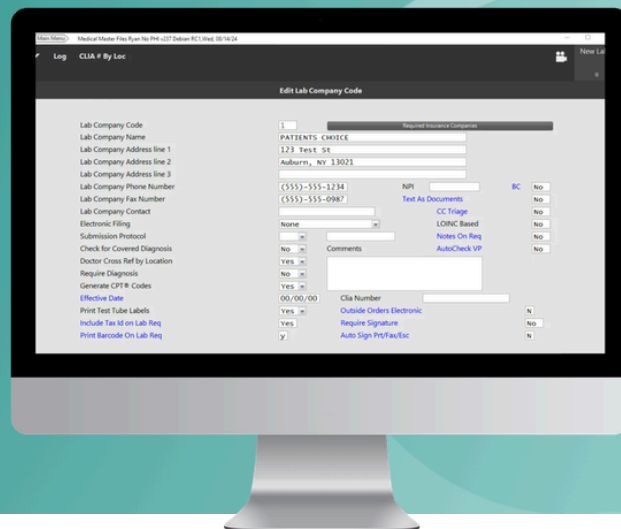




So you need to set up lab orders in medent.

What's next?

medent Labs can be set up so the results are electronic. Add any lab companies or hospital facilities as a Lab Company. Any labs that are collected and resulted in-house will require Lab Company, Lab Test and Lab Profile setup.



Lab Company Setup

- Medical Records > Medical Records Setup > All Orders > Lab Setup > **Lab Companies**
- Click **New**.
- Enter the **Lab Company Name**.
- Enter the street address in **Address line 1**.
- Enter additional address info, or the City, State, Zip in **Address line 2**.
 - If Address line 2 was used for Suite or P.O. Box info, use **Address line 3** for the City, State, Zip.
- Enter the **Phone Number**.
- Enter the **Fax Number**.
- Enter the name of the **Contact** or representative.
- Set **Required Diagnosis** to Yes if a diagnosis is required to create the lab requisition. The default is No.
- Set **Generate CPT Codes** to Yes to generate CPT codes for labs acquired and results in-house.
- Click **Require Signature**. Select Yes if the lab requisitions require a signature. If Yes, the user will not be allowed to print, fax or exit without a signature. The default is No.
- Click **Auto Sign Prt/Fax/Esc**.
 - N) No AutoSign Allowed – The order cannot be autosigned. This is the default.
 - Y) Allow Autosign if User Has Permission to Sign – The order will be automatically signed with the provider's signature.
 - y) Allow Autosign if User Has Permission – Providers Only – The order will only be automatically signed if the user on the order is the ODr on the order.

Default Options

A default lab company may be selected; however, it is usually not recommended if there are many lab interfaces.

- Medical Records > Medical Records Setup > All Orders > Lab Setup > **Default Lab Company**

Fasting may be defaulted for every lab requisition.

- Medical Records > Medical Records Setup > All Orders > Lab Setup > **Default Fasting Option**

Miscellaneous

Lab Results Letters or Documents such as the Lab Results to Patient Letter may be set up.

- Medical Records > Medical Records Setup > All Orders > Lab Setup > **Lab Results Letter Document Codes**

Attach Lab I-RSLT Documents so Scanned or IB-Faxed Results can be attached to the lab requisition.

- Medical Records > Medical Records Setup > All Orders > Lab Setup > **Documents for Imaged Lab Reports**

If labs are drawn in the office, please set up the Venipuncture Code.

- Medical Records > Medical Records Setup > All Orders > Lab Setup > **Assign Venipuncture Code**



Questions? Submit a support request at medent.com.