

## Result Entry in the Microbiology Module

**Purpose** This procedure provides instructions for result entry using the Cerner Microbiology Module. This does not include resulting a Q Score (refer to separate procedure).

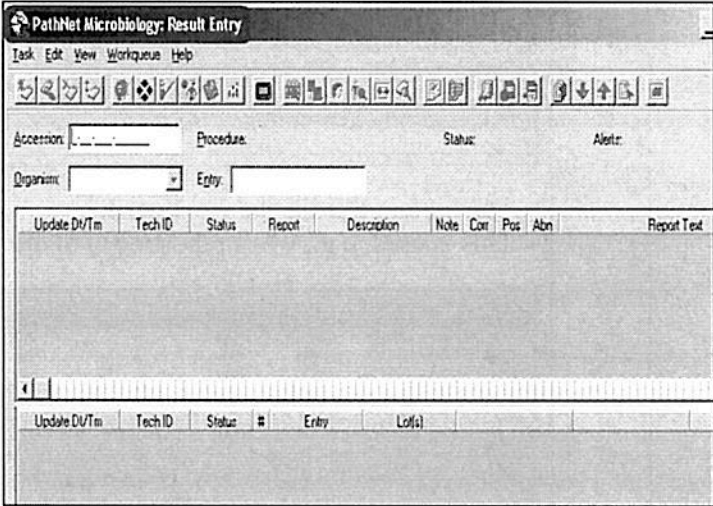

**Scope** This procedure is intended for Clinical Laboratory Scientists (CLSs).

**Navigating the Microbiology Result Entry Screen** Follow the steps below to navigate the **Microbiology Result Entry** screen.

**Alert!**

**For T&M and Clue Cells (Trichomonas and Monilia) Only:**

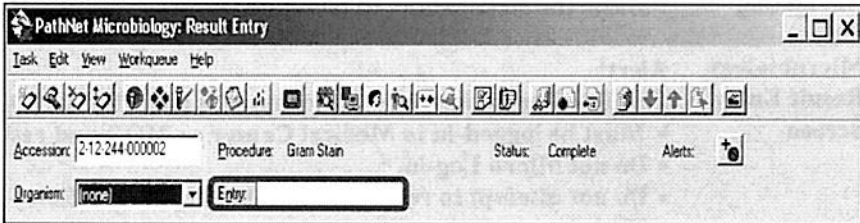
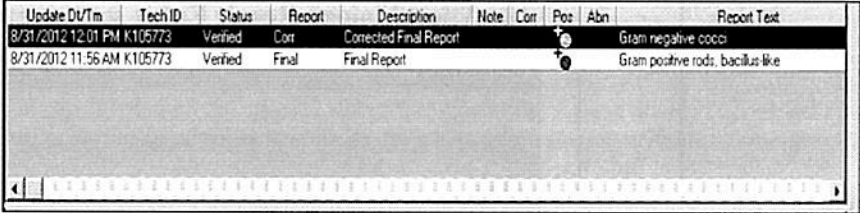
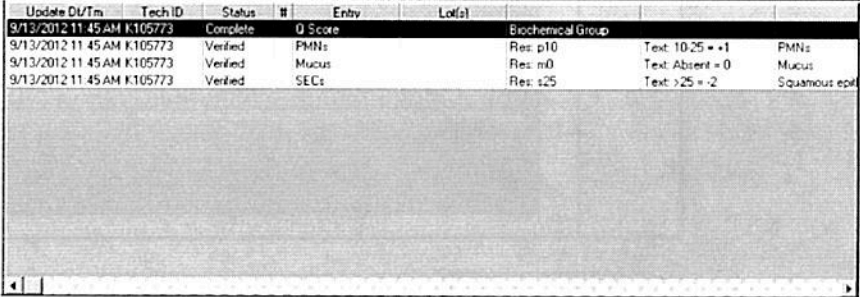
- **Must be logged-in in Medical Center or MOB and resulted in GenLab.**
- **Do not Micro Log-in.**
- **Do not attempt to result in Microbiology Result Entry in the Microbiology Module.**

| Step | Action   | Icon  |
|------|--|---|
| 1    | <ul style="list-style-type: none"> <li>• Click on the <b>Microbiology Result Entry</b> icon on your Applications Bar (AppBar).</li> <li>• The <b>Microbiology Result Entry</b> screen opens.</li> </ul>  |  |

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## Result Entry in the Microbiology Module, Continued

