

PACElogic™ Orders Tracking

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Agenda

- Life cycle of an order
- Creating an order
- Facesheet
- Orders tracking and filters
- Conclusion

Life Cycle of an Order



Life Cycle of an Order

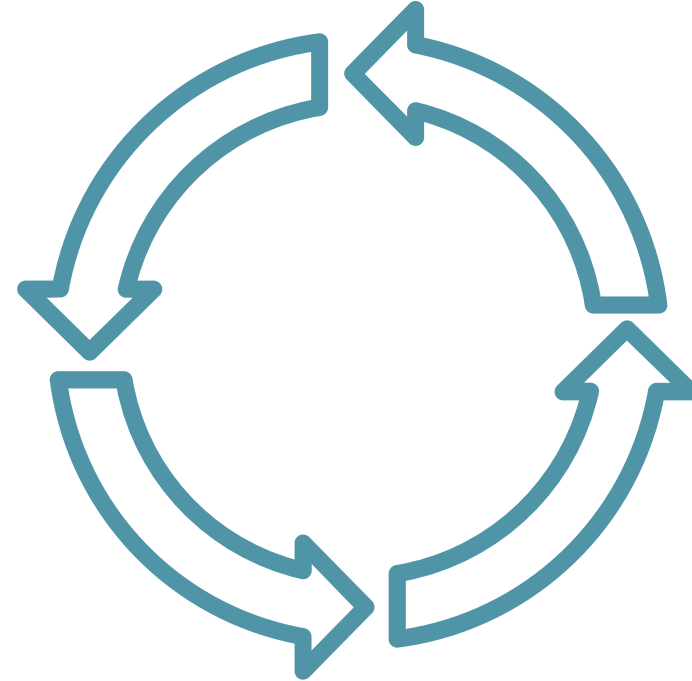


Life Cycle of an Order

An order that's created must be processed

The pathway that an order travels depends on the order category:

- Outside Consults
- Labs
- Nursing Orders
- Orders for Medical Records



Life Cycle of an Order

An order can be placed in any one of six “buckets” for tracking purposes:



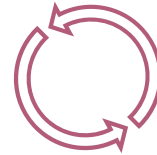
Ordered



Scheduled



Pending



Returned



Reviewed



Canceled

Ordered Status

The first cycle or status for every order is the “Ordered” status

When an order is created:

- The system automatically places it into a “bucket” of all orders that are in the **Ordered** status
- An order in an **Ordered** status is waiting for someone to move it to the next level or complete the order



Scheduled Status

Scheduled cycle or status is used when an event has been scheduled, such as a:

- Lab
- Procedure
- Outside consult

Many types of orders can be placed in Scheduled status



Scheduled Status Example 1

A provider orders a lab test

- Nurse/designee processes the order and creates a lab requisition
- Nurse/designee schedules the lab draw and places the order in a new status called **Scheduled**
- The order is now in the **Scheduled** order “bucket” with all other scheduled orders



Scheduled Status Example 2

A provider orders an outside consult

- Scheduler/designee processes the order and sets up the outside consult
- Scheduler/designee places the order in a new status called **Scheduled**
- The order is now in the **Scheduled** order “bucket” with all other scheduled orders



Pending Status

Pending cycle or status is used when:

- A care event has occurred – such as an outside consult or lab draw, *and*
- Results or records are **Pending** receipt



Pending Status Example

Provider orders an MRI

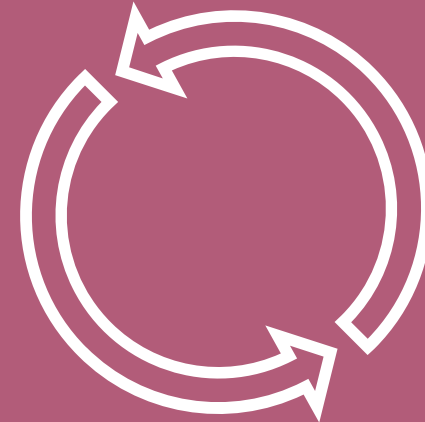
- The nurse/designee processes the order and sends a requisition to radiology.
- The participant completes the radiology test
- Results are now pending
- Team member responsible changes the order to **Pending** status
- New status drops into the **Pending** bucket with all other orders that are pending



Returned Status

Returned cycle or status is used when a result is back from an event, such as

- A lab draw, outside consultation, or any other event that produces documentation that must be reviewed by a provider or requires additional documentation
- An order in **Returned** status needs someone to act on the order – either moving the order to the next level or complete the order by moving it to **Reviewed** status



Returned Status Example

Returned cycle or status is used when a result is back from an event such as:

- A lab draw, outside consultation, or any other event that produces documentation that must be reviewed by a provider or requires additional documentation
- An order in **Returned** status is waiting for someone to act on the order and either move the order to the next level or complete the order by moving it to **Reviewed** status



Reviewed Status

An order is reviewed status is:

- The final step for any order
- Considered complete and requires no further action

An order can go directly from **Ordered** to **Reviewed** status if the order is placed and all steps are completed immediately



Canceled Status

- **Canceled** status – used when an order is canceled and will not be carried out
- A notation should be made regarding the reason for cancellation
- If the order was for a scheduled event, the event in the scheduler should be canceled, noting the reason for cancellation



Creating an Order, Facesheet, Orders Tracking and Filters





Questions



Thank You

