PROCESS DESCRIPTION - VERSION 4.0 (June 2010)

ROLES: MEDICAL STAFF / LAB STAFF

PROCESS 4.5.0: DIAGNOSTIC LABORATORIES & ORDERS

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<th>#</th>
<th>Step</th>
<th>Observations</th>
<th>Menu options or screen information</th>
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<tbody>
<tr>
<td>0</td>
<td>Preliminary steps: Before using the Diagnostic Lab &amp; Orders function, you need to complete 3 preliminary steps:</td>
<td>OpenEMR has a new Diagnostic Lab &amp; Orders function that allows the configuration of a Test Catalogue, registration of Test Orders and Follow up. Lab Reports are included. This guide provides an overview of the complete process and details are given in additional guidelines.</td>
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<td>- Define Lab service location(s) either within the clinic or external, with the Miscellaneous &gt; Address Book</td>
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<td>- Check and adjust default settings related to Lab tests (Procedures) in Administration &gt; Lists</td>
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<td>- Configure your Lab Test structure in 3 levels: Test Group, Test Order, and Test Results</td>
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| 1  | Pre-Configuration Lab Test Locations  
- Select Miscellaneous > Address Book  
- Create Lab service locations or facilities | Sample option list of Report Status  
|    | Note: all lists starting with 'Procedure' correspond to the Lab module. OpenEMR has some pre-configured lists that can be adjusted according to local needs | List is reflected under Report Status in Patient Results page |

| 2  | Pre-Configuration Lab Test Procedures  
- Select Administration > Lists  
- Define Lab Procedure elements, such as Report Statuses (e.g. Preliminary, Reviewed, Final, etc.) |  |
|    | Note: all lists starting with 'Procedure' correspond to the Lab module. OpenEMR has some pre-configured lists that can be adjusted according to local needs |  |

| 3  | Configuration  
- Select Diagnostic Lab & Orders > Configuration  
- Create structured Lab Test Catalogue (This process is described in more detail in Process Guide on Lab Test Configuration) |  |

| 4  | Individual Patient Orders and Results  
- First activate a Client and a Visit  
- Select Diagnostic Lab & Orders > Patient Results  
- Enter Patient data depending on Order Status (Preliminary, Reviewed, Final, Cancelled, etc.) |  |

| 5  | Batch Results  
- Select Diagnostic Lab & Orders > Batch Results  
- Select procedure and date range  
- All patient orders within range are displayed  
- Enter Patient data depending on Order Status |  |

| 6  | Lab Reports  
Three types of reports are defined so far:  
- Pending Orders  
- Pending Follow up Results  
- Statistics (engine) |  |

Note: The following Diagnostic Lab & Orders function are available from OpenEMR version 3.1.1.7 onward. Please check with your system admin about system version.