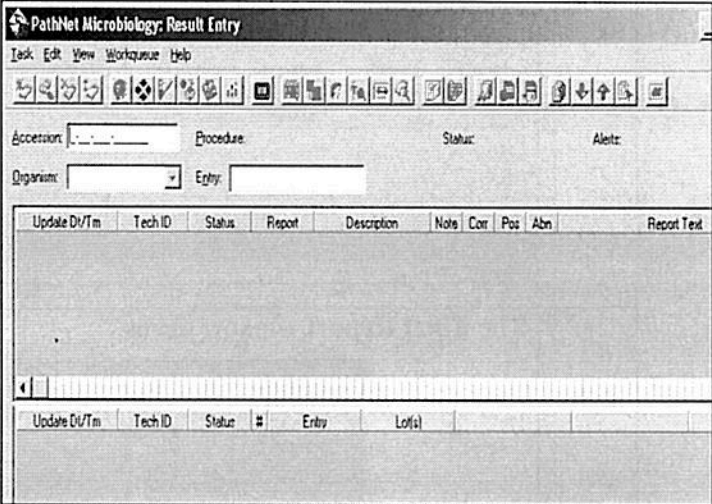

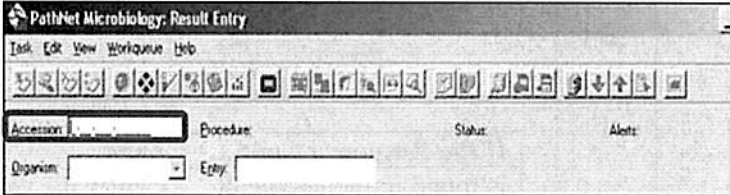
### Navigating the Microbiology Result Entry Screen, continued

| Step               | Action   |              |         |                        |          |                             |      |      |                                   |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
|--------------------|--|--------------|---------|------------------------|----------|-----------------------------|------|------|-----------------------------------|-----|-------------|--------------------|---------|----------|------|------------------------|--|--|--|--|---------------------|--------------------|---------|----------|-------|--------------|--|--|--|--|-----------------------------------|--------------|---------|--------|---|-------|--------|-------------------|--------------------|---------|----------|--|---------|--|--|--------------------|---------|----------|--|------|----------|-----------------------|--------------------|---------|----------|--|-------|---------|------------------------|--------------------|---------|----------|--|------|----------|-----------------------------|
| 2                  | <p>The screen is divided horizontally into three sections.</p> <ul style="list-style-type: none"> <li>The top third contains the accession number, patient demographics, procedure, as well as buttons that provide shortcuts to selected tasks.</li> <li>This area also contains the <b>Entry</b> box, where a report code is entered.</li> </ul>  <ul style="list-style-type: none"> <li>The middle third is the <b>report area</b>.</li> <li>This is where you will see any preliminary, final, and/or corrected reports that have been issued to the patient's chart.</li> </ul>  <table border="1" data-bbox="537 1073 1393 1283"> <thead> <tr> <th>Update Dt/Tm</th> <th>Tech ID</th> <th>Status</th> <th>Report</th> <th>Description</th> <th>Note</th> <th>Corr</th> <th>Pos</th> <th>Abn</th> <th>Report Test</th> </tr> </thead> <tbody> <tr> <td>8/31/2012 12:01 PM</td> <td>K105773</td> <td>Verified</td> <td>Corr</td> <td>Corrected Final Report</td> <td></td> <td></td> <td></td> <td></td> <td>Gram negative cocci</td> </tr> <tr> <td>8/31/2012 11:56 AM</td> <td>K105773</td> <td>Verified</td> <td>Final</td> <td>Final Report</td> <td></td> <td></td> <td></td> <td></td> <td>Gram positive rods, bacillus-like</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>The bottom third is the <b>workcard</b>.</li> <li>This is used, e.g., when reporting Q Score results.</li> </ul>  <table border="1" data-bbox="537 1409 1393 1703"> <thead> <tr> <th>Update Dt/Tm</th> <th>Tech ID</th> <th>Status</th> <th>#</th> <th>Entry</th> <th>Lot(s)</th> <th>Biochemical Group</th> </tr> </thead> <tbody> <tr> <td>9/13/2012 11:45 AM</td> <td>K105773</td> <td>Complete</td> <td></td> <td>Q Score</td> <td></td> <td></td> </tr> <tr> <td>9/13/2012 11:45 AM</td> <td>K105773</td> <td>Verified</td> <td></td> <td>PMNs</td> <td>Res: p10</td> <td>Text: 10.25 = +1 PMNs</td> </tr> <tr> <td>9/13/2012 11:45 AM</td> <td>K105773</td> <td>Verified</td> <td></td> <td>Mucus</td> <td>Res: m0</td> <td>Text: Absent = 0 Mucus</td> </tr> <tr> <td>9/13/2012 11:45 AM</td> <td>K105773</td> <td>Verified</td> <td></td> <td>SECs</td> <td>Res: s25</td> <td>Text: &gt;25 = -2 Squamous epi</td> </tr> </tbody> </table> | Update Dt/Tm | Tech ID | Status                 | Report   | Description                 | Note | Corr | Pos                               | Abn | Report Test | 8/31/2012 12:01 PM | K105773 | Verified | Corr | Corrected Final Report |  |  |  |  | Gram negative cocci | 8/31/2012 11:56 AM | K105773 | Verified | Final | Final Report |  |  |  |  | Gram positive rods, bacillus-like | Update Dt/Tm | Tech ID | Status | # | Entry | Lot(s) | Biochemical Group | 9/13/2012 11:45 AM | K105773 | Complete |  | Q Score |  |  | 9/13/2012 11:45 AM | K105773 | Verified |  | PMNs | Res: p10 | Text: 10.25 = +1 PMNs | 9/13/2012 11:45 AM | K105773 | Verified |  | Mucus | Res: m0 | Text: Absent = 0 Mucus | 9/13/2012 11:45 AM | K105773 | Verified |  | SECs | Res: s25 | Text: >25 = -2 Squamous epi |
| Update Dt/Tm       | Tech ID  | Status       | Report  | Description            | Note     | Corr                        | Pos  | Abn  | Report Test                       |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
| 8/31/2012 12:01 PM | K105773  | Verified     | Corr    | Corrected Final Report |          |                             |      |      | Gram negative cocci               |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
| 8/31/2012 11:56 AM | K105773  | Verified     | Final   | Final Report           |          |                             |      |      | Gram positive rods, bacillus-like |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
| Update Dt/Tm       | Tech ID  | Status       | #       | Entry                  | Lot(s)   | Biochemical Group           |      |      |                                   |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
| 9/13/2012 11:45 AM | K105773  | Complete     |         | Q Score                |          |                             |      |      |                                   |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
| 9/13/2012 11:45 AM | K105773  | Verified     |         | PMNs                   | Res: p10 | Text: 10.25 = +1 PMNs       |      |      |                                   |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
| 9/13/2012 11:45 AM | K105773  | Verified     |         | Mucus                  | Res: m0  | Text: Absent = 0 Mucus      |      |      |                                   |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |
| 9/13/2012 11:45 AM | K105773  | Verified     |         | SECs                   | Res: s25 | Text: >25 = -2 Squamous epi |      |      |                                   |     |             |                    |         |          |      |                        |  |  |  |  |                     |                    |         |          |       |              |  |  |  |  |                                   |              |         |        |   |       |        |                   |                    |         |          |  |         |  |  |                    |         |          |  |      |          |                       |                    |         |          |  |       |         |                        |                    |         |          |  |      |          |                             |

