**Lab Staff Process for different Sites**

Please identify your site:

Outpatient – All sites

* The patient arrives for lab work.  The order is released in Epic and prints to the designated area.
* Follow the rest of the process for either Meditech site or non-Meditech site.

Inpatient – Meditech site

* Order is placed and then prints to designated area in each lab location for data entry into Meditech.
* The laboratory performs specimen collection using Meditech processes.
* Test is performed in Meditech.  If Critical, the lab staff will enter/edit test results into Epic if it is an enter/edit test.  If not an enter/edit test, it will be scanned onto order.
* Paper result will print to ordering location for real time patient care needs.
* A paper result is sent to central location for all results to be scanned to Epic.
* A billing file will be generated from Meditech to send to Epic to capture Lab Charges
* Billing errors will be worked by central location in a work queue

Inpatient – Non Meditech site

* Order is placed and then prints to designated area in each lab location.
* Order sheet is used for collecting specimens
* Test is resulted on paper forms
* Paper results are enter/edited if it is an enter/edit test, and all results will be scanned to order.
* Order sheet will need to be sent to central location for manual charge entry.