

**SOFTLAB**

**1. Order Entry cancel**

- a. Cancel Test
  - i. Reports to iEHR/EMR
  - ii. Prints on report
- b. Cancel Order
  - i. Reports to iEHR/EMR
  - ii. Prints on report

**2. Result Entry Cancel (Resulting Worklist)**

- a. F4 cancel → must add result comment indicating why test was cancelled
  - i. Reports to iEHR/EMR
  - ii. Prints on report
- b. Dot result → must add result comment indicating why test was cancelled
  - i. Reports to iEHR/EMR
  - ii. Prints on report

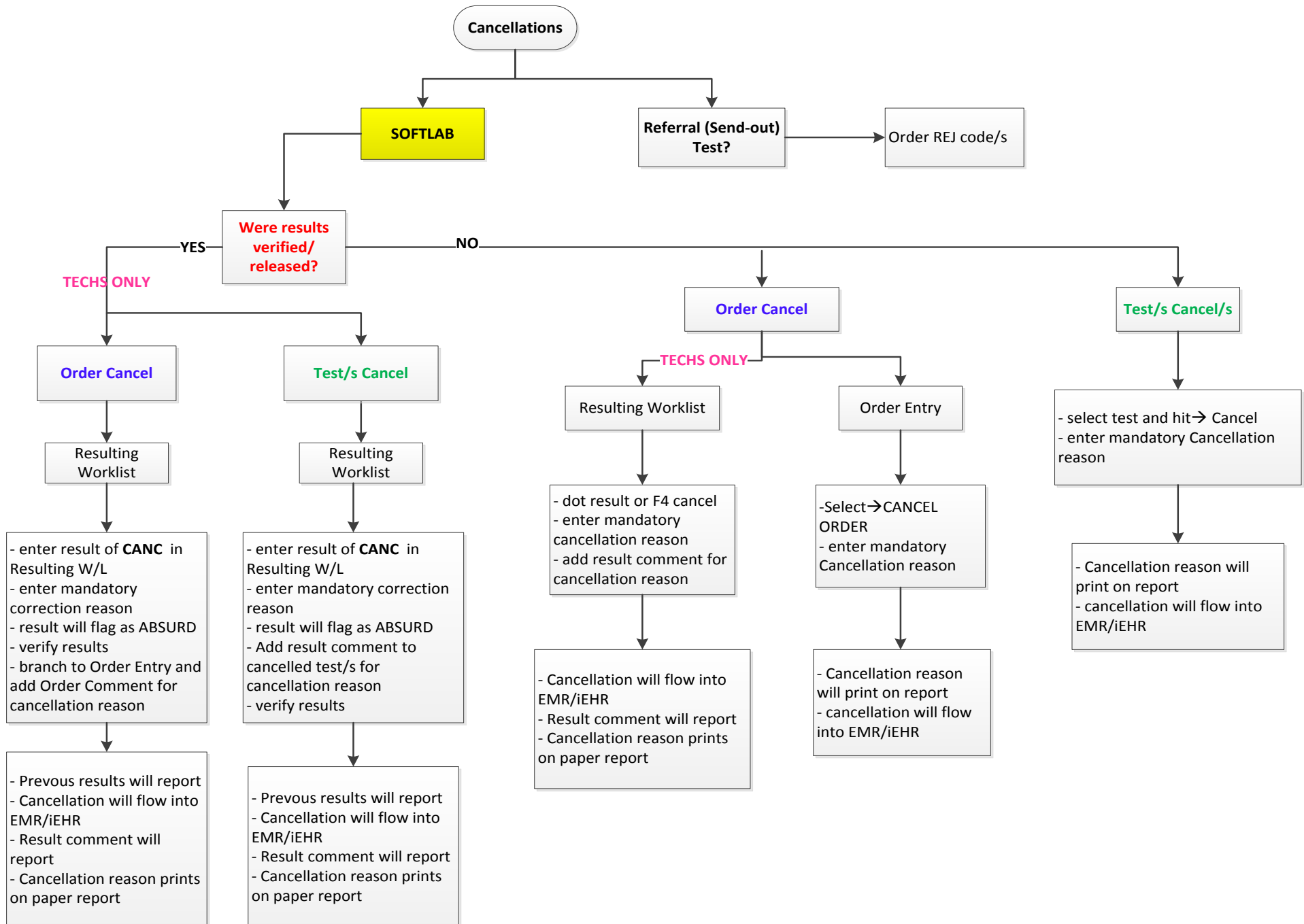
**ERRONEOUSLY REPORTED RESULTS (recommend having LIS Admins perform to ensure adequate documentation)**

