Pathology Helpdesk

Beaker Clinical Pathology

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Getting Started

Welcome to Beaker Clinical Pathology, Epic's laboratory information system. This guide walks you through some common tasks in Epic.

Understand Epic terms

Throughout this guide, you'll see terms like activity and workspace used to refer to different parts of the screen. The terms are defined below, and the image on the following page shows examples of what these terms refer to.

Watch the *Overview of Hyperspace for Clinical Applications* e-learning lesson to learn more about how to navigate in the system.

Main toolbar

The main toolbar is the set of buttons that appear at the top of the screen. Using the buttons in the main toolbar, you can quickly open other activities, like Specimen Enquiry or Patient Station.

Workspace

The tabs across the top of the screen represent different workspaces, such as your home page, a patient chart, or an open activity. To view a workspace, select the corresponding tab.

You can have more than one workspace open at the same time, but you can view only one at a time.

Activity

An activity is a feature in Epic that supports a specific task, such as receiving specimens or entering test results.

Activities are similar to tabs on a paper chart. An activity toolbar appears toward the top of most activities and includes buttons for the different actions you might need to take.

You can access activities from the tabs on the left side of a workspace, as shown on the following page. Some of your frequently-used activities are also available from the main toolbar.

Startup activity

Startup activities automatically appear as workspace tabs when you log in to the system. Each startup activity appears in a separate home workspace. Your startup activities are meant to help you complete common tasks throughout your day.

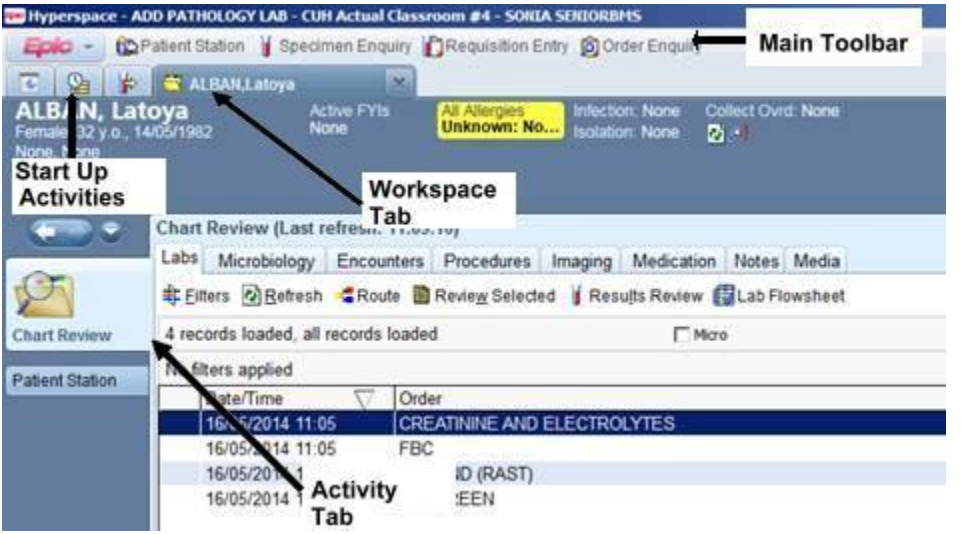
As a lab user, your startup activities are:

- Outstanding Specimen List ( )
- Laboratory User Dashboard ( )

Some users will have additional start up activities depending on their role.

Dashboard

A dashboard is a hub where you can view important information at a glance, like an outstanding specimen summary, and access commonly used reports and activities with a single click.


