

Southampton Pathology TTP GP requesting documentation



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Version Information

Version	Date	Notes	Author
1.1	23/08/2010	First Issue	Keith Burrill
1.2	6/04/2011	Search function, collect later, graphical display screens and narrative updated	Keith Burrill
2.0	27/07/2012	Demand Management section added	Keith Burrill
3.0	30/05/2013	Updated with new ICE screens deployed 2 nd June 2013, and with integrated demand management guidance	Keith Burrill



Online Pathology test ordering for TPP users

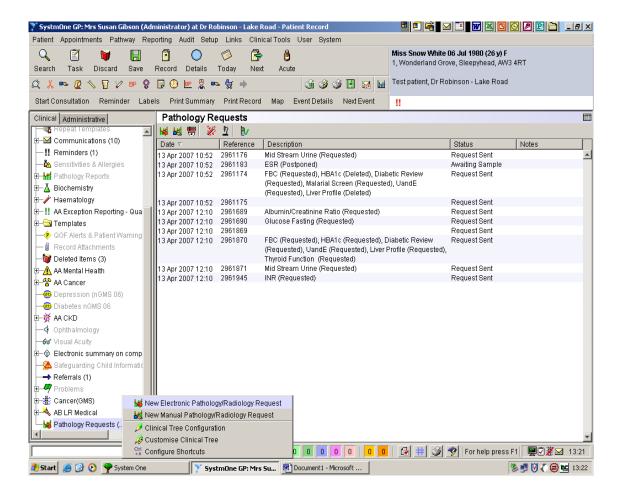
Pathology tests can be requested electronically from within the TPP system. The request once made is stored electronically on the ICE server at the Trust and a hard copy request form printed within the surgery.

To request a Pathology test

Ensure the Pathology Request option is added to the clinical tree within TPP.

Select a patient on TPP

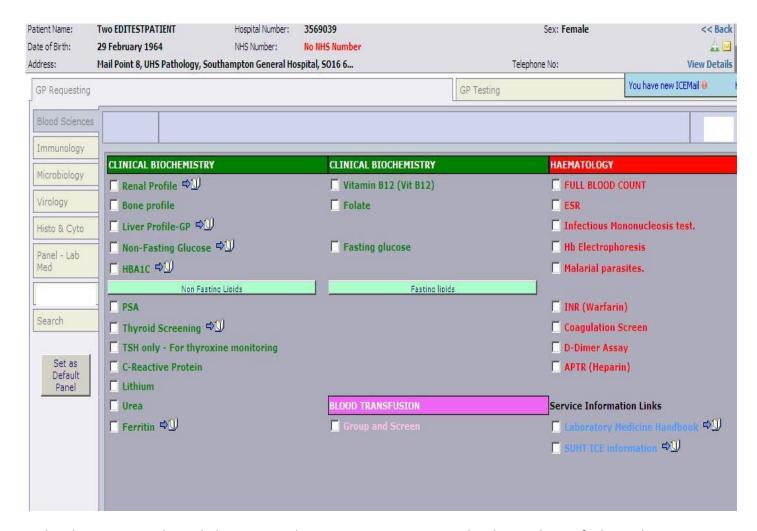
Right click on 'Pathology Requests' and select 'New Electronic Pathology/Radiology Request'.





ICE requesting is launched:

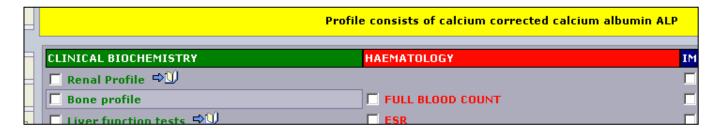
ICE Requesting tabs



Within the ICE system the Pathology tests and investigations are presented within a column of tabs on the LH side. Within each tab are requests for the pathology discipline(s). The first page displayed is labelled 'Laboratory Medicine', however a GP user may prefer to select another page and make this the default opening page. To do this display the required page on screen and then select the grey button 'Set as Default Panel'.



Hover the mouse over a test name and it will show any help text (back text, yellow background)

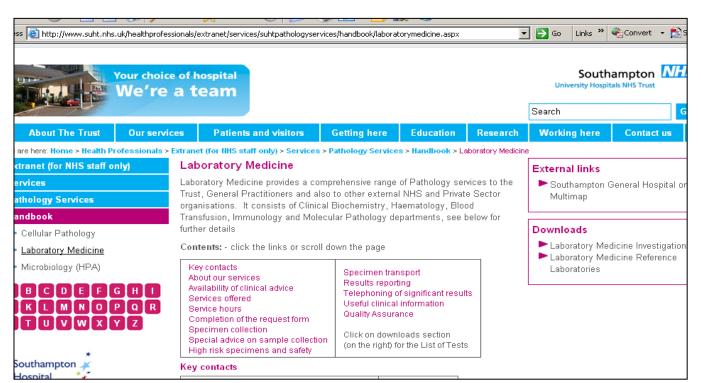


Some further information is presented in the form of external links (URLs)

These can either be attached to a test, or presented as dedicated information links which are 'non-requestable pseudo tests'. In either case click on the open book icon and the link will open in a new window

The following items are not tests, click the open book item to access Laboratory Service Information which opens in a new browser window and this is independent to the ICE system





Example link to Laboratory Services Information



Check the box against a selected test to make a request.

