

TOPIC/QUESTION:

An updated ECG Process Flow began this week in which ECGs are referred to DynaLIFE Medical Laboratories for interpretation, refer to MTS for the NTHSSA ECG Process Flow. Following are instructions for ordering and preparing the tasklist and manifest to send the ECGs to DynaLIFE.

ANSWER/TIP:

To Order an ECG, from Order Entry, search for **EKG** which is a group test that includes **ECGP** – ECG Performed and **ECG** – ECG Interpreted Copy:

- Using ordering keypad > Type **EKG** in the Code field > Press **F2** to search or click the Search button


The screenshot shows a 'Keypad' window with a grid of buttons for different departments: 1 Stat, 2 Blood_Bank, 3 Chem, 4 Hemo, 5 Respiratory, 6 SendOuts, 7 RefLab, 8 Mic, 9 CSF_Testing, and 0 Renal_Panels. Below the grid are input fields for Name, Code (EKG), Wrkst, 2-nd Id, and Dept (REF). There are radio buttons for Group (Individual, Both) and Search/More buttons. A table below shows search results:

#	Code	Test name	Type	Department	Workstation
1	EKG	ECG	G	REF	REF

ECGP is auto-collected and verified upon ordering.

To prepare a Tasklist and manifest to send the ECGs to DynaLIFE:

Click Results>Tasklist, or double click on Tasklist Icon

Build a new Tasklist by selecting File>New or click the "New" icon 


Choose a creation template "REF" – REFERRAL TESTS (SENDOUTS) by using dropdown arrow or typing directly

Set Template criteria:

Processed: Last 3 days **Status:** pending+nonverified

Reg/Depot: set as indicated by site

Proceed to scan ECGs one by one to start building the tasklist

When ready to print manifests – hit the Send to Ref Lab button 

When prompted "Do you want to save the tasklist?" Click the Yes button

The tasklist will be assigned a number once saved. Click the OK button

You will be automatically redirected to Reference Lab Module

- Mark the REF box in the top left hand corner under Reference LABs column
- The tasklist ID will auto-populate
- Ensure the correct printer is defined in the **Send To:** field
- Send Orders by MODEMLINK will auto-select
- Click the **START** button

When prompted "Process for REF Reference Lab?" Click the **Yes** button

When prompted "Do you want to set flag "Reported" if order are found?" Click the **Yes** button

Total number of records will display – Click the **OK** button

Manifests will print on the printer selected above

The "On Tasklist" tracking steps of a specimen are visible under the Specimen tab of Order Entry. As soon as an ECG is saved, "On Tasklist" appears under Location in the Tracking History.

The specimen tracking step of "Sent To Reference Lab" will also be visible as soon as the manifest is printed.

"Printed Manifest" will appear under Location in the Tracking History.