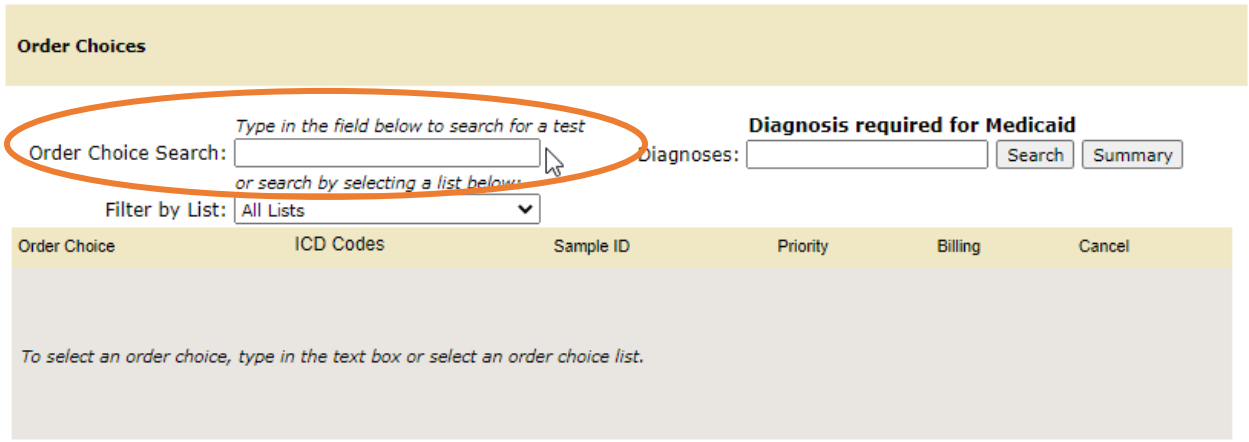
Ordering Tests on the Order Patient Samples screen

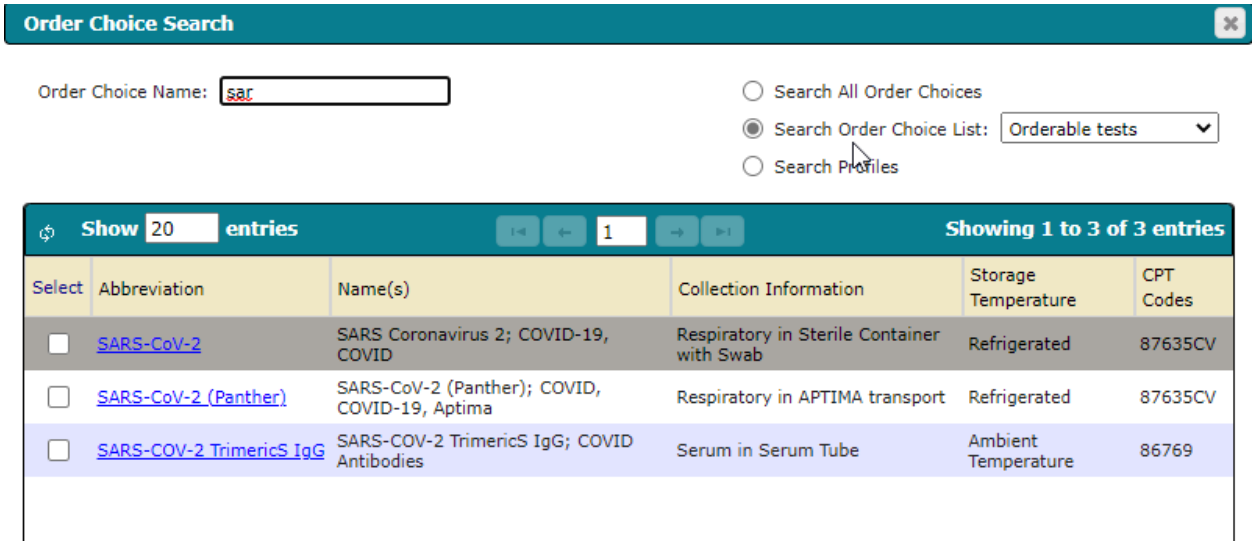
There are two ways to search for a test on this screen.

(1) Start typing in the Order Choice Search field.



