# eOrder

### **Online Laboratory Ordering**

Indici User Guide – Results and Amendments

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#### **1** Introduction

- 1. This user guide explains how you can view Results and request additional tests before and after the patient presents, using the eOrder on-line laboratory test request system.
- 2. It is assumed that you have already begun to use the system and are familiar with the basic ordering process, as explained in the companion user guide **Setup and Ordering**

### 2 Viewing Individual Test Results

1. Small blue arrows appear next to tests in the Test Selection screens.

Biochemistry	
🕒 🗌 Lipid Test	
🕒 🗌 Liver Function Tests	
🕒 🗌 Alkaline Phosphatase	

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- 2. This is a visual indicator showing that the patient has had this test previously and that information about that test is available.
- 3. This saves you from having to go into the patient's previous results to check dates etc.
- 4. To view previous results, click on the blue arrow.
- 5. The eOrder form will open and display results associated with the test, together with any information or advice about the results.



6. Results from all Healthscope Collection Centres around the country will be included, regardless of whether they originate as eOrders or manual orders.

#### **3 Result History**

- 1. Results will continue to be delivered via Healthlink as in the past, but the eOrder form provides some additional features.
- 2. With the patient selected and the form open, click on the View Results button in the bottom left hand corner.

Order Progress - Enter Order						
View results	Preferences					

- 3. Orders are listed on the left with the most recent at the top.
- 4. Orders shown in Green indicate that the patient has not yet presented or results are not yet available.
- 5. Normal results are shown in Black, abnormal in **Red** and a culture in progress in **Orange**.
- 6. Click on any Result on the left and the detail will be displayed on the right.

23/07/18 Glucose Master Magnesium Renal Function Tests	Random glucose i	s not a p	referred sam	ple for di	agnosis of	diabetes.			
26/06/18 10:01 GGT	Magnesium								
Upid Test 22/06/18 14:59 Complete Blood Count Upid Test Lon Studies with Ferritin	Department CH Orderable Item Value	Filler's Order 18-8034143-1 Units F	MGM-0 R	Order Location CAP (CAP) Perf. Lab	Requestor NO REPORT	Specimen Collected 23/07/18	Specimen Received 23/07/18 15:17	Report produced 23/07/18 15:49	J
27/06/18 14:50 Complete Blood Count Upid Test	Magnesium 0.40	mmol/L L	( 0.70 - 1.1	10)					
Iron Studies with Ferritin	Renal Function Tests								
27/06/18 14:09 Complete Blood Count Creatinine	Departme CH	18-803414	6er# Priority 3-R/F-0 R	Order Location CAP (CAP)	Requestor NO REPORT	Specimen Collected 23/07/18	Specimen Received 23/07/18 15:17	Report produced 23/07/18 16:11	•
Faecal Calprotectin	Orderable Item	Value	Units	H/L Ref Ran	ge Perf. Lab				
HCG Prephancy	Sodium	135	mmol/L	(135-1	45)				
Lipid Test	Potassium	4.2	mmol/L	(3.5-5	.2)				
Urine Albumin Creatinine Ratio Macellaneous Test	Creatinine	959	umol/L	H (60-1	10)				
INR Prothrombin Ratio	eGFR	6	mL/min/1.73m2						
27/06/18 13:19 Int Antenatal screen with HIV	Renal Function Tests	Ø							

7. This view makes it possible for you to check whether a patient has presented or not.

#### 4 Cumulative Reports

- 1. When a patient has had the same test repeated a number of times, it is possible to generate a cumulative report.
- 2. Click on the result in the left panel, then on the Cumulative Report tab.

Observa	tion Report	Cumulative	Report	Graphical Rep	ort Observ	vation
Prin <u>t</u>	Print Library Bookmark					
ESR						
Previo	Previous results					
	$\overline{\mathbf{O}}$	<b>T</b>				
•	12/12/19 10:22	12/12/19 10:22	12/12/1 10:3	9 12/12/19 3 10:33	12/12/19 10:33	
ESR	5	13	35	5 2	6	

#### 5 Add to or Amend an eOrder before the patient presents.

- 1. The original order must be an eOrder.
- 2. With patient selected, open the eOrder webform.
- 3. Click on the View Results tab in the bottom left hand corner.