Hyperspace - ADD PATHOLOGY LAB - CUH Actual Classroom #4 - SONIA SENIORBMS
Epic
Patient Station
Specimen Enquiry
Requisition Entry
Order Enquiry
Main Toolbar
ALBAN,Latoya
Active FYIs
None
All Allergies
Unknown: No...
Infection: None
Isolation: None
Collect Ovrd: None
Start Up Activities
Workspace Tab
Chart Review (Last refresh
Labs
Microbiology
Encounters
Procedures
Imaging
Medication
Notes
Media
Filters
Refresh
Route
Review Selected
Results Review
Lab Flowsheet
Chart Review
4 records loaded, all records loaded
Micro
Patient Station
Date/Time
Order
CREATININE AND ELECTROLYTES
FBC
Activity Tab

Look up a patient

1. On the Patient Lookup window, enter as much of the patient's information as possible.

> Search for a patient by entering her medical record number (MRN), NHS number, or by entering her full name, birth date and sex.

2. Press **ENTER**. If more than one patient matches the search criteria, the Patient Select window appears. Otherwise, the Patient Station activity opens.

> Review the Patient Select window carefully to be sure you choose the correct patient.

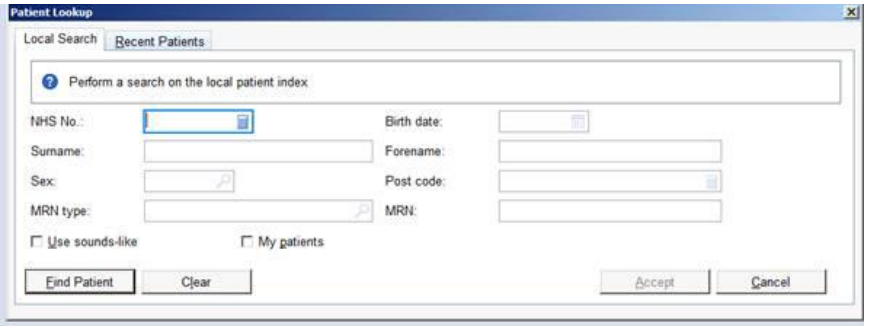


Chart Review

Review patient's verified results

Chart Review offers easy access to a wide range of information in a patient's chart, including past lab results. Chart Review is divided into many tabs, each for a specific kind of information. For example, to see only the patient's lab results, select the Labs tab.

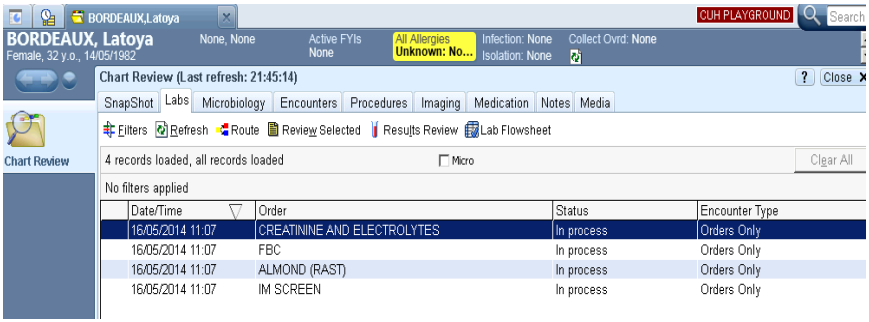
1. Open Patient Lookup for the patient.

Refer to previous page (p. 6) for information on using Patient Lookup.

