

## **Southampton Pathology EMIS-Web GP requesting documentation**

## Contents

Online Pathology test ordering for WEB users .....	4
Requesting tabs .....	6
Using the search function .....	9
Completing the request.....	9
Sample collection options .....	10
Printing the request form .....	12
Taking a sample later.....	13
Workflow Manager.....	13
Cancelling or editing an order .....	15
Reprinting a request .....	17
To view patient reports. ....	19
To view latest results/reports on ICE for all patients at your practice.....	24
ICE services navigation menu .....	25
Demand Management.....	26
Tests removed from set profiles.....	26
Tests not appropriate to request .....	27
Repeat requesting limits and display of previous results.....	28
Clinical collection panels.....	29
Example: Erectile dysfunction panel .....	29
Example: Female Infertility panel .....	31
Contacts .....	37
Appendix 1 - Configuration notes for EMIS Web .....	38
Setting up of ICE system user accounts.....	38
Connecting your practice to Southampton ICE services and setting ICE passwords(ICE user account IDs) within EMIS Web . ....	38

## Version Information

Version	Date	Notes	Author
0.1	27/07/2012	Based on EMIS PCS manual v2 issued 27/07/2012	Keith Burrill
1.0	18/12/2012	Updated from EMIS-Web installation at ForestSide practice, Dibden	Keith Burrill
3.0	30/05/2013	Issued as v3 to bring into line with other manuals. Updated with new ICE screens deployed 2 <sup>nd</sup> June 2013, and with integrated demand management guidance	Keith Burrill
3.1	27/08/2013	Update to reprinting requests	Alex Kimber

### Note 1.

GP system administrators should refer to Appendix 1 for EMIS Web configuration notes

### Note 2.

Note to trainees:

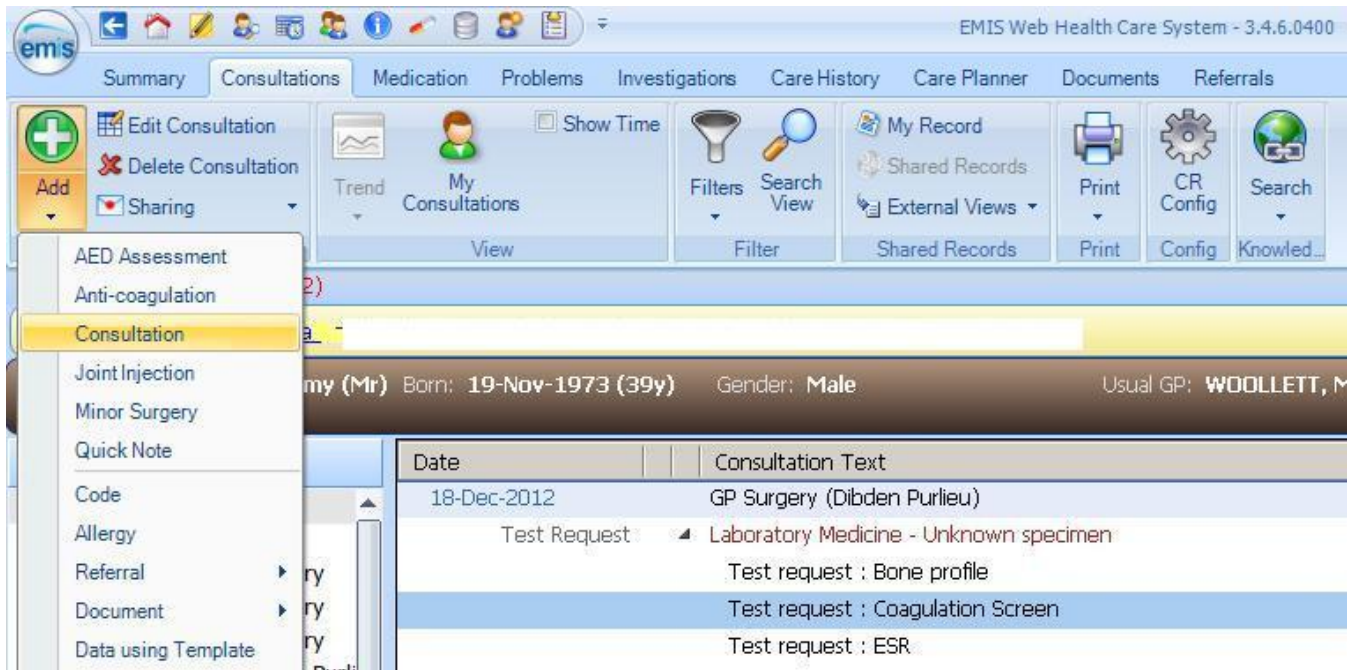
**Users may be given options to store request status information in their systems when they create and modify samples in ICE. Users should accept these changes as they keep their GP clinical system patient and sample statuses concurrent with ICE. The consultations also need SAVING in EMIS web in order to permanently record the request**

## Online Pathology test ordering for WEB users

Pathology tests can be requested electronically from within the WEB 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.

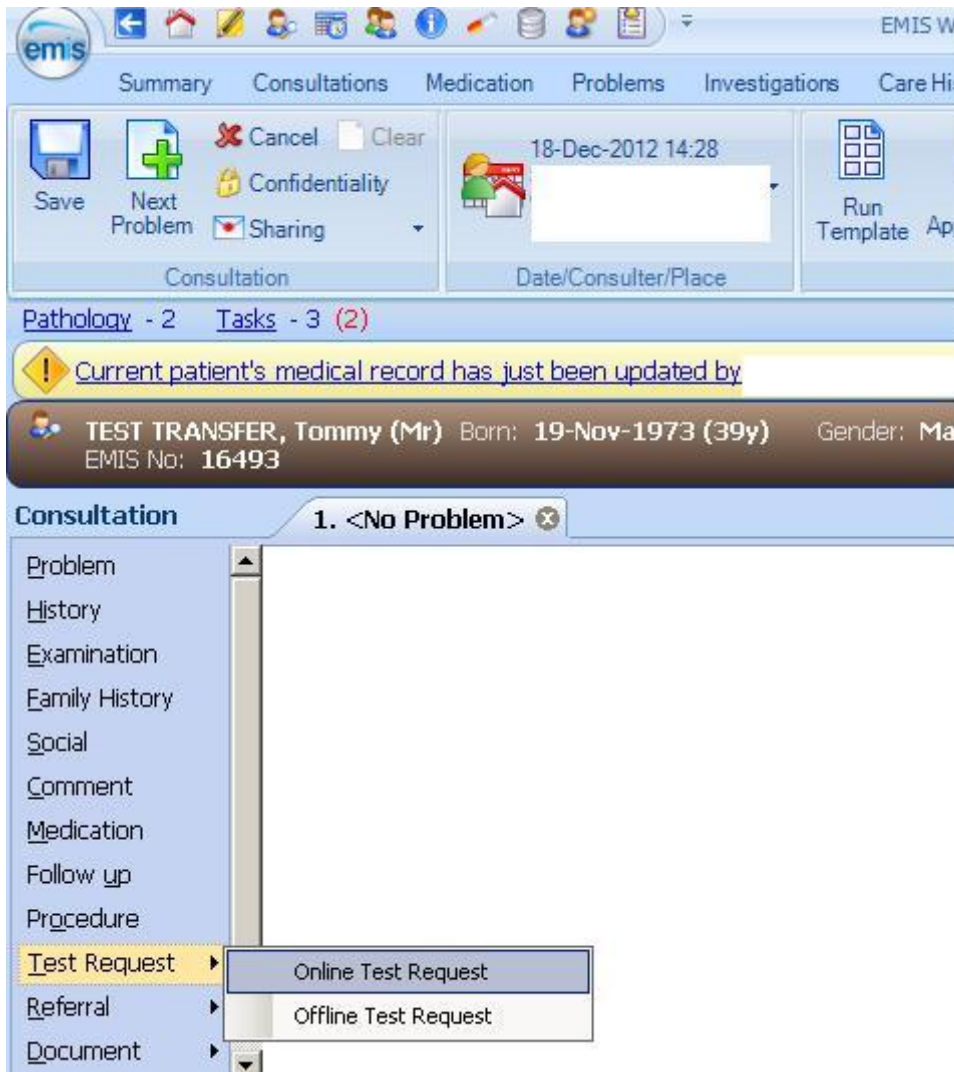
Log into EMIS and select the patient

Enter Consultation Mode



Select new consultation, then accept the consultation

Select Test Request, then Online Test Request:



Provided your account is setup correctly the ICE system will launch in a new window  
In the top RH of the screen your ICE user name and Location (practice) is shown

If this does not occur then record any error and report this to your practice administrator whom will then refer to Appendix 1 of this document

## Requesting tabs

Patient Name: **Two EDITESTPATIENT** Hospital Number: **3569039** Sex: **Female** << Back  
 Date of Birth: **29 February 1964** NHS Number: **No NHS Number**  
 Address: **Mail Point 8, UHS Pathology, Southampton General Hospital, SO16 6...** Telephone No: View Details

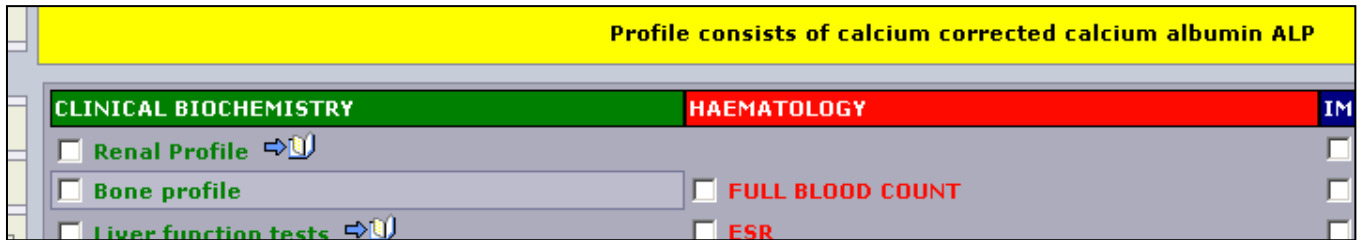
GP Requesting GP Testing You have new ICEMail

