

Title:	Manual POC Test Result Entry via Enter/Edit in Epic					
Department/Service Line:	Laboratory					
Approver(s):	CLIA Director					
Location/Region/Division:	Baylor Scott & White Health					
Document Number:	BSWH.LAB.POC.002.R_V3					
Last Review/Revision Date:	See Signatures	Origination Date:	5/2019			

SCOPE

This document applies to personnel manually resulting POC test results via Enter/Enter in Epic within Baylor Scott & White Health.

DEFINITIONS

When used in this document with initial capital letter(s), the following word(s)/phrase(s) have the meaning(s) set forth below unless a different meaning is required by context. Additional defined terms may be found in the BSWH P&P Definitions document.

POC – Point of Care

METHOD/UTILITY

The purpose of this procedure is to describe the proper process for manually resulting POC tests within Epic.

PROCEDURE

Enter or Edit Results for Inpatient Documentation

- 1. Order the appropriate POC test in Epic.
- 2. Look at the Brain or Work List to find the Task for the specific lab. Click on the hyperlink for **Enter/Edit Results**.

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1116	Û	POC Occult Blood Stool with Result To be completed in Enter Edit	One Time	Routine	ſ	Enter/Edit Results	Completed in Enter Edit	2 🖉
1116	Ü	POC Gastric Occult Blood with Result To be completed in Enter C Edit	One Time	Routine			Completed in Enter Edit	

3. You can also use the Enter/Edit Results Activity to find the lab. Highlight the lab and double Click to open that Resulting tool. The process is the same from here as it is for utilizing the hyperlink.

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Time	Туре	Task	Frequency	Priority			X Cancer Staging
0700							R Care Teams
0700		Administer clindamycin (CLEOCIN)					Charge Capture(non provider)
0700	S	IVPB 600 mg	Q8H	Routine		Doc	Chart Central
	- 1	IntraVENous : Every 8 hours					Code
0900							Communications
		Administer furosemide (LASIX)					Cutover
0900	×.	tablet 40 mg Dose 40 mg : Oral : 2 times daily	BID	Routine		Doc	🛔 Delivery Summary
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Today at 11:15	POC Gastric Occult Blood with Result	Rounds, Steve, MD	Lab you are Resulting
Today at 11:15	POC Occult Blood Stool with Result	Rounds, Steve, MD	Active

4. If there is *only one* lab to be resulted, Epic will default to that lab. If there is *more than one*, you will need to choose the lab by highlighting the row of the lab you are documenting.

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Today at 11:15	POC Gastric Occult Blood with Result	Rounds, Steve, MD	nuive
Today at 11:15	POC Occult Blood Stool with Result	Rounds, Steve, MD	Active

5. Collected by and Collection date and time will default to the current Epic user and current date and time. Update to actual collector and actual collection date and time.

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Collection date: 6/13/2024			Ċ.	Providers					Send Results	No Ye	s Cc list only	
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Enter values for all result components. The Status will normally be Final result. If resulting on behalf of a
provider, ensure that information is recorded correctly in the performed by component.
Click Accept once completed.

Note: If comments are needed to document further action (such as critical value communication documentation) record in the comment box seen below.

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Type: Stool			Lab name:	BSWH L	.AB			+ My List -	+ Other	Remove All	
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7. Go back to the Brain or Work List and click **Completed in Enter Edit**. This documents the Task

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as Completed.

Ambrosia, Lorelai-LAB To Do's 1116 [] POC Gastric Occult Blood with Result To be completed in Enter Edit 1116 [] POC Occult Blood Stool with Result To be completed in Enter Edit Enter/Edit Result	Completed in Enter Edit	
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Completed 1116 & POC Occult Blood Stool with Result To be completed in Enter Edit	
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8. Documentation can be viewed on the Results activity.

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MICROBIOLOGY 🛛 🖉 😞	
MYCOBACTERIUM TUBERCULOSI	
REFERENCE LAB (S 🗵 🙊	
Cysticercosis Ab IgG	
IMMUNOLOGY (AFTER) 🗵 😞	
HIV, Antigen and Antibodies	
MICROBIOLOGY 🛛 🖄 😞	
MYCOBACTERIUM TUBERCULOSI	
Others 🖂 😞	
Bands Present (Ext)	
Human Immunodeficiency Virus (H	
Human Immunodeficiency Virus (H	
Mitogen minus Nil Result (Ext)	
Mycobacterium tuberculosis (Ext)	
Mycobacterium tuberculosis Sour	
NIL Result (Ext)	
Occult Blood Result (POC)	Positive !

Enter or Edit Results for Ambulatory Documentation

- 1. Order the appropriate POC test in Epic.
- 2. Navigate to the Visit Orders Report from the Schedule.
- 3. Complete Specimen Collection task under the Point of Care Needing Specimen Collection header. Note: Some tests can be resulted via interfaced instrument or via Enter/Edit. For those tests, the task to complete will require collection date/collection time and "Will this be an Interfaced Result?". If the wrong

selection is made in this step the user will need to cancel the test and reorder.

4. Click on the hyperlink for **Enter Results**.

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Poc Fseventeen	Beakertest			(MRN 860051569)	~
Procedure Orders this En Active POC Wet Prep with Result	ncounter a	• Enter Beruite	Labs Needing Specimen Collection 🕈	Collect Lab Specimens (Order Inquiry)	
Completed Wet Prep POCT Ordered On: 06/17/2024		e Edit Results (Final result)	 Ø Orders Needing Specimen Collection None Sample Medications Needing Completion 		
Point of Care Needin Ordered 06/17/24 1517 POC Wet Pres Scheduled 06/17/24 1510	g Specimen Collection with Result - Prio: Routine, Task Specimen Collectio Completed	Status: Sent Status Incomplete	None Completion Tasks None		

5. Collected by and Collection date and time will default to the current Epic user and current date and time. Update to actual collector and actual collection date and time.

iter/Edit Re	sults		in the order		
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Date/Time	•	Test			Auth. MD
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Type:	Swab		C Lab name	BSWH LAB	P
Collected by:	AMBULATO	RY, RN	Technician		
Collection date:	6/17/2024		Providers	i	
Collection date: Collection time:	6/17/2024 03:24:00 PM		Providers Billing	STEWART, CHRISTOPHER ALEXANDER	Q

Enter values for all result components. The Status will normally be Final result. If resulting on behalf of a
provider, ensure that information is recorded correctly in the performed by component.
Click Accept once completed.

Note: If comments are needed to document further action (such as critical value communication documentation) record in the comment box seen below.

Manual POC Test Result Entry via Enter/Edit in Epic

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ATTACHMENTS

None.

RELATED DOCUMENTS

POC Quality Management Policy (BSWH.LAB.POC.001.P) Provider Performed Testing Program (BSWH.LAB.PPT.001.P)

REFERENCES

None.

REVISION HISTORY

Version #	Effective Date	Description of Change	Revised By	Removed Date
2	See Signatures	Updated for reporting of Source.	R. Steward	NA
3	See Signatures	Updated for Beaker	R. Steward	NA