

NWT LIS TIP OF THE WEEK

Module: SoftLabMic

Software Version: 4.0.8

Topic: Viewing Patient Reports

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TOPIC/QUESTION:

How do I see every report that ever went out on a patient? Can I also see all their requisitions or ECGs that we scanned into the system?

ANSWER/TIP :

Patient Maintenance is where you will go!

Step 1: Open Patient Maintenance directly  or branch to patient

maintenance from Order Entry



Step 2: Once the patient record is loaded, ensure that SoftMedia is deployed. If not, open SoftMedia by clicking the SoftMedia button on the top

toolbar 

Step 3: Archived documents will display in the Documents screen

The screenshot shows the 'Patient Maintenance' window with a patient record for 'THIRING, STANSON'. Below the patient information, there is a 'Documents' pane on the left and a 'LABORATORY REPORT' window on the right. The report is for 'THIRING, STANSON' and includes details such as 'Physician: NOT APPLICABLE', 'Specimen Date: 2018-04-23', and 'Specimen Time: 12:48:07'. The report also shows 'MICROBIOLOGY' results and a 'Status' of 'Collected'.