

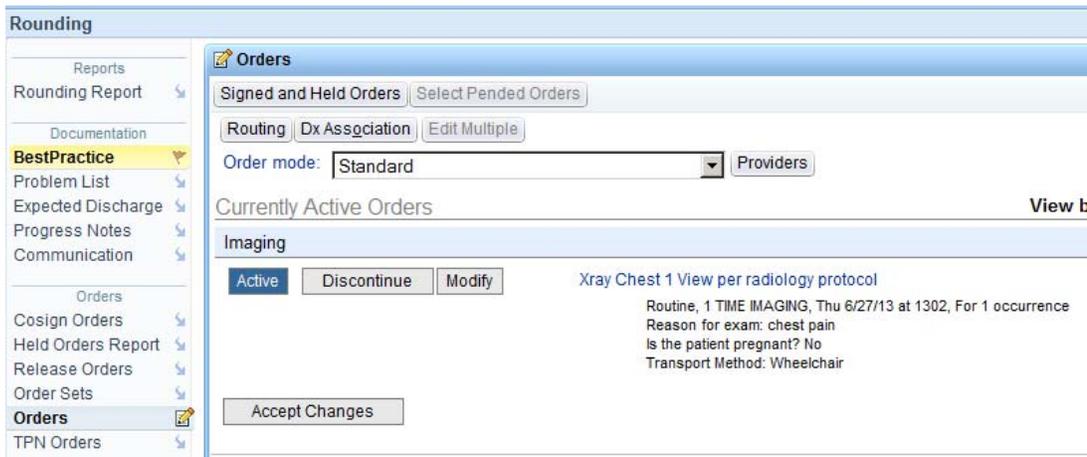
Radiology Active Orders

Viewing active radiology orders – SHV, EAC, HPL, ILH, LAK

Radiology orders will only appear as an Active Order in a patient’s chart for 2 hours after the order has been placed. After 2 hours, the orders will no longer show up as an Active Order. The orders will still appear in the patient’s chart in other locations and can still be modified or discontinued as necessary.

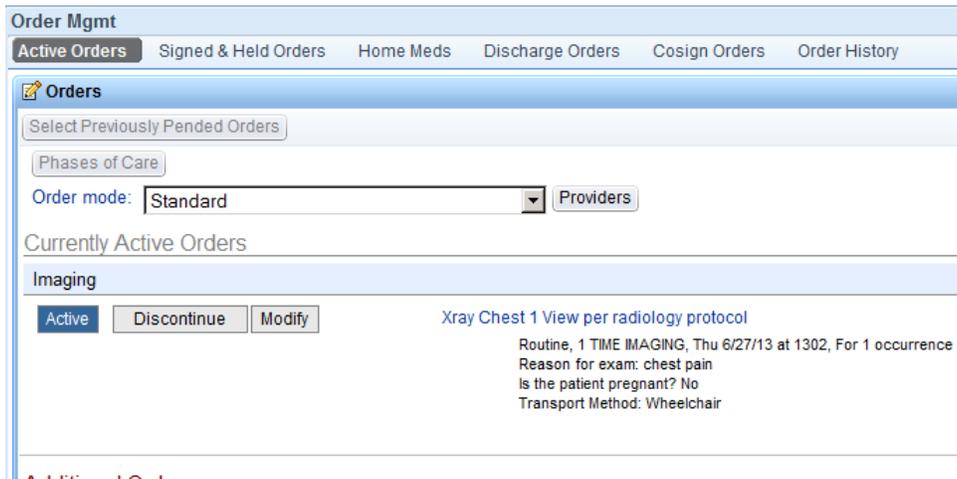
Try It Out

- For 2 hours after placing a radiology order, the order will appear in the Rounding Navigator under Active Orders.



