



STEM CELL LABORATORY (STCL)



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Ordering STCL Test in EPIC Beaker - Closed Encounter

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Ordering STCL Tests in EPIC Beaker - Closed Encounter

- Once logged into EPIC Beaker, select the “*Lab*” tab at the top center of the screen.
- Click on “*Requisition Entry*” and enter “Enterprise Submitter” in the “*Submitter*” field.
- Enter the Medical Record Number (MRN) or patient’s name when prompted.
- Enter the “*Diagnoses Code*” at the stop sign; if you do not know the diagnosis, check a previous encounter and use the previous code for the diagnosis.
- Enter the *attending physician’s name* in the “*Authorizing Provider*” field.
- Enter the appropriate test(s) needed in the “*Procedure*” field.
- Click “*Create Specimen*” in the center left of the screen.
- Labels will print but the date (“*Coll Date*”) and time of collection (“*Coll Time*”) and specimen type (“*Draw Type*”) will need to be entered in the appropriate locations on the screen. (**NOTE:** You can enter “t” under the date to reflect the current (today’s) date, “n” to reflect the current time (now), and enter your name in the “*Collector*” field. For the “*Draw Type*”, click on the magnifying glass and enter appropriate draw type.
- Click “*Receive*” and those test(s) that were ordered should now be displayed on the STCL dashboard on the bottom half of the screen in the “*Outstanding Tests*” list.

Signature Manifest**Document Number:** STCL-SOP-058 JA2**Revision:** 01**Title:** Ordering STCL Test in EPIC Beaker - Closed Encounter

All dates and times are in Eastern Time.

STCL-SOP-058 JA2 Ordering STCL Test in EPIC Beaker - Closed Encounter**Author**

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Document Release

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