CLINICAL + SYSTEMS
TRANSFORMATION
Our path to smarter, seamless care
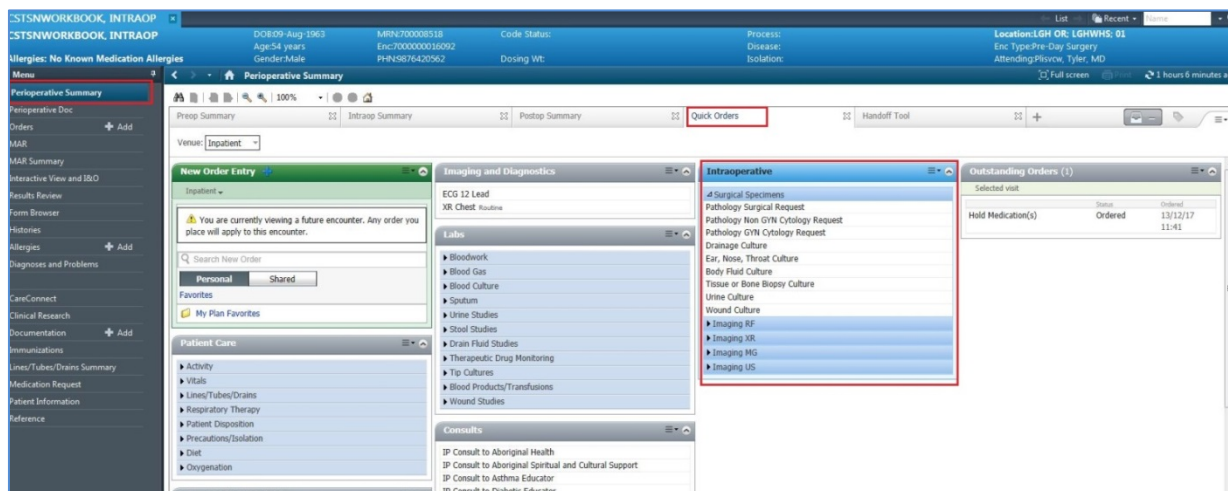
TRANSFORMATIONAL
LEARNING

Place Order for Pathology Specimen and Cultures

Pathology and Culture specimen orders may be placed two different ways: via "Quick Orders" tab from the Perioperative Summary or through "Orders **+**Add" from the Menu.

Placing Pathology Order via Quick Orders tab

1. Navigate to **Perioperative Summary** and click on **Quick Orders** tab.

2. Click on **Surgical Specimens** from the **Intraoperative** component, and select the appropriate pathology category (for regular pathology orders, select **Pathology Surgical Request**).

   - The **Orders for Signature** [icon] icon lights up green and displays "1".
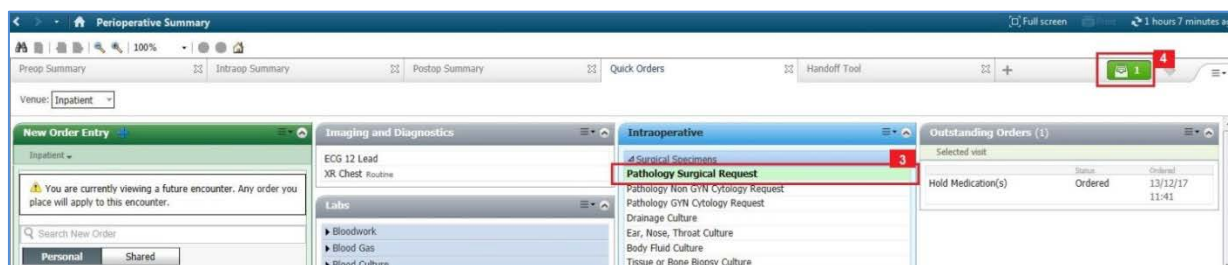
3. Click on the **Orders for Signature** [icon].

   - The **Orders for Signature** window opens.

4. Click **Modify**.

   - The **Ordering Physician** window opens.

5. Enter the Physician's name and select **No Cosignature Required**, then click **OK**.

6. The **Orders** page opens, click on the order sentence.

7. The **Details for Pathology Surgical Request** form displays.

The nurse may document the specimen details (name, time, etc.) in Cerner, prior to printing; or handwrite on the requisition after it has been printed. Regardless of whether the nurse documents the requisition on the computer or handwrites, the requisition has to be printed.

