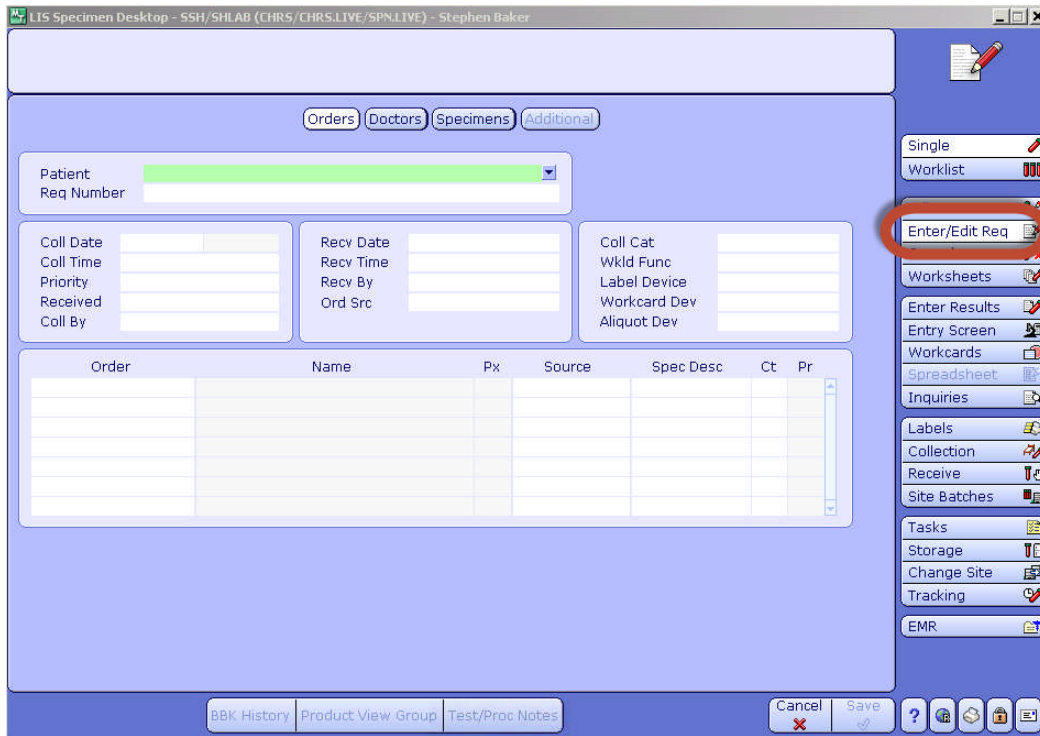
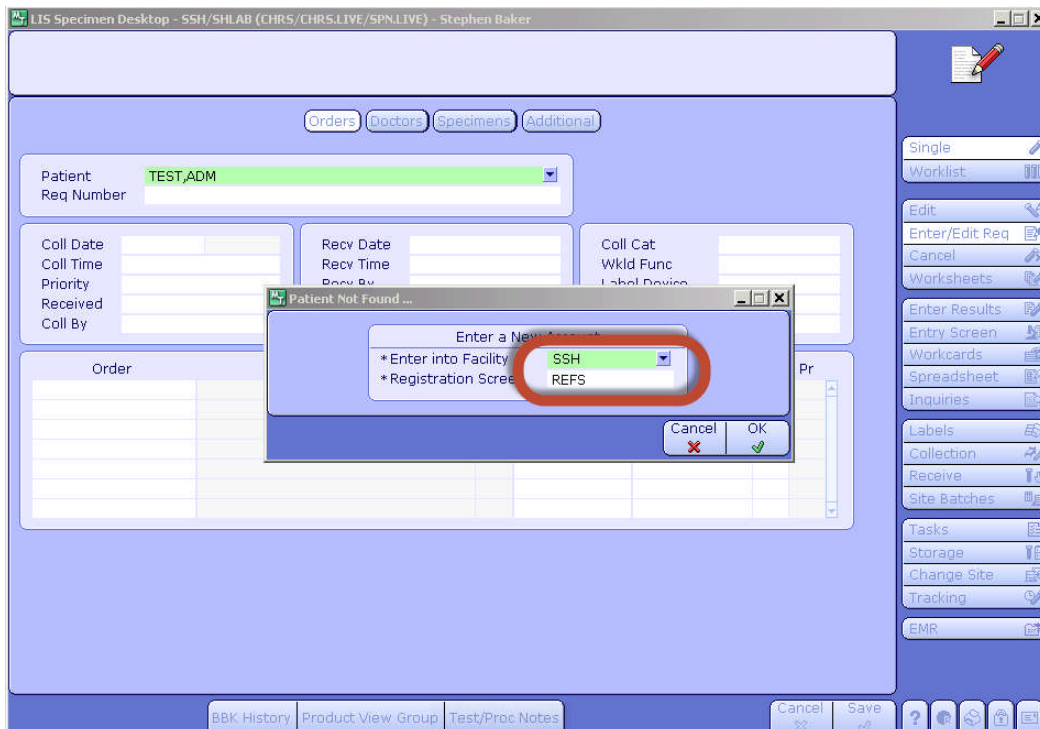


