

Microbiology Planter	Document No. MICR 6140 R Page 1 of 7
Specimen Processing	Origination: 03/2007

POLICY STATEMENT	The initial processing of clinical specimen for bacteriology is a multifaceted endeavor involving a number of decision-making steps, including the need for processing the specimen for gram stains, aerobic, anaerobic, fungal, and mycobacterial cultures. These issues will determine whether the specimen requires any pretreatment before inoculation. First one must consider the specimen type and its anatomic origin. The second step is the selection of primary isolation media to be used for each specimen type. The final step is the selection of incubation temperature and atmosphere.
PURPOSE	This procedure provides technical instruction for the performance of the specimen processing.
SCOPE	This procedure applies to testing personnel authorized to perform testing. This group includes, but is not limited to Laboratory Technologists as well as leads and supervisory personnel.
RESPONSIBILITY	All the above personnel are responsible for following the specimen processing procedure without exception. In addition, testing personnel are also responsible for evaluating the results and taking proper remedial action.
RELATED DOCUMENTS	MICR 6140 Ja Transfusion Reaction Blood Cultures MICR 6140 Jb Set Up Chart MICR 6140 Jc Media Chart MICR 6140 Jd Micro Specimen Processing MICR 6370 J BAL Quantitative Cultures MICR 6200 R Gram Stain

SPECIMEN HANDLING

Proper Specimen collection is critical to isolating the causative agent of infection. See the Laboratory Test Directory and Laboratory Service Manual located on the SAINT for specimen collection and transport information.

Microbiology Planter	Document No. MICR 6140 R Page 2 of 7
Specimen Processing	Origination: 03/2007

Specimen Aliquoting Requirements:

- Always utilize a fresh pipette any time material is aspirated.
- Never add a sample into an unlabeled container.
- Never mix sample types in one container.
- Never return an aliquot to the original container.
- The original container and the aliquot tube must be legibly initialed by the person performing the aliquoting.
- If a label is placed over an existing label, the new label must be initialed by the person performing the task.

QUALITY CONTROL

Quality Control is performed as outlined in CLSI Approved Standard M22: Quality Control for Commercially Prepared Microbiology Culture Media

PROCEDURE

Media

- **Enrichment Media:** Nutrients have been added to enhance the growth of bacteria.
- **Differential Media:** The media contains carbohydrates, indicators and chemicals that will differentiate different types of bacteria.
- **Selective Media:** This media contains certain carbohydrates, indicators and chemicals that are inhibitory to certain groups of bacteria.
- For appropriate selection of media see MICR 6140 Jb Set Up Chart and MICR 6140 Jc Media Chart

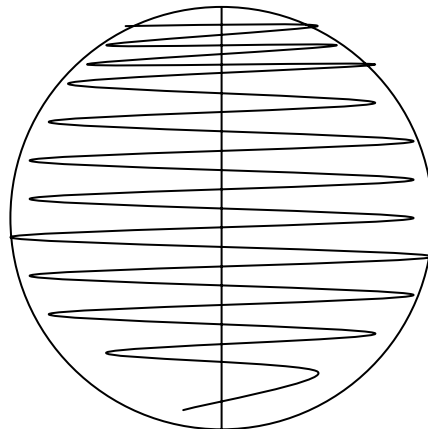
Inoculation

The streak plate method is a rapid and simple technique of mechanically diluting a relatively large concentration of microorganisms to a small, scattered population of cells. The goal is to obtain isolated colonies on a large part of the agar surface, so that desired species can then be brought into pure culture. Proper streaking of plates is an

Microbiology Planter	Document No. MICR 6140 R Page 3 of 7
Specimen Processing	Origination: 03/2007

indispensable tool in microbiology. In most cases a closed inoculating loop is used for streaking plates.

- All specimens are to be plated in the level II biological safety cabinet.
- Labeling:
 - Test request specimens through computer and obtain accession number for the cultures. See MICR 6140 Jd Micro Specimen Processing.
 - Place the small aliquot computer label on plates and tubes being careful not to cover the name of the media or expiration date.
 - Place string number on plates.
- Urines cultures, do not streak in quadrants. Instead use the appropriate calibrated loop (Inoculate with white - 0.001 ml or blue - 0.01 ml). Streak plate according to this pattern



- Other Specimen types:
 - If swabs are received, use one swab for the culture and the other swab for the gram stain. Discard the swab that was used for the gram stain. If only one swab is received, inoculate media first, and then make the smear.
 - If a sterile body fluid is received and the volume is >1cc and clot is not present, centrifuge for 15 min at 2500 RPM's for the culture and the cytocentrifuge is used to make the direct slide for staining. If clot is present, break up the clot and set directly.

Microbiology Planter	Document No. MICR 6140 R Page 4 of 7
Specimen Processing	Origination: 03/2007

- If a bronch wash is received and the volume is less than 10 ml set up the specimen directly. However, if the volume is greater than 10 ml, remove 2 ml, centrifuge for 15 min at 2500 RPM's and work with the sediment for the culture.
- If a BAL is received, set up the quantitative culture. See MICR 6370 J BAL Quantitative Cultures
- If a tissue is received, mince tissue into 1 mm. cubes and emulsify with tissue grinder in sterile saline.
- Inoculate the upper 1/3 of the solid media starting with the most nutritious media and least selective media (e.g. chocolate agar)
- Method for streaking plates
 - Position the plate so that the spot of inoculum is nearest the hand not holding the loop (the opposite hand).
 - Use a sterile disposable loop, streak with gentle pressure. Use the method shown below to avoid tearing the agar.



<http://web.indstate.edu/thcme/micro/basic.html>

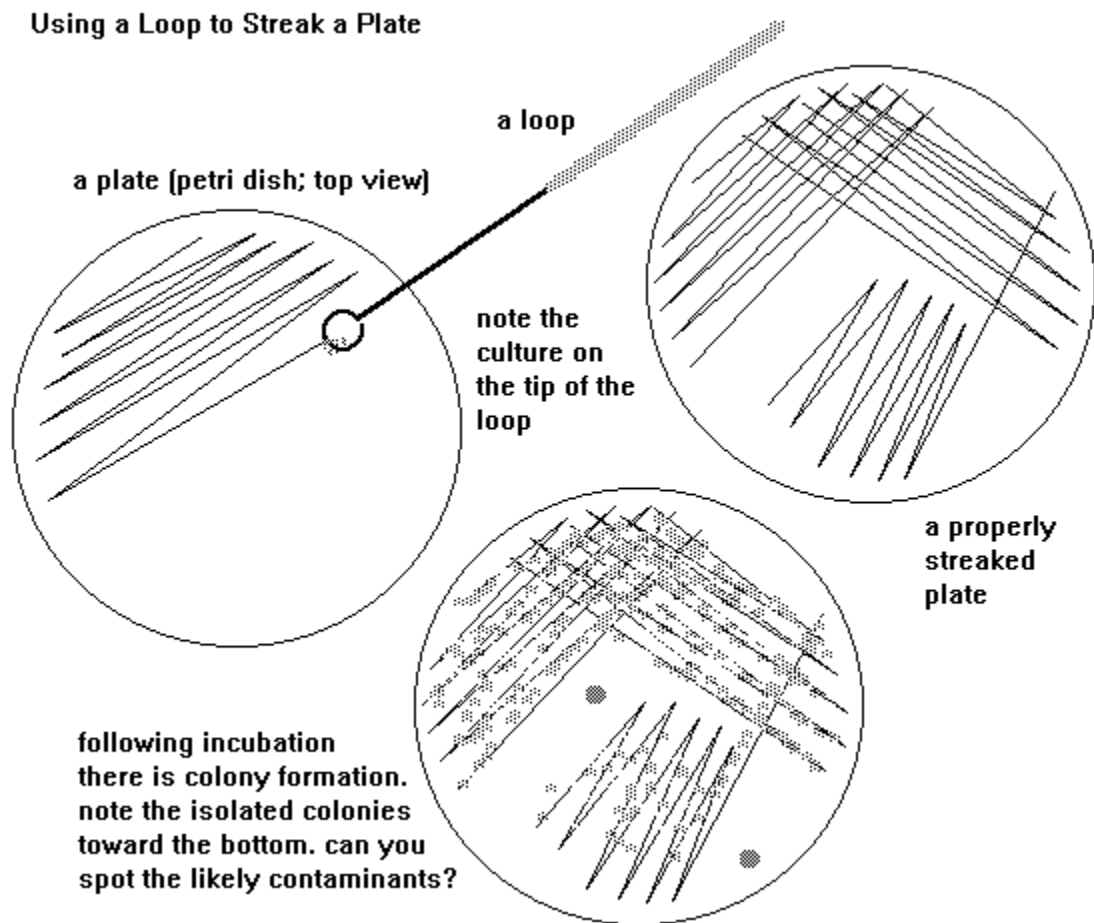
- Move the loop back and forth across the spot and then gradually continue toward the center of the plate as you sweep back and forth. Use a very gentle and even pressure.



<http://web.indstate.edu/thcme/micro/basic.html>

Microbiology Planter	Document No. MICR 6140 R Page 5 of 7
Specimen Processing	Origination: 03/2007

- When creating the first quadrant, do not worry about keeping each pass across the plate separate from previous ones.
- When about 30% of the plate has been covered by the first streaking quadrant, rotate the plate and repeat the above procedure with the same loop for the second quadrant, but this time pick up some inoculum by crossing into the first quadrant 2-3 times and then not passing into it again.
- Repeat the same procedure for the third quadrant. After streaking the plate, discard the loop. Use a new loop for each plate to avoid carry over.



<http://www.mansfield.ohio-state.edu/~sabedon/biol4035.htm>

Microbiology Planter	Document No. MICR 6140 R Page 6 of 7
Specimen Processing	Origination: 03/2007

- Catheter tip cultures:
 - Using sterile forceps transfer the catheter segment onto the surface of a BAP. If Tip is longer than 2 inches, using a sterile scalpel, cut off the tip to culture.
 - With light pressure from the forceps, roll the catheter back and forth across the plate at least four (4) times.
 - Return the catheter tip to the specimen container. Save with daily Specimens
- When multiple types of cultures are requested, bacterial cultures should be set up first.
- If fungus cultures are requested, inoculate Sabouraud Dextrose agar and Mycosel agar
- For Mycobacterial cultures put 5-10 ml of the specimen in a 50ml conical tube to be processed. See the procedure for Mycobacterial cultures.
- Incubate plates with the lid down in the designated 35°C CO2 incubator for 18-24 hours.
- Incubate fungal tubes in the 30°C incubator.
- Place anaerobic cultures in the appropriate environment by using the appropriate Gas Pak and place in the 35°C non CO2 incubator.
- Archive and save all specimens in the refrigerator for 1 week. Save all sterile body fluids and other irretrievable specimens for 4 weeks.

REPORTING

The interpretation of primary cultures requires considerable skill. From initial observations, the microbiologist must assess the colony growth and determine, depending on the source of the culture, whether any pathogens are present. Proper steps should be taken to quantitate, identify the microorganisms, and perform appropriate antimicrobial susceptibility testing. Report colony numbers according to following protocol:

Microbiology Planter	Document No. MICR 6140 R Page 7 of 7
Specimen Processing	Origination: 03/2007

- Rare Growth = one to five colonies total
- Light Growth = colonies in first quadrant only – ignoring a few colonies in second
- Moderate Growth = colonies up to the second quadrant – ignoring a few colonies in third
- Heavy Growth = colonies up to the third quadrant
- Urine cultures = <10, 10-50, 50-100 or >100 CFU/ml
- Catheter tip cultures = <15 CFU or >15 CFU

REFERENCES

Isenberg, H. *Clinical Microbiology Procedure Handbook*. 2nd Edition, Volume 1, Section 3.3.1; Processing of Specimens, 2004

Bailey and Scott's Diagnostic Microbiology 11th edition, Mosby, Inc

BBL Quality Control and Product Information Manual for Plated and Tubed Media
Becton Dickinson and Company, June 2009

CLSI Approved Standard M22-A3: Quality Control for Commercially Prepared
Microbiology Culture Media

Transfusion Reaction – Blood Cultures

Blood Bank will bring 2 BacT/Alert bottles (aerobic and anaerobic), the unit to be cultured and the Meditech labels to Microbiology. If the unit itself is no longer available, the Blood Bank will submit 1 or 2 segments from the unit for culturing.

Receive the Blood culture in Meditech.

If direct gram stain is requested by a Pathologist, order GRAM

Source:	BBU = BLOOD BANK UNIT
Specimen description:	CRYO = CRYOPRECIPITATE GRAN = GRANULOCYTES P = PLASMA PT = PLATELETS RBC = RED BLOOD CELLS

Inoculate the blood bottles as follows:

- Label bottles.
- Inspect unit to determine amount of blood that can be removed via the 'pig-tail' of the unit. A pig-tail is the sealed, segmented tubing that is external to the blood unit
- Remove plastic covers from BacT/Alert bottles and clean the rubber stopper with an alcohol pad
- Place unit in such a manner that any product still inside is against the 'pig-tail' opening.
- Clamp unit approximately 1" below the tip of the 'pig-tail'.
- Wrap tip of 'pig-tail' with alcohol swab.
- Open syringe, insure needle is on tight, and express any air in syringe out.
- Carefully insert needle into tip of 'pig-tail'.
- Release clamp.
- Aspirate blood into syringe (should draw enough blood to place a minimum of 1.5cc in each bottle, if possible)
- Clamp off 'pig-tail' approximately 1" below the needle insertion site
- Remove syringe and inoculate BacT/Alert bottles
- Bend 'pig-tail' between tip and clamp.
- Slid metal crimp over fold
- Crimp, sealing unit
- Remove clamp

MICR Jb Set up Chart

SOURCE	GRAM STAIN	CHOC	BAP	MAC	CNA	V / ML	THIO	CDC/KV	HE/SMAC/TCBS
Catherter Tip			Roll plate						
CSF	X	X	X				shunts only		
Sterile Body Fluids	X	X	X	X					
Joint Fluids	X	X	X	X			Peds bottle		
CC / CATH (0.001)			X	X					
CATH ≤12 yrs (0.01)			X	X					
Urine invasive (0.01)		X	X	X					
Genital (cx,vaginal,urethral)		X	X	X		X			
Placenta		X	X	X		X			
GC ONLY		X				ML			
Group B only		LIM Broth							
Sputum	X	X	X	X					
Endotracheal Aspirate									
Throat		X	X						
Nose/Nasopharyngeal		X	X						
Gastric	X	X	X	X					
BAL (0.01 & 0.001)	X	X	X	X					
Bronch Wash	X	X	X	X					
Stool			X	X					X
Yersina		CIN							
Wound	X	X	X	X	X				
Tissue	X	X	X	X	X				
Abscess	X	X	X	X	X				
Drainage	X	X	X	X	X				
Anaerobic		X	X					X	
Actinomyces		X	X					X	
Grafts							X		
Acinteobacter			X	X					
MRSA Culture		MRSA							
VRE		VRE							

MICR 6140 Jc Media Chart

	Name	Type	Nutrients	Inhibitors	Indicators	Organisms Selected	Organisms Inhibited
BAP	Trypticase Soy with 5% Sheep Blood	Enrichment	Sheep blood				
CAMPY	Campylobacter Agar	Selective	Sheep blood	Amphotericin B Cephalothin Trimethoprim Vancomycin Polymixin B		Campylobacter jejuni	Normal Fecal Flora
CDC	CDC with 5% Sheep Blood	Enrichment	Sheep blood			Anaerobes	Aerobes
CHOC	Chocolate II Agar	Enrichment	Hemoglobin IsoVitale X				
CIN	Cefsulodin-Irgasan-Novobicin	Selective Differential	Mannitol	Crystal Violet Na desoxycholate Cefsulodin Irgasan Novobicin	Neutral Red	Yersinia enterocolitica	gram neg & pos
CNA	Columbia CNA with 5% Sheep Blood	Selective	Sheep blood	Colistin Nalidixic Acid		Gram Positive	Gram Negative
HE	Hektoen Enteric	Selective Differential	Lactose Sucrose Salicin	Bile Salts	Acid Fuchsin Bromthymol Blue Ferric Ammonium Citrate Na Thiosulfate	Gram Negative	Gram Positive
KV	CDC Laked Sheep Blood w/ Kanamycin & Vancomycin	Selective	Laked Blood	Kanamycin Vancomycin		Gram Negative Anaerobes	Gram Pos Aerobes and Anaerobes
LIM	LIM Broth	Selective	Todd Hewitt Broth	Colistin Nalidixic Acid		Group B Strep	Gram Negative
MAC	MacConkey II	Selective Differential	Lactose	Crystal Violet Bile Salts	Neutral Red	Gram Negative	Gram Positive
ML	Martin Lewis	Selective	Hemoglobin IsoVitale X	Vancomycin Colistin Anisomycin Trimethoprim		N. gonorrhoeae	Gram Positive Gram Negative Yeast
SMAC	MacConkey II with Sorbitol	Selective Differential	Sorbitol	Crystal Violet Bile Salts	Neutral Red	Gram Negative	Gram Positive
TCBS	Thiosulfate Citrate Bile Salts Sucrose	Selective	Sucrose	Bile Salts	Bromthymol Blue Thyomol Blue Na Thiosulfate Ferric Citrate	Vibro	Normal Fecal Flora
THIO	Enriched Thioglycollate	Enrichment	Vitamin K1 Hemin	Na Thioglycollate		Anaerobes	
V agar	V Agar	Enrichment	Human Blood			G. vaginalis	

