

Ordering Environmental Cultures in Sunquest

Purpose This procedure describes how to order environmental cultures in Sunquest for non-pharmacy specimens. **For Pharmacy specimens, refer to the procedure *Ordering Pharmacy Environmental Cultures*.**

Policy

- The laboratory will collect environmental cultures for possible bacterial contamination of water or other sources as scheduled or upon request. Cultures will be submitted to Shared Lab Microbiology Laboratory for testing.
- Final culture reports are distributed to the requesting department and Infection Control.

Procedure Follow the steps below to enter environmental cultures in Sunquest.

Step	Prompt	Action						
1		Log onto Sunquest Gateway.						
2	Main Menu	Double click Order Entry						
3	Patient ID	<table border="1"> <thead> <tr> <th>If culture source is...</th> <th>Then enter...</th> </tr> </thead> <tbody> <tr> <td>Lab DI water or Sanipack Sanitizer</td> <td> <ul style="list-style-type: none"> • 444487 as MRN • Click Search • From list, select/highlight the RV patient named ENVIRONMENTAL, ENGINEERING. • Check box to Include inactive events lower left bottom of screen. • For DI water select event for location RVCHMA/OS • For Sanipack select event for location RVEVSA/OS • Proceed to step 8. </td> </tr> <tr> <td>Other</td> <td> <ul style="list-style-type: none"> • OS- • Click Search. • Proceed to step 4. </td> </tr> </tbody> </table>	If culture source is...	Then enter...	Lab DI water or Sanipack Sanitizer	<ul style="list-style-type: none"> • 444487 as MRN • Click Search • From list, select/highlight the RV patient named ENVIRONMENTAL, ENGINEERING. • Check box to Include inactive events lower left bottom of screen. • For DI water select event for location RVCHMA/OS • For Sanipack select event for location RVEVSA/OS • Proceed to step 8. 	Other	<ul style="list-style-type: none"> • OS- • Click Search. • Proceed to step 4.
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Other	<ul style="list-style-type: none"> • OS- • Click Search. • Proceed to step 4. 							

4	Patient ID OS-	Click Create				
5	Patient Name	Enter ENV , (<i>free text specimen source</i>) <Tab> <i>Example:</i> ENV,IV Saline				
6	Date of Birth	Enter N for unknown.				
7	Sex	Enter U (Unknown)				
8		Click New Episode				
9	Location	Enter RVEVSA for Sanipack Sanitizer Enter RVCHMA for DI water check, or OTHER sources				
10	Account#	Enter 9001 <Tab>				
11	Event Type	ENTER OS (Outside)				
12	Event Status	<Tab> to accept default Active .				
13	Start Admit Date	<Tab> to accept default today's date.				
14	Attending Physician	Enter 50057427 <Tab> (Ron Rowberry)				
15		Click Save				
16	Collection Date	• <Tab> to default today's date, or enter correct collection date <Tab>.				
17	Collection Time	Enter collection time <Tab>.				
18	Received Date	<Tab> to default current date.				
19	Received Time	<Tab> to default current time.				
20	Phleb Code	Enter your SQ code				
21	Order Code	Enter ENV <Tab>				
22	Modifier	Enter -;free text source <i>Example:</i> -;Millipore DI water -;Sanipack Sanitizer				
23		Click Assign Accession				
24		Click Save				
25	RESOE Specimen Description	<table border="1"> <thead> <tr> <th>If specimen source is...</th> <th>Then enter...</th> </tr> </thead> <tbody> <tr> <td>Water</td> <td>WATER-;free text source <Tab> <i>Example:</i> • WATER-;Millipore</td> </tr> </tbody> </table>	If specimen source is...	Then enter...	Water	WATER-;free text source <Tab> <i>Example:</i> • WATER-;Millipore
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Ordering Environmental Cultures in Sunquest, Continued

Procedure,
continued

Step	Prompt	Action	
25	RESOE Specimen Description	If specimen source is...	Then enter...
		Other	OTHR-; <i>free text source</i> <Tab> <i>Example:</i> OTHR-;Sanipack Sanitizer
26		Place accession label on the specimen and send to Shared Lab Microbiology Lab on next routine courier pickup	
27		For Lab water cultures, reprint the accession label and clip to Millipore Maintenance Log clipboard.	

Related Documents

Ordering Pharmacy Environmental Cultures

End