Processing Occupational Health Lab Orders

Create a new account in the usual way starting from Specimen Desktop / Enter Edit Requisition



When the screen below pops up, leave the default REFS in the Registration Screen field and select Save or press F12.



Enter the patient data, **including Social Security number**. If the associate refuses to provide Social Security number, proceed without it. For the required fields Client and Attending, enter as shown below. Example is for Shoreline associates. See last page for list of Client mnemonics for other locations.

The screenshot shows the 'Patient' tab in the Meditech Health Care Information System. The patient name is 'Test,Adm' and the account is a 'New Account'. The 'Med Rec Num' is 'New Patient'. The form is divided into several sections:

- Personal Information:** *Name: TEST,ADM; Birthdate: 11/25/1957; *Age: 54; *Sex: M; Other Name: (empty).
- Identification:** Mother's Name: (empty); Soc Sec Num: 778-89-9990 (circled in red); Race: (empty); *Financial Class: U.
- Client Information:** *Client: AS.EMPHE (circled in red); EMPLOYEE OCC HLTH-SHORLINE.
- Primary Care:** *Attending: OCCHEA (circled in red); OCCUPATIONAL HEALTH.
- Other Fields:** Family Referring, Other, and Consulting Physician (all empty).

Buttons at the bottom include Cancel, Next, Save, and a help icon.

