

Printing Lab Requisitions (Orders)

St. Peter's lab will not run specimens without an order. Since we no longer have paper orders, you will need to print a lab requisition from Epic to include with the specimens. For any "add on" labs (once the specimen has been sent over) you will need to print the requisition for that order and fax to St. Peter's.

To print the lab requisition for an uncollected specimen:

- Open the patient chart
- Summary tab → Scroll down to **Orders Needing Specimen Collection**
- Click on name of lab ordered (blue text; ie. Hepatic Function Panel)

Orders Needing Specimen Collection		
Ordered 02/03/19 2230	Hepatic Function Panel - ONE TIME, Prio: Routine, Needs to be Collected	Status Open
Scheduled 02/04/19 0630	Task Collect Hepatic Function Panel	

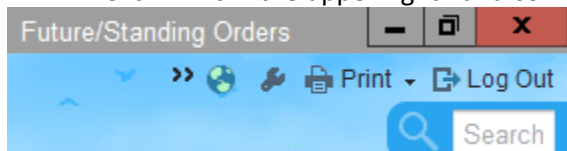
(Note: once you have collected the specimen, click on the Task: Collect Hepatic Function Panel to complete the order)

- Click on the lab ordered under **Lab Requisition**

Lab Requisition

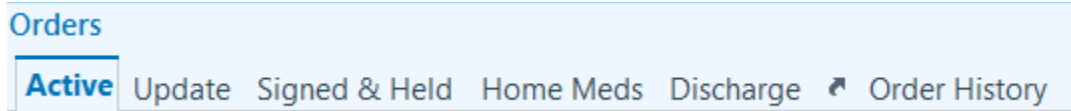
Hepatic Function Panel (Order #458631906) on 2/3/19

- Click **Print** in the upper right hand corner

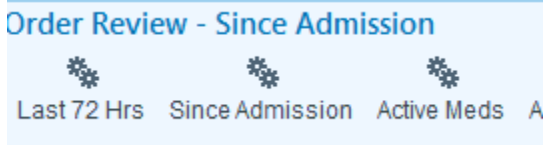


To print a requisition for a lab already marked as collected:

- Click on **Orders**
- Click on **Order History**



- If you do not see the lab you are looking for, click **Since Admission**



- Select the lab you want to print

Lab	
Lithium Level	ONE TIME

- The link to the requisition will show up in the bottom half of the screen.
- Repeat same steps as above.