## Enter – Edit Results Workflow

**Scenario: Your patient Sam has diabetes, and his glucose levels need to be evaluated.**

You will use the Enter- Edit results activity to add his results to Epic.

### Ordering the Test

1. Open your Sam patient chart.
2. Graphical user interface, text, application

   Description automatically generatedOpen the **Orders** activity. We will place an order for a POCT Glucose test under the direction of his provider.
   * Search for “POCT” in the orders sidebar and select **Glucose Fingerstick POCT**.
3. Select the order and click **Sign**.
   * Order mode of **Verbal Order with Readback.**
   * Ordering and Authorizing provider: **Chris Avocado.**
   * Verify that the new order shows up in the Lab section of Active Orders.

### Graphical user interface, application Description automatically generatedEntering Test Results

1. Keep Sam’s chart open. We will pretend that time has passed, and we now have a lab result we need to enter into Epic so that it can be stored in the chart.
2. A screenshot of a computer

   Description automatically generated with medium confidenceClick the arrow to open the **More Activities** menu and locate **Enter/Edit Results**.

1. The results are automatically filtered. You will have to adjust the filters to find the lab order.
   * Graphical user interface, application

     Description automatically generatedClick **Filter** and select an **Order Type** of **(All)** and click **Accept** to see all orders.

Graphical user interface, table

Description automatically generated

Graphical user interface, text, application, email

Description automatically generated

1. Locate the **POCT Glucose Test** and click to highlight it. With the order highlighted, click **Edit**.
2. The editing window will open.
   * Enter the lab result in the Value section (designated with the red hard stop)
   * Information about collection type, date, and time can be found in the **Specimen** section.
   * Results can be flagged as **Abnormal** if applicable.
   * After completing all necessary documentation, change the **Status** to **Final Result.**
   * A screenshot of a computer

     Description automatically generatedClick **Accept** when complete. The lab will fall off the list.

### Reviewing Results

1. After entering the lab results, you can view all finalized labs from the **Chart Review** activity.
2. Graphical user interface, application

   Description automatically generatedUnder the **Lab** tab, you can view all results entered and finalized, as well as a report on the results.