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## Result Entry in the Microbiology Module, Continued

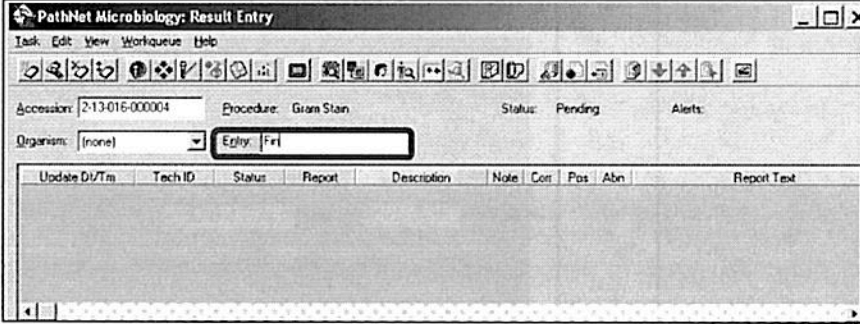
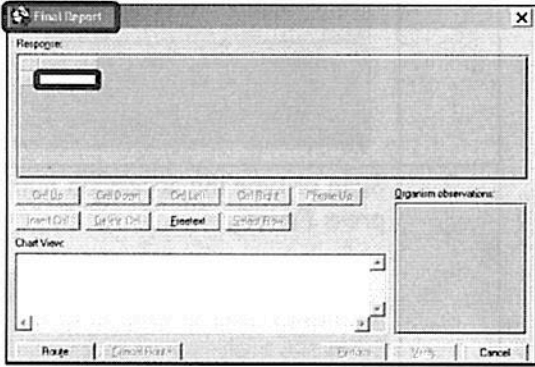
**Result Entry** Follow the steps below to enter and release results using the Cerner Microbiology Module.

| Step | Action   | Icon  |
|------|--|---|
| 1    | <p>Click on the <b>Microbiology Result Entry</b> icon.</p>                                    |  |
| 2    | <p>Scan or type the accession number in the <b>Accession</b> field; press <b>Enter</b>.</p>  |   |

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## Result Entry in the Microbiology Module, Continued

### Result Entry, continued

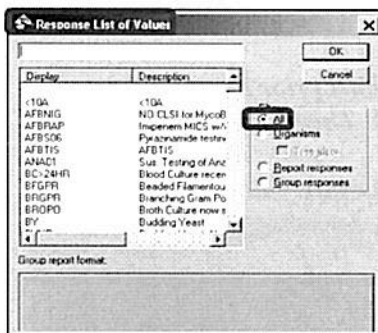
| Step  | Action  |                         |         |   |   |
|---|---|-------------------------|---------|---|---|
| 3   | <p>Type <b>Fin</b> (Final) in the <b>Entry</b> field; press <b>Enter</b>.</p>   |                         |         |   |   |
| 4   | <p>The <b>Final Report</b> window opens.</p>  <table border="1" data-bbox="558 1335 1370 1524"> <thead> <tr> <th data-bbox="558 1335 894 1369">If the Response Code...</th> <th data-bbox="894 1335 1370 1369">Then...</th> </tr> </thead> <tbody> <tr> <td data-bbox="558 1369 894 1524">is found in the <b>Medical Center Microbiology Module Job Aid</b></td> <td data-bbox="894 1369 1370 1524"> <ul style="list-style-type: none"> <li>enter the valid <b>Report</b> or <b>Group</b> coded response(s) in the <b>Response</b> cell (see above).</li> <li>press <b>Enter</b> on the keyboard.</li> </ul> </td> </tr> </tbody> </table> | If the Response Code... | Then... | is found in the <b>Medical Center Microbiology Module Job Aid</b> | <ul style="list-style-type: none"> <li>enter the valid <b>Report</b> or <b>Group</b> coded response(s) in the <b>Response</b> cell (see above).</li> <li>press <b>Enter</b> on the keyboard.</li> </ul> |
| If the Response Code...   | Then...   |                         |         |   |   |
| is found in the <b>Medical Center Microbiology Module Job Aid</b> | <ul style="list-style-type: none"> <li>enter the valid <b>Report</b> or <b>Group</b> coded response(s) in the <b>Response</b> cell (see above).</li> <li>press <b>Enter</b> on the keyboard.</li> </ul>   |                         |         |   |   |

