

IDEXX Cornerstone^{*}


Practice Management System

This quick reference guide applies to Cornerstone 8.1 and higher. If you are using a previous version, some features and windows may vary from those shown here.

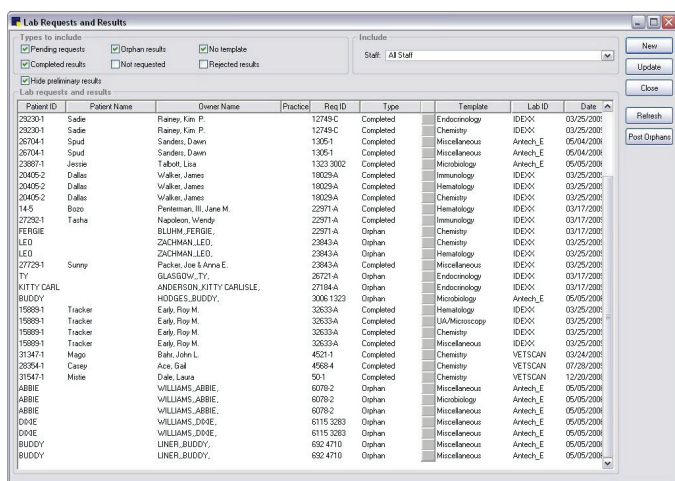
Antech Diagnostics[®] Laboratory

QUICK REFERENCE GUIDE

Display the Lab Requests and Results Window

On the toolbar, click the **Lab Requests/Results** button  to display the Lab Requests and Results window. From the Lab Requests and Results window you can create electronic laboratory requests and update pending requests or results. Select the check boxes located at the top left of this window to hide or show the following:

- Pending requests
- Completed results
- Preliminary results
- Orphan results
- Not-requested results
- Rejected results
- Results not associated with a template



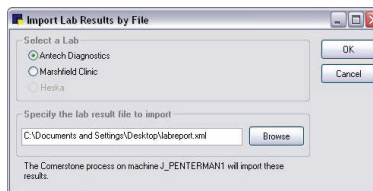
Patient ID	Patient Name	Owner Name	Practical	Req ID	Type	Template	Lab ID	Date
232001	Sadie	Raney, Kim P.		12749C	Completed	Endocrinology	IDEXX	03/25/2009
232001	Sadie	Raney, Kim P.		12749C	Completed	Chemistry	IDEXX	03/25/2009
267041	Spud	Sanders, Dawn		13561	Completed	Miscellaneous	Antech_E	05/04/2008
267041	Spud	Sanders, Dawn		13561	Completed	Miscellaneous	Antech_E	05/04/2008
238071	Jerrie	Talbot, Lisa		1323 3002	Completed	Microbiology	Antech_E	05/05/2008
204552	Dallas	Walker, James		18029A	Completed	Hematology	IDEXX	03/25/2009
204552	Dallas	Walker, James		18029A	Completed	Hematology	IDEXX	03/25/2009
204552	Dallas	Walker, James		18029A	Completed	Chemistry	IDEXX	03/25/2009
1145	Bozo	Penterson, Ilana M.		22971A	Completed	Hematology	IDEXX	03/17/2009
272921	Tasha	Napoleon, Wendy		22971A	Completed	Immunology	IDEXX	03/17/2009
FERGIE	BLUHM, FERGIE,			22971A	Orphan	Chemistry	IDEXX	03/17/2009
LEO	ZACHMAN,LEO,			2943A	Orphan	Chemistry	IDEXX	03/25/2009
LEO	ZACHMAN,LEO,			2943A	Orphan	Hematology	IDEXX	03/25/2009
277291	Sunny	Packer, Joe I. Anna E.		2843A	Completed	Miscellaneous	IDEXX	03/25/2009
TY	GLASSGOW, TY,			26721A	Orphan	Endocrinology	IDEXX	03/17/2009
KITTY CARL	ANDERSON, KITTY CARLSLE,			27168A	Orphan	Endocrinology	IDEXX	03/17/2009
BUDDY	HODGES, BUDDY,			300E 1329	Orphan	Microbiology	Antech_E	05/05/2008
198991	Tracker	Early, Roy M.		3633A	Completed	Hematology	IDEXX	03/25/2009
198991	Tracker	Early, Roy M.		3633A	Completed	Urn/Microscopy	IDEXX	03/25/2009
198991	Tracker	Early, Roy M.		3633A	Completed	Chemistry	IDEXX	03/25/2009
198991	Tracker	Early, Roy M.		3633A	Completed	Miscellaneous	IDEXX	03/25/2009
315471	Magg	Bale, John L.		45211	Completed	Chemistry	VETSCAN	03/24/2009
285641	Cassy	Alec, Gal		45644	Completed	Chemistry	VETSCAN	07/29/2009
315471	Motte	Dale, Laura		501	Completed	Chemistry	VETSCAN	12/20/2009
ABBIE	WILLIAMS, ABBIE,			80792	Orphan	Miscellaneous	Antech_E	05/05/2008
ABBIE	WILLIAMS, ABBIE,			80792	Orphan	Microbiology	Antech_E	05/05/2008
ABBIE	WILLIAMS, ABBIE,			80792	Orphan	Miscellaneous	Antech_E	05/05/2008
DORIE	WILLIAMS, DORIE,			6115 3283	Orphan	Miscellaneous	Antech_E	05/05/2008
DORIE	WILLIAMS, DORIE,			6115 3283	Orphan	Miscellaneous	Antech_E	05/05/2008
BUDDY	LINER, BUDDY,			692 4710	Orphan	Miscellaneous	Antech_E	05/05/2008
BUDDY	LINER, BUDDY,			692 4710	Orphan	Miscellaneous	Antech_E	05/05/2008

Note: You can also create laboratory requests and update pending requests or results from the Daily Planner **Diagnostics** tab in Cornerstone 8.1 and higher.

