



Lifepoint 2.0 User Manual: Orders and Results



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1: Log In

The Lifepoint link is www.lifepointlink.com/cpl. To create a shortcut on the desktop, drag and drop the Lifepoint login link to the desktop.

Indiana University Health
Log in to your account

A Client Number

B User ID

C Password

D LOG IN

Forgot your password?

Drag Lifepoint Login link to your desktop for a permanent shortcut to this page.



Give Remote Access
Version LP13.6.6.P10
Your IP is: 162.1.129.250
Copyright © 1999-2023 Lifepoint Informatics
All Rights Reserved.

Each user has a unique login, Client Number, User ID, and Password.

- A. **Client Number:** Enter in the client number provided by the IU Health Lab Outreach Account Manager into this field.
- B. **User ID:** Enter the username provided by the IU Health Laboratory IS - Outreach team into this field.
- C. **Password:** Enter the temporary password provided by the IU Health Laboratory IS – Outreach team into this field.
- D. Click the **LOG IN** button to access Lifepoint.



2: Laboratory Functions

2.1: In-Box

The In-Box will display any new results that are received from IU Health. The In-Box will show Final and In-Progress results. When/If the reports are archived from the In-Box, they are still available in the patient’s history. The user can always access the reports by using the Patient Search link.

NOTE: if the users navigate away from the Inbox. Click on the **Inbox** link to go back to it.



2.1a: Inbox Navigation

Inbox (100 days)									
A		B			C				
Print Selected <input type="checkbox"/> <input type="button" value="GO"/>		Display All <input type="button" value="OK"/>			Results Per Page: 25		Records 1 - 18 of 18		
D	Practice	Last Name	First Name	IU Health MRN	Accession Number	Unit	Date of Collection	Physician	
<input type="checkbox"/>	99999	Ctdemo	Future	56286357	23-298-000119		10/25/2023	Pathnet, Client	
	667741 - PTINR Final								
<input type="checkbox"/>	99999	ctdemo	IUH	56286232	23-298-000120		10/25/2023	Pathnet, Client	
	665674 - CBC Final								
<input type="checkbox"/>	99999	ctdemo	IUH	56286232	23-298-000121		10/25/2023	Pathnet, Client	
	667741 - PTINR Final								
<input type="checkbox"/>	99999	ctdemo	IUH	56286232	23-298-000122		10/25/2023	Pathnet, Client	
	692553 - Urine CX In Progress								
<input type="checkbox"/>	99999	Ctdemo	Jon	56285722	23-297-000116		10/24/2023	Pathnet, Client	
	667629 - aPTT PI QN Final								
	686208 - Lipid Panel SerPI QN Final								
	686541 - TSH 3rd Gen SerPI QN Final								
<input type="checkbox"/>	99999	Ctdemo	Samantha	56286359	23-296-000083		10/23/2023	Pathnet, Client	
	686223 - Magnesium SerPI QN Final								

- A. **Print Selected:** Print or archive reports from the Inbox.
- B. **Display All:** Display all Report Types, Final, or Partial reports.
- C. **Results Per Page:** Show more than 25 reports in the inbox if needed.
- D. **Column Headers:** Sort the inbox in ascending or descending order by clicking on the Practice, Last Name, First Name, IU Health Medical Record Number, Accession Number, Unit, Date of Collection, or Physician column header.
- E. **Accession Number:** Access patient results by clicking on the accession number.



2.1b: Accession View Screen

The Accession View Screen details all lab results by accession number.

Indiana University Health

Ctdemo, Samantha
IU Health MRN: 56285647
Client MRN:
Client: 99999 - Lifepoint Demo ORG

Female | DOB: 06/23/1994 | Age: 29
SSN: 000-00-0000
Address: 333 Test Dr., Indianapolis, IN 46202
Insurance:

TEST ENVIRONMENT (NW) Jon Revtyak - Lifepoint Demo Org Report Status: Alerts: 3 Status: 0 Criticals: 0 Inbox: 6 Logout

User: []
Inbox Navigation: Previous | Next

E Print Audit View Req **F** **G**
 Reviewed Archive

Accession	Name	DOB	Sex	Phone	Req Num	Col Date	Col Time		
23-248-00028	Ctdemo, Samantha	06/23/1994	F	3178889999	0999990000000021	09/05/2023	01:33 PM		
	A Test Name								
	Magnesium SerPl QN								
		B 2.0		C 1.6 - 2.9		D mg/dL			

- A. **Test name:** this details the test name and all the result components in the test.
- B. **Results:** this details the actual results of each test components.
 - A result with an asterisk (*) means the result has been corrected in Cerner by someone in the lab.
 - Abnormal results will show in this column as...H (High), L (Low), Cr (Critical), or Abn (Abnormal).
- C. **Range:** this details the reference range where applicable.
- D. **Units:** this details the unit of measure where applicable.
- E. **Print:** this is used to print the result in PDF format.
- F. **Reviewed:** clicking the reviewed box will show the result as reviewed but will not remove it from the inbox.
- G. **Archive:** clicking the archive box will remove the result from the inbox.

2.2: Patient Search

To find a patient, click on the Patient Search menu item and enter search criteria in the appropriate fields.

Laboratory Functions

- Inbox
- Patient Search**
- Patient History
- Cumulative Reports

NOTE: When searching, try to be as detailed as possible to prevent too many search results.



Patient Search

Last Name: <input type="text"/> First Name: <input type="text"/> IU Health MRN: <input type="text"/> Client MRN: <input type="text"/> Patient DOB: <input type="text"/> / <input type="text"/> / <input type="text"/> Physician: <input type="text"/> Req Number: <input type="text"/> Accession: <input type="text"/> Search Date: <input type="text"/> Select a date range OR Enter a date range (mm/dd/yyyy). <input type="text"/> -to- <input type="text"/> <input type="button" value="SEARCH"/>	Match Type Starts With Exact <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input type="radio"/>
---	--

Click the **SEARCH** button after all criteria has been entered.

