





	E. The Main SQ GUI Menu Selection Screen will open, select General Laboratory.
	F. Select the <b>Orders</b> option that appears in the upper left hand corner of the screen. General Laboratory - After hours LIS Suppo Orders Prosts Maintenance Window Help
	G. Then select <b>Order Receipt/Modify (ORM)</b> from the drop down list.
2	RECEIVING LAB SPECIMENS         A. Once you are in ORM to receive orders, the following window will open. The default for the search screen is Patient ID (Patient Medical Record Number, MRN):         Image: Content for the search screen is Patient ID (Patient
	Order Status       Date/Time/Eyents         Dat(s) of activity















1	Requisition the Order	on Tests w Receipt Pro	ill appear. ocess. If F	Edit these as ree Text app	s necessary ears in the S	to complete SDES cell,	
	replace it v	vith the ap	propriate s	pecimen type	e code(s) an	d remembe	er
	to add any <b>Modifer information from the Order</b> (Detailed in #13 above).						
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## References

Sunquest 7.2 Manual

Training Plan/ Competency Assessment iMentor self-paced classes New employee training Upgrade Training LIS Competencies

**Historical Record** 

Version	Written/Revised by:	Effective Date:	Summary of Revisions
1	P. Mattson	7/18/2017	Initial Version
2	Roxann Gulke	8/8/2017	Approved
3	Roxann Gulke	10/22/2019	SMART