

# Document In House Diagnostic Tests

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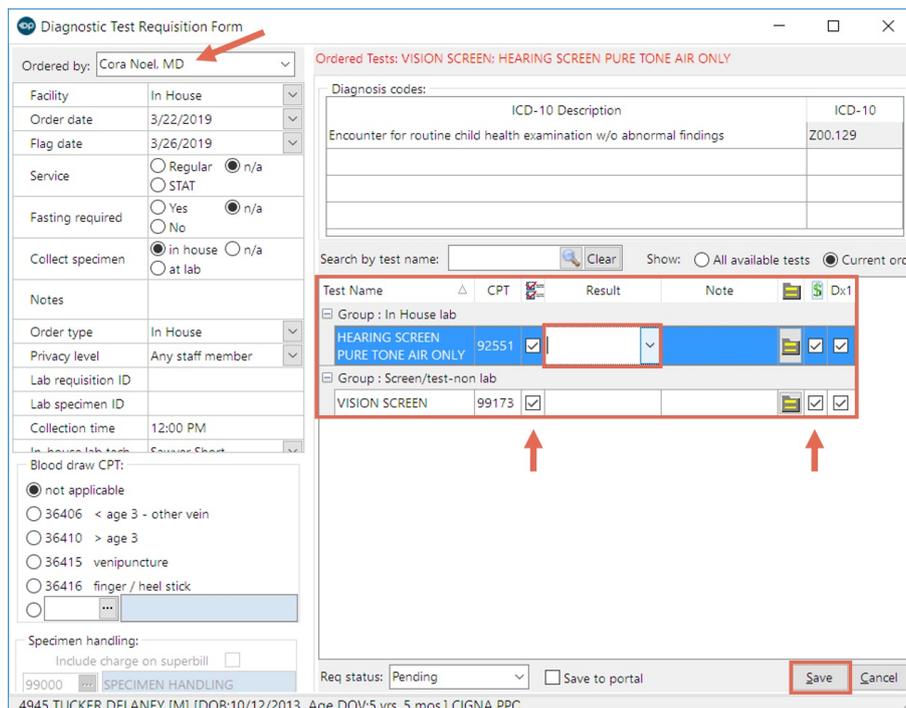
Version 21.1

## Overview

In this section, you will learn the how to document diagnostic test results for a patient.

## Document In House Diagnostic Tests

1. Navigate to the **Tracking** tab of the Schedule and Practice Workflow window.
2. Locate the patient whose diagnostic test task must be completed.
3. Click the **checklist** icon located in the Tasks column for that patient.
4. Double-click on the words **In House Diag Tests**: in the Tasks. This will open the Diagnostic Test Requisition Form.
5. Confirm the information in the Diagnostic Test Requisition Form, and enter Results if desired.
  - Confirm the **Ordered by** field is correct. If it is empty or incorrect, click the drop-down and select the Ordered by Provider.
  - Confirm that you will be performing all of the tests that appear with a check in the **checklist** column. If multiple tests are selected, but you are not completing all of them, deselect the test(s) you are not completing.
  - *(Optional)* You can enter results in the **Results** column by clicking the drop-down and selecting the result.



Diagnostic Test Requisition Form

Ordered by: Cora Noel, MD

Facility: In House

Order date: 3/22/2019

Flag date: 3/26/2019

Service:  Regular  n/a

Fasting required:  Yes  n/a

Collect specimen:  in house  n/a  at lab

Notes:

Order type: In House

Privacy level: Any staff member

Lab requisition ID:

Lab specimen ID:

Collection time: 12:00 PM

Blood draw CPT:

not applicable

36406 < age 3 - other vein

36410 > age 3

36415 venipuncture

36416 finger / heel stick

Specimen handling:

Include charge on superbill

99000 SPECIMEN HANDLING

Ordered Tests: VISION SCREEN; HEARING SCREEN PURE TONE AIR ONLY

Diagnosis codes:

ICD-10 Description	ICD-10
Encounter for routine child health examination w/o abnormal findings	Z00.129

