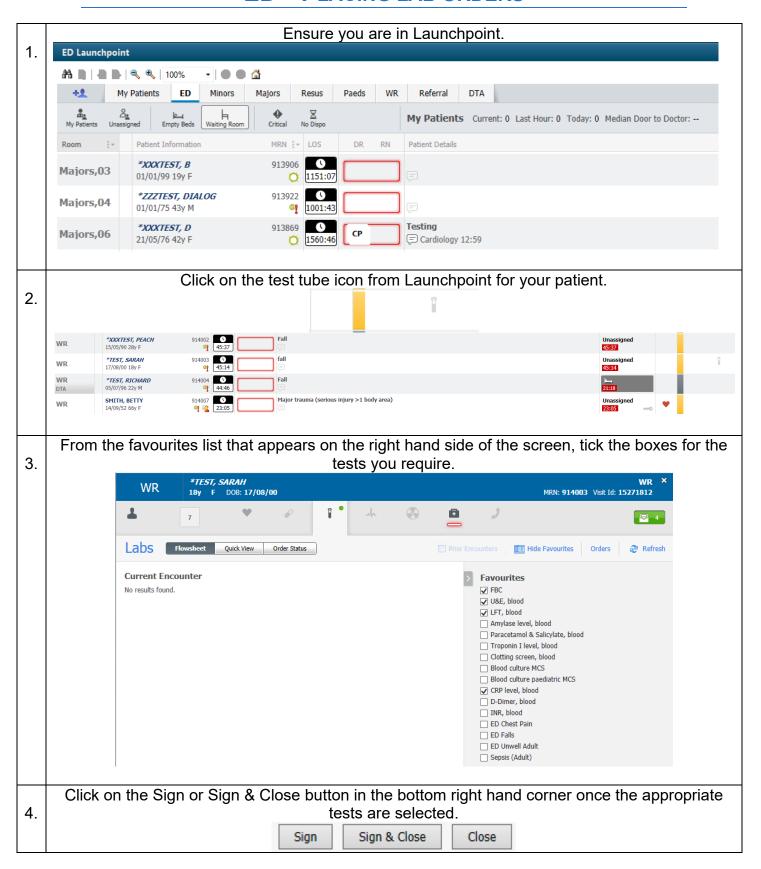




Document No - Ref 288

Version Number - 2.0

ED – PLACING LAB ORDERS



IT Dept Quick Reference Guide (QRG)

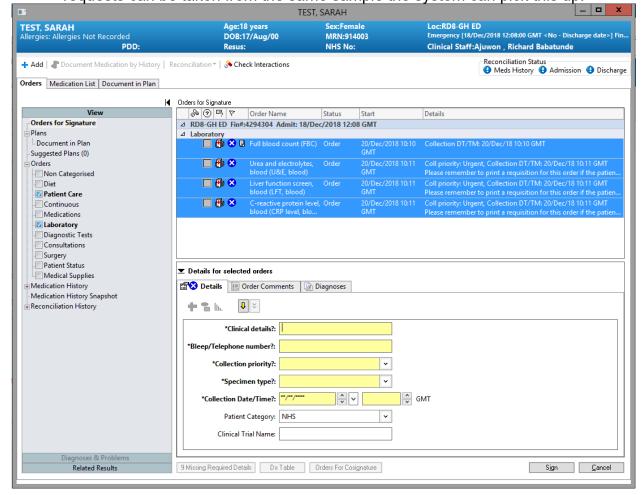




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All of the bloods will then appear. At this point you can complete the mandatory fields

(highlighted yellow). As these are all lab orders, you can hold down control on the keyboard and select all lab orders. This reduces the number of mandatory fields you need to complete and if requests can be taken from the same sample the system can pick this up.



Once all of the mandatory fields are complete, you can Sign for the orders in the bottom left hand corner.



Orders have been placed and are awaiting collection. Icon is updated on Launchpoint.

