to view the discrete values of the result by clicking on the + sign. This expands the result to display the values as shown below:

| C 🥖 🦧 11/16/2010 08/16/2007 08/17/2007 CMP | Re | Received from | | | | |
|--|--------|---------------|--|--|--|--|
| Attributes | Values | Range | | | | |
| BUN/Creatinine Ratio | 13 | | | | | |
| Calcium | 9.9 | | | | | |
| Carbon Dioxide | 25 | | | | | |
| Chloride | 104 | | | | | |
| Creatinine | 1.2 | | | | | |
| Glucose | 92 | | | | | |
| Potassium | 4.7 | | | | | |
| Sodium | 140 | | | | | |
| Urea Nitrogen (BUN) | 15 | | | | | |

To view the electronic result, click once on the pink paper clip. The following will display:

| 114 | orough Medical Associ Turnpike road Suite 20 estborough, MA 01581 508-836-2700 |)4 | <u>_</u> |
|--|---|--|---|
| | | | |
| Requesting: Willis, Sam | PATIENT INF | ORMATION | |
| | Name: test DOB: 01/0 Sex: fem | , Lab)1/1980 | |
| REPORT DETAILS | REPORT DAT | ES | |
| Name: CMP Accession ID: 25104 Lab Ref Id: 25104 | Order: Collection: Report: | 11/16/2010 11/16/2010 13:51:00 11/16/2010 | |
| NAME | ALUE | REF RANG | E |
| UREA NITROGEN (BUN) 1 CREATININE 1 BUN/CREATININE RATIO 1 SODIUM 1 POTASSIUM 4 CHLORIDE 1 CARBON DIOXIDE 2 | 2 5 .2 3 40 .7 04 5 .9 | 65-99 MG/I 7-25 MG/D 0.5-1.2 MG 6-25 (CALC 135-146 M 3.5-5.3 MM 98-110 MM 21-33 MMC 8.5-10.4 M | L G/DL C) MOL/L 10L/L DL/L |
| Patient | :: test, Lab DOB: 01/01/ | <u>ʻ1980</u> | |
| 🖨 Print 🧔 Eax | Patient Hub | | Cancel |

You can also print or fax the report from this screen.

To view the original order with the values populating in the yellow grid, directly click on the test name, and the following screen will appear:

| 🛢 Lab Results | | | | | |
|-------------------------------------|----------------|---------------|-----------------|---------------|------------|
| Patient Sel Info Hub | Status: O | Open 🖲 R | eviewed 🤇 | | |
| test, Lab DOB:12/12/1961 Age:49Y | Provider: Wi | lis, Sam | • | | |
| Sex:F Tel:508-888-8888 | Eacility: We | sthorough | Medical Assoc 🔻 | i 🖬 🥌 | |
| Acct No:75802, WebEnabled: No | | | Medical Assoc | Hig | h Priority |
| , | AssignedTo: Wi | lis, Sam | <u> </u> | 🛄 🔲 🔲 Inf | louse |
| 🔲 Don't publish to Web Portal | | | | 🔲 Fut | ure Order |
| Lab Information | | | | | |
| Lab | Order Da | | Collection Date | Time | |
| СМР | Sel 11/16/2 | 010 🔽 | ✓ 11/16/2010 | 01:51 | PM |
| Reason | Actual Fasting | | | | |
| Received from Generic | Not Recorded | 🗖 🗖 Ord | ered Fasting | | |
| Specimen | | | | | |
| | Description | | Colle | ection Volume | Units |
| | | | | | |
| ⊂ Results | | | | | |
| Received Date 11/16/2010 | Res | ult | | | ~ |
| | | ro Creatini | ine BUN/Crea S | | ium Chlori |
| A 11/16/2010 11/16/2010 | 92 15 | 1.2 | 13 14 | 4.7 | 104 |
| | | | | | |
| • | | | | | |
| Assessments: | Show Specify | Notes: | Addendum | | |
| | | add note | | | A |
| | | | | | |
| 1 | | | | | 7 |
| Clinical Info: | | Internal | Notes: | eClinicalMes | senger |
| lab req | | ecw only | | | * |
| Custom 🖉 Reports 🛛 P <u>r</u> int 🔻 | Midmark ECG | Display | Graph Opti | ions 🔻 | _ |
| | <u>о</u> к | <u>C</u> ance | I | | |

To view all the results in one report, click on the 'Cumulative Report' button on the Labs screen.

| , Labs (test, Lab) Lab Categ | iory- | -All | l j | | | | | | | | | | | |
|---------------------------------|-------|------------|-------|------|----|-----|------------|------------|-------------|----------------------|---------------|---------------------|----------|-------------|
| LAB CATEGORIES | Г | Sh | ow CC | List | | | | | | | | New Delete | Cumula | tive Report |
| ALL | ! | | ΗМ | 0 | Ø, | Q (| Order Date | Coll Date | Result Date | Labs | Reason | Result | Received | d Reviewed |
| ANATOMIC PATH/CYTO. | | • [| 1 | С | | 1 | 12/14/2010 | 12/20/2010 | | A1C | Transmitted t | | No | No |
| BLOOD BANK | | ± [| 1 | С | | 1 | 12/14/2010 | 12/20/2010 | | TSH | Transmitted t | | No | No |
| BLOOD GASES | | ± [| 1 | т | | 1 | 12/09/2010 | | | testcpl | | | No | Yes |
| CHEMISTRY | | ± [| 1 | F | | 1 | 12/09/2010 | | | A1C | | | No | No |
| COAGULATION | | • F | 1 | С | | 1 | 12/09/2010 | | | A1C | Requisition P | | No | No |
| GENETICS | | ± [| 1 | F | | 1 | 12/07/2010 | | | testcpl | | | No | No |
| HEMATOLOGY | | • F | 1 | С | | 1 | 12/07/2010 | | | Alkaline phosphatase | Requisition P | | No | Yes |
| HEMATOLOGY/COAGULA | 1 | • F | 1 | С | | 1 | 12/07/2010 | | | Accutane Panel | Requisition P | | No | Yes |
| | | | 1 | C | | 1 | 1/23/2010 | | | Accutane Panel | | | No | No |
| IMMUNOLOGY RAST MICROBIOLOGY | | | | С | | t | 1/23/2010 | | | A1C | | | No | No |
| MISC BODY FLUIDS | • | | | с | Q | t | 1/16/2010 | 08/16/2007 | 08/17/2007 | Lipid Profile | Received from | . Normal | Yes | Yes |
| New Category | | | | С | | t | 1/16/2010 | | 03/18/2010 | Glucose | Diabetes | Normal | Yes | No |
| TOXICOLOGY/DRUG MO. | 1 | • Г | 1 | с | Q | Ø 1 | 1/16/2010 | 08/16/2007 | 08/17/2007 | CMP | Received from | | Yes | Yes |
| URINALYSIS / URINE | : | • Г |] | С | l | 1 | 1/16/2010 | 08/16/2007 | 08/17/2007 | PSA | Received from | | Yes | No |
| • • | | | | | | | | | | | Red | ceived from Generic | :] | Next |

Note: A new feature of 9.0 is that manually entered results will also display in this report; It will show both electronic and in-house values.

| , Cumulative Report (test, Lab - 12/12/1961) | | | | | | | |
|--|---------------------------|-----------------------------|------------|-----|-------|--|--|
| From 06/01/2006 | Lookup By Collection Date | • | Categories | ALL | ▼ | | |
| To 12/21/2010 | Sort By Collection Date | • | Lab | | Clr | | |
| Patient Name: test, Lab | | | | | | | |
| Telephone: 508-888-8888 | | | | | | | |
| | CBC UNASSDIFF.2 | 2202 | | | | | |
| COLLECTION DATE | 10/10/20 | 08 | | | | | |
| ORDER DATE | 08 | | | | | | |
| RESULT DATE | 12/21/20 | | | | | | |
| ORDERING PHYSICIAN | Sam Willis | | | | | | |
| HCT | 34.0 (34.0- | | | | | | |
| HGB | | -15.7 G/DL) L | | | | | |
| MCH | 34.0 (PG) | | | | | | |
| MCHC | 36.0 (G/DL | | | | | | |
| MCY | 81.0 (81.0- | | | | | | |
| RBC | 15.00 (4.2- | | | | | | |
| WBC | SAPRO1 (4 | .5-13.0 /CMM) | | | | | |
| | Lipid Profile | | | | | | |
| COLLECTION DATE | | 08/16/2007 | | | | | |
| ORDER DATE RESULT DATE | | 11/16/2010 | | | | | |
| ORDERING PHYSICIAN | | 08/17/2007 Sam Willis MD | | | | | |
| Triglycerides | | 70 (55 - 115 mg/dl) | | | | | |
| Total Chol | | 166 (55 - 115 mg/dl) | 1 | | | | |
| HDL | | 61 (50 - 100 mg/dl) | | | | | |
| LDL | | 91 (100 - 150 mg/dl) | 1 | | | | |
| | | , (), | | | | | |
| COLLECTION DATE | СМР | 08/16/20 | 07 | | | | |
| ORDER DATE | | | | | | | |
| RESULT DATE | | 11/16/2010 08/17/2007 | | | | | |
| ORDERING PHYSICIAN | | Sam Willi | | | | | |
| Glucose | | 92 | | | | | |
| Urea Nitrogen (BUN) | | 15 | | | | | |
| Creatinine | | 1.2 | | | | | |
| BUN/Creatinine Ratio | | 13 | | | | | |
| Sodium | | 140 | | | | | |
| Potassium | | 4.7 | | | | | |
| Chloride | | 104 | | | | | |
| Carbon Dioxide | | 25 | | | | | |
| Calcium | | 9.9 | | | | | |
| | PSA | | | | | | |
| COLLECTION DATE | | 08/16/20 | 07 | | | | |
| ORDER DATE | | 11/16/20 | | | | | |
| RESULT DATE | | 08/17/20 | 07 | | | | |
| Print Fax | | | | | Close | | |

The Cumulative Report lets the provider search within a specific date range, and do a lookup or sort by either Collection or Order date. The provider also has an option of searching by a specific lab category or pulling up a report for a specific test. This report can be printed or faxed.