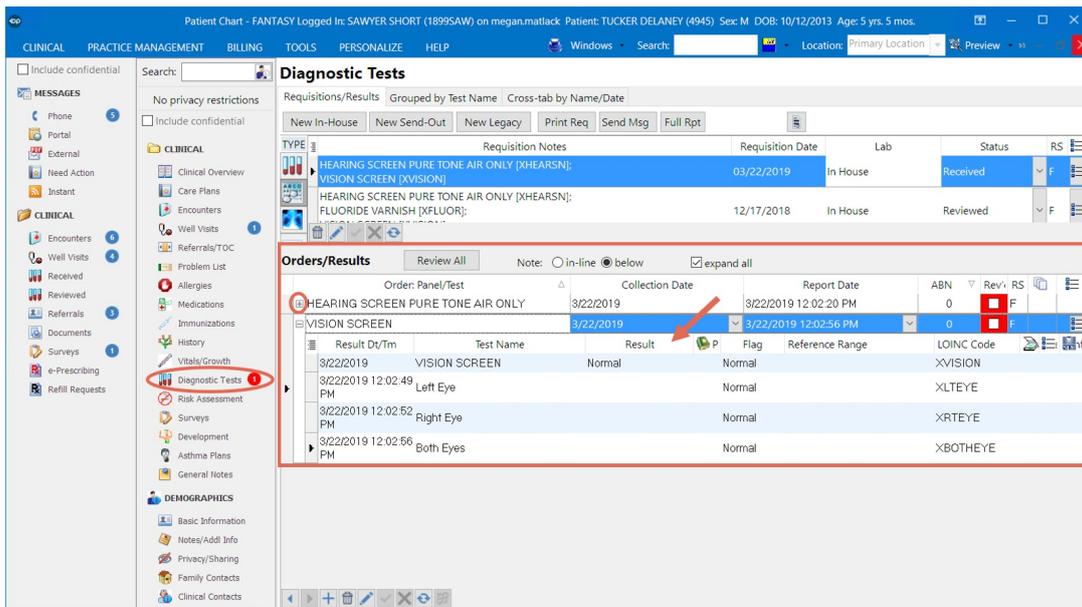
Search by test name:  Clear Show:  All available tests  Current order

Test Name	CPT	Result	Note	Dx1
Group : In House lab				
HEARING SCREEN PURE TONE AIR ONLY	92551	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Group : Screen/test-non lab				
VISION SCREEN	99173	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

Req status: Pending  Save to portal

4945 TUCKER DELANEY IM1 IDOB:10/12/2013 Age DOV:5 yrs, 5 mos.1 CIGNA PPC

6. Click **Save** after you have completed your order.
7. The Diagnostic Tests window will open with the **Requisition** highlighted in the top window and the **Orders/Results** in the window below.
  - If you entered a result in the Diagnostic Tests Requisition Form, you will see it here.
  - If you are entering results for multiple orders, you can expand and collapse the full results by clicking the **expand** button next to the order.



Diagnostic Tests

TYPE	Requisition Notes	Requisition Date	Lab	Status	RS
	HEARING SCREEN PURE TONE AIR ONLY [XHEARSN]; VISION SCREEN [XVISION]	03/22/2019	In House	Received	F
	HEARING SCREEN PURE TONE AIR ONLY [XHEARSN]; FLUORIDE VARNISH [XFLUOR];	12/17/2018	In House	Reviewed	F