Blood Sciences  
 Immunology  
 Microbiology  
 Virology  
 Histo & Cyto  
 Panel - Lab Med  
 Search  
 Set as Default Panel

CLINICAL BIOCHEMISTRY	CLINICAL BIOCHEMISTRY	HAEMATOLOGY
<input type="checkbox"/> Renal Profile	<input type="checkbox"/> Vitamin B12 (Vit B12)	<input type="checkbox"/> FULL BLOOD COUNT
<input type="checkbox"/> Bone profile	<input type="checkbox"/> Folate	<input type="checkbox"/> ESR
<input type="checkbox"/> Liver Profile-GP	<input type="checkbox"/> Fasting glucose	<input type="checkbox"/> Infectious Mononucleosis test.
<input type="checkbox"/> Non-Fasting Glucose		<input type="checkbox"/> Hb Electrophoresis
<input type="checkbox"/> HBA1C		<input type="checkbox"/> Malarial parasites.
Non Fasting Lipids		
Fasting lipids		
<input type="checkbox"/> PSA		<input type="checkbox"/> INR (Warfarin)
<input type="checkbox"/> Thyroid Screening		<input type="checkbox"/> Coagulation Screen
<input type="checkbox"/> TSH only - For thyroxine monitoring		<input type="checkbox"/> D-Dimer Assay
<input type="checkbox"/> C-Reactive Protein		<input type="checkbox"/> APTR (Heparin)
<input type="checkbox"/> Lithium		
<input type="checkbox"/> Urea		
<input type="checkbox"/> Ferritin		
	<b>BLOOD TRANSFUSION</b>	<b>Service Information Links</b>
	<input type="checkbox"/> Group and Screen	<input type="checkbox"/> Laboratory Medicine Handbook
		<input type="checkbox"/> SUHT ICE information

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'.

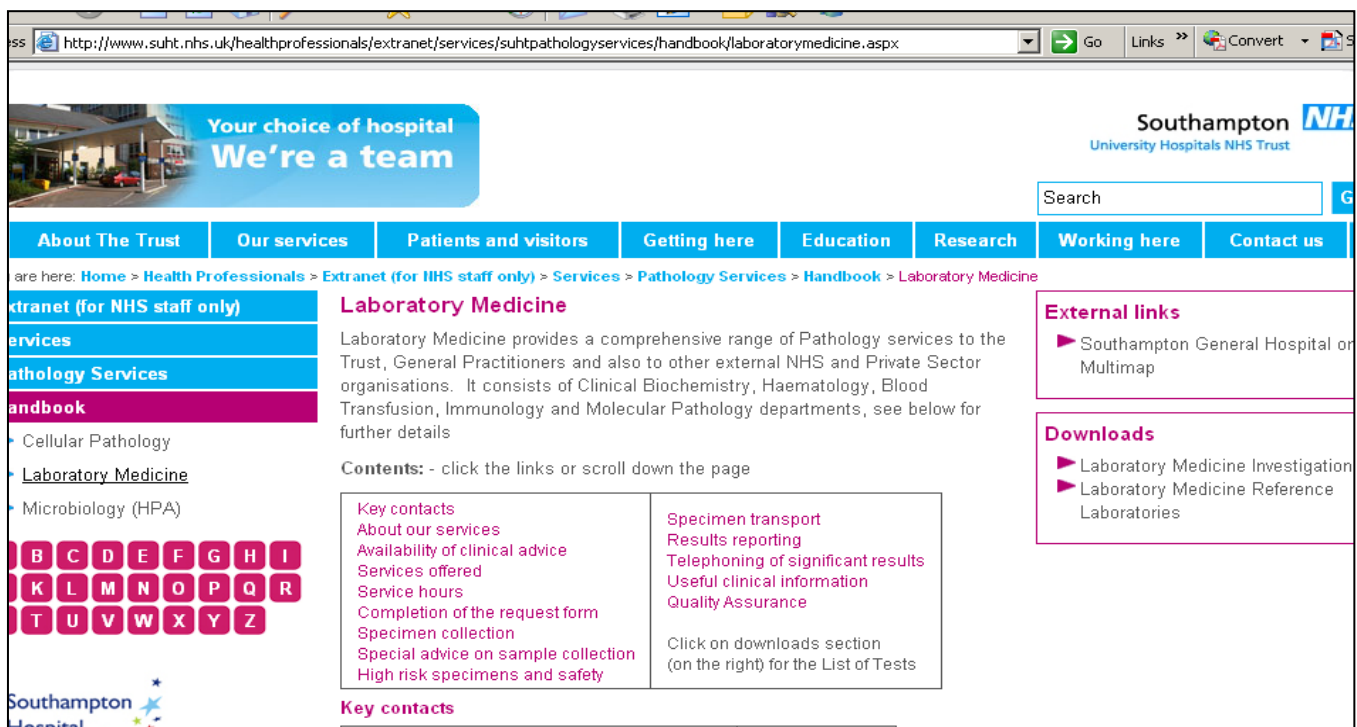
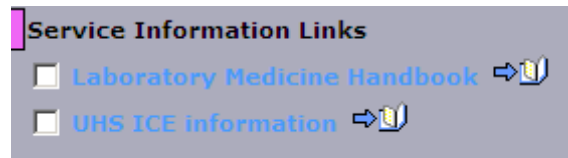
Hover the **mouse over a test name**, this will show any help text (back text, yellow background)



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



To request a test then check the box against a selected test.

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

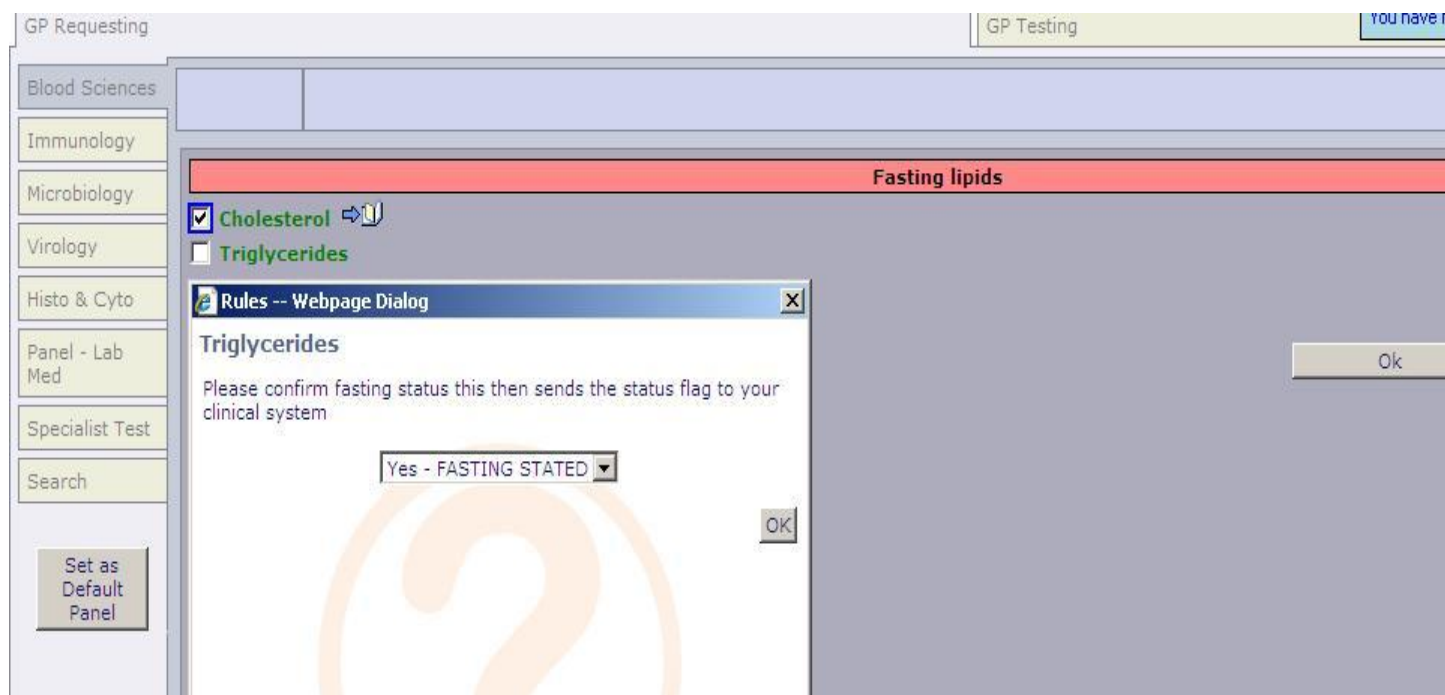
Having selected the required test(s) left click the mouse on the green 'Continue with request' button.

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.

The screenshot shows a search interface with the following elements:

- Search:** for
- Tests
- Test Collections
- Name:** PCR
- Search in:**
- this panel only
- all tests/collections
- Search type:**
- descriptions
- codes
- descriptions & codes
- Search for text:**
- Anywhere in name
- From the start of the name
- Search** button
- Results:**
- Enterovirus PCR
- Herpes simplex PCR
- Protein/Creatinine Ratio ( URINE PCR)

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



## Completing the request

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

Patient Name:	Four EDITESTPATIENT	Hospital No.:	3586936	Sex:	Male
Date of Birth:	12 February 1911	NHS no:	999 999 9492		
Address:	MAIL POINT 8, Southampton, Hampshire, SO16 6YD			Telephone No:	

Please complete the following details regarding your request. Once you have completed the details, click the 'Accept Request' button to continue or 'More Tests' to add more tests. Fields with a s

**General Details:**

User: **burrik**

Bleep / Contact No:

Requesting Consultant / GP:

Location:

**Global Clinical Details:**

Test ICE request, as priority has been set as urgent there is a requirement to complete Bleep/Contact No:

Category:

**Order Details:**

**Immunology**

*Tests in this order: Immunoglobulins*

I wish to collect the sample(s) later

Print a postponed request summary for this order

---

**Medical Microbiology**

*Tests in this order: Urine MC&S*

I wish to collect the sample(s) later

Priority:

Sample collection options:

Collect now

Unspecified date and time

---

**Laboratory Medicine**

*Tests in this order: FULL BLOOD COUNT*

I wish to collect the sample(s) later

Priority:

Sample collection options:

Collect now

Unspecified date and time

The 'Requesting Consultant/GP' will default to the person making the request on the WEB 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 e.g. "Tel: 023 8079 6705" this will then print clearly on the form

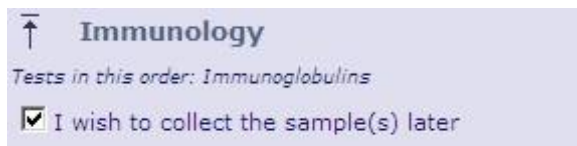
### Sample collection options

There are a variety of options available for sample collection.

