

Your practice is our specialty

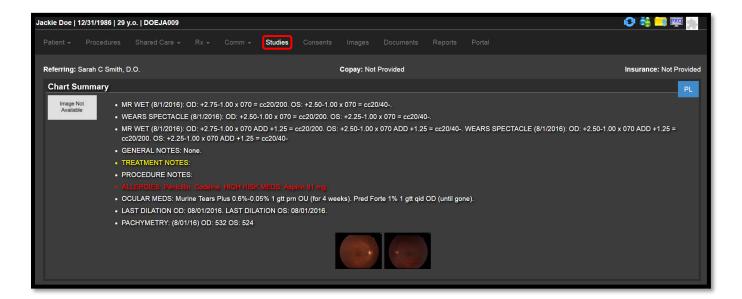
# **Studies**

## Objective

The purpose of this lesson is to instruct you on how to order lab tests for patients, record the test results and notify the doctor that the results are pending so they can review them.

## Studies in Patient Summary Page

Studies can be created or viewed from either the Patient Summary page or from within the Chart Encounter. It is best to create it from within the Chart Encounter.



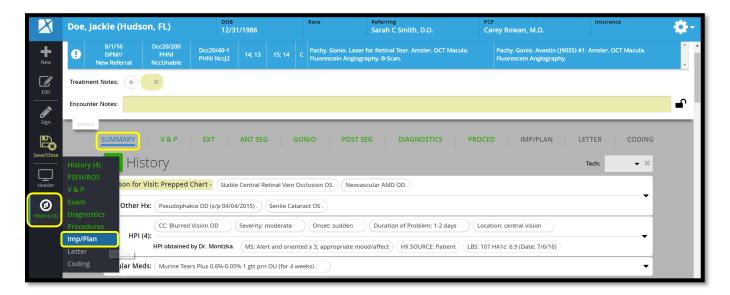


#### Studies in Chart Encounter

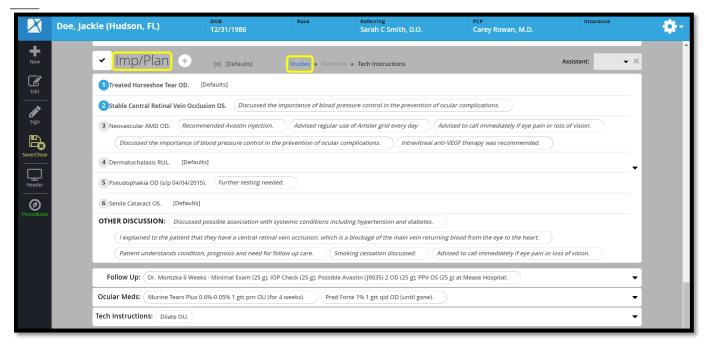
The Studies section can be accessed via the Imp/Plan tab or within the Imp/Plan Section on the Summary Tab.



Since it is near the bottom of the Summary Page, use the Navigator to quickly access the Imp/Plan area of the page.

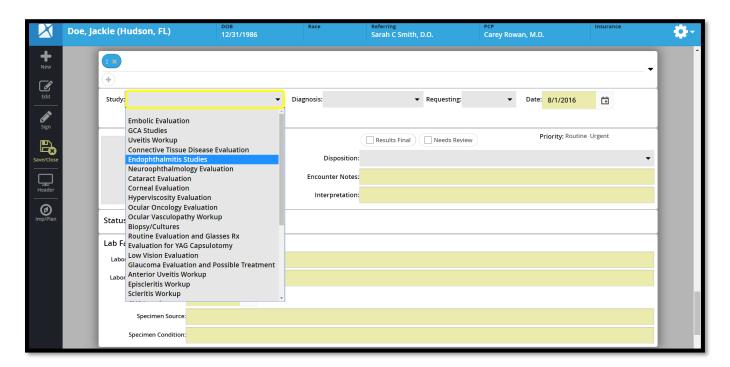


Click on the tab labeled Studies.

