FNA Cytology Beaker AP Guide:

FNA Specimens:

Create and Accession a Case in Case Builder:

1. To create a case, you need to enter **Case Builder** Activity. Click on the **Case Builder** link on the Beaker AP Lab Dashboard:

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 Scan in the specimen using the barcode reader or type the specimen ID# manually. Click the Accept button. If this specimen does not have a case assigned previously, it will start a new case. If one exists, then it will open the current case for this specimen in Case Builder.

Once you are in **Case Builder**, make sure that the **Protocol** is one from the list with **FNA** in the beginning of the name.

Case ty	/pe:	FNA CYTOLOG	Y	FINE NEE	DLE ASPIRATE	(162734858)	3	Lymph node	Thomas Y	ackel, MD	~	
Case n	umber:	FN17-00063		Questi	on for FINE		IRATE (16273	(1858)				-
	Assigned 'AKOVA, N	Role NA Staff Pathol	ogist	Collection	n Question f specimen(s)	NEEDEE ASP.	INATE (10273	Answer Lymph node				
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Add Sp	ecimen (Al	+D)	+							—	Delete Specir	men
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3. Enter collection information and a source if it doesn't appear by default. Review order related comments and clinical instructions under Orders field in **Case Builder Summary** box:

Case Builde	er										. ?) Z X
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Add Specimen ((Alt+D)	+								-	Delete Speci	men
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Case Builder										. 🤄	D Z C
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BEAKER, LOOKE	R Cytotechnologi	st	<u> </u>								_
BRAZIEL, RITA	Staff Pathologi	st 🚽	Curr	ent Cas	se				Case Status:	Cytology Scre	en .
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Grossing in Quick Results from Case Builder:

- 1. Click on the *A* Grossing. button to start the gross.
- 2. This will bring up the **Quick Results** window. Make sure the **Gross Description** tab is selected at the top of the window



3. Enter information about received specimen. Press F_2 key on your keyboard, to move through the text on your screen.

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Order Inquiry Specimen Inq	Case type:	FNA CYTOLOGY		Orders			
opcontenting	Case number:	FN17-00065		Orders	Specimen Source	Authorizing Provider	Q
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The **Smart Text** should be as a default: **'AP FNA Procedure for Specimens'** [35407]. If, accidently, this smart text was deleted, it could be re-applied to this component by entering the name in the **Insert SmartText** field of a SmartTool-enabled text box.

4. When all information is entered, click Gross Done, to close this window

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<u>R</u> estore	② 2 of 2 specimens received. 0 of 2 blocks confirmed.	Gross Done Close

Adding Tasks:

 If you need to add on extra stain/ task, select the specimen or block that needs additional stains or tasks. In the Add Task field, search for the task protocol you want to add. Type part of the name and press Enter to narrow down the choices of tasks. This will bring up a Task Protocol Browser window and you can check off the tasks you want to add.

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			Questi	on for FINE	NEEDLE ASP	IRATE (162740712)						•
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	Others	Others FNA ADEQUACY FNA PERFORMEN			FNA ADEQUACY	EVALUATED BY PATHOLOGIST						

Note: Tasks: 'FNA Adequacy Evaluated by Cytotech', FNA Adequacy Evaluated by Pathologist', FNA Performed by Pathologist' should be confirmed in **Case Prep Worklist** as rest of tasks.

Accessioning the Case:

1. When you are done, click **Accept** to accession the case and close the **Case Builder** activity.

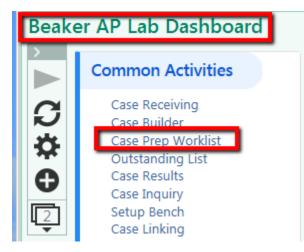
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В	III FNA THYROID	Thyroid - Ri	ght Lobe	88173 (CPT®	It's a SOURCE	further description! NOT speci	men description!	12/11/2017	04:31 PM	DONOVAN	, FM FACUL	D 🗆
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2. NOTE! If you entered Case Builder from Requisition Entry, you still need to accept the requisition after you accession the case in Case Builder! At the Requisition Entry screen, if you have additional requisitions to enter, click Accept & New to move to the next requisition. Otherwise, click the arrow next to Accept & New and select Accept to save your work and close Requisition Entry.