2. Select the **Chart Review** activity tab.

3. Select the **Labs** tab. You see a list of the patient's past lab tests.

4. To view details about a specific test, select the test and review the information that appears in the bottom pane.



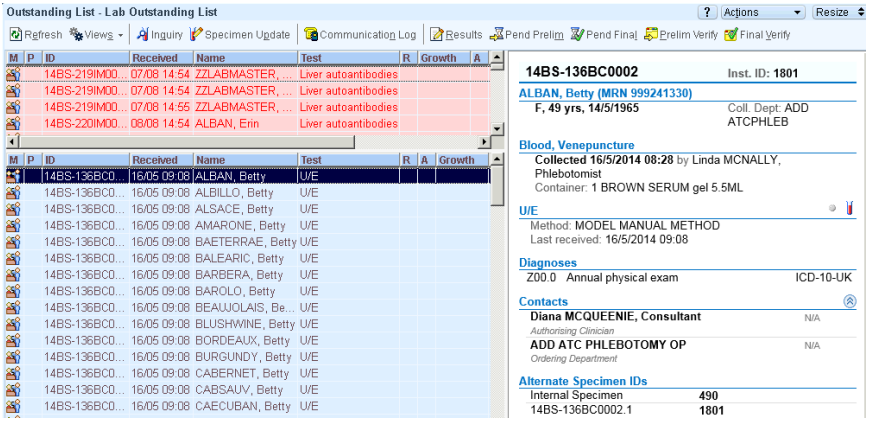
Result Entry – General

Find tests awaiting results

Select the workspace tab to open the Outstanding List. Here, you can view the outstanding and overdue tests in your laboratory and monitor result entry and verification. All specimens received in your lab appear here.

The Outstanding List is composed of three sections:

- The Overdue List in the top left. If a test nears or exceeds its turnaround time, it appears here.
- The Outstanding List in the bottom left. This is the main section of the activity, and shows all outstanding tests.
- The report preview on the right side. This preview shows information about the test you have selected on the left.



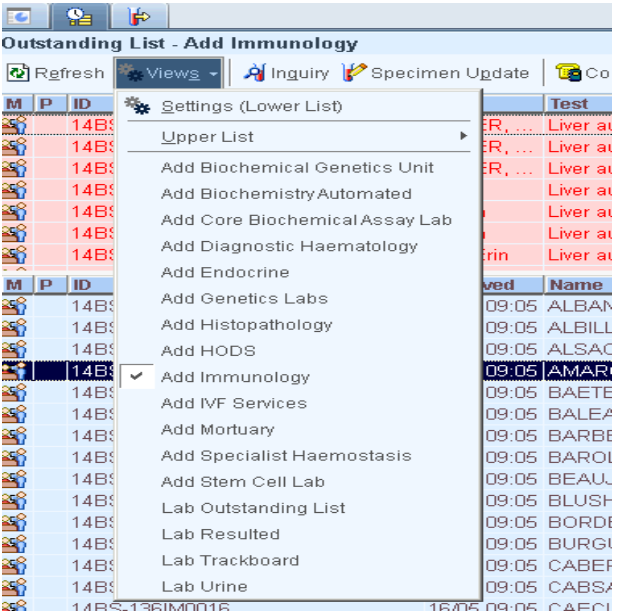
Filter or sort the Outstanding List

The Outstanding List can contain a large number of specimens for an entire laboratory. To help you see the tests that are most relevant to you, you can select different views of the list, or filter it by laboratory section. Because a filtered list has fewer specimens, it's easier to see which tests you need to perform and when they must be completed.

To view the tests that are most relevant to you:

1. Click **Views**.
2. Select the group of tests you want to see.

You can also sort the Outstanding List by a column's data. Click the header of the relevant column. Click the header again to sort the list in reverse order.



Review results for a test on the Outstanding List

1. On the Outstanding List, select the test whose results you want to view. If the test results were entered or interfaced from the analyser, they will appear in the report pane at the right.

Identify results that might need to be retested

When various icons appear in the Abnormality (A) and Delta checking (D) columns in the Result Editor, tests or components might need to be re-run. Different abnormal icons appear in this column, based on the level of abnormality obtained.

Large changes in a value since the previous result(s) are indicated in the D column. An icon can also appear in the Linearity column (L) to indicate that the result is outside the reportable range of the analyser, and in the Reportable column, to indicate that the result will be reported to a state health agency.

The chart on the next page explains what the icons in each column mean.