The screenshot shows the 'Rounding' interface. On the left is a navigation menu with categories like Reports, Documentation, Orders, and TPN Orders. The 'Orders' category is selected. The main area is titled 'Orders' and includes tabs for 'Signed and Held Orders' and 'Select Pended Orders'. Below these are buttons for 'Routing', 'Dx Association', and 'Edit Multiple'. The 'Order mode' is set to 'Standard' and there is a 'Providers' button. The section 'Currently Active Orders' is expanded to show 'Imaging' orders. A specific order is visible: 'Xray Chest 1 View per radiology protocol'. Below the order title are buttons for 'Active', 'Discontinue', and 'Modify'. The order details include: 'Routine, 1 TIME IMAGING, Thu 6/27/13 at 1302, For 1 occurrence', 'Reason for exam: chest pain', 'Is the patient pregnant? No', and 'Transport Method: Wheelchair'. An 'Accept Changes' button is located at the bottom of the order details.

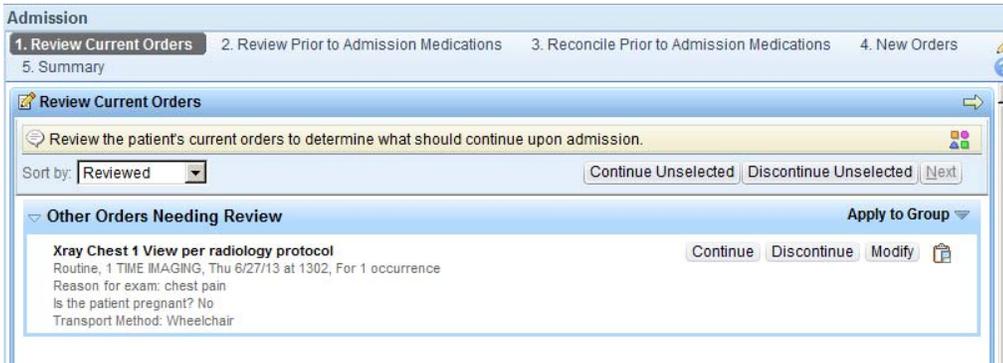
Within the 2 hour window, the radiology order will also appear in Order Management as an Active Order.



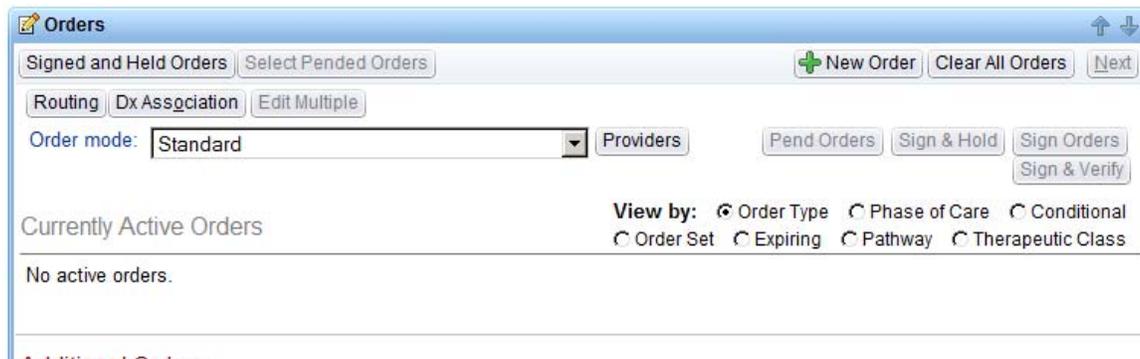
The screenshot shows the 'Order Mgmt' interface. At the top are tabs for 'Active Orders', 'Signed & Held Orders', 'Home Meds', 'Discharge Orders', 'Cosign Orders', and 'Order History'. The 'Active Orders' tab is selected. Below the tabs is an 'Orders' section with a 'Select Previously Pended Orders' button and a 'Phases of Care' button. The 'Order mode' is set to 'Standard' and there is a 'Providers' button. The section 'Currently Active Orders' is expanded to show 'Imaging' orders. A specific order is visible: 'Xray Chest 1 View per radiology protocol'. Below the order title are buttons for 'Active', 'Discontinue', and 'Modify'. The order details include: 'Routine, 1 TIME IMAGING, Thu 6/27/13 at 1302, For 1 occurrence', 'Reason for exam: chest pain', 'Is the patient pregnant? No', and 'Transport Method: Wheelchair'.