FNA Cytology Case can have Multiple Specimens!

Confirm Tasks in Case Prep Work List:

1. Click the 🗏 tab to open the Case Prep Work List. You can also find a link to it from your Beaker AP Lab Dashboard.



2. Make sure you are viewing the **Cytopathology Non-Gyn** view. To change your view, click on the **Actions** button and choose **Views** and pick the view you want. You can use the column headers for "Case Status" to sort and filter the list.

	Case <u>B</u> uilder 💄 Ass <u>i</u> g		1	1-		ı				Cancel
Se	Case Type	Protocols	Patient	Protocols	Authoriz	I ID	Task	Slides	Date	D Case Inquiry
17-00029 17-00040	NON-GYN CYTOLO NON-GYN CYTOLO		Beakermayo, Long Normal	FNA THYROID BFL Other	John Hu Michael	🗖 A1	Diff Quik Stain		0/1	
17-00040	NON-GYN CYTOLO	A - BFL Other A - BFL Urine	Beaker, Jonas Grumby Beaker, Bubba	BFL Other BFL Urine	David P	🗖 A1	Diff Quik Stain		0/1	Case Lookup
17-00041	NON-GYN CYTOLO	A - BFL Urine	Beaker, Bubba Beaker, Bubba	BFL Urine BFL Urine	David P David P	🗖 A1	Diff Quik Stain		0/1	🚯 Case <u>R</u> esults
7-00042	NON-GYN CYTOLO	A - BFL Urine	Beaker, Nano	BFL Urine	James N	🗖 A1	SurePath Slide		0/1	CC Results
7-00040	NON-GYN CYTOLO	A - BFL Urine	Beaker, Paul	BFL Urine	James N					Chart Review
7-00050	NON-GYN CYTOLO	A - BFL Urine	Beaker, Bubba	BFL Urine	David P					Flowsheets
7-00064	NON-GYN CYTOLO	A - BFL CSF	Beaker, Jenny	BFL CSF	David I					🖰 Hol <u>d</u> s
7-00100	NON-GYN CYTOLO	A - BFL PERITONEAL FL	Beaker, Fig	BFL PERITONEAL FLUID	Thomas					Labels & Docs
7-00101	NON-GYN CYTOLO	A - BFL PERITONEAL FL	Beaker, Harold	BFL PERITONEAL FLUID						Order Inquiry
7-00102	NON-GYN CYTOLO	A - BFL PERITONEAL FL	Beaker, Homer Jay Simpson	BFL PERITONEAL FLUID						/
7-00021	FNA CYTOLOGY	A - FNA THYROID, B - FN	Beaker, Fozzie Bear	FNA THYROID	Kevin Bi					Patient Inquiry
7-00105	NON-GYN CYTOLO	A - BFL PERITONEAL FL	Beaker, Blaze	BFL PERITONEAL FLUID	Kevin Bi-	I				Remove
7-00106	NON-GYN CYTOLO	A - FNA Vitreous	Beaker, Buzz	FNA Vitreous	Kevin Bi					Requisition Entr
7-00128	NON-GYN CYTOLO	A - BFL Pleura	Beaker, Miss Piggy	BFL Pleura	Thomas					 Results Review
7-00135	NON-GYN CYTOLO	A - BFL CSF	Beaker, Nano	BFL CSF	Inpatient	*	€ <u>S</u> ettings			- Transfer
7-00138	NON-GYN CYTOLO	A - BFL Other	Beaker, Noah Fence	BFL Other	James N		Autopsy Embedding			Views
7-00139	NON-GYN CYTOLO	A - BFL Other	Beaker, Noah Fence	BFL Other	James N					Personalize Too
	NON OWN OWTON O	A - BFL Other	Beaker, Nina V	BFL Other	James N		Autopsy Routine			Fersonalize 100
17-00140	NON-GYN CYTOLO									
17-00140 17-00141	NON-GYN CYTOLO	A - BFL Other	Beaker, Norville Rogers	BFL Other	James N -	1	Bone Marrow Bench Giemsa/Ma Bone Marrow Bench Sendout W Bone Marrow Bench Special Sta	orklist	t Worn List	
7-00141 NG17 Beakerma	NON-GYN CYTOLO 7-00029 iyo, Long Normal (MRN	A - BFL Other	Beaker, Norville Rogers	BFL Other Status: Ad	James N 🗸		Bone Marrow Bench Sendout W Bone Marrow Bench Special Sta Case Prep Work List Case Prep Work List HSC Cytopathology Gyn Cytopathology Non-Gyn	orklist	t UV List	
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7-00141 NG17 Beakerma Incomplet Specime	NON-GYN CYTOLO 7-00029 iyo, Long Normal (MRN te slides: 4 ns	A - BFL Other	Beaker, Norville Rogers		James N 🗸		Bone Marrow Bench Sendout W Bone Marrow Bench Special Sta Case Prep Work List Case Prep Work List HSC Cytopathology Gyn Cytopathology Non-Gyn EM Case Prep Work List Flow Panel Work List Neuro Path Case Prep Worklist Surg Path Frozens Surg Path Frozens Surg Path H&E Surg Path H&E Surg Path IF Surg Path IFC	orklist ain Wort ast	t Vor List	
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- 3. Select the cases you want to confirm on the left side of the window. You can hold down the CTRL key to select multiple cases. The tasks for all the selected cases appear on the right.
- Click the All button to confirm all of the tasks for the selected cases. The current date and time appear by default. If necessary, update the completion date and time to reflect the actual time a task was completed.
- 5. Click **Confirm**. The slide labels print and the selected cases will drop off the work list.