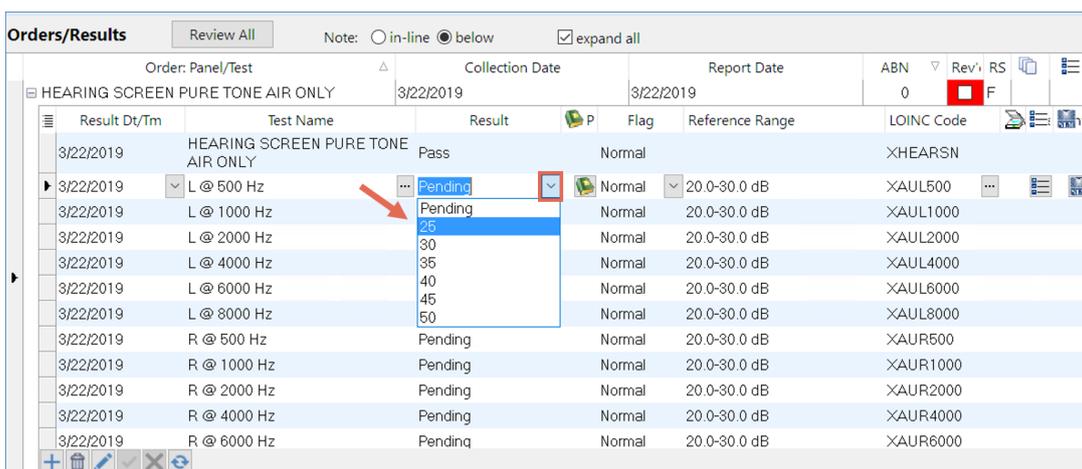
  

Order: Panel/Test	Collection Date	Report Date	ABN	Rev	RS
HEARING SCREEN PURE TONE AIR ONLY	3/22/2019	3/22/2019 12:02:20 PM	0	F	F
VISION SCREEN	3/22/2019	3/22/2019 12:02:56 PM	0	F	F

Result Dt/Tm	Test Name	Result	P	Flag	Reference Range	LOINC Code
3/22/2019	VISION SCREEN	Normal		Normal		XVISION
3/22/2019 12:02:49 PM	Left Eye			Normal		XLTEYE
3/22/2019 12:02:52 PM	Right Eye			Normal		XRTEYE
3/22/2019 12:02:56 PM	Both Eyes			Normal		XBOTHEYE

8. Here, you can input the individual results of the tests, or the general result if you did not input it on the Diagnostic Test Requisition Form. Select a **result** from the drop-down menu, or manually enter a result in the Result field.



Order: Panel/Test	Collection Date	Report Date	ABN	Rev	RS
HEARING SCREEN PURE TONE AIR ONLY	3/22/2019	3/22/2019	0	F	F

Result Dt/Tm	Test Name	Result	P	Flag	Reference Range	LOINC Code
3/22/2019	HEARING SCREEN PURE TONE AIR ONLY	Pass		Normal		XHEARSN
3/22/2019	L @ 500 Hz	Pending		Normal	20.0-30.0 dB	XAUL500
3/22/2019	L @ 1000 Hz	Pending		Normal	20.0-30.0 dB	XAUL1000
3/22/2019	L @ 2000 Hz	25		Normal	20.0-30.0 dB	XAUL2000
3/22/2019	L @ 4000 Hz	35		Normal	20.0-30.0 dB	XAUL4000
3/22/2019	L @ 6000 Hz	40		Normal	20.0-30.0 dB	XAUL6000
3/22/2019	L @ 8000 Hz	45		Normal	20.0-30.0 dB	XAUL8000
3/22/2019	R @ 500 Hz	Pending		Normal	20.0-30.0 dB	XAUR500
3/22/2019	R @ 1000 Hz	Pending		Normal	20.0-30.0 dB	XAUR1000
3/22/2019	R @ 2000 Hz	Pending		Normal	20.0-30.0 dB	XAUR2000
3/22/2019	R @ 4000 Hz	Pending		Normal	20.0-30.0 dB	XAUR4000
3/22/2019	R @ 6000 Hz	Pending		Normal	20.0-30.0 dB	XAUR6000

**Note:** Values that will generate an Abnormal flag may be edited in the Diagnostic Test Setup. [Click here](#) to learn about Diagnostic Test Setup.

9. The results will save automatically. Close the Patient Chart by clicking the **Close** button (the **X** in the upper-right hand corner of the window). You will return to the Tracking window.

**Note:** When the provider opens the Diagnostic Tests tab of the Patient Chart to review the results, the Abnormal results move to the top so they can be viewed more easily.