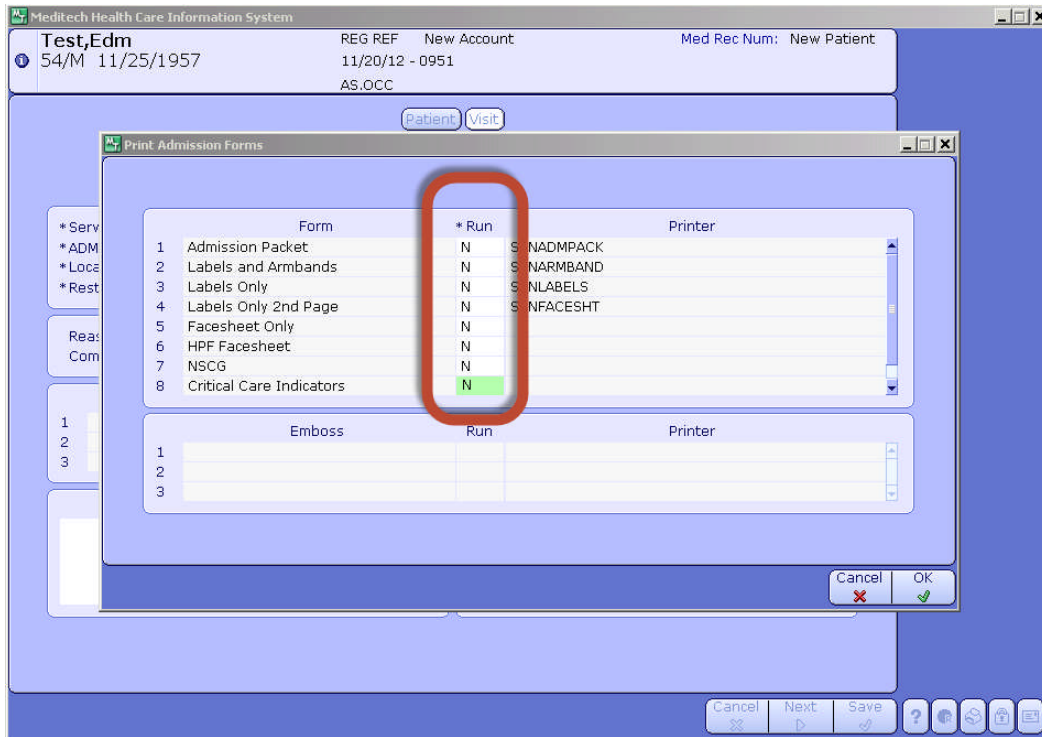
Continue to enter required data in the Visit tab as shown. The Location example is for Shoreline. See last page for list of mnemonics for other Locations. Select Save or press F12.

The screenshot shows the 'Visit' tab in the Meditech Health Care Information System. The patient name is 'Test,Adm' and the account is a 'New Account'. The 'Med Rec Num' is 'New Patient'. The patient's birthdate and age are displayed as '54/M 11/25/1957'. The form is divided into several sections:

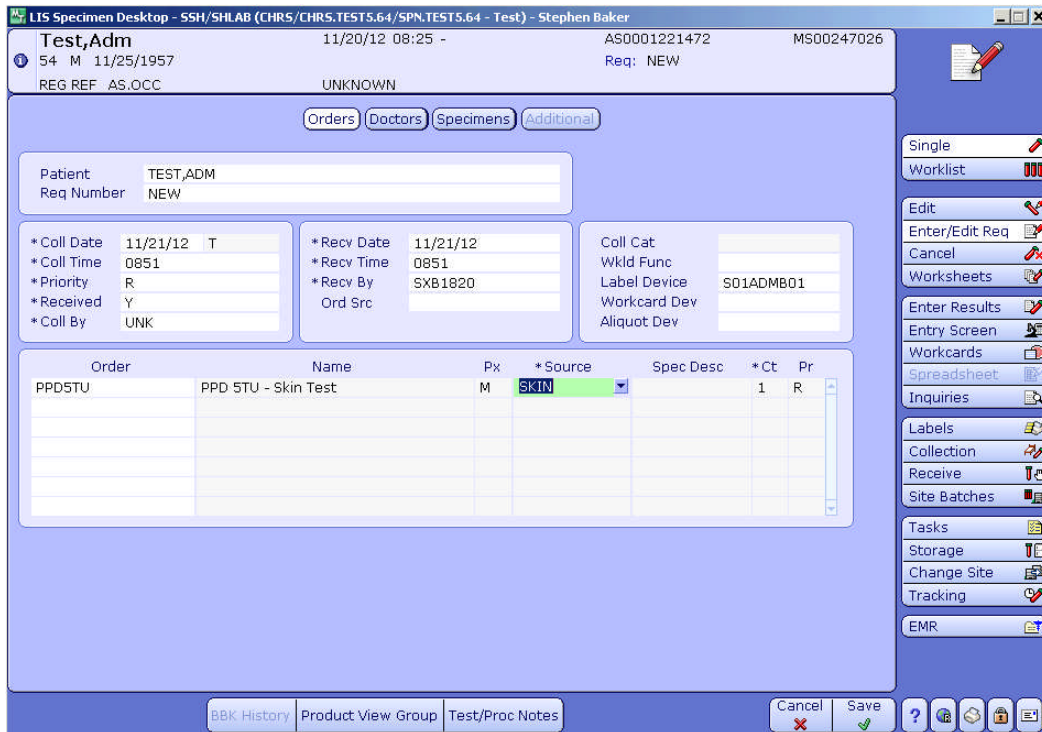
- Visit Information:** *Service Date: 11/20/12; *Time: 0928 (circled in red); Other Location: (empty); *ADM Priority: EL; *Location: AS.OCC; *Restrict Dir Disclosure: NONE.
- Reason for Visit:** Reason for Visit and Comment (both empty).
- Visit Diagnosis:** A list of three empty rows for diagnosis entry.
- Notes:** View Existing Collection Notes and Enter New Collection Notes (both empty).