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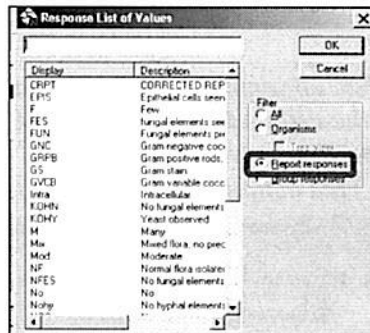
## Result Entry in the Microbiology Module, Continued

### Result Entry, continued

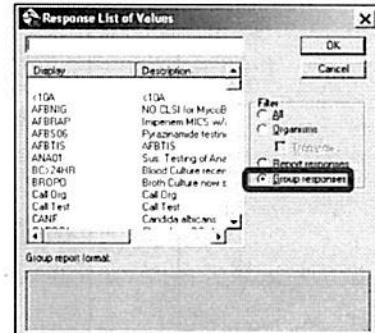
| Step     | Action   |  |
|----------|--|--|
| 4, cont. | <p><b>If the Response Code...</b></p> <p>is not found in the <b>Medical Center Microbiology Module Job Aid</b></p> | <p><b>Then...</b></p> <ul style="list-style-type: none"> <li>with the cursor on the response cell, press the <b>F2</b> function key on the keyboard.</li> <li>A <b>Response List of Values</b> window will appear. Click on the radio button displaying the selection appropriate to the test you are reporting (refer to screen shots 1, 2, and 3 displayed below). The most helpful resource will be the <b>Response List of Values “All”</b> radio dial (Figure 1 below).</li> <li>Select the coded response(s), then click on <b>OK</b> or (refer to Figure 4 below) double-click on the selected response.</li> </ul> |



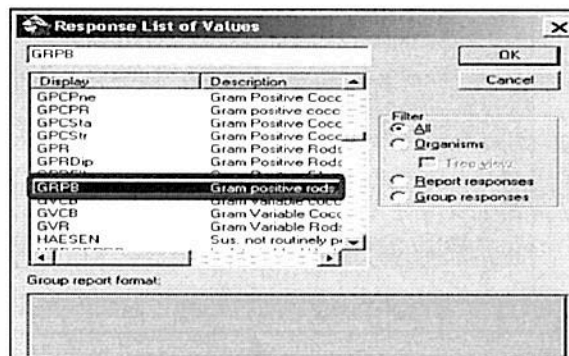
1



2



3

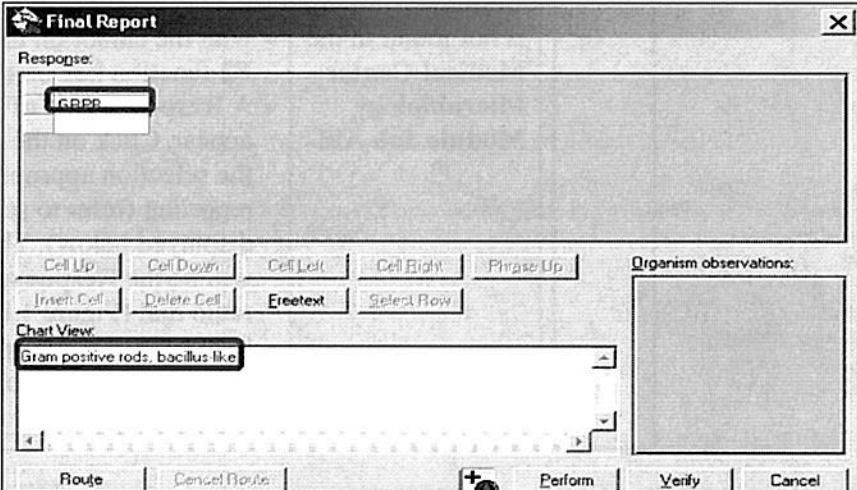
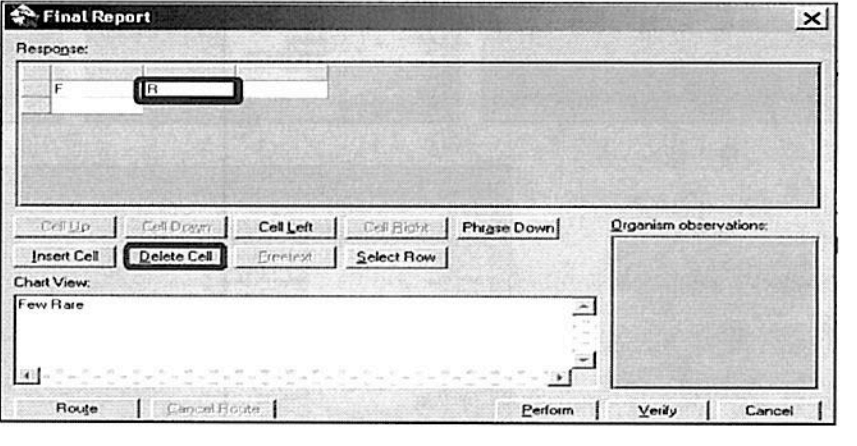


