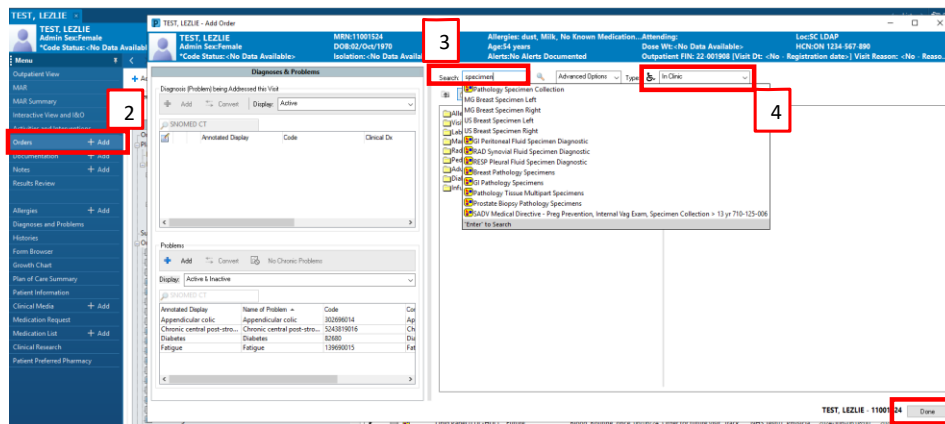


Ambulatory Clinic Staff

Physician Orders

1. Physician will navigate to orders. This can be added to Quick Orders Favourites and Saved.
2. Choose "Add".
3. Ensure that you have "In Clinic" showing
4. Search Specimen. Note: there are other ways to search as well (ie: Pathology)




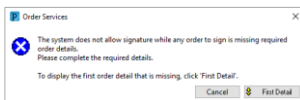
The screenshot shows the EHR interface for patient TEST, LEZLIE. The left sidebar contains a menu with 'Orders' highlighted and a red box labeled '2' around the '+ Add' button. The main content area shows the 'Diagnoses & Problems' section with a red box labeled '3' around the 'Add' button. A search window is open, displaying a list of specimen collection options, with a red box labeled '4' around the search results area. The search term 'specimen' is entered in the search bar. The bottom right corner of the window shows 'TEST, LEZLIE - 1100' and a 'Done' button with a red box labeled '4' around it.



SPECIMEN COLLECTION HIS Tip Sheet

The screenshot shows a web-based form for 'Pathology Tissue Request'. At the top, there is a navigation bar with options like 'Add to Phase', 'Check Alerts', 'Comments', 'Start', 'Now', 'Duration', and 'None'. Below this is a table of specimen requests with columns for 'Component', 'Status', 'Dose', and 'Details'. The 'Details' column for the selected row is highlighted with a red box. Below the table, the 'Details for Pathology Tissue Request' form is displayed. This form has several sections: 'Operative Procedure', 'Reporting priority', 'Post-Operative Diagnosis', 'OR Number/Ext.', 'Neoadjuvant Treatment (cancer treatment)', 'Additional Testing', 'Previous Biopsy if performed outside Niagara Health, if ...', 'Specimen Description (must include laterality)', 'Clinical Information', 'Pre-Operative Diagnosis', 'Reason for Frozen', 'Consulting Doctors', 'Other Additional Testing', and 'Order for future visit'. The 'Specimen Description' and 'Clinical Information' fields are highlighted in yellow. At the bottom right of the form, there are two buttons: 'Plan for Later' and 'Initiate Now', both highlighted with a red box.

5. If there is a  by the order there is missing fields that are required, a window will pop up prompting to fill in these fields, click first detail and follow the prompts

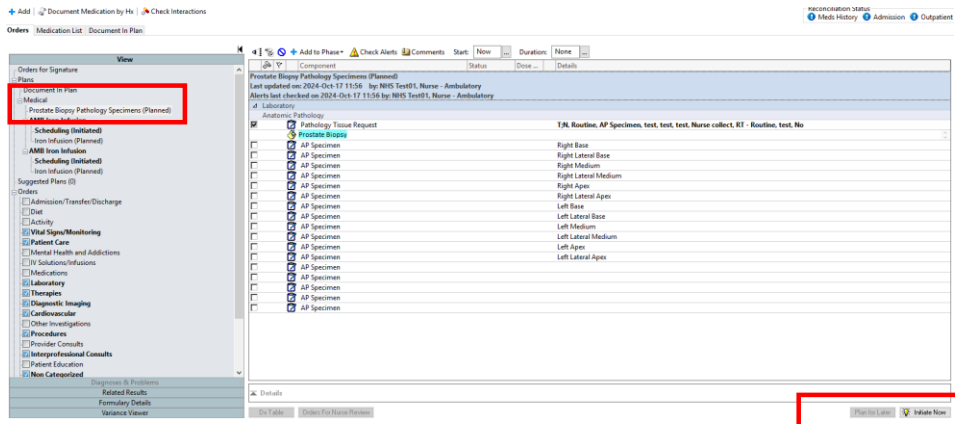


6. Physician must complete all the yellow fields in the order. If all of the details are known the order can be completed a head of the appointment and plan for later.
7. Click the details button to return to the order if more specimen samples are being collected.