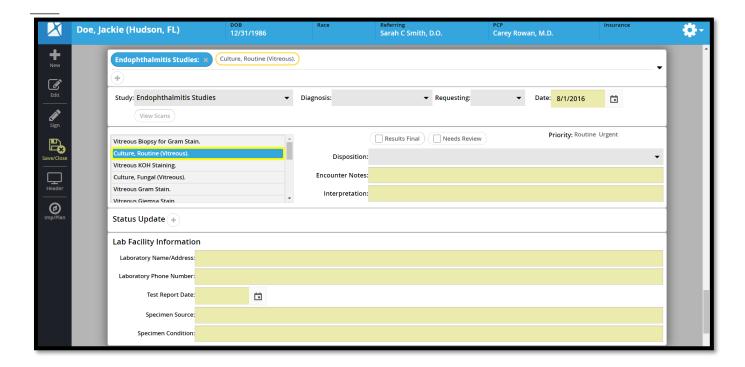


#### Select Studies and Labs

The Studies section will open. Click on the drop down list to select the study.

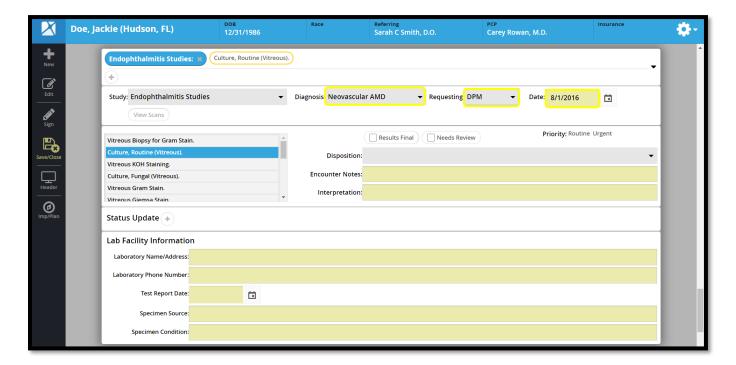


Under that study, select the labs you would like to have done.



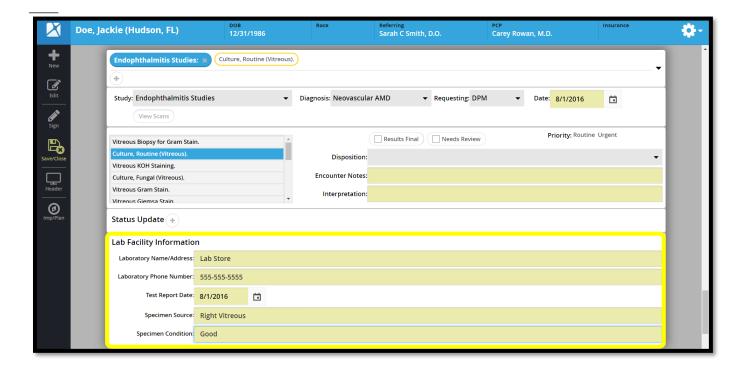
## **Corresponding Diagnosis**

Select the diagnosis that corresponds with your study and the initials of the requesting physician.



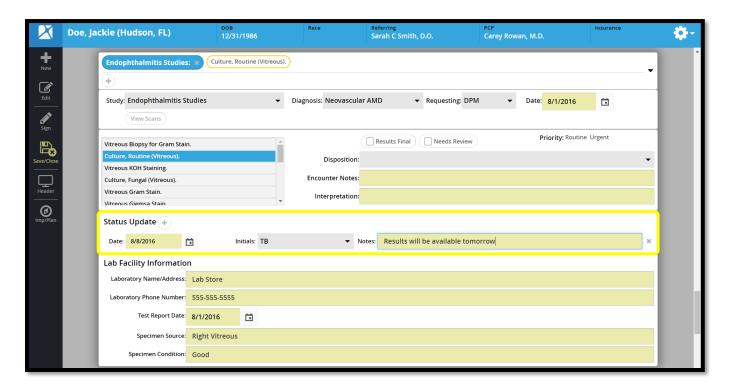
## Lab Facility Information

The bottom section of the page allows the user to document information about the specimen and the lab to which it was sent.



