

Specimen Collection – Quick Guide

Specimen Collection uses positive patient identification checks and scanning to record collection and print labels in *PowerChart*. The *Specimen Collection* window can be launched within a patient's chart. The *Specimen Collection* button appears in the *ieMR* toolbar.

Refer to site specific guidance and procedures for specimen collection.

Collecting a specimen

To collect a specimen for a patient:

1. Open the patient chart in the appropriate encounter the specimens were ordered.
 2. Click *Specimen Collection* from the *ieMR* toolbar
- Exit AdHoc Specimen Collection Conversation Launcher
3. The *Collection Details* window will open. Confirm the patient's identity.
 4. Scan the patient's wristband using the barcode scanner OR
 5. Click on if a wristband is not available
 6. The *Collection Details* window will open and display a list of orders available for collection in the selected encounter

Filter icon Refresh

CHRNPAC12, Maya FEMALE 05 years (05-Feb-1950) Location: CBH D 1 MAU

MRN: CBH 101012 FIN: 1010012

Weight not found

Reschedule Not Collected

Electrolytes and Liver Function Tests + Magnesium (CHEM20) 1-15-234-00060

Red Gel 5 mL 22-Aug-2015 6:12 AEST

Full Blood Count (FBC) 1-15-234-00060

Mauve EDTA 2 mL 22-Aug-2015 6:12 AEST

Print icon

Indicates priority or urgent collection

Suggested pathology specimen containers will be displayed under the test/s name. These may need to be cross referenced with your hospital policy.

Do not select *Not Collected*, as this will *cancel the order, or Reschedule*.

7. Hover the mouse over the name of the specimen to view a text box with details of the collection

Electrolytes and Liver Function Tests + Magnesium (CHEM20)

Red Gel 5 mL Electrolytes and Liver Function Tests + Magnesium (CHEM20)

Full Blood Count (FBC) Blood, 22/08/15 06:10:00 AEST, Collect Urgent, Clinician collect

8. To print out specimen labels, click on the *Print* drop down arrow

9. Select *Print All Labels*. The *Print Labels* window will open. The *Select All* check box will be selected as a default. All specimens will have the corresponding checkbox ticked.

15 min

Print All Labels

Print All Requisitions

10. Select required specimen labels for printing
11. Select the printer.
12. Click the *Print* button
13. The label/s will print to the selected printer.
14. Once the specimens are in their containers, initial and time and date the label/s. Affix the appropriate label to the correct collection container. The barcode must be horizontal and straight, and over the existing tube label.
15. To communicate if the patient is fasting

FASTING

 or if the specimen is urgent/critical

CRITICAL

 , use the appropriate stickers and attach to the lid of the specimen. Write any additional comments relating to the collection on the specimen label or on a note placed in the specimen bag with the container.
16. Use the barcode scanner to scan the labels attached to the specimen containers. The system will confirm that the patient chart and the specimen container label are matched to the correct patient. The specimen order will be displayed with a tick to indicate it has been collected.

Red Gel 5 mL

Full Blood Count (FBC)

Mauve EDTA 2 mL

17. If a barcode scanner is not available it will be necessary to manually change the collected status from the *Specimen Collection* window. Hover the mouse over the specimen collected, the line will highlight and the *Status* menu will be available.

Full Blood Count (FBC) 1-15-234-00060

Mauve EDTA 2 mL 22-Aug-2015 6:12 AEST

18. Click on to the right of the specimen order
19. A menu will be displayed. Select *Collected*.
20. A warning message will display as the label was not scanned. Click *Yes* if you have verified the container and label.
21. Click to certify you have collected the correct samples from the correct patient and labelled each container appropriately. The status of the specimen will automatically change to *Ordered (Collected)* in *PowerChart* and will drop off the *Specimen Collection* window. Marking the samples as *Collected* will create an entry in AUSLAB for the tests indicated on the label.
22. Click *Close* to close the *Specimen Collection* window.