Another area in eClinicalWorks from where the provider can track all the labs is from the 'Labs/Imaging' section.

- 7. '*Outstanding*' lists all the labs that have been ordered and for which the results have not yet come in.
- 8. 'To be Reviewed' lists all labs for which the results have come back.
- 9. '*Reviewed*' lists all reviewed labs which are locked and no more changes can be made.

| ile <u>P</u> atient ≦che | edule I | EMR <u>B</u> illing | <u>R</u> eports F | ax <u>T</u> ools | Lock Worl | kstation <u>t</u> | įelp | | | | | | | | | |
|--------------------------|------------|---------------------|-------------------|------------------|-----------|-------------------|---------------------|-----------|-------------|----------|------------|------------------|----------|---------------------|-------------------|--------|
| 🕑 eC | lini | calWo | orks ' | • 💦 | - 0 | 0 | 0 | | | | <u>s</u> (| <mark>o D</mark> | 1 | <u>R</u> 🕕 <u>T</u> | 0 L 🚺 | M 🖸 |
| Admin | Lab | s 🔻 | | | | | | | | | | | | | | |
| Practice | 12 | abs/Im | aging | 1 📥 🗌 | Outsta | ndina | To be review | ed Re | viewed | Futi | ire | By pa | tient | All | | |
| S 🗖 | | | uging | | | | | | 11 | 4.11 | | | | | | |
| Villis,Sam | | der All | | | Assig | | | × | Facility | | | 1 10 | | Print Report | ✓ … Transmit (| n.d |
| viiiis,sairi | <u>ا</u> ا | | | Electron | | | Send-Out | | | New | • | View | ▼ | | | Jraers |
| | ! | Order Date | Patient | | | | nostic Imaging | Reason | | | | | | Result | AssignedTo | |
| ffice Visits | | 09/18/2008 | Test, Ze | | | C-Peptide | | | | | | | | | None | |
| mice visits | | 08/25/2008 | Test, Te | | | CBC w/D | fferential | | | | | | | | None | |
| 57 8 | | 08/22/2008 | Test, Te | | | Ammonia | | | | | | | | | None | |
| | ! | 07/18/2008 | Test, Tin | a | | Amino Aci | d Screen | | ted to Orde | | c | | | | Willis, Sam | |
| Lab | ! | 07/18/2008 | Test, Tin | | | P-Lead | | Transmit | ted to PAM | L | | | | | Willis, Sam | |
| | | 06/11/2008 | Test, Te | st M | | L-Oxycod | one | | | | | | | | None | |
| | | 06/11/2008 | Test, Te | st M | | 11-Deoxy | cortisol | Printed F | Req. Ready | to Trans | mit | | | | None | |
| gress Notes | | 06/11/2008 | Test, Te | st M | | Q-BMP FA | STING | Ready to | o Transmit: | Quest | | | | | None | |
| 2 | | 06/11/2008 | Test, Te | st M | | Q-ALT | | Ready to | o Transmit: | Quest | | | | | None | |
| # | | 06/11/2008 | Test, Te | st M | | Test-CBC | | | | | | | | | None | |
| phone Enc | | 04/29/2008 | Test, Te | st M | | L-Aldolase | • | Transmit | ted to LabC | Corp | | | | | Willis, Sam | |
| - | ! | 04/29/2008 | Test, Te | st M | | P-Adrena | Antibody | Transmit | ted to PAM | L | | | | | Willis, Sam | |
| | | 04/29/2008 | Test, Te | st M | | CT Angio | raphy Neck | Transmit | ted to Gene | eric | | | | | Willis, Sam | |
| os/Imaging | | 04/29/2008 | Test, Te | st M | | MRI Orbit | /Face/Neck C+ | Transmit | ted to Gene | eric | | | | | Willis, Sam | |
| - | | 04/29/2008 | Test, Te | st M | | CT Arm | | | | | | | | | Willis, Sam | |
| | | 04/15/2008 | Test, Tin | a | | Arsenic Le | vel | Transmit | ted to Gene | eric | | | | | None | |
| of Office Vi | | 04/15/2008 | Test, Tin | a | | L-AFP, Tu | mor Marker (Serial) | Transmit | ted to LabC | Corp | | | | | None | |
| | | 04/15/2008 | Test, Tin | a | | Glucose R | andom | | | | | | | | None | |
| Recalls | | 04/15/2008 | Test, Tin | a | | Lipid Pane | 4 | | | | | | | | None | |
| Referrals | ! | 03/25/2008 | Test, Tin | | | P-Aceton | | Printed F | Reg. Ready | to Trans | mit | | | | None | |
| lessages | | 03/25/2008 | Test, Tin | a | | Absolute | Eosinophil Count | Transmit | ted to Gene | eric | | | | | None | |
| ocuments | | | | | | | | | | | | | Lahs/Dia | anostic Images | 1 to 21 of 218 No | evt |
| Billing | | | | | | | | | | | | | 2003/010 | group indges | 10210/210 14 | |

10. 'Future' lists all the future orders which have been placed

Various filters are available in this screen. You can filter by Provider, whom the order is assigned to, and by facility. A new feature in 9.0 allows the user to their preference as a default to save the filtering options selected.

When 'Electronic' (shown above) is checked, it will list all orders that have been transmitted electronically to the lab company but pending to be resulted.

A provider can also filter by a specific lab, DI, or a procedure. The provider can also select if only in-house labs should be displayed. In 9.0, the provider can filter by high priority as well.

| Labs/DI/Proce | dures 👗 | Outstanding | To be reviewed | Reviewed | Future | By patient | All | Copies | | | |
|-----------------------------|--------------------|--------------------|------------------|----------|--------|---------------|-----------|---------------------|----------------|------------------|------------------|
| Provider All | 💌 📖 Assigned | to All | 💌 🚥 Facility 📶 | | ▼ | . Set Default | | | | | |
| Lab | Clr DI | | Cir Procedures | | C | r I | | | | | |
| 🔽 Labs 🗖 Imaging 🗖 Proc | edures 🔽 In-hous | e 🔽 Send-Out 🗖 | High Priority | | | eC | linicalMe | ssenger Patient I | .etter New 🔻 | View All Reports | ◄ More Actions ◄ |

When the electronic results come in, the lab moves from '*Outstanding*' to '*To be Reviewed*'. You can click on the lab you want to review and it will open up the Lab result. Once you are done, you can click on Reviewed. The lab will get locked and will be moved to '*Reviewed*.'

| 🕝 eClinicalWork | s (eclinicalwork | cs,support) | | | | |
|--------------------|--------------------------|----------------------|--------------------------|-------------------------|---|---------------------------------------|
| Eile Patient Sche | dule EMR <u>B</u> illing | Reports Fax Tools L | ck Workstation Help | | | |
| 🕑 eC | linicalW | orks 🐃 🚉 | 000 | | <u>s</u> <u>o</u> <u>d</u> <u>1</u> <u>R</u> <u>o</u> . | T 🕕 L 🚺 M 🕕 |
| Admin | Labs 🚽 | | | | | |
| Practice | | | | Y | - Y - Y | ~ |
| 😴 🗖 | Labs/In | naging 📥 🔤 | Outstanding To be review | ed Reviewed Futu | ire By patient All | |
| | Provider All | × | Assigned to All | 💌 … Facility 🛛 All | | · · · · · · · · · · · · · · · · · · · |
| Willis,Sam | 🗹 Labs 丨 🗹 | Imaging 丨 🗹 In-house | l 🗹 Send-Out | Mark a | s Reviewed New 💌 🛝 | /iew 🔻 Print Report |
| | ? 🔲 Order Date | Coll Date Result D | ate Patient | Labs/Diagnostic Imaging | Reason Result | AssignedTo |
| Office Visits | 09/15/2008 | 09/15/2008 08/22/2 | 008 Test, Test M | Ammonia | Received -Generic | Willis, Sam |
| Office visits | 09/04/2008 | 09/04/2008 09/04/2 | 008 Test, Test M | MAMMOGRAPHY BILATERAL | Received -Generic | Willis, Sam |
| | 09/03/2008 | 09/03/2008 09/10/2 | 008 Test, Zee | ANA SODIUM | Received -Generic | Willis, Sam |
| Lab | 09/03/2008 | 09/03/2008 09/10/2 | 008 Test, Zee | SODIUM | Received -Generic | Willis, Sam |
| 200 | 08/28/2008 | 06/15/2007 06/15/2 | 007 Test, Zee | Q-*REPORT COMMENTS | Result Received: Quest | None |
| | 08/28/2008 | 06/15/2007 06/15/2 | 007 Test, Zee | Q-LIPID PROFILE | Result Received: Quest | None |
| Progress Notes | 08/28/2008 | 06/15/2007 06/15/2 | 007 Test, Zee | Q-ELECTROLYTES | Result Received: Quest | None |
| - Togress Motes | 08/25/2008 | 08/30/2008 08/22/2 | 008 Test, Test M | Ammonia | Received -Generic | Willis, Sam |
| <u> </u> | 08/20/2008 | 08/20/2008 08/20/2 | 008 Test, Tina | KNEE 3-4 VIEWS | Copy Reconciled Generic | Willis, Sam |
| Telephone Enc | 08/20/2008 | 08/20/2008 08/22/2 | 008 Test, Tina | Ammonia | Received -Generic | Willis, Sam |
| | 08/20/2008 | 08/23/2008 08/22/2 | 008 Test, Test M | Ammonia | Received -Generic | Willis, Sam |
| - 1 | 08/20/2008 | 08/20/2008 08/20/2 | 008 Test, Test M | KNEE 3-4 VIEWS | Copy Received -Generic | Willis, Sam |
| Labs/Imaging | 08/20/2008 | 08/20/2008 08/20/2 | 008 Test, Tina | KNEE 3-4 VIEWS | Copy Received -Generic | Willis, Sam |
| | 08/12/2008 | 08/12/2008 08/12/2 | 008 Test, Tina | URINE CULTURE | Received -Generic | Willis, Sam |
| | ? 🔲 08/07/2008 | 08/07/2008 08/12/2 | 008 Test, Test M | Electrolyte Panel | Received -Generic | Willis, Sam |
| Out of Office Vig. | 1 08/07/2008 | | | CBC AUTO DIFF | Received -Generic | Willis, Sam |
| | 08/07/2008 | 08/07/2008 08/12/2 | 008 Test, Test M | DIF REV BY PATH | Received -Generic | Willis, Sam |
| Recalls | 1 08/07/2008 | 08/07/2008 08/12/2 | 008 Test, Test M | LYTES | Received -Generic | Willis, Sam |
| Referrals | ? 07/27/2008 | | | AntibioticMIC | Received -Generic | Willis, Sam |
| Messages | 07/24/2008 | | | MA DIAGNOSTIC DIGITAL | Received -Generic | Willis, Sam |
| Documents | 07/23/2008 | 07/23/2008 07/23/2 | 008 Test, Tina | Q-Ammonia | Received -QuestBi | Willis, Sam |
| Billing | | | | | Labs/Diagnostic Ima | ges 1 to 21 of 111 Next |