## Status Update

Use this section if you need to document the pending status of the lab results.



## Display on Imp/Plan Tab

The selected Study and Labs will show up in the Imp/Plan after the Follow Up and Ocular Meds.

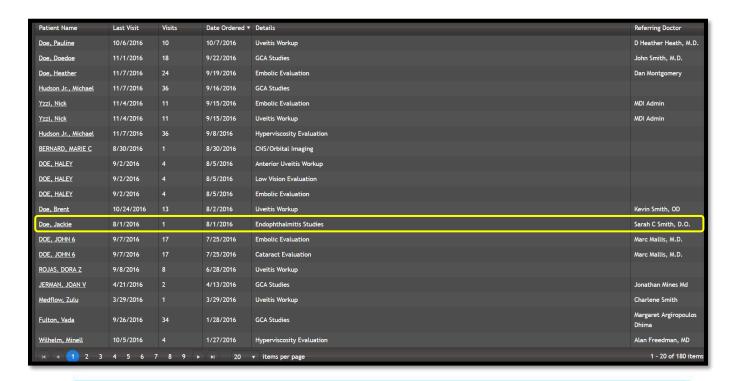


## Notification Window - Pending Studies

Once a Study has been ordered, it will show in the Notification Window on the Clinic Workflow under Pending Studies as a reminder that you are awaiting results from the lab.



Click on the link to open the Pending Studies page. Click on the patient's name to access their summary page and chart.

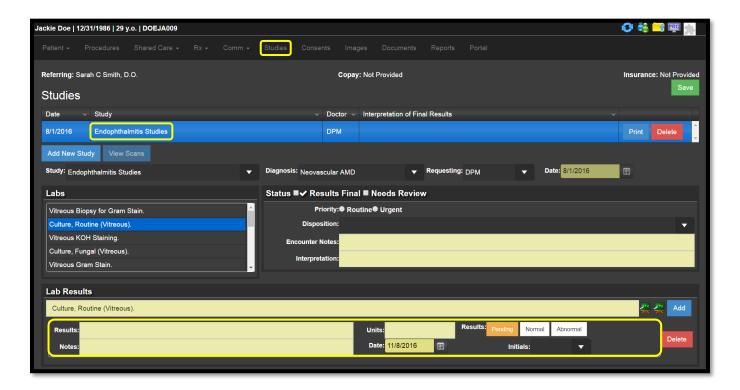


## **Documenting Results**

Results can be documented either from the Summary page or from within the Chart Encounter.

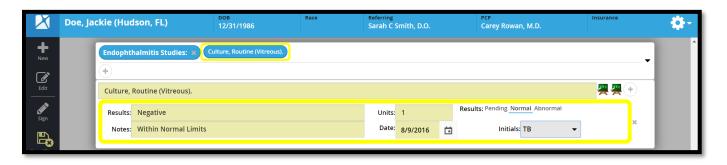
#### **Summary Page**

Select on the Studies tab on the Summary Page and click on the Study.in order to access the fields to document the results.



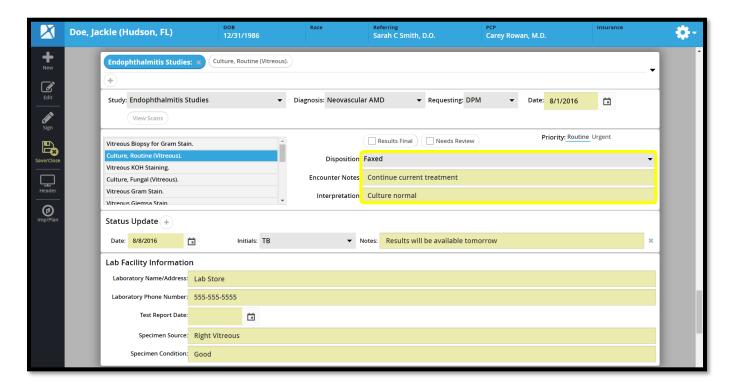
#### **Chart Encounter**

To document the results of the labs, click on the lab bubble. The lab result sections will appear below for that lab. Simply enter the results into the text fields for the applicable test. Select the appropriate results button. Finally select the initials of the person documenting the results.