Order in Planned State

1. Some physicians may decide to put specimen orders in a head of the procedure in a planned state, always check your orders first

SPECIMEN COLLECTION HIS Tip Sheet



2. Select **initiate now** **Initiate Now** followed by **Orders For Signature** on the bottom right hand corner.

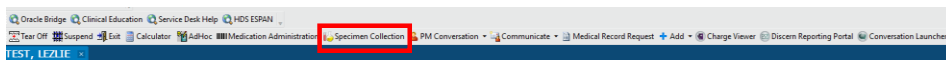
3. Click "Sign" on the bottom right hand corner and refresh window to see your order.

0 minutes ago

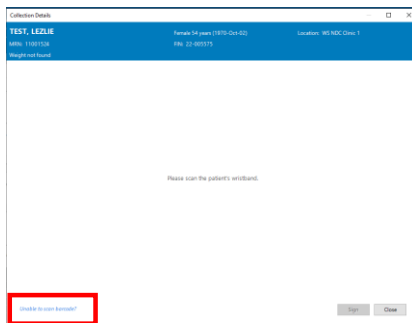
Commented [P1]: Does this mean the nurse does this? Maybe just clarify the role here

SPECIMEN COLLECTION PROCESS

1. Navigate to Specimen Collection on the top task menu **Specimen Collection**

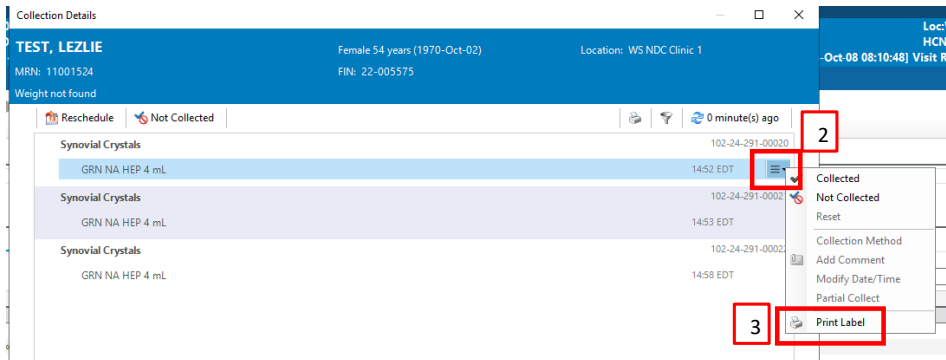


2. A new window will prompt you to scan the patient's armband, if this is not feasible chose "unable to scan barcode".



SPECIMEN COLLECTION HIS Tip Sheet

3. Your specimens that have been ordered will list here

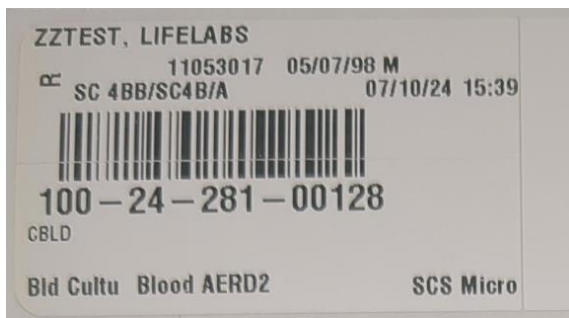


2. Select the collapsed menu icon
3. Print label

Note: Print labels before selecting “collected” as this will clear the specimen from your list

4. Once your specimen is in the jar and labelled scan your label and it will automatically clear your specimen from the specimen collection window.
 - a. Alternatively you can select “collected” after specimen is in jar

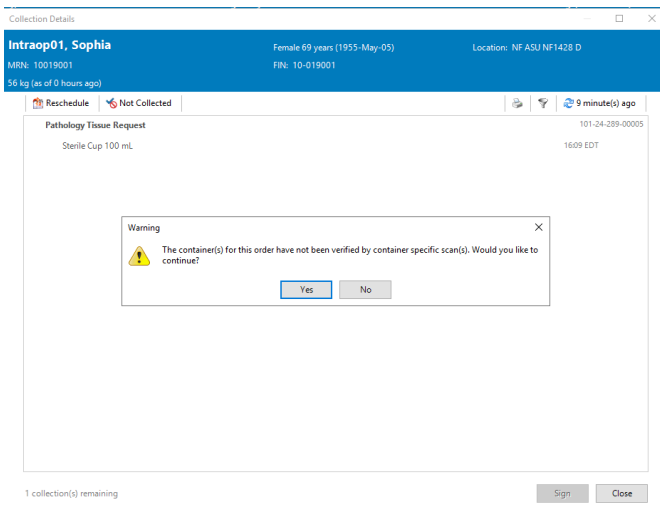
Example of label:



5. A window will pop up if you have not scanned your label, you will need to either scan container or select “yes” to continue.



SPECIMEN COLLECTION HIS Tip Sheet



6. Handle specimen as per your unit's workflow (bring to specimen holding area or deliver to lab by porter)

Note: you still need to handwrite a NEW time on your label for specimens that need to capture the exact timing specimen goes into formalin (ex: breast and gastric tissue)