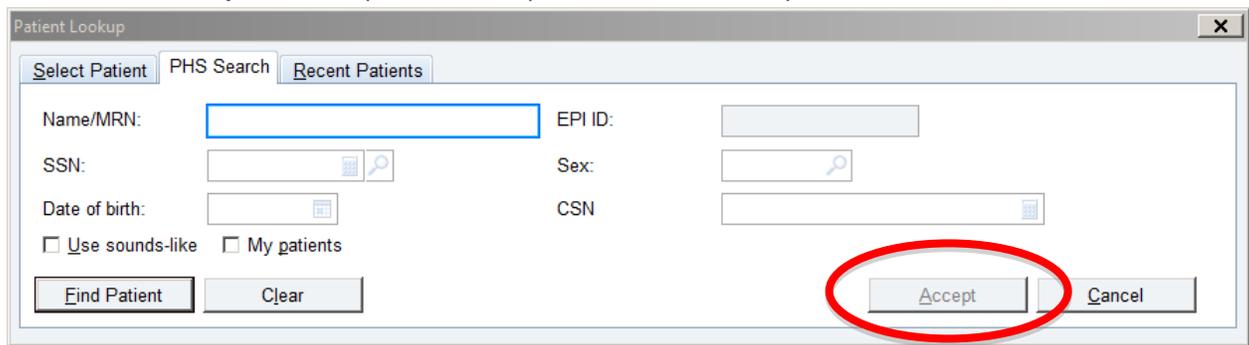


# Second Opinion Radiology Interpretations: Epic Order Creation

*This workflow can be used to create an order for the import of outside imaging with interpretation outside of the ED.*

*There are multiple ways to perform the same task in Epic. In addition, based on your role, your screen may look slightly different than the screen captures below. Please use the below examples as a reference.*

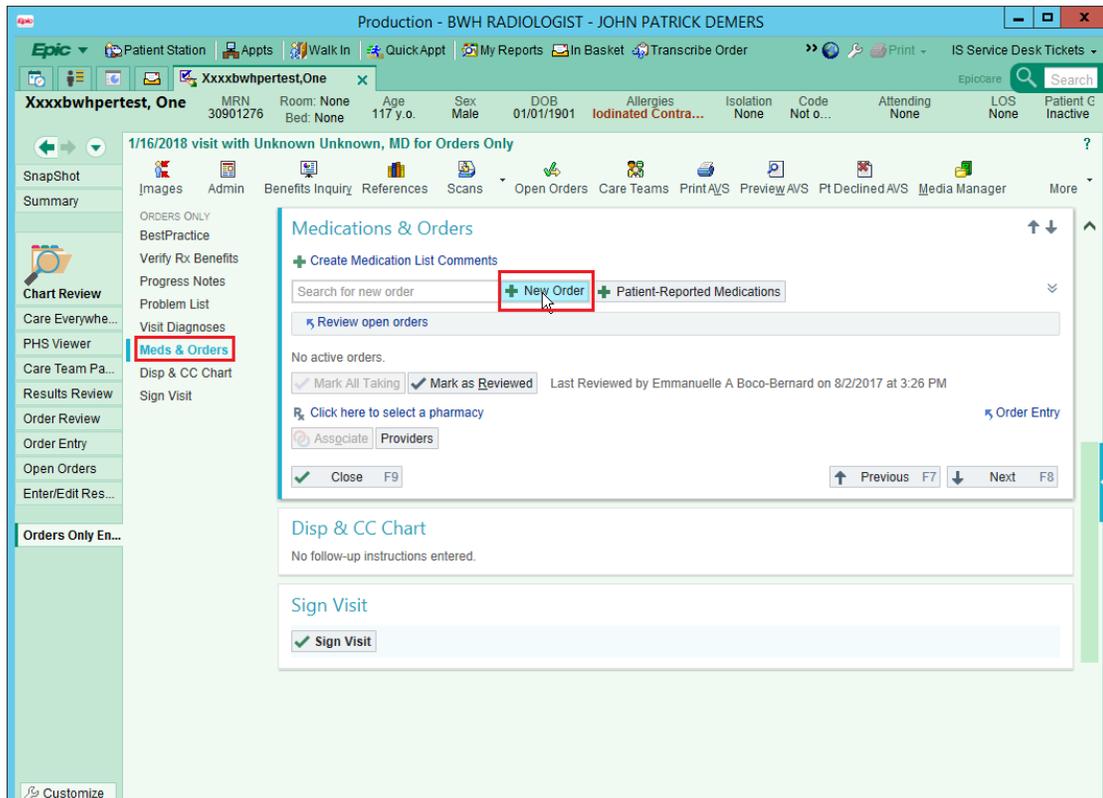
1. Select **Orders Only** in the Main Toolbar (the location of this button may be different depending on your personalized settings or context. If it is not visible, use the search function to type "Orders Only").
2. The **Patient Lookup** tool will open. Find the patient and click Accept.