You have the option of viewing either all the lab results from one visit or all the lab results for that patient collectively from the Labs/Imaging screen. Select the patient by clicking on the check box and then go to View -> All Reports – By Visit or All Reports – By Patient.

| | Labs | | | | | | | |
|-----------|--------|------------|------------|--------------|--------------------|--------------------------------|---|------------------------------|
| Practice | Lab | s/Imagi | - | Outstand | ing To be reviewed | Reviewed Future By patient All | Copies | |
| | | Lab | | Cr | DI | Cr | | |
| 0 | 🔽 Labs | 🔽 Imaging | 🔽 In-hou | ise 🔽 Send | FOut | Voice Message | e Mark as Reviewed New 🗸 / View 👻 | Nint Report |
| <u> </u> | · 🔍 🗖 | Order Date | Coll Date | Result Date | Patient | Labs/Diagnostic Imaging | Reason Result Report | gnei To |
| Sam v8.0 | | 05/23/2008 | 05/23/2008 | 05/23/2008 | T, Aaron | HbAIC | All Reports | - By Visit - By Patient e |
| 0 | | 09/04/2008 | 01/01/2001 | 09/04/2008 | t, jenny | VIRAL CULTURE | annual check up All Reports | |
| 30 T | | 09/25/2008 | 09/25/2008 | 09/25/2008 | A, ABCDE | 18 HYDROXYCORTICOSTERONE | annual check up | W, am v8.0 |
| William T | | 05/09/2008 | | 05/09/2008 | t, Gina | CBC With Differential/Platelet | b/c I need to Negative | None |
| | | 04/24/2008 | 04/24/2008 | 08/04/2008 | t, QA | Lipid Panel | Received -Generic | D, Ezra |
| | | 04/24/2008 | | 04/23/2008 | t, QA | Lipid Panel | Received-LabCorp | None |
| ce Visits | | 03/08/2007 | 03/08/2007 | 04/23/2008 | t, QA | COMPREHENSIVE METABOLIC PANEL | Received-LabCorp | D, Ezra |
| ** | | 04/24/2008 | | 08/04/2008 | t, QA | Glucose, Plasma | Received-LabCorp | None |
| | | 04/24/2008 | | 08/04/2008 | t, QA | TOTAL BILIRUBIN | Received-LabCorp | None |
| rhaan | | 04/24/2008 | | 08/04/2008 | t, QA | Alkaline Phosphatase, S | Received-LabCorp | None |
| ÷. 1 | | 04/24/2008 | | 08/04/2008 | t, QA | AST | Received-LabCorp | None |
| F | | 04/24/2008 | | 08/04/2008 | t, QA | ALT | Received-LabCorp | None |
| ess Notes | | 04/24/2008 | 04/24/2008 | 04/23/2008 | t, QA | Lipid Panel | Received-LabCorp | D, Ezra |
| <i></i> | | 04/24/2008 | 04/24/2008 | 04/23/2008 | N, CONNIE | Alkaline Phosphatase, S | Reconciled LabCorp The result gas normal. | D, Ezra |
| <u> </u> | | 04/24/2008 | 04/24/2008 | 04/23/2008 | N, CONNIE | Lipid Panel | Reconciled LabCorp | D, Ezra |
| one/Web | | 02/22/2006 | 02/22/2006 | 04/23/2008 | N, CONNIE | Lipid Panel | Reconciled LabCorp | D, Ezra |
| M | | 02/22/2006 | 02/22/2006 | 04/23/2008 | N, CONNIE | TOTAL BILIRUBIN | Reconciled LabCorp | D, Ezra |
| 8 | | 02/22/2006 | 02/22/2006 | 04/23/2008 | N, CONNIE | Alkaline Phosphatase, S | Reconciled LabCorp | D, Ezra |
| /Imaging | | 04/24/2008 | 04/24/2008 | 04/23/2008 | N, CONNIE | Glucose, Plasma | Reconciled LabCorp | D, Ezra |
| 🐜 🗖 ! | | 04/22/2008 | 04/22/2008 | 04/23/2008 | N, CONNIE | ALT | Reconciled LabCorp | D, Ezra |
| egistry | | 04/22/2008 | 04/22/2008 | 04/23/2008 | N, CONNIE | AST | Reconciled LabCorp | D, Ezra |
| ferrals | | | | | | | Prev Labs/Diagnostic Images | 106 to 126 of 136 Next |

| 🖷, View All Reports Web - By Visit (test, La | b - 12/12/1961) | | | × |
|--|--|--|--------------------|---------------|
| Notes: | TimeStamp Browse | Status: | Open OReviewed | |
| 1 | | Assigned To: | | |
| | | Result: | | • |
| | | | | High Priority |
| Cumulative Report Patient Hub | 🗖 Don't publish to Web Portal | | | Apply All |
| | 114 Turnpike Westborou | /ledical Associates e road Suite 204 Igh, MA 01581 I36-2700 | | • |
| Patient Name: test, Lab | DOB: 12/12/1 | 1961 Sex: female | Tel: 508-88 | 18-8888 |
| Lab:PSA Result Date: 2007-08-17 | Order Date: 2010-11-16 Time: 13:51:00 | | Notes: Timesta | amp Browse |
| Session Id: Ordering Physician: Willis, Sam | | | add note | |
| Name | Value | Reference Range | | |
| PSA | 0.92 | 0.00-4.00 NG/ML | , | |
| | | | Assigned to: | |
| *Notes: | | | Willis, Sam | · |
| | | | Result: | - |
| Print Fax | | | 0 | k Cancel |

This will display all the lab results that came back on one visit for this patient.

From this screen, you can view all the results, assign them to one individual, and can review them simultaneously. You also have the ability to view and add individual notes for each of the labs.

Viewing past results on current Progress Note

In order to view past reviewed lab results on a current progress note, they must be transferred over.

On the current progress note, select the Labs/DI tab from the right panel. Select 'All' from the drop down and all labs done for this patient will display.

| Progress Notes 🛛 🔸 | |
|--|--|
| Test Test, 30 Y, F Sel Info Hub 22 Mill Street Astra 22 Mill Street Billing Jest 30 Y, F Sel Info Billing Jest 30 Y, F Sel Info Billing Jest 4000 Set | CLICK TO EDIT SECURE NOTES ADV DIRECTIVE |
| sr Patient: Test, Test M DOB: 07/26/1978 Age: 30 Y Sex: Female | Rel _ Default _ Encounters V 09/26/2008 _ Overview History Alerts 20: Labs DI |
| Phone: 838-747-4839 Primary Insurance: Aetra Address: 22 Mill Street, Westboro, MA-01581 Lab Req No: 9110.23039 Chart No: 9110 Provider: Sam Willis, M. Encounter Date: 09/26/2008 | Labs All ACTH, Plasma 09/25/2008 |
| Subjective: | |

