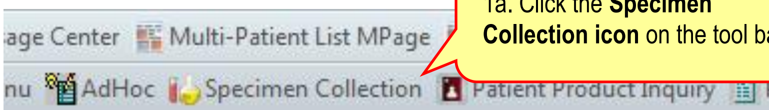
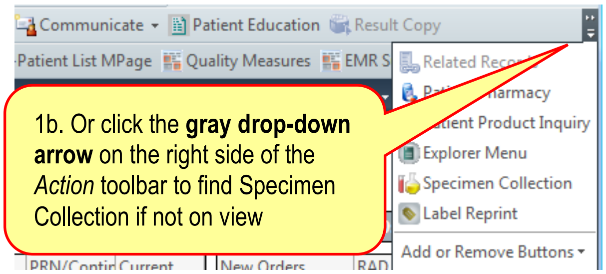
Specimen Collection with Preprinted Labels in PowerChart

The **Specimen Collection icon** is located on a tool bar at the top of PowerChart. Because of this, specimen collection can be started from any page within a patient's chart. It also can be started from other locations (i.e. Patient Access List (PAL), Care Compass, & Patient List) outside the patient's chart <u>as long as a patient has been selected first</u>. **NOTE:** On your user profile, you may need to move the Specimen Collection icon into view on the tool bar as it may be located on a drop-down at the end of the tool bar.

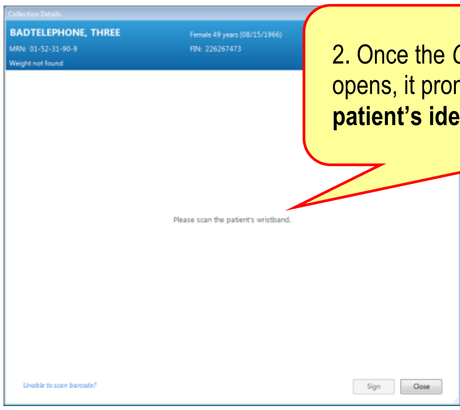
<u>Specimen Collection Process</u>



1a. Click the **Specimen Collection icon** on the tool bar



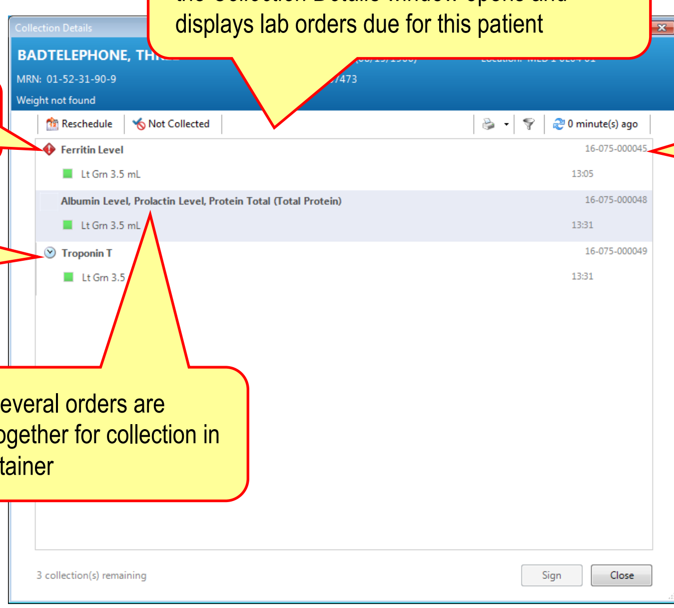
1b. Or click the **gray drop-down arrow** on the right side of the *Action* toolbar to find Specimen Collection if not on view



2. Once the *Collection Details* window opens, it prompts you to **scan the patient's identification wristband**

3. **Scan** the patient's identification wristband

4. After scanning the patient's ID wristband, the *Collection Details* window opens and displays lab orders due for this patient