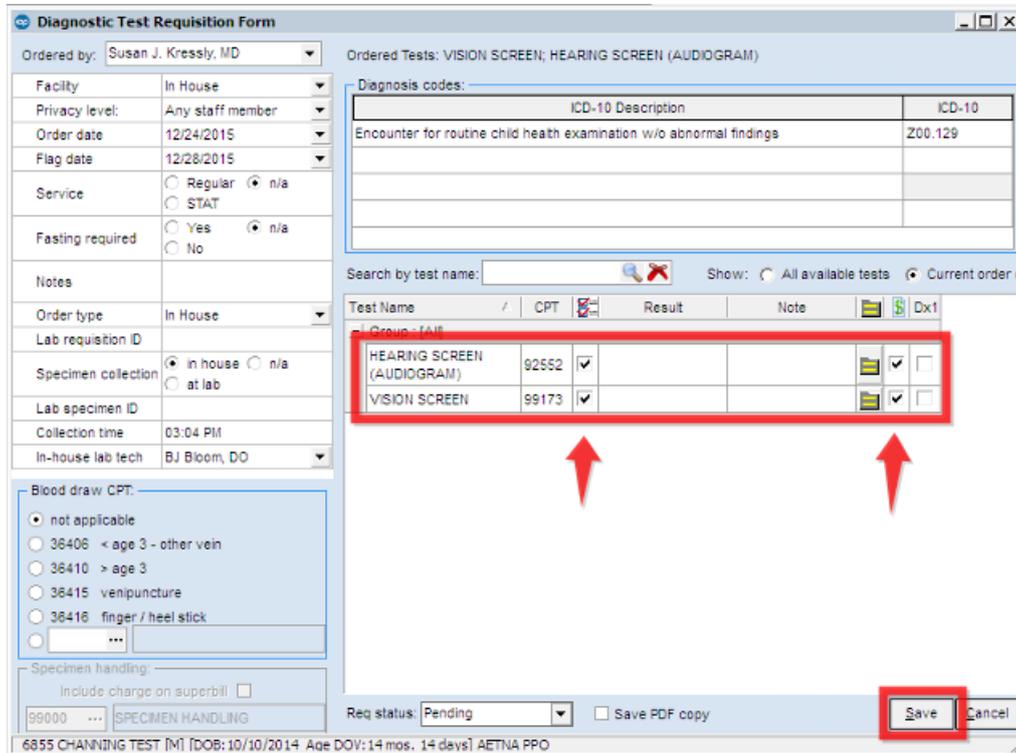
Version 14.19

## Overview

In this section, you will learn the how to document diagnostic test results for a patient.

### Document In House Diagnostic Tests

1. Navigate to the **Tracking** tab of the Schedule and Practice Workflow window.
2. Locate the patient whose diagnostic test task must be completed.
3. Click the checklist icon located in the Tasks column for that patient.
4. Double-click on the words 'In House Diag Tests:'. This will open the Diagnostic Test Requisition Form.
5. Confirm that you will be performing all of the tests that appear with a check in the checklist column. If multiple tests are selected, but you are not completing all of them, deselect the test(s) you are not completing.



**Diagnostic Test Requisition Form**

Ordered by: Susan J. Kressly, MD      Ordered Tests: VISION SCREEN; HEARING SCREEN (AUDIOGRAM)

Facility: In House  
 Privacy level: Any staff member  
 Order date: 12/24/2015  
 Flag date: 12/28/2015  
 Service: Regular (selected), n/a, STAT  
 Fasting required: Yes, No, n/a (selected)

Diagnosis codes:

ICD-10 Description	ICD-10
Encounter for routine child health examination w/o abnormal findings	Z00.129

