

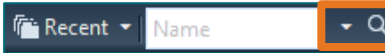
The following flyer outlines the process for ordering the WorkHealth NLH Emp COVID testing.

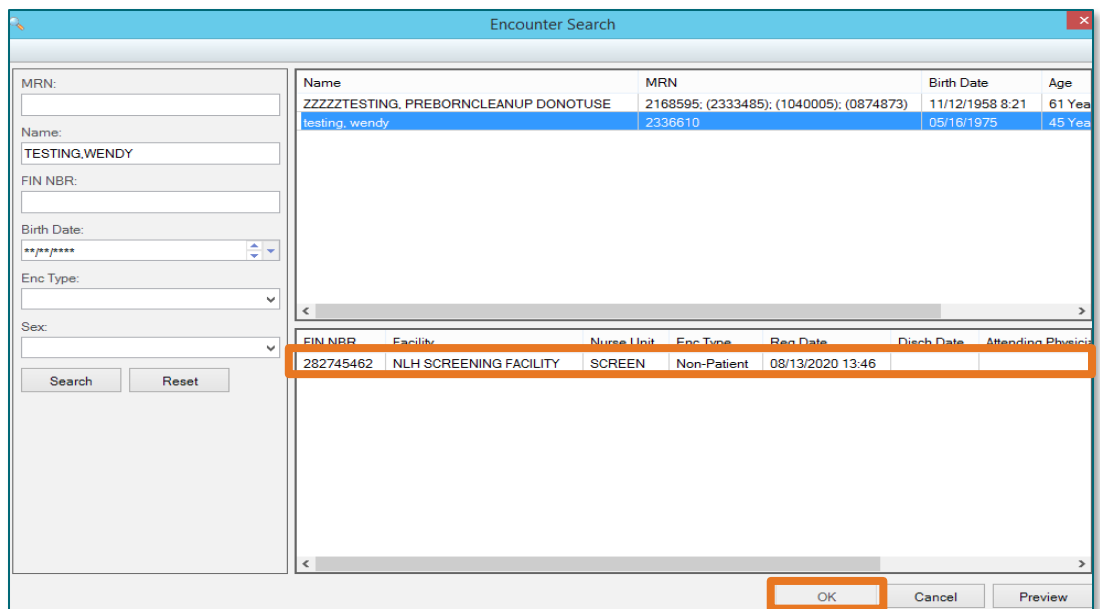
Create a Non-Patient Encounter

➤ Non-Patient Encounter Creation Workflow

Log into in PowerChart

➤ Searching for Patient in PowerChart

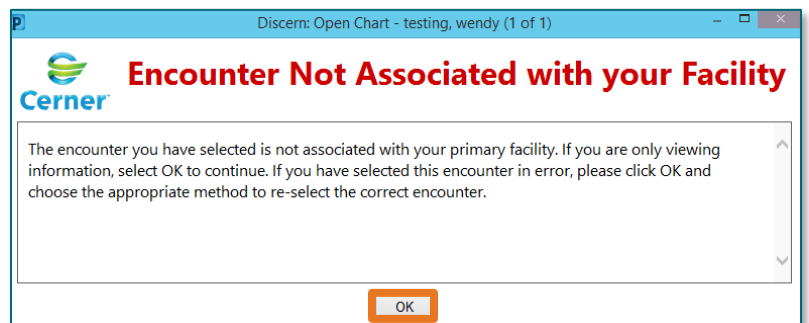
- Login with your username and password. Click OK.
- Search for Patient 
- Select the NLH Screening Facility. Click OK.



Name	MRN	Birth Date	Age
ZZZZTESTING, PREBORNCLEANUP DONOTUSE	2168595; (2333485); (1040005); (0874873)	11/12/1958 8:21	61 Yea
testing, wendy	2336610	05/16/1975	45 Yea

FIN NBR	Facility	Nurse Unit	Enc Type	Reg Date	Disch Date	Attending Physician
282745462	NLH SCREENING FACILITY	SCREEN	Non-Patient	08/13/2020 13:46		

- If you get a pop-up warning, click OK.