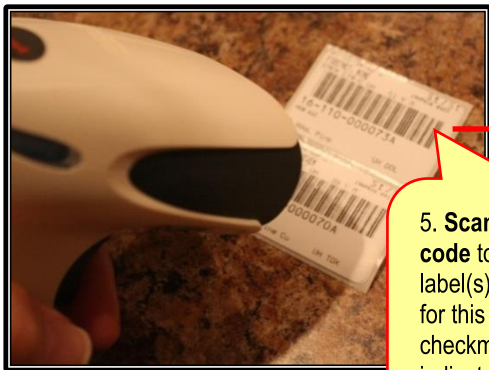


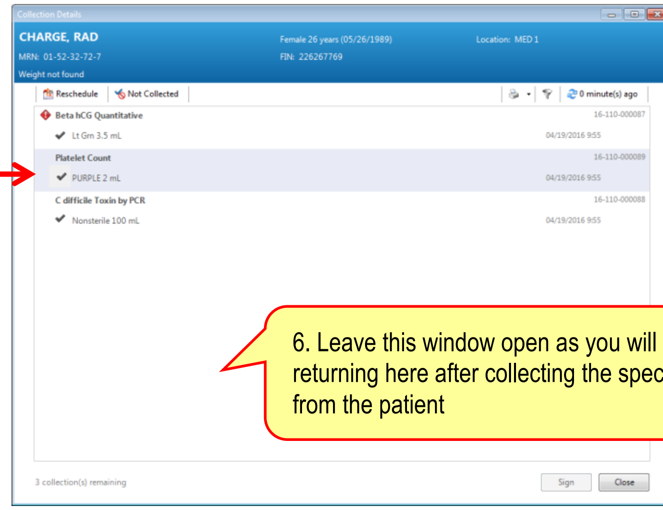
This icon indicates a **STAT** lab

This icon indicates a **Timed** lab

The accession number for each collection is listed here

Notice several orders are netted together for collection in one container





5. **Scan the label bar code** to ensure the label(s) match the order(s) for this patient. A checkmark will appear to indicate it is a match.

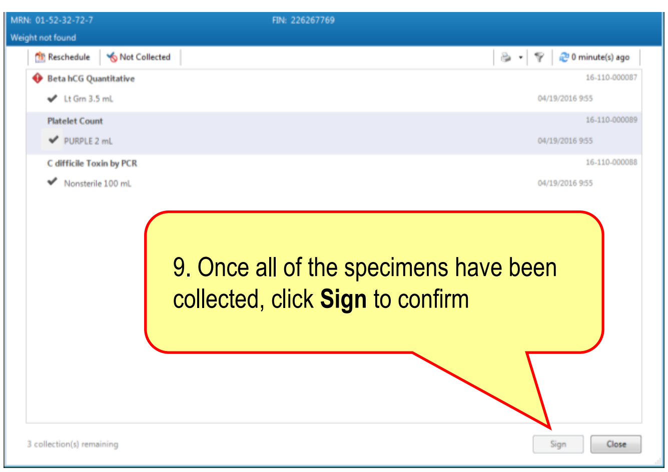
6. Leave this window open as you will be returning here after collecting the specimen from the patient

7. **Collect the specimen** from the patient

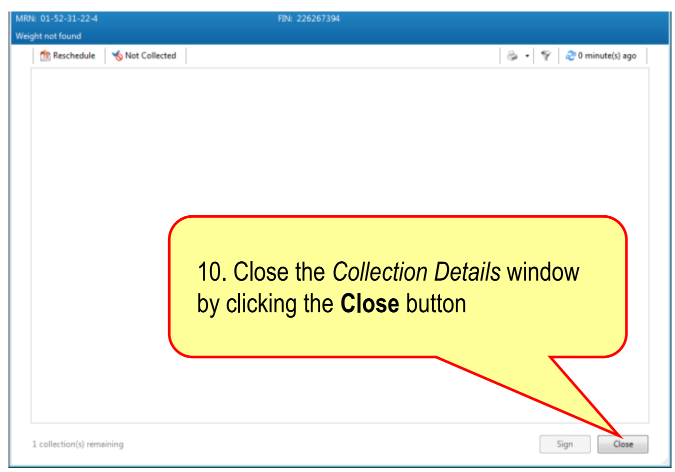
8. **Label each specimen** according to correct labeling guidelines

IMPORTANT:
Make sure you are able to collect a specimen before labeling a container