Clicking on the lab name (e.g. ACTH, Plasma) will open up the lab result screen

| 🞯 eClinicalW | 😕 eClinicalWork | rks (eclinicalworks,support) | |
|-----------------------|----------------------|--|---|
| Eile Patient | Eile Batient Sch | chedule EMR Billing Reports Fax Icols Community Lock Workstation Help | |
| 🕑 e | 🕑 eC | ClinicalWorks 🌯 🔣 🖸 🧿 🖉 | <u>s</u> o d o r o t o l o |
| Admin | Admin | Progress Notes 👻 | |
| Practice | Practice | Test Test, BD y S Lab Results | 1 |
| Resource ScheR | esource Sche | Zall Patient End FMD Into Vest Test N Obs: 7/26/1978 Agr:30Y Sex F Tols:826-747-4839 Provider: Willis, Sam ▼ E | ADV DIRECTIVE |
| | <u>š</u> | Medical Summar | lotes |
| Willis,Sam | Willis,Sam | AssignedTo: InHouse | sfault - Encounters 🛛 ¥ 09/26/2008 |
| Office Visits | Office Visits | Dent points to we vortal Future order Lab information Collection Date Collection Date Patient: Test Lab Time Phone: 33 / ACTM, Plasma Sal 9.255/2008 Iml 9.265/2008 Iml | Cverview History Alerts Cos Labs DI |
| 🛒 Progress Noti | 👮 Progress Notes | Address: 22 Reason Collection Volume Units Actual Fasting Provider: San Specimen Spe | ACTH, Plasma 09/25/200 DI All |
| Server Telephone/we T | elephone/Web | Subjective: Chief Comp V Description V Chief Comp V Result | |
| Labs/Imagin | Labs/Imaging | HPI: Current Me | |
| õ. | õ, | Medical His | |
| Out of Office VC | Out of Office Vi | Allergies/Ir Assessments: Show Specify Notes: Time Stamp Browse Check Spelling | |
| Lookup EncourL | | Surgical He | |
| | <u> </u> | Hospitaliza | |
| Registry | Registry | Eamily Hist Custom Reports Print Midmark ECG Display Graph Options | |
| Referrals | Referrals | ROS: Cancel | |
| Messages | Messages | | × . |
| Documents Billing | Documents Billing | Print 🖉 Fax 🖉 Record Lock 🖉 Details 🖉 Scan Templates 🕊 Claim Letters Ink 🖉 🛃 | 8 <u>8</u> |

In order for this lab to be transferred onto the current progress note, it must be marked as 'Reviewed'. After a lab is reviewed, it will display under the lab with a blue arrow.

| Overview History | Alerts 🏠 OS Labs DI |
|------------------|-----------------------|
| | |
| 😑 Labs | All |
| C ACTH, Plasma | 09/25/200 |
| 😑 DI | All |
| | |
| | |

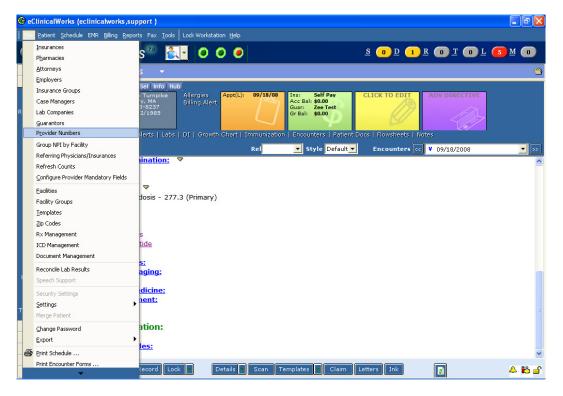
Click on the arrow to transfer to the current progress note. The lab, along with the values from the yellow grid, is moved onto the progress note under the 'Past Results' section and is removed from the 'Labs/DI' tab.

| Progress Notes 🛛 👻 | | | | |
|--|------------------------------|---|---------------------------|-------------------|
| Test Test, 30 Y, F Sel Info Hu | ıb | | | |
| 22 Mill Street Westboro, MA 01581 H:838-747-4839 DOB:07/26/1978 | | 08 Ins: Aetna 08 Acc Bal: \$0.00 Guar: Test Test Gr Bal: \$0.00 | CLICK TO EDIT | SECURE NOTE |
| Medical Summary Alerts Labs | DI Procedures Growth Cha | rt Immunization Encou | inters Patient Docs F | lowsheets Notes |
| SF | | | Rel | 🗾 Defaul |
| Objective: | | | | ^ |
| Vitals: | | | | |
| <u>Past Results:</u> <u>ACTH, Plasma</u> ACTH, Plasma | 6 | 7 | | |
| Examination: 🔻 Physical Examination: 🔻 | | | | |

NOTE: The labs do remain on the original progress note as well.

Default Lab Assistant

By default, any lab orders made within eClinicalWorks will not be assigned to any user. By setting default lab assistant for each provider, all the orders made by the provider can be automatically sent to the assigned lab assistant (e.g. a nurse).



To set up default lab assistant for each provider, go to File -> Provider Numbers

Select the provider and click on Provider Data

| Provider Numbers | | | | E |
|--------------------------|--------------------|----------------------------|----------|----------|
| Provider Types Practicin | g Providers | • | | |
| earch provider | | | | |
| Provider Name | Speciality | Telephone | Fax | Email ID |
| Willis,Sam | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| << Prev Next >> View | / Provider Numbers | Provider Data <u>B</u> ill | ing Info | ⊆lose |

From the first tab 'Provider Data', select the individual from the 'Default Lab Assistant' drop down and press OK.

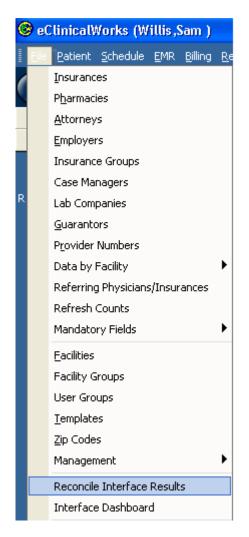
| 🖻 Provider Data 🛛 🛛 🔀 |
|--|
| Provider Data Rx Style |
| Supervising Provider |
| |
| Default Assistant |
| Lab Assistant |
| Cline, Erin |
| DI Assistant |
| Cline, Erin |
| Procedure Assistant |
| Cline, Erin |
| Claim Prefix |
| Default Assigned To (Outgoing Referral) |
| Dalton, Gail 🗨 CLR |
| Default Assigned To (Incoming Referral) |
| ▼ CLR |
| Exempted for sending Seq No during Medicaid Eligibility (State Approved). |
| <u>OK</u> <u>Cancel</u> |

For all labs ordered under this provider, the orders will be assigned to this individual if this setting is in place.

All results can also be assigned to one individual. **eClinicalWorks must be contacted to have this setup.**

Reconciliation

To get a report of the failed results in eClinicalworks, a reconciliation report can be run. There is a new menu for the Reconciliation screen. Go to File -> Reconcile Interface Results.



The Interface Reconciliation window opens:

| Interface Reconcil | liation - | | | | | | |
|-------------------------------|-------------------------|-------------------|----------------|--------------|---------------|--|---------------|
| Interface Rea | conciliation | To be Reconciled | Recorded | Action Taken | A | | |
| Lahe Select Lab | · Persented Between | 05/04/2000 | And 05/04/2010 | | | | |
| Parame select patient | in O Prosider | AI. | Telly | A | | | _ |
| F Labs F Imaging 5 | Transcription Documents | | | | | and the second | Reconcile Now |
| Received Date Collection Date | Patient Name Pa | bent DOB Phoyider | | vpe Acces | ion No. Order | Error Logs | |

Note: Users must have access to the *Interface Reconciliation View* security attribute in order to access this feature. If user has access to the *Interface*

Reconciliation-Electronic security attribute, then they will have access to the 'Reconcile Now' button in the upper right corner.

In the interface reconciliation window the following tables display:

- **To be Reconciled** Displays electronic results that have not been reconciled
- Reconciled Displays electronic results that have already been reconciled
- Action Taken Displays electronic results that have had actions taken on them
- All Displays all lab results.

Select the Lab Company from the drop-down list and select the date range for which you want to reconcile from the filters provided. If you want to reconcile for a specific patient, then select the patient from the ellipsis. The user also has the option of viewing failed results for a specific provider and for a specific facility.

To exclude specific types of orders from your results, uncheck any of the following boxes: labs, imaging, transcription documents.

Once all the options have been set, the results that match the selected criteria will display:

| Interface Reconci | liation 👻 | - | | | | | | | |
|-------------------------------|---------------------|-------------|--|------------|--------------|-----------|-----------|-------------------------|--|
| Interface Re | conciliation | Tober | Reconciled R | econciled | Action Taken | All | | | |
| Luba Labijeneric | E Received Det | | and the second s | 05/04/2010 | | | - | | |
| Patient select patient | OK 1 Pro | Al more | | I Facility | Al | | | | |
| F Labe F Imaging | Transcription Docum | vents 1 | | | | | | Reconcile No | |
| Received Data Collection Data | Patient Name | Patient DOB | Frevider | 1 | rpe Acces | sen tre C | order : | Error Logs | |
| 01/08/2010 05/31/2008 | test, lab | 01/01/1999 | Wills, Sam (122) | L | 48 5351 | 0 0 | open TEst | Patient Match not Yound | |
| | | | | | | | | Results 1 to 1 of 1 | |

On the 'To be Reconciled' table, results can be reconciled automatically in batches by clicking on the 'Reconcile Now' button. All current results are reconciled.

Note: Failed messages that have not been reconciled for a certain number of days on the 'To be Reconciled' tab are marked with a red exclamation mark. This indicates that the provider has not reconciled the results and needs to open the message and reconcile it. This feature is enabled by request and provider can indicate after how many days the result should be marked.

In the 'To be Reconciled' table, the following errors can be found:

- Patient Match Not Found
- Provider Match Not Found
- Patient and Provider match not found

- Test Code not found in HL7 file
- Unique specimen number not found

The provider or a user can manually reconcile the results for the first 3 types of errors shown above (Patient Match Not Found; Provider Match Not Found; Patient and Provider match not found).

