

# Database Cleanup: Diagnostic Tests

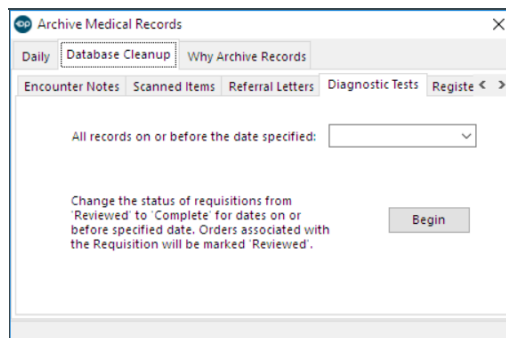
Last Modified on 09/21/2021 2:47 pm EDT

Version 20.13

**Path: Admin tab > Archive Records button > Database Cleanup tab > Diagnostic Tests tab**

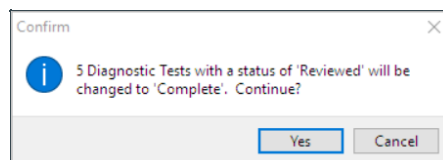
## About

The Diagnostic Tests tab of Database Cleanup updates the status of a requisition from 'Reviewed' to 'Complete' on or before the date entered in the tab.



## Set Diagnostic Test Update Criteria

1. Navigate to the Diagnostic Tests tab of Database Cleanup by following the path above.
2. In the **All records on or before the date specified** field, enter a date or use the drop-down to select a date from the calendar. This determines the date, including the selected date, for which Diagnostic Test requisitions will be updated.
3. Click the **Begin** button to proceed.
4. A confirmation window displays the number of Diagnostic Test requisitions that will be updated. Click **Yes** to proceed.



5. Once complete, a dialog box displays informing that the Diagnostic Tests have been updated. Click **OK**.