The screenshot shows the "Patient Lookup" dialog box with the following fields and controls:

- Tabbed interface: "Select Patient" (selected), "PHS Search", "Recent Patients"
- Name/MRN: [Text Input Field]
- SSN: [Text Input Field] with a search icon
- Date of birth: [Text Input Field] with a calendar icon
- EPI ID: [Text Input Field]
- Sex: [Text Input Field] with a search icon
- CSN: [Text Input Field] with a calendar icon
- Checkboxes:  Use sounds-like,  My patients
- Buttons: Find Patient, Clear, Accept (circled in red), Cancel

- This has opened an **Orders Only Encounter**. Click on the **New Order** button.



- Using the Order Search Tool, type "Outside with." This will produce a list of all orders for **Outside Import with Interpretation or Consult**. As you get more familiar with the orders, you may start to search using more specific terms (e.g., "CT Outside with"). Please see list of outside import terms at the end of this document for terms to query.
- If you click on a specific order and click **Select & Stay**, it will show up in **Selected Orders** on the right sidebar. You can add multiple orders to this list.

6. Once your list is complete, click **Accept** at the bottom right of the window.

The screenshot shows the Epic Facility List Search window for patient Xxxxbwhpertest, One. The search term "outside with" is entered in the search box. The table below lists various CT scan procedures. Two procedures are checked in the "Selected Orders" panel: "CT Chest Outside With Interpretation Or Consult" and "CT Face Outside With Interpretation Or Consult". The "Accept" button is highlighted at the bottom right.

Name	Dose	Freq	Type	Co	Pref L	Formu	Copa	Cover	Resulting Ag	Type
CT Abdomen Outside With Interpretation Or Consult			Ima	CT	BWH				PHSRAD	
CT Abdomen/Pelvis Outside with Interpretation or Consul			Ima	CT	BWH				PHSRAD	
CT Cardiac Outside With Interpretation Or Consult			Ima	CT	BWH				PHSRAD	
CT Chest Outside With Interpretation Or Consult			Ima	CT	BWH				PHSRAD	
CT Face Outside With Interpretation Or Consult			Ima	CT	BWH				PHSRAD	
CT Head Outside With Interpretation or Consult			Ima	CT	BWH				PHSRAD	
CT Lower Extremity Outside With Interpretation Or Consu			Ima	CT	BWH				PHSRAD	
CT Neck Outside With Interpretation or Consult			Ima	CT	BWH				PHSRAD	
CT Neuro-Vascular Outside With Interpretation Or Consult			Ima	CT	BWH				PHSRAD	
CT Orbits Outside With Interpretation Or Consult			Ima	CT	BWH				PHSRAD	
CT Spine (Bone) Focus Outside With Interpretation Or Co			Ima	CT	BWH				PHSRAD	
CT Spine (Neuro) Focus Outside With Interpretation Or C			Ima	CT	BWH				PHSRAD	
CT Temporal Bones Outside With Interpretation Or Const			Ima	CT	BWH				PHSRAD	
CT Upper Extremity Outside With Interpretation Or Consu			Ima	CT	BWH				PHSRAD	
CT Vascular Outside With Interpretation Or Consult			Ima	CT	BWH				PHSRAD	
DXA Outside With Interpretation Or Consult			Ima	BD	BWH				PHSRAD	
ED CT Outside with Interpretation or Consult			Ima	CT	BWH				PHSRAD	
ED Trauma Outside with Interpretation or Consult			Ima	ED	BWH				PHSRAD	
ED XR Outside with Interpretation or Consult			Ima	XR	BWH				PHSRAD	
FL Abdomen Outside With Interpretation Or Consult			Ima	FL	BWH				PHSRAD	
FL Cardiac Outside With Interpretation Or Consult			Ima	FL	BWH				PHSRAD	
FL Lower Extremity Outside With Interpretation Or Consul			Ima	FL	BWH				PHSRAD	
FL Neurovascular Outside With Interpretation Or Consult			Ima	FL	BWH				PHSRAD	

69 loaded. No more to load.

Selected Orders:

- CT Chest Outside With Interpretation Or Consult
- CT Face Outside With Interpretation Or Consult

Buttons: Select & Stay, Accept, Cancel

7. You will now see a window for details of the **Medications & Orders**. Enter the **Reason for Exam**. Please also enter the date the outside exam was performed. Click **Accept**.

CT Chest Outside With Interpretation Or Consult Accept Cancel Remove

Status:    
 Expected:    Approx.  
 Expires:

Priority:   **Routine** Urgent/patient waiting

Class:   Ancillary Performed Hospital Performed **External**

Process Inst.:  
 Outpatient exams must be scheduled in advance. Valid order priorities for Outpatient are:  
 Routine  
 Urgent/Patient waiting  
 All other priority requests must be communicated by phone call to radiology

Reason for Exam:   
 + Trauma (injury) to Chest, Initial diagnostic evaluation

Please provide any additional clinical context for this exam (additional indications, different diagnoses, other relevant history):

When was this study performed:

Sched Inst.: [Click to add text](#)

Comments (F6):

CC Results:

Recipient	Modifier

▶ Additional Order Details

Accept Cancel Remove

8. Click on the **Associate** button.

Medications & Orders

Create Medication List Comments

New Order  Patient-Reported Medications 1 Unsigned Order

Review open orders

No active orders.