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N17-00021	FNA CYTOLOGY	A - FNA THYROID, B - FN.,		FNA THYROID	Kevin Bi		ase	ID	Task Slide		Time	FI
N17-00032	FNA CYTOLOGY	A - FNA GI	Beaker, Betty Girl	FNA GI	Gennadi		N17-00021	A1	Diff Quik Stain	1 Today	Now	
N17-00033	FNA CYTOLOGY	A - FNA OTHER	Beaker, Radish	FNA OTHER	James N		N17-00021	A1	Diff Quik Stain	1 Today	Now	
17-00051	FNA CYTOLOGY	A - FNA THYROID, B - FN		FNA THYROID	Michelle		N17-00021	A1	Diff Quik Stain	1 Today	Now	
117-00052	FNA CYTOLOGY	A - FNA THYROID, B - FN		FNA THYROID, FNA Lung	Thomas		N17-00021	A1	SurePath Slide	1 Today	Now	
17-00061	FNA CYTOLOGY	A - FNA Liver, B - FNA LY	Beaker, Flounder	FNA Liver, FNA LYMPH N	. Kevin Bi		N17-00021	B1	Diff Quik Stain	1 Today	Now	
V17-00063	FNA CYTOLOGY	A - FNA LYMPH NODE,	Beaker, Watermelon	FNA LYMPH NODE	Thomas		N17-00021	B1	Diff Quik Stain	1 Today	Now	
17-00064	FNA CYTOLOGY	A - FNA Lung	Beaker, Windows	FNA Lung	Thomas		N17-00021	B1	Diff Quik Stain	1 Today	Now	
G17-00010	NON-GYN CYTOLO	A - FNA Liver	Beaker, Meaghan	FNA Liver			N17-00021	B1	SurePath Slide	1 Today	Now	
G17-00029	NON-GYN CYTOLO	A - FNA THYROID	Beakermayo, Long Normal	FNA THYROID	John Hu		17-00032	A1	Diff Quik Stain	1 Today	Now	
G17-00040	NON-GYN CYTOLO	A - BFL Other	Beaker, Jonas Grumby	BFL Other	Michael		N17-00032	A1	Diff Quik Stain	1 Today	Now	
G17-00041	NON-GYN CYTOLO	A - BFL Urine	Beaker, Bubba	BFL Urine	David P		N17-00032	A1	Diff Quik Stain	1 Today	Now	
G17-00042	NON-GYN CYTOLO	A - BFL Urine	Beaker, Bubba	BFL Urine	David P		N17-00032	A1	SurePath Slide	1 Today	Now	
G17-00048	NON-GYN CYTOLO	A - BFL Urine	Beaker, Nano	BFL Urine	James N	1 I	N17-00033	A1	Diff Quik Stain	1 Today	Now	
G17-00049	NON-GYN CYTOLO	A - BFL Urine	Beaker, Paul	BFL Urine	James N		N17-00033	A1	Diff Quik Stain	1 Today	Now	
617-00050	NON-GYN CYTOLO	A - BFL Urine	Beaker, Bubba	BFL Urine	David P		N17-00033	A1	Diff Quik Stain	1 Today	Now	
17-00064	NON-GYN CYTOLO	A - BFL CSF	Beaker, Jenny	BFL CSF			N17-00033	A1	SurePath Slide	1 Today	Now	
\$17-00100	NON-GYN CYTOLO	A - BFL PERITONEAL FL	Beaker, Fig	BFL PERITONEAL FLUID	Thomas		N17-00051	A1	Diff Quik Stain	1 Today	Now	
517-00101	NON-GYN CYTOLO	A - BFL PERITONEAL FL	Beaker, Harold	BFL PERITONEAL FLUID			N17-00051	A1	Diff Quik Stain	1 Today	Now	
617-00102	NON-GYN CYTOLO	A - BFL PERITONEAL FL	Beaker, Homer Jay Simpson	BFL PERITONEAL FLUID			N17-00051	A1	Diff Quik Stain	1 Today	Now	
					▶		N17-00051	A1	Pap Stain	1 Today	Now	
							N17-00051	A1	Pap Stain	1 Today	Now	
ENI17	-00021			Status: Signed		-	N17-00051	A1	Pap Stain	1 Today	Now	
LINT .	-00021			-			N17-00051	A1	SurePath Slide	1 Today	Now	
						1.5	N17-00051	B1	Diff Quik Stain	1 Today	Now	
Beaker, Fo	zzie Bear (MRN 034412	263)					N17-00051	B1	Diff Quik Stain	1 Today	Now	
Incomplete	-	,					N17-00051	B1	Diff Quik Stain	1 Today	Now	
Incomplete						1.5	N17-00051	B1				
Specimer						· · ·			Pap Stain	1 Today	Now	
	THYROID						N17-00051	B1	Pap Stain	1 Today	Now	
B FNA	THYROID						N17-00051	B1	Pap Stain	1 Today	Now	
	-00032			Status: Signed	d Out		N17-00051	B1	SurePath Slide	1 Today	Now	
Beaker, Be Incomplete	tty Girl (MRN 0350207	7)			-		1					Ţ
Specimer							All	DiffQ	PAP STN	SurePat		
						· ·	-11			Suremat		