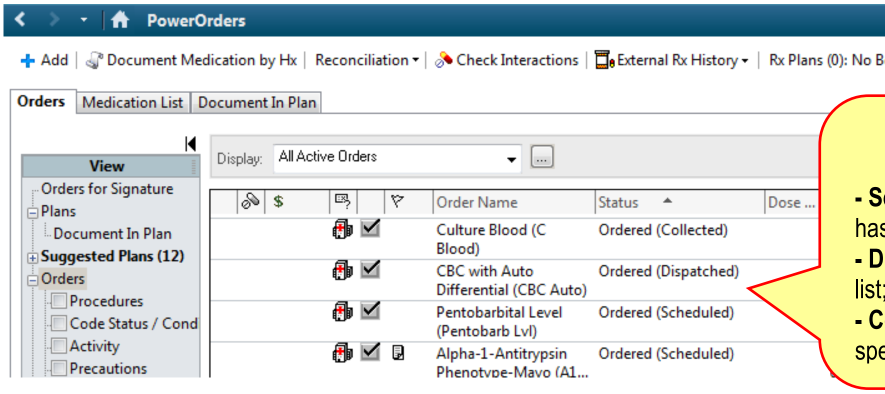
NOTE: Refer to the Specimen Collection policy and forms on Navex by clicking on these links below.
https://muhealth.policytech.com/docview/?docid=2529
https://muhealth.policytech.com/docview/?docid=3385



9. Once all of the specimens have been collected, click **Sign** to confirm



10. Close the *Collection Details* window by clicking the **Close** button



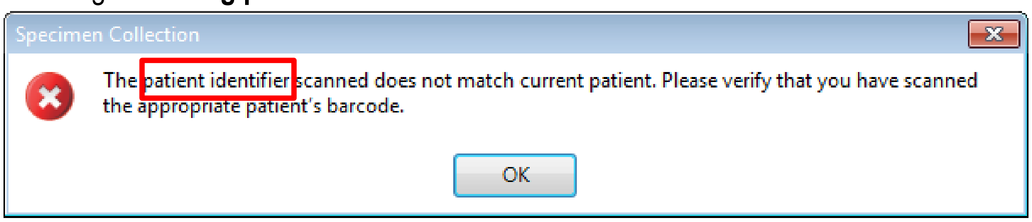
Status of Orders

- Scheduled means the order has been placed; task has not been done; **no** accession # assigned
- Dispatched means the specimen is on a collection list; accession # assigned; label batch printed
- Collected means the specimen has been collected; specimen barcode has been scanned

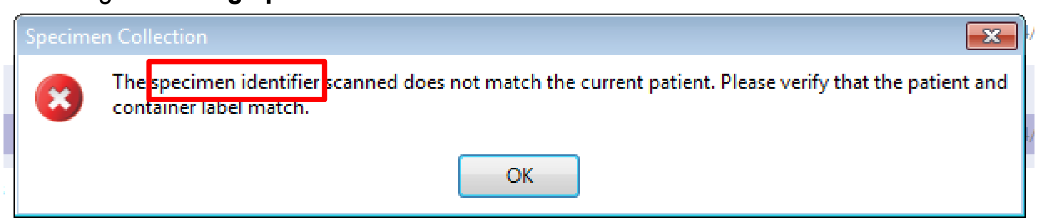
Scanning Alerts

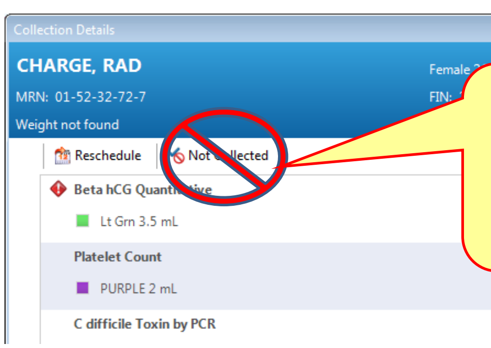
Please pay attention and read these alerts to ensure Positive Patient Identification and correct Specimen Collection for each patient.

Scanning the **wrong patient identification wristband** will result in this Alert.



Scanning the **wrong specimen label** will result in this Alert.