- 4. In the Results list, check that the order is in green (showing that the patient has not yet presented.)
- 5. Click on the date or any of the tests.

- 18/11/19 09:16	
LH	
Uric Acid	

- 6. In the right hand panel, at the top right corner, the eOrder form will then display three tabs.
- 7. Click on the Amend Tab.



- 8. The eOrder form will open a screen displaying the tests currently in the order.
- 9. To ADD another test or tests, click on the Drop Down and select Add Missing Test.

Choose a reason Add missing test	Add	
		^

- 10. If you prefer, you can type a different reason into the text field and click on Add.
- 11. Click on Submit at the bottom right.
- 12. The form will open the Tests chooser screen.
- 13. Tick the additional test or tests you require.
- 14. Then click on Next and Place Order as usual.
- 15. The eOrder will be updated with your additional tests.

18/11/19 09:16	
EBV	
Ferritin	
LH	
Uric Acid	

16. To REMOVE a test you had requested, open the View Results tab as before.

17. Click on the order and then on the Cancel button.

		1
View Order Form	Cancel	Amend

18. In the next screen, tick the test or tests you wish to cancel.

Cancel	<ul> <li>all items in this order</li> </ul>
	$\bigcirc$ the items selected below
	🗌 Ferritin 🗌 INR Prothrombin Ratio

- 19. Choose or add a reason.
- 20. Click on Continue at the bottom right of the screen.
- 21. Exit eOrder.

#### 6 Request Additional Testing after Results are received.

- 1. The original order must be an eOrder.
- 2. If the entire sample is no longer viable, or the original order was not electronic, the Request Additional Testing tab will not be shown.
- 3. With patient selected, open the eOrder webform and click on the
- 4. View Results tab in the bottom left hand corner.

Order Progress - Enter O		
View results	New laboratory order	Preferences

5. In the Results list, check that the order is in black, red or orange (showing that it has been processed by the laboratory), then click on it.



6. On the top right, the eOrder form will then display the Request Additional Testing Tab.

	View Order Form	Request Addition	onal Testing
ł	Specimen Received 24/07/18 17:06	Report produced 24/07/18 17:28	

- 7. Click on the Request Additional Testing tab to open the Test Chooser screen.
- 8. Points to note:
- The eOrder form will ONLY permit you to select tests for which the existing sample is valid.
- If the sample type is not suitable or is out of date, the test will be greyed out and you will not be able to select it.
- ➢ If a test is required urgently, you should phone the request through to the laboratory.

Biochemistry	Harmatology	Microbiology
C Lipid Test	Complete Blood Count.	CEP OF REPRODUCING IN
Uver Function Tests	In an Studies with Femilin	El Vaginal Swab.
Akaine Phosphatase	G D Ferrin	Unithral Culture
GGT GGT	VE 812 And Foliate	Gental (coturnal) Culture
C ALT	1 148 Porthroman Natio	Chlamette/gons PCR - Vag
TSH	Diff - Dound yis Diff. Online	Chlamate/pone PCR - Univ
Electrolytes (NA/NC)	Antenatal	Trichonemas PCR - Vagna
Creatinine	Lat Antenatal access & HDV	Trictionemus PCR - Other
Unc Add	1 sit Antenatal screen no HEV	Harper simplex PCR
Calcium/phosphate	Subsequent Antenatal	Threat Culture
E MA	Glucore Challenge Stg	C tar Guture
D D UH	El HCG Preprierov	D Eve Culture

- 9. Tick the Additional Tests you require, then click on Next as usual.
- 10. The Draft Order will be displayed as usual for you to check.
- 11. Click on Place Order to finish.
- 12. The Additional Test request is emailed automatically to the laboratory.
- 13. The Additional Tests will show in the eOrder form as usual.



- 14. Additional tests can be requested by a doctor who did not place the original order.
- 15. Such tests will show the name of the doctor who added the extra tests.

Further information can be found in the two companion Indici user guides -

### **Setup and Ordering**

**Extras** 

As well as the  $\mathbf{FAQs}$  section on the eOrder website.