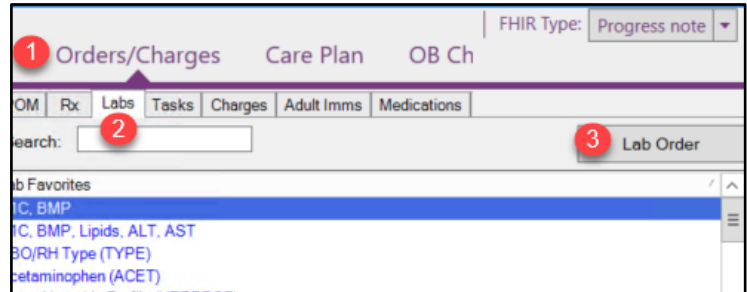# Lab Order Creation for Providers

Creating Lab Order
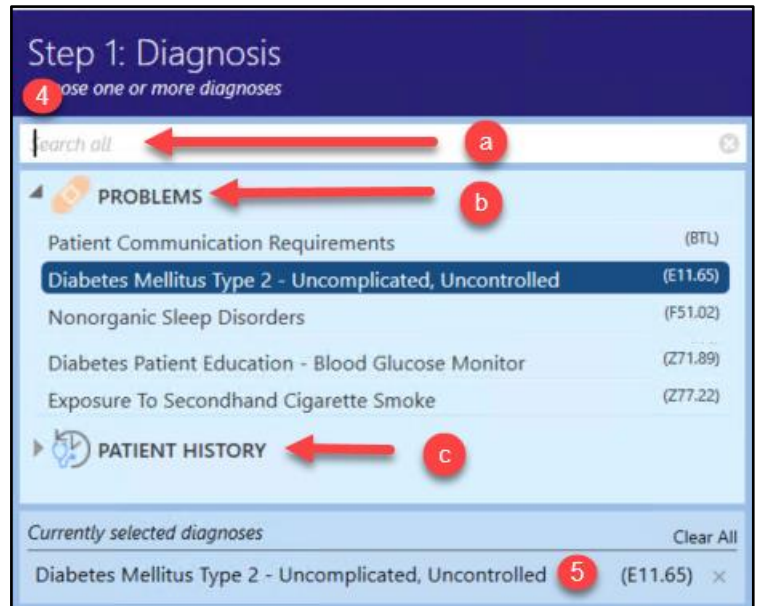
While on a patient Encounter:

1. Choose Orders/Charges
2. Choose the Labs tab
3. Click on Lab Order

4. Enter the Diagnosis

Options to choose the diagnosis include:

    a. Type in a code or description to search
    b. Select a code from the Problems list
    c. Select a code from Patient History
5. Confirm the correct diagnosis for the order

6. Choose the Tests to be completed
    a. If Tests Groups are not visible, click the down arrow and select the groups
    b. Expand options to view tests in a group
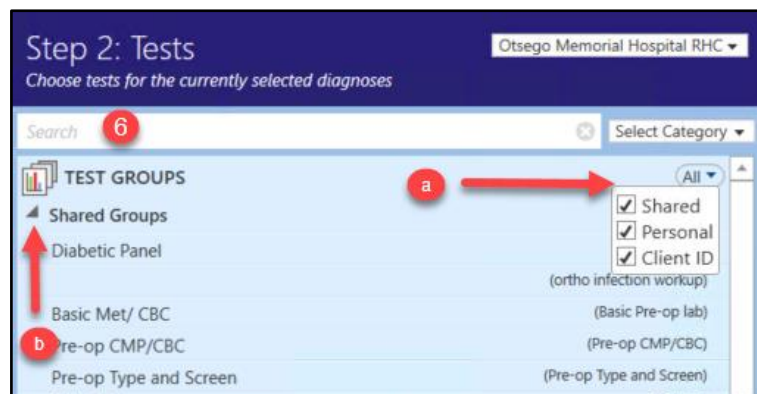
7. Review selected tests.
   a. Click on Save as Test Group to save the selected tests as a Group for future use
   b. Click the X to remove a test
   c. Click Edit to change the patient access from Resulted to Reviewed, however, the 21st Century Cures Act mandates the immediate electronic release of all test results, medication lists, and clinical notes to patients without delay unless a rare allowable exception exists
8. Complete the Directions
   a. Select a time frame or due date
   b. Select whether it is a fasting lab order and enter comments to the patient.
   c. Select if results are to be called into you or if it is a STAT order and add special instructions to the lab
   d. Choose additional providers to receive results
9. Click Next

10. Add Comments or Additional Instructions and Complete Ask at Order Entry questions

11. Complete the order
    a. Do not check Send task to user to complete order
    b. Click Next
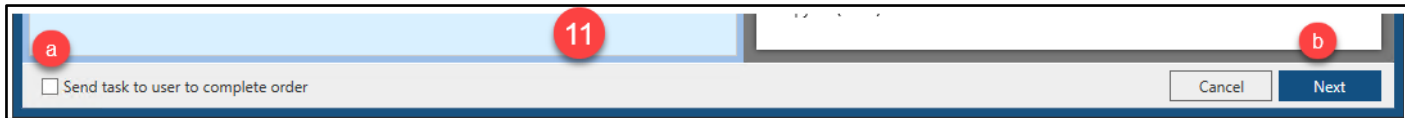
12. Always choose Print & Send

This will print the requisition to the default printer and send it through the Iatric interface so Patient Access and the lab can connect it to the lab registration