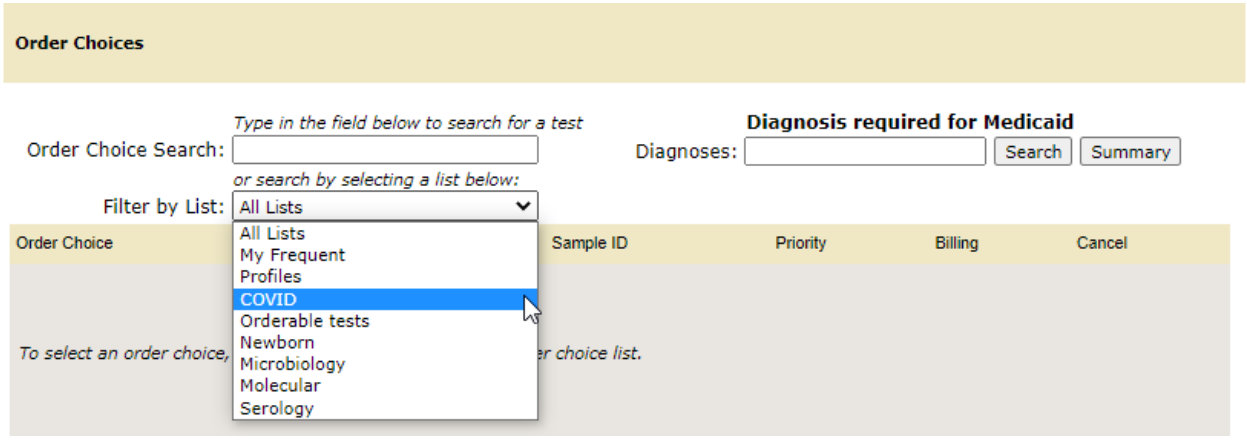
When you start typing, the Order Choice Search screen will appear, filtering on the words you type.

This Order Choice Search screen should always default to the “Orderable tests” list.

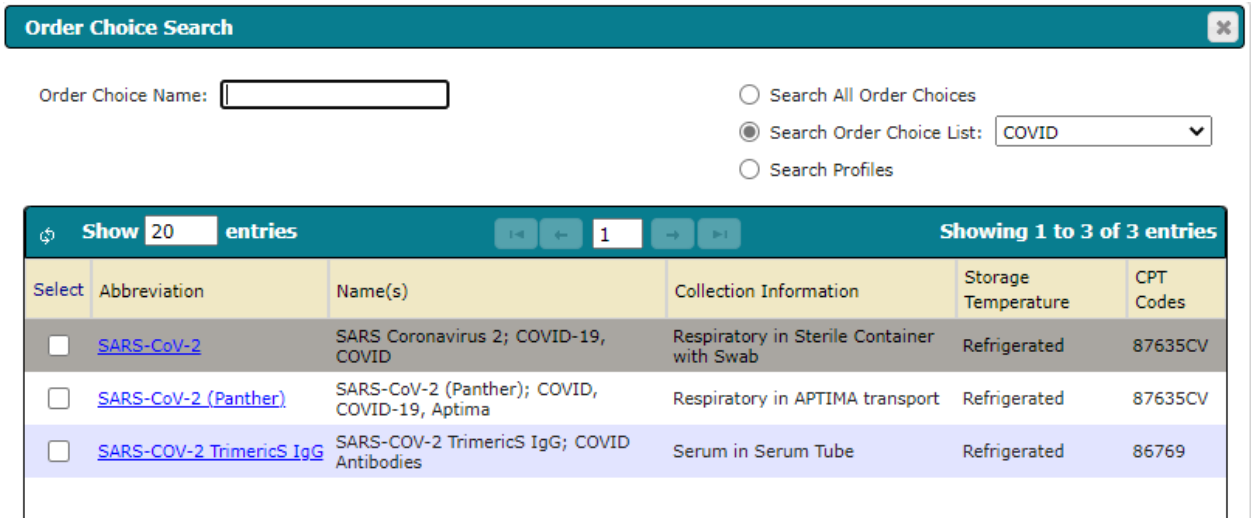


(2) Use the Filter By List dropdown.

This will give you the same order choice search screen, but it will list all the tests contained in the list you choose.