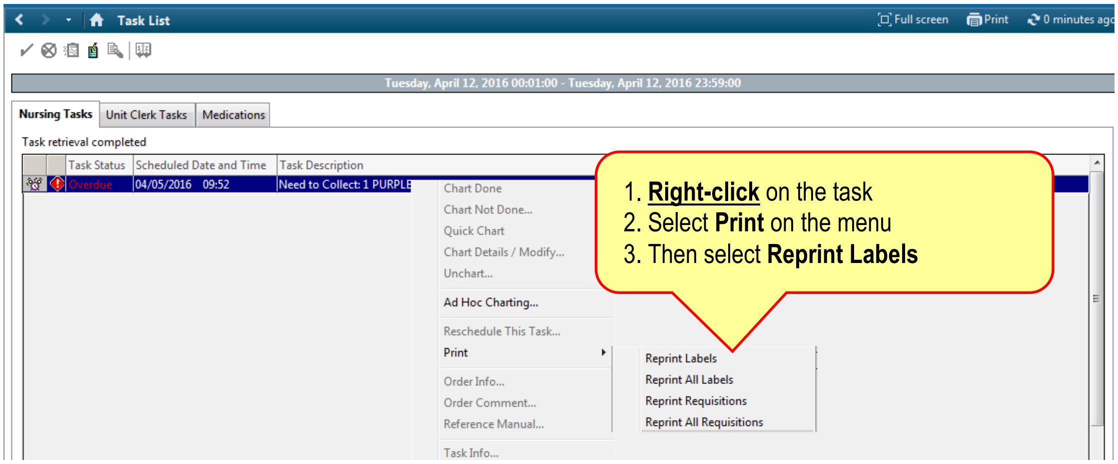


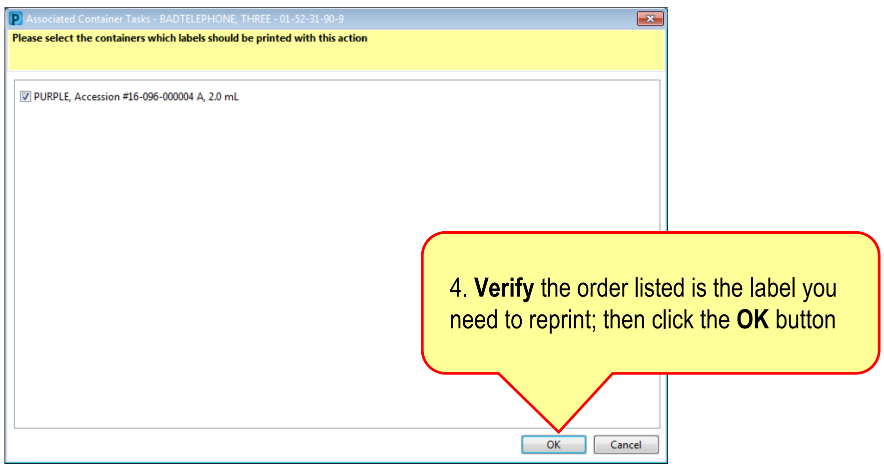


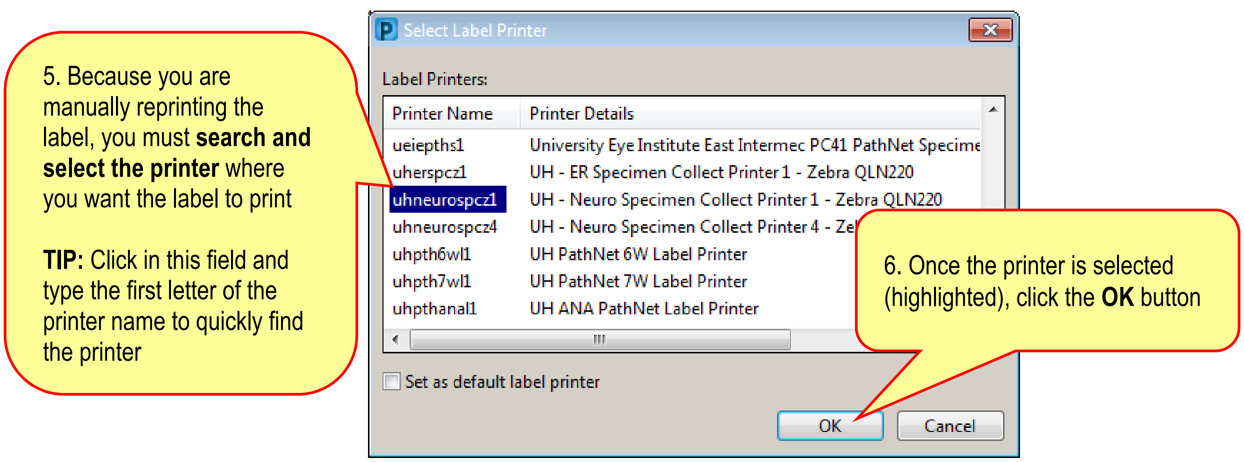
IMPORTANT:
Do NOT use *Not Collected* in Specimen Collection Details window. <u>It will cancel the order.</u> If you need to cancel a lab order, go to the Orders page within the patient's chart.

