

Resulting in Cerner GenLab: Manual Entry

Purpose This procedure provides instructions for recording test results manually in Cerner GenLab.

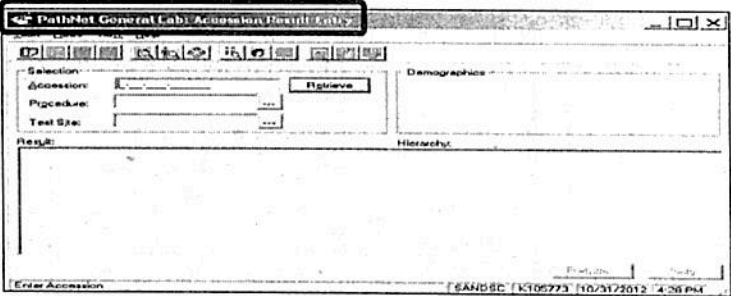

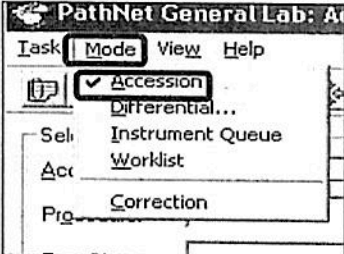
Scope This procedure is intended for Clinical Laboratory Scientists and Medical Laboratory Technicians.

Policy To meet regulatory requirements, the results must be performed, checked for clerical accuracy, and then verified.

Result Entry Follow the steps below to enter results using **Accession Result Entry (ARE)**.

Note:

The Order Result Viewer status for the accession must be In-lab for results to be verified.

| Step | Action | Icon |
|------|---|---|
| 1 | <ul style="list-style-type: none"> Click on the Accession Result Entry (ARE) icon on the Cerner Applications Bar (AppBar). The PathNet General Lab: Accession Result Entry window opens.  |  |
| 2 | <p>Click on Mode and then on Accession.</p>  | |

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Resulting in Cerner GenLab: Manual Entry, Continued


