

SYSTEMS DOWNTIME UTILIZING REMISOL ADVANCE

Safety Message

Use universal precautions when handling patient samples.

Purpose:

This process is applied to maintain efficient downtime workflow when Cerner Millennium is not functional.

Manual ordering of downtime samples in Remisol will ensure that critical results based on age and gender are appropriately reviewed by the Clinical Laboratory Scientist (CLS) or Medical Laboratory Technician (MLT) and Medical staff are immediately notified.

For list of parameters with age-based critical values, please see LabNet, "SCPMG Laboratory Systems: Regional Critical Values".

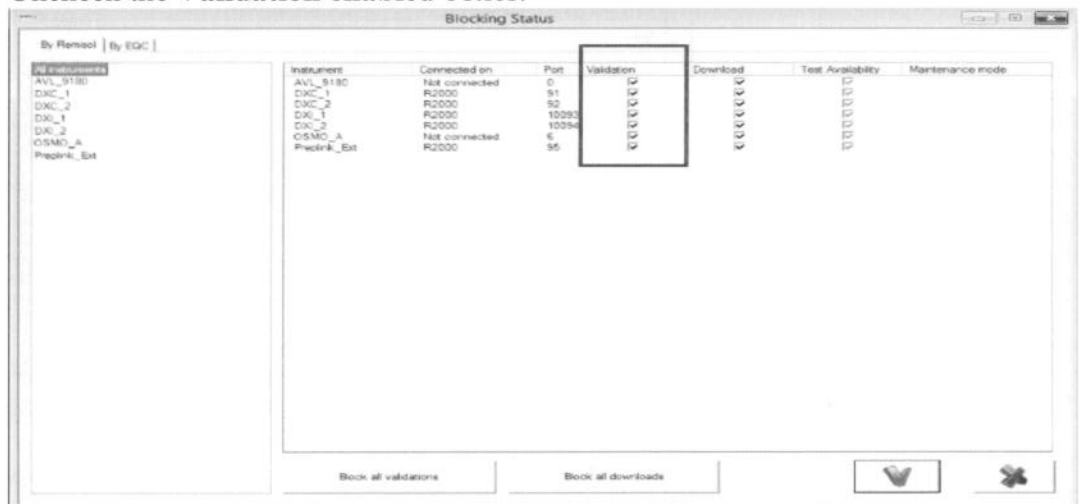
Note:

Defer the archiving or deletion of results in Remisol **FIRST** before ordering requests:

1. Select the **STOP** icon from the toolbar in Remisol Advance.



2. Uncheck the **Validation enabled** boxes.




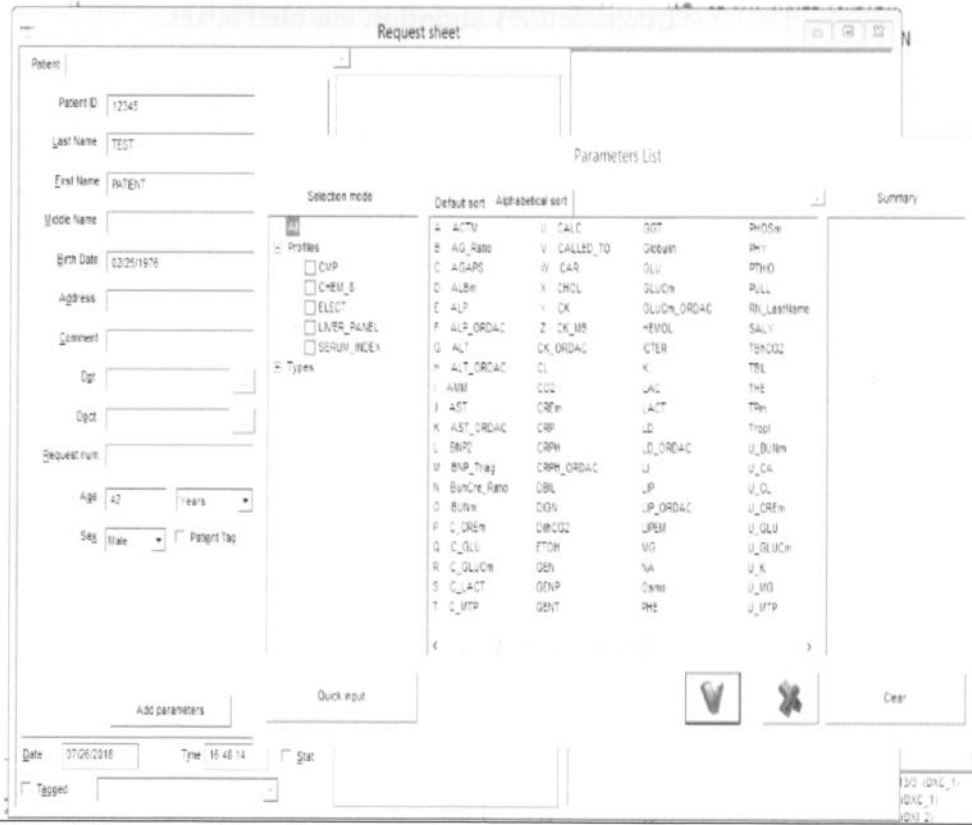
3. Select the **Check Mark** to save or select **X Mark** to cancel and exit




