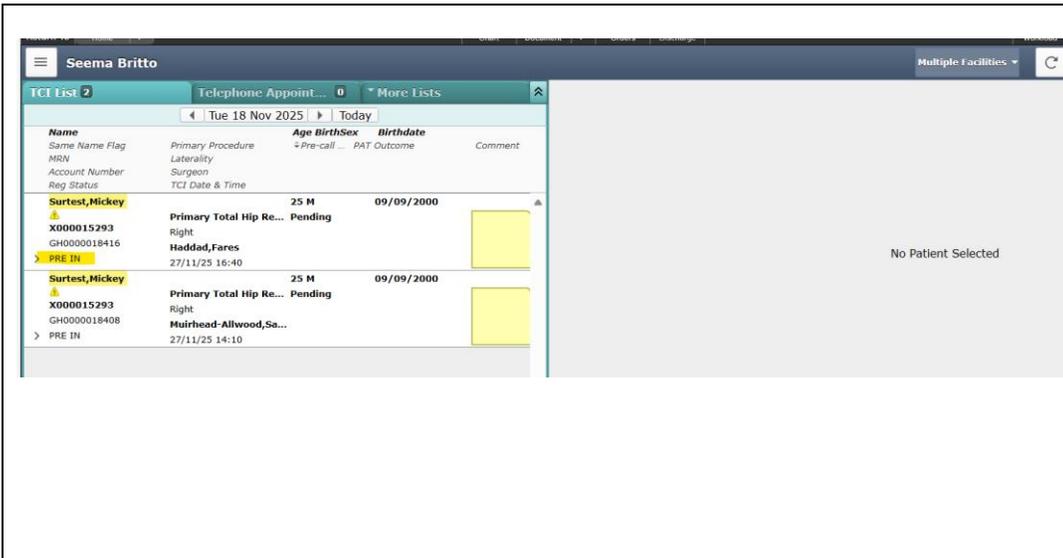
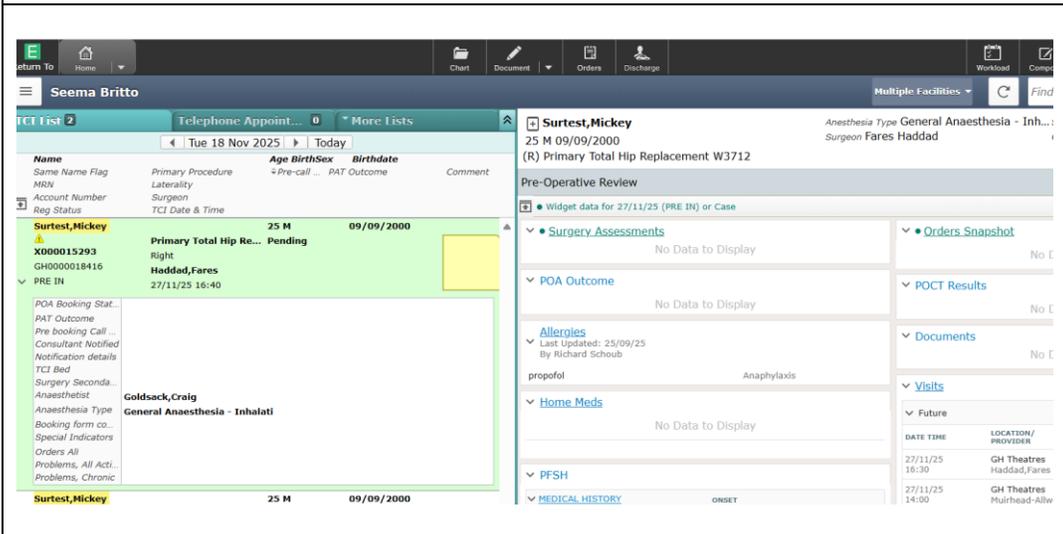


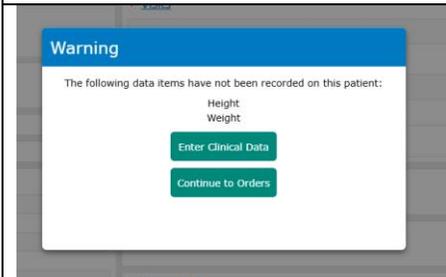
Pre-Assessment Ordering of Laboratory Samples and Blood Units



- In the **Find Patient** box, type in the patient's name.
- Select the **PRE-IN** account. *This is the inpatient account on which the surgery will be done.*
- Do not select an account that is not in the **PRE-IN** status.
- If a **PRE-IN** account is not available this must be created on the **Registration Management Desktop**