4

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## Result Entry in the Microbiology Module, Continued

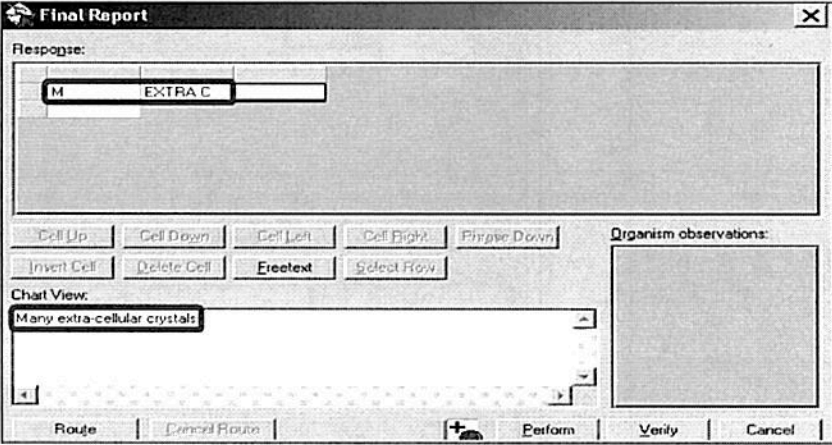
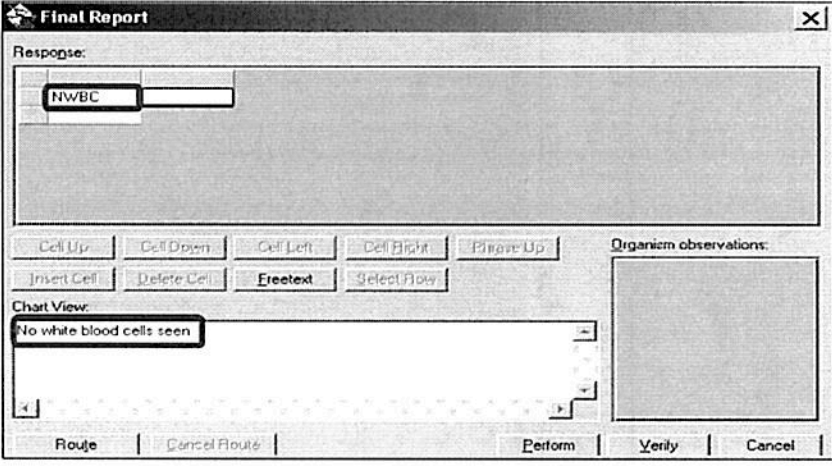
### Result Entry, continued

| Step     | Action  |
|----------|---|
| 4, cont. | <ul style="list-style-type: none"> <li>The expanded interpretation will display in the <b>Chart View</b> box.</li> <li>The following example displays result entry for a <b>Gram Stain</b>.</li> </ul>  |
|          |  <p>The screenshot shows a 'Final Report' window with a grid. The first cell contains 'GPPP'. Below the grid are navigation buttons: Cell Up, Cell Down, Cell Left, Cell Right, Phrase Up, Insert Cell, Delete Cell, FreeText, and Select Row. The 'Chart View' field contains 'Gram positive rods: bacillus like'. At the bottom are buttons: Route, Cancel Route, Perform, Verify, and Cancel.</p> |
|          | <p><i>Note:</i></p>   |
|          | <ul style="list-style-type: none"> <li>To delete an incorrect entry from a report prior to result release, select the cell and click on <b>Delete Cell</b>. This removes the response from the <b>Chart View</b> field.</li> <li><b>Alert!</b> This action must be completed before you click on <b>Verify</b>.</li> </ul>  |
|          |  <p>The screenshot shows the 'Final Report' window after the 'Delete Cell' action. The grid now has 'F' in the first cell and 'R' in the second cell. The 'Delete Cell' button is highlighted. The 'Chart View' field is now empty. The 'Verify' button is visible at the bottom.</p>   |

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## Result Entry in the Microbiology Module, Continued