Manual reconciliation can be done individually by clicking on the result. When clicked upon, the failed result window opens:

| | (FINAL RESULT) | | |
|---|------------------------------|---|---------------------|
| | WESTBOROUGH MEDICAL ASS | SOCIATES | |
| | Ste. 200 | | |
| | 112 Turnpike Road | | |
| questing Physician: Wills, Sam | | | |
| tient: test,lab DOB: 01/01/19 | 99 Sex: M Tel: | | |
| b: Open TEst | | | |
| | | | |
| cession ID: 53510 | | | |
| der Date: Collection Date: 0 | | | |
| ecimen Source: Specimen l | Description; | | |
| Nome | Value | | Reference Range |
| - Test was requested by Dr | Wallis | | |
| - Test was performed at la | • | | |
| GLUCOSE | 82 | | 70 - 110 MG/DL |
| BUN | 9 | L | 10 - 26 MG/DL |
| CREATININE | 0.8 | | 0.6 - 1.6 MG/DL |
| BUN/CREAT RATIO | 12.5 | | |
| F CALCIUM | 10.8 | н | 8.3 - 10.6 MG/DL |
| 5 SODIUM | 137 | | 135 - 145 MEQ/L |
| F POTASSIUM | 4.4 | | 3.5 - 5.0 MEQ/L |
| - Feference Fange has been | updated | | |
| CHLORIDE | 104 | | 98 - 108 MEQ/L |
| CARBON DIOXIDE | 25 | | 23 - 33 MEQ/L |
| HIS REPORT IS NOT PAR SULT WAS RECEIVED TH MILED TO ATTACH TO A P | ROUGH THE LAB INTER | | |
| | Patient: test, lab DOB: 01/0 | 11/1999 | |
| rs | TimeStamp Browse | | Reconcile |
| | | Patient | |
| | | Provider | Willin, Sam D |
| | | Contraction of the second s | Open C Action Taken |

• **Patient Match Not Found** – the patient name for the lab does not match any patient names in the system. Selecting the correct patient from the database by clicking on the ellipsis next to it will resolve the problem.

Once the problem is resolved, click the Reconcile button. For Patient Match Not Found, the lab window opens for the selected patient and displays the list of labs for the patient. Perform one of the following actions:

- Select a lab order for which results has been electronically received but not posted
- Select a lab for which results have not been received.
- Click 'Attach to New Order' to attach results to a new lab order.

Click on yes for confirmation. The reconciled lab is moved from 'To Be Reconciled' tab to the 'Reconciled' tab. Result will display in patients labs with message 'Manually Reconciled – Lab Company'

| 🖹 Lab Results | | × |
|---|---|--------------------------------------|
| Patient Sel Info Hub | Status: © Open 🔿 Reviewed 🛛 🧕 🥥 | |
| Durana, Dorisa DOB:4/19/1942 Age:69Y | Provider: Willis, Sam 💌 | |
| Sex:M Tel:555-555-5516 | Facility: Westborough Medical Assoc 💌 🛄 | |
| Acct No:9307, WebEnabled: No | AssignedTo: Willis, Sam | ☑ <u>H</u> igh Priority □ InHouse |
| 🔽 Don't publish to Web Portal | | 🔲 Future Order |
| Lab Information | | |
| Lab | Order Date Collection Date | Time |
| RENAL FUNCTION PANEL W/EGF | R 🔄 12/3/2008 🔽 🗹 12/3/2008 💌 | 08:37 AM |
| Reason | Actual Fasting | |
| Manually Reconciled - Westbor | Not Recorded 🔽 🔽 Ordered Fasting | |

Note: The changes cannot be undone once the result is manually reconciled. Use this option carefully.

- Provider Match Not Found the provider name for the lab does not match any provider names in the system. Selecting the correct provider from the database by clicking on the ellipsis next to it will resolve the problem.
- Patient and Provider match not found both the patient and the provider for the lab do not match in the system. Selecting the correct patient and the provider from the database by clicking on the ellipsis corresponding to each of it and hitting Reconcile will resolve the problem.

The below are the ways to fix the other issues in the 'To be reconciled' table.

• **Test Code not found in HL7 file** – the correct lab code must be entered on the Lab Code window (discussed in earlier section). Then select the lab result and click on the Reconcile Now button on the Interface Reconciliation window.

| Interfa | ace Re | conciliation | To be | Reconciled | Reconciled | Action Taken | All | |
|-------------------|-----------------|-----------------------|--------------|---------------|----------------|--------------|----------------|---------------------------------|
| Labs Westborou | ugh Medical Ce | eni 💌 📔 Received Betw | en 01/01/200 |)4 | And 06/01/2011 | | | |
| Patient select pa | atient | Clr Provi | der All | | 💌 💷 Facilit | All | | |
| 🔽 Labs 丨 🔽 | Imaging | Transcription Docume | ints I | | | | | Reconcile Now |
| Received Date 0 | Collection Date | Patient Name | Patient DOB | Provider | | Туре Асо | ession No Orde | der Error Logs |
| 10/12/2010 | 10/08/2010 | DURANA, DORISA | 04/19/1942 | WILLIS, SAM (| WSAM) | LAB ST2 | 96852F | Test Code not found in HL7 file |
| 10/12/2010 1 | 10/08/2010 | DURANA, DORISA | 04/19/1942 | WILLIS, SAM (| WSAM) | LAB ST2 | 96852F | Test Code not found in HL7 file |
| | | | | | | | | Results 1 to 2 of 2 |

 Unique specimen number not found - each orders that are sent out will have a unique specimen number attached to it. The same specimen number should be sent back with the result for it to match with the order. If that specimen number is not found then the lab company should be notified about it and they should send the result back with the specimen number. If it is not a vendor issue, contact eClinicalWorks.

Matching Criteria:

The initial matching criteria are the requisition number and patient date of birth. If there is a mismatch on either of these, then the patient's last name, first name, and date of birth are checked (along with the ordering provider). If there is a mismatch again, the result will fail and will display on this reconciliation report.

Security Settings:

There are three security settings under File->Security Settings related to Interface Reconciliation

| By User | By Security Attribute | By Facility |
|--------------------------------------|--|---|
| Security Settings | Hub - Problem List | |
| - 🕼 Providers | Hub - Rx | |
| 🔄 🕼 Dr.Mary Jones | ICD Codes | |
| 🛛 🌆 Dr.Nurse Nurse | IHE Documents Access | |
| 🔄 🧑 Dr.test test test'o | Immunization Export User Setup | |
| 🙀 Dr.Sam Willis | Immunization Form | |
| -🕂 Staff | Immunization LotNumber Customization | |
| 🔩 🖸 A, Sharon L | Immunizations in Progress Notes | |
| 🛛 🛃 B, Jamie | Insurances | |
| 🛛 🛃 D, Debbie | Interface Dashboard | |
| 🛛 🛃 Deveraux, Isabeat | Interface Dashboard - Modify Mappings | |
| 🛒 🖸 E, Room | Interface Dashboard - View HL7 Transaction i | i 🗹 |
| 🛛 🖸 eclinicalworks, sup | Interface Reconciliation - Electronic | |
| 📲 🖸 G, Darjon | Interface Reconciliation - Manual | |
| 🔤 🖸 Herrington, Lisa 🚽 | Interface Reconciliation - View | |
| 🛒 🖸 J, Mary | Lab Alias | |
| 🛒 🖸 J, Dana | Labs | |
| – 🖸 K, Joffia | Lock Chart | |
| 🛛 🛃 Lab, Tech | Lock Lab Result Grid | |
| - 🖸 M, Shannon 🔤 | Lock Refunds | |
| M, Donna A 📃 🗾 | Manage access to account action codes | |
| | Manage access to adjustment codes | |
| × Security Configure C <u>a</u> tego | ries Locked Users Configure Template Co | py T <u>e</u> mplate <u>S</u> ave <u>C</u> lose |

Interface Reconciliation – Electronic: Grants or denies users permission to reconcile failed electronic results using the Reconcile Now button (File menu > Reconcile Lab Results > Reconcile Now button).

Interface Reconciliation – Manual: Grants or denies users permission to manually reconcile failed electronic results (File menu > Reconcile Lab Results).

Interface Reconciliation – View: Grants or denies users permission to access the Interface Reconciliation window in Web view (File menu > Reconcile Lab Results).

Interface Dashboard

The Interface Dashboard provides a place to configure mappings and view reports for various lab, practice management, and immunization interface elements. The lab elements will be discussed below.

To get to the Interface Dashboard, go to File -> Interface Dashboard option. The Interface Dashboard window opens with the 'Clinical' tab selected by default. This tab refers to the lab elements.

Select an interface from the Interface Name drop-down list:

| | CLINICAL | | |
|---------------------|----------|-------------------------------------|----------------|
| | | PRACTICE MANAGEMENT | IMMUNIZATIO |
| | | | Interface Name |
| MAPPINGS | | | |
| GUARANTOR RELATION | | | |
| FASTING FLAG | | | |
| ETHNICITY CODES | | CLINICAL DASHBOARD | |
| LANGUAGE | | Please select an option on the left | |
| MARITAL STATUS | | | |
| PRIORITY | | | |
| RACE CODES | | | |
| SPECIMEN COLLECTION | | | |
| DOCTOR CODES | | | |
| EXT GENDER CODES | | | |

Configuring Clinical Mappings:

eClinicalWorks items can be mapped to external codes provided by the interface vendor. These mappings are done during install time and should not be changed unless indicated by the provider. The following items can be mapped:

• Guarantor Relations

- Fasting
- Ethnicity Codes
- Language
- Marital Status
- Priority
- Race Codes
- Specimen Collection
- Doctor Codes
- External Gender codes

Confirm with vendor before making any changes. Click on OK to save the changes.