Specimen Processing and Edit

Enter Edit Requisition – patient accounts

Enter Edit Requisition – non patients

Receive Specimens

Print Labels

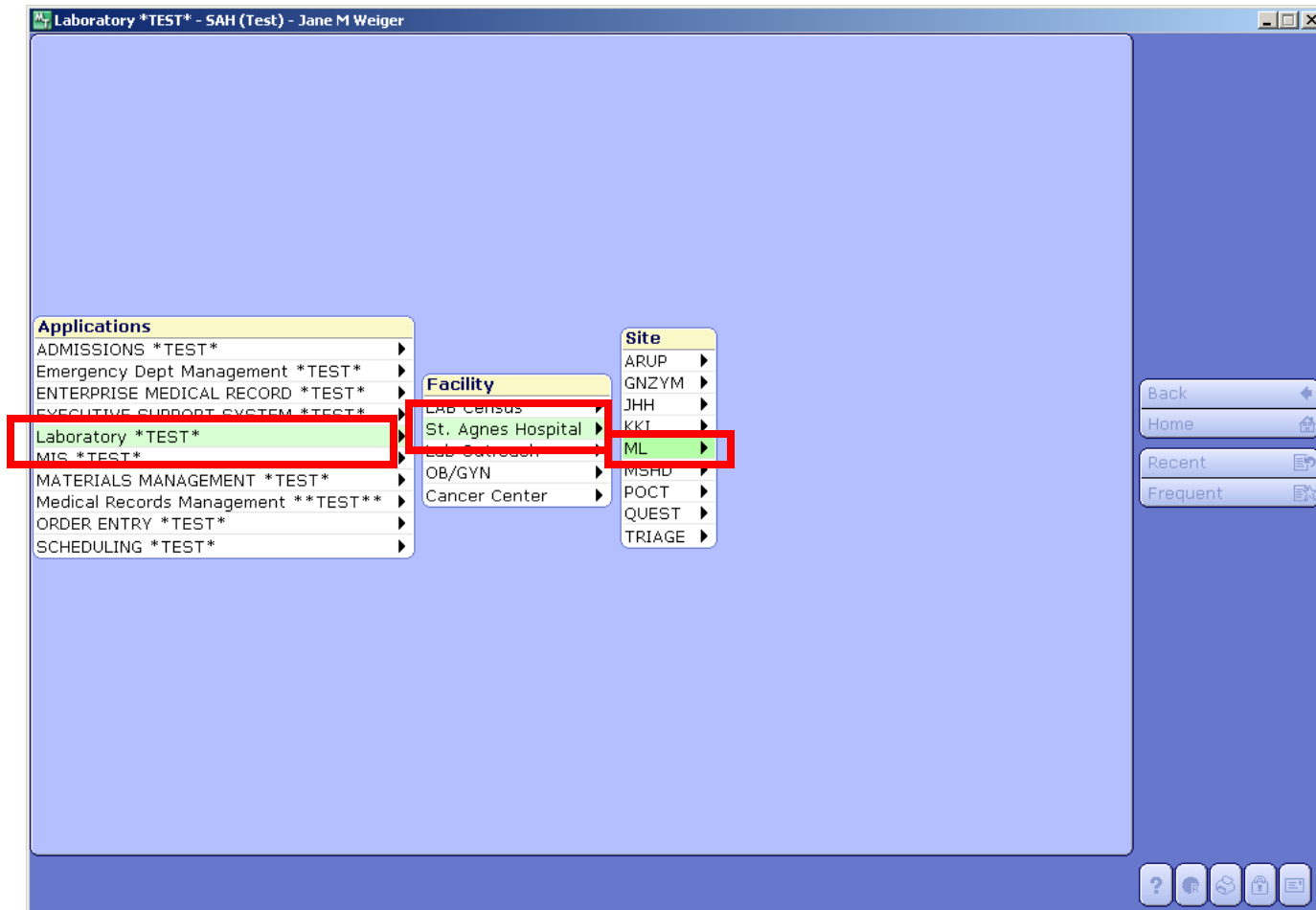
Edit Specimens

Specimen Inquiries

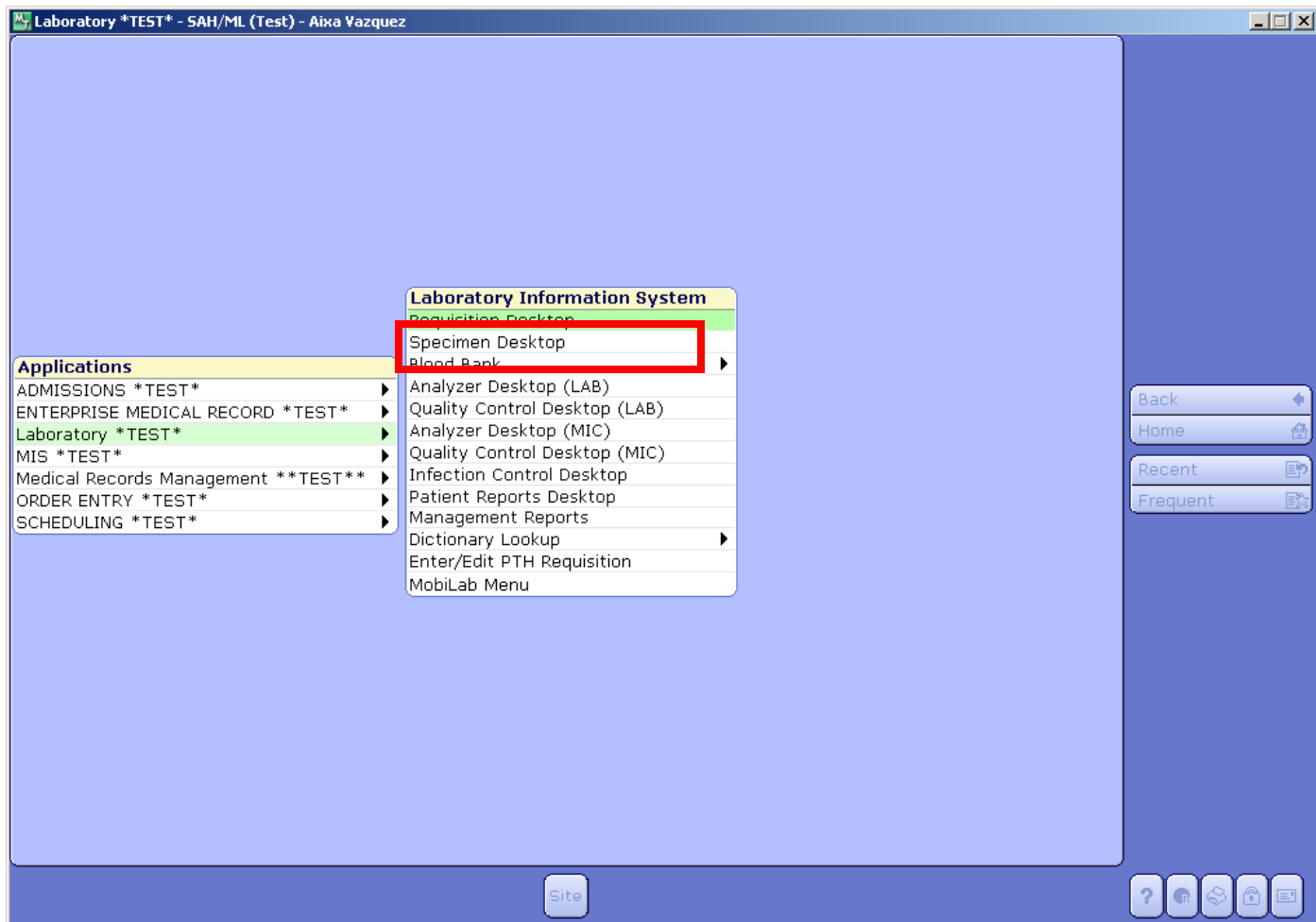
Cancel Specimens

Log into Meditech

Select Laboratory > St. Agnes Hospital > ML



Select Specimen Desktop



Enter Edit Requisition Patient Accounts

Select Enter/Edit Req

The screenshot shows the LIS Specimen Desktop interface. The main window contains several data entry sections:

- Fast Input:** Fields for Workcard Device, Aliquot Device, and Site (containing 'ML').
- Wkld Func:** A table with columns for 'Wkld Func' and 'Count'.
- *E/E Setup:** Fields for *E/E Setup (containing 'N'), Dft Date, Dft Time, and Dft User.
- Charge:** A table for entering charges.
- Comments:** A text area for user comments.
- Specimen Table:** A table with columns: Specimen, Patient, Coll Time, Coll By, Rec Date, Rec Time, Rec By, Ed CD, and Sts.
- MIC Setup Table:** A table with columns: Procedure, Date, Time, and By.

The right sidebar contains a menu of options. The 'Enter/Edit Req' option is highlighted with a red box. Other options include Single, Worklist, Edit, Cancel, Worksheets, Enter Results, Entry Screen, Workcards, Spreadsheet, Inquiries, Labels, Collection, Receive, Site Batches, Tasks, Storage, Change Site, Tracking, and EMR.

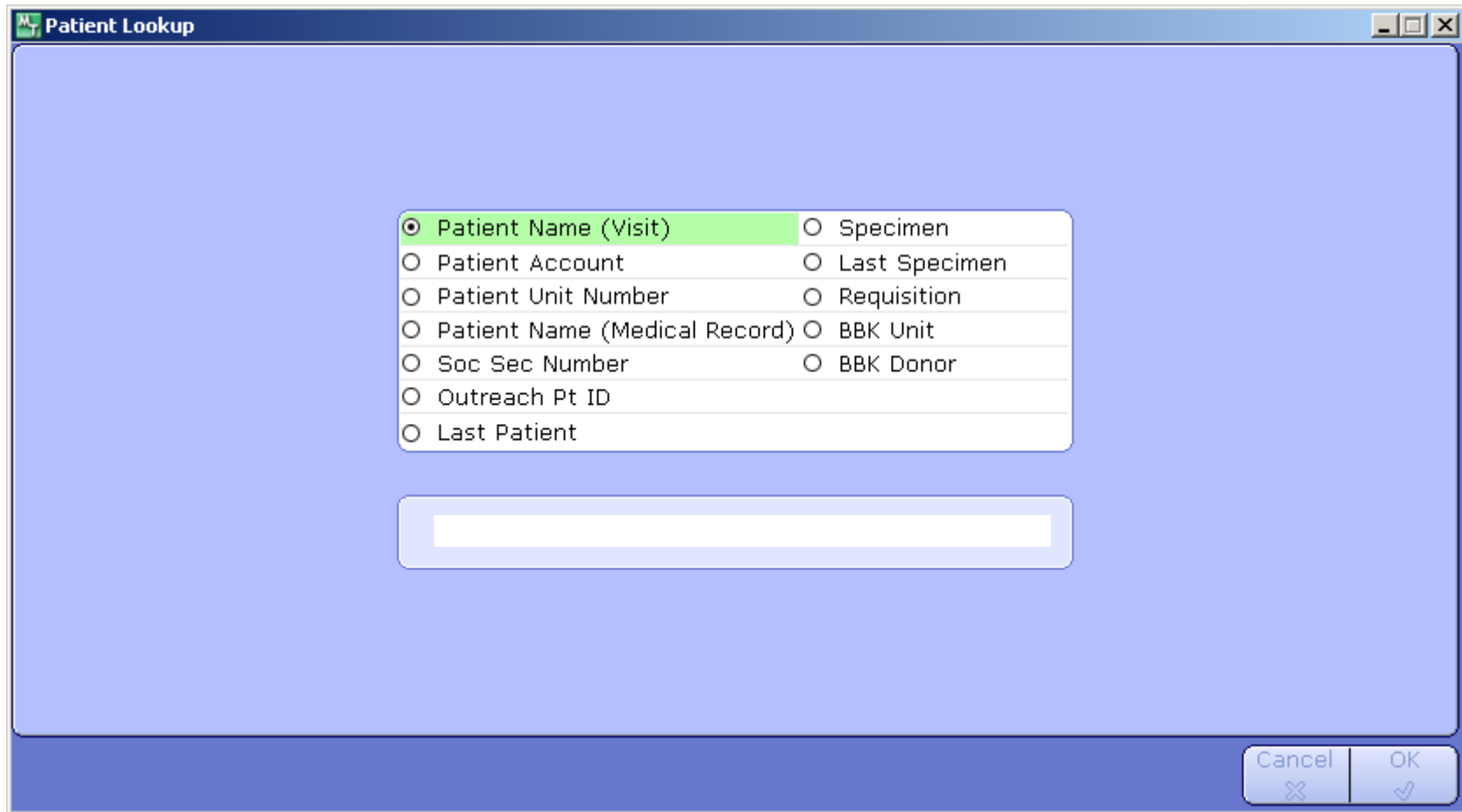
At the bottom of the window, there are buttons for 'Edit Receive Data', 'Cancel Comment', 'Edit MIC Spec Source/Desc', 'Mark to Edit Collection Date', 'Enter Recollect Data', 'Cancel', and 'Save'.

Enter Patient name, account, etc ...

The screenshot shows the LIS Specimen Desktop interface. At the top, there are tabs for 'Orders', 'Doctors', 'Specimens', and 'Additional'. Below these, there is a 'Patient' dropdown menu highlighted with a red box. To the right of the dropdown is a 'Req Number' field. Below these are three columns of input fields for 'Coll Date', 'Recv Date', and 'Coll Cat'. At the bottom, there is a table with columns for 'Order', 'Name', 'Px', 'Source', 'Spec Desc', 'Ct', and 'Pr'. The table is currently empty. On the right side, there is a vertical toolbar with various icons and buttons like 'Single', 'Worklist', 'Edit', 'Enter/Edit Req', 'Cancel', 'Worksheets', 'Enter Results', 'Entry Screen', 'Workcards', 'Spreadsheet', 'Inquiries', 'Labels', 'Collection', 'Receive', 'Site Batches', 'Tasks', 'Storage', 'Change Site', 'Tracking', and 'EMR'. At the bottom of the window, there are buttons for 'Cancel', 'Save', and a set of utility icons.

Order	Name	Px	Source	Spec Desc	Ct	Pr

Or Select F9 to look up



The image shows a software dialog box titled "Patient Lookup". It features a list of radio button options for selecting a lookup method. The first option, "Patient Name (Visit)", is selected and highlighted with a green background. Below the list is a text input field. At the bottom right, there are "Cancel" and "OK" buttons.

<input checked="" type="radio"/> Patient Name (Visit)	<input type="radio"/> Specimen
<input type="radio"/> Patient Account	<input type="radio"/> Last Specimen
<input type="radio"/> Patient Unit Number	<input type="radio"/> Requisition
<input type="radio"/> Patient Name (Medical Record)	<input type="radio"/> BBK Unit
<input type="radio"/> Soc Sec Number	<input type="radio"/> BBK Donor
<input type="radio"/> Outreach Pt ID	
<input type="radio"/> Last Patient	

Cancel OK

Patient Demographics will appear on the top of the screen.

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat SA0000002220 Hx: Tx BT: A+
78/M 01/26/1932 (SA000000194) Dr: GALLAGER M.D., LAUREN... 4S 419-2
ADM IN

Orders Doctors Specimens Additional

Patient **APPLE, INPAT**
Req Number

Coll Date Coll Time Priority Received Coll By
Recv Date Recv Time Recv By
Coll Cat Wkld Func Label Device Workcard Dev Aliquot Dev

Order	Name	Px	Source	Spec Desc	Ct	Pr

BBK History Product View Group Test/Proc Notes

Cancel Save ? [Icons]

Single Worklist Edit Enter/Edit Req Cancel Worksheets Enter Results Entry Screen Workcards Spreadsheet Inquiries Labels Collection Receive Site Batches Tasks Storage Change Site Tracking EMR

Enter the Collection Date, Time and Priority. Enter "Y" to Receive the Specimen.

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat
78/M 01/26/1932

SA0000002220 (SA00000194) Hx: Tx Dr: GALLAGER M.D., LAUREN... BT: A+ 4S 419-2 ADM IN
Req: NEW

Orders Doctors Specimens Additional

Patient: APPLE, INPAT
Req Number: NEW

* Coll Date	02/25/10	T	* Recv Date	02/25/10	Coll Cat	
* Coll Time	1000		* Recv Time	1118	Wkld Func	
* Priority	R		* Recv By	JWEIGER	Label Device	
* Received	Y				Workcard Dev	LBBP08
Coll By					Aliquot Dev	LBBP08

Order	Name	Px	Source	Spec Desc	Ct	Pr

BBK History Product View Group Test/Proc Notes

Cancel Save ? [Icons]

Single Worklist Edit Enter/Edit Req Cancel Worksheets Enter Results Entry Screen Workcards Spreadsheet Inquiries Labels Collection Receive Site Batches Tasks Storage Change Site Tracking EMR

Enter the Test Mnemonics to order

Select F9 to look up a test.