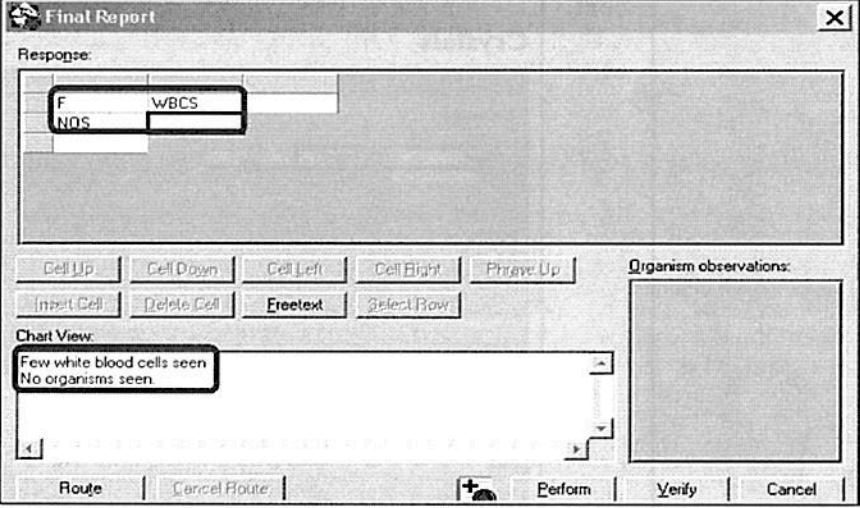
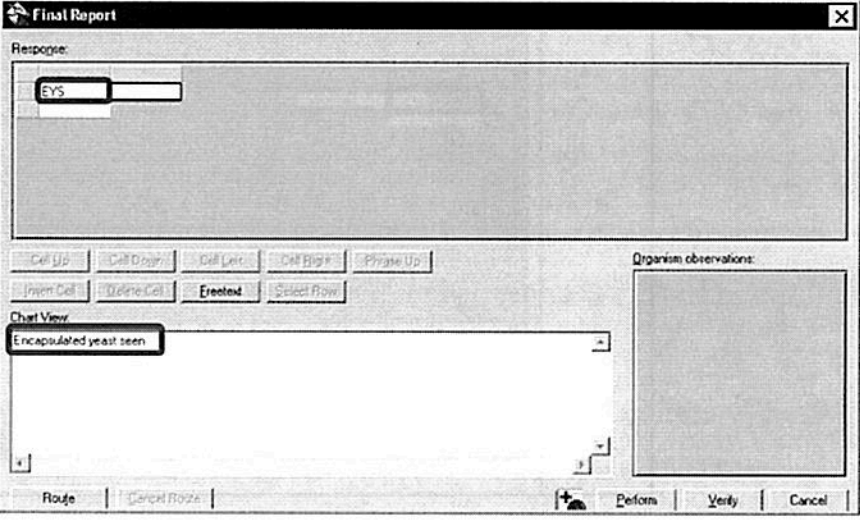
Result Entry, continued

| Step                | Action   |
|---------------------|--|
| <p>4,<br/>cont.</p> | <p><b>Examples of Reports:</b></p> <p><b>Crystals</b></p>  <p><b>Fecal WBC</b></p>  |

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## Result Entry in the Microbiology Module, Continued

Result Entry, continued

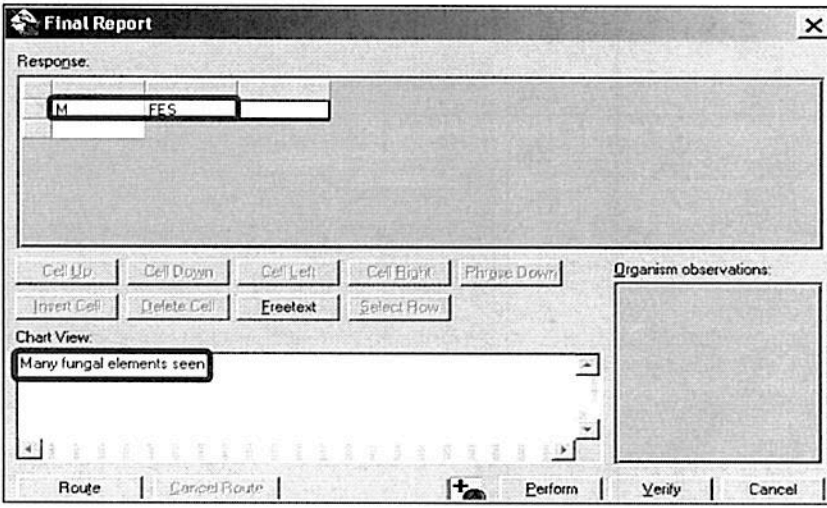
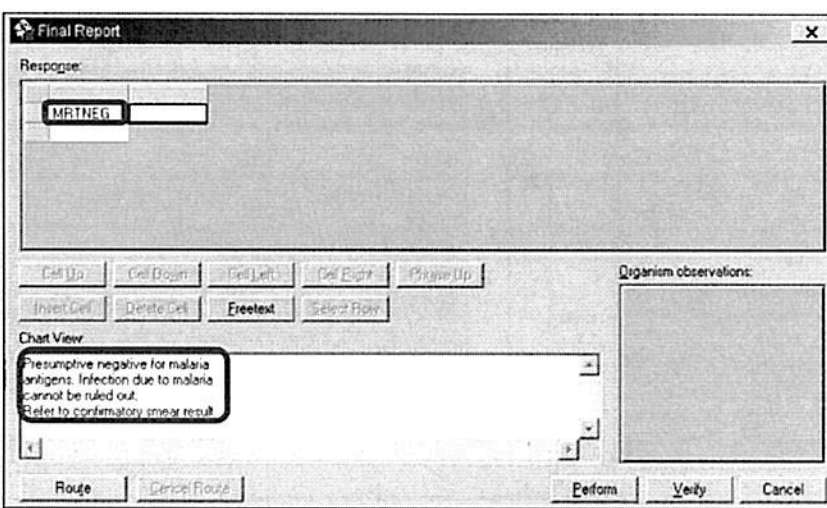
| Step        | Action   |
|-------------|--|
| 4,<br>cont. | <p><b>Gram Stain</b></p>  <p><b>India Ink Prep</b></p>  |