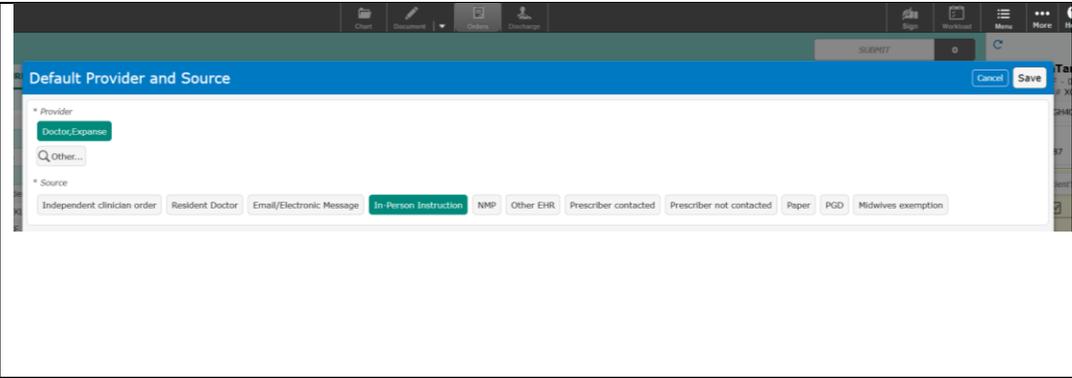
Click on **Orders**



If a **Warning** pop box displays, review and select **Continue to Orders**

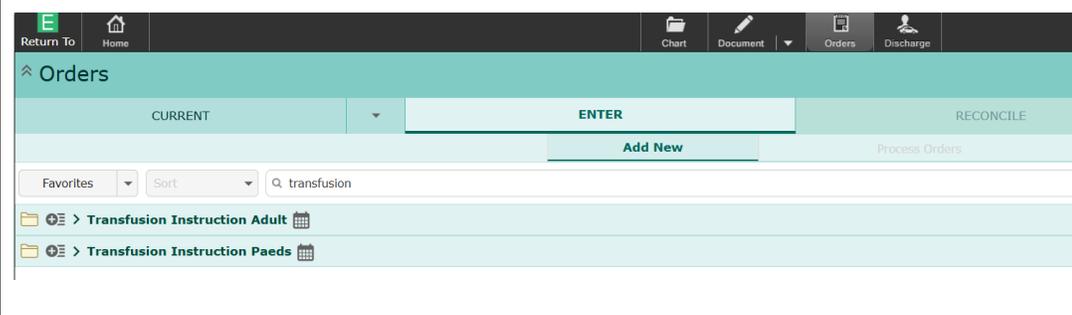
Complete:

- the **Default Provider**, it will



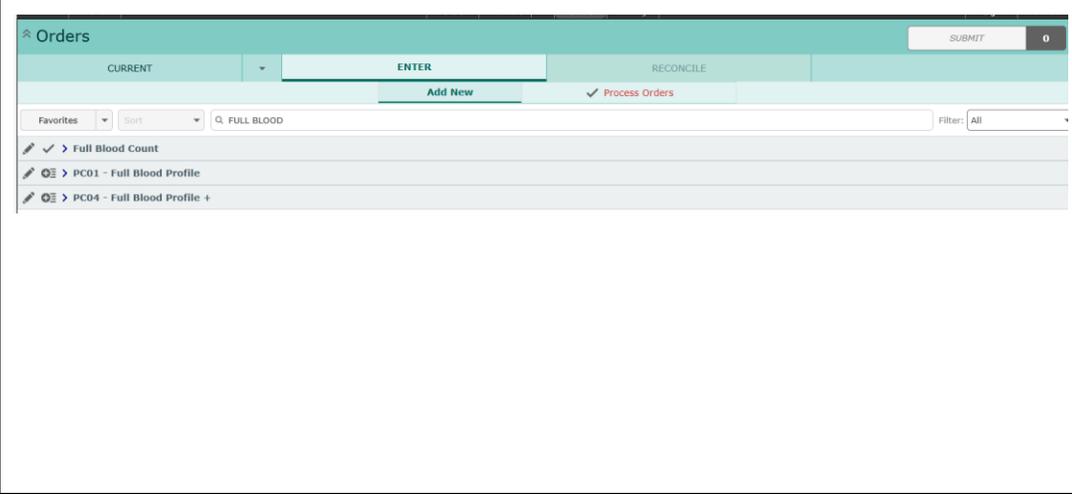
default the Attending provider on the account

- **Source**, e.g. “Independent Clinician” if you are completing the order under your initiative
- Select **Save**

