To All Medical Laboratory Users:

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- EPiC Tip Sheet How to Use the Procedure catalog, Pg. 3 - 5



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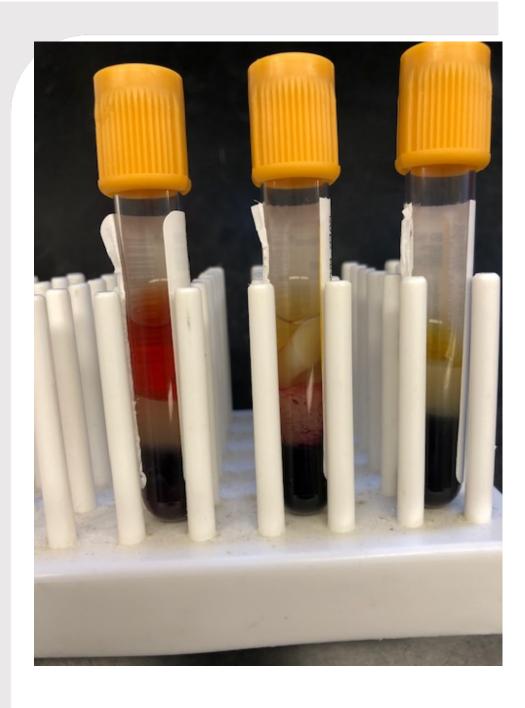


MEDICAL LABORATORIES

Laboratory Medicine Update <u>January 2021</u>

Specimen Tube Labeling

When placing labels on blood collection tubes please leave a window into the specimen. This allows the laboratory team to assess and address any issues that may impact the quality of the result or the uptime of the instruments. The picture below highlights how important the ability to easily view the specimen is prior to analysis. The first specimen has hemolysis, the second tube has a clot, and the third tube has very little serum. Our analytical instruments use fixed pipet probes to perform level sense and aspiration. If a clot is present or too little specimen, the probe may aspirate the clot or go into the gel barrier and clog the probe. Either example can cause instrument issues and a delay in result reporting.



<u>EPIC Tip Sheet - How to Use the</u> <u>Procedure Catalog</u>

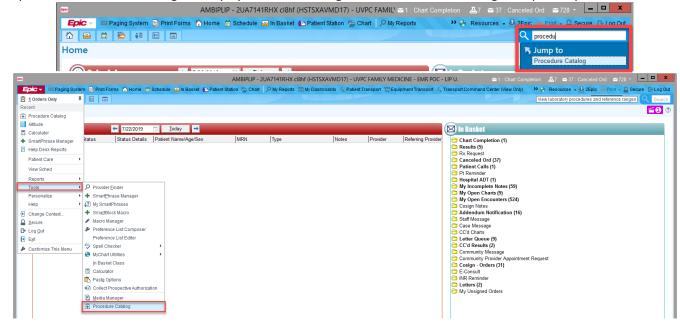
See EPIC Tip Sheet on next two pages.



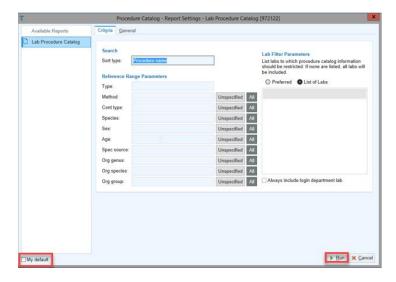
How to Use the Procedure Catalog

The Procedure Catalog can be used to find information about laboratory tests, to include collection requirements, special instructions, refrence ranges, methodology, testing schedule, and shipping/handling instructions. The shipping/handling instructions are meant for lab personnel only.

1. Open the Procedure Catalog Activity by either searching in the Search Bar or using the Epic Dropdown Menu.



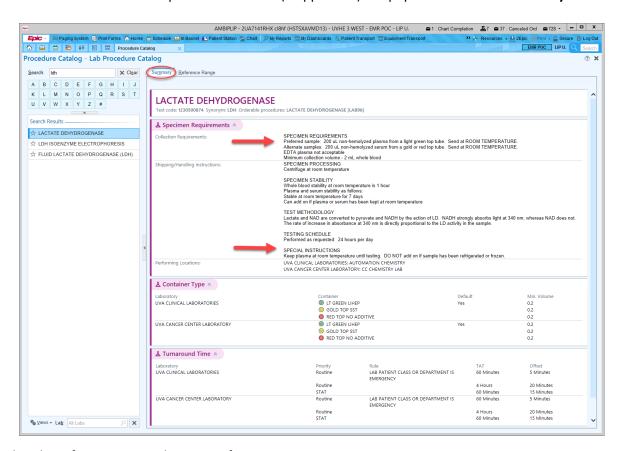
The first time you open the Procedure Catalog you should check the My Default box and select Run.



3. (A) Use Search field to enter the name of desired test, then (B) select a test within the Search Results.



4. Collection information and special instructions (if applicable) will populate under the **Summary** tab.



5. Select the **Reference Range** tab to view reference ranges.

