STEM CELL
LABORATORY (STCL)

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DOCUMENT TITLE:

Entering Test Results in EPIC Beaker JA3

DOCUMENT NOTES:

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Author: WATE02	**Owner:** WATE02
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Entering Test Results in EPIC Beaker

- Log into Epic Beaker using assigned username and password.
- When the STCL dashboard is open, the tests that need to be resulted will show up the following ways:
  - *On Test* - Tests that have been ordered and no results have been entered.
  - *Resulted* - Tests that have preliminary results entered but are awaiting for results before verification
  - *Pend Final* - Tests that have been resulted by the STCL staff and are waiting for the interpretation to be entered by the STCL medical director.
- Double click on the test you wish to enter results.
- The test case will open, and you will need to select the *"Edit"* button on the left side of the screen.
- Enter the appropriate test results for that particular test. (**NOTE**: Always verify the <u>accession number</u> assigned for each test before entering test results, as there may be multiple tests ordered, from the same sample/product (ie. *HPC Phenotype* tests could be ordered on the same day to determine the (1) peripheral CD34 count before apheresis and to determine the (2) CD34 count from the apheresis product); these tests will have been ordered on the same day from the same patient but with different accession numbers).
- Once all of the results have been entered for that particular accession number, if an interpretation is NOT required by the medical director, that test can be verified. Select the *"Verify"* button located at the top center of the screen, and select *"Final Verify"* from the drop down window. The results entered will then appear in the window; select *"Final Verify"* at the bottom right of the screen.
- Make sure to double check the accuracy of all of the results <u>BEFORE</u> final verification.
- For any test that the medical director must verify (ie. *HPC Phenotype, HPCA Basic,* and *IR Panel*), enter the test results in the appropriate fields, and click *"Verify"*. When the drop down list appears, select *"Pend Final"*. When the results appear on the screen, double check for accuracy <u>before</u> clicking "Pend Final" at the bottom right of the screen.
- For any test that will have results entered at a later date, as is the case for bacterial cultures that take 7 days, (ie, *HPC Leukapheresis, HPC Reinfusion Stem Cells, HPC Harvest, Cryopreservation*), enter the test results in the appropriate fields, and select *"Save"* located beside the *"Edit"* button on the left center of screen. Once all of the final test results are available, select *"Verify"* then choose *"Final Verify"* from the drop down menu.

Signature Manifest

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All dates and times are in Eastern Time.

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Author

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATE02)		27 Mar 2015, 10:54:47 AM	Approved

Manager

Name/Signature	Title	Date	Meaning/Reason
Barbara Waters-Pick (WATE02)		27 Mar 2015, 10:54:57 AM	Approved

Medical Director

Name/Signature	Title	Date	Meaning/Reason
Joanne Kurtzberg (KURTZ001)		30 Mar 2015, 09:34:52 AM	Approved

Quality

Name/Signature	Title	Date	Meaning/Reason
John Carpenter (JPC27)		30 Mar 2015, 11:50:01 AM	Approved

Document Release

Name/Signature	Title	Date	Meaning/Reason
Sandy Mulligan (MULLI026)		02 Apr 2015, 04:32:39 PM	Approved

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Name/Signature	Title	Date	Meaning/Reason
System Administrator (SYSADMIN)		13 Apr 2015, 09:13:08 AM	Approved