

7/13/2018

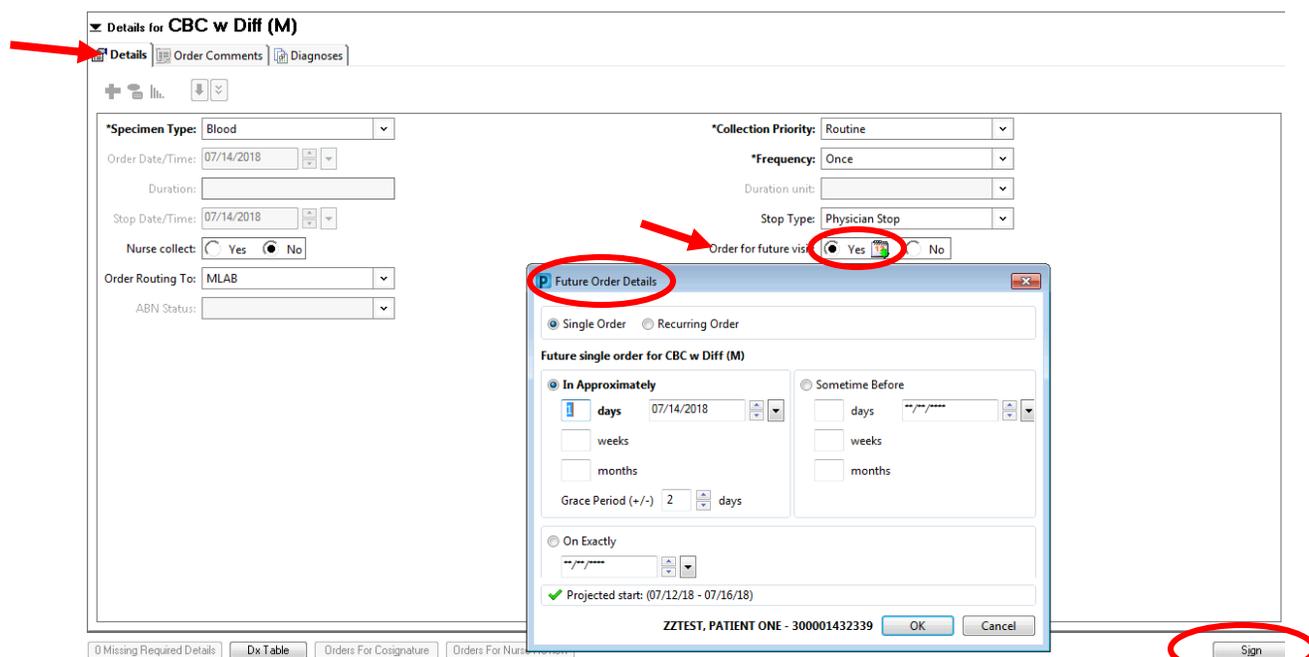
OUTPATIENT LABORATORY ORDERS- FUTURE STATUS

All outpatient laboratory orders should be placed as FUTURE orders if the specimen is not being collected in the office. This allows the laboratory staff to be able to activate the order on the correct financial number and process the specimens appropriately.

How to ensure the laboratory test is in FUTURE status.

1. Add the laboratory order.
2. Click the DETAILS tab for the order.
3. Select YES for Order for future visit.
4. Complete future order details for when the specimens should be collected.
5. Complete any other required information and sign the order.

*Do not change the **Order Routing To** drop down unless the test is being performed and resulted in the office. (Generally used for Hem/Onc CBCs)



The screenshot displays the Cerner Flash interface for creating a laboratory order. The main form is titled "Details for CBC w Diff (M)" and includes tabs for "Details", "Order Comments", and "Diagnoses". The "Details" tab is active, showing fields for "Specimen Type" (Blood), "Order Date/Time" (07/14/2018), "Duration", "Stop Date/Time" (07/14/2018), "Nurse collect" (Yes/No), "Order Routing To" (MLAB), and "ABN Status".

A "Future Order Details" dialog box is open, showing options for "Single Order" and "Recurring Order". Under "Future single order for CBC w Diff (M)", the "In Approximately" option is selected with "days" and "07/14/2018". The "On Exactly" option is also visible. A "Projected start" date of "07/12/18 - 07/16/18" is shown. The dialog box has "OK" and "Cancel" buttons.

Red annotations highlight the following elements:

- A red arrow points to the "Details" tab in the main form.
- A red arrow points to the "Order for future visit" checkbox, which is checked.
- A red circle highlights the "Future Order Details" dialog box.
- A red circle highlights the "Sign" button at the bottom right of the interface.