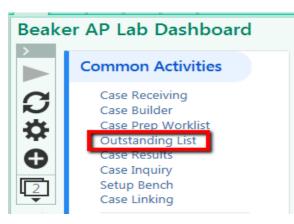
Cytotech – Assign Cases to Yourself before Resulting

- 1. Before you can result cases in Case Results, you NEED to assign the case to yourself. The best way to select cases is the Outstanding List.
- 2. Go to the **Outstanding List** by clicking on the tab:



of your startup activities

or clicking the Outstanding List link from your Dashboard:



3. Make sure you are viewing the **Outstanding List-Cytology** view. To change your view, click on the **Wiews** and selecting a view from the list:

CY17-00624 Beaker, CY17-00624 Beaker, CY17-00625 Study, E Qutstanding List - Autonsy y CY17-00635 Beaker, Qutstanding List - Cytology y CY17-00621 Beaker, Qutstanding List - CytoPathologist y Qutstanding List - CytoPathologist y Qutstanding List - Hem Path y Qutstanding List - Stides to Stain Surg Path y Responsible: Unastigned	utstanding List - Cytology - 1 of 44 selected	ng List - SURGICAL PATHOLOGY - Outstanding	Cytology - 1 of 44 selected $\Rightarrow \odot \odot$
CY17-00579 Beaker, CY17-00618 Beaker, CY17-00620 Beaker, CY17-00624 Beaker, CY17-00624 Beaker, CY17-00625 Status: Cytology CY17-00626 Study, E CY17-00627 Beaker, CY17-00628 Beaker, CY17-00626 Study, E Outstanding List - Autopsy y CY17-00621 Beaker, Outstanding List - CytoPathologist y Outstanding List - CytoPathologist y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y Outstanding List - Outs Duth y Outstanding List - Slides to Stain Surg Path y Outstanding List - Slides to Stain Surg Path y<	Assign → 🗟 Case Info 🛛 🖶 Comm Log 🔤 Results → Advance St	📿 Refresh 🎇 Views 🔹 👂 Inguiry 🏢 Case Builder 🕇 Assign 🗸 🖻 Cas	Comm Log
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CY17-00641 Beaker, CY17-00621 Beaker, CY17-00623 Beaker, CY17-00623 Beaker, CY17-00623 Beaker, Outstanding List - Hem Path y Outstanding List - Slides to Stain Surg Path y Responsible: Unassigned	y R Beaker, Quagmire (MR	26 Study, E Outstanding List - Autopsy y	Beaker, Quagmire (MRN
CY17-00641 Beaker, Outstanding List - CytoPathologist y R1 CY17-00621 Beaker, Outstanding List - CytoPathologist y R1 CY17-00623 Beaker, Outstanding List - Slides to Stain Surg Path y R1 M, 52 yrs, 1/1/1965 CY17-00636 Beaker, Outstanding List - Slides to Stain Surg Path y R1 Responsible: Unassigned	y R(03438079)	35 Beaker, 🗸 Outstanding List - Cytology y	03438079)
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CY17-00636 Beaker, Cutate disclose Responsible: Unassigned	V R.J	23 Beaker, I	KRQ5247 submitted by ALASKA NATIVE MEDICAL CENTER
		36 Beaker, / y	Responsible: Unassigned
	NEAL FL R	02 Beaker, I Outstanding List - Surg Path NEAL FL	