For example, by picking COVID from the dropdown list, the Order Choice Search screen appears filtered to all the COVID tests

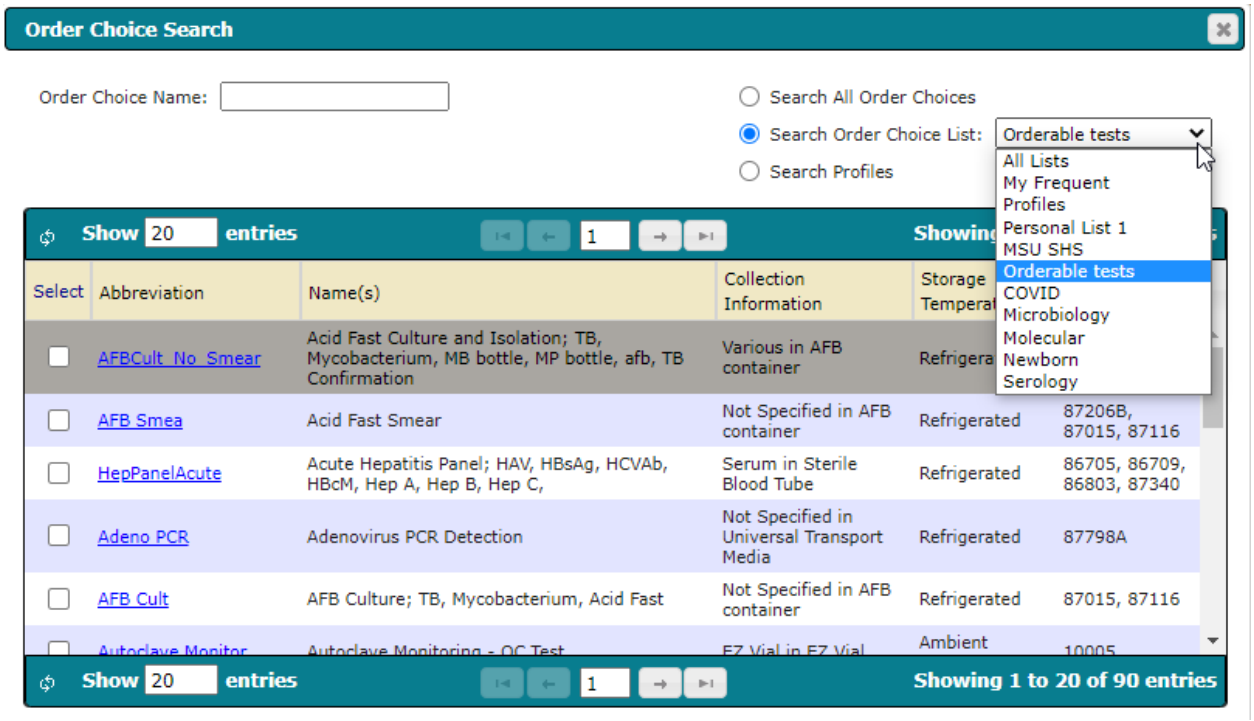


You can still type in the Order Choice Name field to search for a specific test, but it will be filtered to the Order Choice List chosen (in this case COVID).

Once you are on the Order Choice Search screen, it works the same no matter how you got there.

It will filter the tests based upon the Order Choice List selected. As you type in the Order Choice Name field, it will filter the list based upon what you type.

If you blank out the Order Choice Name field, it will show all the tests within the list selected.



You can switch lists on this screen as well. The Orderable tests list should contain any test that can be ordered by a facility (there are other tests we run which are reflexed or attached but aren't available to order by themselves).