Value	Units	!	Δ	L	IE	R	Ref. Range
7.0	10*9/L						4.0-11.0
4.50	10*12/L						3.00-5.30
90	g/L	!					115-160
0.460	L/L						0.350-0.460
85.0	fL						80.0-100.0
35.0	pg	!					27.0-32.0
350	g/L						320-360
10.0	%	!					11.0-16.0

Icon	Type	Column	Significance
	Abnormal	!	The result is outside the reference range, but isn't severely abnormal. A ▲ indicates the result is above the range; a ▼ indicates the result is below the range.
	Abnormal -Panic	!	The result is significantly outside the reference range. The physician should be notified immediately. A ▲ indicates the result is above the range; a ▼ indicates the result is below the range.
	Delta	Δ	There was a significant change between the previous and current result.
	Linearity	L	The result is outside the reportable range of the analyser.
	Reportable	R	The result must be reported to an external health agency.

Add tests to an existing specimen

If you can use an existing specimen for more than one test, you can add a test to the specimen from the Specimen Update activity.

1. From Results Entry click Actions scroll down and click **Specimen Update**, or from the Outstanding List, select the specimen and click **Specimen Update** on the activity toolbar.

> If the specimen is not on the Outstanding List, go to **Epic button > Lab > Specimen Update**, then scan the specimen label to open the Specimen Update activity.

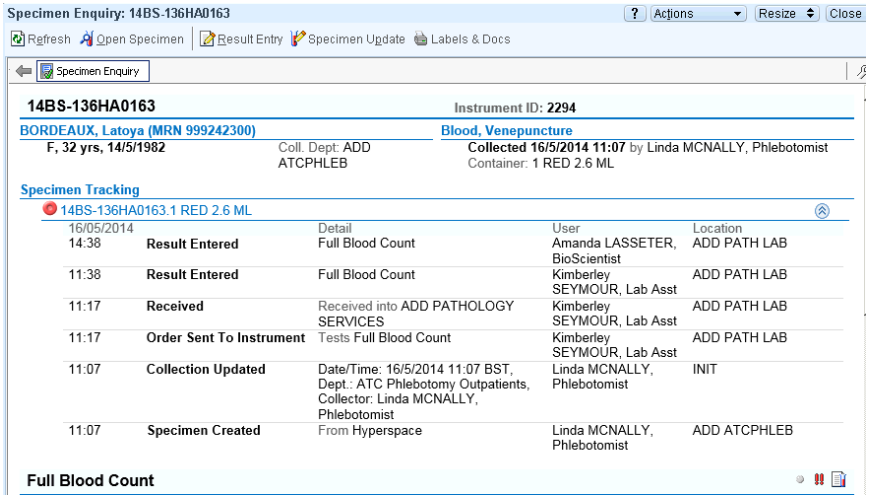
2. Click **Add-ons** and select **New Orders**.
   - For non-requisition specimens, Order Entry opens.
   - For requisition specimens, Requisition Entry opens.
3. Enter the orders.
4. If you are in Order Entry, sign the orders.
5. Click **Accept** on the Specimen Update activity toolbar.

> You can also add existing orders to a specimen. In Specimen Update, go to **Add-ons > Available Orders**. On the Add-ons window, select the order you want to add and click **Add Orders**. Click **Yes** at the prompt, then click **Accept** on the activity toolbar.

Specimen Enquiry

Because we may not always be able to locate a specimen using the Outstanding List, Specimen Enquiry will be your central location for accessing any information on a specific specimen, whether it is verified or not.

Specimen Enquiry is a scan enabled field, or you can select expand and search by patient name. When you scan the specimen the report pane displays a read only report for that particular specimen. It includes information about collection, tracking, the patient, and results.



In the likely event you are not provided specimen information for your patient to scan or type in the search, you can use your patient's MRN identifiers instead to search Specimen Enquiry (by Patient).

Specimen Search Report Setting Window

The Specimen Search report settings window may appear when you click Specimen Enquiry on your user toolbar. It contains settings that let you define the appearance of Specimen Search and define a date range for when the system should search. If you leave the date range empty, the system will ony search for specimen collected today.

Put screen shot here of inquiry itself with hyperlinks and the status icons.

Add how can select inquiry if have specimen selected on O/L

Comms log