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat SA0000002220 Hx: Tx BT: A+
78/M 01/26/1932 (SA00000194) Dr: GALLAGER M.D., LAUREN... 4S 419-2
Req: NEW ADM IN

Orders Doctors Specimens Additional

Patient: APPLE, INPAT
Req Number: NEW

* Coll Date: 02/25/10 T
* Coll Time: 1000
* Priority: R
* Received: Y
Coll By:

* Recv Date: 02/25/10
* Recv Time: 1118
* Recv By: JWEIFER

Coll Cat:
Wkld Func:
Label Device:
Workcard Dev: LBBP08
Aliquot Dev: LBBP08

Order	Name	Px	Source	Spec Desc	Qt	Pr
CC	CLEAN CATCH URINE CULTURE	M	UCC		1	R
SPUTUM	SPUTUM CULTURE & GRAM STAIN	M	S	IS	1	R

BBK History Product View Group Test/Proc Notes

Cancel Save ? [Icons]

Single Worklist Edit Enter/Edit Req Cancel Worksheets Enter Results Entry Screen Workcards Spreadsheet Inquiries Labels Collection Receive Site Batches Tasks Storage Change Site Tracking EMR

The Test Search window will appear.

Search

Mnemonic	Name	Number	Mod	Ord
%FPSA	% FREE PSA	114.0662	L	N
%FPSA.	FREE PSA/PSA	114.0660	L	N
%FPSA..	% FREE PSA	114.0661	L	N
1HRPP	1 HR POST PRANDIAL	110.6400	L	Y
2TY	SECOND ABO/RH TYPE	110.1001	B	Y
3CEN	FISH, TRISOMY 3	910.2650	L	Y
3TY	THIRD ABO/RH TYPE	110.1030	B	Y
4TY	FOURTH ABO/RH TYPE	110.1040	B	Y
5-OH-TRYPTAMINE	SEROTONIN, WHOLE BLOOD	1010.0535	L	Y
5FC	ANTIFUNGAL, 5-FLUOROCYTOSINE	5000.2145	L	Y
5FC95316	5-FLUCYTOSINE, ANTIMICROBIAL	1010.0642	L	N
5FC95317	PEAK VALUE	1010.0644	L	N
5FC95318	TROUGH VALUE	1010.0646	L	N
5FLUOR	ANTIFUNGAL, 5-FLUOROCYTOSINE	5000.2145	L	Y
5HIAA	5-HIAA, URINE	1510.0010	L	Y
5HIAA20207	CREATININE, URINE - mg/dL	1510.0022	L	N
5HIAA20208	CREATININE, URINE - mg/day	1510.0024	L	N
5HIAA80238	INTERPRETATION	1510.0020	L	N
5HIAA80320	5-HIAA, URINE - mg/day	1510.0018	L	N
5HIAA80321	5-HIAA, URINE - mg/L	1510.0016	L	N

Mnemonic
Name
Number

Prior Next Filter Modules Cancel

Enter search criteria into the textbox.
Select the test, once it is located.

The screenshot shows the LIS Order Lookup application window. At the top, there is a search bar with the text 'Search WO' highlighted in green. Below the search bar is a table of test results. The table has columns for Mnemonic, Name, Number, Mod, and Ord. The row for 'WOUND' is highlighted in green and has a red border around it. To the right of the table is a vertical list of buttons for Mnemonic, Name, and Number. At the bottom of the window are buttons for Prior, Next, Filter Modules, and Cancel.

Mnemonic	Name	Number	Mod	Ord
WOAK	WHITE OAK TREE	750.0228	L	N
WOAK1	WHITE OAK TREE T-7	750.0248	L	N
WOAK1N	WHITE OAK TREE T-7	750.0249	L	N
WORM	WORMWOOD	750.1758	L	N
WORM1	WORMWOOD W-5	750.1784	L	N
WORM1N	WORMWOOD W-5	750.1785	L	N
WOUND	WOUND CULTURE AND GRAM STAIN	800.0801	M	Y

Verify that all tests have been ordered.
Select the “Doctors” tab or select Enter to navigate to the next screen.

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat SA0000002220 Hx: Tx BT: A+
78/M 01/26/1932 (SA00000194) Dr: GALLAGER M.D., LAUREN... 4S 419-2
Req: NEW ADM IN

Orders **Doctors** Specimens Additional

Patient: APPLE, INPAT
Req Number: NEW

* Coll Date: 02/25/10 T * Recv Date: 02/25/10
* Coll Time: 1000 * Recv Time: 1118
* Priority: R * Recv By: JWEIGER
* Received: Y
Coll By:

Coll Cat:
Wkld Func:
Label Device:
Workcard Dev: LBBP08
Aliquot Dev: LBBP08

Order	Name	Px	Source	Spec Desc	Ct	Pr
CC	CLEAN CATCH URINE CULTURE	M	UCC		1	R
SPUTUM	SPUTUM CULTURE & GRAM STAIN	M	S	IS	1	R
WOUND	WOUND CULTURE AND GRAM STAIN	M	ARM	R	1	R

BBK History Product View Group Test/Proc Notes

Cancel Save ? [Icons]

Single
Worklist
Edit
Enter/Edit Req
Cancel
Worksheets
Enter Results
Entry Screen
Workcards
Spreadsheet
Inquiries
Labels
Collection
Receive
Site Batches
Tasks
Storage
Change Site
Tracking
EMR

Enter additional comments, as necessary.

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat SA0000002220 Hx: Tx BT: A+
78/M 01/26/1932 (SA00000194) Dr: GALLAGER M.D.,LAUREN... 4S 419-2
Req: NEW ADM IN

Orders Doctors Specimens Additional

Doctor	Doctor Name	Submit Dr
GALLAGLAU	GALLAGER M.D.,LAURENCE R	Y

Address 1
Address 2
Address 3
Address 4
Email
NPI Number
License Number

Explicit Fax Num(s)

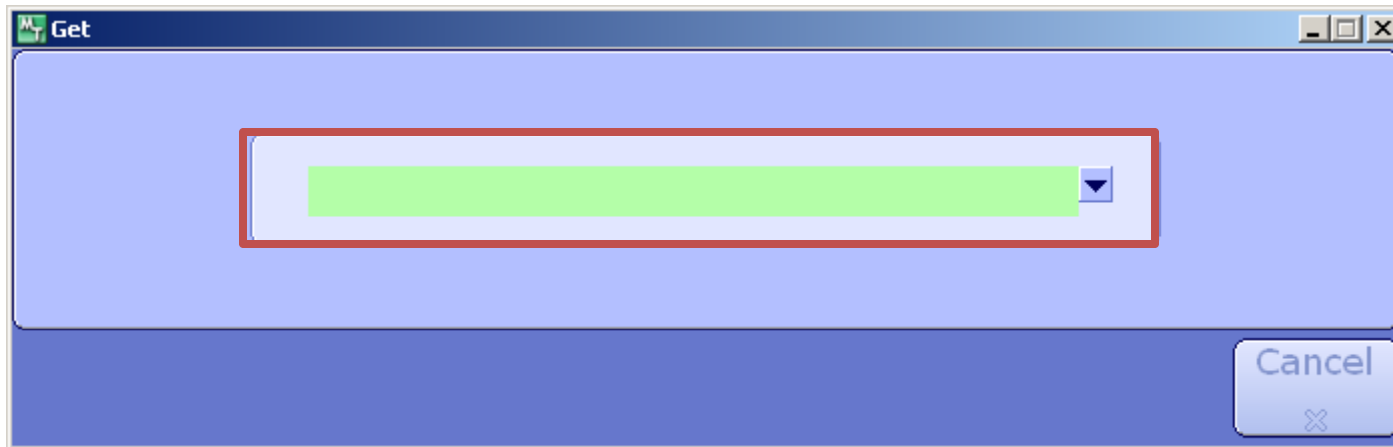
Call	Series Order	Marker
Broadcast	Directions	
Wristband	Days	
Pt Species	Stop Date	

Comments

BBK History Product View Group Test/Proc Notes Cancel Save ?

Single
Worklist
Edit
Enter/Edit Req
Cancel
Worksheets
Enter Results
Entry Screen
Workcards
Spreadsheet
Inquiries
Labels
Collection
Receive
Site Batches
Tasks
Storage
Change Site
Tracking
EMR

**Select F5 to look up canned comments.
Enter the comment mnemonic in the textbox.
If unknown, select F9 to view the full list of comments.**



Enter search criteria into the textbox >
Select the comment, once it is located.



Enter additional information to the comment, as necessary. Select F12 when finished.

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat SA0000002220 Hx: Tx BT: A+
78/M 01/26/1932 (SA00000194) Dr: GALLAGER M.D.,LAUREN... 4S 419-2
Req: NEW ADM IN

Orders Doctors Specimens Additional

Doctor	Doctor Name	Submit Dr
GALLAGLAU	GALLAGER M.D.,LAURENCE R	Y

Address 1
Address 2
Address 3
Address 4
Email
NPI Number
License Number

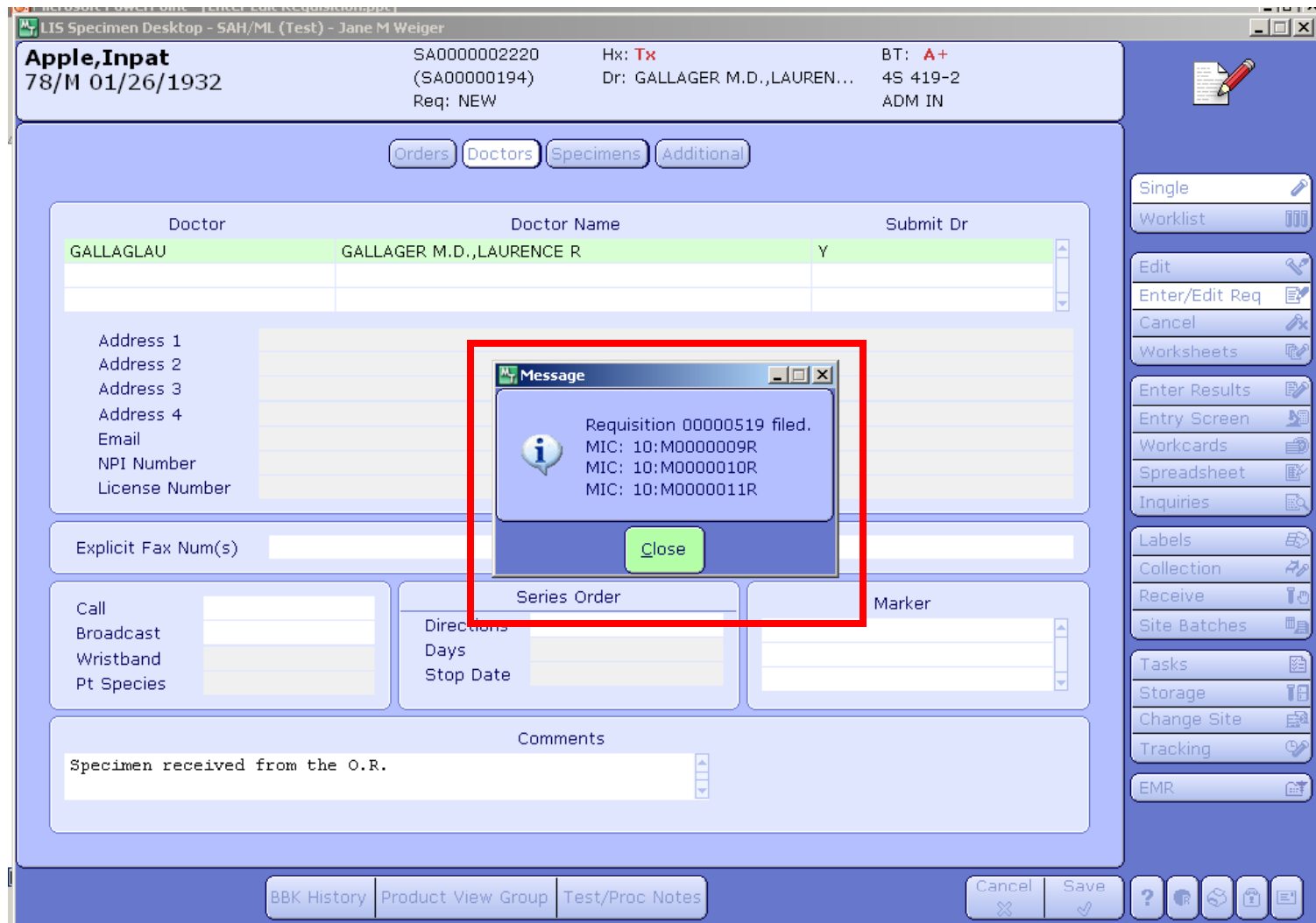
Explicit Fax Num(s)

Call Series Order Marker
Broadcast Directions
Wristband Days
Pt Species Stop Date

Comments
Specimen received from the O.R.

BBK History Product View Group Test/Proc Notes Cancel Save ? [Home] [Print] [Help]

A confirmation window with laboratory accession numbers will appear.



Enter Edit Requisition Patient Accounts

Select Enter/Edit Req

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Fast Input		Wkld Func	Count
Workcard Device			
Aliquot Device			
Site	ML		

*E/E Setup	N	Charge	
Dft Date			
Dft Time			
Dft User			

Comments

Specimen	Patient	Coll Time	Coll By	Rec Date	Rec Time	Rec By	Ed CD	Sts

-----MIC Setup-----			
Procedure	Date	Time	By

- Single
- Worklist
- Edit
- Enter/Edit Req
- Cancel
- Worksheets
- Enter Results
- Entry Screen
- Workcards
- Spreadsheet
- Inquiries
- Labels
- Collection
- Receive
- Site Batches
- Tasks
- Storage
- Change Site
- Tracking
- EMR

Edit Receive Data
Cancel Comment
Edit MIC Spec Source/Desc
Mark to Edit Collection Date
Enter Recollect Data

Cancel
Save

Enter name

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Orders Doctors Specimens Additional

Patient [Redacted]

Req Number

Coll Date		Recv Date		Coll Cat	
Coll Time		Recv Time		Wkld Func	
Priority		Recv By		Label Device	
Received				Workcard Dev	
Coll By				Aliquot Dev	

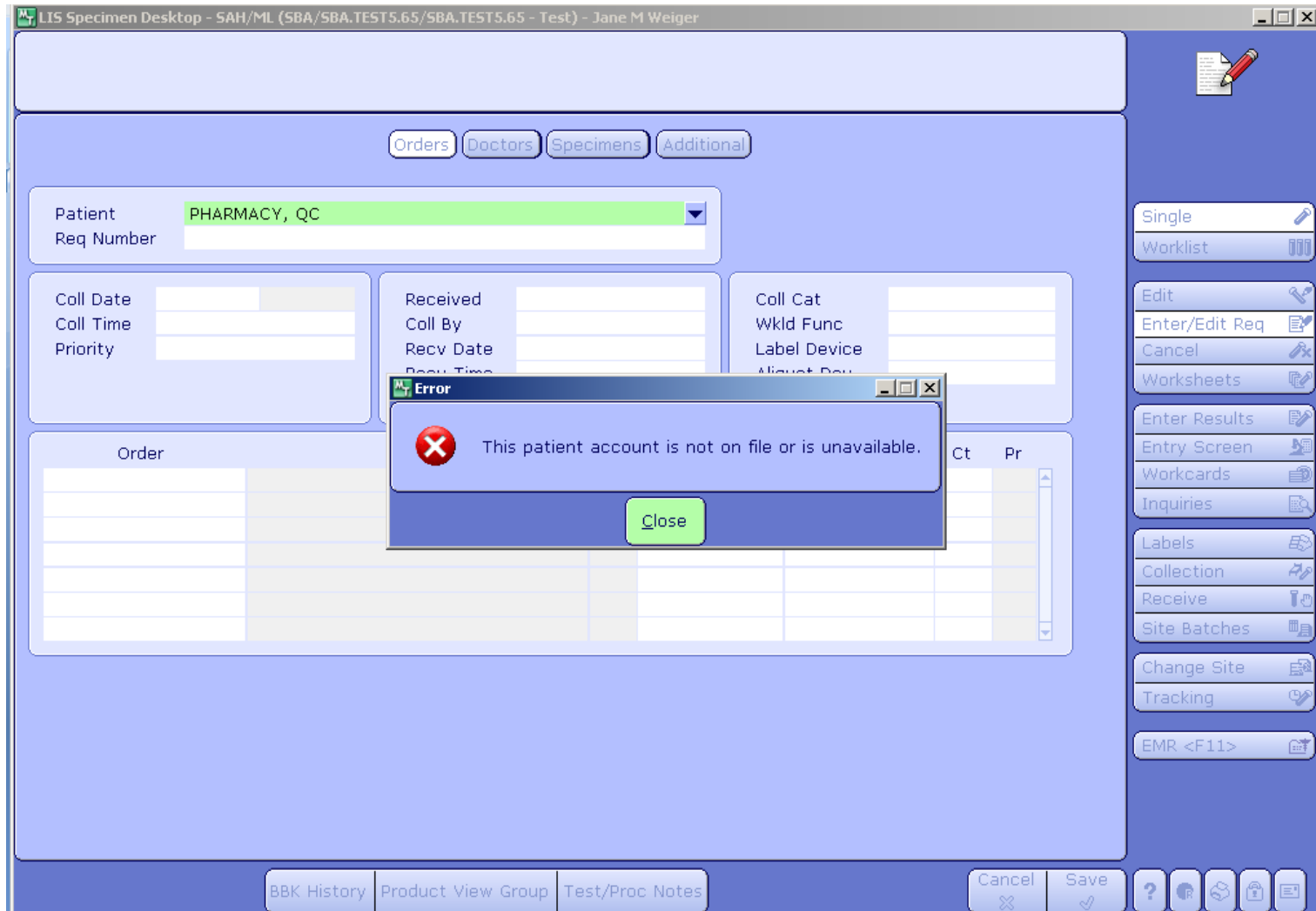
Order	Name	Px	Source	Spec Desc	Ct	Pr

BBK History Product View Group Test/Proc Notes

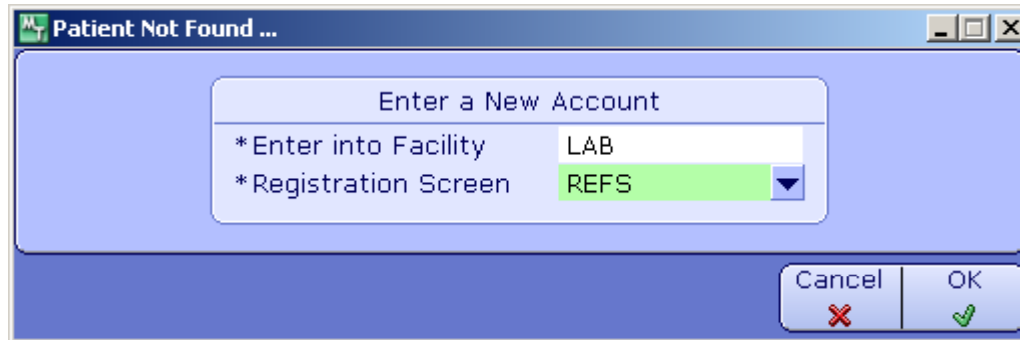
Cancel Save ? [Icons]

