Lab Specimen Collection and Barcode Scanning for ED

For ED Nursing

Before Collecting the Specimen:

Before you begin, gather all needed supplies for specimen collection at patient bedside, including lab tubes, needles and a wireless printer (if applicable).

1. Open the patient's record and go to the **ED Narrator**.
2. Scan the patient's armband. If you neglected to scan the patient's armband, you will get a warning.
3. Select the **Print Label** button next to your order(s). You can choose multiple orders.
4. The lab order selected will default with a checked box. Check all labs that apply.
5. Select the printer. When complete, the **Label Printer** field will be populated with the printer ID.
   - If the label printer field is blank, scan the barcode label on the printer using the handheld scanner.
   - If a printer has been mapped to your computer, the label printer name will be visible. There is no need to scan the printer.
6. Click the **Print Label** button and follow your normal workflow of labeling the specimen.

After Collecting the Specimen:

After collecting the specimen and placing the labels on the specimen container:

1. Click **Collect** on the correct order.
2. If you need to reprint the specimen lablel, press the **Reprint Label** button.
   - Note: Do not use the same printer for the reprint.
   - If there is an error with the second reprint, you must contact the lab for reprinting of speciment labels.
3. Scan the specimen label when prompted.
4. The **Collection Date** and **Time** will fill in automatically. You can manually update this now, if needed.
5. Click **Accept**.
6. When complete, the item is removed from the **Specimen Collection Task** list and the documentation appears in your **Event Log**.

For more information, visit **it.houstonmethodist.org/specimenscanning/**

For techincal assistance, contact the IT Help Desk at
832.667.5600 or **helpdesk@houstonmethodist.org.**

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