

### Electronic Health Record POC Lab Entry Button for Entering Point of Care Test Results Procedure

## **PURPOSE:**

The point of care (CLIA-waived) testing staff will follow this procedure to ensure that test results are entered correctly under the right patient name, chart number, location of service and the ordering medical provider for timely result review.

# **PROCEDURE:**

Log into EHR:

- 1. Select patient (blue box), select the visit and primary provider (yellow box).
- 2. After performing point of care laboratory testing, click on the "POC Lab Entry" button to open up the Lab Point of Care Data Entry Form.

01 01-Jan-201	0 (12) F	DEMO BEGAY,JEANNA		21-Dec-2022 12: Ambulati	45 Primary Care Team U	Jnassigned
Postings Patient WAD Details	Visit Froblem Problem Problem List Advs F Summory Wellness Prenatol Wel Child Problem	Rvw Needs Rvw DIA Report	Med Recon	mary Suicide Form Reports		ANT S Pharm Er POC Lab Asthma Re Entry Pharm Er U
cations   Cover or	eet mage werness menatal werchild model	n Mingt Medications Laby Urders Notes Consults	rnerenais Superbill D/C Sun	imaty Suicide Form Reports		
	[	Lab Point of Care Data Entry Form		-		
esults fost Recent	Most Recent	Patient: DEMO.PATIENT A	Hospital Location:	DEMO		Most Recent Lab Results
umulative	Oldest Previous Next Newest	Fallent, DEMO, FATIENTA	riospital Location.	DEMO		Collected
II Tests by Date elected Tests by Dy		Ordering Provider BEGAY, JEANNA	Nature of Order/	Change WRITTEN	~	Dec 08, 2022 10:00
Vorksheet	Test			-		Rel Range
iraph	_POC FOB	Test POC-COMPLETE DIPSTICK UA	<ul> <li>Sample Type</li> </ul>	URINE, CLEAN CATCH		Ref: NEG
ficrobiology natomic Pathology	_iFOB Internal QC	Collection Date and Time 12/21/2022 12:45	PN 🗸 Sign or Sympton		~	Ref: Acceptable
lood Bank						
ab Status		Comment/Lab Description:				
					Add Canned Comment	
			TEST RESULTS			
		Test Name	Result	Result Range	Units	
		UR GLUCOSE(POC)		NEG	mg/dL	
		UR BILIRUBIN(POC)		NEG	mg/dL	
		UR KETONE(POC)		NEG		
		UR SP.GRAVITY(POC)		1.005 to 1.035		
		UR BLOOD(POC)		NEG		
		UR pH(POC)		5 to 8		
		UR PROTEIN(POC)		NEG		
		URINE UROBILINOGEN(POC)		.2 to 1	EU/dL	
		UR NITRITE(POC)		NEG		
		UR LEUK.ESTERASE(POC)		1 to NEG		

- 3. The Lab Point of Care Data Entry Form will appear, verify the ordering provider is correct.
- 4. Select Test by selecting drop down arrow.

Patient:	DEMO,PAT	FIENT A		Hospital Location:	DEMO	
Ordering	g Provider	BEGAY, JEANNA	~	Nature of Order/C	hange WRITTEN	
Test	POC-COMP	LETE DIPSTICK UA	~	Sample Type	URINE, CLEAN CATC	н
Commen	TI POC-COMPLETE DIPSTICK UA POC-OB/OPD DIPSTICK UA POC-GASTROCCULT en POC-NITRAZINE TEST POC-ER/IFOB POC-PREGNANCY TEST,URINE POC-RAPID STREP			Sign or Symptom		Add Canner Comment
Т	COVID-19 (A COVID-19 A PPM-WET I	Abbott ID NOW) (G(Abbott BINAXNOW) PREP PREP FOR YEAST		RESULTS sult	Result Range	Units
	BILIRUBIN(PC			1	NEG	mg/dL mg/dL
	R KETONE(POC	·			NEG	ilig/dE
	SP.GRAVITY	·			1.005 to 1.035	
	BLOOD(POC)				NEG	
UF	R pH(POC)				5 to 8	
U	R PROTEIN(PC	DC)			NEG	
U	RINE UROBILI	NOGEN(POC)			.2 to 1	EU/dL
	NITRITE(POC	:)			NEG	
UF					1 to NEG	

5.

- 6. The TEST RESULTS box will open up. The Nature of Order/Change will default to "WRITTEN".
- 7. Enter the correct date and time the specimen was collected using the **Collection Date and Time** box by clicking on the drop down arrow. The current date and time will display. Enter the correct time by highlighting the time and free-texting time or use the arrow button to move the hour and minute.
- Next, enter the Sign or Symptom for the test selected by clicking on the drop down arrow. If sign or symptom is not listed, you may select "Other..." at the bottom, another window (SNOMED CT Lookup) will open, and type in the Search box.