Search Results

Please select a patient below, or go back and search again.

Client	IU Health MRN	Client MRN	Last Name	First Name	DOB
99999	56222601		Ctdemo	Jon	05/14/1987
99999	56222603		Ctdemo	Future	03/22/1991
99999	56285647		Ctdemo	Samantha	06/23/1994
99999	56286232		ctdemo	IUH	11/22/1991

Click on a medical record number listed in the **IU Health Medical Record Number** column to select a patient.

The following message will be displayed if no patients match the search criteria entered.

There are no patients matching your search criteria. Please try again.

2.3: Patient History

The patient must be active, to view the patient’s history.



The Patient History menu contains three tabs; **Not Received**, **In Progress** and **Result History**



Back

Patient History (Audit)

Not Received

In Progress

Result History

2.3a: Not Received Tab

Orders that have not yet been received by the lab will be displayed in the Not Received tab.

NOTE: Please do not use the Remove from Pending, Delete Req, or Edit Order functions. Pending orders have been transmitted to IU Health’s Cerner system and editing them in Lifepoint is not possible. Call (317) 491-6000 to request a test be canceled or place a new order on the desired patient if something needs to be added.

Patient History (Audit)						
Not Received		Result History				
Client	Physician	Req Number	Ordered Date/Time	Remove From Pending	Delete	Edit Order
99999	Pathnet, Client, MD	9999010000000021 Audit	10/25/2023 03:48 PM (0 days)			Released Print Labels
	3572812969 - 1,25 Dihydroxyvitamin D					
	686208 - Lipid Panel SerPI QN					
	685338 - Ammonia PI QN					
99999	Pathnet, Client, MD	9999010000000013 Audit	10/25/2023 03:14 PM (0 days)			Released Print Labels
	686223 - Magnesium SerPI QN					

2.3b: In Progress Tab

Orders that have been received in lab but are not finalized will be displayed on the In Progress tab.

Patient History (Audit)					
Not Received		In Progress		Result History	
Lab	Client	Physician	Accession	Coll Date	
CPL	99999	Pathnet, Client	23-299-000074	10/25/2023 (0 days)	
	667629-PTT	In Progress			
	686208-LipidPnl	In Progress			
CPL	99999	Pathnet, Client	23-299-000123	10/25/2023 (1 days)	
	3572812969-1-25OHD	In Progress			
	686487-T4Total	In Progress			

2.3c: Result History Tab

Orders that have been finalized and resulted will display on the Result History tab. To access an individual result, click the **Accession Number** hyperlink.



Patient History (Audit)

Not Received | In Progress | **Result History**

[PRINT SELECTED](#)

Client	Physician	Accession Number	Collection Date
99999 667629 - aPTT PI QN Final 686208 - Lipid Panel SerPI QN Final	Pathnet, Client	23-299-000074	10/26/2023
99999 3572812969 - 1,25 Dihydroxyvitamin D Final 686487 - T4 Total SerPI Qn Final	Pathnet, Client	23-298-000123	10/25/2023
99999 667629 - aPTT PI QN Final 686208 - Lipid Panel SerPI QN Final 686541 - TSH 3rd Gen SerPI QN Final	Pathnet, Client	23-297-000116	10/24/2023


2.4: Cumulative Reports and Graphs

If the result is graphable, there will be a Graph icon to the left of the test name. The user can either click on the **Graph** icon or click the **Cumulative Reports** menu item to pull up the graphable results.

Laboratory Functions

- Inbox
- Patient Search
- Patient History
- Cumulative Reports**

Test Name

 **TSH 3rd Gen SerPI QN**
TSH 3rd Gen SerPI QN

When the **Graph** icon is clicked, the following report will be displayed. This graph can also be printed if needed.





When the **Cumulative Reports** menu item is selected, the following report screen will be displayed. The user can choose a date range or leave it blank. If left blank, the 6 most recent results will be displayed.

Custom Cumulative Reports

Date Range: -to-
* Enter a date range, or leave blank to see the 6 most recent dates. Date format mm/dd/yyyy.

Report Type: Full Table Custom Table Graph

Full Table will display a numeric table containing all the analytes displayable for the active patient.
Custom Table will display a numeric table with only the analytes you select.
Graph will give you the option of selecting one or more analytes to be displayed in a graph format. Only numeric results can be graphed.

Below is an example of the report that will be displayed. The report can also be printed.

Printer Friendly Version Save As Template **Custom Cumulative Reports** Back to Search Form

Tests: See Below Dates: All Patient: Jon Ctdemo PID: 56222601 DOB: 05/14/1987 Gender: M
 Conma-Delimited File Date Order: Ascending Descending
 Switch X / Y Axis

* Result contains comment.

Analyte Name	23-117-000218 CPL 04/27/2023 04:00 PM	23-115-000307 CPL 04/25/2023 10:00 AM	23-105-000248 CPL 04/15/2023 10:00 AM	23-105-000249 CPL 04/15/2023 10:00 AM	23-094-000267 CPL 04/04/2023 10:00 AM	Reference Range	Unit of Measure
Urine CX							
INR			= 0.65 L			0.73 - 1.17	
PT			= 8.0 L			9.3 - 13.5	sec
aPTT			= 17.5 CR			23.4 - 38.0	sec
TSH 3rd Gen SerPI QN	9.653 H	8.956 H	10.412 H		12.560 H	0.400 - 4.200	mcU/mL



3: Patient Management

3.1: Add New Patient

The following steps should be taken to add a new patient into Lifepoint when searching does not find a patient.



Click the **Add New Patient** menu item to start the process.

3.1a: Patient Information Tab

Fill in all necessary information regarding the patient on the Patient Information tab. Any field marked with an asterisk (*) is required and must be filled in.