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## Result Entry in the Microbiology Module, Continued

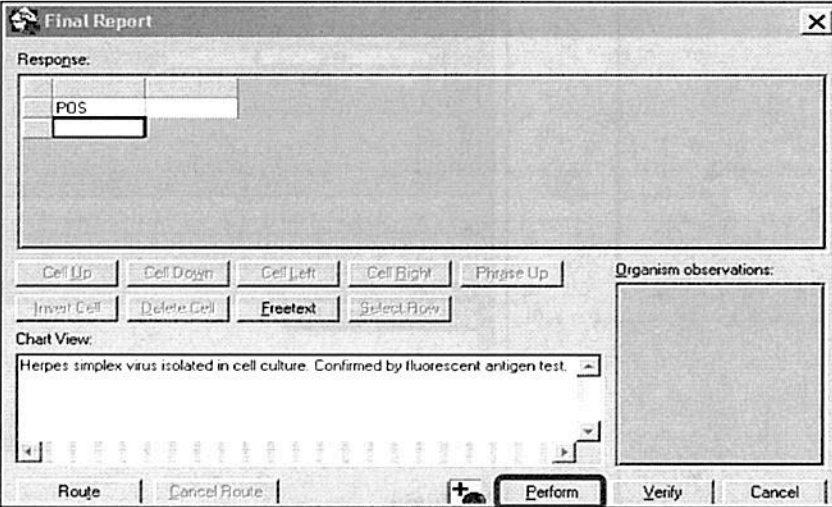
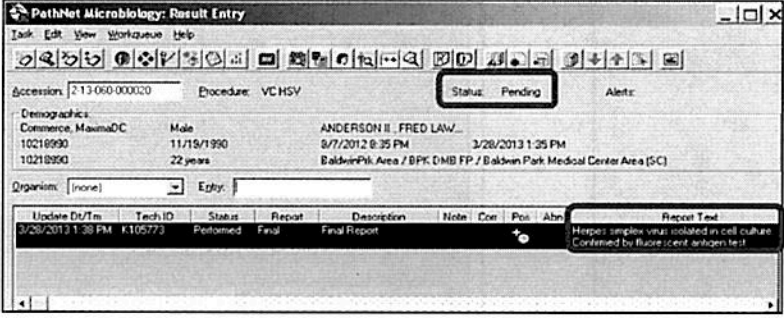
### Result Entry, continued

| Step                | Action  |
|---------------------|---|
| <p>4,<br/>cont.</p> | <p><b>KOH Prep</b></p>  <p><b>Malaria</b></p>  |

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## Result Entry in the Microbiology Module, Continued

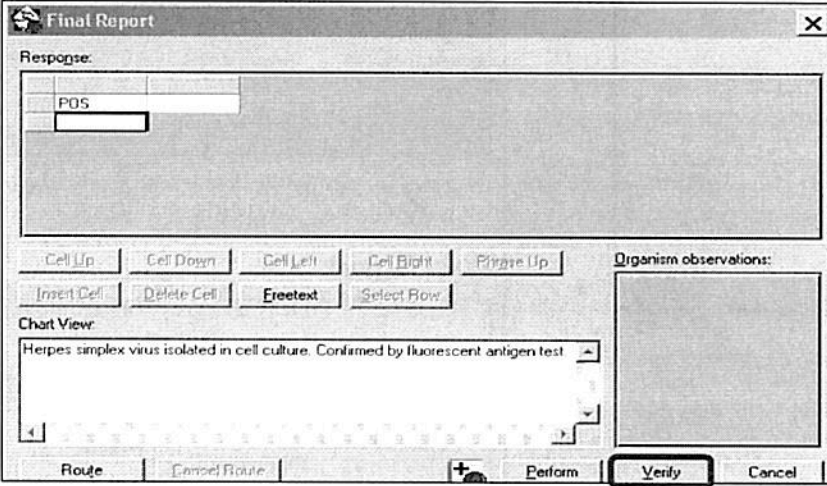
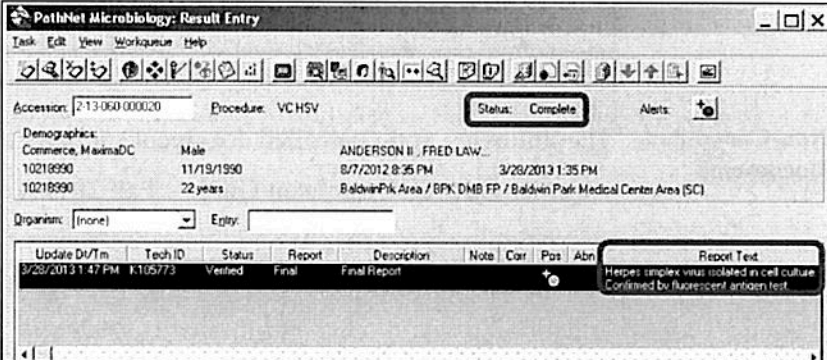
### Result Entry, continued

| Step | Action  |
|------|---|
| 5    | <p><b>Performing results (all procedures)</b></p> <ul style="list-style-type: none"> <li>Click on <b>Perform</b>.</li> </ul>  <ul style="list-style-type: none"> <li>The results displays in the <b>Report Text</b> field. Status is <b>Pending</b>.</li> </ul>  <ul style="list-style-type: none"> <li>Double-click on the highlighted result.</li> </ul> |