Buttons at the bottom include Cancel, Next, Save, and a help icon.

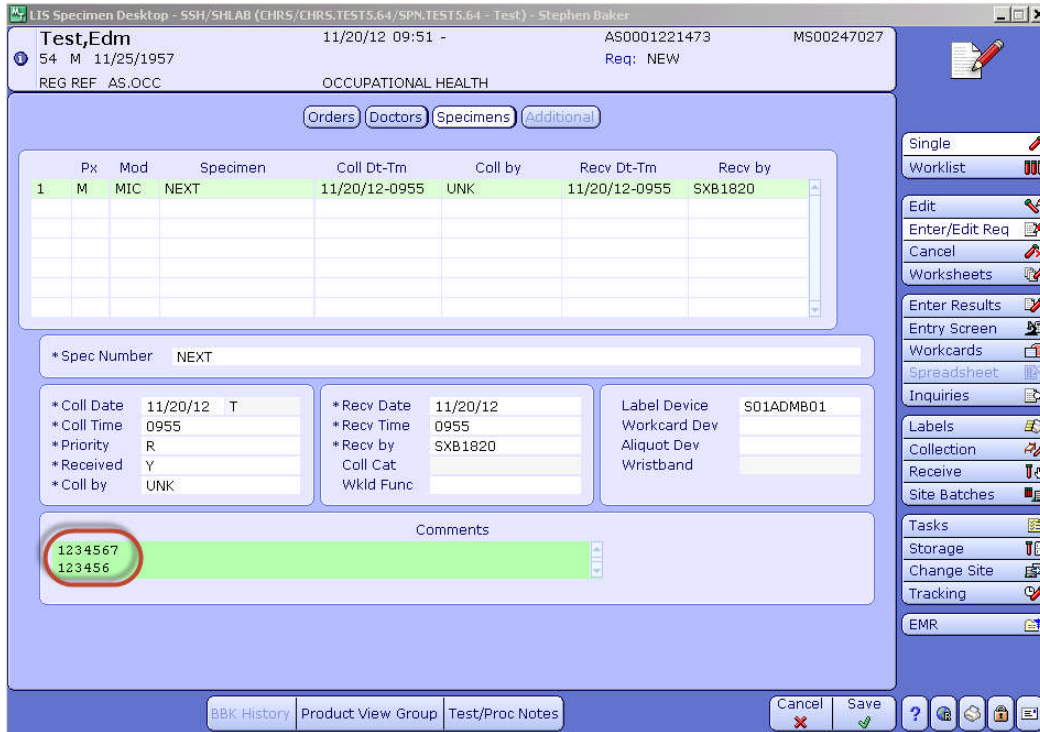
Edit the Run column to display all N. Select OK or press F12 again.