NG17-00149 RME, As Pathologist Outstanding List U		19 RME, As Pathologist Outstanding List	
NG17-00150 Beaker, Resident Outstanding List R Specimens	R Specimens	50 Beaker, CREsident Outstanding List	Specimens
NG17-00151 Beaker, I SRW_Outstanding List - Surg Path R ID Protocol Collected	R ID Protocol Collecte	51 Beaker, I SRW_Outstanding List - Surg Path	ID Protocol Collected

4. Select the cases from the **Outstanding List** and click the arrow next to **1** Assign, and select **+** Take.

				OGY Outstanding e <u>B</u> uilder T Assign - P Ca					
Fla	ID	Name	Test 🛛 🔻	Protocol 🕂 Take	Pri	Linked IDs	Received	Resident	← 🐺 Test Details 🗏 Results 📮 Tracking 📮 Inquiry
	FN17-00064	Beaker, Windows	FNA Cytology	A - FNA – Put Back	R		12/01/2017		
	FN17-00063	Beaker, Watermelon	FNA Cytology	A - FNA 🔮 Assign	R	MS17-00054	12/01/2017		
	FN17-00062	Beaker, Wam	FNA Cytology	A - FNA CTIVIPHINODE,	R		12/01/2017		FN17-00061 Status: Accessioned
	FN17-00061	Beaker, Flounder	FNA Cytology	A - FNA Liver, B - FNA LY	R		11/24/2017		
	FN17-00059	Beaker, Sheldon Co	FNA Cytology	A - FNA Lung	R		11/10/2017	Todd P William	Beaker, Flounder (MRN
	FN17-00058	Beaker, Aloysius Sn	FNA Cytology	A - FNA THYROID	R		11/10/2017	Todd P William	03427236)
	FN17-00057	Beaker, Jellyfish	FNA Cytology	A - FNA BREAST, B - FN	R		11/10/2017	Todd P William	
	FN17-00056	Beaker, Audrey	FNA Cytology	A - FNA GI, B - FNA SALI	R		11/10/2017	Todd P William	M, 10 yrs, 4/4/2007
	FN17-00055	Beaker, ABL	FNA Cytology	A - FNA THYROID	R	SP17-00623	11/09/2017		5RQ5055 submitted by OHSU PATIENT
	FN17-00054	Beaker, Audrey	FNA Cytology	A - FNA THYROID, B - FN	R		11/08/2017		Responsible: Unassigned
	FN17-00052	Beaker, Wall-E	FNA Cytology	A - FNA THYROID, B - FN	R	SP17-00692	11/02/2017		
	FN17-00051	Beaker, Meaghan	FNA Cytology	A - FNA THYROID, B - FN	R		11/02/2017		
	FN17-00050	Lannister, Cersei	FNA Cytology	A - FNA THYROID	R		11/01/2017		Specimens
	FN17-00049	Simpson, Homer Jay	FNA Cytology	A - FNA THYROID	R		10/31/2017		ID Protocol Collected
	FN17-00043	Beaker, Northern Most	FNA Cytology	A - FNA THYROID, B - FN	R		10/18/2017		A FNA Liver 12/08/17 1516
	FN17-00042	Beaker, Flying Pig	FNA Cytology	A - FNA Lung, B - FNA Lu	R		10/17/2017		Liver
	CY17-00641	Beaker, Tootsie	Cytology-Gyn	A - Gyn-Cytology	R	17KD-108P00	12/06/2017		B FNA LYMPH NODE 12/08/17 1516
	CY17-00636	Beaker, April	Cytology-Gyn	A - Gyn-Cytology	R	SP17-00025,	12/01/2017		Lymph node
	CY17-00635	Beaker, African Am	Cytology-Gyn	A - Gyn-Cytology	R	CY17-00553	12/01/2017		C FNA GI 12/08/17 1516
	CY17-00626	Study, Emily	Cytology-Gyn	A - Gyn-Cytology	R		11/27/2017		D FNA OTHER 12/08/17 1516
	CY17-00624	Beaker. Princess La	Cvtology-Gvn	A - Gyn-Cytology	R	17KD-110P0004	11/25/2017		