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

### Sample later

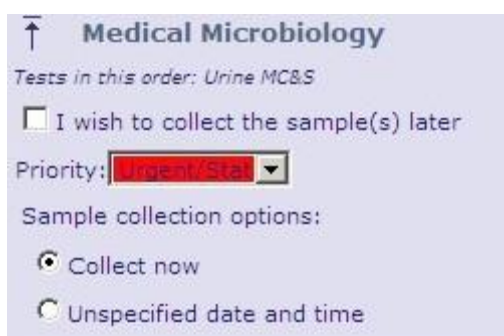
If your practices wishes to defer sample collection (Postpone) and delay the printing of the request form then select the option 'I wish to collect the sample(s) later' and select 'Accept Request'. This action will place the request on a pending queue and a form will not be printed. The pending queue 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



↑ **Immunology**  
Tests in this order: Immunoglobulins  
 I wish to collect the sample(s) later

### Collect now

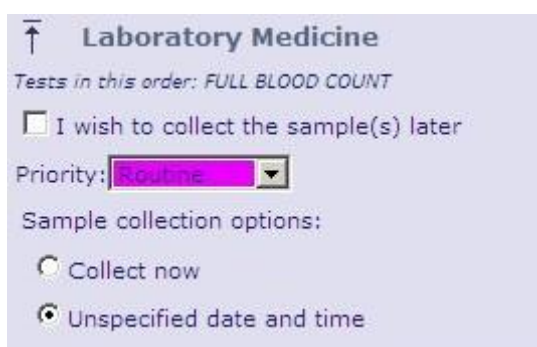
This option will default today's date and current time into the request ready for when the request form is to be printed now and the sample(s) are to be collected now



↑ **Medical Microbiology**  
Tests in this order: Urine MCBS  
 I wish to collect the sample(s) later  
Priority: **Urgent/Stat**  
Sample collection options:  
 Collect now  
 Unspecified date and time

### 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



↑ **Laboratory Medicine**  
Tests in this order: FULL BLOOD COUNT  
 I wish to collect the sample(s) later  
Priority: **Routine**  
Sample collection options:  
 Collect now  
 Unspecified date and time

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

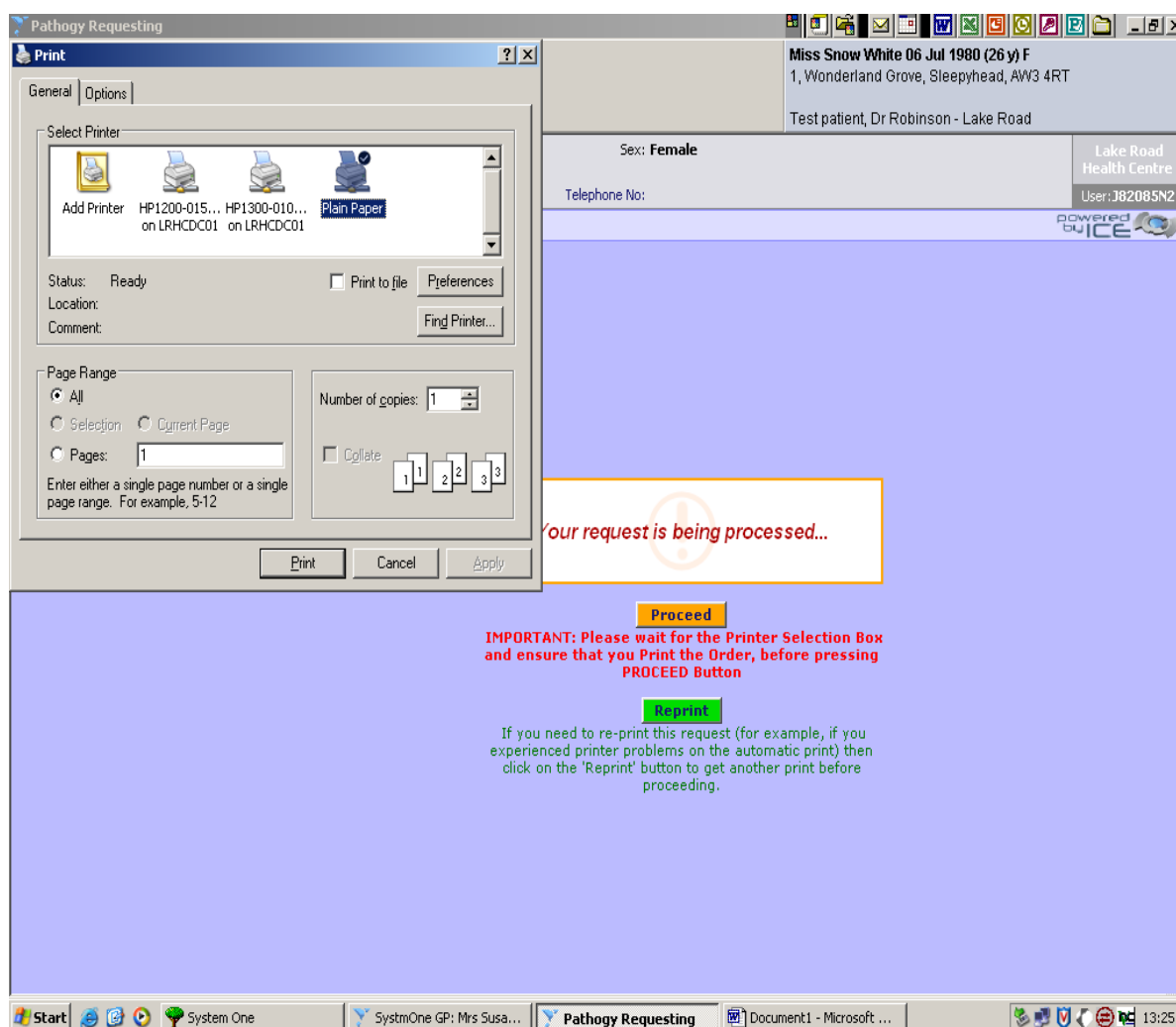
More Tests

Accept Request

Review

## 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.

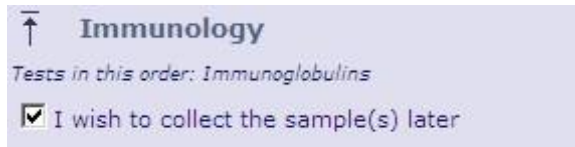
Once the form has printed select the orange 'Proceed' button . This records the request against the patient record in WEB.

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:



The sample completion process can be accessed from Workflow Manager, remember to save within EMIS once request has been committed and accepted

## Workflow Manager

Log into EMIS and select the patient, then access Workflow Manager



**Sample(s) due will then be listed**



To go to the full sample Queue within ICE then click the Sample Queue icon

To sample an individual request displayed in EMIS Workflow the highlight the request then click the Sample



Test request icon on the menu Or highlight the sample line and Right click then select Sample Test request from the menu – see image below:

The screenshot shows the EMIS Web Health Care System interface. At the top, it says "Workflow Manager". Below this is a toolbar with various icons for actions like "Change Owner", "View History", "Add Note", "Print", "Delete Note", "Sample Queue", "Report List", "Open Test Request", "Sample Test Request", "Edit Test Request", and "Delete Test Request".

The main area displays a patient record for "TEST TRANSFER, Tommy (Mr)" born on 19-Nov-1973 (39y), Gender: Male. Below this is a table with columns: "Sample Due", "Patient", and "Specimen". The table contains one row: "18-Dec-2012", "TEST TRANSFER, Tommy (Mr)", and "Unknown specimen".

A right-click context menu is open over the "Unknown specimen" row, showing the following options: "Open Test Request", "Sample Test Request", "Edit Test Request", "Delete Test Request", "Print Test Request", "Change Owner", "Add Note", "Delete Note", and "Print".

Below the table, there is a section for "Unknown specimen - Test Request Awaiting Sample" with a "Sent" date of "18-Dec-2012 15:39". Underneath, it lists "Laboratory Medicine - Unknown specimen" with test requests for "D-Dimer Assay" and "Malarial parasites". At the bottom, there are checkboxes for "Urgent", "Fasted", and "Inoculation Risk".



Select the test for completion and select the appropriate specimen collection option:

Sample collection options:

Collect now

Unspecified date and time

Select 'Accept Request' button then follow the printing instructions listed under 'Print the request form'.

Save the sampling to EMIS

## labelling or editing an order

As per Sample Later though in Workflow Manager select the Edit or Delete test request options:

The screenshot shows the EMIS Web Health Care System interface. At the top, there's a toolbar with various icons and a menu. Below that, a patient profile for 'TEST TRANSFER, Tommy (Mr)' is displayed, including birth date (19-Nov-1973) and gender (Male). A table lists tasks with columns for 'Sample Due', 'Patient', and 'Specimen'. A context menu is open over the 'Unknown specimen' row, showing options like 'Open Test Request', 'Sample Test Request', 'Edit Test Request', 'Delete Test Request', 'Print Test Request', 'Change Owner', 'Add Note', 'Delete Note', and 'Print'. The 'Test Requests' section shows 'Unknown specimen - Test Request Awaiting Sample' with details like 'Sent: 18-Dec-2012 15:39' and 'To: Laboratory Medicine - Unknown specimen'. Below this, there are checkboxes for 'Urgent', 'Fasted', and 'Inoculation Risk'.