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## Result Entry in the Microbiology Module, Continued

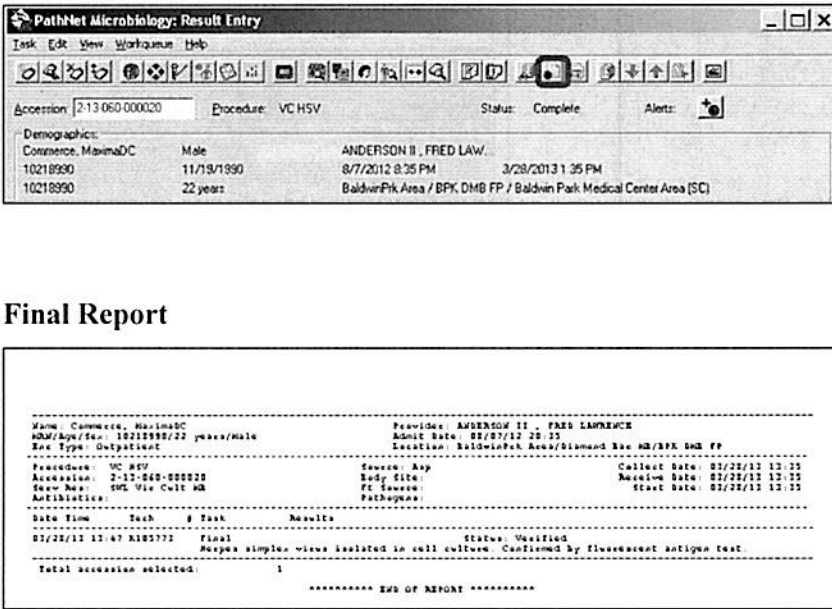
### Result Entry, continued

| Step | Action   |
|------|--|
| 6    | <p><b>Verifying Results (all procedures)</b></p> <ul style="list-style-type: none"> <li>The <b>Final Report</b> window opens.</li> <li>Click on <b>Verify</b>.</li> </ul>  <ul style="list-style-type: none"> <li>The results display in the <b>Report Text</b> field. Status is <b>Complete</b>.</li> </ul>  |

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## Result Entry in the Microbiology Module, Continued

### Result Entry, continued

| Step | Action   |
|------|--|
| 7    | <p>Click on the <b>Culture Activity Report</b> icon on the toolbar to view the final report.</p>  <p><b>Final Report</b></p> <pre> Name: Commerce, MaximaDC                      Provider: ANDERSON II, FRED LAWRENCE DOB/Age/Sex: 10/21/1990/22 years/Male           Admit Date: 02/07/12 20:25 Sex Type: Outpatient                            Location: BaldwinPark Area/Diamond St. MB/BPK DMH FP Procedure: VC HSV                               Source: Asp                               Collect Date: 02/22/12 12:25 Accession: 2-13-060-000020                      Body Site:                                Receive Date: 02/22/12 12:25 Spec No: SWL Via Cult MB                         PE Source:                                Start Date: 02/22/12 12:25 Antibiotics:                                     Pathogen: ----- Date Time      Tech      # Task      Results ----- 02/22/12 12:47 K102772      1 Final      Status: Verified Herpes simplex virus isolated in cell culture. Confirmed by fluorescent antigen test ----- Total accession selected: 1 ***** END OF REPORT *****                     </pre> |

- Non-Controlled Documents** The following non-controlled document supports this procedure.
- Cerner GenLab Participant Guide – Fall 2011 Version 2.1

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## Result Entry in the Microbiology Module, Continued

**Controlled Documents**

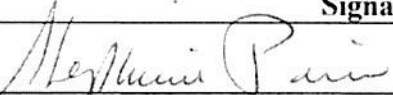
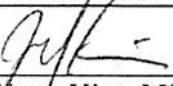
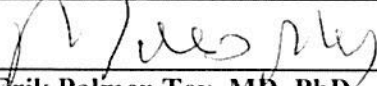
The following controlled documents support this procedure.

| Job Aid                           |
|-----------------------------------|
| Microbiology Result Entry Toolbar |
| Microbiology Module Coded Entries |
| Result a Microbiology Test        |
| Pocket Guide – CLS MC/MOB         |
| Pocket Guide – CLS SWL            |

|                  |   |                               |
|------------------|---|-------------------------------|
| <b>Author(s)</b> | Maureen Ahler, MSQA, MT(ASCP)             | Chongbae Lee, MS, CLS         |
|                  | Eleonor Arellano, MBA, MBA(HCM), MT(ASCP) | Betty Lindgren, CLS           |
|                  | Marian Azuma, CLS                         | Filemon Lizan, CLS            |
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## Result Entry in the Microbiology Module – Version 02

Reviewed and approved by:

| Signature   | Date    |
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|    | 4/11/14 |
| Stephanie Prien, MS, MT(ASCP)<br>SCPMG Laboratory Informatics Director  |         |
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| Ji Yeon Kim, MD, MPH<br>Physician-in-Charge, Clinical Chemistry and Lab Informatics   |         |
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