Add New Patient

* Required

IU Health MRN: *

Client MRN:

Last Name: *

First Name: *

Middle Name:

Sex: *

Date Of Birth: / / *

Room/Bed:

Unit:

SSN: - - *

Home Phone: - -

Work Phone: - - -

Cell Phone: - -

Address:

City:

State:

Zip:

County:

Employer:

Relationship to Responsible Party:

Standing Diagnosis

Search for Diagnosis:



NOTE:

- IU Health medical record number will auto-populate.
- Please enter all 9's if a social security number is not available.
- Please add the patient's phone number for patient matching purposes.
- Please enter the patient's **Address, City, State, and Zip Code** information in the appropriate fields. This information is required for billing options such as **Insurance, Non-Skilled, or Self-Pay**.
- Please select **None, Spouse, Child, or Other** if the Relationship to Responsible Party is someone other than the patient (**Self**).

Click the **Responsible Party** tab next to continue.

3.1b: Responsible Party Tab

Please fill in responsible party information on this tab if **Self** was not chosen when adding the patient.

[Add New Patient](#)

Patient Information

Responsible Party

Primary Insurance

Secondary Insurance

Supplemental Insurance

* Required

Last Name:
 First Name:
 Middle Name:
 Social Security Number: - -
 Address:
 City:
 State:
 Zip:

Click the **Primary Insurance** tab next to enter insurance information into Lifepoint for the patient.

OR

Click the **UPDATE** button if insurance information is not needed.

3.1c: Primary, Secondary and Supplemental Insurance Tabs

No Insurance is the default for any new patient. If a patient requires insurance, then the end user will need to add it into the Primary, Secondary or Supplemental Insurance tabs. Any field marked with an asterisk (*) is required and must be filled in.



Add New Patient

Patient Information	Responsible Party	Primary Insurance	Secondary Insurance	Supplemental Insurance
---------------------	-------------------	-------------------	---------------------	------------------------

* Required

Insurance Company:

Policy Number: *

Group: *

Subscriber Relationship: *

Last Name: *

First Name: *

Middle Initial:

Suffix:

Date of Birth: / / *

Sex: *

Address: *

City: *

Subscriber State: *

Subscriber Zip: *

Employer:

NOTE:

- Enter the first few letters of an insurance company into the **Insurance Company** field to search for the patient's insurance.
- A drop-down list will appear with search results that the end user can choose from to select the appropriate insurance company. Please enter all required information.
- Patient information will auto fill into the patient demographic fields if the **Subscriber Relationship** is **Self**.
- Click the **Secondary** or **Supplemental Insurance** tab next to repeat the process and enter insurance information into Lifepoint for the patient.

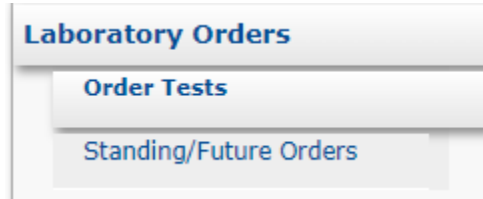
Click the **UPDATE** button if no other insurance information is needed to start the order entry process.



4: Laboratory Orders

4.1: Order Tests

After adding or finding a patient, click on the **Order Tests** menu item to place an order.



4.1a: Patient Information Tab

Please confirm the correct patient is selected on the **Patient Information** tab before progressing through the order entry process.

Ctdemo, Jon IU Health MRN: 56222601 Client MRN: Client: 99999 - Lifepoint Demo ORG		Male DOB: 05/14/1987 Age: 36 SSN: 000-00-0000 Address: , , Insurance:	
Jon Revtyak - Lifepoint Demo Org Report Status: Alerts: 3 Stats: 0 Criticals: 0 Inbox: 6 Logout			
Order Tests			
Patient Information Diagnosis Tests Review			
Patient Information			
Last Name: Ctdemo First Name: Jon Middle Initial: IU Health MRN: 56222601			
Patient Insurance			
Ins Company: Policy No: Group: Destination Laboratory: CPL			
Edit Patient Information			

Click the **Diagnosis** tab if the correct patient has been selected.

4.1b: Diagnosis Tab

Search for a specific diagnosis code to associate to the order being placed.

Ctdemo, Jon IU Health MRN: 56222601 Client MRN: Client: 99999 - Lifepoint Demo ORG		Male DOB: 05/14/1987 Age: 36 SSN: 000-00-0000 Address: , , Insurance:	
Jon Revtyak - Lifepoint Demo Org Report Status: Alerts: 3 Stats: 0 Criticals: 0 Inbox: 6 Logout			
Order Tests			
Patient Information Diagnosis Tests Review			
Search for a Diagnosis: <input type="text" value="Enter at least 3 characters to search"/>			
Commonly Selected Diagnosis Codes			
<input type="checkbox"/> Z00.8 ENC FOR OTHER GENERAL EXAMINATION			

NOTE: Use one of the following options to add diagnosis codes to the order.



- Search for a diagnosis code by entering the code or name into the **Search for a Diagnosis** field.
- Select a diagnosis code from one of the **Commonly Selected Diagnosis Codes** listed.
 - The **Commonly Selected Diagnosis Codes** section can be customized per client.

Click on the **Tests** tab once all diagnosis codes have been added.

4.1c: Tests Tab

Search for lab tests to add to the order being placed.