ICE is launched and the following options are presented

Click the sample you wish to perform action on, then click the required action



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

The screenshot shows the 'Pathology Requesting' application window. At the top, there is a 'Cancel' button. The patient information section includes: Patient Name: Miss Snow White, Hospital No.: ICE30857, Sex: Female, Date of Birth: 06 July 1980, NHS no.: [redacted], Address: 1, Wonderland Grove, Sleepyhead, Unknown, AW3 4RT, Telephone No.: [redacted], and Lake Road Health Centre. A 'Services' dropdown is set to 'powered by ICE'. Below this is a 'Requests By Patient' section with a status filter set to '[ALL] (excludes deleted requests)'. A table lists several requests with columns for Date/Time Requested, Investigations (Request Comments, Clinical Details), Loc, Ordered By, and Status. A 'Request Options -- Web P...' dialog box is open over the table, containing buttons for 'Edit Request', 'Delete Request', 'Reprint Request', 'Write Report', and 'Cancel'. The Windows taskbar at the bottom shows the Start button, System One, SystemOne GP: Mrs Susa..., Pathology Requesting, Document1 - Microsoft..., and the system clock at 13:26.

Date/Time Requested	Investigations (Request Comments, Clinical Details)	Loc	Ordered By	Status
13/Apr/2007 13:24	ESR - ESR	LRHC	J82085N2	REQ
13/Apr/2007 13:01	I - JNR	LRHC	J82085N2	REQ
13/Apr/2007 12:35	UMC:MSU - Mid Stream Urine	LRHC	J82085N2	REQ
13/Apr/2007 12:35	F - FBC   GLHB - HBA1c   ICET - Diabetic Review	LRHC	J82085N2	REQ
13/Apr/2007 12:13	FF3 - Glucose Fasting	LRHC	J82085N2	REQ
13/Apr/2007 12:13	MA - Albumin/Creatinine Ratio	LRHC	J82085N2	REQ
13/Apr/2007 11:17	ESR - ESR	LRHC	J82085N1	POS
13/Apr/2007 11:10	UMC:MSU - Mid Stream Urine	LRHC	J82085N1	REQ
13/Apr/2007 11:10	F - FBC   ICET - Diabetic Review   MALS - Malaria	LRHC	J82085N1	REQ

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

## Reprinting a request

Should a patient or practice lose a request form or the printer jammed then requests can be reprinted as follows:

Go to Consultation Manager

Open on line requesting on ICE

Click the Services drop down menu

Select **Patient Request List**

The screenshot shows the 'Online Test Request' interface for a patient named Mr Tommy Test Transfer. The patient's details include Hospital Number ICE76202, Date of Birth 19 November 1973, NHS Number No NHS Number, Address Forestside Medical Centre, Beaulieu Road, Dibden Purlieu, Southampton, and Telephone No 80877900. A dropdown menu is open under the 'Services' section, with 'Patient Report List' highlighted and a white arrow pointing to it. Other options in the menu are 'Order Test', 'Patient Recuest List', and 'Patient Sample Queue'. The main content area displays a grid of test categories: CLINICAL BIOCHEMISTRY (Renal Profile, Bone profile, Liver function tests, Glucose, HBA1C, Lipid Screen, PSA, Thyroid Screening), HAEMATOLOGY (FULL BLOOD COUNT, ESR, Infectious Mononucleosis test, Haemoglobinopathy Screen, Malarial parasites, INR (Warfarin)), and IMMUNOLOGY (Rheumi, Coeliac IgA, Connec, Immun, Thyroic, Intrinsic, HLA B2, Bence-protein/el).

Request list is then shown

Click (L click) the request you wish to reprint

Select Reprint Request

Patient Name:	<b>Miss Five Editestpatient</b>	Hospital Number:	<b>ICE154</b>
Date of Birth:	<b>01 January 1990</b>	NHS Number:	<b>999 999 9</b>
Address:	<b>2 Any Street, Dummyville, Hampshire, EX2 1AA</b>		

**Requests By Patient:**

Date/Time Requested	Sample Collection	
9 Jul 2013 13:17	29 Jul 2013 13:17	<b>TTGA - Coeliac (Tissue transglutaminase IgA)</b>
5 Jul 2013 15:41	16 Jul 2013 15:41	<b>GPC - Gastric Parietal Cell Ab.   IGS - Immunoglobulins (inc EP)</b>
5 Jul 2013 15:15	16 Jul 2013 15:15	<b>HCTE - Homocysteine(=Yes - FASTING)</b>
5 Jul 2013 15:15	16 Jul 2013 15:15	<b>LFT3 - Liver Profile</b>
4 Jun 2013 11:05	14 Jun 2013 11:05	<b>NTPR - NT-Pro BNP</b>
5 Jun 2013 09:40	06 Jun 2013 09:40	<b>GLU - Non-Fasting Glucose</b>
5 Jun 2013 11:13	05 Jun 2013 11:13	<b>GPPR - Progesterone - day 21 infert</b>
5 Jun 2013 11:13	05 Jun 2013 11:13	<b>FSH2 - FSH   GPLH - LH Infertility co</b>
7 May 2013 07:50	27 May 2013 07:50	<b>REGP - Rel</b>
0 May 2013 08:43		<b>GPPR - Progesterone - day 21 infert</b>
0 May 2013 08:43		<b>PRG2 - Progesterone</b>
0 May 2013 15:28		<b>UACR - Albumin/creatinine ratio (URI</b>
0 May 2013 15:28		<b>A1C3 - HBA1C   ALT - ALT   CHOL -</b>
5 Apr 2013 08:53	15 Apr 2013 08:53	<b>RAR3 - Aldosterone/Renin Ratio</b>
5 Apr 2013 08:51	15 Apr 2013 08:51	<b>RAR3 - Aldosterone/Renin Ratio</b>
5 Mar 2013 18:11		<b>CHOL - Cholesterol(=Yes - FASTING S</b>
2 Mar 2013 16:47	22 Mar 2013 16:47	<b>DIG - Digoxin</b>
5 Mar 2013 21:57	05 Mar 2013 21:57	<b>FBC - FULL BLOOD COUNT</b>
5 Mar 2013 21:57		<b>CANT - Connective tissue ANA screen</b>
5 Mar 2013 17:52	05 Mar 2013 17:52	<b>LFT2 - Liver function tests</b>

The screenshot shows a 'Rules -- Webpage Dialog' window with the following actions listed:

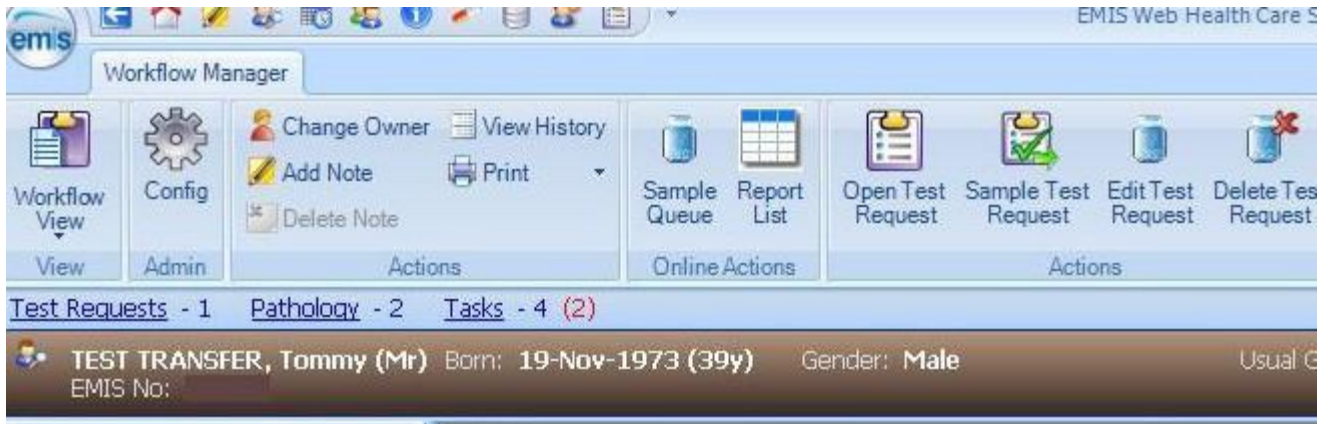
- Edit Request
- Delete Request
- Reprint Request
- Write Report
- Sample Now
- Book Appointment
- View Order
- Transfusion Activity
- View Audit Trail
- ICEMail

A 'Cancel' button is located at the bottom right of the dialog. An arrow points to the 'Reprint Request' button.

NB only re-print current orders / orders where the request form is lost or damaged as each request is unique and generated unique sample/order IDs. For this reason orders with status reported (RR) cannot be re-printed

## To view patient reports.

Click the Report List Icon



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.

AHSL Ice Desktop - Microsoft Internet Explorer

Patient Name: **SNOW WHITE**    Hospital No.: **A2025489**    [See Case Note Numbers](#)    Sex: **Female**    << Back    G5 General Nephrology  
 Date of Birth: **06 July 1980**    NHS no:  
 Address: **1 Wonderland Grove, Sleepyhead**    Telephone No:    [Edit Details](#)    User:hicktong

Location: [All locations]     Show reports up to: 16/04/2007 ...  
 Filter by specialty: [All specialties]     Show reports from: 13/04/2007 ...  
 Clinician: All clinicians ...  
 Print last 3 reports.    Show All reports

< Earlier reports    Later reports >

Investigation	Requested By	Location	Sample Number	Sample Collected	Sample Received	Reported	Status
Urine microscopy and culture	Dr D Sinclair	Pathology QAH	MU001304P	13 Apr 2007	13 Apr 2007	13 Apr 2007 17:45	UN
 FBC/Routine Coagulation Screen	Dr D Sinclair	Pathology QAH	HQ001304J	13 Apr 2007	13 Apr 2007	13 Apr 2007 17:45	UN
 Urea and Electrolytes/Estimate...	Dr D Sinclair	Pathology QAH	BB001304T	13 Apr 2007	13 Apr 2007	13 Apr 2007 17:45	UN

Requesting  
 Tools  
 Log Off

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

Double click on a selected report to see the detail.