Running Clinical Reports:

 Interface Dashboard
 IMMUNIZATIONS

 Interface Name
 CPL Labs

 MAPPINGS
 Interface Name

 REPORTS
 ORDERS

 RESULTS
 CLINICAL DASHBOARD

 Please select an option on the left

Reports on lab orders and results can be run from the Clinical Tab.

Orders

The Orders report includes information about the lab orders sent from eClinicalWorks to the lab companies.

Click on the Orders option. The Orders report options display. Select the date range and a transmission status. To exclude labs or diagnostic imaging, uncheck the Lab and/or DI box. Then click Run Report'. The lab order information that meets the selected criteria displays.

The different statuses are

- Pending to be sent displays orders which have been transmitted but not sent yet
- **Success** displays successfully transmitted orders
- **Failed** displays failed transmissions.

| Interface Dashboard | | | | | | | | |
|---------------------|---------------------|---------------------|---|-----------------------------|---------------------------|--|--|--|
| | | CLINICAL | PRACTICE MANAGEMENT | IMMUNIZATIONS | | | | |
| | | | | Interface Name CPL Labs | • | | | |
| MAPPINGS | Date Between 12/21/ | 2010 And 12/22/2010 | Status Pending/To be sent 💽 🗹 Labs 🗹 DI | | Run Report 🤝 🗢 | | | |
| REPORTS | | | Pending/To be sent Success | | | | | |
| ORDERS | | | Failed | Please configure parameters | and click on "Run Report" | | | |
| RESULTS | | | | | | | | |
| | | | | | | | | |

Note: To export or print this report, click the yellow arrow icon to the right of the Run report button to open a drop-down list, and then click the Export or Print option.

| me Westborough Medical Center | | | | |
|-------------------------------|----------------|------------|---|--|
| | | Run Report | - | |
| Test Code 2909209 | Expor Print | t | | |
| | | | | |

The status will be failed for the following reasons:

- Connectivity issues
- Interface is not configured properly

Results

The Results report includes information about lab results sent from the lab companies to eClinicalWorks.

Click on the Results option. The Results report options display.

| Interface Dashboard | | | | | |
|---------------------|------------------|-----------------------------------|---|--|--|
| | CLINICAL | PRACTICE MANAGEMENT | IMMUNIZATIONS | | |
| | | | Interface Name CPL Labs | | |
| MAPPINGS Profile Id | From: 12/21/2010 | To: 12/22/2010 🛛 🗹 Lab 🗹 DI 🖉 RPT | Run Report 🖉 🗢 | | |
| REPORTS | | | | | |
| ORDERS | | | Please configure parameters and click on "Run Report" | | |
| RESULTS | | | Prev Next | | |

To view a report on specific results, enter the results accession number in the Profile Id box. It is the unique specimen number given for each test. The provider can also select a date range and can exclude Lab, DI, or Procedures by unchecking the respective boxes. Then click on 'Run Report'. The lab result information that meets the selected criteria will display.

The different statuses that can be noted on a results report are:

• Passed

| Profile Id: | From: 09/01, | /2008 To: 06/01/2011 🗹 La | b ☑DI ☑RPT | | | |
|---------------|----------------|---------------------------|--------------|---------------|------------|--------|
| Date Received | Patient Name | Test Name | Profile Id | Date of Birth | Order Type | Status |
| 10/11/2010 | DURANA, DORISA | EXR CHEST PA AND LAT | 1901475 | 04/19/1942 | RAD | Passed |
| 10/11/2010 | DURANA, DORISA | CT SINUS FACIAL W/O | 736617400001 | 00 04/19/1942 | RAD | Passed |

• **Failed** – Results fail to attach due to match for provider or patient not found or lab or specimen code information missing

| Profile Id: | From: 11/04/2007 | To: 06/01/2011 | 🗹 Lab 🗹 DI 🗹 RPT | | | | |
|---------------|------------------|----------------|------------------|------------|---------------|------------|--------|
| Date Received | Patient Name | Test Name | | Profile Id | Date of Birth | Order Type | Status |
| 10/12/2010 | DURANA, DORISA | | | ST296852F | 04/19/1942 | LAB | Failed |

• **Manually reconciled** - if the results were manually reconciled from File->Reconcile Interface Result.

| Profile Id: | From: 09/01 | /2008 To: 06/01/2011 🛛 🖬 Lab 🖬 DI 🖉 RPT | | | | Run Report 🗢 🗢 |
|---------------|--------------|--|------------|---------------|------------|---------------------|
| Date Received | Patient Name | Test Name | Profile Id | Date of Birth | Order Type | Status |
| 10/11/2010 | DUR, LISA | RENAL FUNCTION PANEL W/EGFR | ST297022F | 04/19/1942 | LAB | Manually reconciled |
| 10/11/2010 | DUR, LISA | URINALYSIS, COMPLETE W/REFLEX TO CULTURE | ST297022F | 04/19/1942 | LAB | Manually reconciled |
| 10/11/2010 | DUR, LISA | CBC (INCLUDES DIFF/PLT) | ST297022F | 04/19/1942 | LAB | Manually reconciled |

• Failed after reconciliation – if the information entered before reconciling were incorrect.

| Profile Id: | From: 09/01 | /2008 To: 06/01/2011 🛛 🗹 Lab 🗹 DI 🖉 RPT | | | | Run Report 🗸 🗢 |
|---------------|--------------|---|------------|---------------|------------|-----------------------------|
| Date Received | Patient Name | Test Name | Profile Id | Date of Birth | Order Type | Status |
| 10/11/2010 | DUR, LISA | REFLEXIVE URINE CULTURE | ST297022F | 04/19/1942 | LAB | Failed after reconciliation |
| 10/11/2010 | DUR, LISA | CULTURE, URINE, ROUTINE | ST297022F | 04/19/1942 | LAB | Failed after reconciliation |

• **Result not processed** – if there are formatting issues in HL7 specs or interface is not configured properly.

This report can be exported or printed but clicking on the arrow next to Run Report.

| Interface Dashboard | | | | | | | |
|---------------------|------------------|---------------------------------|---------------------|----------------|------------|------------|------|
| | CLINICAL | PRACTICE MANAGE | PRACTICE MANAGEMENT | | | | |
| | | | | Interface Name | PL Labs | | • |
| Profile Id: | From: 12/01/2009 | To: 12/22/2010 🛛 🗹 Lab 🗹 DI 🔽 R | РТ | | | Run Report | - |
| Date Received | Patient Name | Test Name | Profile Id | Date of Birth | Order Type | Status | |
| 12/21/2010 | test, LISA | highlight | 0023tilda8 | 12/12/1961 | LAB | Failed | |
| 12/21/2010 | test, LISA | highlight | 0023tilda8 | 12/12/1961 | LAB | Failed | |
| 12/21/2010 | TESt, med | CBC UNASSDIFF.2202 | | 12/12/1960 | LAB | Failed | |
| | | | | | | Prev N | iext |

If the security attribute 'Interface Dashboard – View HL7 Transaction in reports' is enabled, then provider can view the HL7 message received from the vendor by clicking on the result.