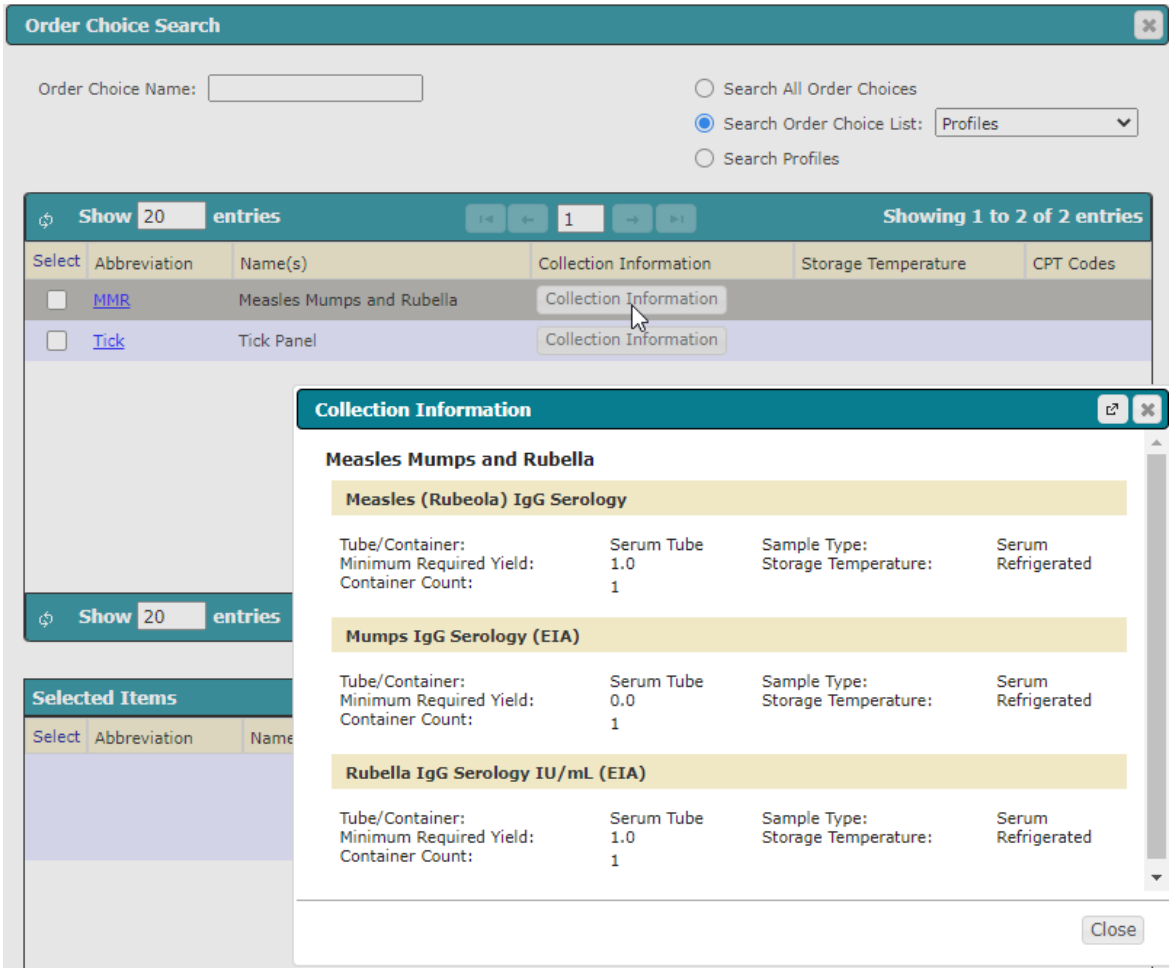
Search All Order Choices radio button

If you can't find what you are looking for, you can attempt to use "Search All Order Choices." Use "Search All Order Choices" only as a last resort if you can't find what you are looking for. A better option would be to call us so we can help. If you find what you are looking for in the "All Order Choices" list but not the Orderable tests list, please let us know because we may not have a test on the Orderable tests list that should be.

Search Profiles radio button

The Search Profiles option will show you tests grouped into a Profile. The only two profiles we have currently are TICK and MMR. The TICK profile will order all tests in the tick panel, and the MMR profile will order Measles, Mumps and Rubella IgG serology tests.