8. Click the **Sign** button [Sign] (on bottom right of the page) to print the requisition.

- The surgeon signs the printed requisition at the end of the case. The printed requisition accompanies the specimen(s). The OR nurse handwrites specimen description on labels and applies to specimen containers.
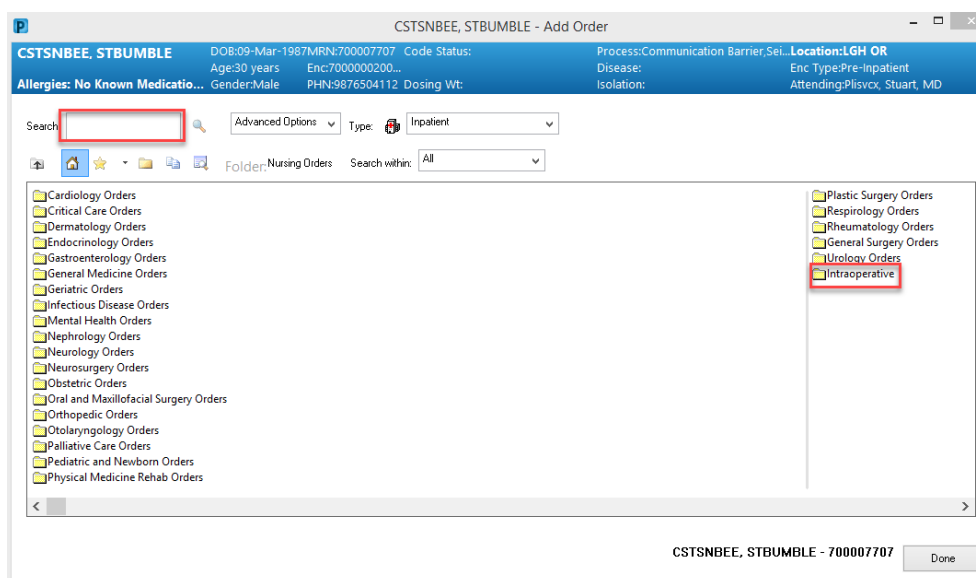
After the Pathology Specimen Order is placed, the nurse will return to the **Perioperative Doc** and document in the **Specimens** segment.

9. Document: **Specimens Ordered:** has been placed, the **Specimen Type**, and **Quantity**.

Placing Pathology Order via "Orders +Add" from the Menu
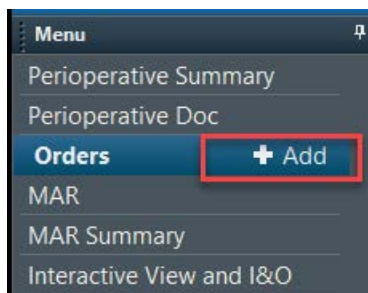
1. From the Menu, Click on **+Add**.

2. **Search** = *Pathology Surgical Request,* then press Enter on the keyboard.

> **NOTE:** Alternatively, you can select the **Intraoperative** folder to access the different orders relevant to OR. The Intraoperative folder contains further folders for Surgical Specimens (pathology and cultures) and Imaging.

3. Once you've searched and found the **Pathology Surgical Request** order, select it.

- The **Ordering Physician** window displays.

4. Enter the Physician's name.

5. Select **No Cosignature Required** as the communication type.

6. Click **OK**.

7. Click **Done**.

The **Orders** page opens with the **Details for Pathology Surgical Request** window displayed.

The nurse may document the specimen details (name, time, etc.) in Cerner, prior to printing; or handwrite on the requisition after it has been printed. Regardless of whether the nurse documents the requisition on the computer or handwrites, the requisition has to be printed.

8. Click the **Sign** button [Sign] (on bottom right of the page) to print the requisition.

- The surgeon signs the printed requisition at the end of the case. The printed requisition accompanies the specimen(s). The OR nurse handwrites specimen description on labels and applies to specimen containers.

After the Pathology Specimen Order is placed, the nurse will return to the **Perioperative Doc** and document in the **Specimens** segment.