Ctdemo, Jon IU Health MRN: 56222601 Client MRN: Client: 99999 - Lifepoint Demo ORG	Male DOB: 05/14/1987 Age: 36 SSN: 000-00-0000 Address: , , Insurance:																		
Jon Revtyak - Lifepoint Demo Org Report Status: Alerts: 3 Stats: 0 Criticals: 0 Inbox: 6 Logout																			
Order Tests																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 2px;"> Patient Information </td> <td style="width: 30%; padding: 2px;"> Diagnosis </td> <td style="width: 30%; padding: 2px;"> Tests </td> <td style="width: 10%; padding: 2px;"> Review </td> </tr> </table>		Patient Information	Diagnosis	Tests	Review														
Patient Information	Diagnosis	Tests	Review																
<table style="width: 100%;"> <tr> <td style="width: 50%; padding: 5px;"> Search for a Test: <input style="width: 90%;" type="text" value="Enter at least 2 characters to search"/> </td> <td style="width: 50%; padding: 5px;"> Enter Test Codes: <input style="width: 90%;" type="text" value="Enter comma separated test codes"/> <input type="button" value="ENTER"/> </td> </tr> </table>		Search for a Test: <input style="width: 90%;" type="text" value="Enter at least 2 characters to search"/>	Enter Test Codes: <input style="width: 90%;" type="text" value="Enter comma separated test codes"/> <input type="button" value="ENTER"/>																
Search for a Test: <input style="width: 90%;" type="text" value="Enter at least 2 characters to search"/>	Enter Test Codes: <input style="width: 90%;" type="text" value="Enter comma separated test codes"/> <input type="button" value="ENTER"/>																		
<table style="width: 100%; border-top: 1px solid #ccc;"> <tr> <td colspan="3" style="text-align: center; font-size: small; padding: 2px;">Lab</td> </tr> <tr> <td style="width: 33%; padding: 2px;"><input type="checkbox"/> 3572812969 - 1,25 Dihydroxyvitamin D</td> <td style="width: 33%; padding: 2px;"><input type="checkbox"/> 667629 - Activated Partial Thromboplastin Time (aPTT)</td> <td style="width: 33%; padding: 2px;"><input type="checkbox"/> 685338 - Ammonia PI QN</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> 665674 - CBC without Differential</td> <td style="padding: 2px;"><input type="checkbox"/> 686208 - Lipid Panel SerPI QN</td> <td style="padding: 2px;"><input type="checkbox"/> 686223 - Magnesium SerPI QN</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> 667741 - Prothrombin Time (PT) with INR</td> <td colspan="2"></td> </tr> <tr> <td colspan="3" style="text-align: center; font-size: small; padding: 2px;">Microbiology</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> 692537 - Stool Culture</td> <td style="padding: 2px;"><input type="checkbox"/> 692553 - Urine Culture</td> <td style="padding: 2px;"><input type="checkbox"/> 692558 - Wound Culture and Stain</td> </tr> </table>		Lab			<input type="checkbox"/> 3572812969 - 1,25 Dihydroxyvitamin D	<input type="checkbox"/> 667629 - Activated Partial Thromboplastin Time (aPTT)	<input type="checkbox"/> 685338 - Ammonia PI QN	<input type="checkbox"/> 665674 - CBC without Differential	<input type="checkbox"/> 686208 - Lipid Panel SerPI QN	<input type="checkbox"/> 686223 - Magnesium SerPI QN	<input type="checkbox"/> 667741 - Prothrombin Time (PT) with INR			Microbiology			<input type="checkbox"/> 692537 - Stool Culture	<input type="checkbox"/> 692553 - Urine Culture	<input type="checkbox"/> 692558 - Wound Culture and Stain
Lab																			
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Microbiology																			
<input type="checkbox"/> 692537 - Stool Culture	<input type="checkbox"/> 692553 - Urine Culture	<input type="checkbox"/> 692558 - Wound Culture and Stain																	

NOTE: Use one of the following options to order a test on a patient.

- Enter the first few letters in the **Search for a Test** field to search for the test.
- Enter the IU Health catalog code in the **Enter Test Codes** field and hit **ENTER**.
 - Order multiple tests at once by inserting a comma in-between each catalog code.
 - Find catalog codes on the [IU Health Lab Test Directory](#).
 - Please call IU Health Laboratory Client Services at 317.491.6000 or 800.433.0740 for help ordering if unable to find a test or catalog code on the IU Health Lab Test Directory.
- Select a test from the **Common Tests** section by checking the box beside the desired test.
 - Display collection and draw information by clicking on the blue circle next to each test.

Click the **Review** tab once all tests are added to the order.

4.1d: Review Tab

End users will finalize the order entry process by filling our necessary clinical and collection information on this tab.

NOTE: Any field marked with an asterisk (*) is required and must be filled in before the order can be placed.



Cldemo, Jon IU Health MRN: 56222601 Client MRN: Client: 99999 - Lifepoint Demo ORG	Male DOB: 05/14/1987 Age: 36 SSN: 000-00-0000 Address: . . . Insurance:
---	--

TEST ENVIRONMENT (INV)

Jon Revtyak - Lifepoint Demo Org Report Status: Alerts: 3 Status: 0 Critical: 0 Inboxes: 6 Logout

User

Laboratory Functions

Inbox

Patient Search

Patient History

Cumulative Reports

Laboratory Orders

Order Tests

Standing/Future Orders

Patient Management

Edit Patient

Add New Patient

Merge Patient

General Information

Activity Logs

Test Reference

Practice Options

User Profile

IU Health Lab Test Directory

Outreach Operations Client Portal

Powered by
LIFEPOINT
LABORATORIES

Order Tests

ORDER STANDING ORDER CANCEL

Add Code A	Code	Selected Diagnosis	Questions	Destination
Remove	209.8	ENC FOR OTHER GENERAL EXAMINATION		CFL
Add Test B	Remove	Ordered Test		CFL
	Remove	0605223 - Magnesium SerPl ON		CFL
	Remove	0607629 - Activated Partial Thromboplastin Time (aPTT)		CFL
	Remove	0602558 - Wound Culture and Stain	D Answer Questions	CFL

Additional Information

E * Coll Date: MMDDYYYY

F * Coll Time: HHMMAMPM

G * Priority: Routine Stat

H * Report Delivery: Inbox Call Fax PstFax#

I * Fasting Status: Fasting Random Unknown

J * Requesting Physician: -- Select -- SEARCH TEXT

K * Bill To: Insurance Draw Station On Site Draw

L Labels: 1

M Comments:

This order appears to require one or more of the following container(s):

LI Green	Blue top tube
Sterile Container	

* Collect these tubes in the following draw order:
1. Blue top 2. Red top 3. Serum separator 4. Green top 5. Lavender top 6. Grey top