Viewing active radiology orders - continued

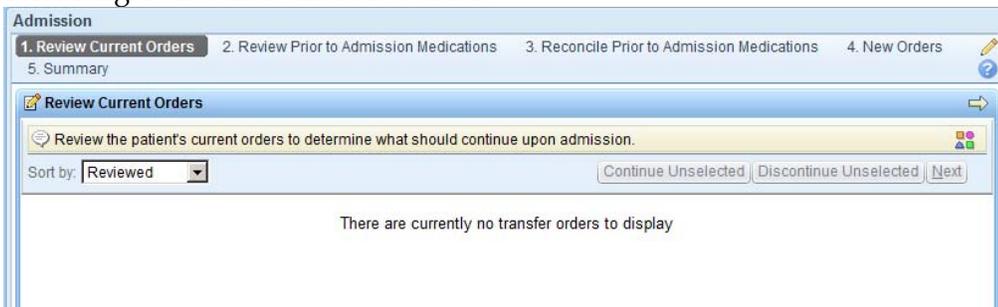
- If the patient is Admitted or Transferred **within** 2 hours of placing a radiology order, the order will appear as an order that needs to be reviewed/reconciled in the Medication Reconciliation process. *Continue* should usually be selected, even if the radiology exam has already been performed. Selecting *Continue* will NOT cause a second radiology exam to be performed. The order should be *Discontinued* only if you want to cancel the order.



- If it's been more than 2 hours since the radiology order was entered, the order will no longer be displayed as an Active Order in the Rounding Navigator.



If the patient is Admitted or Transferred after the 2 hour window, the radiology order will not need to be reconciled or reviewed in the Admission or Transfer Navigator→Medication Reconciliation process because it is no longer shown as an active order.



Viewing active radiology orders - continued

4. After the 2 hour window, the radiology order will still appear in **Chart Review** under the **Imaging** tab. Once the order is completed and results are available, the results will also be available from this screen.

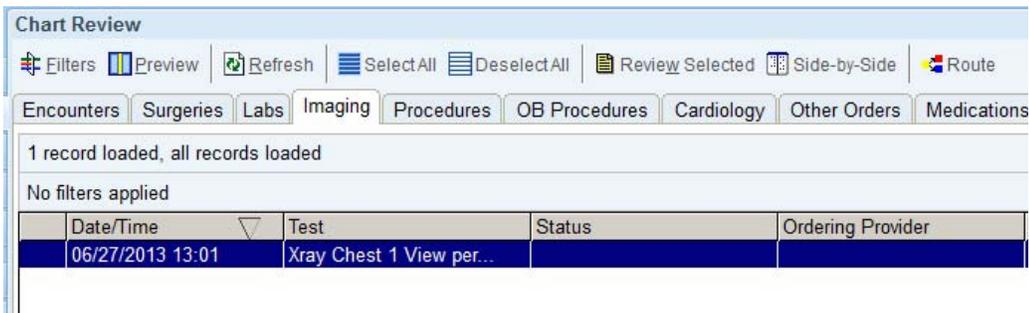


Chart Review

Filters Preview Refresh Select All Deselect All Review Selected Side-by-Side Route

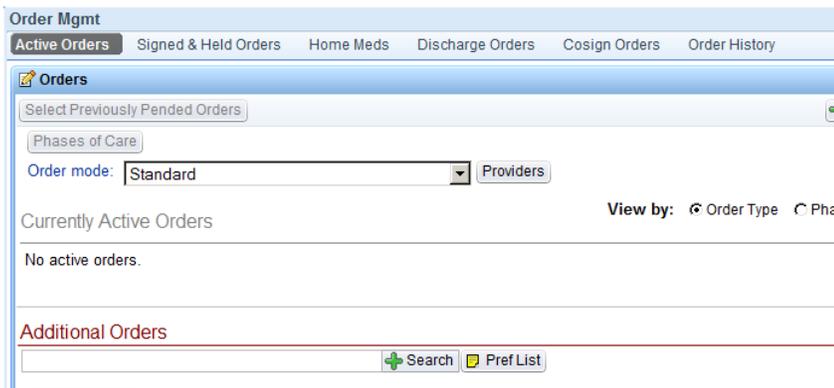
Encounters Surgeries Labs **Imaging** Procedures OB Procedures Cardiology Other Orders Medications

1 record loaded, all records loaded

No filters applied

| Date/Time | Test | Status | Ordering Provider |
|------------------|--------------------------|--------|-------------------|
| 06/27/2013 13:01 | Xray Chest 1 View per... | | |

5. If revisions to the radiology order are required after the 2 hour window, **Order Management** can be used to view and make changes to the radiology order. The order may not appear on the default display in Order Management (i.e. Active Orders).