Patient Name: **Two EDITESTPATIENT** Hospital No.: **3569039** Sex: **Female**  
 Date of Birth: **29 February 1964** NHS no: **999 999 9476**  
 Address: **AQUEOUS II, B6 5RQ** Telephone No:

< > Cumulative Back Print File ICEMail

Reported	Specialty	Location	Clinician	Status
14 Apr 2010 14:19	Point of Care	TESTING	Dr VIRTUALONE (General Practice)	F

This report is linked to other reports. Click on the links below to see these linked reports:

- [Lithium, Renal Profile, Vitamin B12 \(14 Apr 2010 14:19\)](#)

test 2.

Sample D1895144G (Plasma) Collected 14 Apr 2010 11:26 Received 14 Apr 2010 14:13

**Glucose**

\* **2.0** mmol/L

Glucose Reference Range (fasting) = 4.0-6.0 mmol/L

Impaired fasting glycaemia = 6.1-6.9 mmol/L

Diabetes mellitus = fasting glucose 7.0 mmol/L &

above

End of report

- 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:





Graph For four editestpatient -- Webpage Dialog

https://www.rhmice.suht.nhs.uk/ICEdesktop/dotnet/icedesktop/reporting/GraphFrame.aspx?patient=5&investigation=renal%20profile&test=urea&unit=mmol%2F&patient\_local\_id=&show\_all=tru

Investigation and test  
Urea  Filter By Investigation?

**Value Range (y-axis)**

Maximum

Minimum

**Date Range (x-axis)**

Start Date

End Date

**Graph Options**

Timeline graph

Show mean

Urea for Four EDITESTPATIENT

mmol/L

Reported

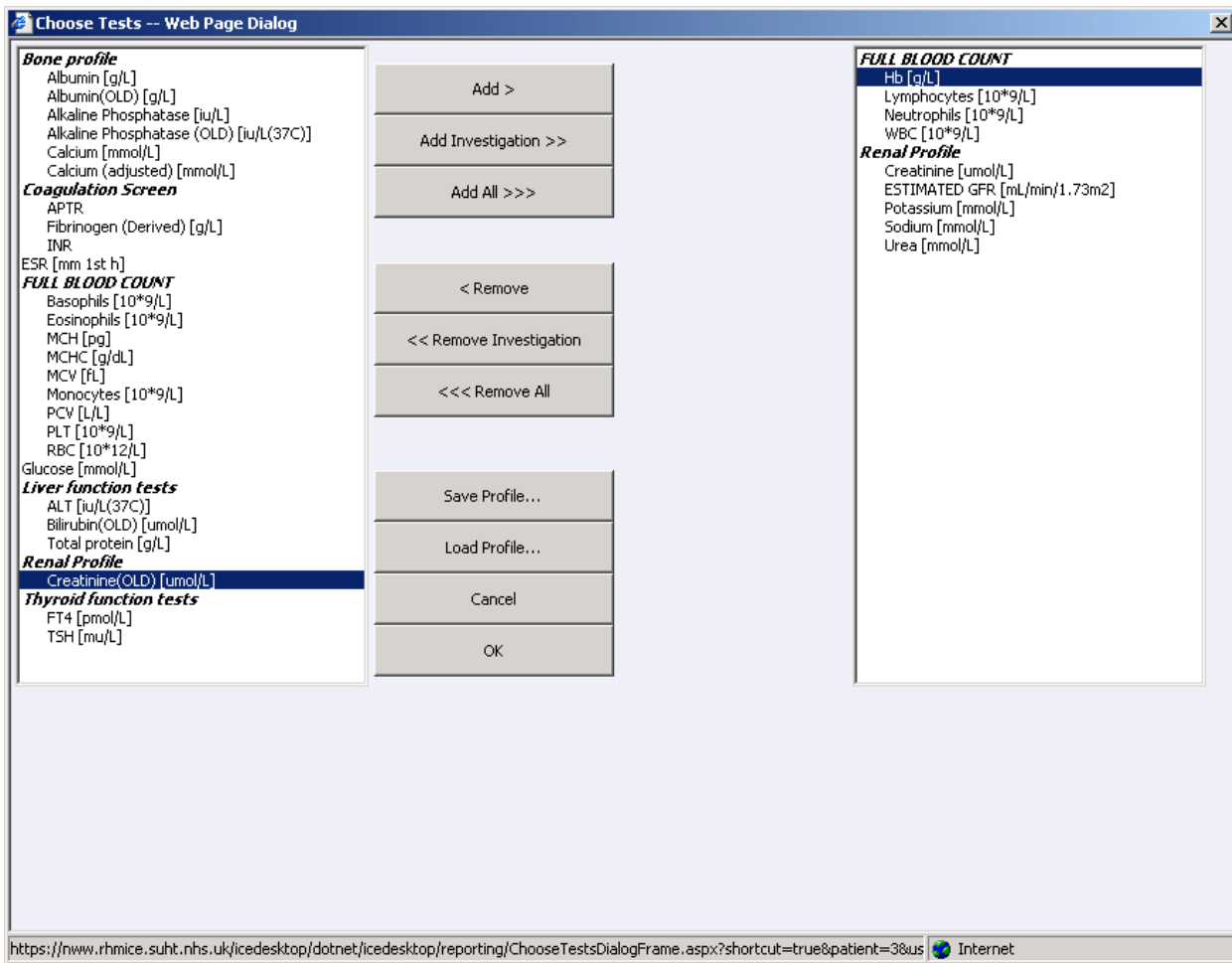
**Reference range:**  
(2.9 - 7.1)

**Units: mmol/L**

Reported	Result
26/09/2010 12:02	*8.0
23/11/2010 10:30	5.0
26/11/2010 15:25	6.5
06/12/2010 09:13	5.0
07/01/2011 10:07	*8.0
09/02/2011 09:47	Not analysed

https://www.rhmice.suht.nhs.uk/ICEdesktop/dotnet/icedesktop/reporting/GraphFrame.aspx?patient=5&investigation=renal%20profile& Internet SSL

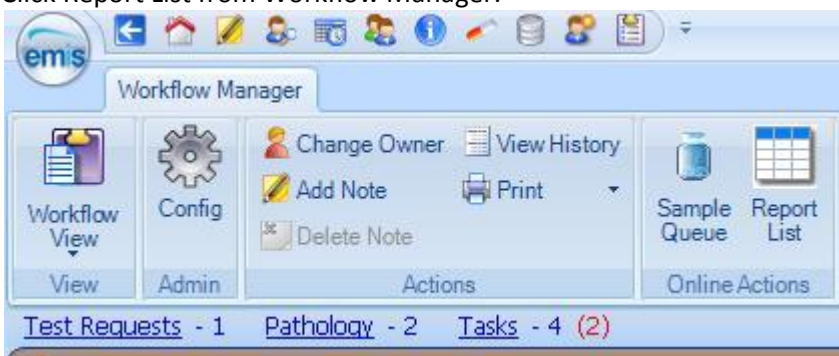
Example of a results profile construction



**To view latest results/reports on ICE for all patients at your practice**

This feature is useful as reports will appear quicker in ICE reports list than they do for PMIP result transfer, e.g. for looking up coagulation results from the lab for GP lead clinics

Click Report List from Workflow Manager:



Note the Sample Queue button would take you to a list of patients with bloods etc yet to be sampled (i.e. ICE practice requested as 'Sample later' with status 'POS' postponed request)

## ICE services navigation menu

When a practice user logs onto ICE there is a very useful navigation menu presented top LH of the ICE screen. The menu enables users to switch between ICE views for the patient.

- Click the Services drop down
- Select the service required
- To return to another service, repeat the above

Online Test Request

Patient Name: **Mr Tommy Test Transfer** Hospital Number: **ICE76202** Sex: **Male**  
 Date of Birth: **19 November 1973** NHS Number: **No NHS Number**  
 Address: **Forestsides Medical Centre, Beaulieu Road, Dibden Purlieu, Southam...** Telephone No: **80877900**

▼ Services

Order Test GP Testing

**Patient Report List**

Patient Recuest List

Patient Sample Queue

Microbiology	CLINICAL BIOCHEMISTRY	HAEMATOLOGY	IMMUNOLOGY
	<input type="checkbox"/> Renal Profile →		<input type="checkbox"/> Rheumatoid Factor
	<input type="checkbox"/> Bone profile →	<input type="checkbox"/> FULL BLOOD COUNT →	<input type="checkbox"/> Coeliac (IgA)
	<input type="checkbox"/> Liver function tests →	<input type="checkbox"/> ESR →	<input type="checkbox"/> Connective Tissue
	<input type="checkbox"/> Glucose →	<input type="checkbox"/> Infectious Mononucleosis test. →	<input type="checkbox"/> Immunoglobulin
	<input type="checkbox"/> HBA1C →	<input type="checkbox"/> Haemoglobinopathy Screen →	<input type="checkbox"/> Thyroid Function
	<input type="checkbox"/> Lipid Screen	<input type="checkbox"/> Malarial parasites.	<input type="checkbox"/> Intrinsic Factor
	<input type="checkbox"/> PSA →		<input type="checkbox"/> HLA B27
	<input type="checkbox"/> Thyroid Screening →	<input type="checkbox"/> INR (Warfarin) →	<input type="checkbox"/> Bence-Jones protein/elec

