



SCC-LIS_TIP OF THE WEEK

MODULE: SoftLab/SoftMic	SOFTWARE VERSION: 4.0.8
TOPIC: Printing Scanned SoftMedia Documents in Order Entry	ISSUE DATE: 4MAY2018
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TOPIC/QUESTION:

How do I print the scanned requisition out of SoftMedia? When I hit the print button it tells me there are no documents to print

ANSWER/TIP:

From the documents tab in SoftMedia, click on the document you want to print

- When it is viewable, right click and select print
- Select local printer and hit OK
- NOTE: Cannot print to LIS-networked printers –only to printers connected to the COMPUTER

EXAMPLE:

The screenshot shows the SoftMedia interface. At the top, patient information for SCLIS INUVIK is displayed. Below, the 'Ordered (4)' list shows tests: ESR, ALB, QIUF, and FAST. A 'Print' button is circled in red. A 'Documents' window is open, showing a document icon labeled '1 C5030004_0001'. A context menu is open over the document with 'Print...' selected. A green box with callouts 2-4 provides instructions: '2 Bring mouse pointer to document and right click', '3 Select Print', and '4 Select Printer and hit OK'. The printed report is visible, showing 'LABORATORY REPORT' for 'INUVIK Regional Hospital Laboratory' and 'NORTHWEST TERRITORIES Health and Social Services Authority'. The report includes patient details and test results.