

## Future Order – Pathology Tests

### Ordering for patients who do not have a current visit

A current encounter is required when ordering any tests. When attempting to place an order for a patient who does not have a current visit recorded at the hospital, you will be prompted to create a new encounter.


- When the Add button is selected in the Orders screen, a pop-up message will display. Click on **Yes**. PowerChart will display the **New Visit** window.
- You must enter the following required information in the window before continuing::

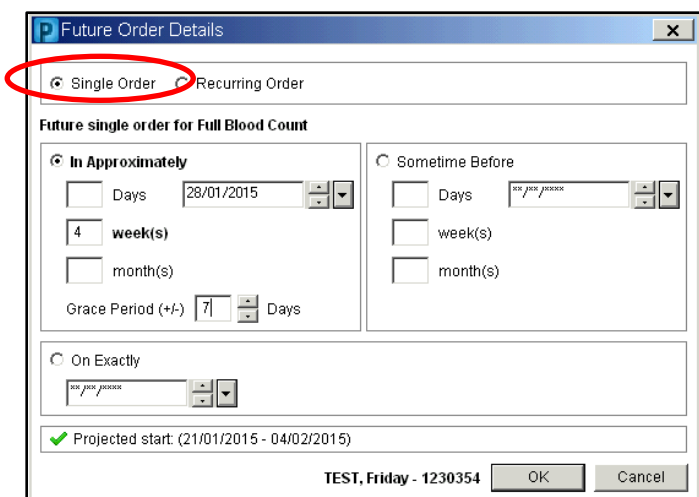
Financial Class	This defaults to 'No Charge – OPD', but you can select other options if required.
Building	Select Outpatient.
Location	Select the location where the patient will be seen.
Attending Dr.	Enter the appropriate consultant for the patient.

### Creating a Future Order

Begin placing an order as usual. To make an order a 'Future Order', select the following options in the Order options:

<b>Order for Future Visit</b>	<b>Yes</b>	Test is for a future visit.
<b>Already Collected</b>	<b>No</b>	The test has not been collected yet.
<b>Clinician Collect</b>	<b>Yes</b>	As this test will be collected outside of the inpatient phlebotomist rounds
<b>Print Label</b>	<b>Yes</b>	The label will <b>NOT</b> print a label immediately. Once the order is activated, the label will then print.
<b>Collection Date and Time</b>		This will auto-calculate after selecting <b>Yes</b> for future visit.

A **Future Order Details** window will pop up when selecting **Yes**. If you have closed the Future Order Details window and want to open it again to make changes, click on the calendar icon. 



Future Order Details

Single Order  Recurring Order

Future single order for Full Blood Count

In Approximately

Days 28/01/2015

4 week(s)

month(s)

Grace Period (+/-) 7 Days

Sometime Before

Days

week(s)

month(s)

On Exactly

Projected start: (21/01/2015 - 04/02/2015)

TEST, Friday - 1230354 OK Cancel

### Single Future Order

The **Future Order Details** window allows for selection of:

- Approximate collection dates with a grace period.
- Collection 'Sometime Before' a certain date.
- Collection on an exact date only.

**NOTE:** Timed Studies do not work with approximate dates or recurring orders. To order a Timed Study as a future order, select the 'Yes' option for Order for Future Visit and immediately Cancel the Future Order Details window. Ensure the date for the future test is in the collection date and time field.

The order sentence will display in the order window with the approximate date and grace period details:

\*Est. 02/01/2015 Blood, Not Collected, \*Est. 02/01/2015 +/- 7 Days, Routine, Order for Future Visit

## Recurring Future Order

Some pathology tests are required on a regular basis. A recurring order can easily be created by checking the 'Recurring Order' option.

**NOTE:** Order Sets cannot be ordered as a recurring order.

- In the Future Order Details window, select **Recurring Order**.
- Select the frequency that the tests occur and the overall time period. PowerChart will calculate the dates and number of occurrences. There is a limit of 6 occurrences for the test and recurring orders can only be placed up to 2 years ahead.
- Change the 'First occurrence estimated start' to the date the first test should occur. PowerChart will calculate the future dates of the tests.

After signing, the recurring order appears in the orders list as one line with details of the first test date, grace period and recurrence details.

\*Est. 05/12/2014 Blood, Not Collected, \*Est. 05/12/2014 every 4 week(s) (+/- 4 Days) for 6 month(s), Routine, Order for Future Visit

This is the 'parent order'. Note the small black arrow next to the test. This indicates there are further orders under the 'parent order'.



- Click the black arrow to see the full list of recurring orders under the parent order.

Laboratory			
▶	Full Blood Count	Future	Blood, Not Collected, *Est. 05-Dec-14 every 4 wee
	Full Blood Count	Future (On Hold)	Blood, Not Collected, *Est. 05-Dec-14 +/- 4 Days,
	Full Blood Count	Future (On Hold)	Blood, Not Collected, *Est. 02-Jan-15 +/- 4 Days, F
	Full Blood Count	Future (On Hold)	Blood, Not Collected, *Est. 30-Jan-15 +/- 4 Days, F
	Full Blood Count	Future (On Hold)	Blood, Not Collected, *Est. 27-Feb-15 +/- 4 Days,
	Full Blood Count	Future (On Hold)	Blood, Not Collected, *Est. 27-Mar-15 +/- 4 Days, F
	Full Blood Count	Future (On Hold)	Blood, Not Collected, *Est. 24-Apr-15 +/- 4 Days, F
	Full Blood Count	Future (On Hold)	Blood, Not Collected, *Est. 22-May-15 +/- 4 Days,