Order Mgmt

Active Orders Signed & Held Orders Home Meds Discharge Orders Cosign Orders Order History

Orders

Select Previously Pended Orders

Phases of Care

Order mode: Standard Providers

View by: Order Type Phase of Care

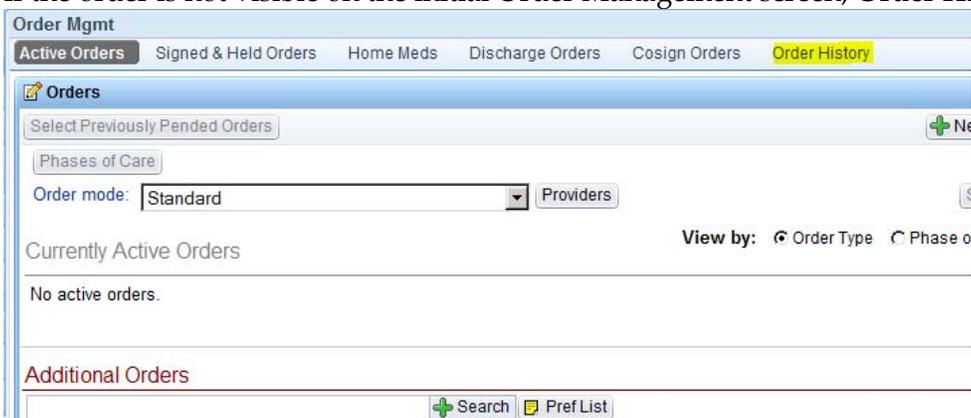
Currently Active Orders

No active orders.

Additional Orders

Search Pref List

If the order is not visible on the initial Order Management screen, **Order History** should be selected.



Order Mgmt

Active Orders Signed & Held Orders Home Meds Discharge Orders Cosign Orders **Order History**

Orders

Select Previously Pended Orders

Phases of Care

Order mode: Standard Providers

View by: Order Type Phase of Care

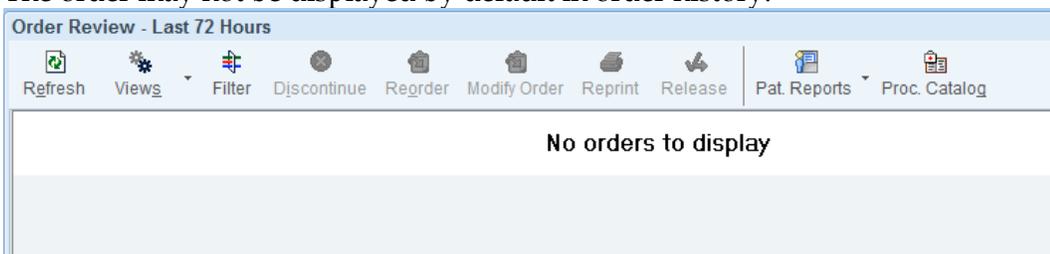
Currently Active Orders

No active orders.

Additional Orders

Search Pref List

The order may not be displayed by default in order history.



Order Review - Last 72 Hours

Refresh Views Filter Discontinue Reorder Modify Order Reprint Release Pat. Reports Proc. Catalog

No orders to display

Viewing active radiology orders - continued

In the toolbar noted above, select **Views**. Various Settings options are revealed. Select **Since Admission**.



Now, the order should be visible. If there are several orders in this screen, the column headers can be clicked to sort the orders by Date and Time or Order Name to more easily find the order. Once the order is selected, using the buttons at the top, the order may be *modified* or *discontinued* if necessary.