To assign responsibility to another cytotech, click **Assign** and enter the person's name in the **User** field:

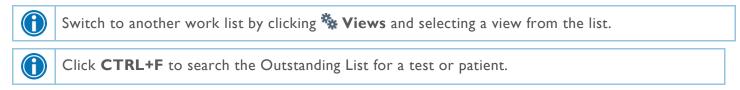
Resulting a Case:

- 1. Cases that need to be resulted or reviewed, before signout, appear on the **Outstanding List** or you can scan the label for the specimen, when open the **Result Entry & Verify** activity:
 - a. Go on Beaker Lab Dashboard and click on Result Entry & Verify link:

Beake	er Lab Dashbo	ard-OHSU	· · · · · ·				
	Common Activi	ties		∷ Outstanding Sum	mary ⁵		
≬ ⊡ ⇔ ឋ	Specimen Receiv Outstanding List			⑦ Data collected: Mon 12/ Section	11 07:10 AM Total	Overdue	Near Due
*	Result Entry & V			🗸 Gyn Molec(hpv)	0	0	0
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	Specimen Sea	arch — — — — — — — — — — — — — — — — — — —				-	
	Search by:	Patient	2		م م		
	Dates:	11/11/2017	То	12/11/2017	R <u>e</u> fresh	T	
		No data to display					
	٦						
				✓ <u>A</u> ccept X	<u>C</u> ancel		
	<u></u>			Deservatione Materials Frances			

OR

- b. You can get to the **Outstanding List** by clicking on the eigenvalue of your startup activities or clicking the **Outstanding List** link from your Dashboard.
- c. Make sure you are viewing the Outstanding List-Cytology view. To change your view, click on the Views Views view view view view view from the list. The cases that are abnormal should be assigned to you.



