AR Gould Cancer Care and CCOM providers involved in the Ambulatory Oncology CPOE Project Pilot will begin using the Oncology Quick Orders MPages to place lab, imaging, and pathology orders. Quick Orders MPages contain the most frequently placed orders in one place. Orders are separated into categories to place lab, imaging, and pathology orders quickly and efficiently.

Quick Orders Overview

The Oncology Quick Orders MPage has been designed to contain the most commonly used orders by oncology providers.

➢ **Components**

- **Labs and Imaging/Diagnostics**

  ▪ Contains the most frequently used orders.

- **Problem List**

  ▪ It is recommended to have the diagnosis for the order selected prior to placing the order.

  ▪ If a **This Visit** diagnosis was not added on the workflow MPage, it can be added in the Problems List component from the Quick Orders MPage.

- If the **This Visit** diagnosis is listed in the Chronic problems section, click the double arrow ⬆ icon next to the diagnosis. This will add the problem as a This Visit diagnosis.

- New diagnosis can be added as **This Visit, This Visit and Chronic,** and **Historical.**

- Use the **search field** to add a new problem.
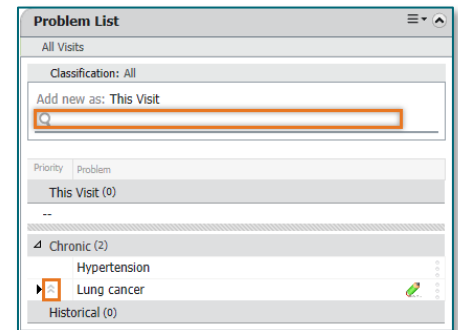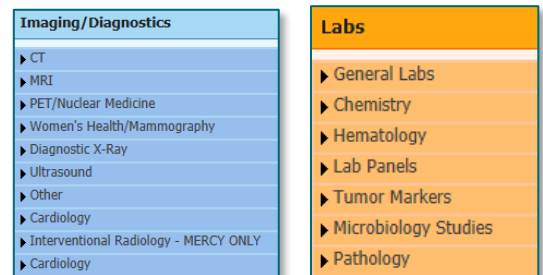
➢ **Outstanding Orders**

- Outstanding Orders for the patient will display in this component.

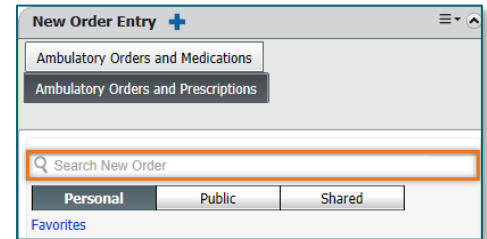 - To view more details of the order, hover over the order to see more details.
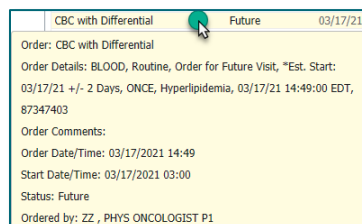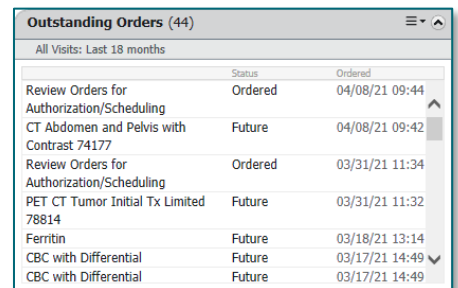
Placing Orders

STEP 1: Navigate to the appropriate component.

STEP 2: Click the orders you wish to place.

- This will add the orders to your **Orders for Signature** tray.
- Select as many orders, as needed.

NOTE: If an order is not listed in the components, you can use the New Order Entry component to search for the order.

STEP 3: Click the **Orders for Signature** icon.

STEP 4: **Associate** diagnoses to orders as appropriate.

- Click the **Order/Diagnosis** cell or use **Associate with all** hyperlink.

STEP 5: Right-click the individual fields to adjust the number of association.
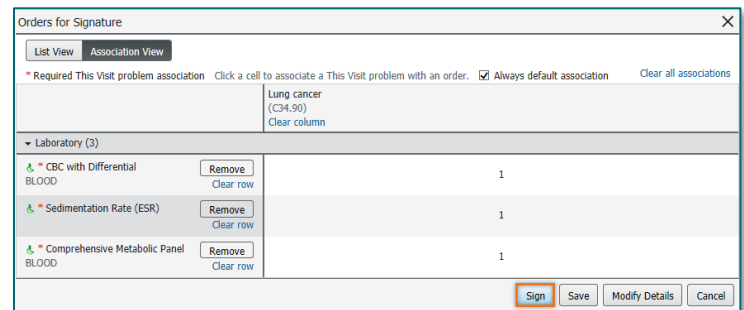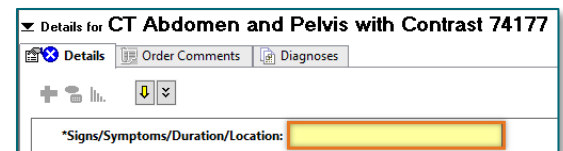
STEP 6: Click **Sign**.

NOTE: If an order has required details missing, the orders window will open with a Missing Details ⊗ icon next to the order.

STEP 7: Address missing details by clicking the orders and filling in required information in the scratch pad as needed.

- Required information will be displayed in yellow.

STEP 8: Click **Sign**.

Future Orders

Orders for laboratory and radiology tests to be completed at a later date and/or another location, are placed using Future Order functionality in PowerChart. Future Orders remain available until the patient presents for service.

➢ **Orders for Future Visit**

- The **Orders for Future Visit** is defaulted to **Yes**.
- To change the start time of the order, click the calendar icon and select the time frame.
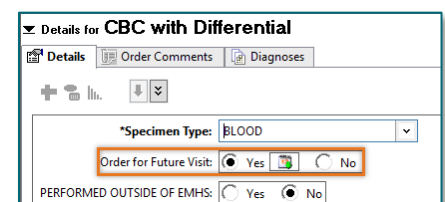
NOTE: Please refer to the flyer for more details on how to place recurring lab orders.

➤ **Performed Outside of EMHS**

- The **Performed Outside of EMHS** field is defaulted to **No**.
  - If the patient's labs or imaging tests will be performed outside of the NLH system, in the **Performed Outside of EMHS** field, select **Yes**. This will print a paper requisition to give to the patient once it is signed.

NOTE: For more details on how to create and manage order favorites, refer to the flyer on the Clinical Informatics Education Portal.