Single Worklist Edit Enter/Edit Req Cancel Worksheets Enter Results Entry Screen Workcards Spreadsheet Inquiries Labels Collection Receive Site Batches Tasks Storage Change Site Tracking EMR

There is no patient account



Enter a new account
Facility = LAB
Registration = REFS



The screenshot shows a software dialog box with a blue title bar that reads "Patient Not Found ...". Inside the dialog, there is a section titled "Enter a New Account". This section contains two rows of input fields:

- The first row is labeled "*Enter into Facility" and has a text box containing the value "LAB".
- The second row is labeled "*Registration Screen" and has a dropdown menu with "REFS" selected and highlighted in green.

At the bottom right of the dialog, there are two buttons: "Cancel" with a red 'X' icon and "OK" with a green checkmark icon.

Enter required * information

Client Codes: PHR = Pharmacy
 INF = Infection Control
 LAB = Laboratory

The screenshot shows the Meditech Health Care Information System interface. The window title is "Meditech Health Care Information System". The main header area displays "Pharmacy, Qc" with a sub-header "99/U". To the right of the header, there are labels for "REG REF", "New Account", and "Med Rec Num:". Below the header, there are two tabs: "Patient" and "Visit". The main content area is divided into several sections:

- Service Information:** A table with the following data:

*Service Date	05/16/13
*Service Time	1610
*ADM Priority	OTH
*Location	PHR
- Other Location:** A text input field with a dropdown arrow.
- Reason for Visit:** A text input field with a green highlight.
- Comment:** A text input field.
- Visit Diagnosis:** A table with three rows and one column:

1	
2	
3	
- View Existing Collection Notes:** A text area with a scrollbar.
- Enter New Collection Notes:** A text area with a scrollbar.

At the bottom of the window, there is a navigation bar with buttons for "Cancel", "Next", and "Save". To the right of these buttons are several icons: a question mark, a magnifying glass, a printer, a lock, and a help icon.

Enter required * information

Location Codes: PHR = Pharmacy

INF = Infection Control

LABML = Main Laboratory

The screenshot shows a software window titled "Meditech Health Care Information System" with a sub-header "Pharmacy, Qc". The window contains a form for entering patient information. At the top, it says "REG REF New Account" and "Med Rec Num:". Below this are two buttons: "Patient" and "Visit". The form is divided into several sections:

- Personal Information:** Fields for *Name (PHARMACY, QC), Birthdate, *Age (99), *Sex (U), Other Name, Mother's Name, Soc Sec Num, Race, and *Financial Class (U).
- Client Information:** *Client (PHR) and PHARMACY SAINT AGNES.
- Primary Care:** *Attending (NONE), Family, Referring, and Other (with a dropdown menu).
- Consulting Physician:** A section with a table for entering physician details.

At the bottom right of the window, there are buttons for "Cancel", "Next", and "Save", along with several utility icons (help, refresh, undo, redo, lock, print).

SAVE – F12

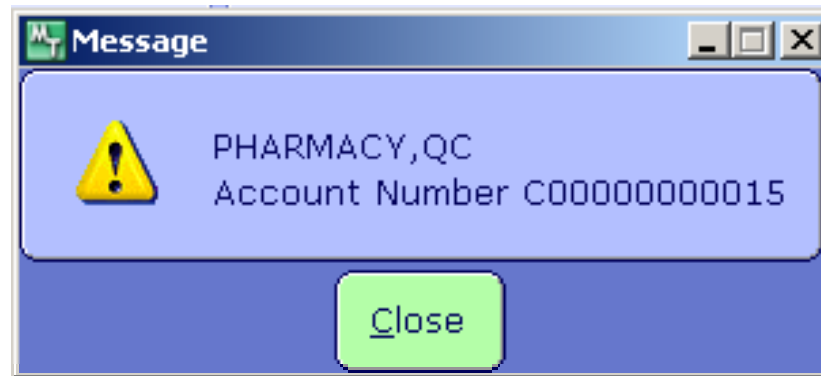
	Form	Run	Printer
1	admission form	N	
2			
3			
4			
5			
6			
7			
8			

	Emboss	*Run	Printer
1	plate	N	
2			
3			

Cancel OK

SAVE – F12

**An Account Number starting with a
“C” will be generated.**



Continue order same as a patient

LIS Specimen Desktop - SAH/ML (SBA/SBA.TEST5.65/SBA.TEST5.65 - Test) - Jane M Weiger

Pharmacy,Qc 05/16/13 16:10 - C00000000015 None
99 U Req: NEW
REG REF PHR NONE

Orders Doctors Specimens Additional

Patient PHARMACY,QC
Req Number NEW

* Coll Date	05/16/13	T	* Received	Y	Coll Cat	
* Coll Time	1617		Coll By		Wkld Func	
* Priority	R		* Recv Date	05/16/13	Label Device	LBBP08
			* Recv Time	1617	Aliquot Dev	LBBP08
			* Recv By	JWEIGER		

Order	Name	Px	Source	Spec Desc	Ct	Pr

BBK History Product View Group Test/Proc Notes

Cancel Save ? [Icons]

Single Worklist Edit Enter/Edit Req Cancel Worksheets Enter Results Entry Screen Workcards Inquiries Labels Collection Receive Site Batches Change Site Tracking EMR <F11>

Receive Specimens

From the Specimen Desktop Select Receive

Fast Input
Workcard Device
Aliquot Device
Site ML

Wkld Func Count

*E/E Setup N
Dft Date
Dft Time
Dft User

Charge

Comments

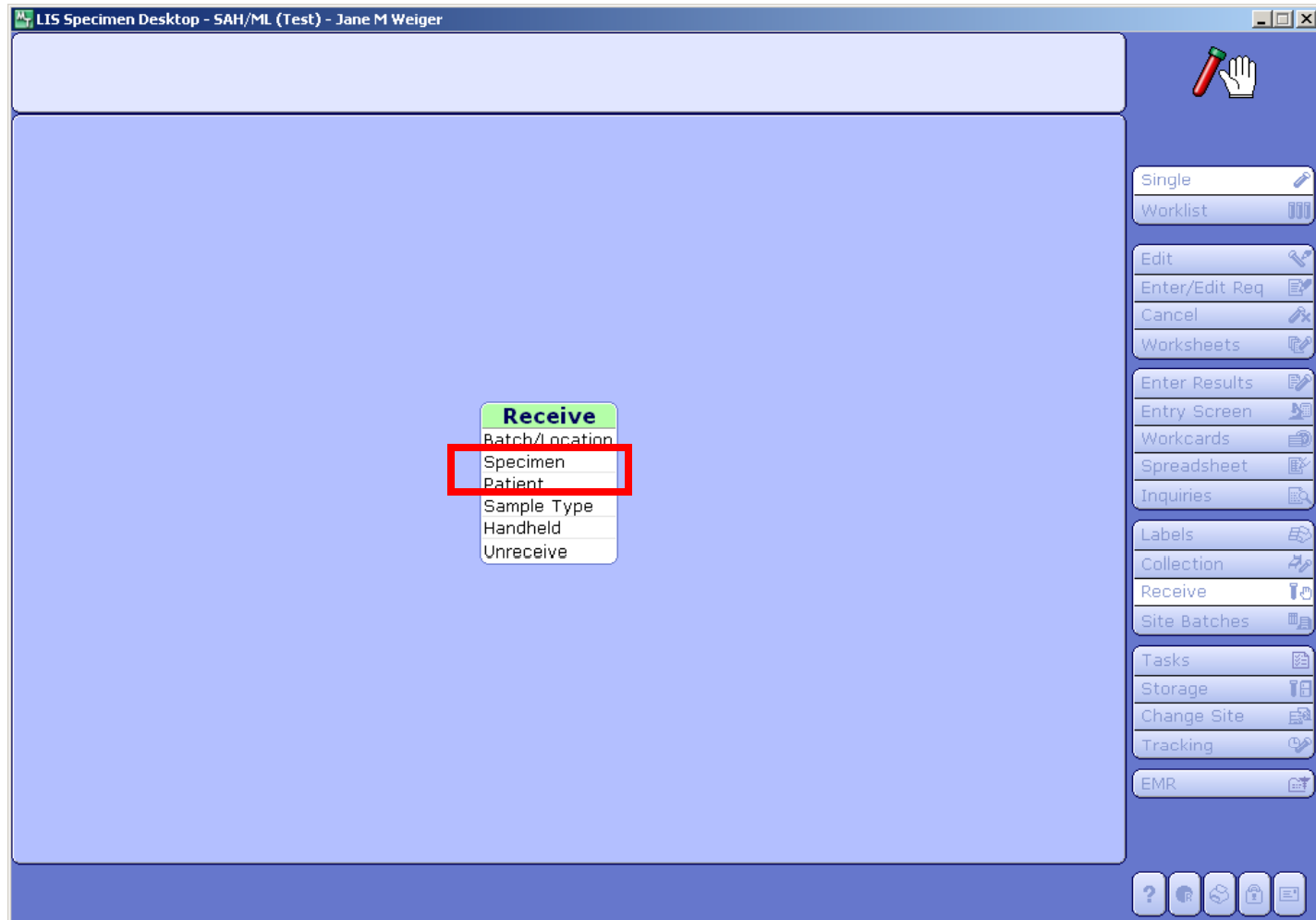
Specimen	Patient	Coll Time	Coll By	Rec Date	Rec Time	Rec By	Ed CD	Sts

-----MIC Setup-----
Procedure Date Time By

Single
Worklist
Edit
Enter/Edit Req
Cancel
Worksheets
Enter Results
Entry Screen
Workcards
Spreadsheet
Inquiries
Labels
Collection
Receive
Site Batches
Tasks
Storage
Change Site
Tracking
EMR

Edit Receive Data Cancel Comment Edit MIC Spec Source/Desc Mark to Edit Collection Date Enter Recollect Data Cancel Save

Select Specimen



Enter Specimen Numbers Select F12 when finished

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Fast Input
 Workcard Device: LBBP08
 Aliquot Device: LBBP08
 Site: ML

Wkld Func: Count

*E/E Setup: N
 Dft Date:
 Dft Time:
 Dft User:
 Charge

Comments

Specimen	Patient	Coll Time	Coll By	Rec Date	Rec Time	Rec By	Ed CD	Sts
10:M0000007R	APPLE,INPAT	UNK		02/25/10	1147	JWEIGER	*	
10:M0000006R	APPLE,INPAT	UNK		02/25/10	1147	JWEIGER	*	
10:M0000005R	APPLE,INPAT	UNK		02/25/10	1147	JWEIGER	*	

-----MIC Setup-----
 Procedure Date Time By

Buttons: Edit Receive Data, Cancel Comment, Edit MIC Spec Source/Desc, Mark to Edit Collection Date, Enter Recollect Data, Cancel, Save

Right Panel: Single, Worklist, Edit, Enter/Edit Req, Cancel, Worksheets, Enter Results, Entry Screen, Workcards, Spreadsheet, Inquiries, Labels, Collection, Receive, Site Batches, Tasks, Storage, Change Site, Tracking, EMR

Select F12 or Yes to finish

The screenshot shows the LIS Specimen Desktop interface. A 'Confirmation' dialog box is open, asking 'Receive?'. The 'Yes' button is highlighted with a red box. The background interface includes a top menu bar, a main data entry area with various fields (Fast Input, Workcard Device, Aliquot Device, Site, Wkld Func, Count, *E/E Setup, Dft Date, Dft Time, Dft User, Charge), a table of specimen data, and a right-hand sidebar with navigation buttons. The bottom of the screen has a toolbar with buttons like 'Edit Receive Data', 'Cancel Comment', 'Edit MIC Spec Source/Desc', 'Mark to Edit Collection Date', 'Enter Recollect Data', 'Cancel', and 'Save'.

Specimen	Patient	Coll Time	C	By	Date	Time	Rec By	Ed CD	Sts
10:M0000007R	APPLE,INPAT	UNK			02/25/10	1147	JWEIGER	*	
10:M0000006R	APPLE,INPAT	UNK			02/25/10	1147	JWEIGER	*	
10:M0000005R	APPLE,INPAT	UNK			02/25/10	1147	JWEIGER	*	

Procedure	Date	Time	By

Print Labels

From the Specimen Desktop Select Labels

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Fast Input

Workcard Device

Aliquot Device

Site ML

Wkld Func Count

*E/E Setup N

Dft Date

Dft Time

Dft User

Charge

Comments

Specimen	Patient	Coll Time	Coll By	Rec Date	Rec Time	Rec By	Ed CD	Sts

-----MIC Setup-----

Procedure Date Time By

Single

Worklist

Edit

Enter/Edit Req

Cancel

Worksheets

Enter Results

Entry Screen

Workcards

Spreadsheet

Inquiries

Labels

Collection

Receive

Site Batches

Tasks

Storage

Change Site

Tracking

EMR

Edit Receive Data Cancel Comment Edit MIC Spec Source/Desc Mark to Edit Collection Date Enter Recollect Data Cancel Save

Select Individual



Enter Specimen Numbers Select F12 when finished

The screenshot shows the 'LIS Specimen Desktop' application window. The title bar reads 'LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger'. The main area contains a table with the following data:

Specimen	Sts	Patient Name	Account Num	Location
10:M0000011R	RECD	APPLE,INPAT	SA0000002220	4S
10:M0000010R	RECD	APPLE,INPAT	SA0000002220	4S
10:M0000000P	RECD	APPLE,INPAT	SA0000002220	4S

Below the table is a section titled 'Alternate Label Formats' with a list of labels: LAB, MIC, BBK, and PTH. To the right of the main window is a vertical sidebar with various menu options: Single, Worklist, Edit, Enter/Edit Req, Cancel, Worksheets, Enter Results, Entry Screen, Workcards, Spreadsheet, Inquiries, Labels, Collection, Receive, Site Batches, Tasks, Storage, Change Site, Tracking, and EMR. At the bottom right of the window are buttons for Cancel, OK, and several icons.

