



This Quick Reference Guide will explain how to:

Order pathology request for Outpatients.

Ordering from an Inpatient Encounter

1. Navigate to **Orders**  and click +Add to request an investigation.
2. Search for the test(s) you wish to order
3. Complete the Current Clinical History field in the pop-up box and click OK
4. Complete the yellow mandatory fields, click 'Sign' and enter password to submit request.
5. Refresh screen.

Clinical History

Current Clinical History (Mandatory)

Details for **Thyroid Function Tests (TFT)**

*Collection Priority: Routine

*Collected: Yes No

*Clinician Callback number: 12345

Gestation(wks):

Copy Results to Dr1:

Copy Results to Dr3:

6. Right click on the order you have just placed. Select "Print" "Reprint Requisition".
7. Collect the request form from the printer. Sign/Date 'requesting Medical Officer'.
8. Give the signed form to your patient to take to Pathology

then

non-urgent	13/12/2018 09:02	R
urgent/semi-urgent	7/12/2018 15:49	D
Priority	23/10/2018 16:53	S
16:53:00		
non-urgent	23/10/2018 16:37	S
	25/10/2018 15:01	S

Results...

Print

- Reprint Order Sheet...
- Reprint Requisition...
- Reprint Consent Form...

Once the patient has been discharged from the encounter, all orders placed will be wiped. This is why all outpatient requisition forms must be printed and signed.

If the patient has pathology done at a Dorevitch lab, and radiology done at Western Health - the results will be available to review in 'Results Review' under the relevant tab. (Note – if you cannot find a result, check 'Other Results' tab.)