

Clinical staff will need to enter outside lab results using the Outside Labs PowerForm. This will allow these results to populate to the flowsheet, providing a more comprehensive overview of the patient's lab profile and greater documentation efficiency. Labs entered this way can be tagged for use in Dynamic Documentation and trended over time.

## Documenting Outside Lab Results

**STEP 1:** Search for your patient, using the Patient Search option(s).


**STEP 2:** Select an encounter from your location within 90 days before or after the current date.

**STEP 3:** In the patient's chart, go to AdHoc from the toolbar.

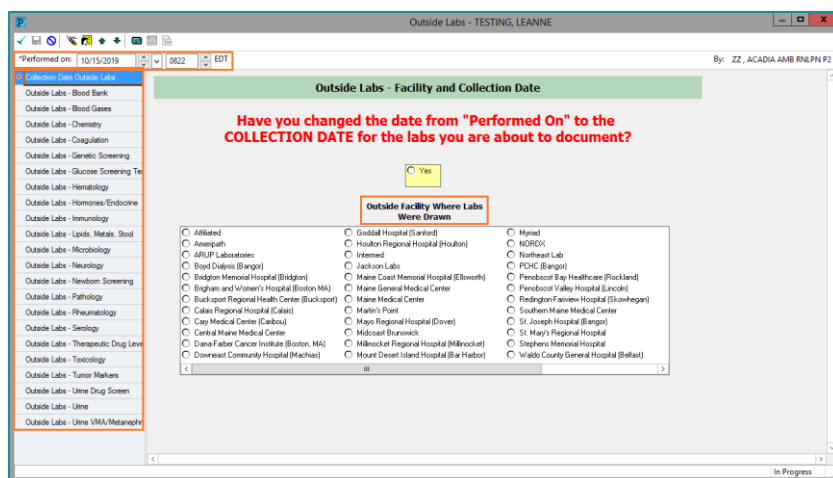
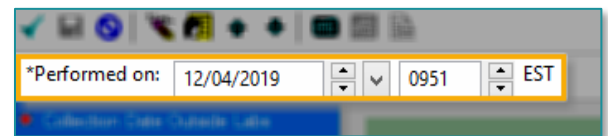
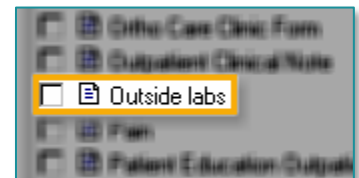
**STEP 4:** Select the Outside Labs PowerForm and select Chart.

**STEP 5:** Document the correct **Performed On:** date and location in which the labs are drawn.

**STEP 6:** Locate the appropriate sections and enter the results as appropriate.

**STEP 7:** Sign the PowerForm using the green checkmark .

**STEP 8:** Clinical staff will then initiate an in-between encounter message to the provider, marking it as high importance, as appropriate.



For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at:  
207-973-7728 or 1-888-827-7728.