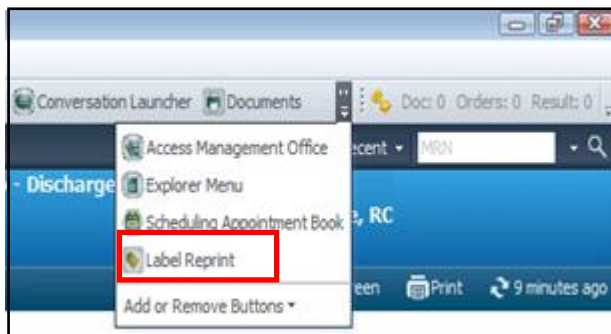


Reprinting a specimen label

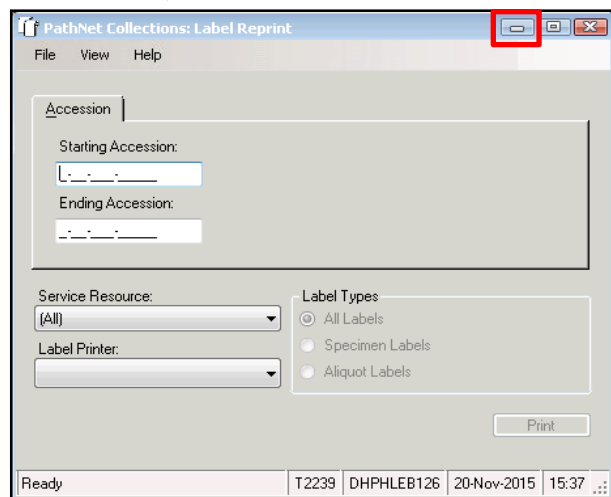
Quick Reference Guide

Specimen Collection – Label Reprint

1. Click on the *ieMR Toolbar* options drop down menu
2. Select *Label Reprint*



The *PathNet Collections: Label Reprint* window will open, minimise this whilst you find the Accession number of the specimen that you want to reprint a label for.



Locating the Accession Details in the Patient's Chart

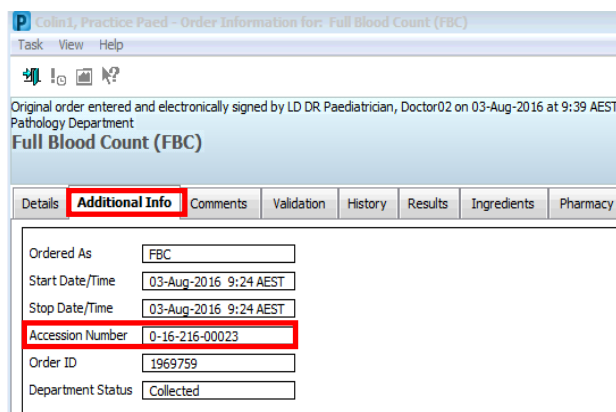
The *Accession* details are viewable in the *Orders* section of the patient's chart.

To locate the pathology *Accession* number:

1. Click on the blue hyperlink for the relevant order



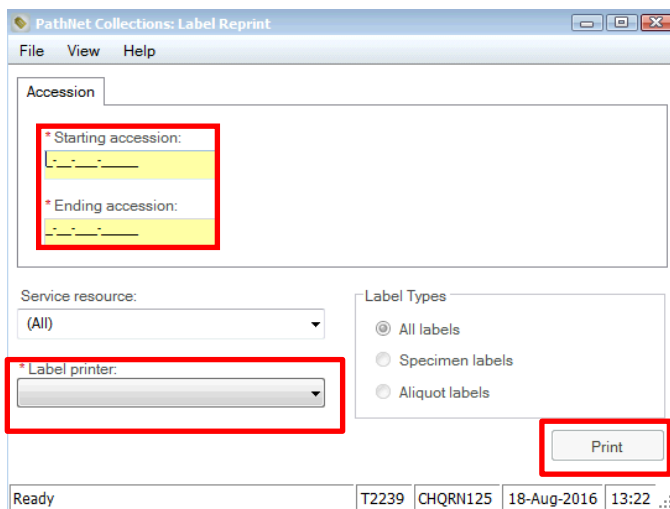
2. The *Order Details* window will open
3. Click on the *Additional Info* tab to view the Accession number



4. Find the *PathNet Collections: Label Reprint* window that you minimised earlier. Manually type in the *Accession* number into the *Starting Accession* field



Multiple orders placed in the same ordering session will share the same Accession Number. Using the Label Reprint feature, you will only need to use that single, shared Accession Number to print all the specimen labels for that set of orders.



5. Select the correct label printer from the drop down list and select *print*