How to Add and update the Published Labs Compendium and the Rads/DI Compendium to the eCW System Compendium

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I. Introduction
This document describes how to add and update the compendium in an eCW system. The focus of updates is the Lowell General Hospital compendiums. Compendium maintenance should be done whenever an updated compendium is published by the hospital. These updates are announced via the PHO Friday Flash and generally occur quarterly.

Instructions are split into Laboratory Compendium and Diagnostic Compendium.

II. Laboratory Compendium Maintenance

A. Key to the Published Lowell General Lab Compendium:

1. Color Key to the Published Lab Compendium
   Codes in White are unchanged
   Codes in Red are no longer used and should be deleted/inactivated
   Codes in Yellow have been changed or added

<table>
<thead>
<tr>
<th>ORDER_DESCRIPTION</th>
<th>ORDER_CODE</th>
<th>RESULT_CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blood Gas Venous</td>
<td>Venous Blood Gas</td>
<td>CO2 Venous</td>
</tr>
<tr>
<td>Blood Gas Venous</td>
<td>Venous Blood Gas</td>
<td>O2 Venous</td>
</tr>
<tr>
<td>Blood Gas Venous</td>
<td>Venous Blood Gas</td>
<td>pH</td>
</tr>
<tr>
<td>Blood Gas Venous</td>
<td>Venous Blood Gas</td>
<td>PO2 Venous</td>
</tr>
<tr>
<td>Blood Parasite Screen</td>
<td>Venous Blood Gas</td>
<td>Malania Smear</td>
</tr>
<tr>
<td>Blood Parasite Screen</td>
<td>Venous Blood Gas</td>
<td>Parasite ID</td>
</tr>
<tr>
<td>Blood Parasite Screen</td>
<td>Venous Blood Gas</td>
<td>Malania Path Review</td>
</tr>
</tbody>
</table>

2. Column Key to the Published Lab Compendium
   Order description in the compendium is the Lab name in eCW
   Order Code in the compendium is the Lab code to associate with the Lab name
   Result Code in the compendium is the attribute for the Lab name.
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B. Entering New Lab Orders and Updating existing Lab Orders in the eCW Compendium

1. Log in to the eCW system.
2. On the menu bar, click on EMR, on the drop down menu, then choose Labs, DI and Procedures, then Choose Labs

3. This brings you into the Lab compendium
   In the “Lab Company” box, choose your LGH Lab compendium from the list of Lab Compendiums. (your naming convention may differ from what is pictured below)

4. In the Lookup box, enter a few letters of the lab that you are looking for... CBC

5. Find the eCW name for the compendium entry you need to update. IF you do not find a match try expanding your search by using “contains” instead of “starts with” or changing the “Lab company” to “ALL”
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6. IF a matching Lab name cannot be found for the order_description, Then a new entry needs to be created:
   a. click on the dropdown list next to the New button
   b. ... and choose new
   c. Copy the Order_description from the published lab compendium into the Labs Name field
      **Note:** For the Lab name, In the Order Description section, you can pretty much name this what you want, but it is best to keep it as close to what’s on the Compendium as you can. An alias can always be created if a different lab name is required.
   d. Set the overdue days to zero
   e. Click OK
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7. Once found, or a new Lab created, highlight the lab on the list

8. Click on the “View lab Codes” button

9. Copy the Order_code from the published compendium and paste it into the code field opposite the correct Lab entry for Lowell General Labs

10. Click the OK button.

   *NOTE: the order_code from the lab must be less than 21 characters for the eCW system. Order_codes from the lab will be up to 20 characters, be sure that when you type in or copy and paste the code you do not add any characters or include any trailing spaces.
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C. **Adding and updating result codes / attributes**

Notice that there may be many entries in the published compendium for the same Order_description and Order_code, but with different Result codes:

<table>
<thead>
<tr>
<th>ORDER_DESCRIPTION</th>
<th>ORDER_CODE</th>
<th>RESULT_CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lipase Level</td>
<td>Lipase</td>
<td>Lipase Lvl</td>
</tr>
<tr>
<td>Lipid Panel</td>
<td>Lipid Panel</td>
<td>Chol</td>
</tr>
<tr>
<td>Lipid Panel</td>
<td>Lipid Panel</td>
<td>HDL</td>
</tr>
<tr>
<td>Lipid Panel</td>
<td>Lipid Panel</td>
<td>Trig</td>
</tr>
<tr>
<td>Lipid Panel</td>
<td>Lipid Panel</td>
<td>LDL</td>
</tr>
<tr>
<td>Lipid Panel</td>
<td>Lipid Panel</td>
<td>Chol VLDL</td>
</tr>
<tr>
<td>Lipid Panel</td>
<td>Lipid Panel</td>
<td>Cardiac Risk</td>
</tr>
<tr>
<td>Lithium Level</td>
<td>Lithium Level</td>
<td>Lithium Lvl</td>
</tr>
</tbody>
</table>

Entering Result codes is particularly important when setting up:

- Flow sheets
- Panels (for instance a lipid panel) so that all the individual results will result and attach properly.
- Setting up Loinc codes for meaningful use

When an order /order_code set has multiple result_codes, these codes must be built into the compendium to take advantage of the functionality.

In the eCW systems, a result_code is referred to as an attribute.

1. Once the Lab is added and the lab code / order_code is entered, back in the Labs screen highlight the lab

2. On the bottom of this screen, click on the attribute Codes button
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3. The attributes dialog screen will come up:

- **The attributes dialog screen will come up:**

![Attributes Dialog Screen](image)

Note that the name of the lab is in the header and the various types of results are listed. These are friendly names, although they can also be the exact result_code.