Search

Set as Default Pane

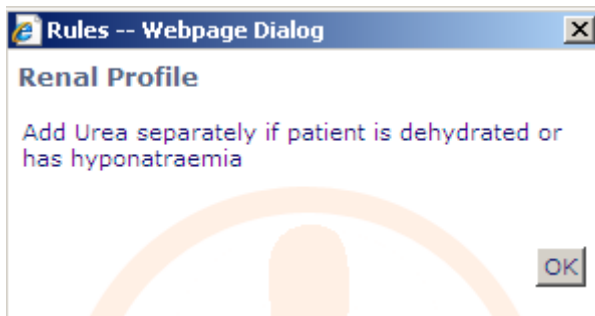
## Demand Management

### 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:

Price Unavailable	Select this for patients on Thyroxine for primary hypothyroidism	
<b>CLINICAL BIOCHEMISTRY</b>		
<input type="checkbox"/> Renal Profile →	<input type="checkbox"/> Vitamin B12 (Vit B12)	<input type="checkbox"/>
<input type="checkbox"/> Bone profile	<input type="checkbox"/> Folate	<input type="checkbox"/>
<input type="checkbox"/> Liver Profile-GP →		<input type="checkbox"/>
<input type="checkbox"/> Non-Fasting Glucose →	<input type="checkbox"/> Fasting glucose	<input type="checkbox"/>
<input type="checkbox"/> HBA1C →		<input type="checkbox"/>
Non Fasting Lipids		Fasting lipids
<input type="checkbox"/> PSA		<input type="checkbox"/>
<input type="checkbox"/> Thyroid Screening →		<input type="checkbox"/>
<input type="checkbox"/> TSH only - For thyroxine monitoring		<input type="checkbox"/>
<input type="checkbox"/> C-Reactive Protein		<input type="checkbox"/>

The thyroid screening item below consists of both FT4 and TSH

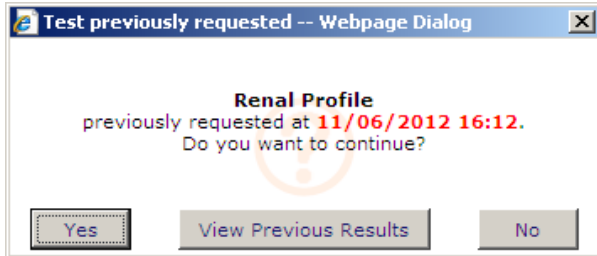
Note, when either item is selected the other item is not available for selection. Should an item be selected in error then uncheck the item and re-select

Price Unavailable	Consists of: FT4 and TSH	
<b>CLINICAL BIOCHEMISTRY</b>		
<input type="checkbox"/> Renal Profile →	<input type="checkbox"/> Vitamin B12 (Vit B12)	
<input type="checkbox"/> Bone profile	<input type="checkbox"/> Folate	
<input type="checkbox"/> Liver Profile-GP →		
<input type="checkbox"/> Non-Fasting Glucose →	<input type="checkbox"/> Fasting glucose	
<input type="checkbox"/> HBA1C →		
Non Fasting Lipids		Fasting lipids
<input type="checkbox"/> PSA		
<input checked="" type="checkbox"/> Thyroid Screening →		
<input type="checkbox"/> TSH only - For thyroxine monitoring		
<input type="checkbox"/> C-Reactive Protein		

## 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)

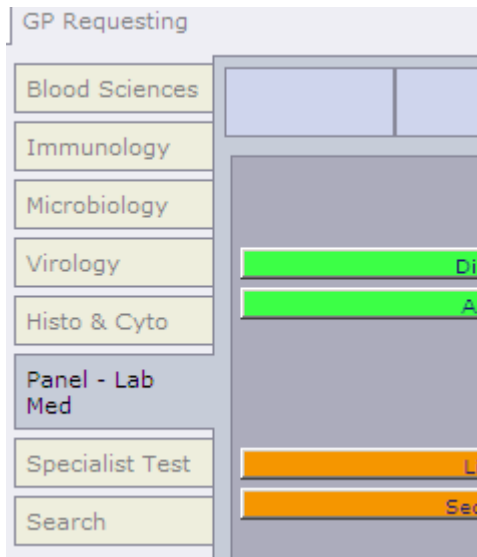
Response View previous Results = Results of the investigation or investigation set up to last 6 months old are shown:

Test	Results	Unit	Range	Date
Sodium	120	mmol/L	136 - 144	07/06/2012 15:32:00
Potassium	4.50	mmol/L	3.5 - 5.0	07/06/2012 15:32:00
Creatinine	250	umol/L		07/06/2012 15:32:00
ESTIMATED GFR	15	mL/min/1.73m2		07/06/2012 15:32:00
Sodium	130	mmol/L	136 - 144	08/05/2012 10:37:00
Potassium	4.00	mmol/L	3.5 - 5.0	08/05/2012 10:37:00
Urea	3.0	mmol/L	2.9 - 7.1	08/05/2012 10:37:00
Creatinine	50	umol/L		08/05/2012 10:37:00
ESTIMATED GFR	>90	mL/min/1.73m2		08/05/2012 10:37:00
Urea	1.0	mmol/L	2.9 - 7.1	23/04/2012 16:18:00
Creatinine	1	umol/L		23/04/2012 16:18:00
ESTIMATED GFR	>90	mL/min/1.73m2		23/04/2012 16:18:00
Sodium	140	mmol/L	136 - 144	19/04/2012 11:50:00
Potassium	4.00	mmol/L	3.5 - 5.0	19/04/2012 11:50:00
Urea	4.0	mmol/L	2.9 - 7.1	19/04/2012 11:50:00
Creatinine	50	umol/L		19/04/2012 11:50:00
ESTIMATED GFR	>90	mL/min/1.73m2		19/04/2012 11:50:00

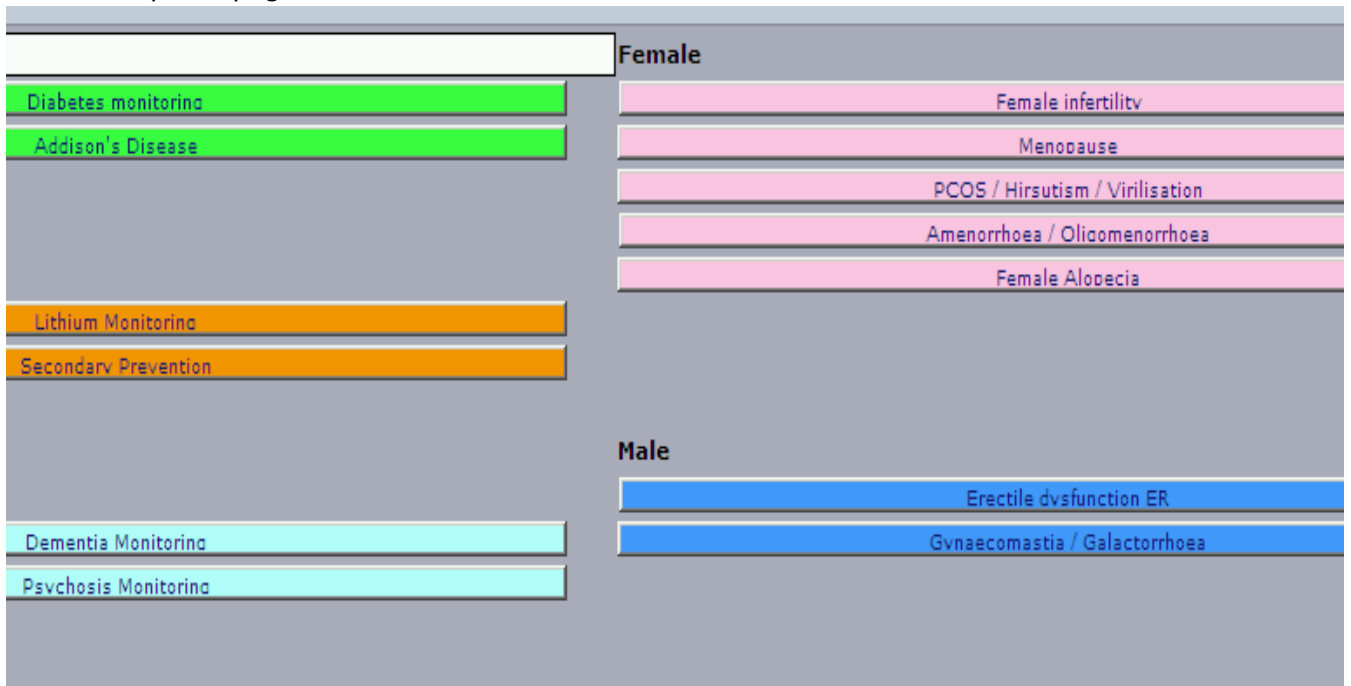
## Clinical collection panels

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)



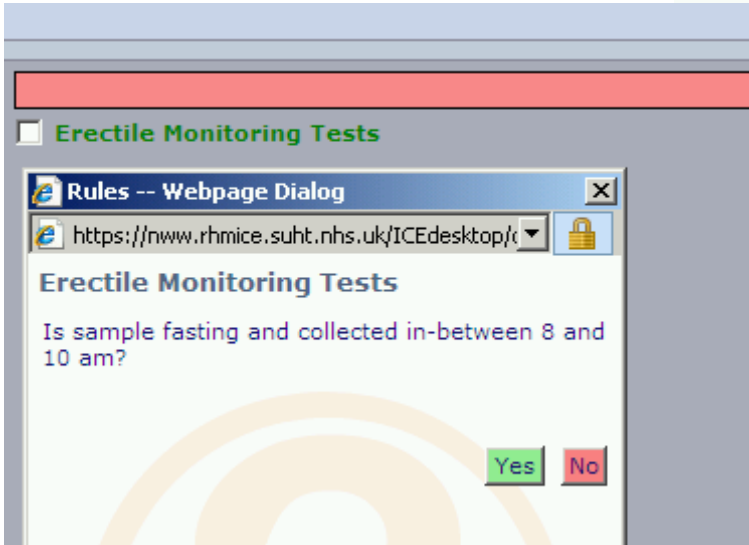
Within the panel page there are sets of collections of tests:



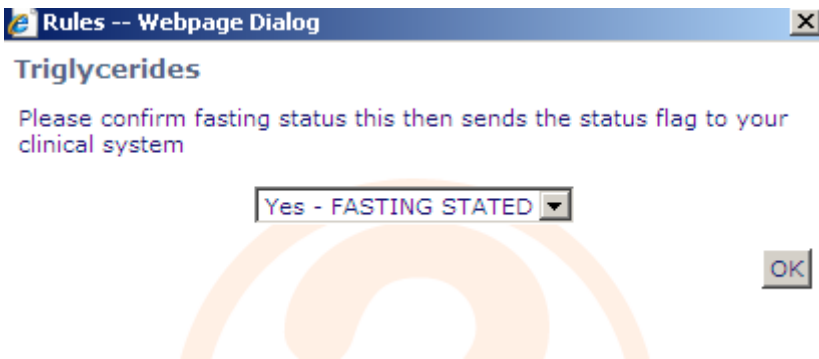
### Example: Erectile dysfunction panel

Click the collection set [Erectile dysfunction](#) then follow the information and the prompts:

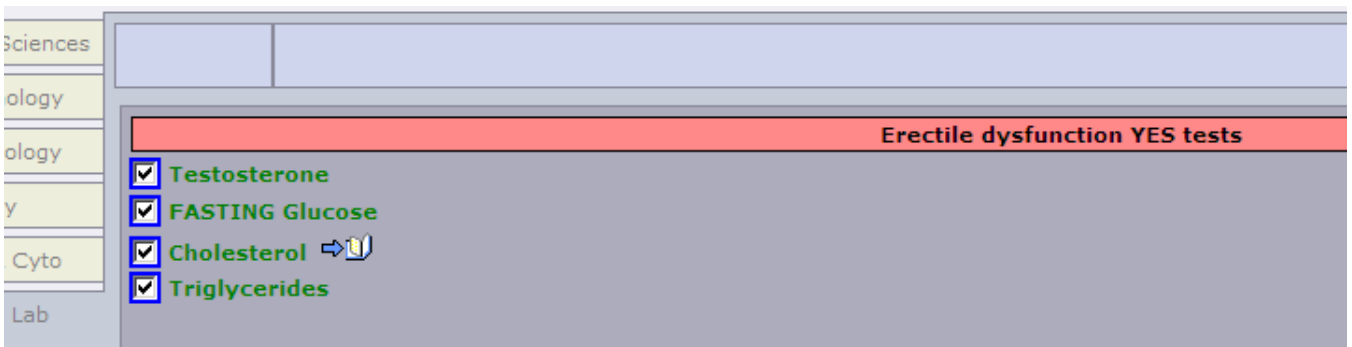




Set the fasting status flag – this flag is then sent back to GP clinical systems via pathology PMIP electronic reporting



The appropriate collection of tests is confirmed as selected:



Click OK to select these  and proceed as per normal 

## 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:

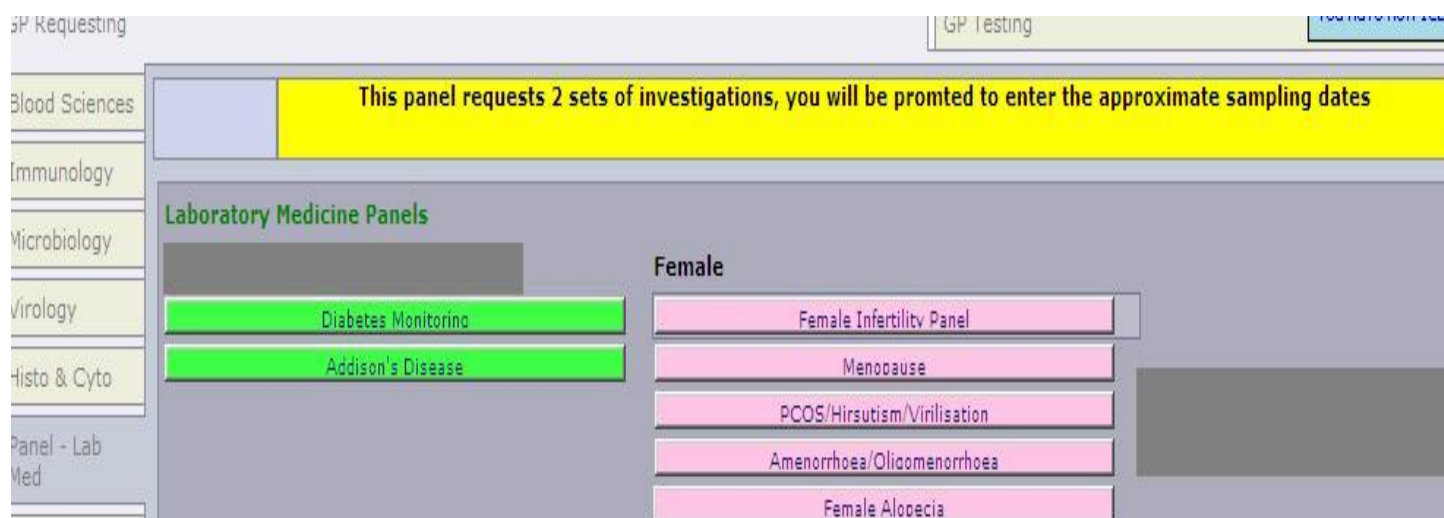
If the samples are both to be taken days in the future then 'Unspecified date and time' should be selected, or if postponing within the ICE system the 'I wish to collect the sample later' option.

If the patient's cycle is not predicable then users are advised to select the best approximate dates

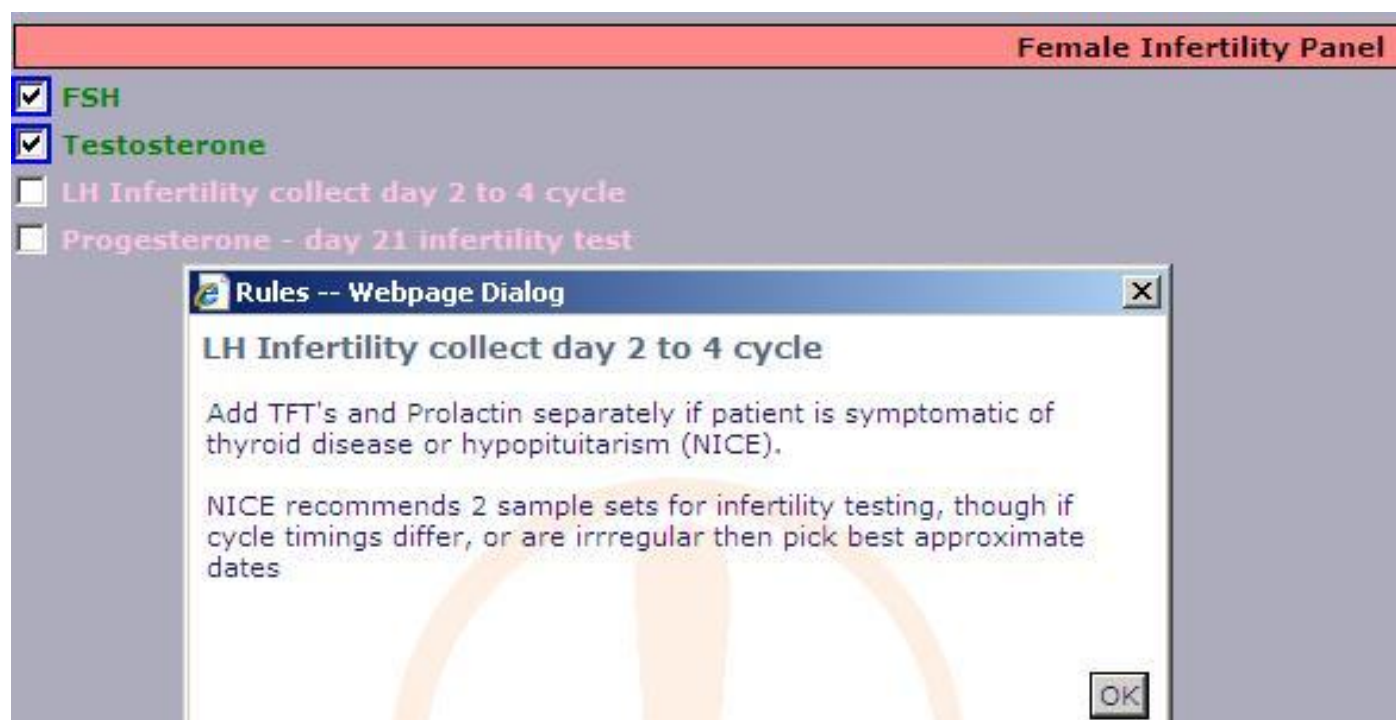
If one sample needs to be taken now then select the collect now for the appropriate sample date when committing the request on ICE. Also note the global clinical details will apply to both forms, so an entry including "Samples generated for infertility testing" may be appropriate along with any other essential clinical information

Female infertility panel:

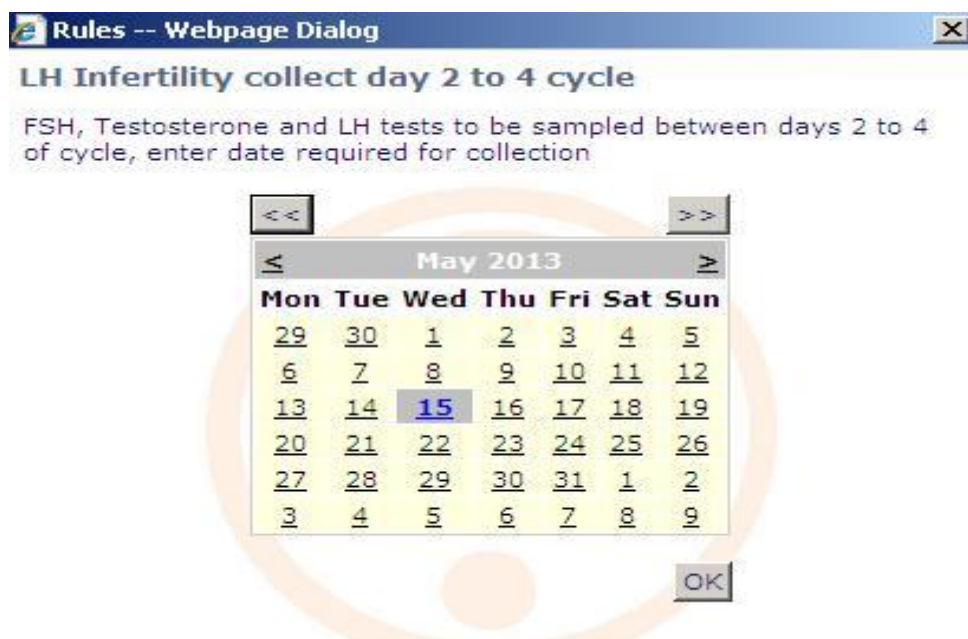
Located on Panel, note the black on yellow help text when mouse is hovered over the panel:




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, 15<sup>th</sup> 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 3<sup>rd</sup> June, note the  next month icon:

**Female Infertility Panel**

- FSH
- Testosterone
- LH Infertility collect day 2 to 4 cycle
- Progesterone - day 21 infertility test

**Rules -- Webpage Dialog** [X]

**Progesterone - day 21 infertility test**

Progesterone female infertility test, to be sampled day 21 of Cycle, enter date required, a separate form will then be printed

<< >>

< **June 2013** >

Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

Go to the next month

OK

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

**General Details:**

User: **burrik**

Bleep / Contact No:

Requesting Consultant / GP:

Location: **TESTING**

**Global Clinical Details:**

Infertility tests required, bloods to be taken at dates specified on respective forms

Category: **GP patient**

**Order Details:**

**Chemical Pathology**

Tests in this order: Progesterone - day 21 infertility test

I wish to collect the sample(s) later

Priority: **Routine**

Sample collection options:

- Collect now
- Unspecified date and time

**Laboratory Medicine**

Tests in this order: LH Infertility collect day 2 to 4 cycle, FSH, Testosterone

I wish to collect the sample(s) later

Priority: **Routine**



Sample collection options:

- Collect now
- Unspecified date and time

The request forms are then printed:

Example request form showing a sample status date for patient of 3<sup>rd</sup> 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)

GP CODE, NAME <b>Dr VIRTUALONE ()</b>		SURGERY CODE, NAME <b>TESTING ()</b>		NHS NO <b>9999999638</b>	
COPY TO <b>() - ()</b>		PATIENT CATEGORY <b>GP patient</b>		SURNAME <b>EDITESTPATIENT</b>	
DATE TAKEN	TIME TAKEN	TAKEN BY		FORENAME <b>Sixteen</b>	SEX <b>Female</b>
				DATE OF BIRTH <b>01 Dec 1956</b>	ETHNIC ORIGIN
				ADDRESS <b>Pathology SGH,</b>	
				POSTCODE <b>SO16 6YD</b>	
				PATIENTS TELEPHONE NUMBER	
				CLINICAL DETAILS <b>testing</b>	
				SAMPLE STATUS <b>(=03 Jun 2013)</b>	DRUG INFORMATION
				REQUESTING M.O. NAME <b>Dr VIRTUALONE</b>	BLEEP/TEL No.
<b>Order No</b>	<b>Tube / Container</b>		<b>Investigations Requested</b>		
	<b>SST II Advance</b>		<b>Progesterone - day 21 infertility test</b>		
10002857					



## Contacts

ICE information:

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

Demand Management Clinical Leads:

Clinical Biochemistry: [Emmanuel.Abu@uhs.nhs.uk](mailto:Emmanuel.Abu@uhs.nhs.uk)

Haematology: [Matthew.Jenner@uhs.nhs.uk](mailto:Matthew.Jenner@uhs.nhs.uk)

Immunology: [Efrem.Eren@uhs.nhs.uk](mailto:Efrem.Eren@uhs.nhs.uk)

ICE Support

[gplinks@uhs.nhs.uk](mailto:gplinks@uhs.nhs.uk)

Tel: 023 8079 4355 / 6705



## Appendix 1 - Configuration notes for EMIS Web

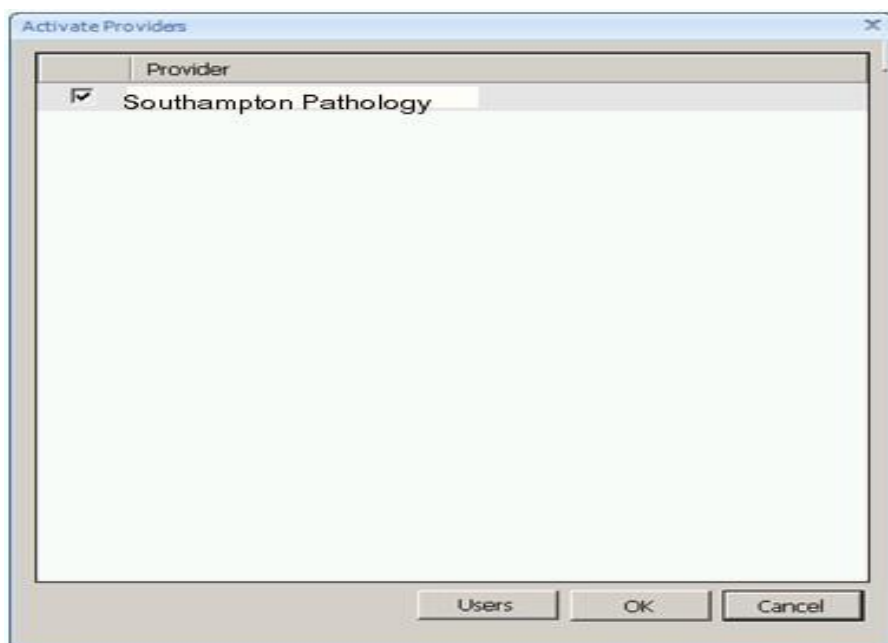
### Setting up of ICE system user accounts

The practice needs to liaise with ICE support [gplinks@uhs.nhs.uk](mailto:gplinks@uhs.nhs.uk) tel 023 8079 4355/6705 regarding setting up of ICE practice accounts and GP requesting codes. Individual accounts will be setup for each practice ICE user

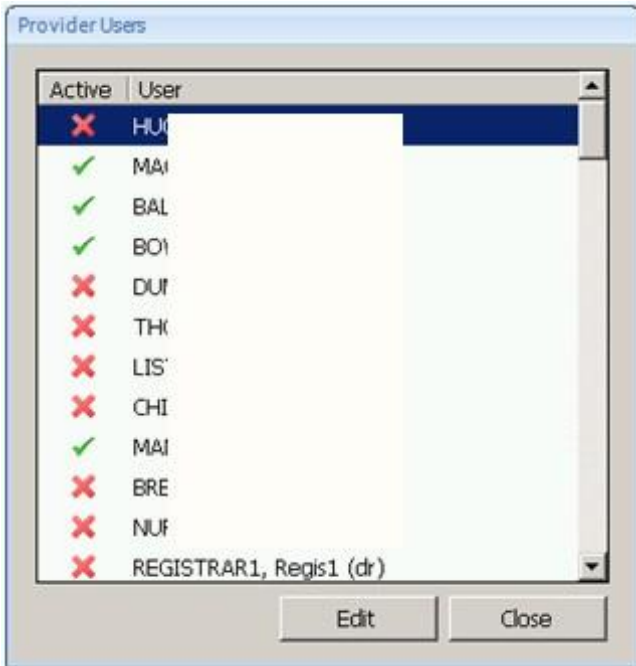
Individual user accounts are setup within ICE to match the GP national 'G' code, the Nurse Practitioner code or an allocated generic code for registrars, other nurses, phlebotomists or practice admin staff, for example, G1234567, 12A1234B, J12345R1, J12345N1, J12345P1, and J12345A1. These are the ICE users unique IDs so where there is more than one phlebotomist for example the, suffix would be incremented e.g. J12345P2...

### Connecting your practice to Southampton ICE services and setting ICE passwords(ICE user account IDs) within EMIS Web .

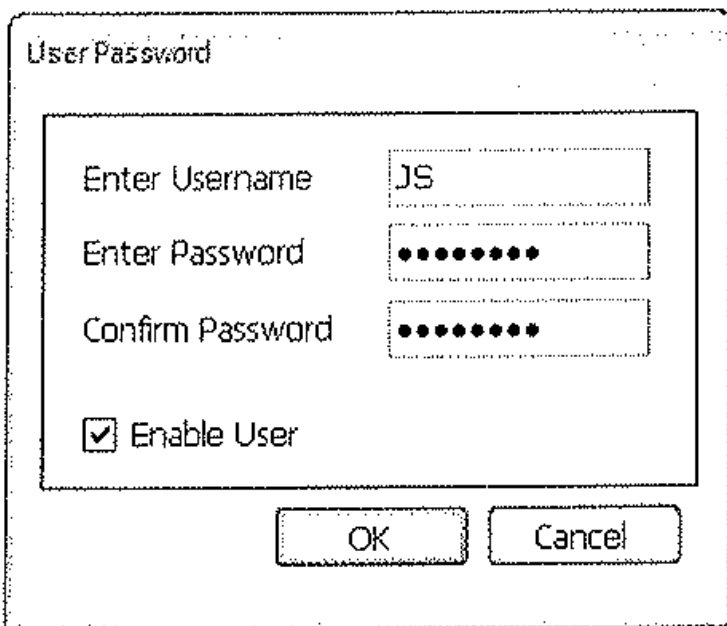
EMIS set the connection to University Hospitals Southampton (UHS) ICE remotely in advance, UHS arrange this for your practice. As a one-off activation of ICE is then set from within EMAS Manager (in System Tools) and Anglia Test requesting is then activated. Within Activate Providers the appropriate provider (Southampton) is then checked, also within this screen is the Users button:



By clicking on the Users radio button at the bottom of the list a further list of users will appear with the ones already configured to access the service having a **green tick**. Others will have a **red cross** by the name and will require configuring if they need to use the service from the provider. (Note names truncated)



The Edit option will enable the highlighted (selected) name to be edited. The displayed Username can be entered and the **Password** confirmed. **The Password being the Username of the user as set up on Sunquest ICE.**



Exiting the screen is by clicking OK radio button. However, note the **Enable User** check box which enables configured users to be activated or inactivated on the link. This should be checked.

Once the configured user has logged back into EMIS Web they will be able to access Sunquest ICE via the Interoperability link providing the corresponding user is available in Sunquest ICE.