Enter Label Format e.g. Aliquot

Select F12 when finished

The screenshot shows the LIS Specimen Desktop interface. At the top, the title bar reads "LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger". The main area contains a table with the following data:

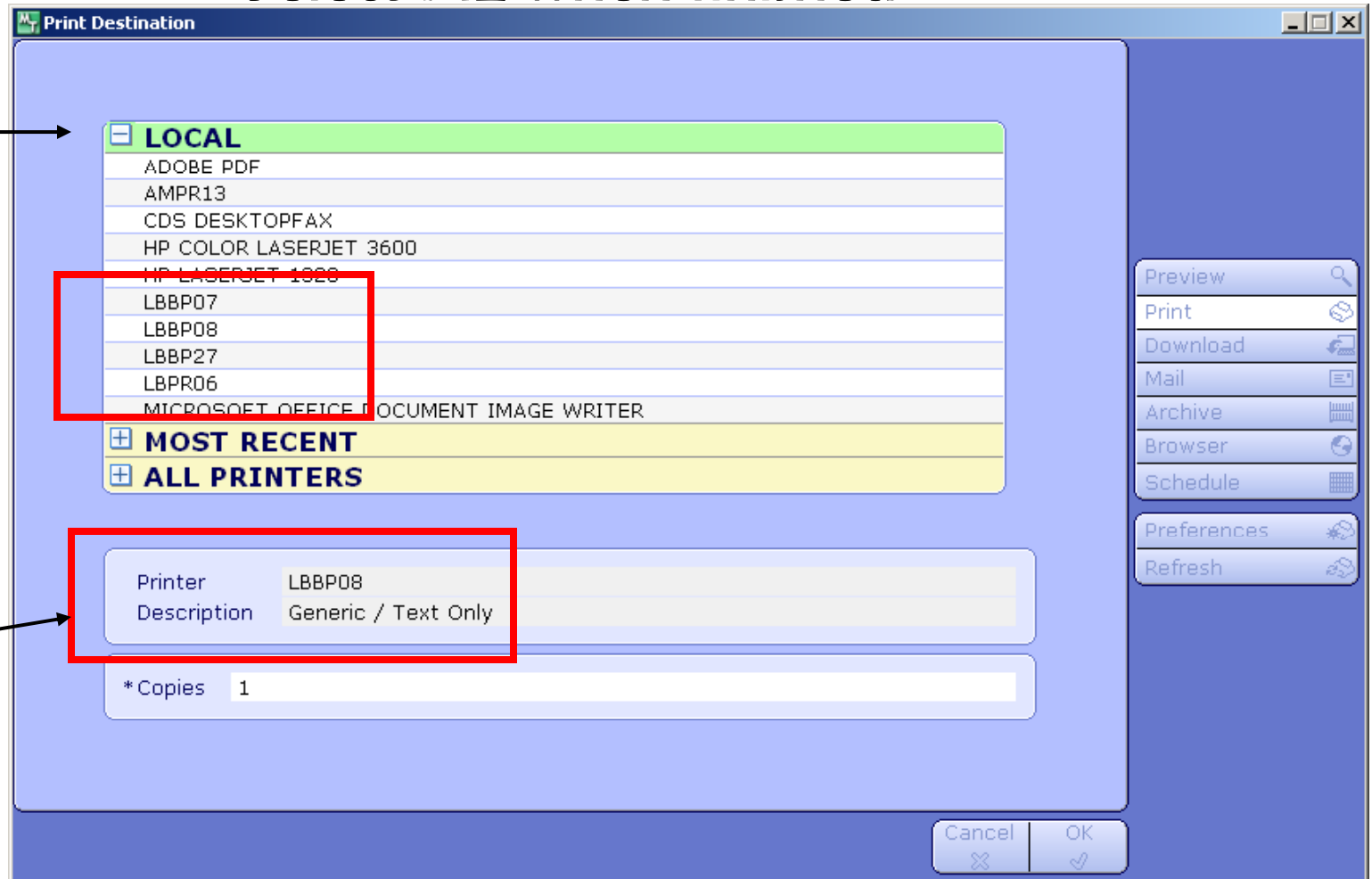
Specimen	Sts	Patient Name	Account Num	Location
10:M0000011R	RECD	APPLE,INPAT	SA0000002220	4S
10:M0000010R	RECD	APPLE,INPAT	SA0000002220	4S
10:M0000009R	RECD	APPLE,INPAT	SA0000002220	4S

Below the table is a section titled "Alternate Label Formats" with a dropdown menu. The dropdown is open, showing a list of options: LAB, MIC (highlighted in green), BBK, and PTH. A red box highlights the "MIC" option and the text "MICALQ" next to it.

On the right side of the interface, there is a vertical toolbar with various icons and buttons, including "Single", "Worklist", "Edit", "Enter/Edit Req", "Cancel", "Worksheets", "Enter Results", "Entry Screen", "Workcards", "Spreadsheet", "Inquiries", "Labels", "Collection", "Receive", "Site Batches", "Tasks", "Storage", "Change Site", "Tracking", and "EMR". At the bottom right, there are "Cancel" and "OK" buttons, along with several utility icons.

Select Printer > Change if necessary Select F12 when finished

View the local list.



Make sure the correct printer populates the field.

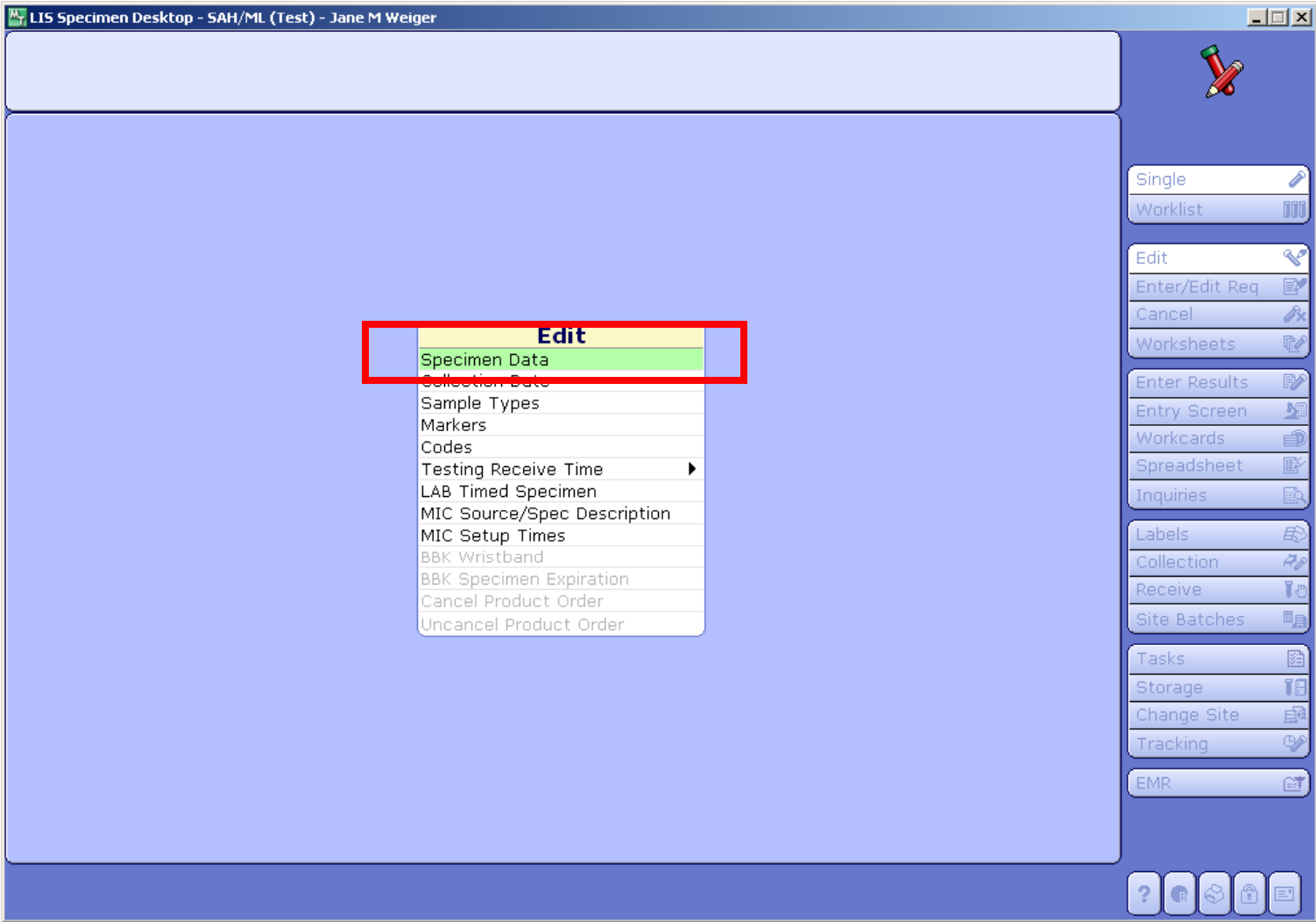
Edit Specimens

From the Specimen Desktop Select Edit

The screenshot shows the 'LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger' window. The interface is divided into several sections:

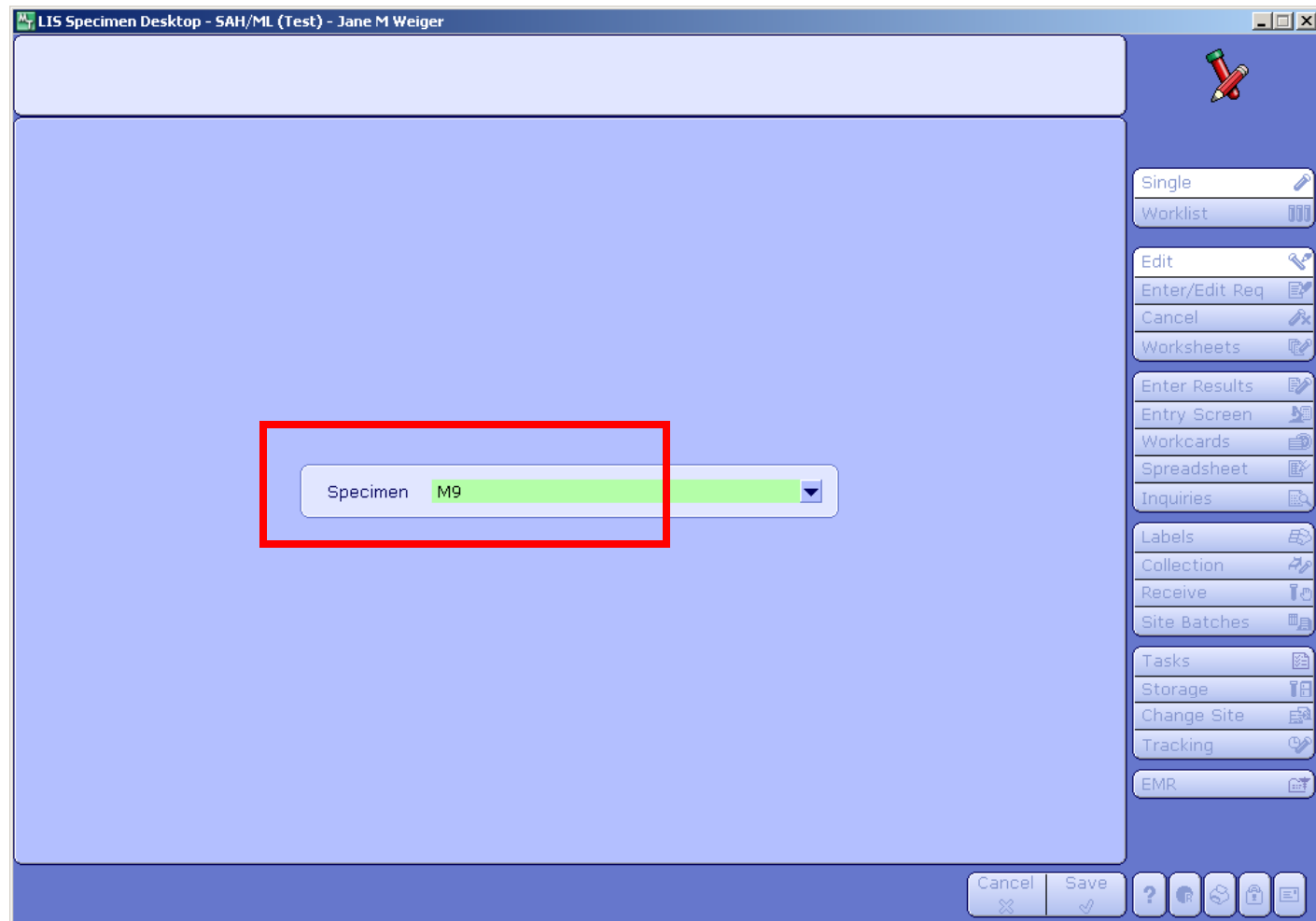
- Top Left:** Fields for 'Fast Input', 'Workcard Device', 'Aliquot Device', and 'Site' (containing 'ML').
- Top Right:** 'Wkld Func' and 'Count' table.
- Middle Left:** '*E/E Setup' (containing 'N'), 'Dft Date', 'Dft Time', and 'Dft User'.
- Middle Right:** 'Charge' table.
- Center:** 'Comments' text area.
- Bottom Left:** A table with columns: Specimen, Patient, Coll Time, Coll By, Rec Date, Rec Time, Rec By, Ed CD, Sts.
- Bottom Center:** '-----MIC Setup-----' section with 'Procedure', 'Date', 'Time', and 'By' fields.
- Right Panel:** A vertical menu with buttons: Single, Worklist, **Edit** (highlighted with a red box), Entry/Exit Key, Cancel, Worksheets, Enter Results, Entry Screen, Workcards, Spreadsheet, Inquiries, Labels, Collection, Receive, Site Batches, Tasks, Storage, Change Site, Tracking, and EMR.
- Bottom Toolbar:** Buttons for 'Edit Receive Data', 'Cancel Comment', 'Edit MIC Spec Source/Desc', 'Mark to Edit Collection Date', 'Enter Recollect Data', 'Cancel', and 'Save'.

Select Specimen Data to Enter a Comment



Enter Specimen Numbers

Select F12 when finished



Enter Comment in Comments field

Select F12 when finished

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat SA0000002220 Status: RECD Dis:
78/M 01/26/1932 (SA00000194) 4S 419-2
Spec: 10:M0000009R Dx/Rfv:

Specimen 10:M0000009R

Ordered WOUND

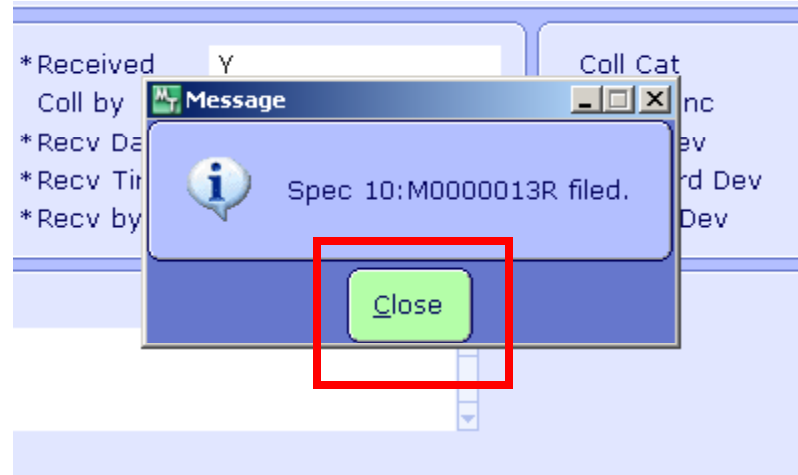
Coll Date	02/25/10 T	*Received	Y	Coll Cat	
*Coll Time	1000	Coll by		Wkld Func	
*Priority	R	*Recv Date	02/25/10	Label Dev	
Status	RECD	*Recv Time	1118	Workcard Dev	
		*Recv by	JWEIGER	Aliquot Dev	

Comments
Specimen received from the O.R.

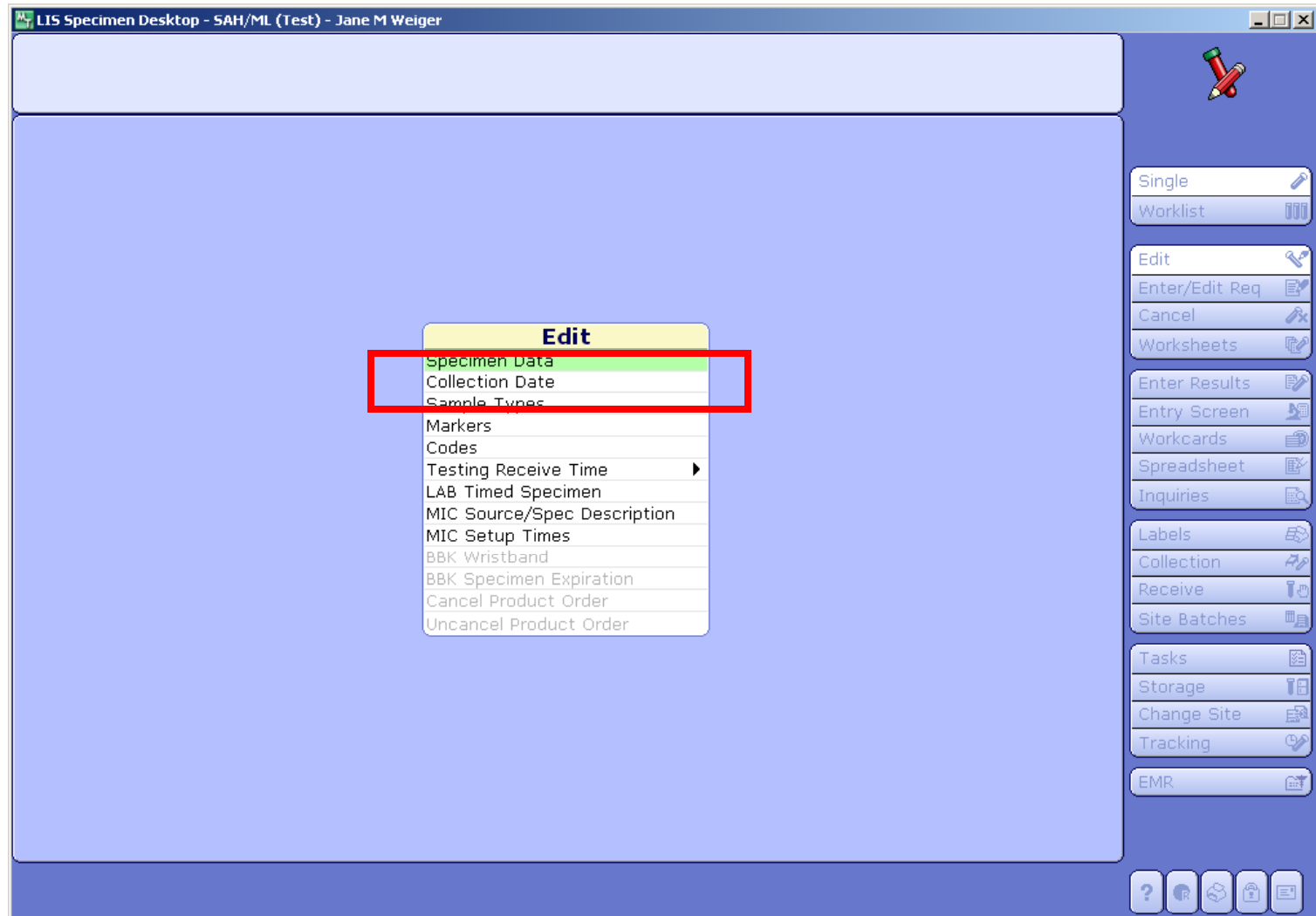
Cancel Comments

Cancel Save ? [Icons]

Select F12 or Close to File



Select Collection Data to Change the Collection Date



Enter New Collection Date > Specimen number Select F12 when finished

The screenshot shows the 'LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger' window. The interface includes a top header, a main data entry area, and a right-hand sidebar with various menu options. Two red boxes highlight specific fields: the 'New Collection Date' field containing '02/25/10' and a table row with specimen ID '10:M0000006R' highlighted in green.