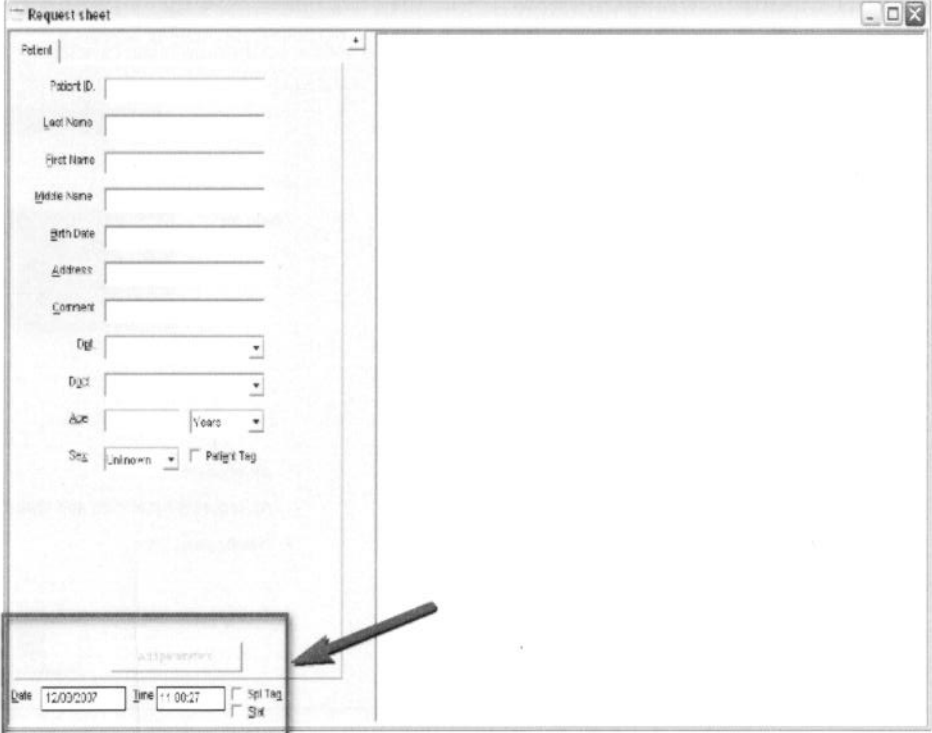
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Ordering New Request:

Steps:	Actions:
1	Log-on to Remisol.
2	Click on New Request icon on the toolbar of the Remisol application 
3	Enter the Kaiser patient MRN on the Patient ID line, then press Enter.
4	If Remisol does not have that MRN in its database, it will pop a message “No such person exists. Create a new demography?” Select Yes as answer.
5	Enter the following information: Last Name, First Name, DOB, Gender and patient location in the Address box.
6	Name must be entered exactly how it is spelled on the HC form and X-label (added container) from KPPI.
7	If Remisol already has that MRN in its database, it will show the patient name on the popup box, then press either Enter or select the green check mark.
8	Click “Add Parameters” button. Click the plus (+) sign next to “Profiles” or “select tests individually”, select the appropriate test requested by the Ordering Provider (see HC form)
9	Select the green V mark to save changes.




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Steps:	Actions:
10	<p>A new window, Sample ID Assignment, will display on screen.</p> 
11	<p>By the "SAMPLE ID" box, scan the assigned Cerner Pre-printed Downtime label previously affixed on the specimen tube.</p> <p>Note:</p> <ul style="list-style-type: none"> Always scan the downtime barcode to prevent clerical error.
12	<p>Click the green V mark to save.</p>
13	<p>Enter the specimen Collection Date and Time below the "Add Parameter" box.</p> 



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Steps:	Actions:
14	Click Save button, then close the Request window.
15	Verify that the Sample ID you entered is displayed on the Samples List . If not, repeat all steps 2 thru 14.


**Testing
 And
 Reporting**

Steps:	Actions:
16	Front load the downtime samples onto the analyzer.
17	Review the patient results in Remisol Request List, "Default" tab.
18	Document critical phone calls in Remisol. Clicking the Disk icon to save the information.
19	Do NOT thumbs up any downtime results for successful transmission during recovery.
20	In Remisol, select the result you wish to print and click the Printer icon.
Note	Remisol printer located at the Remisol Command Central Station.
21	The "Request Printing" box will display on the Remisol screen.
22	The choices listed below are already defaulted on Remisol: •Print Type: FULL REPORT (use the drop-down menu by clicking the arrow down) •INSTRUMENT: use the default where all instruments are highlighted in blue. •Select the "This Request Only".
	
23	Click the green V mark to save.

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24	On the Request List Flag, letter "I" on the Request List designates that the report has been successfully printed. 
25	Retrieve report at the printer by Remisol command central
26	Stamp reports with critical results Critical result called to: _____ Date/Time _____ By: _____ Read back of verbal test result(s) confirmed.
27	Fax report and stamp as FAXED- write date, time and initial. 
28	File faxed reports by LAST NAME using the alphabetical file sorter in the testing department..

**Recovery
 for CLS &
 MLT**

Step	Action
29	Recovery on Remisol starts when the CLS/MLT receives a notification from the Lab Assistants that the computer is up and downtime accession numbers have "In-Lab" status in Cerner.
30	Open the <i>Request List</i> , select the " <i>Default -Rout & Stat</i> " tab, and click the " <i>Last Name</i> " tab so the samples will be arranged by last names in alphabetical order. Highlight the patient's name.
31	Search for the Cerner Pre-printed Downtime accession numbers, X-XX- 410 -XXXXXX
32	Click the box with up arrow, Host Transmission. 
33	For results held by the rules, please manually validate (thumbs up) as appropriate.
34	Open Cerner ORV to confirm that results posted as expected.
35	Place completed/resulted packets in the bin labeled "Computer Downtime Printouts".
36	Return the deferred archiving back <ol style="list-style-type: none"> 1. Select STOP icon 2. Check the Validation enabled boxes 3. Select the Check Mark to save or select the X Mark to cancel and exit.

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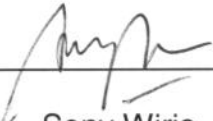
References

- USER Guide for Remisol Advance version 1.9, March 2013

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