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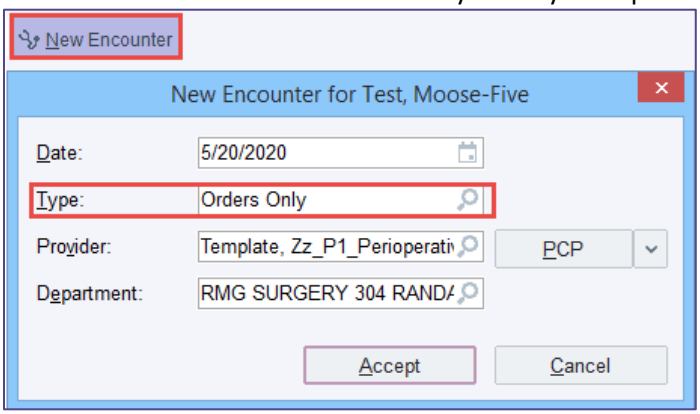
COVID Pre-Admission Testing Using the Orders Only Encounter

Expected Go Live Date	5/13/2020
Impacted Locations	All Regions
Intended Audience	Pre-Admission Testing RN, Central Scheduling

To place an order outside of the Pre-Admission Testing call, create an Orders Only encounter.

Finding the Patient

1. Click on Patient Station in the Hyperspace Toolbar.
2. Enter the patient's name & birthdate, or medical record number
3. Select the correct patient
4. Click New Encounter. The Short History activity will open



Placing the Order

1. Open Manage Orders section at the bottom of the navigator.
   - Do not use Order Sets section
   - Do not use the Manage Orders activity
2. Search for COVID-19
3. Click Enter
4. From the Order and Order Set Search window, select COVID-19 Testing - Outpatient Order Panel
   - Use only the test with the house
5. Click Accept

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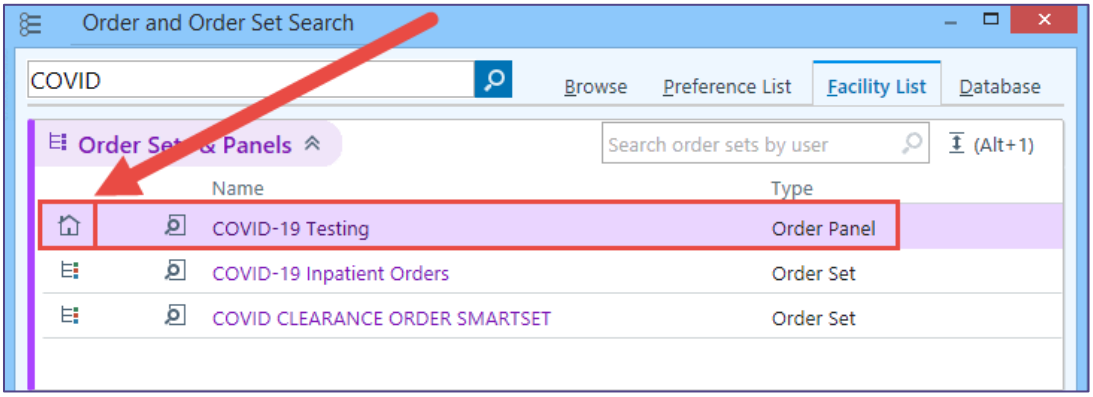
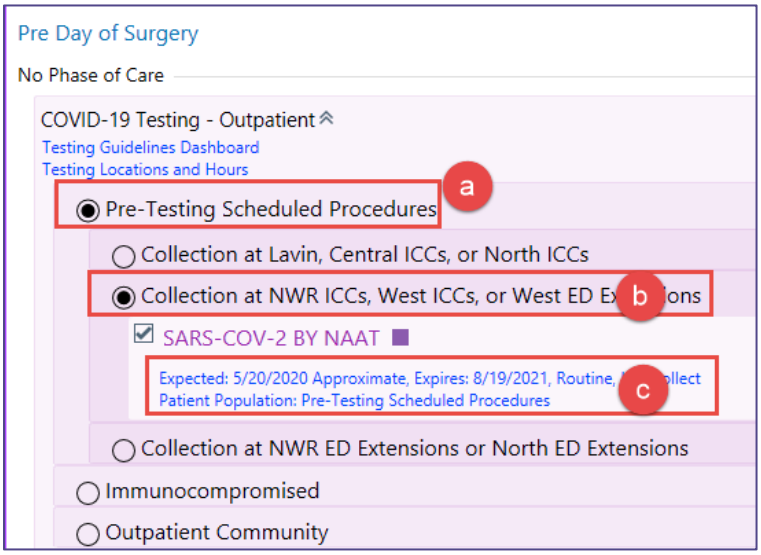
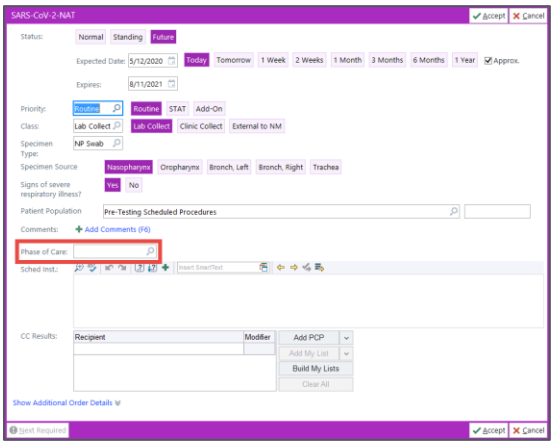


6. Click Open Order Sets
7. The Order Set opens and displays a hyperlink to the Testing Guidelines Dashboard which will help you select the option that fits the patient best.
8. The current Testing Locations and Hours can be found here. Discuss with the patient the most appropriate location and time for their test. Help the patient select the most appropriate option.
9. In the Order Set and select the following:
    a. Pre-Testing Scheduled Procedures
    b. Collection: Select the appropriate testing site
    c. Click the blue hyperlink to open Order Composer



    d. Click the blue hyperlink to open Order Composer

10. In Order Composer, change the Phase of Care to Pre-Admission Testing



11. Click Accept
12. Click Accept again to close Order Composer
13. Click Sign
14. The Associate Diagnoses window opens. Select the appropriate diagnosis.
15. Click Accept
16. In the Providers window, sign the order per normal protocol

Results Follow-up

- Pre-Testing Scheduled Procedures results will route to *COVID Results Pool*