N ORDER STANDING ORDER CANCEL **O**

- A. **Add Code:** use this hyperlink to add diagnosis codes if needed. Clicking this hyperlink will take an end user back to the Diagnosis tab.
- B. **Add Test:** use this hyperlink to add a test to the order if needed. Clicking this hyperlink will take an end user back to the Tests tab.
- C. **Remove:** use these hyperlinks to remove diagnosis codes and tests from the order. Clicking the hyperlink will immediately remove the code or test from the order.
- D. **Answer Questions:** use this hyperlink to add answers to required Ask at Order Entry questions for testing purposes. Click **SAVE** once all required questions are answered and the hyperlink will change from **Red** to **Blue**.
- E. **Coll Date:** Enter the collection date of the sample(s) in this field.
- F. **Coll Time:** Enter the collection time of the sample(s) in this field.
- G. **Priority:** Enter the priority of processing the sample(s) in this field.
- H. **Report Delivery:** Enter the requested delivery of results in this field. All results are routed to the Inbox. Check the appropriate box and enter a valid number if a **Call** or **Fax** is required. This information is sent with the order to the IU Health Cerner system.
- I. **Fasting Status:** Enter the fasting status of the patient in this field, if necessary for the tests being ordered.
- J. **Requesting Provider:** Select the requesting provider out of the drop-down list or click the **SEARCH** button to search for the provider.
- K. **Bill To:** Select the correct billing option from the drop-down list for the patient. Available choices will depend on how the account is set up with IU Health.
 - **Client** is for the client bill.
 - **Insurance** is for patient billing to insurance.
 - **Non-Skilled** is patient billing used by Nursing Home facilities.
 - **Skilled** is client billing used by Nursing Home facilities.
 - **Self-Pay** is direct patient billing.
- L. **Labels:** Choose the number of labels needed for ordered tests between 1 and 10.
- M. **Comments:** Add any additional comments to this field that should be on ALL tests within this order.



- N. **ORDER:** Click the **ORDER** button when all required information has been entered, and orders will be transmitted to the IU Health Cerner system. Please submit a paper copy of the requisition with each specimen.
- O. Click the **CANCEL** button if the order is not needed and everything will be removed.

NOTE: An order requisition and patient labels will print after submitting the order.



5: Printed Documents

5.1: Order Requisition

A pop-up box will display the patient’s order requisition form after clicking the **ORDER** button.

Click the **Printer** icon and select a printer from the available devices to print the patient’s order requisition.

Lifepoint Order Requisition
 Priority: Routine
 Client: 99999 01
 Req #: 9999010000000021

Indiana University Health Pathology Laboratory
 350 W. 11th Street
 Indianapolis, IN 46202-4108
 P:317-491-6000
 800-443-0740
 F:317-491-6001

India University Health

Patient Information

Patient Information	Requesting Location
Cldemo, Samantha 333 Test Dr. Indianapolis, IN 46202 (317) 888-9999	Lifepoint Demo ORG 350 W 11th St Indianapolis, IN 46202 Phone:(317) 491-6000 Fax:
IUH MRN: 56286359 CLIENT MRN: Client Use Only:	SSN: 000-00-0000 DOB: 06/23/1994 Age: 29 Gender: F Room/Bed: Unit:

Order Information

Requesting Physician: 50181541 Pathnet, Client, MD
 Report Delivery: On Site Draw
 Draw Location: On Site Draw
 ABN Printed: No
 Coll Dt/Tm: 26-Oct-2023 08:00 PM
 Fasting: No

Tests Ordered	Container	Specimen	Temperature
3572812969 - 1,25 Dihydroxyvitamin D Diagnosis	Gold	Blood	Room Temperature
686208 - Lipid Panel SerPI QN Diagnosis	Lt Green	Blood	Refrigerated
685338 - Ammonia PI QN Diagnosis	Lavender on ice		Refrigerated

Billing Information - Client Bill

Guarantor: Cldemo, Samantha
 333 Test Dr.
 Indianapolis, IN 46202
 Resp party SSN: 000-00-0000

Relationship: Self
 DOB: 06/23/1994
 Sex: F

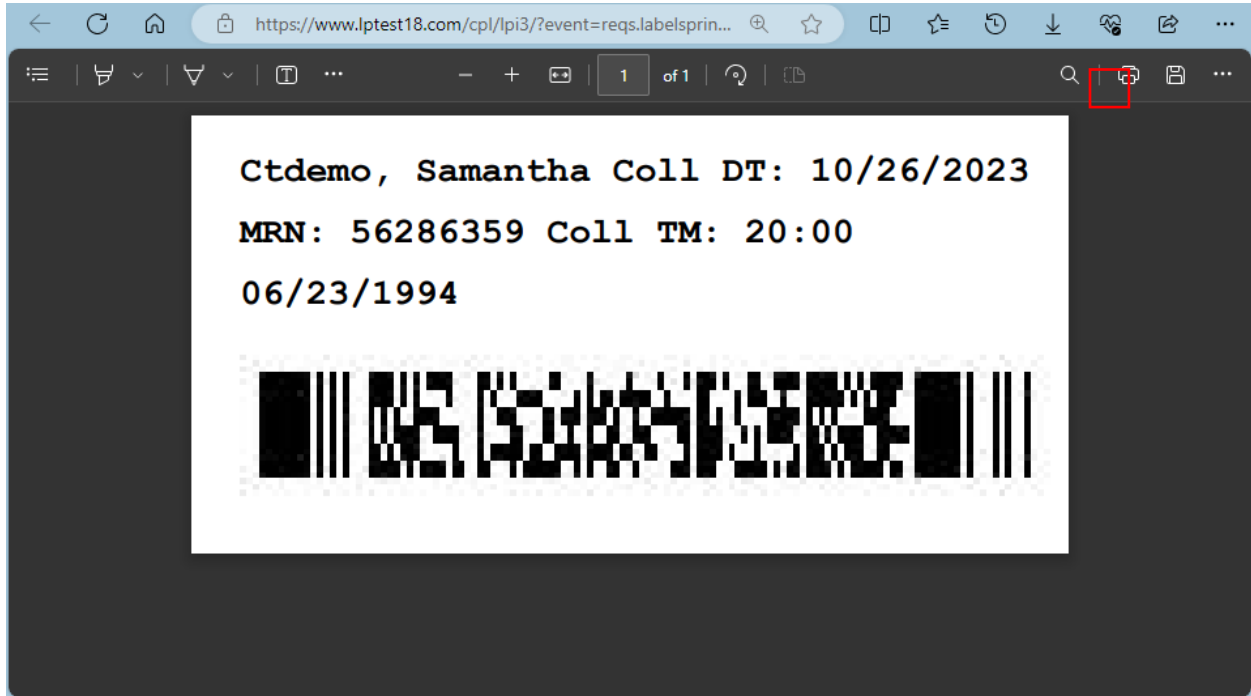
Primary: Secondary: Tertiary:

5.2: Patient Labels

A pop-up box will display the patient’s labels after clicking the **ORDER** button and giving end users the option to print to a DYMO or networked label printer.



Click the **Printer** icon to print labels.



5.3: Reprinting Requisition and Label

Click on the **Not Received** tab in Patient History to start the reprinting process.

Ctdemo, Samantha
IU Health MRN: 56286359
Client MRN:
Client: 99999 - Lifepoint Demo ORG

Female | DOB: 06/23/1994 | Age: 29
SSN: 000-00-0000
Address: 333 Test Dr., Indianapolis, IN 46202
Insurance:

Jon Revtyak - Lifepoint Demo Org Report Status: Alerts: 0 Stats: 0 Criticals: 1 Inbox: 20 Logout

Back Patient History (Audit)

Not Received Result History

Client	Physician	Req Number	Ordered Date/Time	Remove From Pending	Delete	Edit Order
99999	Pathnet, Client, MD	9999010000000021 Audit	10/26/2023 08:48 PM (0 days)			Released Print Labels
	3572812969 - 1.25 Dihydroxyvitamin D					
	686208 - Lipid Panel SerPI QN					
	685338 - Ammonia PI QN					

NOTE: Use one of the following options to reprint patient labels or an order requisition.

- Click on the **Req Number** hyperlink to display and reprint the order requisition.
- Click on the **Print Labels** hyperlink to display and reprint patient labels.

5.4: Printing Results

Click on the **Print** hyperlink to view and print the results.



Ctdemo, Samantha
IU Health MRN: 56286359
Client MRN:
Client: 99999 - Lifepoint Demo ORG

Female | DOB: 06/23/1994 | Age: 29
SSN: 000-00-0000
Address: 333 Test Dr., Indianapolis, IN 46202
Insurance:

Jon Revtyak - Lifepoint Demo Org Report Status: Alerts: 0 Stats: 0 Criticals: 1 Inbox: 20 Logout

Separate Report Navigation: Next

Print	Audit	View Req						<input type="checkbox"/> Reviewed	<input type="checkbox"/> Archive
Accession	Name	DOB	Sex	Phone	Req Num	Col Date	Col Time		
23-296-000083	Ctdemo, Samantha	06/23/1994	F	3178889999	9999010000000017	10/23/2023	10:00 AM		
Test Name	Results	Range	Units						
Magnesium SerPI QN	3.2 H	1.6 - 2.9	mg/dL						
Magnesium SerPI QN									

A pop-up box will display the patient's result after clicking the **Print** button.

Click the **Printer** icon and select a printer from the available devices to print the patient's result.

ReportView.cfm - Work - Microsoft Edge
 https://www.lptestreport18.com/CPL/resultpdf/results/ReportView.cfm?RRToken=GyxOcmH9pyimDNf6YALBr2hgKe00&datasource=CPL

Test Results **Chartable Report**

Indiana University Health
 350 W. 11th Street
 Indianapolis, IN 46202-4108
 P:317-491-6000
 800-443-0740
 F:317-491-6001

Patient Information
 Patient Name Ctdemo, Samantha
 Client MRN 56286359
 DOB-Sex 06/23/1994 F
 IU Health MRN 56286359
 Room/Bed
 Unit

Comments

Client Information
 Lifepoint Demo ORG
 Pathnet, Client
 350 W 11th St
 Indianapolis IN 46202
 317-491-6000
 Client Number: 99999

Order Information
 Accession Number 23-296-000083
 Req Number 9999010000000017
 Collection Date 10/23/2023 10:00
 Received Date 10/26/2023 20:40
 Fasting Status Fasting:

TEST NAME	RESULT	REFERENCE RANGE	UNITS
Magnesium SerPI QN Resulted: 10/26/2023 20:41	3.2 H	1.6-2.9	mg/dL
Performing Lab: IU Health Pathology Laboratory -350 W 11th Street, Indianapolis, IN, 46202, CLIA # 15D0902829			
*** END OF REPORT ***			

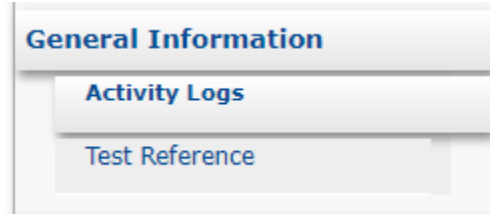
Current Print 10/26/2023 21:05
 First Printed 10/26/2023 21:05 JREVITYAK|99999|CPL Page 1 of 1



6: General Information

6.1: Activity Logs

Select the **Activity Logs** menu item when needing to run a report for **Abnormal Results**, the **Manifest** list, or **Pending Orders**.



6.1a: Abnormal Results List

Search for abnormal results by using the drop-down in the **Search by Date** field or set a date range choosing dates out of the calendar that displays when selecting either of the **Enter a Date Range** fields.

Back to Activity Logs Activity Logs - Abnormal Results List

Search by Date:

OR Enter a Date Range: -to-

* Date format mm/dd/yyyy

Click on an **Accession** hyperlink to access details of the order and result.