Reprinting Specimen Labels from the Task List

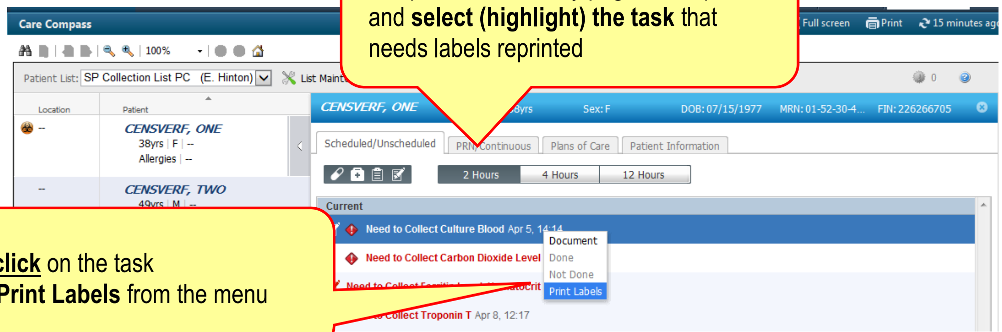
The quickest way to reprint a specimen label is from the **Task List** inside the patient's chart.





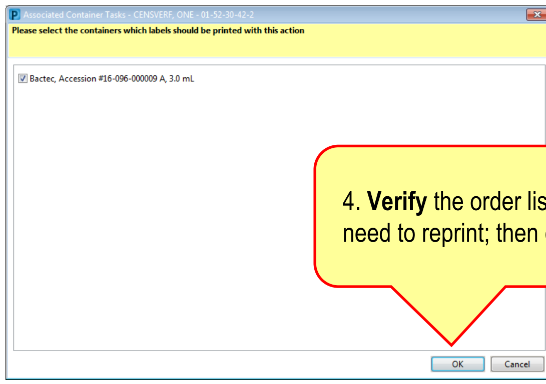


Reprinting Specimen Labels from Care Compass

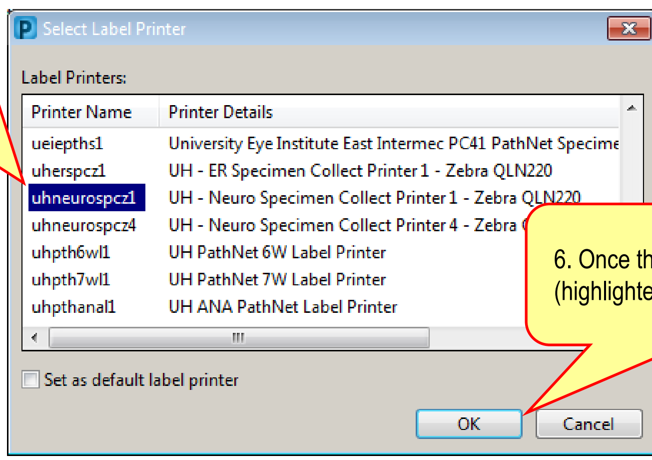


1. Open the Summary page of the patient and **select (highlight) the task** that needs labels reprinted

2. **Right-click** on the task
3. Select **Print Labels** from the menu



4. **Verify** the order listed is the label you need to reprint; then click the **OK** button