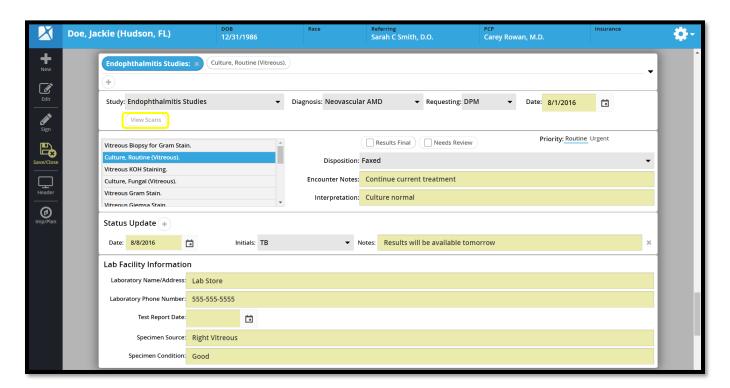
## **Disposition Field**

The disposition field is used to determine the way the results were received. Additional information can be added to the Encounter Notes or Interpretation fields.

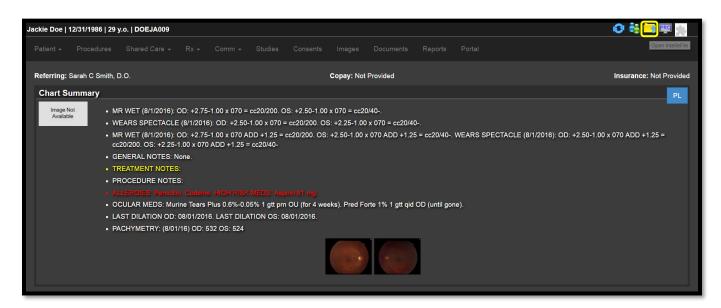


#### **View Scans Button**

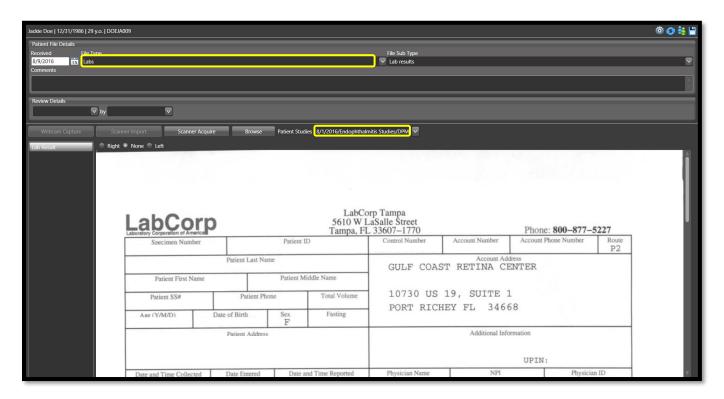
The View Scans button allows you to view a lab report from within the chart. To activate it, the document must first be imported into the system via IntelleFile.