Back to Activity Logs Client: 99999 - Abnormal Results List - 10/01/2023 to 10/31/2023 Back to Search

Click here for printer friendly version. Records 1 - 11 of 11

Accession	Collection Date	PID	Patient Name	Result Code	Result Name	Result Value	Abnormal Flag	Reference Range
23-298-000119	10/25/2023	56286357	Ctdemo,Future	754852 754944	INR PT	5.20 <8.0	CR L	0.75 - 1.24 9.3 - 13.5
23-297-000116	10/24/2023	56285722	Ctdemo,Jon	755198 755785	aPTT TSH 3rd Gen SerPI QN	39.6 0.326	H L	23.4 - 38.0 0.400 - 4.200
23-298-000123	10/25/2023	56285722	Ctdemo,Jon	3573290187	1,25 Dihydroxyvitamin D	80.3	H	19.9 - 79.3
23-299-000074	10/26/2023	56285722	Ctdemo,Jon	755198	aPTT	40.3	H	23.4 - 38.0
23-296-000083	10/23/2023	56286359	Ctdemo,Samantha	755493	Magnesium SerPI QN	3.2	H	1.6 - 2.9

6.1b: Manifest List

Generate a manifest list consisting of all orders that have been placed and transmitted to IU Health. The manifest list is sent with all specimens and is used primarily as a tracking mechanism for both clients and the lab.



Back to Activity Logs Activity Logs - Manifest List

Choose Search Criteria

Priority: All Routine Stat
Temperature: All Frozen Not Frozen Ambient Refrigerated
Receiving Lab:
Status: Un-Released All Released
Order Type: Both One Time Complete Standing
Search by Date:
OR Enter a Date Range: -to-
* Date format mm/dd/yyyy

Select information to be displayed on report

Check All | Clear All

<input checked="" type="checkbox"/> Patient	<input checked="" type="checkbox"/> Tech Id	<input checked="" type="checkbox"/> ABN
<input checked="" type="checkbox"/> Cell Phone	<input checked="" type="checkbox"/> Billing	<input checked="" type="checkbox"/> Comments
<input checked="" type="checkbox"/> Patient ID	<input checked="" type="checkbox"/> Req. #	<input checked="" type="checkbox"/> Physician
<input checked="" type="checkbox"/> Tests Ordered	<input checked="" type="checkbox"/> Temperature	<input checked="" type="checkbox"/> Diagnosis
<input checked="" type="checkbox"/> Patient DOB	<input checked="" type="checkbox"/> Insurance	<input checked="" type="checkbox"/> Room #
<input checked="" type="checkbox"/> Ordered D&T	<input checked="" type="checkbox"/> IndPSC	<input checked="" type="checkbox"/> AAOE
<input checked="" type="checkbox"/> Lab	<input checked="" type="checkbox"/> Client MRN	<input checked="" type="checkbox"/> Alternate PID

Enter search criteria and then click the **SUBMIT** button to generate out the manifest list.

Back to Activity Logs 99999 - Manifest List - 10/18/2023 to 10/26/2023 Back to Search

Show 25 entries First Previous 1 2 Next Last

	Patient	Tech Id	ABN	Cell Phone	Billing	Patient ID	Req. #	Physician	Diagnosis	Patient DOB	Insurance	Room #	Ordered D&T	IndPSC	Lab
+	<input type="checkbox"/>	Ctdemo, Jon			Client	56285722	999991000000023 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	05/14/1987			10/26/2023 08:51 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Jon			Client	56285722	999991000000022 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	05/14/1987			10/26/2023 08:50 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Samantha			Client	56286359	999991000000021 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	06/23/1994		<input type="checkbox"/>	10/26/2023 08:48 PM	Onsite	CPL
+	<input type="checkbox"/>	ctdemo, IUH			Client	56286232	999991000000020 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	11/22/1991			10/26/2023 08:18 PM	Onsite	CPL
+	<input type="checkbox"/>	ctdemo, IUH			Client	56286232	999991000000019 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	11/22/1991			10/26/2023 08:17 PM	Onsite	CPL
+	<input type="checkbox"/>	ctdemo, IUH			Client	56286232	999991000000018 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	11/22/1991			10/26/2023 08:17 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Samantha			Client	56286359	999991000000017 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	06/23/1994		<input type="checkbox"/>	10/26/2023 08:16 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Samantha			Client	56286359	999991000000016 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	06/23/1994		<input type="checkbox"/>	10/26/2023 08:16 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Samantha			Client	56286359	999991000000015 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	06/23/1994		<input type="checkbox"/>	10/26/2023 08:15 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Samantha			Client	56286359	999991000000014 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	06/23/1994		<input type="checkbox"/>	10/26/2023 08:14 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Samantha			Client	56286359	999991000000013 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	06/23/1994		<input type="checkbox"/>	10/26/2023 08:14 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Future			Client	56286357	999991000000012 audit	Pathnet, Client, MD	Z00.0 - ENC GEN ADULT EXAM W/O ABNORM FIND 03/22/1991				10/26/2023 08:13 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Future			Client	56286357	999991000000011 audit	Pathnet, Client, MD	Z00.0 - ENC GEN ADULT EXAM W/O ABNORM FIND 03/22/1991				10/26/2023 08:13 PM	Onsite	CPL
+	<input type="checkbox"/>	Ctdemo, Jon			Client	56285722	999991000000010 audit	Pathnet, Client, MD	Z00.8 - ENC FOR OTHER GENERAL EXAMINATION	05/14/1987			10/26/2023 08:12 PM	Onsite	CPL

Click **Choose Action** and select **Print All** or **Print Selected** from the drop-down list to print the report.

NOTE: Click the box to the left of the patient's name before choosing **Print Selected** from the drop-down list.



6.1c: Pending Orders Report

Search for pending orders that have already been transmitted to IU Health but have yet to be resulted.