If you cannot find a test then use the 'Search' function.

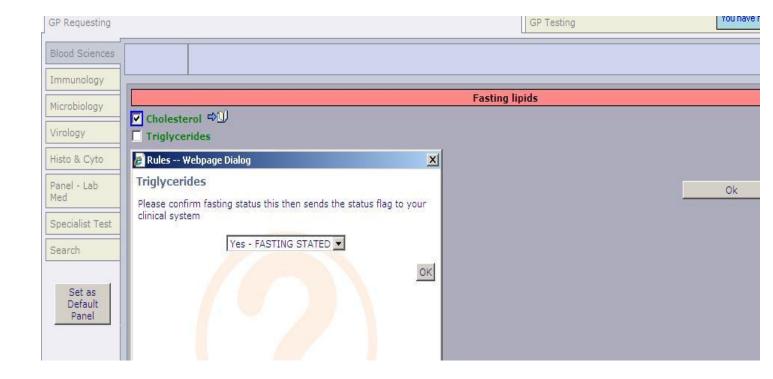
Having selected the required test(s) left click the mouse on the green 'Continue with request' button.

Note that some tests are presented as collections of tests – see the Demand Management section for more detail and examples of collections

Fasting lipids and fasting Glucose

A fasting prompt remains, attached to both Glucose and Triglycerides, though the fasting prompt will ONLY prompt the user once in any one ICE patient-request session. This prompt is essential to record and send the clinical indicator fasting status (Fasting stated =Y) back to the GP practice via PMIP results reporting; it also triggers a 'failsafe' Fasting stated comment from the lab system. This clinical status if set should be displayed in your GP clinical system against the investigation results set. In accordance with national pathology reporting guidance the test name remains the same for both fasting and non-fasting tests reported to GP practice, the fasting status is an attribute.

Publication note: As there is only one option here we logged a call with supplier to see if this can be defaulted (supplier log 00806021 logged 10/05/2013) unfortunately the advice is that this option is currently not available

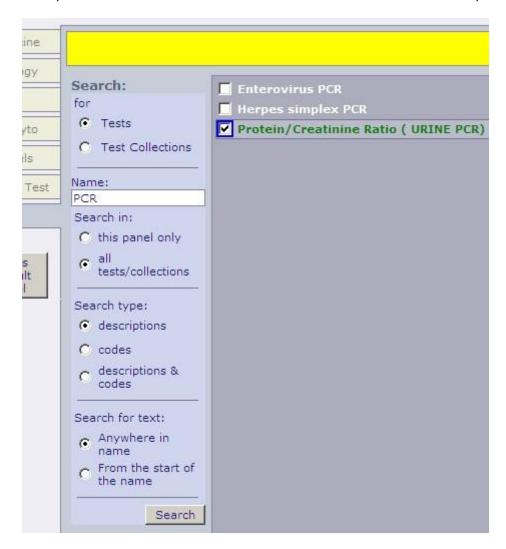




Using the search function

Click on the 'Search' button and the search page is displayed.

Enter part of the test name into the 'Test name' field and select 'Search'. All potential matches will be displayed.

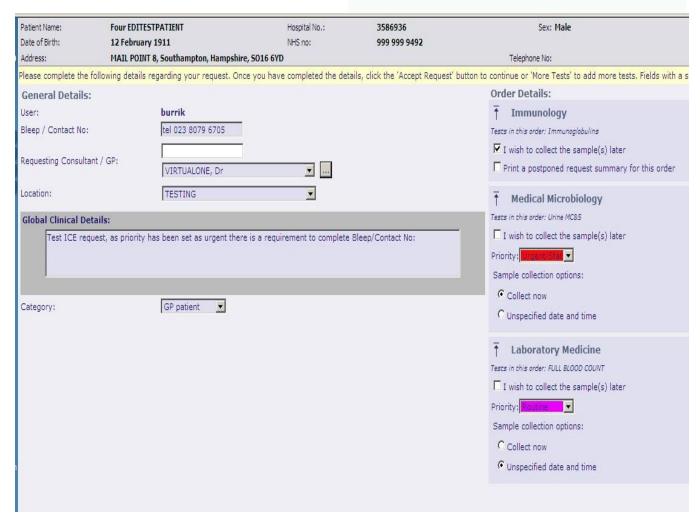


Having selected the required test(s) left click the mouse on the green 'Continue with request' button.