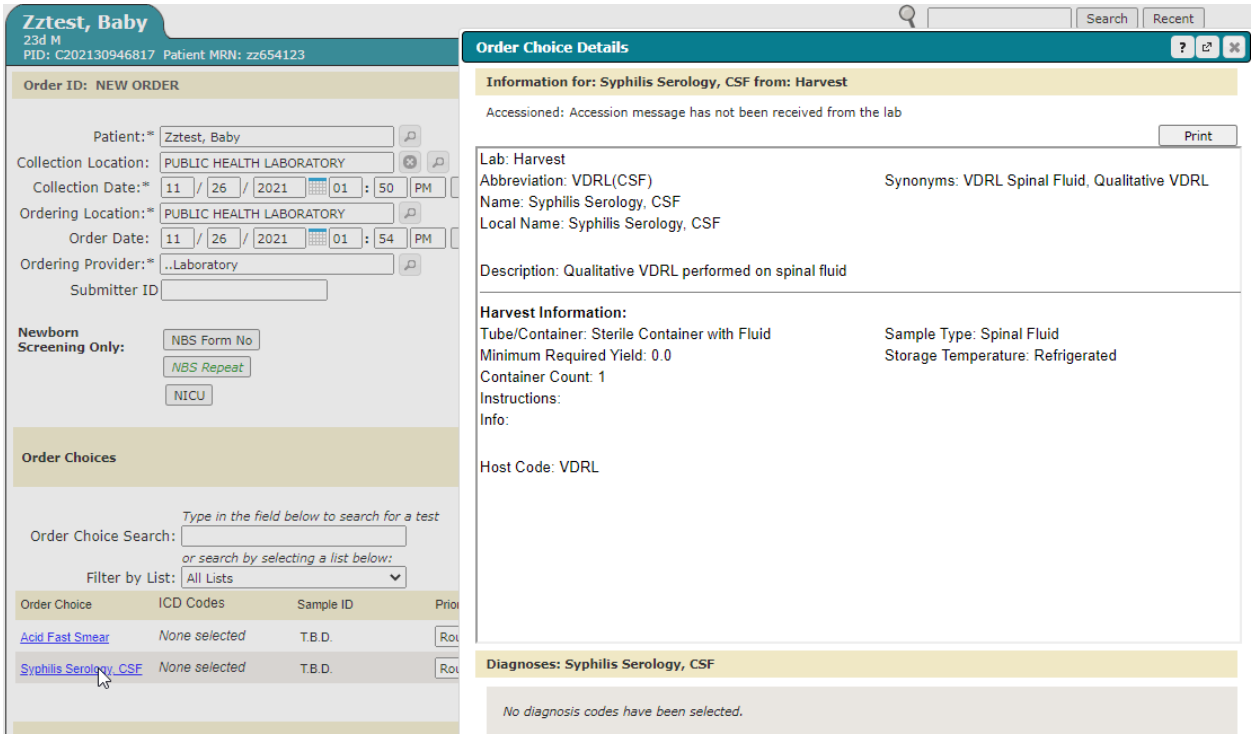
If you click on the Collection Information button, a screen will appear that shows each test that will be ordered for that profile.



For some things, multiple tests need to be ordered. Rules have been built that will add tests when they should be ordered together. For example, when ordering an AFB Culture, the system will automatically also order an AFM Smear, and visa-versa. This will happen when you save the order.

Order Choice Information

Once you have added a test and are back on the Order Patient Samples screen, you can click on that test to bring up the Order Choice Details screen for that test.

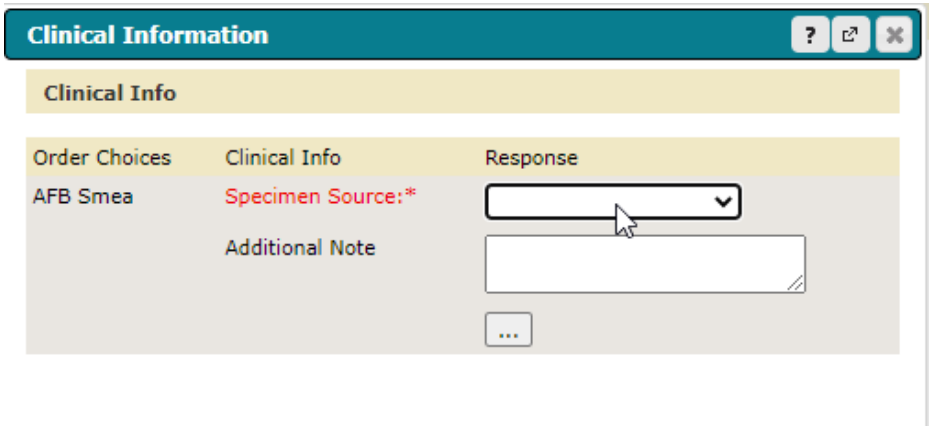


The Description of the test may have useful details when determining if that is the correct test to order.

Clinical Information

Every order should ask you to answer at least one clinical information question when you save the order.

The one question that is always needed is specimen source. This is how you tell us the sample type that you are sending.



You can pick from the drop-down menu or start typing to find the sample type. The additional Note field should be used when you need to communicate additional information about the sample, such as the source site (i.e., left lung). Also, if submitting an isolate versus a primary sample, please type “isolate” in the additional note field.