To update any changes to an existing value for result_code,

- **a. find the result_code on the list**

- **b. Highlight the code**

![Highlighted Code](image)

and click on AttrCode button
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c. This brings up the lab codes screen which looks exactly like the one for the order_code entry:

d. Copy the result_code value from the published compendium and paste it into the code field for the LGH Lab in your system.

e. Click OK

f. Repeat with any updates needed on other result values
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4. If an attribute/result_code is missing from the list, it can be added:
   a. On the bottom of the lab attributes dialog box, find the dropdown next to the new button and choose New

   ![Dropdown selection](image1)

   b. In the resulting window, either copy and paste in the result_code from the published compendium or type in a full name of your choosing for the result code. It’s best for the purposes of future updating to keep the name close to the result_code.

   ![Result code entry](image2)

   c. Click OK

   d. Back in the list of attributes/result_code for the lab, highlight the name just created and then click on the Attr code button at the top of the list.

   ![Attr code button](image3)
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e. Copy the result_code from the published compendium, and paste it into the Code field opposite the compendium for Lowell General in your system:

f. Click OK

g. Continue until all results are updated or added
5. Loinc code association
Some lab orders and result codes will have relationships to meaningful use and quality measures. If so, in order for eCW to track for the measures, a Loinc code will need to be associated to the result code.

a. Once order_result/attribute codes are input, add the loinc codes by highlighting the attribute,

then clicking the dropdown by the LOINC code button and choosing update

b. Find the appropriate loinc code from the offered list:

c. Highlight it and click ok

d. Repeat until all the codes required are associated.
III. Radiology Compendium Maintenance:

A. Key to the published Lowell General Rad/DI compendium:

1. Color Key to the Published Lab Compendium
   Codes in White are unchanged
   Codes in Green have been added or changed

<table>
<thead>
<tr>
<th>PRIMARY_MNEMONIC</th>
<th>MODALITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>BD Bone Density</td>
<td>BD</td>
</tr>
<tr>
<td>BD Bone Density DEXA App Skeleton</td>
<td>BD</td>
</tr>
<tr>
<td>BD Bone Density DEXA Axial Skeleton</td>
<td>BD</td>
</tr>
<tr>
<td>BD Bone Density DEXA Vert Frac Assess</td>
<td>BD</td>
</tr>
<tr>
<td>CT CT Abdomen/Pelvis</td>
<td>CT Abdomen/Pelvis</td>
</tr>
<tr>
<td>CT Abdomen C-</td>
<td>CT Abdomen/Pelvis</td>
</tr>
<tr>
<td>CT Abdomen C+/C+</td>
<td>CT Abdomen/Pelvis</td>
</tr>
<tr>
<td>CT Abdomen C+</td>
<td>CT Abdomen/Pelvis</td>
</tr>
</tbody>
</table>

2. Column Key to the Published Lab Compendium
   Primary_Mnemonic in the compendium is the Lab name in eCW
   For eCW systems we ignore the Modality column in the compendium

   We will be using the Primary_Mnemonic as both the test name and the order code to associate with the test name
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B. Entering New Rad/DI Orders and Updating existing Rad/DI Orders in the eCW Compendium

1. Log in to the eCW system.
2. On the menu bar, click on EMR, on the drop down menu, then choose Labs, DI and Procedures, then Choose Diagnostic Imaging

3. This brings you into the Lab compendium
   - In the “DI Company” box, choose the LGH Rad compendium from the list of Compendiums in your system.

4. In the Lookup box, enter a few letters of the order (primar that you are looking for...)

5. Find the eCW name for the compendium entry you need to update. IF you do not find a match try expanding your search by using “contains” instead of “starts with” or changing the “DI company” to “ALL”
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6. IF a matching DI name cannot be found for the Primary_Mnemonic /order you are looking for, then a new entry needs to be created:
   a. click on the dropdown list next to the New button
   b. ... and choose new
   c. Copy the Primary_Mnemonic from the published Rad/DI compendium into the Labs Name field

   **Note:** For the Lab name, Since for diagnostic testing, eCW matches on BOTH the test name and the order code, you will need to use the exact name in the Primary Mnemonic field, otherwise the test will not attach to the original order.

   If you would like to use an alternate name for the test for easy ordering, setting up an alias would probably work to point the name you desire to the correct lab order in the compendium. You can do this using the labs&Dl alias tool under the EMR menu/labs, DI and Procedures menu. For more information on how to use that tool please contact eCW support.

d. Set the overdue days to zero
e. Click OK
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7. Once found, or a new DI order created, highlight the DI order on the list

8. Click on the “View DI Codes” button

9. Once again, paste the Primary Mnemonic into the code field opposite the correct Lab entry for Lowell General Radiology in your system

10. Click the OK button.

*NOTE: the DI Code from the lab must be less than 60 characters for the eCW system. The primary Mnemonic from the lab will be up to 60 characters, be sure that when you type in or copy and paste the code you do not add any characters or include any trailing spaces
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IV. Finding Help with the Compendiums published by Lowell General

Any questions about:

- the published compendium
- how orders are resulting to your system
- need results resent
- Would like to request interfaced lab results

should be directed to the Lowell General /Circle Health Helpdesk at (978) 937-6445

Any questions about

- eClinicalWorks compendium functionality
- error messages in eClinicalworks

should be directed to your eClinicalWorks support portal contact
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