

Logging SOP Assessment 3

Question 1.

Have you read 3.2.5, Manuals, and section 3.2.6, Logging Exceptions since they were updated on March 18th?

- Yes.
- No.

The following two questions are based on the content of the previous two quizzes. The answers can also be found in the SOPs.

Question 2.

In which of the following cases should you route to the tube "NT" and why?

- When all tests on an accession number are cancelled. It lets others know that there are no containers associated with that accession number and that tests shouldn't be added to it.
- Whenever there is no tube for a test.
- Never. It causes miscommunication.
- When all tests on one tube type are cancelled. It's easier to remove a tube and add an NT than to remove a tube route to only those containers that were received.

Please see a Supervisor for clarification if you missed this question.

Question 3.

In which of the following circumstances would you call the floor?

There may be only one answer or there may be multiple answers.

- You did not receive a BL tube for the PPP that is in ORM and on the requisition.
- A CBC is in ORM but not on the requisition. No L tube was received.
- An HFPA and a CBC are requested on accession number M12345, and a COMP and PPP are requested on accession number T98765.
- You received an L tube and some other tubes from the ICU. The requisition asks for testing on all of the other tubes, but no testing is requested on the L tube.

Please see a Supervisor for clarification if you missed this question.

Question 4.

According to the "Logging Manual Orders" SOP, which of the following exceptions is/are FALSE when routing the containers received?

There may be only one answer or there may be multiple answers.

- Samples that are received as aliquots from their original collection tube should be routed as their parent container, if known. If the parent container of an aliquot is unknown, route it as the default container.
- If the specimens were processed by the client, the parent CID labels may need to be decanted to obtain the child CID labels. See the Decant Procedure for more information.
- The logger is responsible for spinning and decanting the Special Coag specimens.
- If the specimen needs to be split among multiple aliquot containers, refer to the aliquot procedure for guidelines.

See SP.PR.S.MAN Logging Manual Orders

Question 5.

You received a LADDON order from the Emergency Room.

Which step in the LADDON SOP ("Resulting the LADDON Order") is missing from the following list?

Make sure that the LADDON order has been received in ORM.

In [SmarTerm](#), open the ME function.

Press **Enter** to bypass all fields until reaching the Test-1 field.

Enter "LADDON" in the Test-1 field. Press **Enter**, then type "A" and **Enter** to accept.

Enter the accession number.

Note: Except in the case of cancellation, omit the "M-" to avoid modifying resulted fields. However, if you need to modify the status field (for example, if the LADDON was accidentally resulted as "ORDPRO"), enter "M-" followed by the accession number (for example, "M12345").

Press the **Enter** key until you reach the "LABSTA" prompt.

If the Add-on cannot be completed, enter a cancellation comment using the same format described in the [Cancel and Crediting](#) procedure.

Example: YPROV-;Notified RN Gob at 1425

If a LADDON is only partially resulted (ie. if several tests are requested and one or more of them cannot be added), result the LADDON as ORDPRO and add a free text comment about the unresulted test. Remember to notify the floor if any portion of the LADDON cannot be added.

Use sentence casing for all comments. **This function is temporarily unavailable in SmarTerm**

Example: ORDPRO-; Specimen too old for ICAR, Rn Todd notified

Example: ORDPRO-; No specimen available for VITC, Rn Mina notified

- Record the accession number and the CID of the specimen on the Add-On Test Request Form.
- If the add-on cannot be performed, inform the requesting provider. Fill out the request form with the time of notification and name of the person notified. Check Unable to complete add-on and write the reason (QNS, sample missing, etc).
- If the Add-on was completed as requested, enter "ORDPRO", which translates to "Order Processed".
- If the provider is off-site and without a fax machine, SPS can accept an email the order from hospital affiliate domains (for example, "@uw.edu" or "@seattlechildrens.org").
- If the vegetarian option is unavailable, ask for the California Club without any meat.

See Processing Interfaced Add-On Requests (LADDON)

Question 6.

You are logging a Nurse Collected LABUND. Which of the following is an acceptable comment for the Pending Log Monitor?

- Vitamin K, 9ml red top, protect from light, ntf RN Beth at 0900.
- RSTONE, Rn Beth called at 0900.
- Pending LMR approval. Notified RN, Beth.
- USOG 237, Rn Beth called at 0900, to be collected tonight, approved by LMR Jess Boyze.

See the examples in SP.PR.S.LEXC Processing Lab Undefined Orders (LABUND)

Question 7.

You are processing a LABUND that is ordered as a SEND1. Which of the following are acceptable comments to be placed the modifier of the SEND1 test?

There may be one answer or multiple answers.

- ;LAV TUBE UNSPUN LABUND M31332
- ;approved
- ;RED TUBE REFRIGERATE LABUND M31332
- Nothing needs to be entered. Leave space blank
- ;M31332

See the examples in SP.PR.S.LEXC Processing Lab Undefined Orders (LABUND)

Question 8.