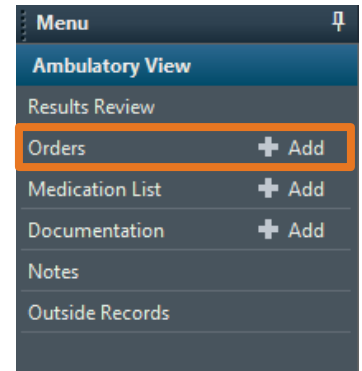


Encounter Not Associated with your Facility

The encounter you have selected is not associated with your primary facility. If you are only viewing information, select OK to continue. If you have selected this encounter in error, please click OK and choose the appropriate method to re-select the correct encounter.

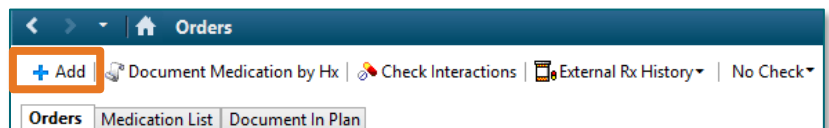
➤ Placing the Order:

- Click the + Add button next to Orders under Menu.

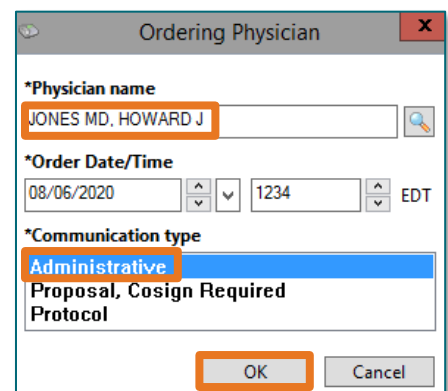
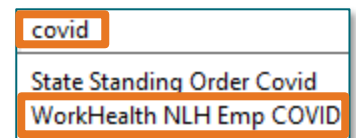


➤ From the Order Profile Page

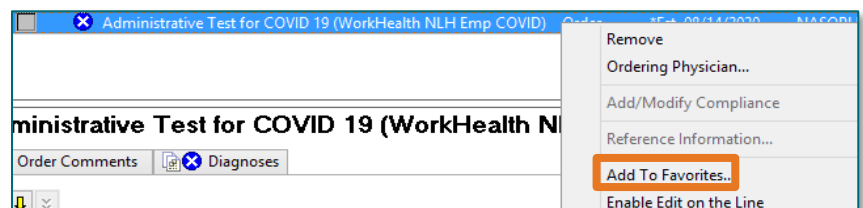
- Click the + Add button in the upper left of the window.



- An Add Order window will display.
- In the Search field, type COVID.
- Select the appropriate option from the results displayed.
 - WorkHealth NLH Emp COVID
- After selecting the desired option, the Ordering Provider window will display.
- Physician Name field
 - Enter Howard Jones, MD in the Provider field.
- Order Date/Time field
 - Enter appropriate date/time or leave as defaulted for current date/time.
- Communication Type field
 - Choose the Communication Type of Administrative.
 - Click OK.
 - The Orders Scratchpad will now display.



NOTE: Order can be saved to Favorites once in the Scratchpad. Right-click the Order and Add to Favorites.



- From the Order Scratchpad, choose the appropriate option in the Specimen Type field.
 - All required fields must be completed prior to signing the order.
- From the Order Scratchpad, choose the appropriate option in the Specimen Type field.
 - All required fields must be completed prior to signing the order.
 - Be sure to enter in the Special Instructions field the consent was achieved or verbal consent was achieved.
- In the Diagnoses tab, enter (Z11.59).
- Once Diagnoses have been assigned, click the Sign button in the lower right to finalize the order.

Details for Administrative Test for COVID 19 (WorkHealth NLH Emp COVID)

Details | Order Comments | Diagnoses

*Specimen Type: NASOPHARYNX

*Collection Priority: Routine

Order for Future Visit: Yes No

*Start Date/Time: 08/06/2020 1234 EDT

PERFORMED OUTSIDE OF EMHS: Yes No

Nurse Collect: Yes No

*First COVID Test: [Yellow]

*Employed in healthcare?: [Yellow]

*First Responder (Police, Fire, EMS): [Yellow]

*Symptomatic as defined by CDC: [Yellow]

*Hospitalized?: [Yellow]

Date of symptom onset: [Yellow]

*ICU?: [Yellow]

*Resident in a congregate care setting?: [Yellow]

*Pregnant?: [Yellow]

Label Comment: [Text]

Read Back: [Text]

Special Instructions: Consent achieved or Verbal consent achieved

Consulting Physician: [Text]

Authorization #: [Text]