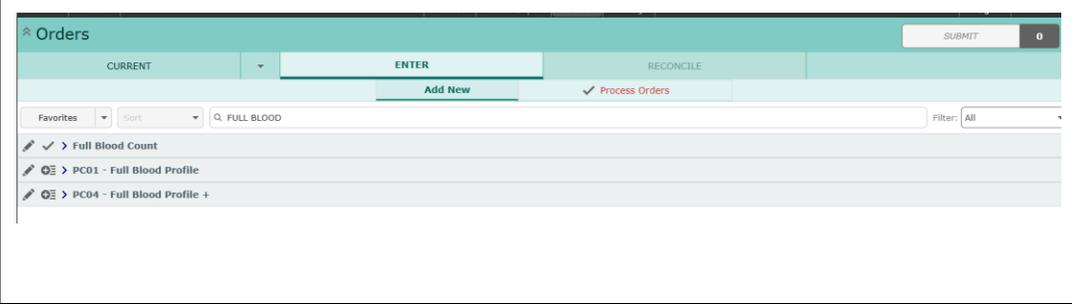


Select **Enter** and in the search bar type in **Transfusion**

Two different order sets will display, press the **+** symbol next to the order set required



- In the search bar start to type in the next order required, e.g. “Full Blood Count”
- Press the **+** symbol.
- Repeat this process until all bloods have been ordered.
- Once all orders have been selected, press **Process Orders**



Once all orders have been selected, press **Process Orders**

All required fields will then need to be completed

Return To Home Chart Document Orders

Orders

CURRENT ENTER Add New

Favorites Sort Q transfusion

Transfusion Instruction Adult

Routine P * New

* Provider Doctor, Expanse3

* Source In-Person Instruction

The **Transfusion Instruction and Request Order Set** will display first.

The first part of the order set is the **Instruction**

Press the  symbol

Transfusion Instruction Adult

Routine P New

* Provider Doctor, Expanse3

* Source In-Person Instruction

Transfusion ID number

Transfusion instruction and order ID number 13

This opens up the **instruction**

The **Transfusion instruction and order ID number** will display

This is a unique number to this **instruction**

The same number will display on the **blood component order** part of the **instruction**

Transfusion Instruction Adult

Routine P New

* Provider Doctor, Expanse3

* Source In-Person Instruction

Transfusion ID number

Transfusion instruction and order ID number 13

Transfusion Instruction

* Are you completing the transfusion instruction? Yes No

OM Access ALL

Adult Transfusion Instruction

Problem

Diagnosis Code

* Start Date Today

Start Time 20:15

* Freq Routine

Notify Add/View

To the question **Are you completing the transfusion instruction?**, select **No**

Leave the **Start Date** and **Start Time** as today's order date and time. *This is the time the blood bank will start to process the crossmatch so that blood components are ready in time for surgery.*

DO NOT change this to the date the blood is required

Transfusion Instruction Adult

- ADULT RED CELLS (220-340mL)
 - ADULT RED CELLS (220-340mL) Routine Results
 - ADULT RED CELLS (220-340mL) Routine Results
 - ADULT RED CELLS (220-340mL) Routine Ordered
 - ADULT RED CELLS (220-340mL) Routine Ordered
 - ADULT RED CELLS (220-340mL) Routine Uncollecte
 - Stat (P)
 - Urgent (P)
 - Routine (P)
 - ONCE DAILY (P)
- ADULT PLATELETS POOL/APHERESIS
 - Stat (P)
 - Urgent (P)
 - Routine (P)
 - ONCE DAILY (P)
- Fresh Frozen Plasma (280mL)

Then move down the order set and locate the blood component required

Select whether the order is **Stat**, **Urgent** or **Routine**

Transfusion Instruction Adult

ADULT RED CELLS (220-340mL) Routine Ordered

ADULT RED CELLS (220-340mL) Routine Uncollected

Stat (P)

Urgent (P)

Routine (P) * New

* Provider Doctor,Expanse3

* Source In-Person Instruction

* Specimen Pre-Collection Label

* Quantity 1

* Clinical details test

Transfusion ID number

Transfusion instruction and order ID number 13

Required information

* Has a transfusion instruction been completed by the doctor? Yes No

This opens the red cell order to the labs

Leave the **Specimen** as **Pre-Collection Label**

Adjust the **Quantity** to the number of units required

Complete **Clinical** details

Select **No** to the question **Has a transfusion instruction been completed by the doctor?**

This updates the **Transfusion instruction and order ID number** to be the same as the number in the **instruction**.