🌏 Lab Po	pint of Care Dat	a Entry Forr	n				_		×
Patient:	DEMO,PAT	IENT A			Hospital Location:	DEMO			/
								-	
Orderin	g Provider	BEGAY,J	EANNA	$\sim$	Nature of Order/Cl	nange	WRITTEN		~
Test	POC-COMP	LETE DIP	STICK UA	~	Sample Type	URINE	CLEAN CATCH		
Collecti	ion Date and	Time	12/21/2022 12:45 PM	~	Sign or Symptom				×
					k, in the second s				
Commer	nt/Lab Descrip	tion:			N				
									anned ment
,			TE	ST	RESULTS				
Т	est Name			Re	sult	Result Rar	nge	Units	
U	R GLUCOSE(PO	C)				NEG		mg/dL	
U	R BILIRUBIN(PO	C)				NEG		mg/dL	
U	R KETONE(POC	)				NEG			
U	R SP.GRAVITY(	POC)				1.005 to 1.0	035		
U	R BLOOD(POC)					NEG			
U	R pH(POC)					5 to 8			
U	R PROTEIN(PO	C)				NEG			
U	RINE UROBILIN	OGEN(POC)				.2 to 1		EU/dL	
U	R NITRITE(POC)					NEG			
U	R LEUK.ESTER/	ASE(POC)				1 to NEG			

9. Go to the **TEST RESULTS** box and enter the lab results in the Result column. If necessary, click on the Tab button to navigate through the data entry form. Typing a "?" will show you the options available for the test.

🕘 Lal	b Point of Care Da	ita Entry For	m							_		$\times$
Patie	nt: DEMO,PAT	FIENT A				Hospital Location:	DE	мо				
Orde	ring Provider	BEGAY,	JEANNA		~	Nature of Order/(	Chan	ge	WRITTEN			~
Test	POC-COMP	LETE DIP	STICKU	A	$\sim$	Sample Type		URINE	CLEAN CAT	ГСН		
Colle	ection Date and	l Time	12/21/2	022 12:45 PN	~	Sign or Symptom						~
Comr	ment/Lab Descrip	ption:										Canned nment
				TES	ST F	RESULTS						
	Test Name				Res	ult	Re	esult Ra	nge		Units	
1	UR GLUCOSE(PO	)C)		-	?		NE	G		r	ng/dL	
	UR BILIRUBIN(PC	DC)	6	Result Entry He	elp	×	NE	G		r	ng/dL	
	UR KETONE(POC	C)					NE	G				
	UR SP.GRAVITY	(POC)				from:		05 to 1.	035			
	UR BLOOD(POC)					NEGATIVE TRACE	NE	G				
	UR pH(POC)			1+	1	1+(250mg/dL)		8 8				
	UR PROTEIN(PO	)C)		2+ 2+(500mg/dL) 3+ 3+(>=1000mg/dL)			NEG					
	URINE UROBILI	NOGEN(POC	:)				.2t	o 1		E	EU/dL	
	UR NITRITE(POC	:)				ОК	NE	G				
	UR LEUK.ESTER	ASE(POC)					1 to	NEG				
								S	ave		Cano	el

10. **NOTE:** For POC tests performed with devices containing an internal QC or performance area, the internal QC must be documented as "Acceptable" or "INVALID". This includes the following tests: Rapid Strep, Urine Pregnancy, Gastroccult, and Fecal Occult Blood.

🌍 Lab P	oint of Care Da	ta Entry Fo	rm					_		$\times$
Patient:	DEMO,PAT	IENT A			Hospital Location:	DEN	10			
Orderin	ng Provider	BEGAY,	JEANNA	~	Nature of Order/	Chang	e WRITTEN			~
Test		NANCY T	EST,URINE	~			JRINE, CLEAN CAT	СН		
Collect	tion Date and	Time	12/21/2022 12:	45 PN 🗸	Sign or Sympton	n				~
Comme	nt/Lab Descrip	otion:								
									Add Ca Comr	
				TEST	RESULTS					
1	Test Name			Re	sult	Res	sult Range		Units	
_	POC Urine Pregn	ancy Test		NE	GATIVE	NEG	ATIVE			
./ _	Urine hCG Interna	al QC 🛛 🚽	-	?		Acce	eptable			
				Result Ent			Save		Cance	əl
					Choose from: A Acceptable I INVALID					

- 11. Double check entry is correct, then click on the Save button.
- 12. The result is now in EHR/RPMS and can be accessed as needed.

### HOW TO CORRECT "WRONG RESULT(S) ENTERED"

If the result was entered incorrectly in the CORRECT patient electronic health record:

- 1. When an error is discovered in that the wrong result was entered with the result was saved, notify the ordering provider of the wrong entry. Re-enter the POC test with the correct result.
- 2. Notify the Laboratory POC Coordinator, Laboratory Supervisor, or designee to edit, cancel, and/or remove the wrong result(s). Indicate the reason for the test cancellation in the comment field.

If the result was entered in the WRONG patient electronic health record:

- When an error is discovered in that the result was entered under the WRONG patient medical record number, the POC testing staff will write down the name of the wrong patient name, medical record number, and the POC test that was entered. Fill out the "Laboratory Quality Management Form"
- 2. The nursing staff will enter the POC test using the CORRECT patient medical record number, and enter the test result correctly and save the information. No information is typed into the COMMENT section.
- 3. Take the paper with the wrong patient chart information and give to the Laboratory POC Coordinator, Laboratory Supervisor or designee to edit the wrong result and cancel/remove those results with documentation of reason for the test cancellation in the comment field.

#### Attachments

Image 1

Image 2

Image 3

Image 4

Image 5

Image 6

Image 7

Image 8

Laboratory Quality Management Form.docx

#### **Approval Signatures**

Step Description	Approver	Date
Medical Officer Pathologist	Noelle Blue Arm: Medical Officer Pathologist	01/2023
Chief Nurse Executive	Rachel Hamblin: Chief Nurse Executive	01/2023
Lab Supervisor	Kendrick Fritz: Supervisory Medical Technologist	01/2023
Medical Technologist	Jeanna Begay	01/2023
	Jeanna Begay	01/2023