After speaking with the LMR concerning a LABUND test for "MAPT Gene, Sequence Analysis" the provider determines that the testing will not be needed. The provider cannot cancel the order in ORCA or EPIC because they are not near the hospital or clinic, but has given you a verbal request to cancel

Choose the correct LABMNE and LABSTA results.

- LABSTA = -;LOL OMG
- LABSTA = YRESCH
- LABMNE = NAP
- LABSTA = YWLAB
- LABSTA = YPROV-;Dr. Smith will order as a new test but might reschedule depending upon the outcomes of the patient's next labs and he might call us back with questions later because he was thinking of doing a LADDON for M12345 for a BMP as well
- LABMNE = INP
- LABSTA = YPROV-;Per Dr. Smith

See the examples in SP.PR.S.LEXC Processing Lab Undefined Orders (LABUND)

Question 9.

You are logging two send-out tests that both use the generic mnemonic SEND1. You receive a Lime and a Gold tube that were collected at 00:30. How do you log in the tests?

- Log the tests under separate accession numbers as "SEND1" and "SEND1," each with a collection time of 00:30.
- Log the tests under separate accession numbers as "SEND1" and "SEND2," respectively, each with a collection time of 00:30.
- Log the tests under separate accession numbers as "SEND1" and "SEND2," with collection times of 00:30 and 00:31, respectively.
- Log the tests under separate accession numbers as "SEND1" and "SEND1," with collection times of 00:30 and 00:31, respectively.
- Log both tests to one accession number as "SEND1" and "SEND2" with a collection time of 00:30.

See SP.PR.S.LEXC Performing Add-Ons

Question 10.

What are the first steps before adding a test for a LADDON or Add-on request?

- Take a break.
- Look up an available tube in ORM.
- Look up an available tube in Lab Inquiry. Retrieve the tube (unless adding a Chemistry test to a sample that is already on the Chemistry line).
- Call the floor.

See SP.PR.S.LEXC Performing Add-Ons

Question 11.

You are creating a new episode for a manual order. What should be entered in the Account # field for each of the following types of orders?

	The field will auto-populate with a zero	The encounter number	Billing account number	The field will auto-populate with a non-zero number (don't change)	Nothing (leave blank)
RTS	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Outside Manual	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Partially Interfaced (ADT)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Employee Health (HOCCH/UWEXS)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

Answers can be found in: SP.PR.S.MAN Logging Research Orders, SP.PR.S.MAN Logging Manual Orders, SP.PR.S.AZ Creating and Selecting Episodes or Encounters, and SP.PR.S.MAN Specialized Manual Orders -- in that order.

Question 12.

Which of the following are true about resulting a LADDON as ORDPRO?

There may be one answer or multiple answers.

- Resulting the LADDON as ORDPRO is more important than correctly adding the requested test.
- Result the LADDON as ORDPRO once the test has been added and the specimen has been labeled.
- Resulting the LADDON as ORDPRO will remove it from the Pending Lab Monitor (PLM).
- Result the LADDON as ORDPRO if the test cannot be added.
- Result the LADDON as ORDPRO only after the test has resulted.

See SP.PR.S.LEXC Processing Interfaced Add-On Requests (LADDON)

Question 13.

You receive an Add-on Differential to be added to the "most recent CBC". You know that the stability limit of a CBD is 12 hours. Look up the most recent CBC in Misys Lab Inquiry to determine if the sample is acceptable and find that the sample can be added. What are your next steps?

- Notify Hematology to retrieve the sample. Add the test only once the sample has been received in SPS. Re-label the sample before returning it to Hematology.
- Notify Hematology to retrieve the sample. Add the test while the sample is being retrieved. Re-label the sample before returning it to Hematology.
- Add the test and pass the Add-on label to Hematology.
- Notify Hematology that the test will be added. Add the test and hand the labels to Hematology.

See SP.PR.S.LEXC Performing Add-Ons

Question 15. UWMC

You are sorting outside client specimens. When should you discard the packaging?

- Once per shift.
- Only once all specimens in the package/batch have been checked.
- Only once all specimens have been delivered to the loggers.
- Packaging may be discarded immediately.

See SP.PR.U.MAN Sorting Outside Client Specimens

Question 15. HMC

You are receiving a blood gas and there is no collection time written on the requisition. What are your next steps?

- Enter today's date as the Collection Date and enter "UNKNOWN" as the Collection Time.
- Enter the Order Date/Time printed on the requisition as the Collection Date/Time.
- If the Order Date/Time written on the requisition is within 20 minutes of the receipt time, enter the Order Date/Time as the Collection Date/Time.
- Call the floor to get the correct Collection Date/Time.
- Enter the Collection Date/Time as 1 minute prior to the receipt time.

See SP.PR.H.LEXC Logging Blood Gases