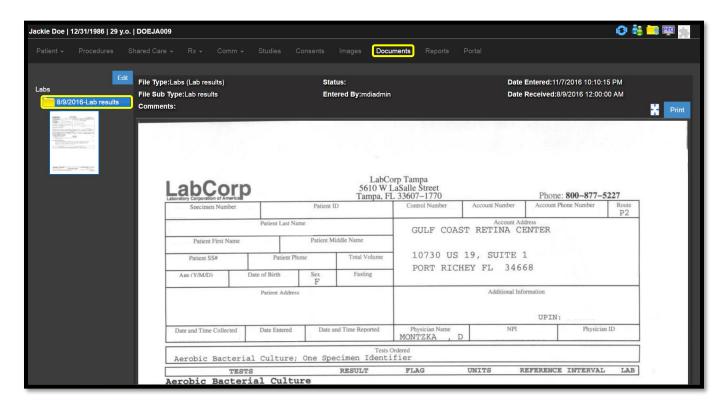
From the Patient Detail page, click the yellow IntelleFile icon.



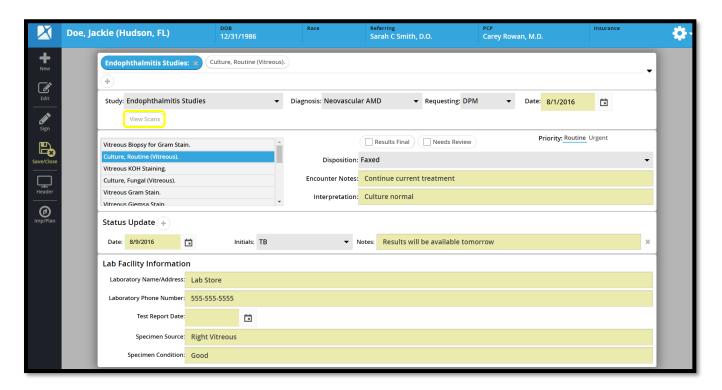
Upload the document via the instructions in the IntelleFile module. You must designate the File Type as Labs and link it to the appropriate Patient Studies.



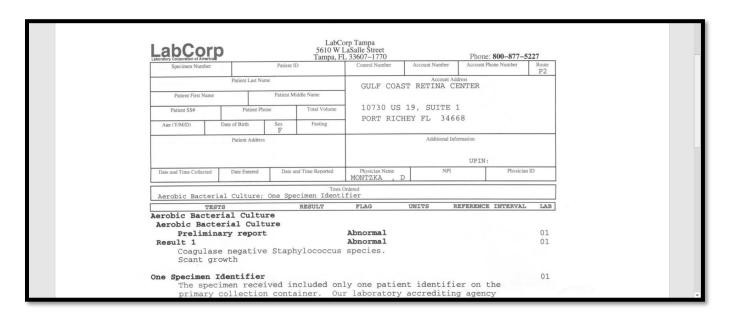
From the Patient Detail page, the lab result may be accessed via the Documents Tab.



Inside the chart, click on the View Scans button to see the document without having to leave the Studies tab.



The document will pull up in a separate browser window, so that you may view the results and enter them into the Studies tab at the same time.



## **Admin Settings**

To ensure that the scanned Labs pull up when you click View Scans, the File Type must be set correctly in the Admin section. From the Clinic Workflow, click on Admin.



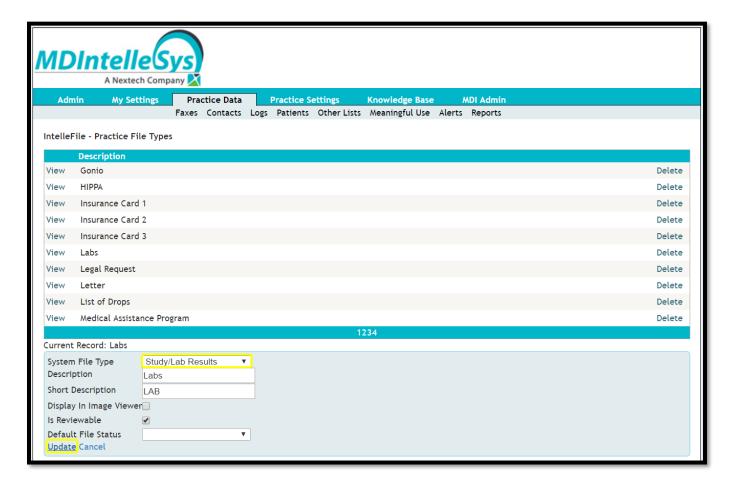
Select Practice Data>Other Lists>IntelleFile – Practice File Types.