After selecting the 'Continue with the request button' the following screen will appear





The 'Requesting Consultant/GP' will default to the person making the request on the TPP system, if the individual is a GP at the practice. It will be this named individual the report will be sent to.

If you are a practice nurse or requesting on behalf of a GP you **MUST** change the requesting clinician field to display the name of the GP responsible for the patient.

Enter the clinical details in to the free text 'Global Clinical Details' box.

If the request is **Private** or **Category 2** select this from the category pick list. The default is GP.

If the request is **Urgent** select the urgent flag from the 'Priority' pick list. Ensure a contact number has been entered in to the 'Bleep/contact no' field. Please precede your entry with a description of the contact mechanism eg "Tel: 023 8079 6705" this will then print clearly on the form

Sample collection options

There are a variety of options available for sample collection.

There may be more than one 'Order Details' option to complete.



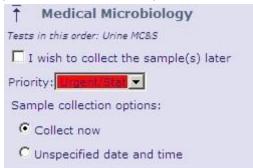
Sample later

If your practices wishes to defer sample collection (Postpone) and delay the printing of the request form then select the option 'I wish to collect the sample(s) later' and select 'Accept Request'. This action will place the request on a pending queue and a form will not be printed. The pending queue can be accessed at a later date when the specimen is to be taken. This option is useful when the practice uses a Practice based Phlebotomy service



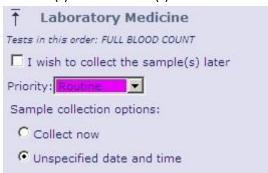
Collect now

This option will default today's date and current time into the request ready for when the request form is to be printed now and the sample(s) are to be collected now

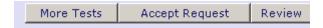


Collect later / Unspecified date and time

This option will NOT set any date and time to the request. The request form is to be printed now and the sample(s) are to be collected later by a Practice or other Phlebotomy service, say when the patient presents with the form. When these samples are collected the date and time of collection needs to be manually entered on the form(s) and container(s)



To complete the request select the 'Accept Request' button.

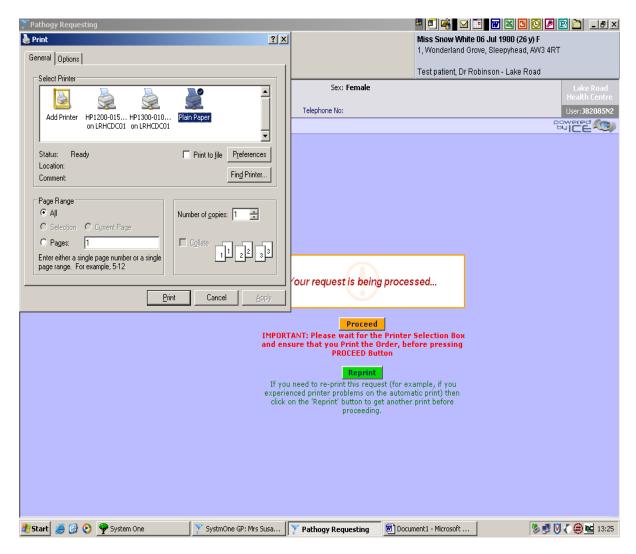




Printing the request form

Once the 'Accept Request' button is selected the system will initiate the printing of the hard copy form. It is important to wait for the printer box to appear before proceeding.

A printer box will appear with the default set to the printer in the room or the printer set-up as a default for the PC.



Select the 'Print' button.

Once the form has printed select the orange 'Proceed' button . This records the request against the patient record in TPP.

If multiple forms require printing the print dialogue will re-appear on screen. Repeat the above process ensuring the orange 'Proceed' button is selected after each print action.

The request will be displayed 'Test name (Requested) with 'Request Sent' in the status field.