9. Document: **Specimens Ordered:** has been placed, the **Specimen Type**, and **Quantity**.

## Placing Cultures Order via Quick Orders tab
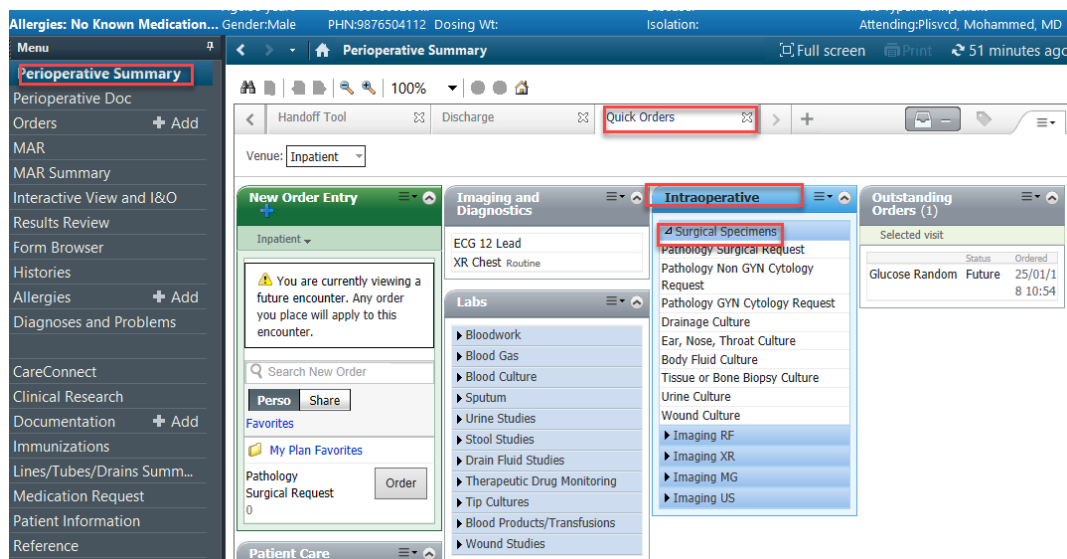
1. Navigate to **Perioperative Summary** and click on **Quick Orders** tab, click on **Surgical Specimens** from the Intraoperative component, and select the appropriate Culture category.

- The **Orders for Signature** [📥 1] box lights up green and displays the number of orders selected.
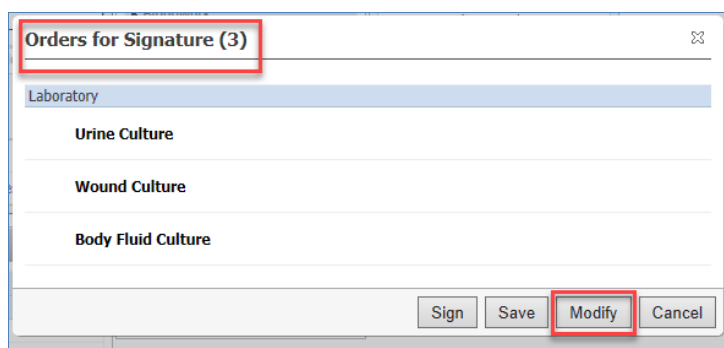
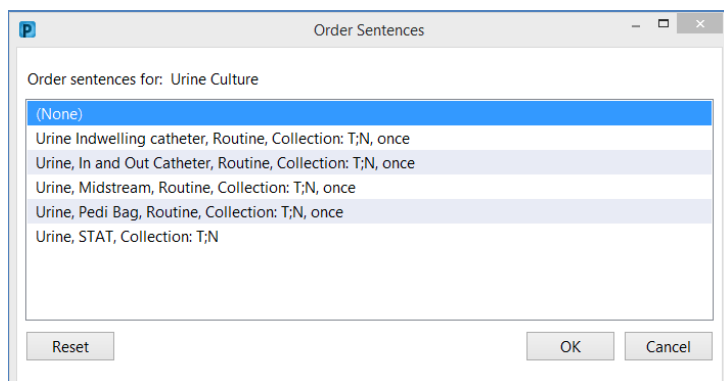|	NOTE:
	• If you need to place multiple orders and the orders belong to different categories you may select the different orders at the same time. For instance, if you have an order for a "Wound Culture", "Urine Culture" and "Body Fluid Culture", you can select one order for each category at a time. The **Orders for Signature** icon lights green and displays the number of

