

If a REF test is placed for testing that is to be performed at Quest, the lab will add a FlexiTest to the accession associated with the REF using the accession add on process. The REF order will then be canceled.

Canceling a Cerner Order Referral Test and Reordering a Quest Flexitest Order

Referral Tests sent to Quest for processing must be canceled and a new Flexitest must be added to the REF Order so the report will result directly to the provider when testing is completed. After logging in the specimen from Order Result Viewer, the Accession Add On process will be used to order a Flexitest based on information provided in the original REF order. The Ref Test will be canceled in Order Result Viewer after the Flexitest order has been placed.

➤ After the specimen has been logged-in, use Accession Add On in DOE to add the Flexitest.

NOTE: If a Ref Test is sent to Quest for processing, a Quest Flexitest must be added and the Cerner Referral Test order must be canceled.

STEP 1: Highlight the Ref order in ORV.

STEP 2: Click the DOE icon in ORV.

STEP 3: Select Accession Add On located on the DOE tool bar.

STEP 4: Enter Flexi in the search field.

STEP 5: Click Enter.

STEP 6: Select the Flexitest in the Find Orderable window.

STEP 7: Click OK.

STEP 8: Uncheck the Existing Container.

STEP 9: Select Create new containers in the Container window.

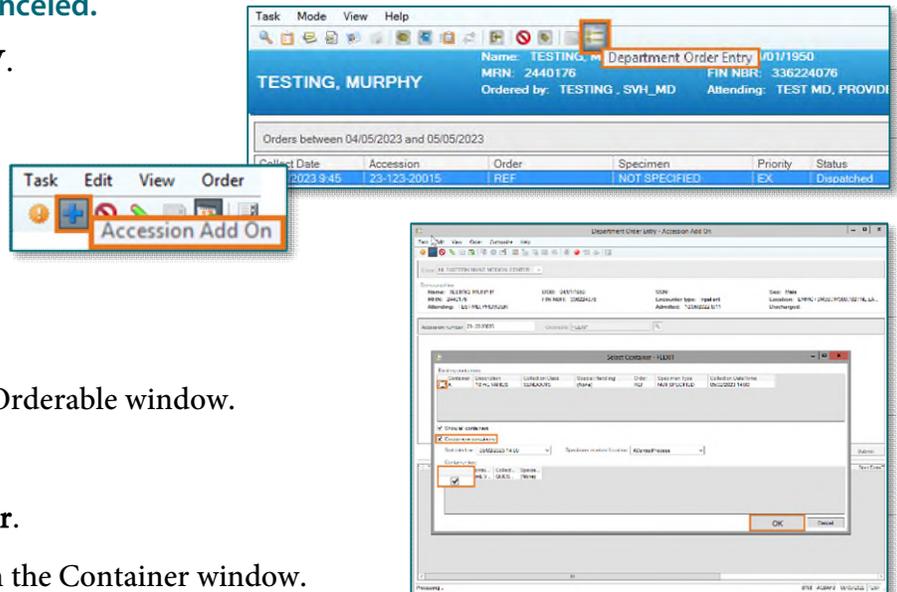
STEP 10: Select the appropriate Specimen received location for your Lab location.

NOTE: A new container needs to be selected in order for the test to route correctly. If the same container is used, the test will route to the same (NL) analyzer that the original accession routed to.

STEP 11: Select the Suggested container type.

STEP 12: The Accession Add On window opens with the selected order in the scratch pad.

STEP 13: Access the Quest Test Directory to find the appropriate corresponding test code to be entered on the Flexitest order.



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Accessing the Quest Test Directory

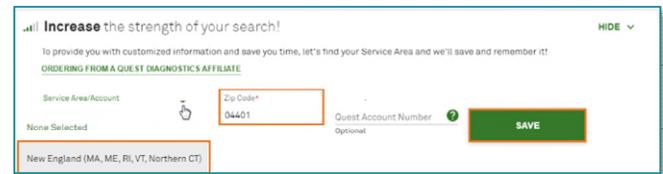
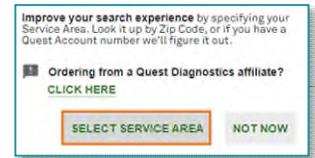
NOTE: Save the [Quest Diagnostics: Test Directory Hyperlink](#) to your favorites.

[Quest Diagnostics: Test Directory](#)

STEP 1: Click **Select Service Area** and enter **Zip Code**.

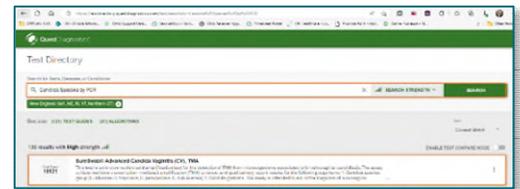
STEP 2: Select **New England (MA, ME....)** from the **Select Service Area** screen and click **Save Service Area**.

- Selecting a service area allows for better search results and tests available within the search area selected.
- The Service Area and Zip Code is saved for future use.



STEP 3: Enter the **Referral Test** name the provider is ordering in the Search Field.

NOTE: Contact the **Ordering Provider** for questions regarding which order to select. In this scenario we used **Order Code 10121**.

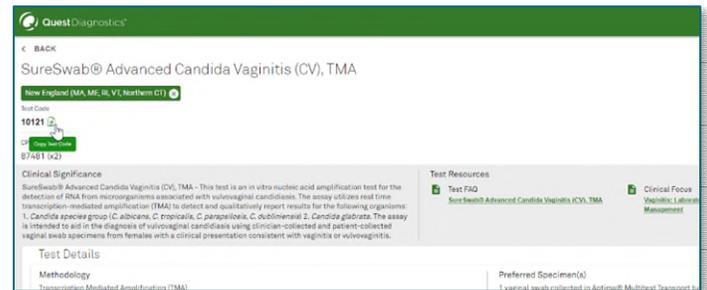


STEP 4: Verify the **Referral Test**.

STEP 5: Review the available test in the Directory.

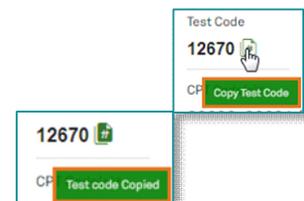
STEP 6: Select to open the Test Resource page to view:

- Test Details
- Collection Details
- Transport Container
- Rejection Criteria
- Performing Laboratory Location, etc.



STEP 7: Enter the **Test Name** and **Code** in Flexitest by using **copy & paste**.

- Single-click to copy the test code name from Quest.
- Right-click to copy the test code name into the ___ field in the Accession Add window.
- Test Info field can be used when additional information is required for testing, such as Patient Weight, Height, Source, Volume, etc.



NOTE: Test Code name and Quest Code name is needed when placing the Flexitest order. Mistyped Test Code numbers corresponding with another test will cause a different test to be resulted. Please use the copy/paste function to reduce transposing issues.

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STEP 8: Select **Add**.

STEP 9: Add additional Flexitest orders, if required, prior to selecting **Submit**.

- Add additional Flexitest2, Flexitest3, etc., until all Ref orders have been added, then select **Submit**.

STEP 10: Open **ORV**.

STEP 11: Highlight the corresponding REF Order to be canceled.

STEP 12: Click the **Cancel Orders** icon.

STEP 13: Select **Performed at Quest** from the **Cancel Reason** dropdown list.

STEP 14: Select **Yes**.