Import Laboratory Results from the Internet

- Go to the Zoasis[®] Web site (www.zoasis.com), click **Veterinarians**, then enter your user name and password.
- In the Inbox, click **New lab results**.
- Click in the **Select** box to select the laboratory result. Repeat to select all results you want to import.
- From the **Actions** drop-down list, select **Import**.
- From the Zoasis toolbar, select **Save as**.
- Enter a file name, and select the location where the results will be stored on your Cornerstone^{*} system. Click **Save**.
Tip: Each time you import results, use the same file name and location. After the results have been entered into patient records, it will be safe to overwrite the previous file.
- If asked to overwrite an existing laboratory results file, click **Yes**.
- From the Cornerstone **Activities** menu, select **Lab Work**, then select **Import Lab Results by File**.
- On the Import Lab Results by File window, select the **Antech Diagnostics** lab option.

- In the *Specify the lab result file to import* area, click **Browse**, find and select the applicable results file, then click **Open**.




- Click **OK**.

Depending on the settings for this Laboratory (**Activities > Lab Work > Laboratories**), results are either posted to the patient's history or placed on the Lab Request and Results window.

Post Results

If "**Review results before posting**" is checked in the Lab Information window:


- On the toolbar, click the **Lab Requests/Results** button .
- Double-click the *Completed* results line that you want to review. The Detailed Lab Results window is displayed.
- In the **Status** drop-down list, select **Posted**, then click **OK**. The result is posted to the patient's history, and the Completed line is removed.

If "**Review results before posting**" is **NOT** checked in the Lab Information window:

If the patient and client names and the requisition number for the results match the requisition in the Cornerstone software, results are automatically posted to the patient's history, and the Pending request is removed.


Assign/Post Orphan Results

Orphan results occur only when the client or patient information returned with the laboratory results does not match the information in Cornerstone software.

- On the toolbar, click the **Lab Requests/Results** button .
- Double-click the orphan result you want to resolve. The Orphan Lab Work window opens.
- Enter the patient ID of the correct patient for these results.
- To bill the client, select **Bill this client**, then enter the appropriate invoice item ID; otherwise, select **Do not bill this client**.
- Click **OK**. The laboratory results status is changed from Not Requested to Completed or is posted directly to the patient's file.
- If the laboratory results status is changed to Completed, post the results as you would any other completed results.

Note: If the orphan result was caused by a data entry error in an electronic laboratory request, a pending request remains in the Lab Requests and Results window. To remove the pending request, right-click it, choose **Delete** from the popup menu, then click **Yes**.

View Results


1. On the toolbar, click the **Patient Clipboard*** button .
2. In the **Client ID** field, type the client ID (or press F2 to search for and select the client). Then select the patient from the *Patient list*.
Laboratory results for the patient are listed on the Summary, Text, and Lab tabs.
3. Right-click the laboratory result, then choose how to view results:

Next Lab Result F8
 Previous Lab Result F7
 View Detailed Lab Result...
 View Cumulative Results (Posted)...
 View Cumulative Results (All)...

Note: The View Cumulative Results options are available only if there are multiple results of the same template available for the patient.


Reject Results

You can reject results only if they have not been posted. Rejected results are not included in a patient's history.

1. On the toolbar, click the **Lab Requests/Results** button .
2. Double-click the *Completed* or *Preliminary* results to be rejected.
3. In the **Status** drop-down list, select **Rejected**, then click **OK**.

Tip: View rejected results by selecting the **Rejected results** check box at the top of the Lab Requests and Results window. You can change the status of a rejected result to Posted at any time.


Void Results

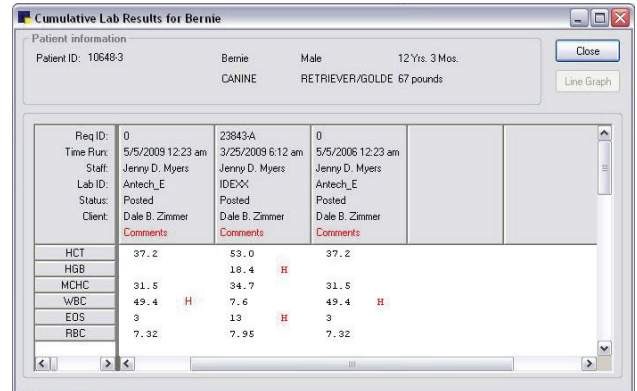
1. On the toolbar, click the **Patient Clipboard** button .
2. In the **Client ID** field, type the client ID (or press F2 to search for and select the client). Then select the patient from the *Patient list*.
Laboratory results for the patient are listed on the Summary, Text, and Lab tabs.
3. Double-click the row for the result you want to void.
4. In the **Status** drop-down list, select **Voided**, then click **OK**.

Note: Voided results remain in the patient's history but are hidden.

View and Print Graphs

If the patient has multiple posted results using the same template, staff can view and print the results as graphs.

1. On the toolbar, click the **Patient Clipboard** button .
2. In the **Client ID** field, type the client ID (or press F2 to search for and select the client). Then select the patient from the *Patient list*.
Laboratory results for the patient are listed on the Summary, Text, and Lab tabs.
3. Right-click the row for the laboratory results you want to graph.
4. Select **View Cumulative Results (Posted)** or **View Cumulative Results (All)**. The Cumulative Lab Results window is displayed.



5. Highlight the results to be included in the graph and click **Line Graph**.



6. Click **Print**.

IDEXX
LABORATORIES

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