	different Orders selected.
	• All selected orders are highlighted green. If you click on an order accidentally or if you wish to unselect an order, click on the order name again and it will unselect the order.
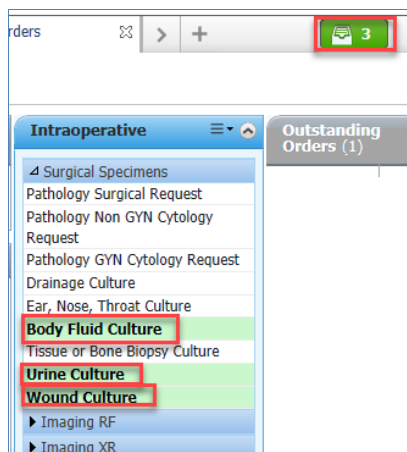
2. To complete the orders selected, click on the **Orders for Signature** icon and the **Orders for Signature** window opens.
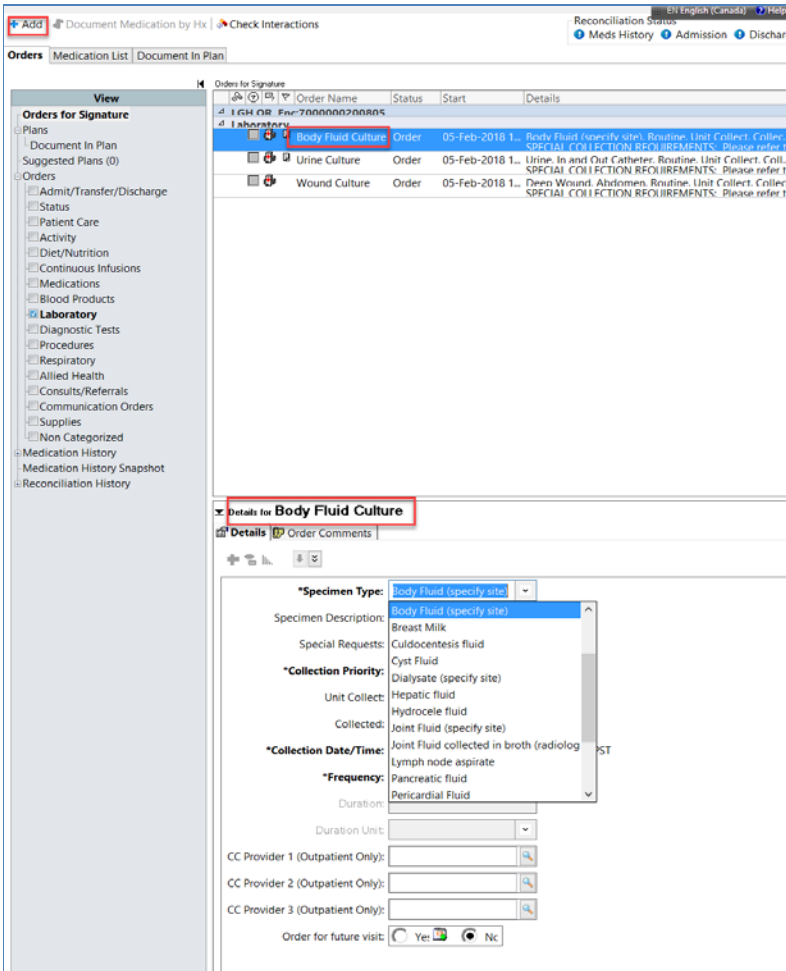

3. Select **Modify**.

   • The **Order Sentences** window will open.

4. Select the appropriate Order Sentence, and click **OK**.

> **NOTE:** The **Order Sentences** Window will display for each of the different Order(s) placed; and this step will need to be completed for each of the different orders selected.

After completing the Order Sentences step, the **Ordering Physician** window will open.

5. Enter the appropriate Physician's name.

6. Select **No Cosignature Required** as the communication type.

7. Click **OK**.

8. The **Orders** window opens, click on each different order sentence name to view the **Order Entry Specimen Detail** page and document necessary information.

REMEMBER: Once you are on the above page you need to click on each different order entry and complete the order details as necessary.

