

15029491

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

PURPOSE:

Status (Active) PolicyStat ID (

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.

RPMS-THR BEGAY, JE User Patient Refresh PRIVACY PATIENT CH	ANNA ** MUPrepHost Precert ** Data Tools Help eSig Clear Clear and Lock Com ART RESOURCES Tele-Ris RCIS DIRECT WebMail	munity Alerts Dosing Calculator Rx Print Settings Imagi	ing			×
Demo,Patient A 999901 01slan-2010	1 (12) F	DEMO BEGAY JEANNA		21-Dec-2022 12:45	Primary Care Tean	n Unassigned
Postings Patient WAD Details	Visit V	Act Medications OCCATAGONIC CIC Med Needs River Ingt Medications Labs Orders Notes Consulta/Re	Med Recon	ry Suicide Form Reports		ANIT Service Plan E POC Lab Action Updated
Fie						
Lab Results	Most Recent	Lab Point of Care Data Entry Form			- ×	
Most Recent		Patient: DEMO, PATIENT A	Hospital Location: [DEMO		Most Recent Lab Results
 Cumulative All Tests by Date Selected Tests by Date 	Choese Previous Intexe Intervent	Ordering Provider BEGAY, JEANNA	✓ Nature of Order/Ch	ange WRITTEN		Collected Dec 08, 2022 10:00
- Worksheet	Test	Test POC-COMPLETE DIPSTICK UA	Sample Type	URINE, CLEAN CATCH		Ref Range
- Graph - Microbiology	FOR Internal QC		Cine or Complete			Ref: Acceptable
Anatomic Pathology Blood Bank		Collection Date and Time 12/21/2022 12:45 PN	 Sign or Symptom 		· · · · ·	
- Lab Status		Comment/Lab Description:				
					Add Canned Comment	
		TE	STRESULTS			
		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)		I TO NEG		
				Save	Cancel	

- 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.

[Lab Po	oint of Care Da	ta Entry Form				- 🗆 X
	Patient:	DEMO,PAT	TIENT A		Hospital Location:	DEMO	
	Orderin	ıg Provider	DEMO, PHYSICIAN MDF	NPPA ~	Nature of Order/C	Change	
	Test			~	Sample Type		
	Collect	POC-COMP POC-GAST POC-NITRA POC-FECAI POC-PREG	LETE DIPSTICK UA ROCCULT ZINE TEST OCCULT BLOOD NANCY TEST,URINE		Sign or Symptom		~
		POC-RAPID	STREP				Add Canned Comment
_				TEST	RESULTS		
5.	Т	Fest Name		Res	ult	Result Range	Units
						Save	Cancel

- 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 P	Point of Care Dat	ta Entry For	m						_		\times
Patient:	DEMO,PAT	IENT A			Hospital Location:	DE	мо				/
	- · ·								-		
Orderi	ng Provider	BEGAY.	JEANNA	~	Nature of Order/C	han	ge	WRITTEN			~
Test	POC-COMP	LETE DIP	STICK UA	~	Sample Type		URINE	, CLEAN CATCH	Н		
Collect	tion Date and	Time	12/21/2022 12:45 PM	~	Sign or Symptom						×
					K						
Comme	ent/Lab Descrip	otion:			N						
										Add Ca Comn	nned nent
			TES	ST I	RESULTS						
	Test Name			Res	ult	Re	esult Rar	nge	l	Jnits	
U	JR GLUCOSE(PO	C)				NE	G		m	g/dL	
U	JR BILIRUBIN(PC	C)				NE	G		m	g/dL	
L L	JR KETONE(POC)				NE	G				
L L	JR SP.GRAVITY(POC)				1.0	05 to 1.(035			
L L	JR BLOOD(POC)					NE	G				
L L	JR pH(POC)					5 to	8 8				
1	UR PROTEIN(PO	C)				NE	G				
1	URINE UROBILIN	OGEN(POC)			.2 t	o 1		E	U/dL	
L L	JR NITRITE(POC)				NE	G				
U	JR LEUK.ESTER	ASE(POC)				1 to	NEG				
							S	ave	(Cance	1

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.

🥘 Lab	Point of Care Da	ta Entry For	m							_			\times
Patien	t: DEMO,PAT	TENT A				Hospital Location:	DEN	ЛО					
Order	ring Provider	BEGAY,	JEANNA		~	Nature of Order/C	Chang	je	WRITTEN				~
Test	POC-COMP	LETE DIP	STICKU	A	\sim	Sample Type	ι	JRINE	, CLEAN CA	ТСН			
Collection Date and Time 12/21/2022 12:45 PN 🗸				~	Sign or Symptom							~	
Comm	nent/Lab Descrip	otion:									Ac	ld Car Comme	nned ent
				TES	ST R	RESULTS							
	Test Name				Resu	ılt	Re	sult Ra	nge		Units		
.0	UR GLUCOSE(PO	C)			?		NEC	a -			mg/dL		
	UR BILIRUBIN(PC	C)		Result Entry He	elp	×	NEC	G .			mg/dL		
	UR KETONE(POC	.)							NEG				
	UR SP.GRAVITY	(POC)		Cho	Choose from: NEG NEGATIVE TRACE TRACE			1.005 to 1.035					
	UR BLOOD(POC)							â					
	UR pH(POC)			1+	1+	+(250mg/dL) 5 to 8							
UR PROTEIN(POC) 2+ 2 3+ 3					3+	+ (500mg/dL) + (> = 1000mg/dL) NEG							
	URINE UROBILIN	NOGEN(POC	;)				.2to	1			EU/dL		
	UR NITRITE(POC	:)				OK	NEC	G					
	UR LEUK.ESTER	ASE(POC)					1 to	NEG					
								S	ave		Ca	ncel	

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 Gastoccult test entry requires the card expiration date and the developer lot number and expiration date.

🥥 Lab P	oint of Care Dat	ta Entry Fo	rm					_		×
Patient:	DEMO,PAT	IENT A			Hospital Location:	DEM	ю			
Orderin	ng Provider	BEGAY.	JEANNA	~	Nature of Order/	Chang	e WRITTEN			~
Test	POC-PREG	NANCY T	EST,URINE	~	Sample Type	U	RINE, CLEAN CAT	СН		
Collect	ion Date and	Time	12/21/2022 12:4	45 PN 🗸	Sign or Symptom	•				~
Comme	nt/Lab Descrip	tion:								
									Add Ca Comn	nned nent
				TEST	RESULTS					
1	Fest Name			Re	sult	Res	ult Range	1	Units	
	POC Urine Pregn	ancy Test		NE	GATIVE					
./ _	Urine hCG Interna	al QC 🚽		?		Acce	eptable			
	Result Entry Help × Save								Cance	1
				-						
				1	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 and 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". Notify the ordering provider of the incorrect entry.
- 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. Return the completed form to the Laboratory POC Coordinator, Laboratory Supervisor or designee. Laboratory staff will edit the wrong result and/or cancel/remove the results, and document the reason for the test cancellation in the comment field.

Attachments

Laboratory Quality Management Form.docx

Approval Signatures

Step Description	Approver	Date
Medical Officer Pathologist	Noelle Blue Arm: Medical Officer Pathologist	02/2024
Chief Nurse Executive	Rachel Hamblin: Chief Nurse Executive	02/2024
Lab Supervisor	Kendrick Fritz: Supervisory Medical Technologist	02/2024
Director of Quality Management	Jose Burgos: Public Health Nurse Director	02/2024
Medical Technologist	Jeanna Begay	02/2024
	Jeanna Begay	02/2024

Applicability

Hopi Health Center