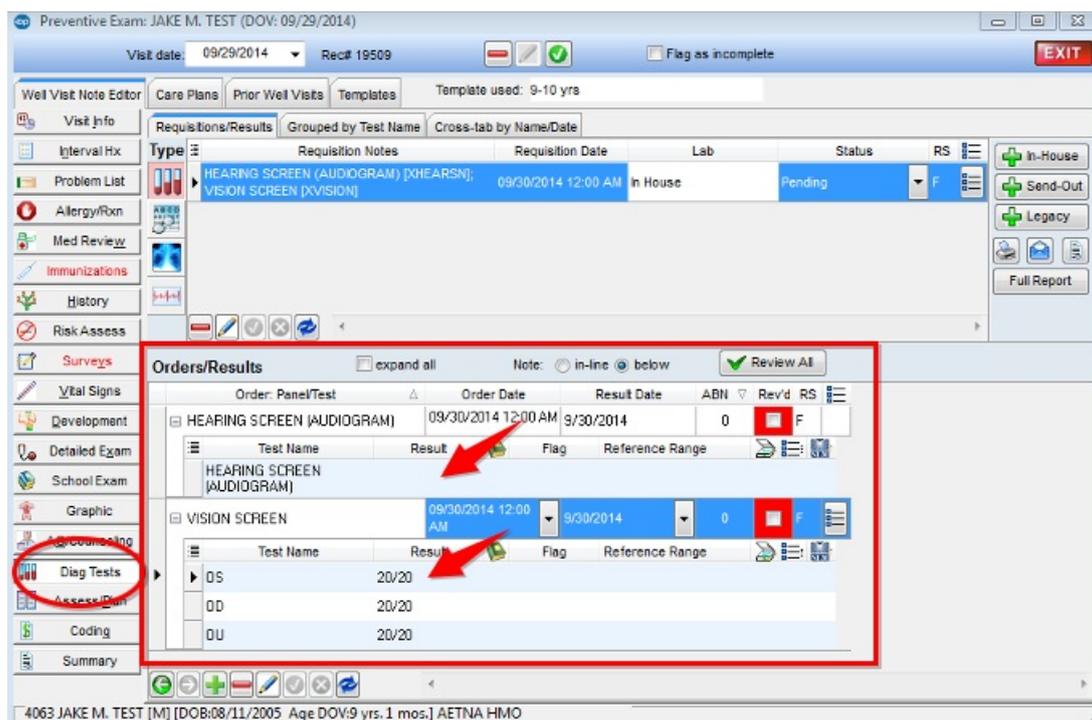
Search by test name:      Show: All available tests, Current order

Test Name	CPT	Result	Note	Dx1
HEARING SCREEN (AUDIOGRAM)	92552	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
VISION SCREEN	99173	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

Req status: Pending      Save PDF copy      **Save**      Cancel

6855 CHANNING TEST [M] [DOB: 10/10/2014 Age DOV: 14 mos. 14 days] AETNA PPO

6. Click **Save** after you have completed your order. This will open the Diag Tests window with the Requisition highlighted and the Orders/Results in the window below.



Preventive Exam: JAKE M. TEST (DOV: 09/29/2014)

Visit date: 09/29/2014      Rec# 19509      Flag as incomplete

Well Visit Note Editor      Care Plans      Prior Well Visits      Templates      Template used: 9-10 yrs

Requisitions/Results      Grouped by Test Name      Cross-tab by Name/Date

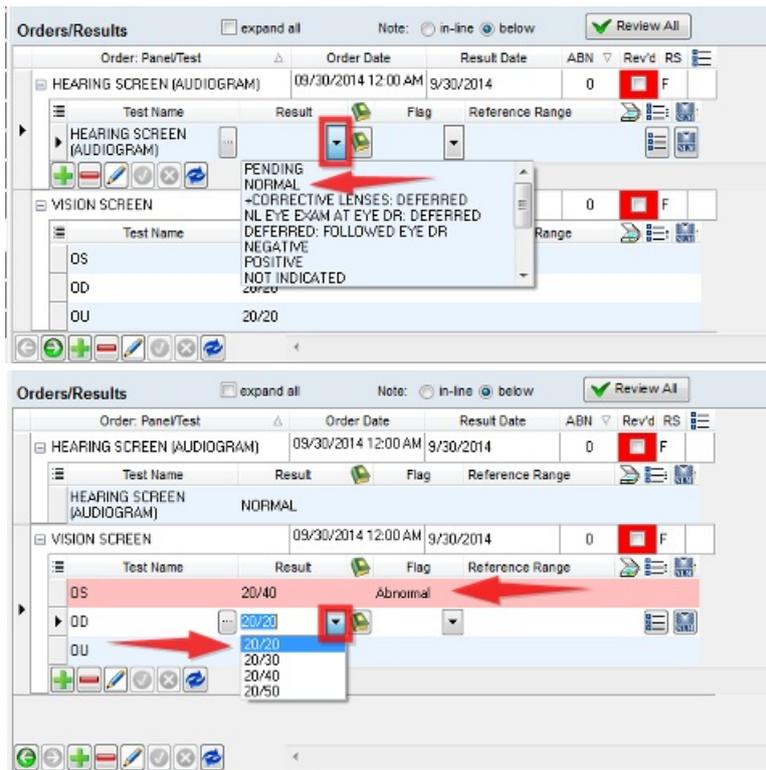
Type	Requisition Notes	Requisition Date	Lab	Status	RS
	HEARING SCREEN (AUDIOGRAM) [XHEARSN]; VISION SCREEN [XVISION]	09/30/2014 12:00 AM	In House	Pending	F