9. Once all order entry details have been entered, click the **Sign** button, on the bottom of the page, to complete the order.
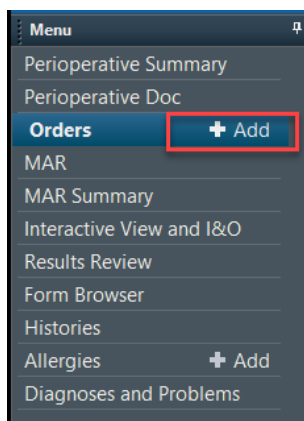
	NOTE: • If you have multiple culture orders (from the same category), you may select +Add on top left of the page above and enter more orders as necessary. They can be placed at the same time but require a specific culture order entry for each body site. • For Culture Orders, no requisition will get printed upon clicking Sign. Requisitions only print for Pathology Orders. Unlike Pathology Orders, with Culture orders the lab receives the requisition that's completed on Cerner via interface hence no requisitions will get printed for any Culture Orders.

10. The OR Nurse is to put a label for each specimen and document the necessary information (date/time of collection, initials, specimen type, body site, description, etc.) on the specimen label as needed.

   After the Culture Order is placed, the nurse will return to the **Perioperative Doc** and document in the **Specimens** segment.

11. Document: **Specimens Ordered:** has been placed, the **Specimen Type**, and **Quantity**.

Placing a Culture Order via "Orders +Add" from the Menu

1. From the Menu, Click on +Add.

2. **Search** = *Culture Order* needed (e.g. *wound culture),* then press Enter on the keyboard.

- This will result in a list of different orders related to your search.

NOTE: Alternatively, you can select the **Intraoperative** folder to access the different orders relevant to OR. The Intraoperative folder contains further folders for Surgical Specimens (pathology and cultures) and Imaging.

NOTE: In the above screenshot window you may enter multiple culture orders at once by searching and then selecting each appropriate order before clicking Done.

3. Once you have searched for the Culture order needed, select it.

- The **Ordering Physician** window displays.
4. Enter the Physician's name.

5. Select **No Cosignature Required** as the communication type.

6. Click **OK**.

7. Click **Done**.

8. The **Orders** page opens, click on the order sentence to view the **Order Entry Specimen Detail** page.

9. Document necessary information and click **Sign** button to complete the order.

	NOTE:
	• If you have selected multiple culture orders, you will need to click on each Order Entry and document the Details and click **Sign** on each order entry. No Requisition will be printed for Culture Orders.
	• If you have multiple culture orders you may select **+Add** on top left of the page above and enter more orders as necessary. They can be placed at the same time but require a specific culture order entry for each body site.

10. The OR nurse is to put label for each specimen and document the necessary information (date/time of collection, initials, specimen type, body site, description, etc.) on the specimen label as needed.

    After the Culture Order is placed, the nurse will return to the **Perioperative Doc** and document in the **Specimens** segment.

11. Document: **Specimens Ordered:** has been placed, the **Specimen Type**, and **Quantity**.

	NOTE: For Culture Orders, no requisition will get printed upon clicking Sign. Requisitions only print for Pathology Orders.

How to Re-print Labels

Patients are expected to arrive with an armband and specimen labels printed from registration; however more labels can be re-printed if necessary.
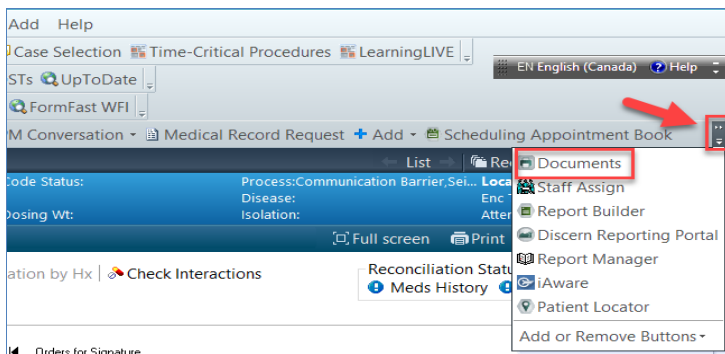
1. Select **Documents** from the toolbar.