New Collection Date 02/25/10

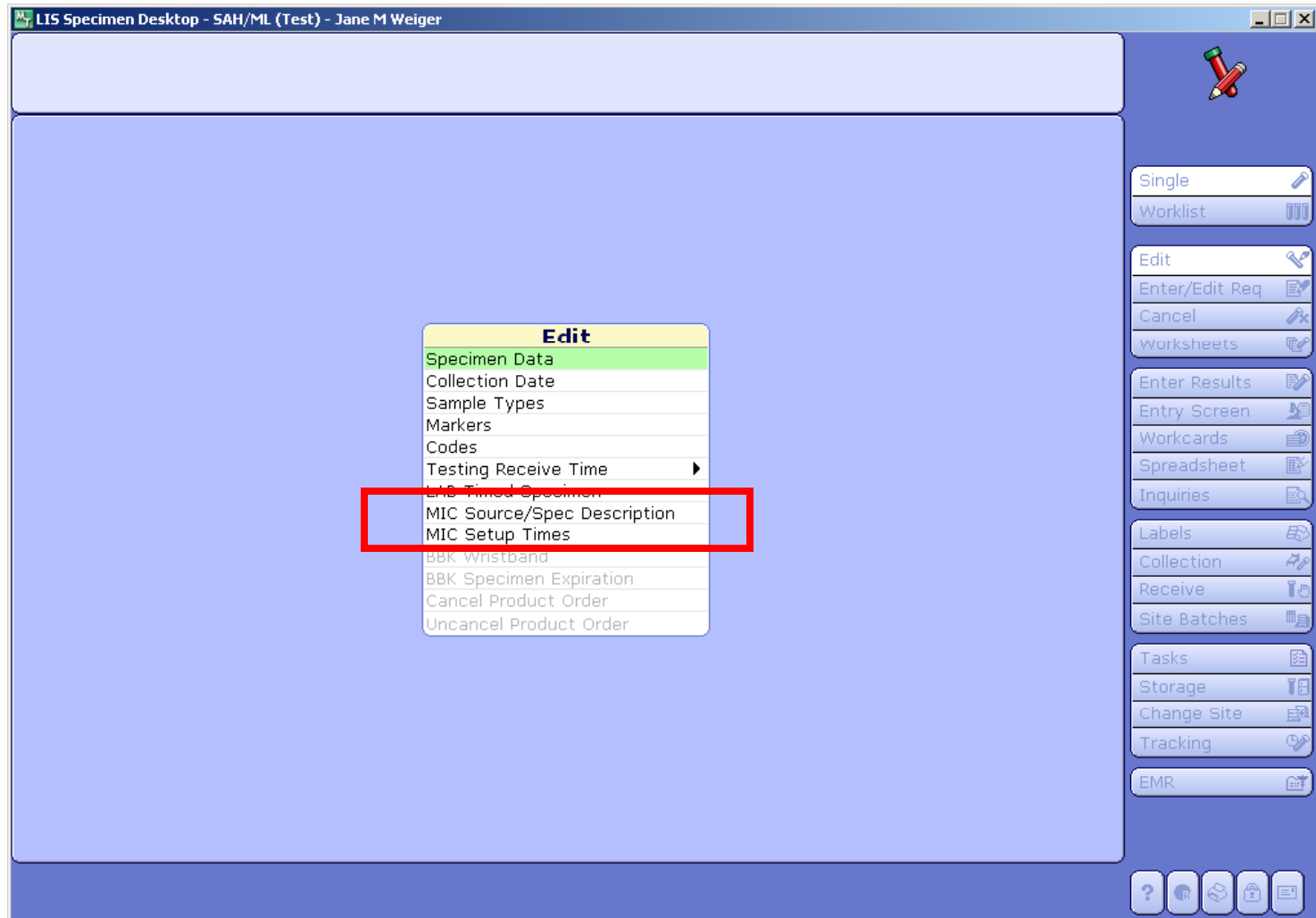
Specimen	Col Time	Sts	Patient Name	Account	Coll Date
10:M0000006R	1100	RECD	APPLE,INPAT	SA0000002220	02/23/10

Label Device
Coll or Spec Label

Single
Worklist
Edit
Enter/Edit Req
Cancel
Worksheets
Enter Results
Entry Screen
Workcards
Spreadsheet
Inquiries
Labels
Collection
Receive
Site Batches
Tasks
Storage
Change Site
Tracking
EMR

Cancel Save ? [Icons]

Select MIC Source/Spec Description to Change the Source or Specimen Description



Enter the Specimen Number > Enter the New Source and/or New Spec Desc > Select F12 when finished

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat SA0000002220 Status: RECD Dis:
78/M 01/26/1932 (SA00000194) 4S 419-2
Spec: 10:M0000009R Dx/Rfv:

Specimen: 10:M0000009R

Ordered: WOUND

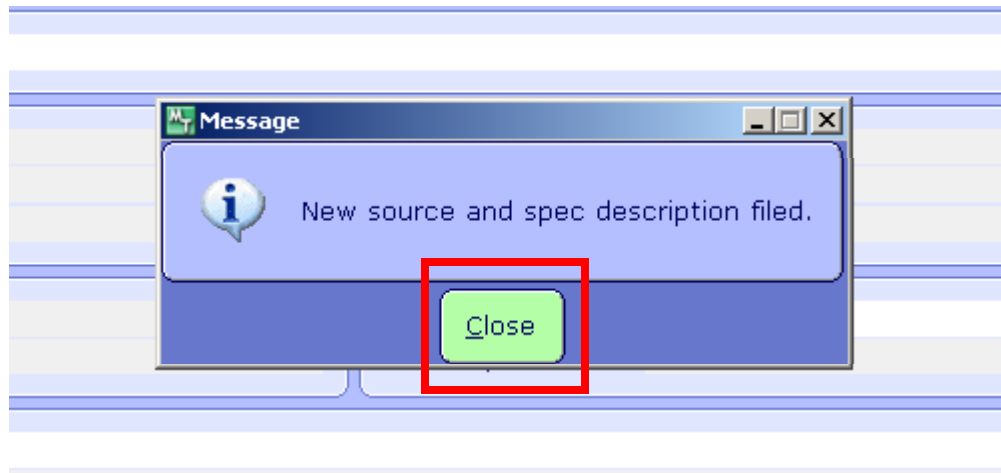
Old Source: ARM *New Source: LEG
Old Spec Desc: R *New Spec Desc: L

Label Device:
Coll or Spec Label:

Single
Worklist
Edit
Enter/Edit Req
Cancel
Worksheets
Enter Results
Entry Screen
Workcards
Spreadsheet
Inquiries
Labels
Collection
Receive
Site Batches
Tasks
Storage
Change Site
Tracking
EMR

Cancel Save ? [Icons]

Select F12 or Close to File



Specimen Inquiries

From the Specimen Desktop Select Inquires

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Fast Input
Workcard Device
Aliquot Device
Site ML

*E/E Setup N
Dft Date
Dft Time
Dft User

Wkld Func Count

Charge

Comments

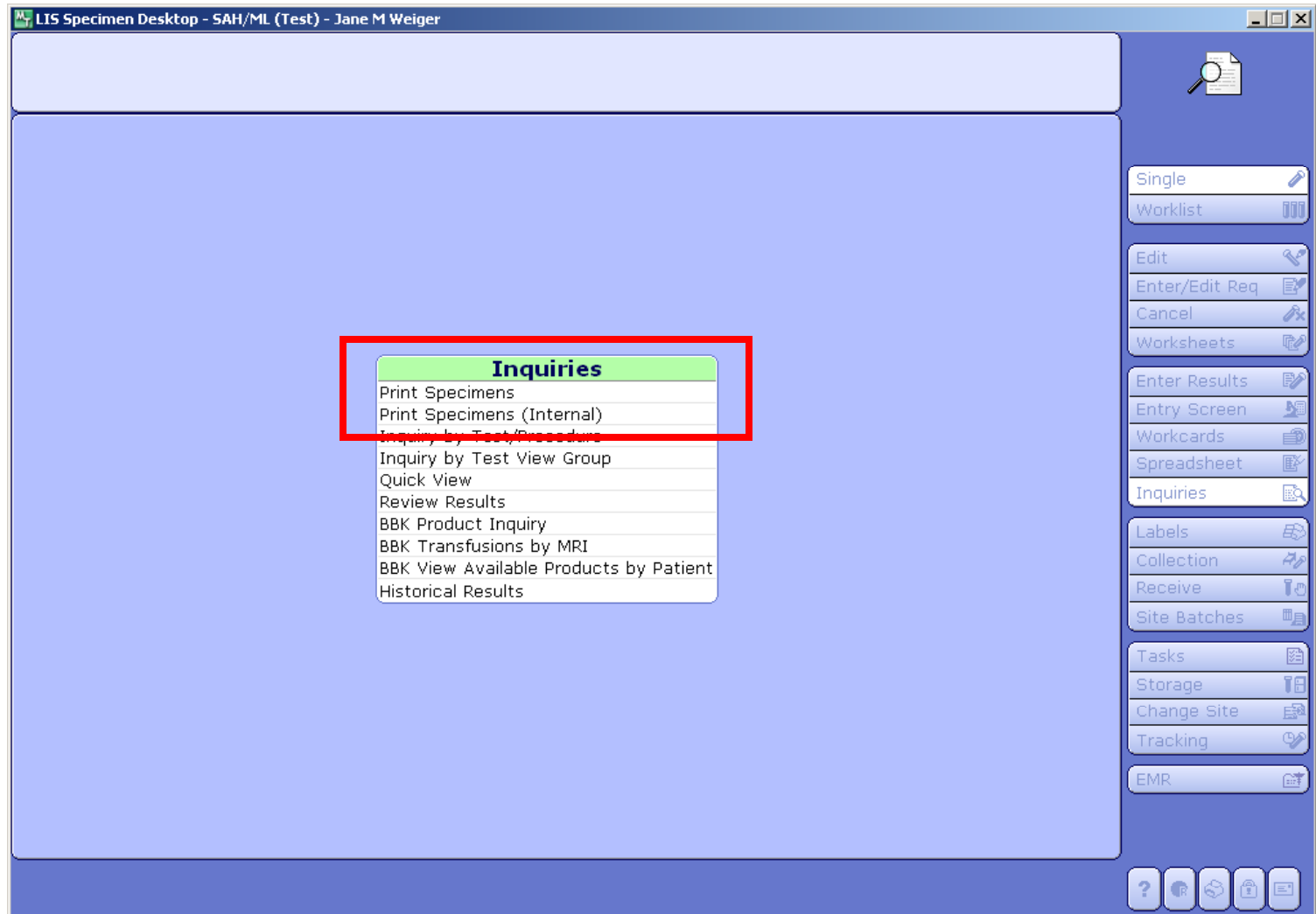
Specimen	Patient	Coll Time	Coll By	Rec Date	Rec Time	Rec By	Ed CD	Sts

-----MIC Setup-----
Procedure Date Time By

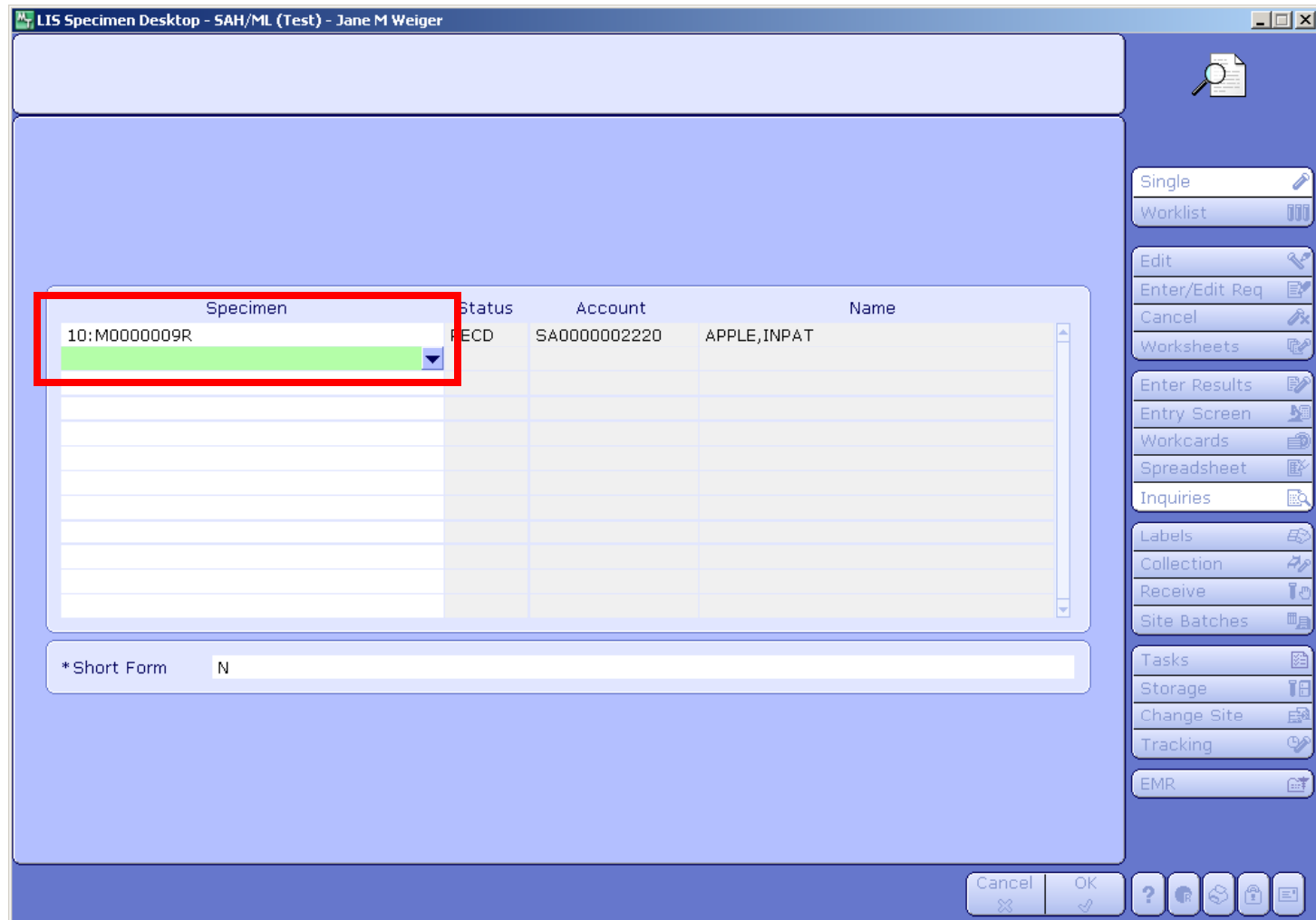
Single
Worklist
Edit
Enter/Edit Req
Cancel
Worksheets
Enter Results
Entry Screen
Workcards
Spreadsheet
Inquiries
Labels
Collection
Receive
Site Batches
Tasks
Storage
Change Site
Tracking
EMR

Edit Receive Data Cancel Comment Edit MIC Spec Source/Desc Mark to Edit Collection Date Enter Recollect Data Cancel Save