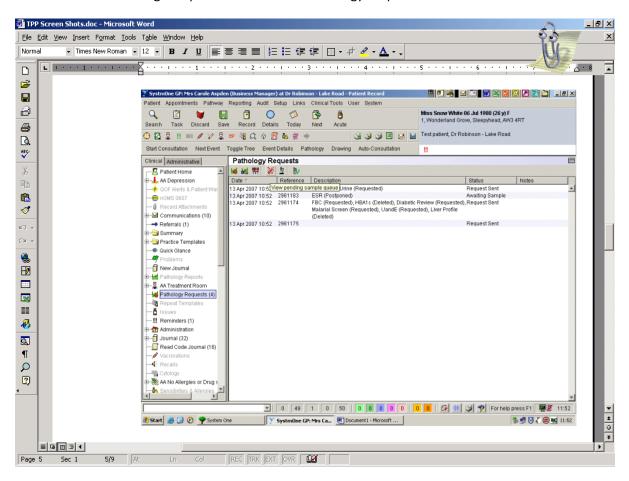


Taking a sample later

This section describes how to process requests for samples which were earlier selected to be retained within the system:



Select the 'View Pending Sample Queue' icon in 'Pathology Requests' third icon from the left.



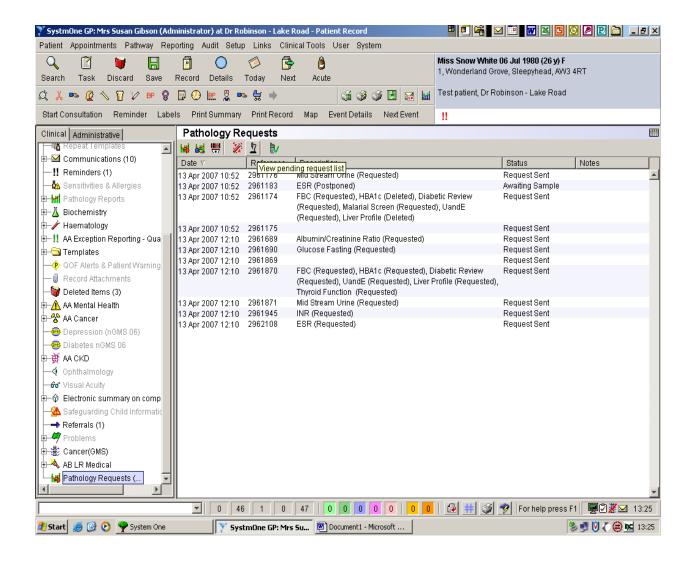
Select the test for completion and enter the specimen collection details.

Select 'Accept Request' button then follow the printing instructions listed under 'Print the request form'. The request appearance on TPP will change from 'Test name (Postponed), Status 'Awaiting Sample' to 'Test name (Requested), status 'Request Sent'.

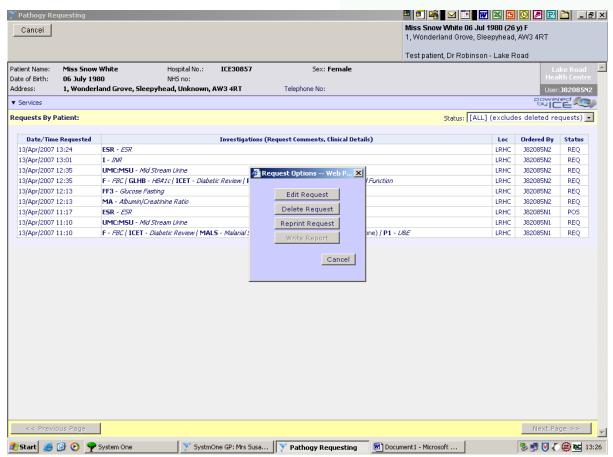
Reprinting a request form

Select the icon 'View pending request list', second icon from the left.









It is possible to 'Edit Request', 'Delete Request' and 'Reprint Request, from this screen.

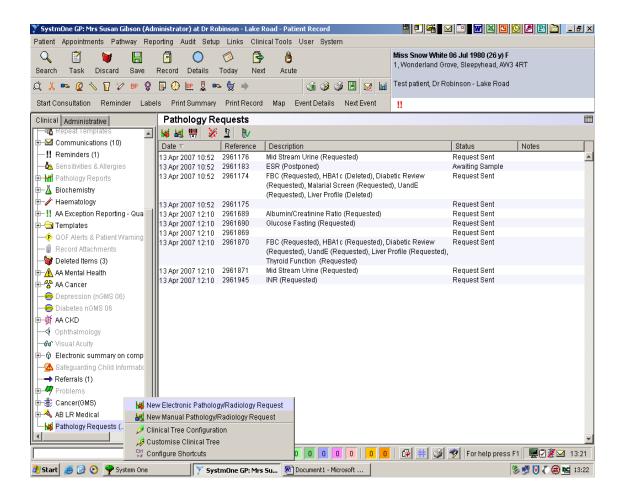
To exit the screen select the 'Cancel' button in the top left hand corner.



To view patient reports.