Back to Activity Logs Activity Logs - Pending Orders Report

Order Status: Both Not Received In Progress

Search by Date:

OR Enter a Date Range: -to-

* Date format mm/dd/yyyy

NOTE:

- **Order Status** is defaulted to Both.
- Use the drop-down in the **Search by Date** field or set a date range choosing dates out of the calendar that displays when selecting either of the **OR Enter a Date Range** fields to display pending orders.
- Click the **SUBMIT** button to generate out a pending orders report.

The report is split into two tabs; **Not Received** and **In Progress**.

Back to Activity Logs 99999 - Pending Orders Report - 10/01/2023 to 10/31/2023 Back to Search

Not Received In Progress

[Click here for printer friendly version.](#) * Click on requisition number or accession to view.
[Click here to export the Not Received list](#)

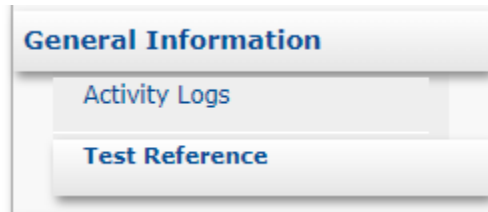
LAB	PRACTICE	Physician	Patient	Req Number	Ordered Date/Time		
CPL	99999	Pathnet, Client, MD	CTBROWN, BILL	0999990000000037	10/24/2023 11:59 AM (2 days)	Released	Print Labels
				686208 - Lipid Panel SerPI QN			
CPL	99999	Pathnet, Client, MD	CTDEMO, FUTURE	9999010000000011	10/26/2023 08:13 PM (0 days)	Released	Print Labels
				685338 - Ammonia PI QN			
				692553 - Urine Culture			
CPL	99999	Pathnet, Client, MD	CTDEMO, SAMANTHA	9999010000000013	10/26/2023 08:14 PM (0 days)	Released	Print Labels
				686223 - Magnesium SerPI QN			
CPL	99999	Pathnet, Client, MD	CTDEMO, SAMANTHA	9999010000000021	10/26/2023 08:48 PM (0 days)	Released	Print Labels
				3572812969 - 1,25 Dihydroxyvitamin D			
				686208 - Lipid Panel SerPI QN			
				685338 - Ammonia PI QN			

Click the **Click here for printer-friendly version** or **Click here to export the list** hyperlinks to generate out the pending orders report.

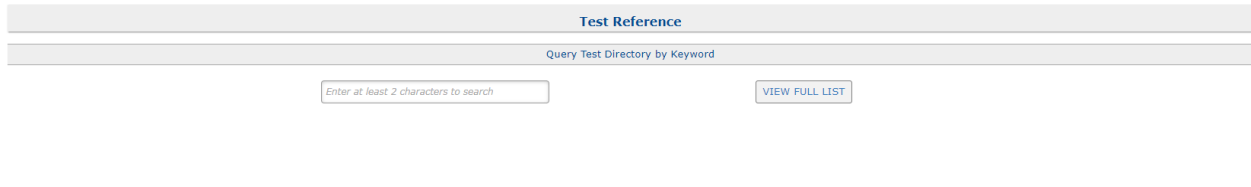


6.2: Test Reference

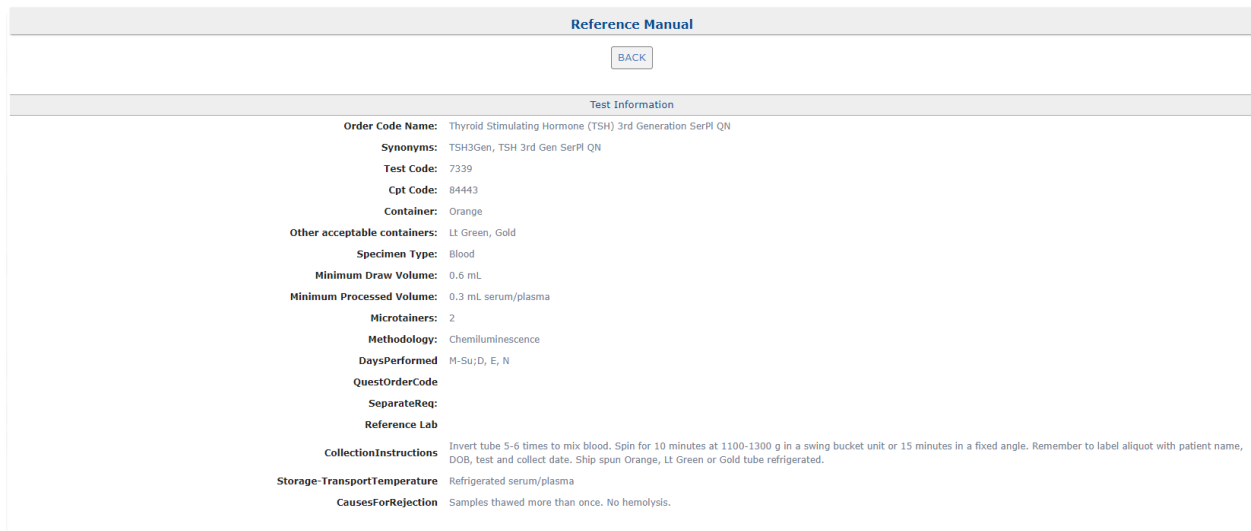
Select the **Test Reference** menu item when needing clinical and collection information about a test.



Enter the first few letters of the test in the search field, and results will appear in a drop-down list the end user can choose from to select the appropriate test.



Clinical and collection information will display after selecting an test from the drop-down list.





7: Practice Options

7.1: IU Health Lab Test Directory

The [IU Health Lab Test Directory](#) is a link to the IU Health Pathology Laboratory website that contains the most up-to-date information regarding methodology, collection, and transportation guidelines for every test.

Click the **IU Health Lab Test Directory** hyperlink to access the directory of services.



7.2: Outreach Operations Client Portal

Click on the [Outreach Operations Client Portal](#) hyperlink to access the client supply ordering portal if access has been granted.



8: Support

For any issues or questions, please email DPLMLABINTERFACE@IUHealth.org.

Thank you for choosing IU Health Pathology Laboratory.