| REPORTS Date Received Patient Name Test Name Profile Id Date of Birth Order Type State ORDERS 12/21/2010 test, LISA highlight 0023tilda8 12/12/1961 LAB Failer I2/21/2010 test, LISA highlight 0023tilda8 12/12/1961 LAB Failer RESULTS 12/21/2010 test, med CBC UNASSDIFF.2202 12/12/1960 LAB Failer | | | | Interface | e Dashboard | | | | | |
|--|--|---------------|---|---|--|--|---|---------------------------|------------|--------|
| MAPPINGS Profile Id: From: 12/01/2009 To: 12/22/2010 Itab Itab <thitab< th=""> Itab Itab <th< th=""><th></th><th></th><th>CLINICAL</th><th></th><th>PRACTICE MANAGEMEN</th><th>NT</th><th>IMMUNIZATIONS</th><th></th><th></th></th<></thitab<> | | | CLINICAL | | PRACTICE MANAGEMEN | NT | IMMUNIZATIONS | | | |
| Numerical Productory District 201000 District 2010000 District 2010000 District 20100000000000000000000000000000000000 | | | | | | | Interface Name | PL Labs | | |
| CCCORTS Classical Control State Classical Control State Classical Control State Classical Control State Faile RESULTS 12/21/2010 test, LISA highlight 0023kilda8 12/12/1961 LAB Faile RESULTS 12/21/2010 test, LISA highlight 0023kilda8 12/12/1961 LAB Faile Message Content Tests, med CBC UNASSDIFF.2022 12/12/1960 LAB Faile Message Content | MAPPINGS | Profile Id: | From: 12/01/2009 | To: 12/22/2010 | 🗹 Lab 🗹 DI 🗹 RPT | | | | Run Report | |
| ORDERS 12/21/2010 test, LISA Hiphlight 0023kilds8 12/12/1961 LAB Faile RESULTS 12/21/2010 TESt, med CBC UNASSDIFF.2022 12/12/1960 LAB Faile HL7 Transaction X Message Content Message Content X MESULTS HL7 Transaction X Message Content Message Content X MESULTS File Content X MESULTS Message Content X MESULTS Message Content X MESULTS Message Content X Message Content X X Message Content X X Message Content X X PUTITION CONTRUE ADAMSCHILL X X PUTITION CONTRUE ADAMSCHILL X X Message Content X X MODITITION CONTRUE ADAMSCHILL X X PUTITION CONTRUE ADAMSCHILL X X PUTITION CONTREAD ADAMSCHILL X <td< td=""><td>EPORTS</td><td>Date Received</td><td>Patient Name</td><td>Test Nam</td><td>ie</td><td>Profile Id</td><td>Date of Birth</td><td>Order Type</td><td>Status</td></td<> | EPORTS | Date Received | Patient Name | Test Nam | ie | Profile Id | Date of Birth | Order Type | Status | |
| H2/21/2010 test, LISA highlight 00238lida8 12/12/1961 LAB Faller 12/21/2010 TESt, med CBC UNASSDIFF.202 12/12/1960 LAB Faller 12/21/2010 TESt, med CBC UNASSDIFF.202 12/12/1960 LAB Faller Pression WESSUETS Pression Pression Pression <td colsp<="" td=""><td>TRITERS</td><td>12/21/2010</td><td>test, LISA</td><td>highlight</td><td></td><td>0023tilda8</td><td>12/12/1961</td><td>LAB</td><td>Failed</td></td> | <td>TRITERS</td> <td>12/21/2010</td> <td>test, LISA</td> <td>highlight</td> <td></td> <td>0023tilda8</td> <td>12/12/1961</td> <td>LAB</td> <td>Failed</td> | TRITERS | 12/21/2010 | test, LISA | highlight | | 0023tilda8 | 12/12/1961 | LAB | Failed |
| 12/21/2010 TESk, med CBC UNASSDIFF.2202 12/12/1960 LAB Faller Interview of the state of the stat | | 12/21/2010 | test, LISA | highlight | | 0023tilda8 | 12/12/1961 | LAB | Failed | |
| HL7 Transaction X Message Content MSH-~\lb(MC[NO6^\][CD6][CD6][200609181559[MICRO]ORU~R01[5561[D]2.3] PID]1][N124]N0000106]TESX*med][19601212[F][C]101 STOCKTON DRIVE~~NORTH ADAMS*M4~01247~~~~~[[(14)]S55579371][[(C1NVC[N00000172]973-19-7315]] PV11001L20~~~~NORTH ADAMS*M4~01247~~~~~~[[(14)]S5579371][[(C1NVC[N0000172]973-19-7315]] PV11001L20~~~~~NORTH ADAMS*M4~01247~~~~~~[[(14)]S5579371][[(C1NVC[N0000172]973-19-7315]] PV11001L120~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~ | RESULTS | 12/21/2010 | TESt, med | CBC UNAS | 5DIFF.2202 | | 12/12/1960 | LAB | Failed | |
| Message Eontent MisH_~~{k}[MitC]NOB^{1}[CDB][CDB][200609181559]MICRO]ORU^R01[5561[D]2.3] PID]1][N124]N0000106]TESt~med][19601212]F][C]101 STOCKTON DRIVE~~NOB?WEADAMS*MA~01247*~~~1][(k13)555~3731][[CTATNC]N0000172]973-19-7315] PVI1[O]CLBA~~NOB?WEADAMS*MA~01247*~~~1][(k13)555~3731][[CTATNC]N0000172]973-19-7315] PVI1[O]CLBA~~NOB?WEADAMS*MA~01247*~~~1][(k13)555~3731][[CTATNC]N0000172]973-19-7315] PVI1[O]CLBA~~NOB?WEADAMS*MEADELHARMS*KET_STATUS PVI1[O]CLBA~~NOB?WEADAMS*CHARMS*KET_STATUS PVI1[O]CLBA~~NOB?WEADAMS*KET_STATUS PVI1[O]CLBA~~NOB?WEADAMS*KET_STATUS PVI1[O]CLBA~~NOB?WEADAMS*KET_STATUS PVI1[O]CLBA PVI1[O]CLBA PVI1[O]CLBA PVI1[O]CLBA PVI1[O]CLBA PVI1[D]CLBA PVI1[D]CLBA< | | | | | | | | | Prev | |
| MSH/~_M0[HIC](D06P][CD6][CD6][CD6][CD6][CD6][CD6][CD6][CD6 | | | HL7 Transaction | | | | | | ¢ . | |
| MSH/~_M0[HIC](D06P][CD6][CD6][CD6][CD6][CD6][CD6][CD6][CD6 | | | Message Content | | | | | | | |
| | | | MSH ~~\8\MIC NOB^ ICD8] DRIVE~NORTH ADAMS^MA PV11[0]LAB~NOB[WY38 REFICOM^1 | -01247~~~~ (413): 998 000100^Butler^ 1 200608071539 11 strE~~Dr^MD~~~ 1 WSAM^Henter^Te ^L200.0300^RED CELL 00.0400~HEMOGLOB 0.0600^MCV~L200. 200.0700~MEAN COR! | 555-9731[][CATÑC[N00001] Internist^E^_Dr-MD- [0001111-Ylenter^Test^Er ^~EI] 08R[1][umasW]umas Xt^E~D0r~MD- LOOD COUNT[1]SAPR01-55 COUNT[1]5.007.00]/CMM [N]111.0]G/DL[11.1-15.7[L]] 0600^MEAN CORPUSCULAR USCULAR HEOGLOBIN[1]3 | 72 973-19-7315 ^EI PR P Dr-MD CBC UNASSDIF INORTH ADAMS F INORTH ADAMS F INORTANAS F INORTH ADAMS F INORTH AD | REG ~EI] FF.2202^DIFFERENTIAL REGIONAL HOSPITAL^ML GUS /CMM 4.5-13.0 N C 0500~HCT~~L200.0500~H 2181.0-99.0 N C | F HEMATOCRIT 1 34.0]% | | |

Additional Features

Unreviewing a Reviewed Lab:

The security attribute, 'Unreview Labs/DI/Procedure' has been added to the Security Settings window to enable the user to open and mark a previously reviewed lab as unreviewed.

To mark reviewed labs as not reviewed, go to File -> Security Settings. Select 'Unreview Labs/DI/Procedure' security key. Assign the security setting to a user who can access the feature:

| By User | By Security Attribute | 1 |
|--------------------|-----------------------|------------|
| SS Refill Response | | Permission |
| | | Save Close |

To unreview a reviewed lab, select a reviewed lab from the Labs/Imaging screen and open it. The Lab Result window will open. Click on the Options button on the bottom of the window and click on Unreview. A pop-up message will display. Select Yes. The lab will now be marked as unreviewed and the Open button is selected automatically.

| 🖹 Lab Results | | \$: |
|---|--|-------------------------|
| Patient Sel Info Hub Test, Lab DOB:12/12/1960 Age:50Y Sex:F Tel:508-888-8888 Acct No:75802, WebEnabled: No | Provider: Willis, Sam | Over Test, A P |
| Don't publish to Web Portal Lab Information CMP Reason Received from Generic | Order Date Collection Date Time Set 11/16/2010 Image: 8 /16/2007 01:51 PM Actual Fasting Image: 8 /16/2007 Image: 8 /16/2007 Image: 8 /16/2007 | Group I Med |
| Specimen Source | Not Recorded Ordered Fasting Description Collection Volume Units | NO |
| Received Date 8 /17/200 | Result Glucose Urea Nitro Creatinine BUN/Creat Sodium Potassium Chlori 92 15 1.2 13 140 4.7 104 | I |
| Assessments: Clinical Info: lab reg | Show Specify Notes: Addendum add note Internal Notes: eClinicalMessenger ecw only | |
| Custom // Reports Print Prev | | Only) |
| Construction of the first state | Order Instruction User Logs Specialty Forms Anti-Coagulant Flows | heet |

Practice Defaults Settings

To display lab results on Progress Notes:

1. From the File menu, hover over the Settings option to open a drop-down list.

2. From the drop-down list, click the Practice Defaults option. The Practice Defaults window opens.

3. Click the Labs tab to display the Labs options.

4. Check the Show Lab Results on Progress Notes box:

| 🖷 Practice Defaults | × |
|---|--|
| Default values set here will be applied to all computers in all offices across the j | practice. Please make sure to choose proper defaults. |
| Default values set here will be applied to all computers in all offices across the performance Front Office Mid Office Interface General Labs Styles Performance Image: All orders must be associated with assessment(s) while ordering Change appointment provider to ordering provider when transferring lab from future to current visit Allow ONLY selection of specimen source and description in lab review Show ONLY outstanding and unreviewed Future Orders in order screen Select 'Specimen Collection' for current labs while transmitting - Option must be enabled for the supporting lab interface. Select the logged in provider as the default provider while ordering labs for virtual visits | Portal Options Scanning/Printing Lab/DI Default Company Lab Company None DI Company None User level default will overwrite the above selection. |
| Mark In House lab as received if results are entered manually Do not allow transfer of reviewed future orders to current visit. Show notes on Progress Notes for Past Results Show Lab Results on Progress Notes Show Labs/DI/Procedures notes Show only In-House labs results | Default Bill To Physician Account Lab Company Never DI Company Never Save Setting for Future Orders |
| Lab Results | Lookup Date Range For Viewing |
| Assign results to referring provider Assign sto ordering provider if referring provider is an external provider Enable 'Result Based Billing' interface (MUST be enabled for the interfaces as well) Contract linear is addee are precisited with lab. | Lokup Date Kange For Viewing Lab Cumulative Report: 0 days View All Reports by Patient: 0 days Maximum number of reports for the 5 same test in Cumulative Report - Web View of Cumulative Report must be enabled |
| | <u></u> QK <u></u> ancel |

5. Check one or both of the following boxes as appropriate (these options are only available if the Show Lab Results on Progress Notes box is checked):

Show Labs/DI/Procedure notes - Display notes for lab, diagnostic imaging, and procedures on the Progress Notes window (in the Treatment section, under the associated lab).