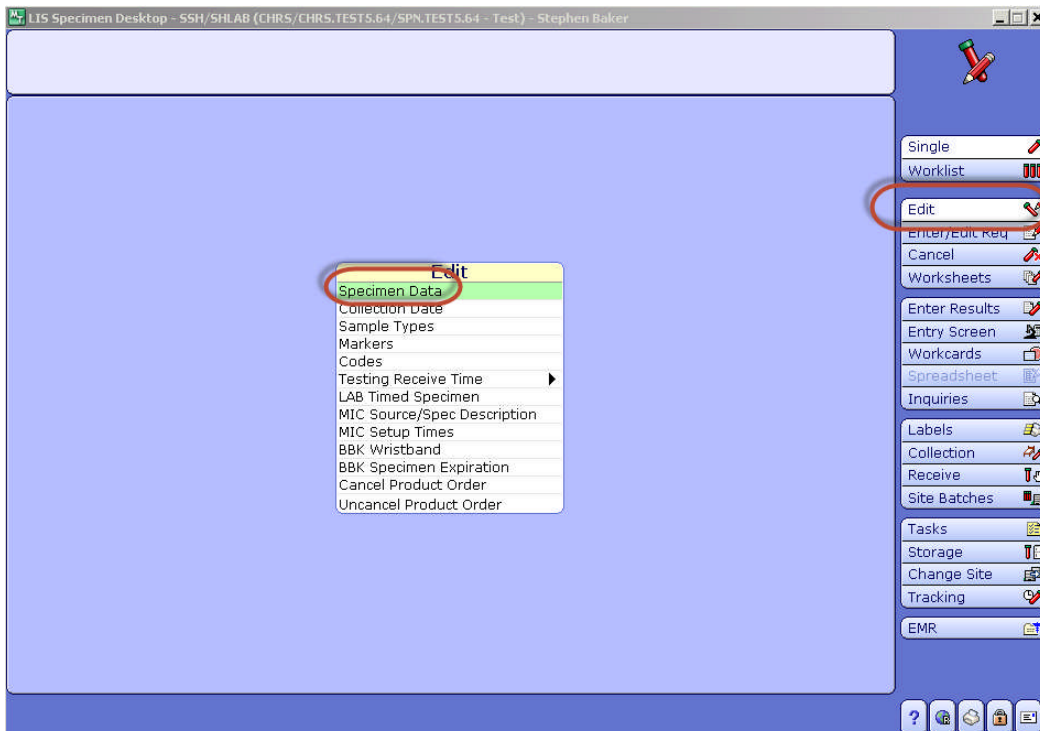
Continue and order test(s). Then select the Specimens button.



Continue to the Specimens tab of the Orders routine and enter the patient's Axion number **on the first line of the comments section** as shown. Enter the associate's badge number in the second line of the comments section. If the patient's Axion number is not available, proceed without it. Select Save or press F12.



If you forget to add the Axion number when ordering, or need to add the number after ordering, start once again from the Specimen Desktop and select Edit / Specimen Data.



Enter the Axion number in the comment field as shown below. Remember that the Axion number must be on the first line as shown.

The screenshot shows a specimen record for 'Test,Edm' with the following details:

- Patient:** Test,Edm (54 M, DOB 11/25/1957), Dx/Rfx: OCCUPATIONAL HEALTH
- Specimen:** 12:M0000256R
- Ordered:** PPD 5TU - skin
- Collection Data:** Coll Date 11/20/12 T, Coll Time 0955, Priority R, Status RECD
- Received Data:** *Received Y, *Coll by UNK, *Recv Date 11/20/12, *Recv Time 0955, *Recv by SXB1820
- Comments:** 1234567 (circled in red), 123456

CLIENTS

- AQ.EMPHE\$ Kleberg
- AR.EMPHE\$ Memorial
- AS.EMPHE\$ Shoreline
- AV.EMPHE\$ South
- AW.EMPHE\$ Beeville
- AY.EMPHE\$ Alice

LOCATIONS

- AQ.OCC Kleberg
- AR.OCC Memorial
- AS.OCC Shoreline
- AV.OCC South
- AW.OCC Beeville
- AY.OCC Alice