

Bounce Back Fast with Downtime Specimen Linking

When downtime is over, lab techs' final stop is the Downtime Specimen Linking activity. With the new redesign, lab techs can take advantage of new capabilities when linking downtime specimens, including placing most orders and collecting specimens within the activity without having to go to separate activities. Keeping the workflow in one place allows labs to get up and running more quickly after a planned or unplanned downtime.

View Existing Information for a Patient

To start the process of linking downtime specimens:

- 1. Select the downtime results you want to link from the grid on the left side of the activity.
- 2. Enter the patient you want to link to in the **Patient** field on the right side of the activity. The linking target report that appears shows a patient's existing encounters, specimens, and orders.

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Specimen Linking - Downtime Specimens - 1 out of 23		© 2* X
C Retresh % Viewg - V Specimen Update		
Add Downtime Specimen	Downtime Result: 19D203DN0012 Queue 5100351, Message 946, Instrument ID 19D203DN0012	
Method Specimen ID Result Received Error Code	Cink to: Vonnegut, Robert MRN 105434, M, 97 years, 11/11/1922	
QA BECKM 19D127DN0001 05/23/19 1528 NO TEST FOUND IN MESSAGE [3219]	2 VONNEGUT, ROBERT , Target Specimen	
QA BECKM 19D056DN0002 03/06/19 1028 LAB ERROR: DOWNTIME SPECIMEN [3012]	Encounters	
QA BECKM 19D084DN0003 03/25/19 1646 LAB ERROR: DOWNTIME SPECIMEN [3012]	Lab Desvicities ACC Distribution de Deserved, USTRUD LE ARRENTE DORDE	
QA BECKM 19D127DN0001 05/07/19 1330 LAB ERROR: DOWNTIME SPECIMEN [3012]	Lao Requisition: ACCS Participating (in Progress) Wi Unit CAB, URV8/2013, R08359	Add Orders
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	V 19N220CH0019 Blood Red Top Collected 08/08/2019 0353	CT Link
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	Potassium Resulted	
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	Sodium Resulted	
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	₩ 19N220CH0020 Blood Red Top Collected 08/08/2019 0353	472 Link
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	Potassium Verified	
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]		
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	Hospital Encounter (Admitted) BPR DEPARTMENT, 01/03/2019, CSN 10000902072	Add Orders
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	¥ 190220CH0002 Blood Red Top Collected 08/08/2019 0353	Cr Link
QA BECKM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	🖹 Sodum On Test	
CM 19D169DN0002 06/18/19 1456 LAB ERROR: DOWNTIME SPECIMEN [3012]	Uncollected Orders:	
V 190203DN0011 07/22/19 1619 LAB ERROR: DOWNTIME SPECIMEN [3012]	MACHINE CHINA Next scheduled 0/0/0/2019 1240 Auth recor Denald Aaron MD	E Mark Collected
QA BECKM 19D203DN0012 07/22/19 1620 LAB ERROR DOWNTIME SPECIMEN [3012]		
QA BECKM 19D2030N0013 07/22/19 1620 LAB ERROR: DOWNTIME SPECIMEN [3012]	Routine LIPASE Scheduled 01/20/2020 1350, Auth prov Bryan Rainey, MD	HC Mark Collected
QA BECKM 1902030N0016 07/22/19 1621 LAB ERROR DOWNTIME SPECIMEN [3012]	Load More Encounters	CRefresh
QA BECKM 1902030N0014 07/22/19 1621 LAB ERROR: DOWNTIME SPECIMEN [3012]	El Euture Orders	
QA BECKM 1902030N0017 01/22/19 1621 LAB ERROR: DOWNTIME SPECIMEN [3012]		
QA BECKM	Sodium Auth prov Austen Campbell	Mark Collected
QA BECKM		
an become. 190203040020 012219 1022 EAB EPROPE DOTINITINE SPECIMEN [3012]		

Enter New Orders on a New Specimen

After you've selected a target patient, if you want to create new orders and specimens :

- 1. Click Add Orders next to the desired encounter in the linking targets report. This opens the Orders for New Specimen card. By default, the encounter department is entered in the Collection Department field.
- 2. Enter an order in the **Procedure** field.

- If you need access to specific features that this activity doesn't support, you can use the links to the Manage Orders, Order Inquiry, or Requisition Entry activities. Depending on the type of encounter, one of these links is available in the top right corner of the card.
- 3. Add a diagnosis to the master list of diagnoses by using the **Add Diagnosis** field. By default, this field is populated with diagnoses from the selected encounter. Any diagnoses you add here are also added to the encounter if they're selected on at least one order. All entries appear as check boxes in the **Associated Diagnoses** field of each order.
- 4. Ensure that you've selected each order you want to link in the **Link?** field. All orders are selected by default, but you can clear each order independently or delete it altogether.
- 5. Click Add Specimen Info. The New Specimen card appears. The button then changes to **Recalculate Specimen Defaults**. Clicking either button triggers a calculation of container type, draw type, specimen type, and specimen source that are compatible with all of the procedures in the grid and this information then appears in the specimen card.
- 6. Fill out the rest of the fields in the specimen card as required.
- 7. Click **Create**, **Receive**, **and Link**. This creates the orders, adds any new associated diagnoses to the encounter, accessions the orders to a single specimen, receives that specimen in the current lab, and links the selected downtime results to the selected tests on that specimen.

