

From the Office of Health Informatics Oracle Health (Cerner) Ambulatory Modifying Future Radiology Order Details

May 7, 2025

Ordering Physician

÷ v 1559

OK

x

9

Ç EST

Cancel

For scenarios where simple modifications can be made to a current order, future radiology orders can be modified. This will help significantly reduce the number of orders needing to be canceled and re-ordered.

Modifying Future Radiology Orders

For questions or assistance with modifying vs. canceling radiology orders, please submit a <u>ticket</u> to Learning & Performance Solutions.

To modify order details of future radiology orders, follow the steps outlined below.

<u>STEP 1</u>: Navigate to the dark side menu and click **Orders**, locate the imaging order needing to be modified.

*Physician name

*Order Date/Time

Communication type

Administrative Proposal, Cosign Required

01/20/2022

Protocol

Ordering Physician

↓ 1641

OK

x

÷ EST

Cancel

Order
Proposa

*Physician name

TEST MD, PROVIDER

*Communication type

Verbal-Requires Read Back

Telephone-Requires Read Back

Joint Practice Protocol, Active Patient Care Protocol, Cosign Required Proposal, Cosign Required

*Order Date/Time

01/20/2022

Fax

Protocol

- **<u>STEP 2</u>**: Right-click the order and select **Modify**.
- **<u>STEP 3</u>**: The **Ordering Physician** window will appear.
- <u>NOTE</u>: The Ordering Physician window will display different options depending on position.
- **<u>STEP 4</u>**: Within the **Ordering Physician** window:
 - Select **Order**, if applicable.
 - Enter the Ordering provider's name.
 - In the **Communication Type** field, select **Administrative**.
 - Click **OK**.
- **<u>STEP 5</u>**: From the **Order Scratchpad**, modify the order details with the needed changes.
- STEP 6: Click Orders for Signature Orders For Signature and then click Sign. Sign
- **STEP 7:** Click the refresh **Minutes Ago** button for the updated order details.

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