Transfusion Instruction Adult

Required information

* Has a transfusion instruction been completed by the doctor? Yes No

Transfusion instruction information

If a transfusion written instruction has not been completed by a doctor for this prepare order, it must be completed on order management prior to administration

* Date of transfusion 30/10/25

* Time of transfusion 17:14

Volume ml (exchange transfusion only)

* Number of units 1

* Transfusion reason RBC R4 chronic transfusion-de

Transfusion reason red cells (long text) R4 chronic transfusion-dependent anaemia

* What is the patient's weight? 80 kg

Blood group confirmation

The patient must have a confirmed blood group from two separate samples on record, if not a new group and save must be sent

* Valid Group and Save taken in the last 72 hour? Yes No

* Transfusion special requirements

CMV negative

Irradiated blood

Complete all other queries including the **Date of transfusion** and **Time of Transfusion**

If the patient does not have a valid group and save, select **No** and ensure a **Group and Save** order is also ordered

Leave the **Start Date** and **Start Time** as today's order date and time

Transfusion Instruction Adult

ADULT RED CELLS (220-340mL)

Diagnosis Code

* Start Date: Today

Start Time: 20:28

* Freq: Routine

Notify: Add/View

DO NOT change this to the date the blood is required

Full Blood Count

Diagnosis Code

* Start Date: Today

Start Time: 20:30

* Freq: Routine

Notify: Add/View

Bone Profile

Stat

Urgent

Routine

Provider: Haddad, Fares

Source: Paper

Specimen: Pre-collection Label

Clinical details: test

Complete the remaining order **Clinical Details** details and additional mandatory queries

Ensure to leave the **Start Date** and **Start Time** as today's order date and time

Select **Submit**

Orders

ENTER RECONCILE

Process Orders

Surtest, Mickey

Case# 3884 (R) Primary Tita...

Acc# GH000018416 Status Not Ordered No Hx Avail

Transfusion ID number

Conflicts

Surtest, Mickey 25 M 09/09/2000 Allergy/Adv: propofol

ADULT RED CELLS (220-340mL) Routine

SCREENING TYPE: Order Rule

DESCRIPTION: Mandate Admit Order Category

SEVERITY: You must place an Admit Order for all inpatients on arrival to the hospital.

*Override *Erase

A **Conflicts** pop up will display

Select **Override** Dropdown options will display, select the correct option

Conflicts

Surtest, Mickey 25 M 09/09/2000 Allergy/Adv: propofol

ADULT RED CELLS (220-340mL) Routine

SCREENING TYPE: Order Rule

DESCRIPTION: Mandate Admit Order Category

SEVERITY: You must place an Admit Order for all inpatients on arrival to the hospital.

*Override *Erase

Override Comment

- Clinical urgency
- Other
- Prep blood transfusion
- Prep pre-surgical orders

Complete this for each order placed

Order Summary					SAVE
CURRENT	ENTER	RECONCILE			
ORDERS					
ADULT RED CELLS (220-340mL) Routine		17/11/25	New	X ALL	X
Transfusion instruction and order ID number: 1					
Adult Transfusion Instruction Routine		17/11/25 20:38	New	X	X
Transfusion instruction and order ID number: 1					
Are you completing the transfusion instruction?: No					
Bone Profile Routine		17/11/25	New	X	X
Full Blood Count Routine		17/11/25	New	X	X

A summary screen will then display showing the details of the **instruction** and red cell **order** and the other orders placed

Select **Save**

The order has now been placed to HCA Labs

Orders					SUBMIT
CURRENT	ENTER	RECONCILE			
ORDERS BY CATEGORY					
Blood Bank					
ADULT RED CELLS (220-340mL) Routine	Haddad, Fares	17/11/25	Uncollected		
Transfusion instruction and order ID number: 1					
Adult Transfusion Instruction Routine	Haddad, Fares	17/11/25 20:38	Incomplete		
Transfusion instruction and order ID number: 1					
Are you completing the transfusion instruction?: No					
Laboratory + Lab Profiles					
Bone Profile Routine	Haddad, Fares	17/11/25	Uncollected		
Full Blood Count Routine	Haddad, Fares	17/11/25	Uncollected		

Surtest, Mickey
25_M - 09/09/2000
MRN# X000015293

PRE IN, Case# 3884 (X) Primary Tot...

Acc# GH0000018416 Status Not Ordered No Hx Avail

Search Patient's Chart

Allergies

Last updated: 28/09/25 By Richard Schuck

The status of the **Order** will be **Uncollected** and the **Instruction**, **Incomplete**.

A doctor will need to complete the Instruction before the blood component(s) are transfused.

Collect specimens using:

- Phlebotomy Handheld (PHH)** [Phlebotomy Handheld Application - Tip Sheets.pdf](#)
- Nursing Worklist** [Phlebotomy Handheld Application Downtime Procedure - Tip Sheet.pdf](#)