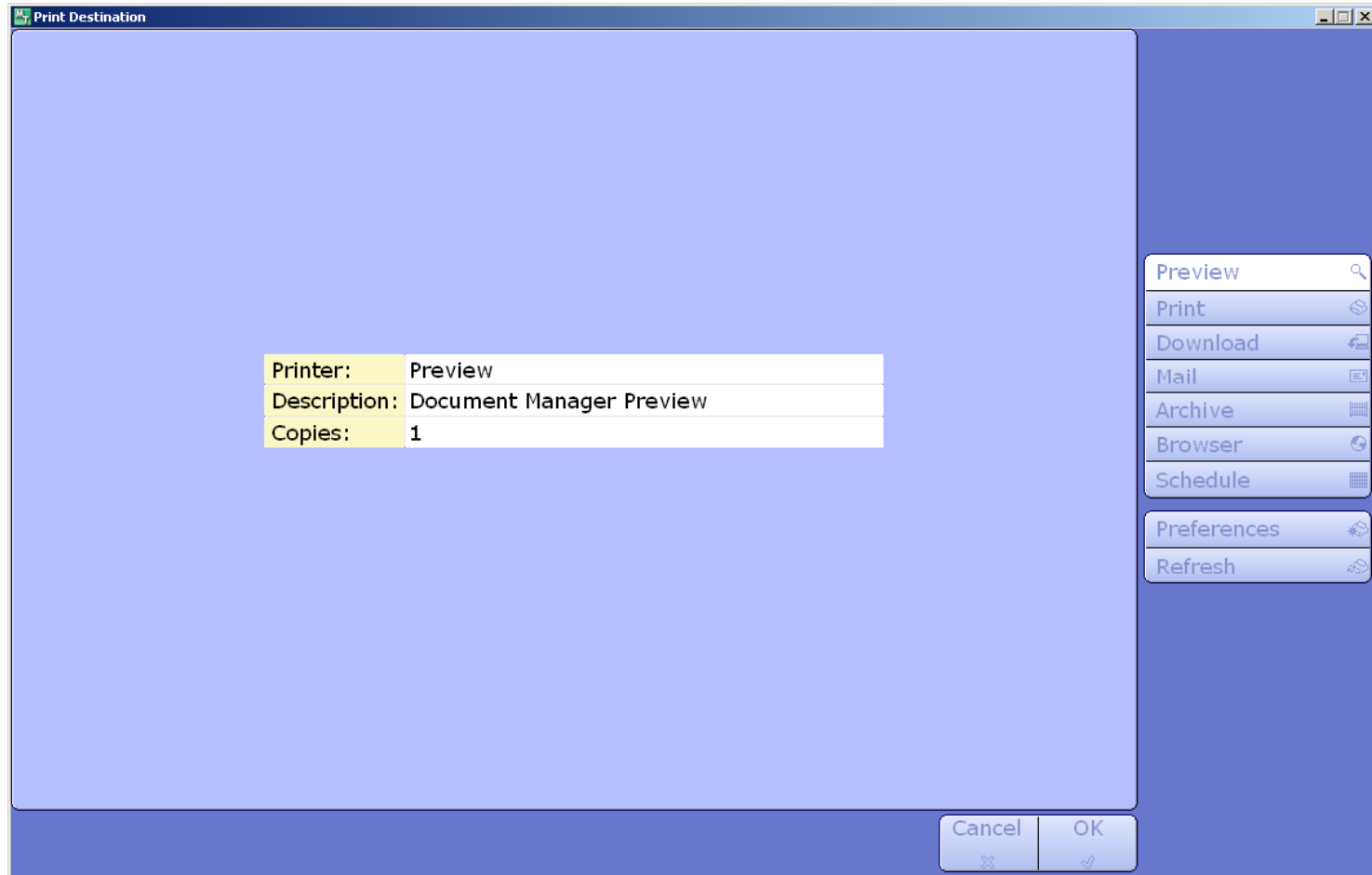
Select the type of Inquiry you wish to view



Enter the Patient's Name, Account Number or Specimen Number in the Specimen field. Select F12.



Select F12 to view the result.



The report will display. Print Specimens

RUN DATE: 02/25/10 RUN TIME: 1437	Laboratory *TEST* Saint Agnes Hospital Result Report Department of Laboratory Medicine 900 Caton Avenue Baltimore, MD 21228 410 368-3060	PAGE 1
PATIENT: APPLE, INPAT REG DR: GALLAGER M.D., LAURENCE	ACOCT #: SA0000002220 AGE/SX: 78/M DOB: STATUS: ADM IN	LOC: 4S ROOM: 419 BED: 2 TLOC:
U #: SA00000194 REG: 01/26/10 DIS:	SPEC #: 10:M0000009R SOURCE: LEG SPDESC: LEFT ORDERED: WOUND COMMENTS: Specimen received from the O.R.	COLL: 02/25/10-1000 RECD: 02/25/10-1118 ENTR: 02/25/10-1135
	STATUS: RECD SUBM DR: GALLAGER M.D., LAURENCE R OTHR DR:	REQ #: 00000519
<u>Procedure</u>	<u>Result</u>	
WOUND	PENDING	

The report will display. Print Specimens (Internal)

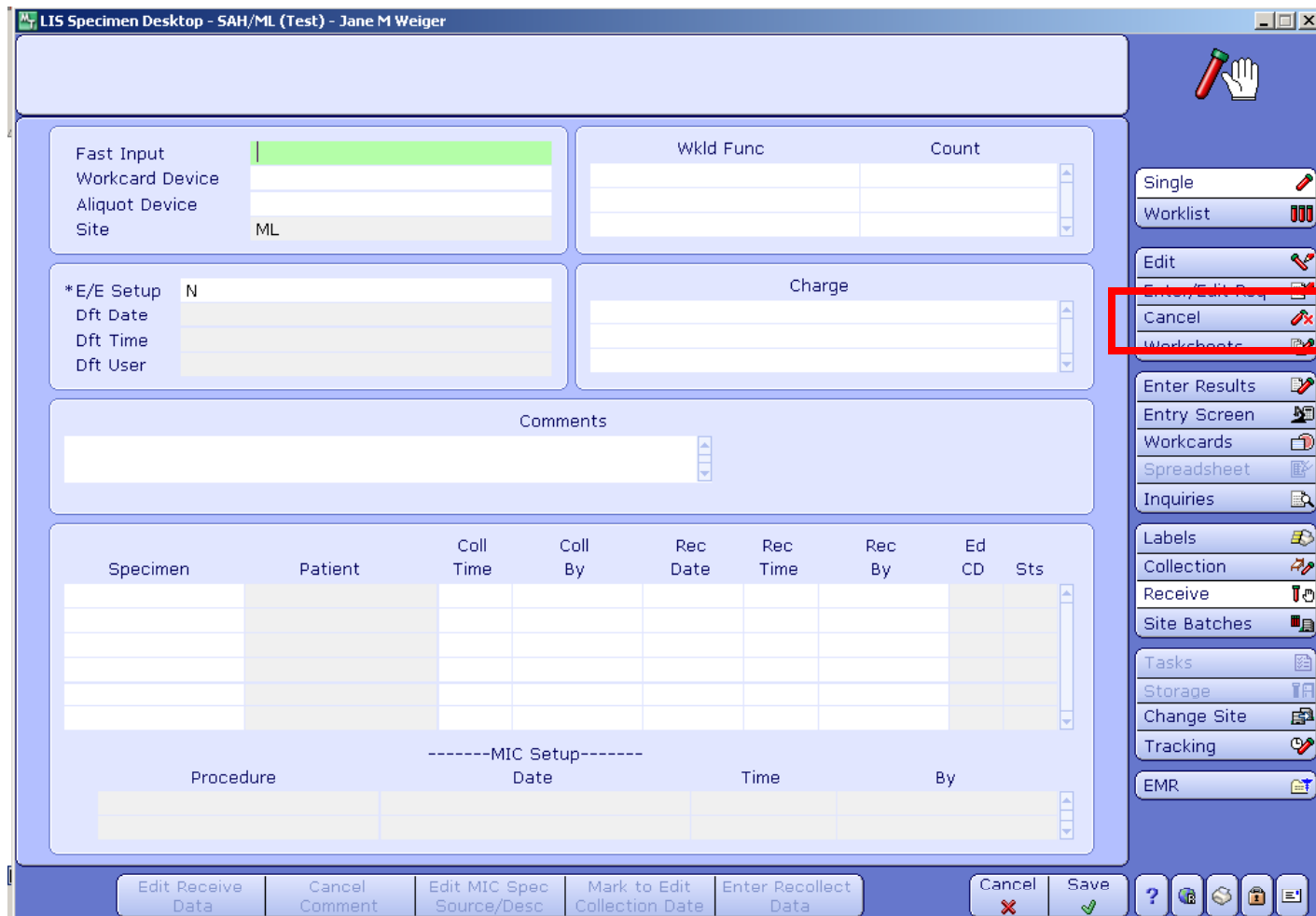
DATE: 02/25/10 @ 1440 USER: JWEIGER	Laboratory *TEST* MIC SPECIMEN INTERNAL INQUIRY	PAGE 1
PATIENT: APPLE, INPAT REG DR: GALLAGER M.D., LAURENCE R	ACCT : SA0000002220 AGE/SX: 78/M DOB: STATUS: ADM IN	LOC: 4S ROOM: 419 BED: 2 TLOC: U : SA00000194 REG: 01/26/10 DIS:
SPEC : 10:M0000009R	ORD FOR: 02/25/10-1000 COLL: 02/25/10-1000 RCV: 02/25/10-1118	STATUS: RECD SUBM DR: GALLAGER M.D., LAURENCE R PT AGE AT COLL: 78 REQ : 00000519

SOURCE: LEG ENTERED: 02/25/10-1135 COLL BY: LAST RPTD: 02/25/10-1437 LAST ACT: 02/25/10-1406	SP DESC: LEFT ENT BY: JWEIGER RCV BY: JWEIGER WKLD FN: BAR CD: 000516	OTHR DR:
ORDERED: WOUND SETUP: (NO PROCEDURES SETUP) COMMENTS: Specimen received from the O.R. @Source changed from ARM to LEG by JWEIGER. @Spec Desc changed from RIGHT to LEFT by JWEIGER.		
COL CATEG: ORD SITE: ML RCV SITE: ML PERFORM SITE: ML 02/25/10-1118 JMW		
TRANSIT SITE: AT SITE: ML 02/25/10-1118 JMW		

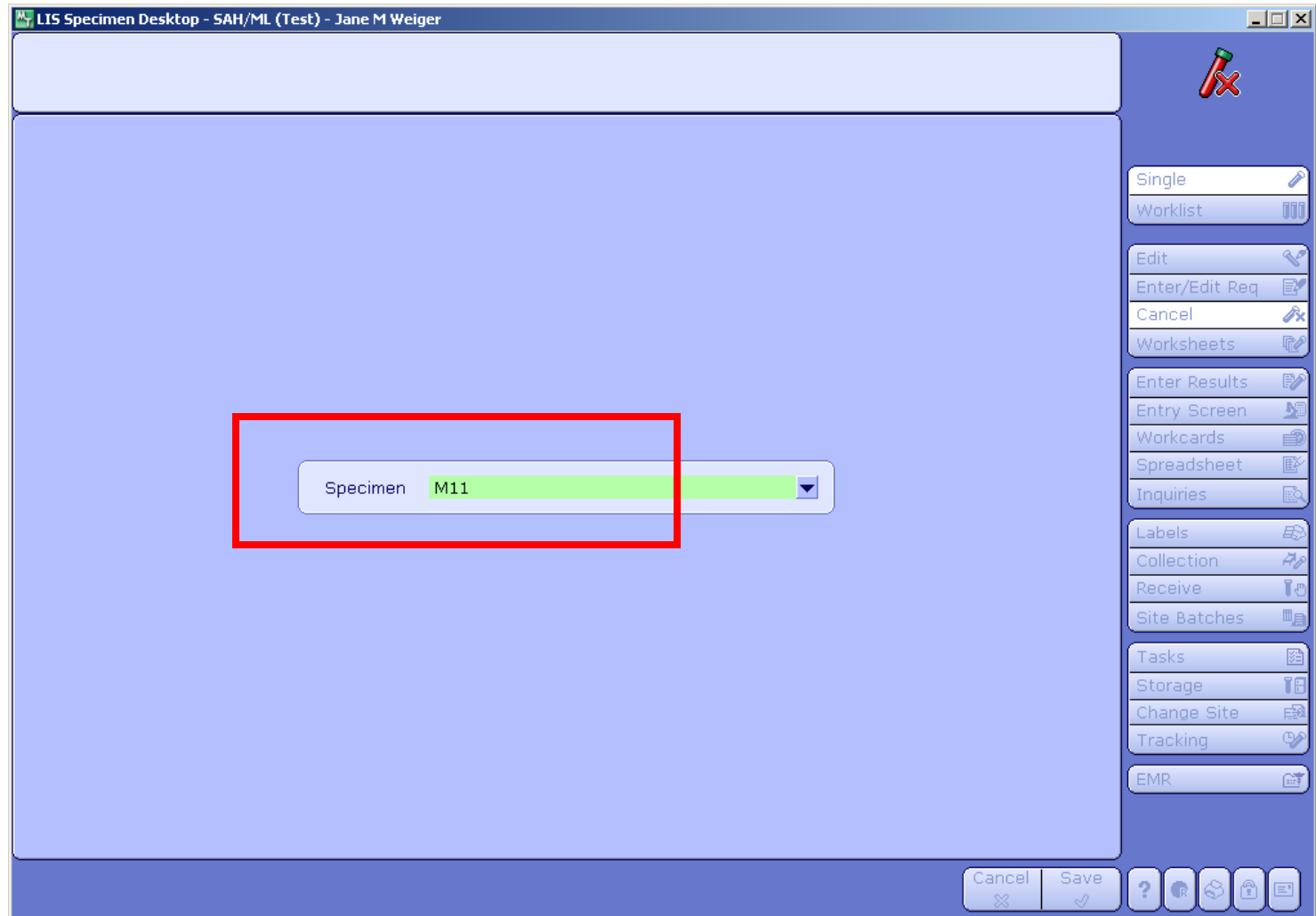
Procedure	Result	
WOUND	PENDING	

Cancel Specimens

From the Specimen Desktop Select Cancel to cancel a specimen



Enter Specimen Number



Enter Cancellation Comment

Select F12 when finished

LIS Specimen Desktop - SAH/ML (Test) - Jane M Weiger

Apple, Inpat
78/M 01/26/1932

SA0000002220
(SA000000194)
Spec: 10:M0000011R

Status: RECD
4S 419-2
Dx/Rfv:

Dis:

Specimen 10:M0000011R

Ordered CC

Comments (view only)

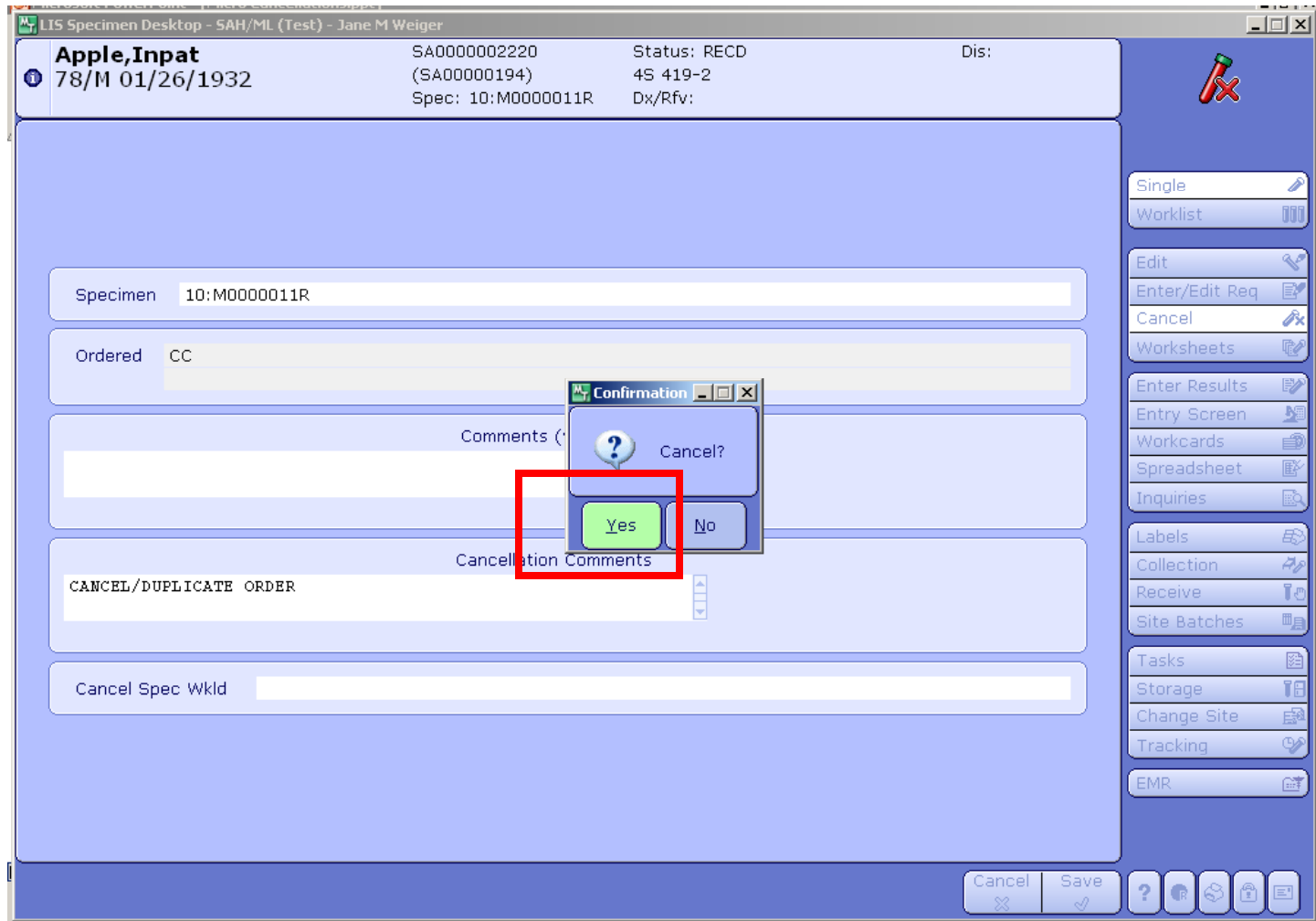
CANCELLATION COMMENTS
CANCEL/DUPLICATE ORDER

Cancel Spec Wkld

Single
Worklist
Edit
Enter/Edit Req
Cancel
Worksheets
Enter Results
Entry Screen
Workcards
Spreadsheet
Inquiries
Labels
Collection
Receive
Site Batches
Tasks
Storage
Change Site
Tracking
EMR