Click the View next to the Labs file type. The System File Type field should be set at Study/Lab Results. If it is not, click Edit and change it in the dropdown.

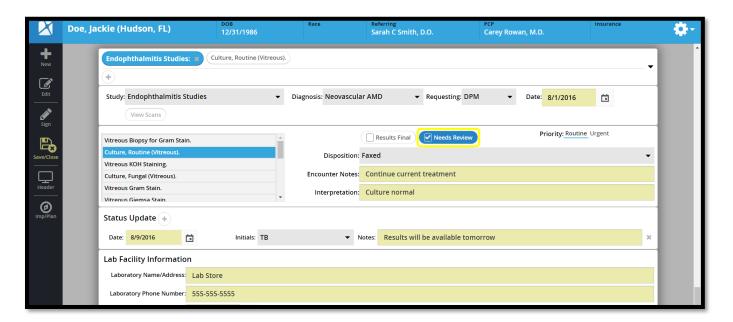


Click Update to save the changes.



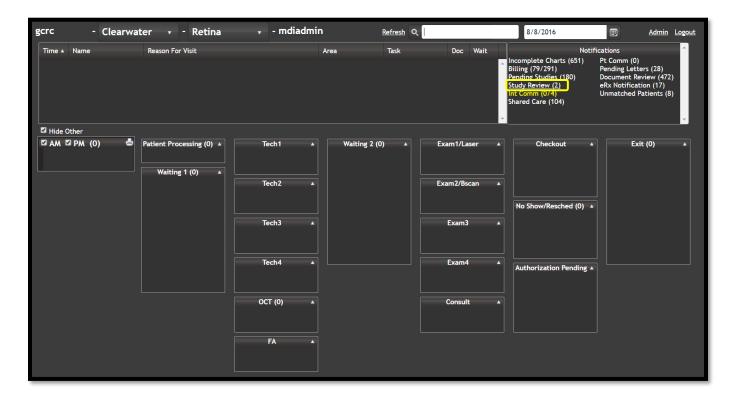
#### **Needs Review Button**

Once the results are entered, they can be marked as Needs Review.



# Study Review

This will flag the patient in the Study Review link on the doctor's notification window on the clinic workflow. This notifies the doctor that the lab results have come in. Click on the link.

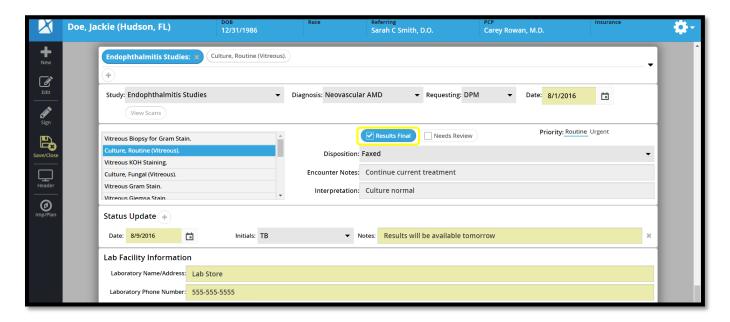


The page will open to show the studies that are available for review. Click on the patient's name to access their Summary page and/or Chart Encounter to review the information.