Select a patient on TPP

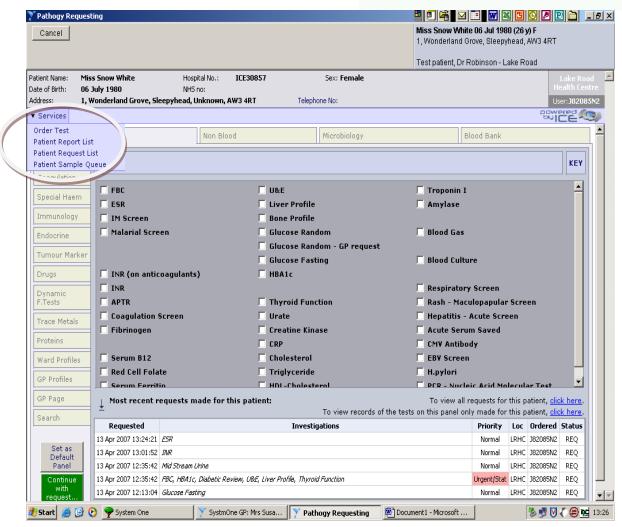
Right click on 'Pathology Requests' and select 'New Electronic Pathology/Radiology Request'.



This will launch the ICE requesting module.

Once the ICE requesting screen is launched select the drop down 'Services' arrow.





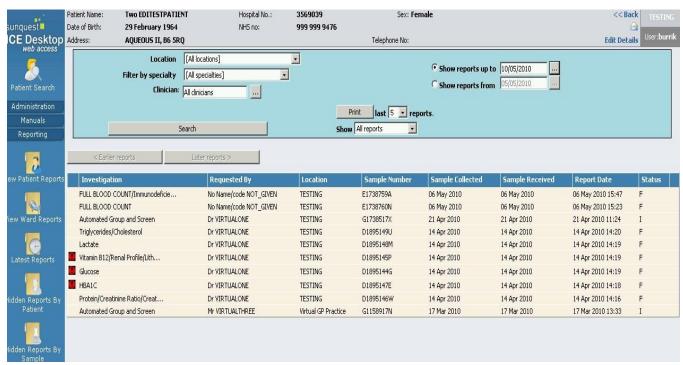
Select 'Patient Report List'.

The web browser is launched to the Pathology ICE server and you will see the following screen listing all the reports that can be matched against the patient demographics. If there is more than one entry matching the patient demographics supplied then a patient list will be presented and the user will need to select the correct patient.

The reports displayed are for all episodes for the patient selected. The reports displayed are colour coded.

The reports can be filtered using the search fields at the top of the screen.





Abnormal numeric results are highlighted with an explanation mark within a red circle.

Double click on a selected report to see the detail.





- Individual numeric indices can be presented in a cumulative format or graphed.
- Abnormal numeric results are displayed in red and marked with an asterisk.
- The 'Back' button on the options bar will take the user back to the summary view of the reports.
- The < and > arrows will enable the user to navigate both forward and back through the reports chronologically.
- If the result displayed was ordered at the same time as another set of result investigations and these are results are available to view then the purple hypertext linkage option will also be shown

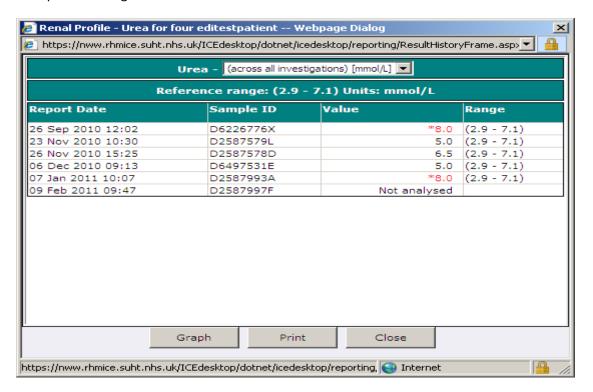
Select the 'Cancel' button to close the page.

Example of cumulative report:

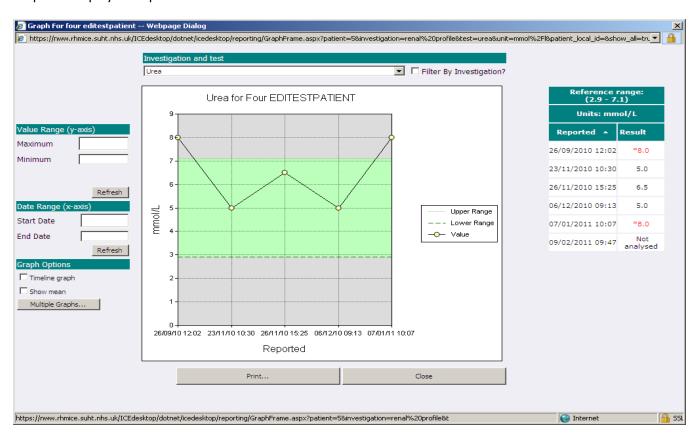




Example of clicking a test shown in cumulative view

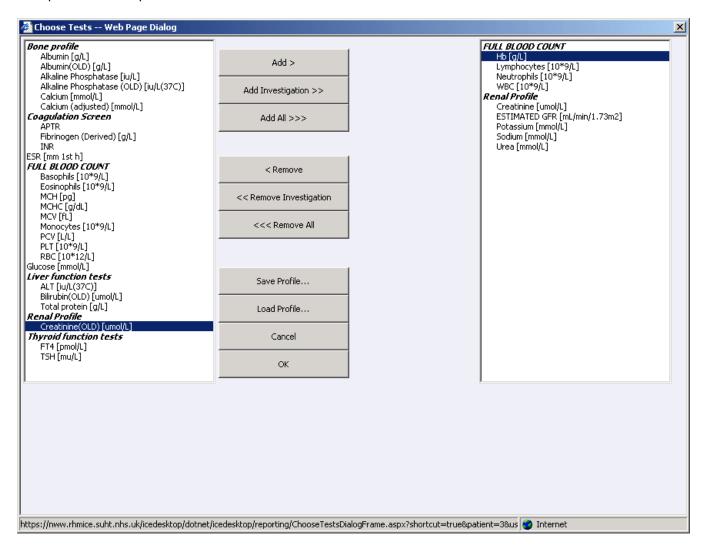


Graphical display example:





Example of a results profile construction





Demand Management

Background

The ICE manual is extended here to include developments implemented as part of a joint PCT/GP and Southampton Pathology QIPP (Quality, Innovation, Productivity and Prevention) clinical initiative. The ICE system was upgraded to most recent version as part of this work

Tests removed from set profiles

Urea removed from Renal Profile:

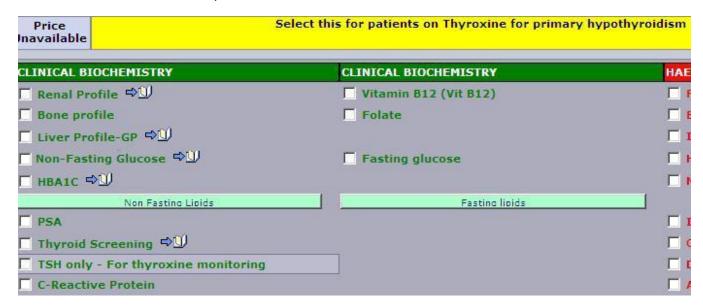




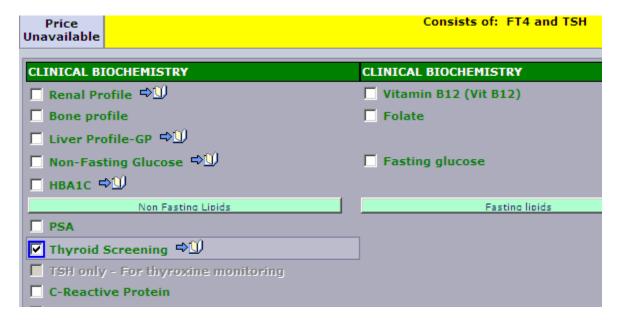
Tests not appropriate to request

For example, thyroid screening:

GPs who know patient is on Thyroxine for primary hypothyroidism should check the TSH only box, the following help text is displayed on ICE when user hovers over the TSH only item:



The thyroid screening item below consists of both FT4 and TSH Note, when either item is selected the other item is not available for selection. Should an item be selected in error then uncheck the item and re-select





Repeat requesting limits and display of previous results

These are investigations which are flagged with repeat requesting intervals. A defined repeat testing period, currently set at 6 months for Clinical Biochemistry tests is triggered should a new test request fall within these limits

If such a test is selected, which has previous results, the following screen would appear:



Response, No = test is not selected (unnecessary re-testing is avoided)
Response View previous Results = Results of the investigation or investigation set up to last 6 months old are shown:

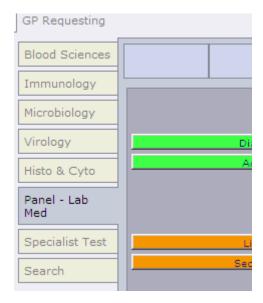




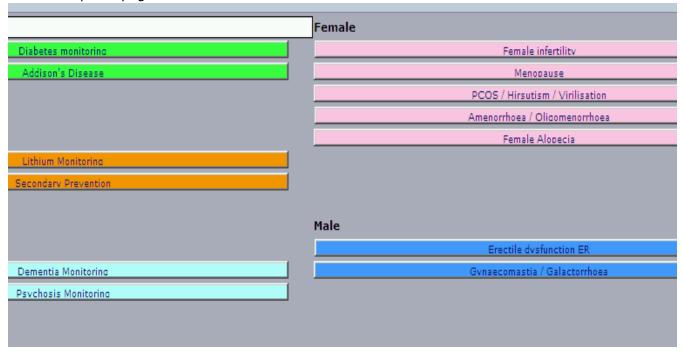
Clinical collection panels

These are groups of tests related to agreed clinical investigation sets, the user can be guided through these with rules and dialogue boxes where appropriate