Cancel Save ? [Icons]

Select F12 or Yes to Cancel

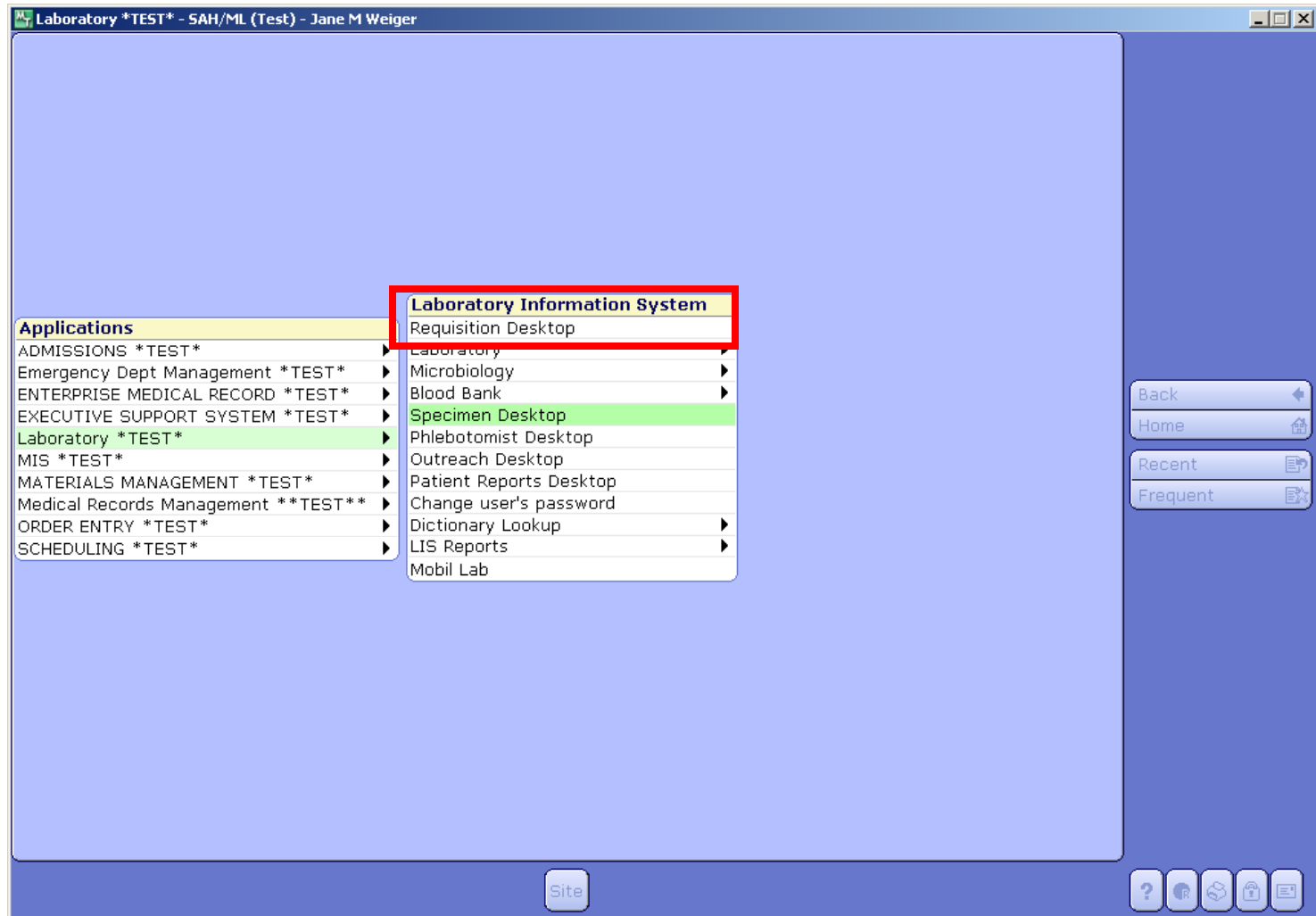




IMPORTANT:

This following process is for canceling an
ENTIRE test requisition.


Select Requisition Desktop



Select Cancel Req



LIS Requisition Desktop - SAH/ML (Test) - Jane M Weiger







Orders Doctors Specimens Additional




Patient 
Req Number



Coll Date	<input type="text"/>	Recv Date	<input type="text"/>	Coll Cat	<input type="text"/>
Coll Time	<input type="text"/>	Recv Time	<input type="text"/>	Wkld Func	<input type="text"/>
Priority	<input type="text"/>	Recv By	<input type="text"/>	Label Device	<input type="text"/>
Received	<input type="text"/>			Workcard Dev	<input type="text"/>
Coll By	<input type="text"/>			Aliquot Dev	<input type="text"/>



Order	Name	Px	Source	Spec Desc	Ct	Pr
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Single 
Worklist 








Enter/Edit 
Enter/Edit/Res 
Cancel Req 
Inquiry 
Uncancel Req 
Move to Acct 

Billing Inquiry 
Billing Edit 
Demand Bill 

Edit ICD Codes 
Reprint Waiver 

Edit LIS Pt Data 
Edit MRI Markers 

BBK History Product View Group Test/Proc Notes

Cancel  Save  ?     

Enter the Patient's Name or Account Number in the Patient field. Patient Demographics will appear on the top of the screen.

LIS Requisition Desktop - SLO/ML (Test) - Daniel Weiger

Apple,Orange LO0000000059 Dr: PINTO M.D.,DOUGLAS DBR
21/M 06/09/1988 (SA00000109) REG CLI

Patient: **APPLE,ORANGE**
Req Number: [Green bar]

Specimen Number	Status	Coll Date	Time

Orders

Cancellation Comments

Cancel Req Wkld

Single
Worklist
Enter/Edit
Enter/Edit/Res
Inquiry
Cancel Req
Uncancel Req
Move to Acct
Billing Inquiry
Billing Edit
Demand Bill
Edit ICD Codes
Reprint Waiver
Edit LIS Pt Data
Edit MRI Markers

Cancel Save ? [Icons]

Select F9 in the Req Number field. A new window will display.

LIS Requisition Desktop - SLO/ML (Test) - Daniel Weiger

Apple,Orange LO0000000059 Dr: PINTO M.D.,DOUGLAS DBR
21/M 06/09/1988 (SA00000109) REG CLI

Patient APPLE,ORANGE

Req Number

Specimen Number	Status	Coll Date	Time

Orders

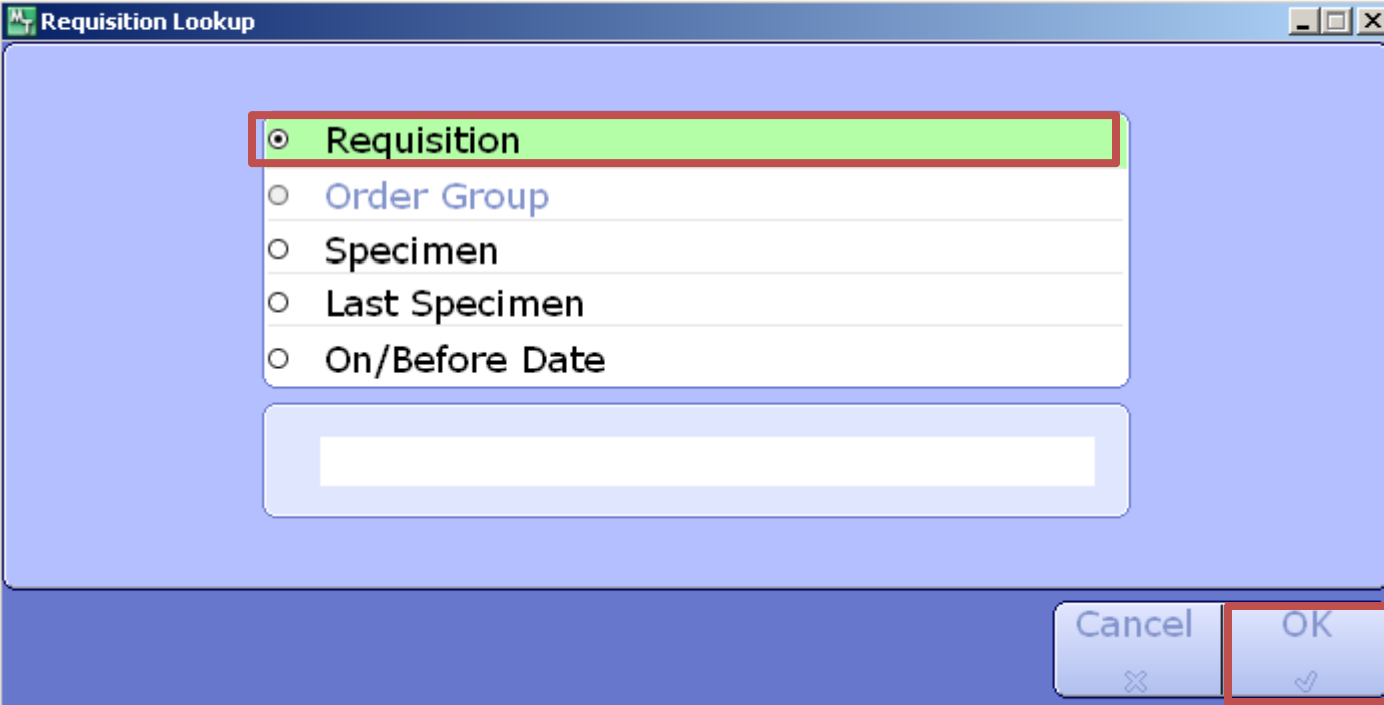
Cancellation Comments

Cancel Req Wkld

Cancel Save ? [Icons]

Single
Worklist
Enter/Edit
Enter/Edit/Res
Inquiry
Cancel Req
Uncancel Req
Move to Acct
Billing Inquiry
Billing Edit
Demand Bill
Edit ICD Codes
Reprint Waiver
Edit LIS Pt Data
Edit MRI Markers

Select the Requisition radio button.
Select OK.



The screenshot shows a dialog box titled "Requisition Lookup". It contains a list of radio buttons with the following options: "Requisition", "Order Group", "Specimen", "Last Specimen", and "On/Before Date". The "Requisition" option is selected and highlighted with a green background and a red border. Below the list is an empty text input field. At the bottom right of the dialog box are two buttons: "Cancel" and "OK". The "OK" button is highlighted with a red border.

Select the requisition you wish to cancel.

Requisition Lookup

LO0000000059 - APPLE,ORANGE 21/M

Number	Status	Entered	Ordered
00000145	ENTERED	01/20/10-1641	CBC, PT, PTT, BMP, UA, MAFP

Submitted by: PINTO M.D.,DOUGLAS
Specimens: 0120:C00014R RECD, 0120:GS00004R RECD, 0120:H00007R RECD,...

Prior Next Cancel

All ordered tests will display in the middle of the screen. Enter cancellation comments.

LIS Requisition Desktop - SLO/ML (Test) - Daniel Weiger

Apple, Orange LO0000000059 Dr: PINTO M.D., DOUGLAS DBR
21/M 06/09/1988 (SA00000109) Req: 00000145 REG CLI

Patient: APPLE, ORANGE
Req Number: 00000145

Specimen Number	Status	Coll Date	Time
LAB 0120:H00007R	RECD	01/20/10	1641
LAB 0120:HC00005R	RECD	01/20/10	1641
LAB 0120:U00002R	RECD	01/20/10	1641

Orders
CBC, PT, PTT, BMP, UA, MAFF

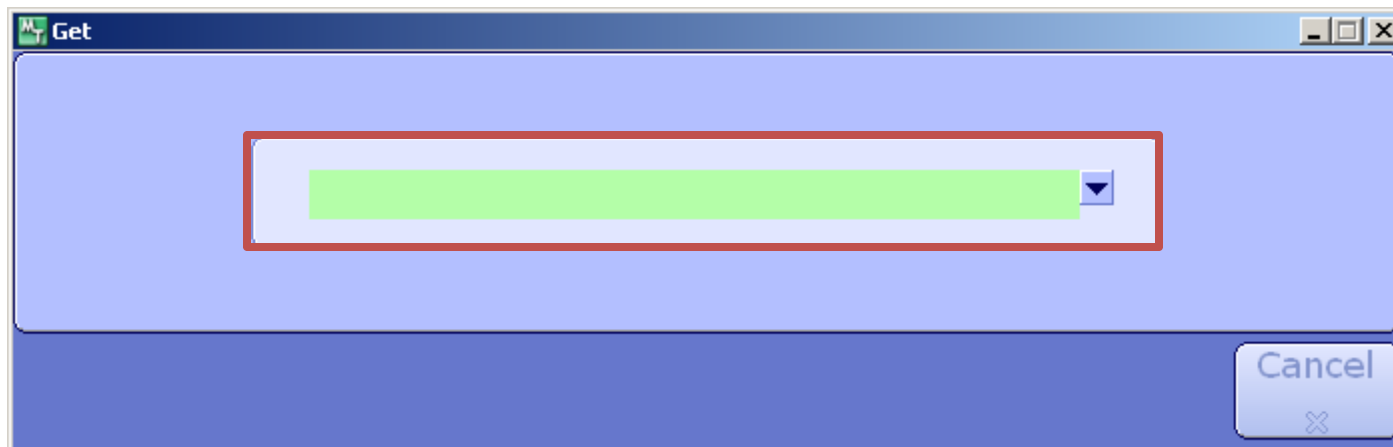
Cancellation Comments

Cancel Req Wkld

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Worklist
Enter/Edit
Enter/Edit/Res
Inquiry
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Billing Edit
Demand Bill
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Reprint Waiver
Edit LIS Pt Data
Edit MRI Markers

Cancel Save ? [Icons]

**Select F5 to search for canned comments.
Enter the comment mnemonic in the textbox.
If unknown, select F9 to view the full list of comments.**



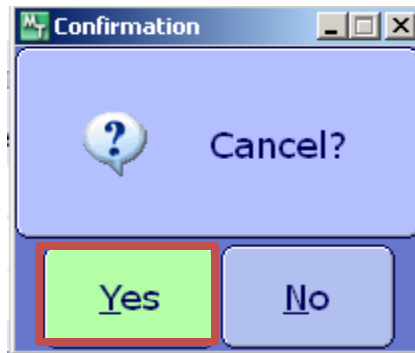
Enter search criteria into the textbox.
Select the comment, once it is located.

The screenshot shows a window titled "LIS Canned Text Lookup". At the top, there is a search bar with the text "Search Q". Below the search bar is a table with two columns: "Mnemonic" and "Name". The table contains the following entries:

Mnemonic	Name
QC1	CONTROL OUTSIDE OF 2 SD
QC10	IMPROPERLY RECONSTITUTED
QC11	CONTROL QNS
QC2	REPEAT/QC OUT OF RANGE
QC3	QC REPEATED OUT OF RANGE
QC4	TROUBLESHOOTING COMPLETED
QC5	QC RUN POST INSTRUMENT SERVICE
QC6	ASSAY RECALIBRATION
QC7	NEW CONTROL LOT
QC8	NEW REAGENT LOT
QC9	INCORRECT QC
QCKIT	QC KIT LOT # EXPIRATION DATE
QNS	QNS - PLEASE RESUBMIT
QRN	QUESTIONABLE RESULT

The row for "QNS - PLEASE RESUBMIT" is highlighted with a red border. At the bottom of the window, there are three buttons: "Prior", "Next", and "Cancel".

Select Yes to confirm the cancellation.



Select F12.
The entire requisition has been successfully cancelled.