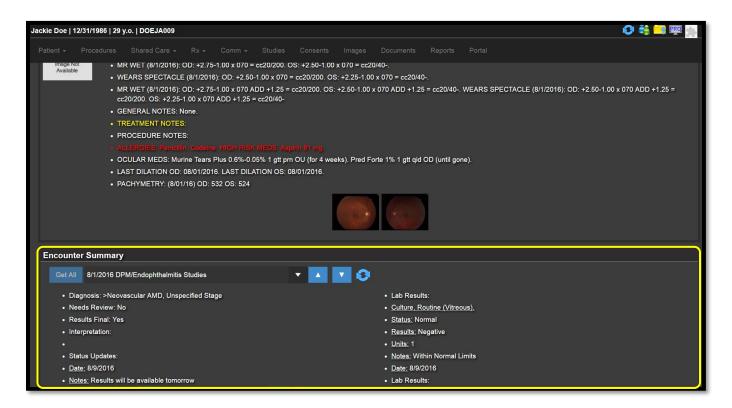
#### **Results Final Button**

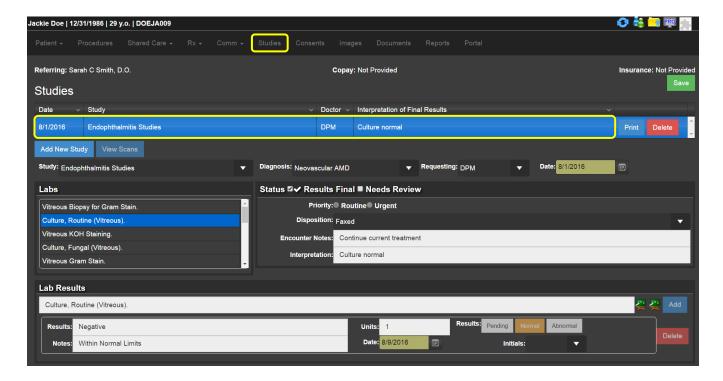
Once the doctor has reviewed the Lab Results and they have been completed and documented, place a check mark in the Results Final box. This will lock the information for this particular Study. This box will also remove the patient from the Pending Studies in the doctor's Notification window.



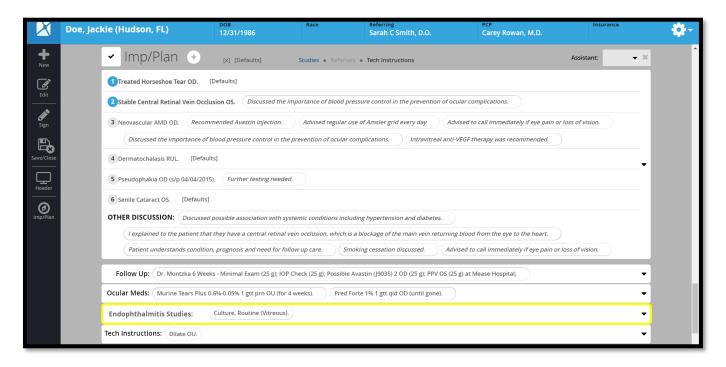
## **Reviewing Results**

A summary of the Studies and results are available on the Patient Summary tab on the summary page or in detail from the Studies tab.

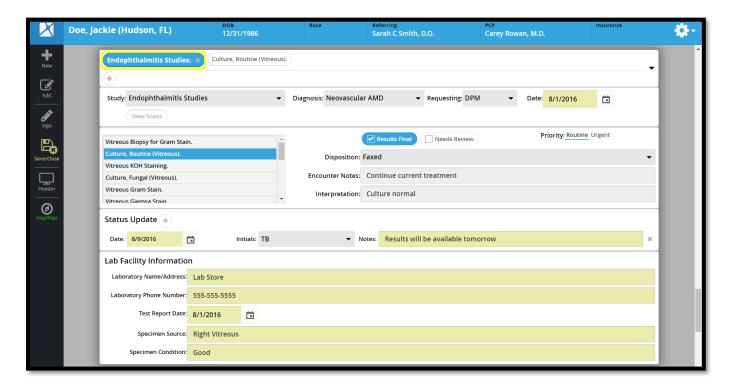




You may also view the information from inside the chart by clicking on that encounter and going to the Imp/Plan tab.



Click on the Studies bubble for general information.



Or click on the bubble for the Lab for specific information.