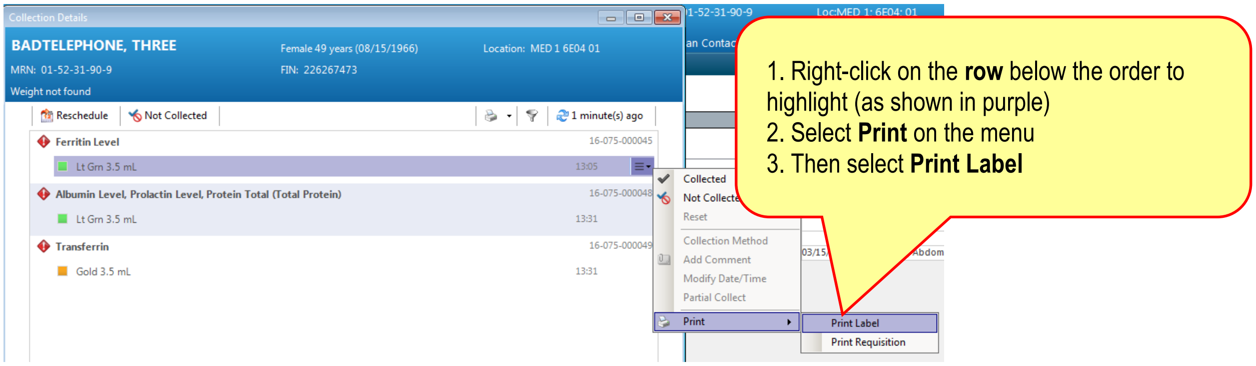


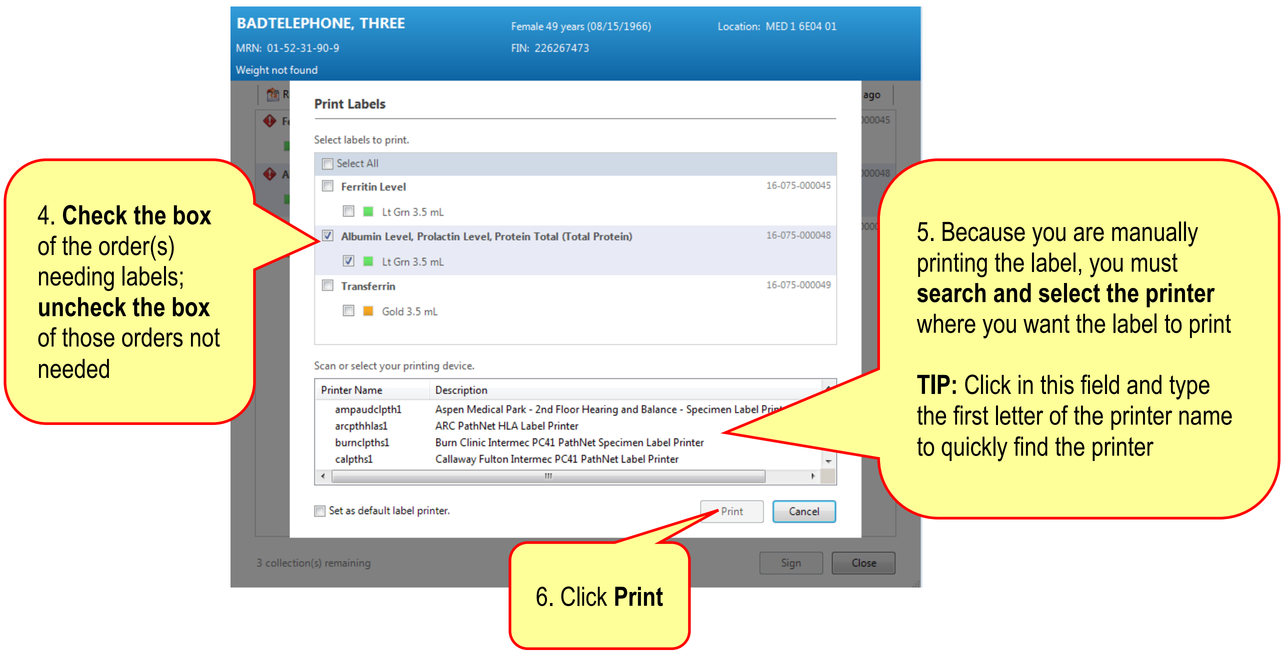
5. Because you are manually reprinting the label, you must **search and select the printer** where you want the label to print

TIP: Click in this field and type the first letter of the printer name to quickly find the printer

6. Once the printer is selected (highlighted), click the **OK** button

Manually reprinting the label(s) from the Collection Details Window





Resetting a scanned specimen bar code

If you scanned a specimen bar code that you did not collect, you can reset the order **before signing** at this window.