Show only In-House labs results - Display results ONLY for In-House labs. Results for labs that are sent out to a lab company are not displayed. If a lab is marked as in-house and this Practice Default option is checked, then results for those lab orders will be displayed in Progress Notes, but results for labs that are not marked as in-house, will not display in Progress Notes.

6. Click the OK button. The lab results and notes are displayed or hidden as configured.

Configuring the Default Bill to Physician Status for Labs:

Configure the default setting for 'Bill to Physician' option for labs and diagnostic imaging tests from Practice Defaults.

1. From the File menu, hover over the Settings option to open a drop-down list.

2. From the drop-down list, click the Practice Defaults option. The Practice Defaults window opens.

3. Click the Labs tab. The Lab options display.

| 🐃 Practice Defaults | × |
|--|---|
| Default values set here will be applied to all computers in all offices across the | e practice. Please make sure to choose proper defaults. |
| Front Office Mid Office Interface General Labs Styles Performance | ce Portal Options Scanning/Printing |
| All orders must be associated with assessment(s) while ordering Change appointment provider to ordering provider when transferring lat from future to current visit Allow ONLY selection of specimen source and description in lab review Show ONLY outstanding and unreviewed Future Orders in order screen Select 'Specimen Collection' for current labs while transmitting Option must be enabled for the supporting lab interface. Select the logged in provider as the default provider while ordering labs virtual visits Mark In House lab as received if results are entered manually Do not allow transfer of reviewed future orders to current visit. Show notes on Progress Notes for Past Results | None DI Company None - User level default will overwrite the |
| Show Lab Results on Progress Notes Show Labs/DI/Procedures notes Show only In-House labs results | DI Company Never |
| Lab Results Assign results to referring provider Assigns to ordering provider if referring provider is an external provider Enable 'Result Based Billing' interface (MUST be enabled for the interfaces as well) CPTs and diagnosis codes are associated with lab codes upon arrival of the result. Send copies of lab results to providers in the 'CC list' (internal providers ONLY) Option must be enabled for the supporting lab interface. | Lookup Date Range For Yiewing Lab Cumulative Report: 0 days View All Reports by Patient: 0 days Maximum number of reports for the 5 same test in Cumulative Report - Web View of Cumulative Report must be enabled |
| | <u>O</u> K <u>C</u> ancel |

4. Select one of the following options from the Lab Company and DI Company drop-down lists:

- **Never** The Bill to Physician box is unchecked by default.
- Always The Bill to Physician box is checked by default.
- Self-Pay/No Insurance The Bill to Physician box is only checked when the patient is marked as Self-Pay or has no insurance.

5. To use these settings on future labs as well, check the Save Setting for Future Orders box.

6. Click OK. The default Bill to Physician status is configured.

Configuring the Default Lookup Date Range for Cumulative Reports

1. From the File menu, hover over the Settings option to open a drop-down list.

2. From the drop-down list, click the Practice Defaults option. The Practice Defaults window opens.

3. Click the Labs tab. The Labs options display.

4. Enter the number of days in the fields in the Lookup Date Range for Viewing section:

| Practice Defaults | <u> </u> |
|--|---|
| Default values set here will be applied to all computers in all offices across the | e practice. Please make sure to choose proper defaults. |
| Front Office Mid Office Interface General Labs Styles Performance | e Portal Options Scanning/Printing |
| All orders must be associated with assessment(s) while ordering Change appointment provider to ordering provider when transferring lat from future to current visit Allow ONLY selection of specimen source and description in lab review Show ONLY outstanding and unreviewed Future Orders in order screen Select 'Specimen Collection' for current labs while transmitting Option must be enabled for the supporting lab interface. Select the logged in provider as the default provider while ordering labs virtual visits Mark In House lab as received if results are entered manually Do not allow transfer of reviewed future orders to current visit. Show notes on Progress Notes for Past Results Show Labs/DI/Procedures notes Show only In-House labs results | None DI Company None User level default will overwrite the |
| Lab Results Assign results to referring provider - Assigns to ordering provider if referring provider is an external provider Enable 'Result Based Billing' interface (MUST be enabled for the interfaces as well) - CPTs and diagnosis codes are associated with lab codes upon arrival of the result. ✓ Send copies of lab results to providers in the 'CC list' (internal providers ONLY) - Option must be enabled for the supporting lab interface. | Lookup Date Range For Viewing Lab Cumulative Report: 0 days View All Reports by Patient: 0 days Maximum number of reports for the 5 same test in Cumulative Report - Web View of Cumulative Report must be enabled |
| | <u>O</u> K <u>C</u> ancel |

Note: The default for these two fields is set to 180 days; if zero (0) is entered, the default of 180 days will be applied.

5. Click the OK button.

The default date range for Cumulative Reports is configured.

Specifying the Default Lab Company

Specify the lab company or diagnostic imaging company selected by default from Practice Defaults. This will apply to entire practice. This option affects the windows access from the following locations:

- EMR menu > Labs
- EMR menu > Diagnostic Imaging
- Progress Notes window > Lab Reports
- Progress Notes window > Diagnostic Imaging
- Progress Notes window > Treatment heading > Printing Labs or Diagnostic Imaging

- Progress Notes window > Treatment heading > Faxing Labs or Diagnostic Imaging
- Progress Notes window > Treatment heading > Transmitting Labs or Diagnostic Imaging

To specify a default lab company:

The Practice Defaults window opens. Specify the lab company selected by default from Practice Defaults. This option affects the windows access from the following locations:

- 1. From the File menu, hover over the Settings option to open a drop-down list.
- 2. From the drop-down list, click the Practice Defaults option.
- 3. Click the Labs tab. The Lab options display.
- 4. Select the lab company from the Lab Company drop-down list.
- 5. Click the OK button. The default diagnostic imaging company is specified.

6. Log out and log back in to view these changes.

| Default values set here will be applied to all computers in all offices across the | e practice. Please make sure to choose proper defaults. |
|--|--|
| Front Office Mid Office Interface General Labs Styles Performance | e Portal Options Scanning/Printing |
| All orders must be associated with assessment(s) while ordering Change appointment provider to ordering provider when transferring lat from future to current visit Allow ONLY selection of specimen source and description in lab review Show ONLY outstanding and unreviewed Future Orders in order screen Select 'Specimen Collection' for current labs while transmitting Option must be enabled for the supporting lab interface. Select the logged in provider as the default provider while ordering labs virtual visits Mark In House lab as received if results are entered manually Do not allow transfer of reviewed future orders to current visit. Show notes on Progress Notes for Past Results | None DI Company None User level default will overwrite the |
| Show Lab Results on Progress Notes Show Labs/DI/Procedures notes Show only In-House labs results | Never |
| Lab Results | Lookup Date Range For Viewing |
| Assign results to referring provider Assigns to ordering provider if referring provider is an external provider Enable 'Result Based Billing' interface (MUST be enabled for the interfaces as well) CPTs and diagnosis codes are associated with lab codes upon arrival of the result. Send copies of lab results to providers in the 'CC list' (internal providers ONLY) Option must be enabled for the supporting lab interface. | Lab Cumulative Report: 0 days View All Reports by Patient: 0 days Maximum number of reports for the 5 same test in Cumulative Report - Web View of Cumulative Report must be enabled |
| | <u>O</u> K <u>C</u> ancel |

The same setting can also be configured per user from progress note of a patient.

- 1. From the progress note of a patient click on Lab Reports.
- 2. Click on My Defaults and My Lab/DI Orders window opens.
- 3. Select a Lab company from the drop down.

X

| 🖷, Manage Orders | | | | | × |
|--------------------------|--------------------------------------|--------------------|-------------------------|-------------|----------------------|
| Medication Summary | Add New Rx | Add New Order | | | |
| Assessments | Lookup: | By: Order Name 💌 S | tarts With 💌 Type: Both | 🔽 🚖 🔍 Lab | ◎DI ◎Procedure |
| Prev Dx Add | Lab Company: All | | | | |
| Select All | | Please type in | the search box. | | |
| 🗖 763.81 AB FTL HRT RT/R | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | New My Defaults | | | | Previous Next |
| | Today's Orders | | Future Orders | | e 06/29/2011 |
| | 😑 🗖 s 🗖 F IH Description | • | 🗖 T 🗖 S 🗖 F IH Des | | Order Date 😂 |
| | ITTEL Receipt Receipt and Receipters | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| _ | | | | | |
| | | | | | |
| CC Results To | | | | | Fo Physician Account |
| Quick Transmit Quick P | rint | | Patholog | y Detail Ad | d Standing Orders |
| | | <u>о</u> к | | | |

| 🐃 My Lab/DI Orders Default 🛛 🗙 | | | | |
|--|--|--|--|--|
| - Set Default Options | | | | |
| Set Default to Future Order | | | | |
| Hide Alias/Component when searching by Name | | | | |
| Lab Company None 🔻 | | | | |
| Hide Details in selected orders | | | | |
| Do NOT show Printer Dialog while printing labels | | | | |
| Show My Favorite Labs | | | | |
| Select single assessment | | | | |
| | | | | |
| <u>O</u> K <u>C</u> ancel | | | | |