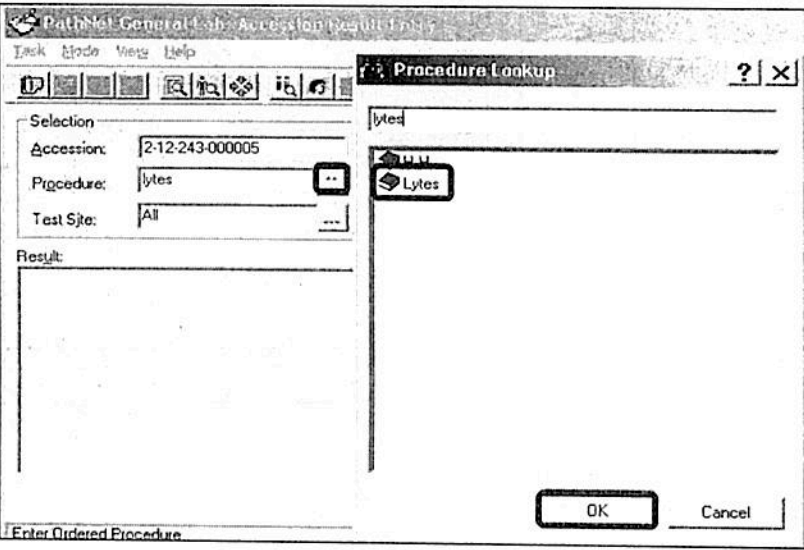
Result Entry, continued

| Step | Action | | | | | | | | | | | | | | | | | | | |
|---|--|--|---|--|-----------|--|--|---------|--|--|---|---------------------------------|---|---|--|--|--|--|--|--|
| 3 | <ul style="list-style-type: none"> Scan the barcode or type the accession number in the Accession field. <div data-bbox="764 573 1170 785" style="text-align: center;"> </div> <p>OR</p> <ul style="list-style-type: none"> Enter the accession number in the Accession field using either of the options below: <table border="1" data-bbox="558 919 1377 1367"> <thead> <tr> <th>Press the...</th> <th>And...</th> <th>Then...</th> </tr> </thead> <tbody> <tr> <td>Enter key</td> <td>the default site code, current year, and current Julian date are filled in at the same time.</td> <td> <ul style="list-style-type: none"> Enter the sequential number and the container ID. Press Tab. </td> </tr> <tr> <td>Tab key</td> <td>the default site code, current year, and current Julian date are filled in individually [if not today's Julian date, type manually].</td> <td> <ul style="list-style-type: none"> Enter the sequential number and the container ID. Press Tab. </td> </tr> </tbody> </table> <div data-bbox="553 1381 1370 1577" style="text-align: center;"> <table border="1"> <thead> <tr> <th>Site Code (Southern California = 02)</th> <th>Current Year (Last 2 digits)</th> <th>Julian Date (i.e., how many days have passed this year so far)</th> <th>Sequential Number (indicates how many specimens have been accessioned today)</th> <th>Container ID (letters identify added tubes, e.g., GTT, or aliquots)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> </div> <div data-bbox="834 1646 1084 1680" style="text-align: center;"> <p>02-12-061-000295B</p> </div> | Press the... | And... | Then... | Enter key | the default site code, current year, and current Julian date are filled in at the same time. | <ul style="list-style-type: none"> Enter the sequential number and the container ID. Press Tab. | Tab key | the default site code, current year, and current Julian date are filled in individually [if not today's Julian date, type manually]. | <ul style="list-style-type: none"> Enter the sequential number and the container ID. Press Tab. | Site Code (Southern California = 02) | Current Year (Last 2 digits) | Julian Date (i.e., how many days have passed this year so far) | Sequential Number (indicates how many specimens have been accessioned today) | Container ID (letters identify added tubes, e.g., GTT, or aliquots) | | | | | |
| Press the... | And... | Then... | | | | | | | | | | | | | | | | | | |
| Enter key | the default site code, current year, and current Julian date are filled in at the same time. | <ul style="list-style-type: none"> Enter the sequential number and the container ID. Press Tab. | | | | | | | | | | | | | | | | | | |
| Tab key | the default site code, current year, and current Julian date are filled in individually [if not today's Julian date, type manually]. | <ul style="list-style-type: none"> Enter the sequential number and the container ID. Press Tab. | | | | | | | | | | | | | | | | | | |
| Site Code (Southern California = 02) | Current Year (Last 2 digits) | Julian Date (i.e., how many days have passed this year so far) | Sequential Number (indicates how many specimens have been accessioned today) | Container ID (letters identify added tubes, e.g., GTT, or aliquots) | | | | | | | | | | | | | | | | |
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Resulting in Cerner GenLab: Manual Entry, Continued

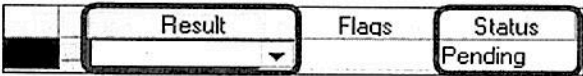
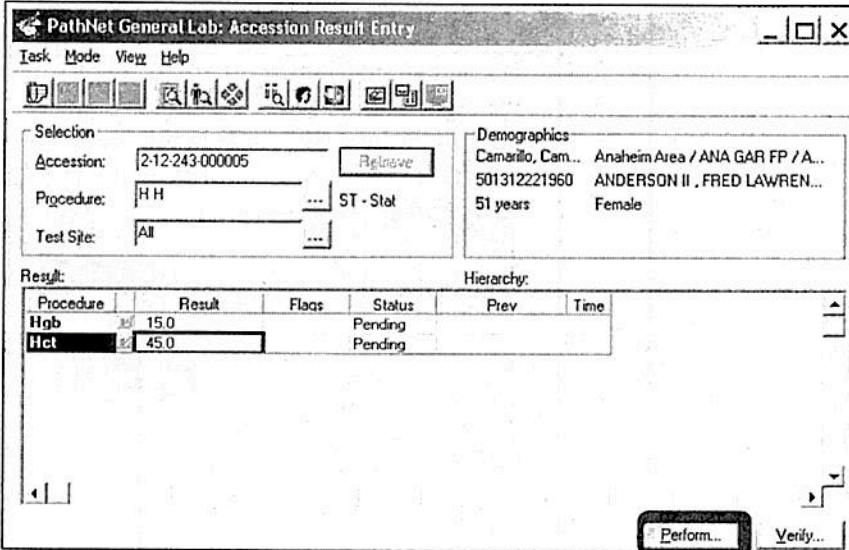
Result Entry, continued