There is a panel called 'Panel – Lab Med' (Laboratory Medicine)



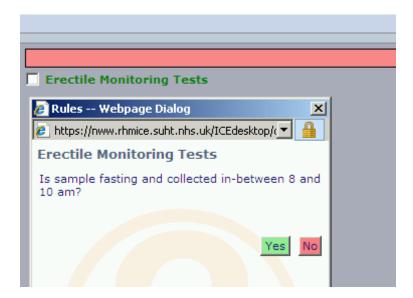
Within the panel page there are sets of collections of tests:





Example: Erectile dysfunction panel

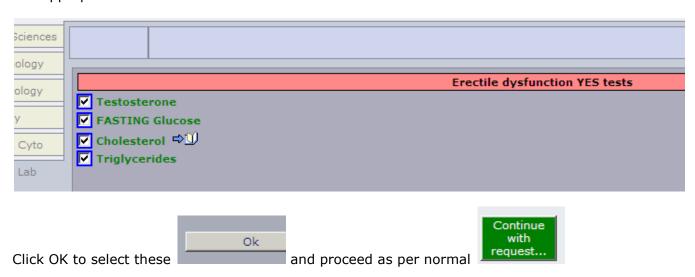
Click the collection set Erectile dvsfunction then follow the information and the prompts:



Set the fasting status flag – this flag is then sent back to GP clinical systems via pathology PMIP electronic reporting



The appropriate collection of tests is confirmed as selected:





Example: Female Infertility panel

There is requirement for 2 separate sample sets to be taken from the patient

Female Infertility sample set 1

LH, FSH, Testosterone

Pop up - Sample should be collected between Days 2 to 4 of the Cycle. Add TFTs and Prolactin if patient is symptomatic of thyroid disease or hypopituitarism (NICE).

Female Infertility sample set 2

Progesterone

Pop up - Sample should be taken on Day 21 of a 28 Day cycle or mid luteal.

This will generate 2 request forms. One sample will be collected on Days 2 - 4 and the second on Day 21 or mid luteal.

Implementation:

The implementation generates two request forms which record and print the anticipated dates entered by ICE user. The dates of sampling print in the SAMPLE STATUS box of the respective form (note – not

in the actual sample date and time boxes – these still need entering when sample is collected)

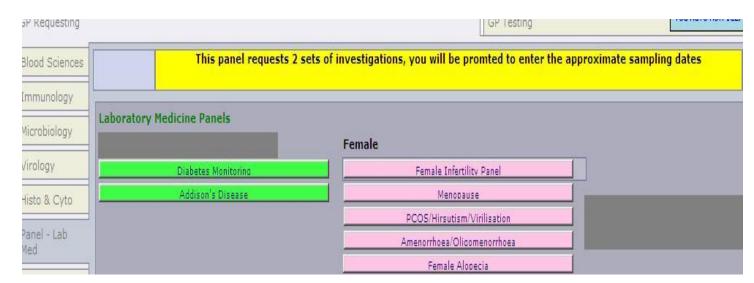
Guidance when using:

If the samples are both to be taken days in the future then 'Unspecified date and time' should be selected, or if postponing within the ICE system the 'I wish to collect the sample later' option. If the patient's cycle is not predicable then users are advised to select the best approximate dates If one sample needs to be taken now then select the collect now for the appropriate sample date when committing the request on ICE. Also note the global clinical details will apply to both forms, so an entry including "Samples generated for infertility testing' may be appropriate along with any other essential clinical information

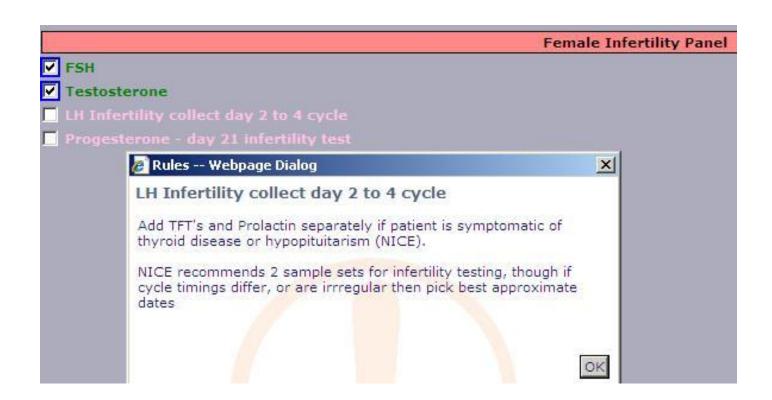


Female infertility panel:

Located on Panel, note the black on yellow help text when mouse is hovered over the panel:



On selecting the Female Infertility Panel, the tests FSH and Testosterone are automatically selected, there is then a prompt with a clinical guidance note followed by sample date guidance; click OK to continue:



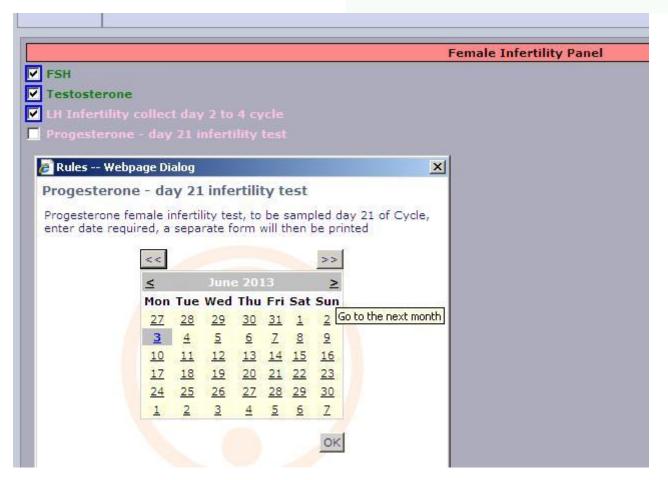


The Luteinising Hormone test (LH) test now holds and asks for the sampling date to be entered for FSH, Testosterone and LH test set, 15th May is entered in example below, then click OK:



Test LH is now requested, the Progesterone day 21 sampling now asks for the appropriate date to be added, in this example the LH is sampled before the progesterone, this will not always be the case 17-19 days in advance to the LH sampling is Mon 3rd June, note the

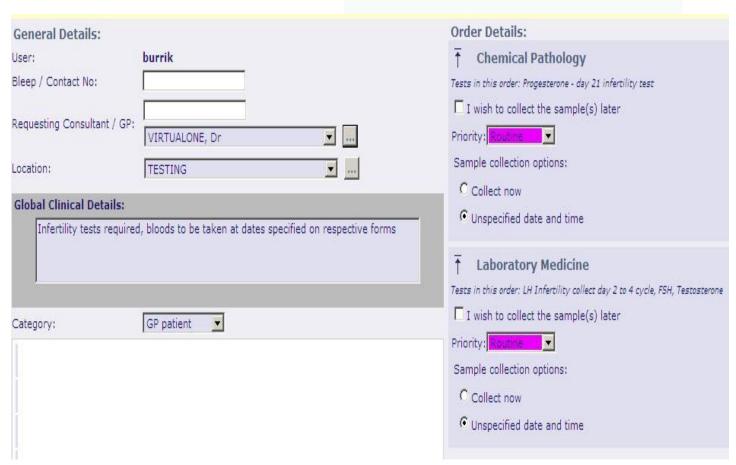




The request is now completed and submitted for completion In this example both specimens are to be sampled dates in advance; hence

'Unspecified date and time' is selected against both Chemical Pathology and Laboratory medicine form





The request forms are then printed:



Example request form showing a sample status date for patient of 3rd June for Progesterone day 21

The dates of sampling print in the SAMPLE STATUS box of the respective form (note – not in the actual sample date and time boxes – these still need entering when sample is collected, that is unless 'sample now' is selected)

		SURGERY TESTIN	CODE, NAME	999999638 SURNAME EDITESTPATIENT			
			GP patient				
DATE TAKEN	TIME TAKEN		TAKEN BY	Sixteen	Female		
Southampton Wiss University Hospitals NHS Trust				DATE OF BIRTH 01 Dec 1956 ADDRESS Pathology SGH, POSTCODE SO16 6YD PATIENTS TELEPHONE NUMB	IC ORIGIN		
			CLINICAL DETAILS testing				
				(=03 Jun 2013)	DRUG INFORMATION		
			Dr VIRTUALONE		BLEEP/TEL No.		
Order No	Tube / Container		Investigations Requested				
10002857	SST II	Advance		Progesterone - day 21 infertility test			



Contacts

ICE information:

http://www.uhs.nhs.uk/HealthProfessionals/Extranet/Services/SUHTPathologyServices/Electronicrequesting.aspx

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