Orders f	or New Spec	imen	3			Encounter: Hospital Encou	inter [01/03/2019] Manage (Orders č 余
Add Diagnosi	5	,	Z00.01 - Encounter for	r general adult n	nedic ×			
Link? Sta	tus Proce	dure	Priority	Asso	ciated Diagnoses	Ordering Provider	Authorizing Provider	
Ø	(2) SOD	IUM [123122]	Routine	× .	200.01	RAINEY, BRYAN	RAINEY, BRYAN	×
4			P					
> Recalcula	ate Speci <u>m</u> en De	faults 5						
¥ New Spe	ecimen				6			Ŕ
Collection	Date:			ä	Collection Time:			0
Collector:				Q	Collection Department:	BPR DEPARTMENT		9
Specimen	Type:	Blood		Q	Specimen Source:	Arm, Left		9
Container	Type:	QA RED TOP		P	Draw Type:	Venipuncture		P
							7	
Eack to Enc	ounters			1	Received: Today	Now	🔿 🛱 Create, Recei	ve, and Link

Link Orders to an Existing Specimen

After you've selected a target patient, if you want to link an existing specimen to new or existing orders:

1. Click **Link** next to the existing specimen in the linking targets report. The Orders for Specimen and Specimen cards open.

Continued on next page.

- 2. Click the Link? field for any existing, unverified orders that shouldn't be linked. All other fields are readonly.
 - Verified orders appear as read-only in the Specimen card. You can edit these orders in Specimen Update or Result Entry.
- 3. Enter any add-on orders in the **Procedure** field.
 - A link to the Manage Orders, Order Inquiry, or Requisition Entry activities is available at the top right of this card, depending on the type of encounter, in case users need access to specific features that this activity doesn't support.
- 4. Add a diagnosis to the master list of diagnoses in the **Add Diagnosis** field. By default, this field is populated with diagnoses from the selected encounter. Any diagnoses you add here are also added to the encounter if they're selected on at least one order. All entries appear as check boxes in the **Associated Diagnoses** field of each order.
- 5. Ensure that each order you want to link has been selected in the **Link?** field. All orders are selected by default, but you can clear each new order independently or delete it altogether.
- 6. Click **Specimen Summary** in the top right of the Specimen card to jump to a summary report for the specimen.
- 7. Click Link or Add-on and Link (if adding new orders). For any new orders, this creates the orders, adds any new associated diagnoses to the encounter, and accessions the orders to a single specimen. For all orders, this links the selected downtime results to the selected tests on that specimen.

Orders for 19D3	44СН0001			Encounter: Hospital Encour	nter [01/03/2019] Manage C	rders a
dd Diagnosis	Q	Z00.01 - Encounter for general a	idult medic ×			
.ink? Status	Procedure	Priority	Associated Diagnoses	Ordering Provider	Authorizing Provider	
8	Routine [Order 4960521]	Routine	Z00.01	RAINEY, BRYAN	RAINEY, BRYAN	>
× (5)	POTASSIUM [123112]	ASAP (3)	✓ Z00.01	RAINEY, BRYAN	RAINEY, BRYAN	>
	(0				
> Recalculate Specig	men Defaults					
Collection Date:	2/18/2020		Collection Time:	1713	Specimen St	ummary
Collector:	2102020	D	Collection Department	BPR DEPARTMENT		0
Specimen Type:	Blood		Specimen Source:	Arm, Left		0
Container Type:	QA RED TOP		, Draw Type:	Venipuncture		9
					6)

Mark Existing Orders as Collected on New Specimens and Link Results

After you've selected a target patient, if you want to mark an existing order as collected on a new specimen and link to results:

- 1. Click Mark as Collected next to the order.
 - If the order is inpatient and standing, it can be released only into the ordering encounter and you are taken immediately to the Order and Specimen Creation cards.
 - If the order is future or outpatient and standing, a window opens with the ordering encounter and the patient's most recent encounter available as quick defaults, along with an encounter lookup field for the rest of the patient's encounters to choose from before you proceed to Order and Specimen creation.
- 2. Confirm that the container type, draw type, specimen type, and specimen source that appear in the specimen card by default are accurate, and update these fields or any blank ones as necessary.
- 3. Click **Create**, **Receive**, **and Link**. This accessions the orders to a single specimen, receives that specimen in the current lab, and links the selected downtime results to the selected tests on that specimen.

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