**1. Resulting W/L**

- a. Enter **CANC** into the Result field
  - i. Enter Mandatory Correction reason
  - ii. Result will flag as Absurd
  - iii. Enter in Result Comment or branch to Order Entry and add an Order Comment

- 2. Order Entry → DO NOT** cancel erroneously reported results out of order entry...each test must be cancelled in order to have the previous result maintained

# TERRITORIAL LIS CANCELLATION PROCESS



**SOFTBANK**

1. Order Entry → **DO NOT PERFORM ORDER ENTRY CANCELS FOR BLOOD BANK TESTS**
2. **SOFTBANK:**
  - a. PATIENT->ORDERS->CANCEL
    - iii. Cancel Action (NOT ORDER)
  - b. PATIENT->ORDERS->CANCEL
    - iv. Test cancel (NOT ORDER)

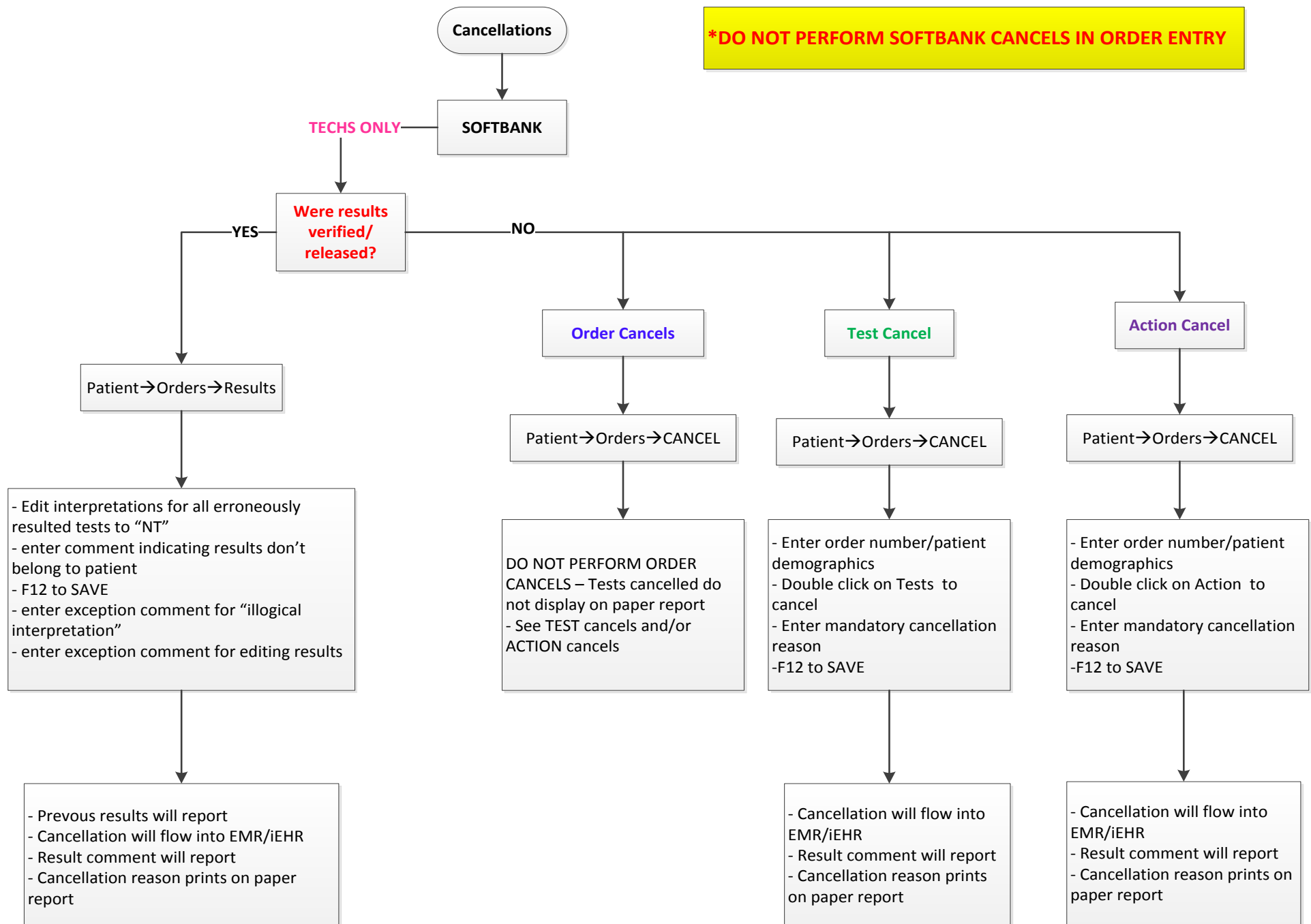
**ERRONEOUSLY REPORTED RESULTS** (recommend having LIS Admins perform to ensure adequate documentation)