   • Depending on if you are using a vertical monitor or a horizontal monitor your view of the toolbar may be different.
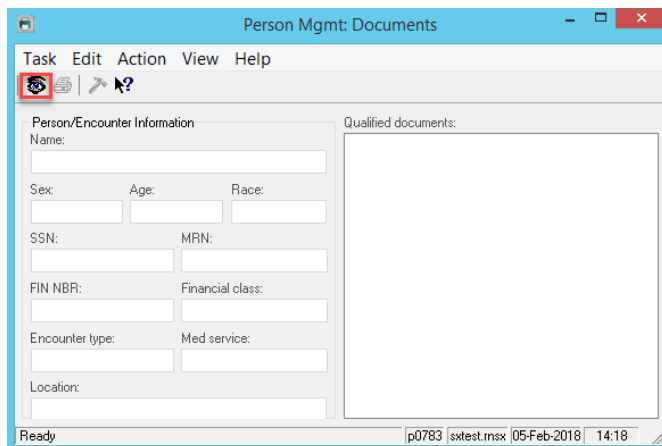
Horizontal Monitor View
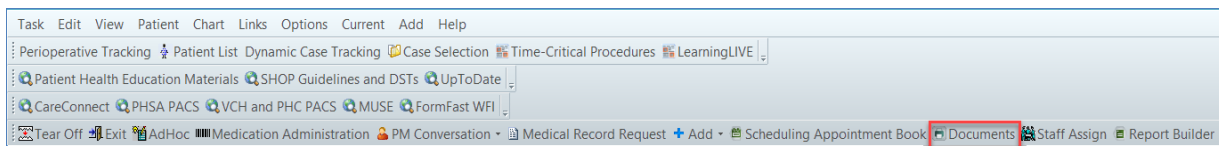
Vertical Monitor View

If Documents does not show on the toolbar, click on the dropdown arrow from the toolbar, shown in the screenshot and select **Documents**.
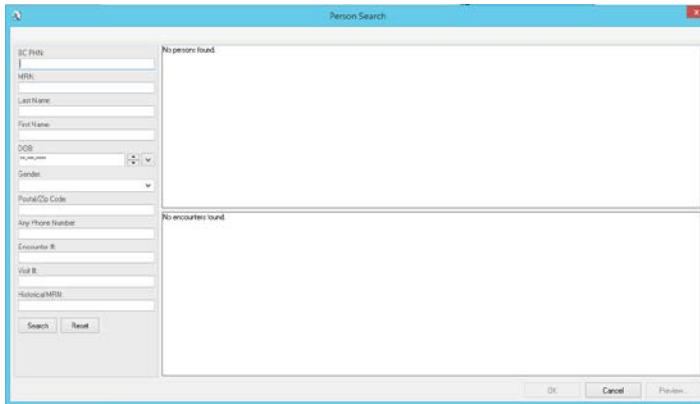

After selecting Documents from the toolbar, the **Person Mgmt: Documents** window displays.
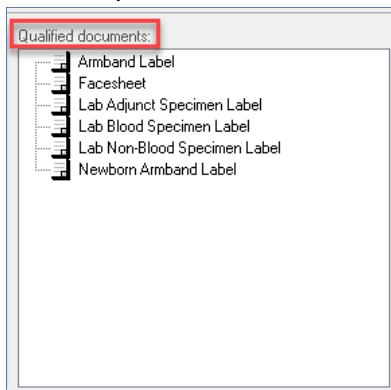
2. Click on **Find Person** 🔍 .

The **Person Search** window displays. Search for the patient you want to re-print labels for. If the patient has multiple encounters, ensure you select the correct encounter.
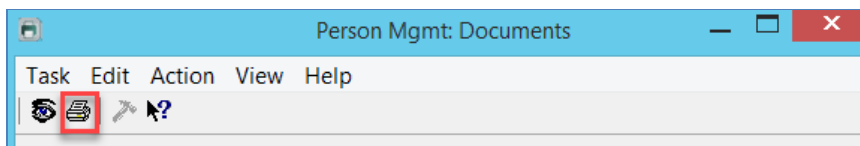
3. Click **OK**.

Once the intended patient is searched and found, the **Person Mgmt: Documents** appears with the patient information and available labels to be printed under **Qualified Documents:**

4. Select the label to be re-printed and click on the **Print Document** icon.