**Unsigned Orders** new orders, reorders, and modifications

After visit Procedures (1 Order)

CT Chest Outside With Interpretation Or Consult

Expected-1/17/2018, Expires-1/17/2019, Routine, External, Reason for Exam: + Trauma (injury) to Chest, Initial diagnostic evaluation

Mark All Taking  Mark as Reviewed

Click here to select a pharmacy  Order Entry

Previous   Next

9. Type a diagnosis into the **Diagnosis** field. Associate the order with the appropriate diagnosis and click **Accept**.

Order -- Associate Diagnoses

Xxxxbwhpertest, One

Select All Clear All

Trauma of chest, initial encounter

P

CT Chest Outside With Interpretation...

Diagnosis:  +

Accept Cancel

10. Click on **Sign**.

Medications & Orders

+ Create Medication List Comments

Search for new order + New Order + Patient-Reported Medications 1 Unsigned Order

Review open orders

No active orders.

Unsigned Orders new orders, reorders, and modifications

After visit Procedures (1 Order)

CT Chest Outside With Interpretation Or Consult Remove

Expected-1/17/2018, Expires-1/17/2019, Routine, External, Reason for Exam: + Trauma (injury) to Chest, Initial diagnostic evaluation

Mark All Taking Mark as Reviewed Last Reviewed by Emmanuelle A Boco-Bernard on 8/2/2017 at 3:26 PM

Click here to select a pharmacy

Associate Edit Multiple Phases of Care Providers

Order Entry

Sign Pend

Close F9 Previous F7 Next F8

11. If you are not an authorizing provider, you will need to select the **Order Mode** (please use “Per Protocol: cosign required”) and **Authorizing Provider**. If the “Entered By” field does not automatically populate, please type “order mode” and use the ID below:

The screenshot shows a dialog box titled "Providers" with a close button (X) in the top right corner. The dialog contains the following fields:

- Order mode:** A dropdown menu with the selected option "Per protocol: cosign required".
- Ordering provider:** A text box containing "TEST, MULMREIGHT [1118267]".
- Authorizing Providers:** A section containing two text boxes:
  - For procedures:** "TEST, MULMREIGHT [1118267]"
  - For medications:** (Empty)
- Entered by:** A text box containing "ORDER MODE, SUPPORT STAFF [999400]".
- Comments:** A text area (empty).

At the bottom of the dialog are two buttons: "Accept" and "Cancel".

12. Close the encounter.  Close F9

**Eligible Orders**

*CT Abdomen Outside With Interpretation Or Consult*  
*CT Abdomen/Pelvis Outside With Interpretation Or Consult*  
*CT Cardiac Outside With Interpretation Or Consult*  
*CT Chest Outside With Interpretation Or Consult*  
*CT Face Outside With Interpretation Or Consult*  
*CT Head Outside With Interpretation Or Consult*  
*CT Lower Extremity Outside With Interpretation Or Consult*  
*CT Neck Outside With Interpretation Or Consult*  
*CT Neuro-Vascular Outside With Interpretation Or Consult*  
*CT Orbits Outside With Interpretation Or Consult*  
*CT Spine (Bone) Focus Outside With Interpretation Or Consult*  
*CT Spine (Neuro) Focus Outside With Interpretation Or Consult*  
*CT Temporal Bones Outside With Interpretation Or Consult*  
*CT Upper Extremity Outside With Interpretation Or Consult*  
*CT Vascular Outside With Interpretation Or Consult*  
*MRI Abdomen Outside With Interpretation Or Consult*  
*MRI Brain Outside With Interpretation Or Consult*  
*MRI Breast Outside With Interpretation Or Consult*  
*MRI Cardiac Outside With Interpretation Or Consult*  
*MRI Chest Outside With Interpretation Or Consult*  
*MRI Face Outside With Interpretation Or Consult*  
*MRI Lower Extremity Outside With Interpretation Or Consult*  
*MRI Neck Outside With Interpretation Or Consult*  
*MRI NeuroVascular Outside With Interpretation Or Consult*  
*MRI Spine (Bone) Outside With Interpretation Or Consult*  
*MRI Spine (Neuro) Focus Outside With Interpretation Or Consult*  
*MRI Upper Extremity Outside With Interpretation Or Consult*  
*MRI Vascular Outside With Interpretation Or Consult*  
*XR Abdomen Outside With Interpretation Or Consult*  
*XR Chest Outside With Interpretation Or Consult*  
*XR Face Outside With Interpretation Or Consult*  
*XR Head Outside With Interpretation Or Consult*  
*XR Lower Extremity Outside With Interpretation Or Consult*  
*XR Pelvis Outside With Interpretation Or Consult*  
*XR Spine Outside With Interpretation Or Consult*  
*XR Upper Extremity Outside With Interpretation Or Consult*  
*XR Vascular Outside With Interpretation Or Consult*