Our Digital Future
IMAGINE WHAT'S POSSIBLE...

ieMR Advanced

FirstNet – ED clinician – placing orders using quick orders and adding order favourites
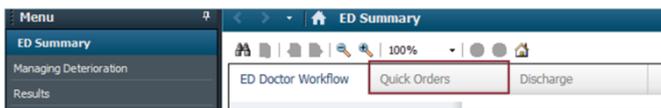
Quick reference guide

Placing an Order using Quick Orders

1. From the ED LaunchPoint, click the patient's name in the Patient Information column.

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2. The ED Summary will open, where three tabs are available. Select the Quick Orders tab.


Quick Orders displays commonly placed orders in ED: Pathology, Investigations, Xray and CT.

The New Order Entry band allows the user to search for orders that are not commonly ordered. These orders can be added to the user's Favourites folder, and then accessed later in the Mine tab. See below for instructions on adding this to Favourites.

The Outstanding Orders section displays any orders that have not yet been actioned/resulted.

## Selecting an Existing Pathology Order

1. Select an order (green highlighting will appear on item selected). The Orders for Signature icon at the top right of the screen will change to green and show the number 1. (This means one order has been placed).
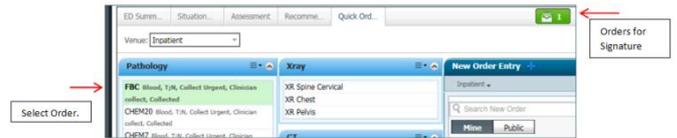
Selecting an Urea & Electrolytes (UE)

1. A UE order is not available from the commonly requested orders sections. This order can be searched via the New Order Entry section using the Search field. Type "UE" in the New Order Entry and hit Enter.

2. Click the Order button in line with UE.
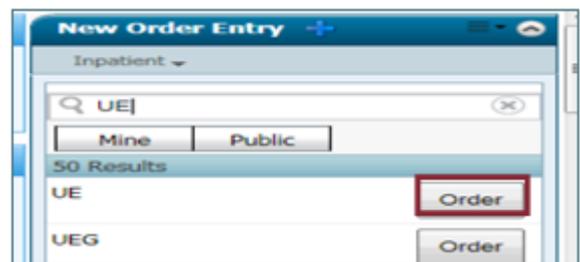
Orders for Signature

1. The Orders for Signature icon at the top right of the screen is now showing with the number of orders requested (in this example - 2, as two orders have been placed). To finalise all orders, click Orders for Signature icon.
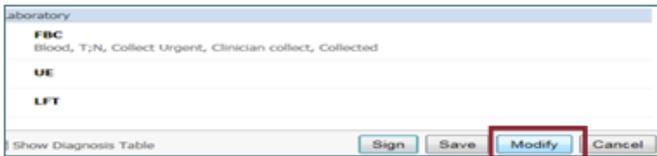

The Orders for Signature dialogue box displays with a summary of the orders placed for the patient.

(If an order has accidentally been added, the user can hover the mouse over the order name and click the cross (right side of screen) to remove it.)


2. Click Modify to edit the order information.

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3. The Orders window displays for final confirmation. Click the desired order to enter information in the Details tab (bottom of section of screen).

4. Select each order individually and complete the information in the Details section. (If all orders are for "Bloods", user can highlight all and enter Details for all of the bloods orders at the same time).

5. Review pre-populated fields.

6. Once all information is correct for each order, click Sign (bottom of screen).
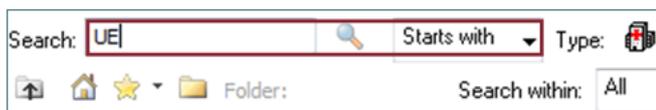
7. Type password and hit Enter or OK to finalise the order.

The Quick Orders screen within the ED Summary of the patient's chart will now appear. Orders can be viewed for the patient under the Outstanding Orders.
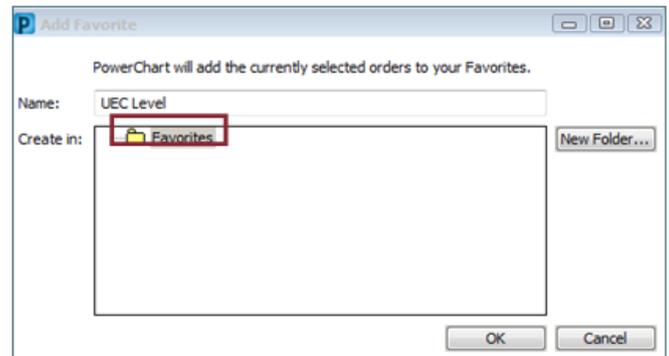
Adding Orders to Favourites

1. From the New Order Entry band, click plus sign.
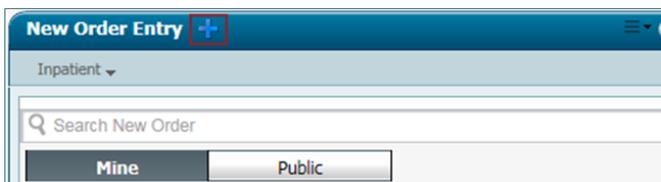
2. Type in Search box e.g. "UE", (ensuring "Starts with" is selected).
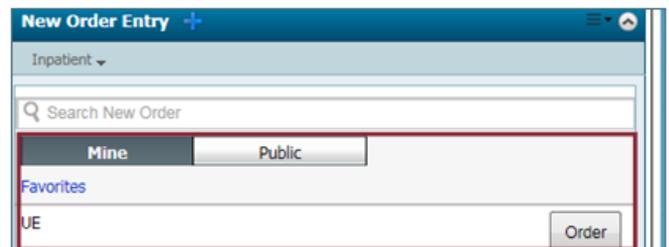

3. Once selection is retrieve, right click on desired order and click Add to Favourites.

4. Add Favourite screen appears, where a New Folder can be created or click (highlight) Favourites folder.

5. Click OK.

The order will be added to the Favourites where it can be accessed in the future for other patients.

For orders to appear as Personal Favourites on the LaunchPoint Patient Summary ensure your favourites folders use the following names:

- My Consult Favourites
- My Lab Favourites
- My Patient Care Favourites
- My Radiology Favourites
- My Medication Favourites