**Orders/Results**      expand all      Note: in-line, below      Review All

Order	Panel/Test	Order Date	Result Date	ABN	Rev'd	RS
	HEARING SCREEN (AUDIOGRAM)	09/30/2014 12:00 AM	9/30/2014	0		F
	HEARING SCREEN (AUDIOGRAM)					
	VISION SCREEN	09/30/2014 12:00 AM	9/30/2014	0		F
	OS	20/20				
	OD	20/20				
	OU	20/20				

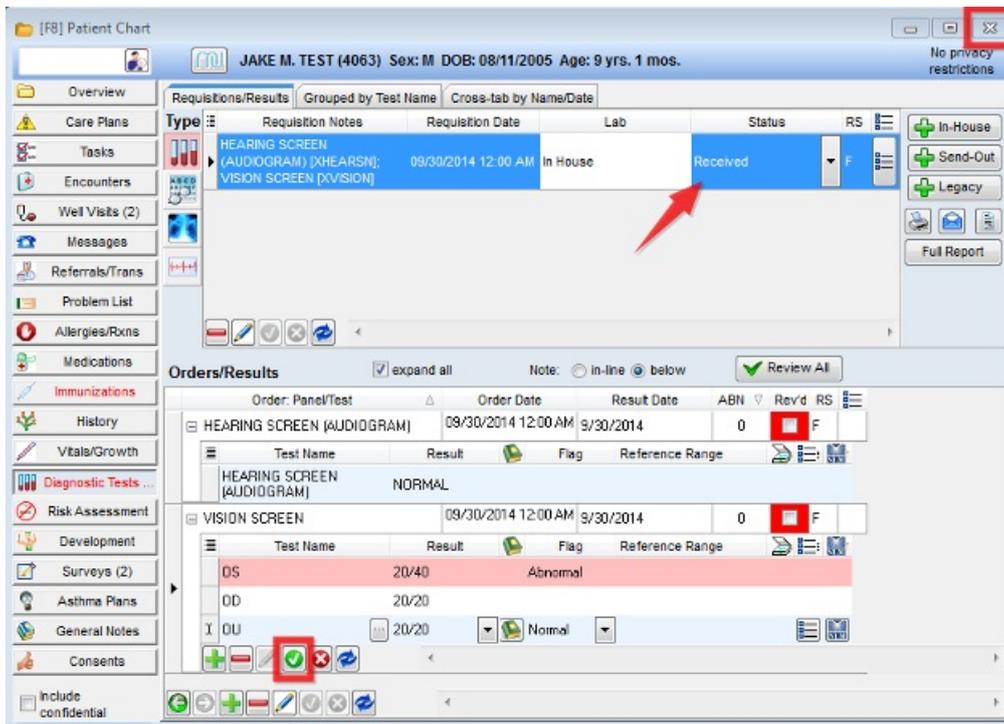
4063 JAKE M. TEST [M] [DOB:08/11/2005 Age DOV:9 yrs. 1 mos.] AETNA HMO

7. Select a result from the dropdown menu or manually enter a result in the Result field.



**Note:** Values that will generate an Abnormal flag may be edited in the Diagnostic Test Setup. [Click here](#) to learn about Diagnostic Test Setup.

8. Click the **Post Edit** button  to save. This will change the requisition status to **Received**.



9. Close the Patient Chart by clicking the **Close** button (the **X** in the upper-right hand corner of the window). You will return to

the Tracking window.



**Note:** When the provider opens the Diagnostic Tests tab of the Patient Chart to review the results, the Abnormal results move to the top so they can be viewed more easily.