| Step | Action |
|------|---|
| 4 | Click on Retrieve . |
| 5 | <p>The PathNet General Lab: Accession Result Entry window populates with the designated tests.</p>  |
| 6 | <ul style="list-style-type: none"> • If you are entering results for a specific test, click on the ellipses to the right of the Procedure field. • Highlight the desired test in the Procedure Lookup field. • Click on OK or double-click on the highlighted test.  |

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Resulting in Cerner GenLab: Manual Entry, Continued

Result Entry, continued

| Step | Action | | | | | | |
|---------------------------------|---|----------------------|---------|-----------------------|--|---------------------------------|-----------------------------|
| 7 | <table border="1" data-bbox="574 527 1378 709"> <thead> <tr> <th data-bbox="574 527 956 569">If a Result field...</th> <th data-bbox="956 527 1378 569">Then...</th> </tr> </thead> <tbody> <tr> <td data-bbox="574 569 956 638">has a drop-down arrow</td> <td data-bbox="956 569 1378 638">click on the arrow and choose the appropriate selection.</td> </tr> <tr> <td data-bbox="574 638 956 709">does not have a drop-down arrow</td> <td data-bbox="956 638 1378 709">enter the results manually.</td> </tr> </tbody> </table> <p data-bbox="548 743 1399 846">Note: If a test has a Status of Pending, a result must be entered for that test in order to completely release the accession to Health Connect.</p>  | If a Result field... | Then... | has a drop-down arrow | click on the arrow and choose the appropriate selection. | does not have a drop-down arrow | enter the results manually. |
| If a Result field... | Then... | | | | | | |
| has a drop-down arrow | click on the arrow and choose the appropriate selection. | | | | | | |
| does not have a drop-down arrow | enter the results manually. | | | | | | |
| 8 | <p data-bbox="548 947 998 978">Click on Perform to save the results.</p>  | | | | | | |

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Resulting in Cerner GenLab: Manual Entry, Continued

Result Entry, continued

| Step | Action |
|------|---|
| 9 | Click on Verify to send the results to KP HealthConnect. |

Result Flags

Results will be flagged (see **Flag** column) in accordance with the following criteria.

| Flag | Criteria |
|------|---|
| L | Lower than Reference Range Low |
| H | Higher than Reference Range High |
| D | Exceeds Delta Check Limit |
| R | Exceeds Review Limit |
| F | Exceeds Feasible Limit |
| * | Abnormal Alpha Response |
| C | Exceeds Critical Limit |
| | <i>Note:</i> <i>Critical Limits are based on Regional Critical Values.</i> |
| c | A lower-case "c" indicates a Corrected Result |
| f | A lower-case "f" indicates a Result Comment/Result Note is attached |
| N | Exceeds Established Linearity |

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Resulting in Cerner GenLab: Manual Entry, Continued

Non-Controlled Documents The following non-controlled document supports this procedure.

- Cerner GenLab Participant Guide – Fall 2011 Version 2.1



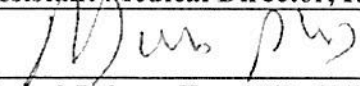
Controlled Documents The following controlled documents support this procedure.

| Job Aid |
|---------------------------|
| Pocket Guide – CLS MC/MOB |
| Pocket Guide – CLS SWL |

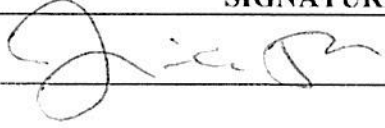
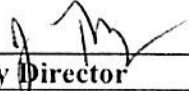
| | | |
|-----------|---|-------------------------------|
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