1. **SOFTBANK:** change test interpretations to NT/NT/NT (Not Tested) or I/I/I (Invalid) → add comment and the comment appears. Previously reported result also appears (Did not have to resend to HIS)
2. **Order Entry Cancel** → **DO NOT CANCEL IN ORDER ENTRY IF RESULTS HAVE ALREADY BEEN RELEASED**

# TERRITORIAL LIS CANCELLATION PROCESS

November 10, 2017

**\*DO NOT PERFORM SOFTBANK CANCELS IN ORDER ENTRY**



**SOFTMIC**

**1. Order Entry Cancel**

- a. Cancel ORDER
  - i. Enter Mandatory cancellation reason
  - ii. Report to iEHR/EMR
  - iii. Prints on report
- b. Cancel TEST – **DO NOT CANCEL TEST OUT OF ORDER ENTRY. IF ONLY ONE TEST ON THE ORDER NEEDS TO BE CANCELLED – IT MUST BE CANCELLED OUT OF MICRO RESULT ENTRY**

**2. Micro Result Entry**

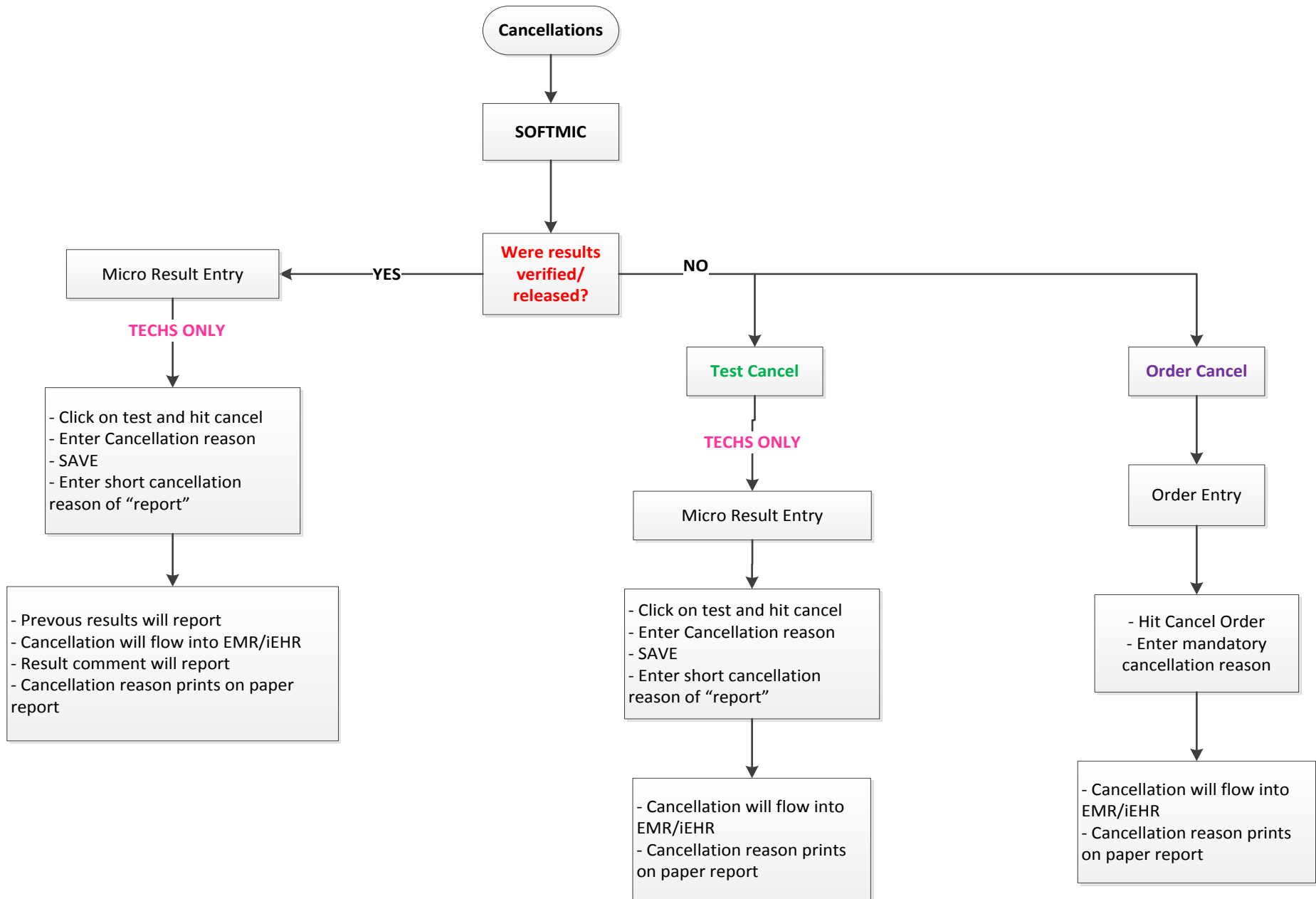
- a. Cancel
  - i. Enter cancellation reason
  - ii. Enter short cancellation reason of report
  - iii. Reports to iEHR/EMR
  - iv. Prints on report

**ERRONEOUSLY REPORTED RESULTS** (recommend having LIS Admins perform to ensure adequate documentation)

**1. Micro Result Entry**

- a. Cancel in Micro Result Entry
- b. Enter Cancellation reason
- c. Previous erroneous results will appear on the report

**2. Order Entry Cancel → DO NOT CANCEL IN ORDER ENTRY IF RESULTS HAVE ALREADY BEEN RELEASED**



## TERRITORIAL LIS CANCELLATION PROCESS

November 10, 2017

<b>DOCUMENT REVISION AND APPROVAL HISTORY</b>			
<b>Revision #</b>	<b>Revision Date</b>	<b>Issued By</b>	<b>Description of changes</b>
<b>1.0</b>	<b>2017</b>	<b>ALD</b>	<b>Initial Release</b>
<b>2.0</b>	<b>2017-11</b>	<b>ALD</b>	<b>Removed instruction to test cancel micro orders out of result entry</b>