

NWT LIS TIP OF THE WEEK

Module: SoftLab/SoftMic	Software Version: 4.0.8
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Topic: Rejecting KIT1 Ordered Tests	Issued On: 03Apr2020
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TOPIC/QUESTION:

Alberta Precision Laboratories (APL) has suspended Fecal Immunochemical Testing (FIT). Any FIT specimens brought to a lab should be processed normally. No new Kits should be distributed. When a requisition is received ordering a FIT KIT, a test needs to be rejected (REJ).

ANSWER/TIP:

Order Entry

1. Complete Order Entry for the requisition. In the Ordering Grid – order **REJ** test code, **Save** Order.
2. Enter **Tests Cancelled:** KIT1 (or as is relevant to the number of kits ordered)
3. Enter **Reason:** P – See Below
4. Click the **Comment** button
5. Click the **F5 key** or **CanMesg (F5)** button
6. Select **@PAN**
7. Click **OK**
8. Click **OK**
9. Click **OK**
10. A message box asking **Do you want to save the changes you made to order?** will pop-up, click **Yes**.

See the next page for pictures of the steps that need to be taken.

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The screenshot illustrates a workflow for cancelling tests in the LIS system. The steps are numbered 1 through 7:

- 1**: In the 'Ordered (1)' list, select the test with ID 'REJ'.
- 2**: In the 'Please enter required information' dialog, enter 'KIT1' in the 'Value' field.
- 3**: In the 'Cancelled Tests' list, select 'See Below'.
- 4**: In the 'Result Comments (UNAC2)*' dialog, enter the comment: 'A test on the requisition was cancelled as part of a service reduction due to pandemic management.'.
- 5**: Click 'CanMesg (F5)' to save the comment.
- 6**: In the 'Search Results' dialog, search for the comment text.
- 7**: Click 'OK' to confirm the search results.

Cancelled Tests List:

Key	Text
A	Clotted Spec
B	Frozen Specimen
C	Hemolyzed Spec
D	Icteric Spec
E	Improper Sample
F	Insufficient Quantity
G	Leaked in Trans
H	Lipemic Spec
I	Mislabelled
J	No Sample Rec'd
K	Not Centrifuged
L	Sample too old
M	Thawed Specimen
N	Unlabelled Spec
O	report
P	See Below
Q	No smear received
R	Poor quality smear received
S	Duplicate Order

Search Results Table:

#	ID	Text
8	@4HR	Received > 4 hrs old - unable to process.
9	@72HR	Specimen received >72 hours old
10	@7DAY	Specimen received >7 days old
11	@BF	Specimen unsuitable for analysis - fluid too viscous for
12	@CFI	Sample for INR testing was received frozen. This is NOT
13	@CGFT	Green top tube collected, unable to perform FT4
14	@DUP	Tests indicated have been ordered by multiple practition...
15	@LBL	SPECIMENS MUST BE LABELLED WITH PATIENT'S...
16	@PAN	A test on the requisition was cancelled as part of a
17	@TNP	Troponin not processed on routine outpatient
18	@UNL	Specimen received unlabelled