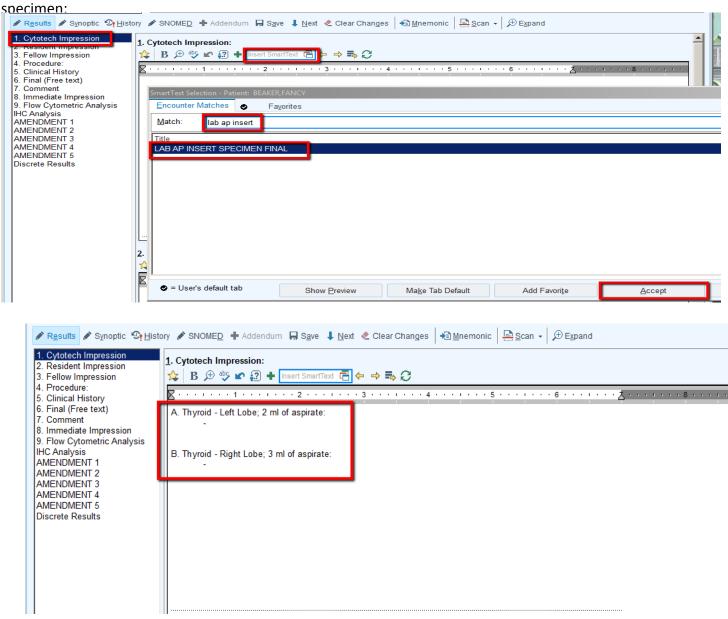
2. To enter results for a case, double-click the case on the **Outstanding List** or select patient's case, click

on the security button on the activity toolbar of the Outstanding List. When you are in the Case Results Activity, click Results on the middle toolbar to make Case Results editable.

Case Results					··· ? 2
✓ <u>Verify</u> ← ↑ Assign ← → → → Cases → → → ► FN17-00063	Preview Case Report				
.	FN17-00061 Beaker Flounder (N	ИRN 03427236) M, 10 yrs, 4/4/2007	Re	sponsible: Unassigned	Status: Accessioned
	A Incomplete slides: 29	(W, 10 yis, 4/4/2007			
	Question Collection Question Source of specimen(s)		Answer		
	Specimens ID Protocol A FNA Liver B FNA LVMPH NODE	Source Description Liver Lymph node	Collected 12/08/17 1516 12/08/17 1516	Received ⊌→ 11/24/17 1336 ⊌→ 11/24/17 1336	
🖋 R <u>e</u> sults 🕈 S <u>y</u> noptic 🗐		Addendum 🛛 🐔 Mnemonic 🛛 🚍 Scan 👻 🗩 Expand		<u>, 11/24/17 1990</u>	
FNA Cytolo	gy				■ ຟ
AMENDMENT 5*			Linked Orders 🖈		
AMENDMENT 4*			Order None	Ţ	ype
AMENDMENT 3*			Charge Summary		
AMENDMENT 2*			FN17-00061 A	Destand on Dransad	Billed
AMENDMENT 1*				Protocol or Proposed Task Charges Qty	Charges Qty Mod

3. When you click on the Results button, it will make all components available for edit. The first component would be **Cytotech Impression** that should be resulted by Cytotech. This component is a free text component. You can use a smart texts to help to enter the information.

Apply the Lab AP Insert Specimen Final [35481] smarttext, that will bring a source and comments for each



4. Cytotech should check that information for the Procedure component was entered. The Smart Text is as a default: 'AP FNA SMEAR PROCEDURE FOR SPECIMENS' [35407]. If, accidently, this smart text was deleted, it could be re-applied to this component by entering the name in the Insert SmartText field of a SmartTool-enabled text box.

Results / Synoptic 19 Histo	ory 🖾 Charges 🖋 SNOMED 🕂 Addendum 🔒 Save 🦊 Next Lear Changes 🏄 Mnemonic 🗦 Scan 🗸 🖈 Expand
 Discrete Results Diagnosis (Reportable, free Te Comment Microscopic Details 	4. Microscopic Details: ☆ B S D D Insert SmartText C D D D D D D D D D D D D D D D D D D
5. Clinical Information	

🖋 R <u>e</u> sults 🖋 Synoptic 🧐 <u>H</u> ist	ory 🖋 SNOMED 🕂 Addendum 🔲 Save 🌗 Next Lear Changes 👫 Mnemonic 🔤 Scan 🗸 💬 Expand
1. Cytotech Impression 2. Resident Impression 3. Fellow Impression	4. Procedure:: \Leftrightarrow B \oplus \bigoplus
4. Procedure: 5. Clinical History 6. Final (Free text) 7. Comment 8. Immediate Impression 9. Flow Cytometric Analysis IHC Analysis AMENDMENT 1 AMENDMENT 1 AMENDMENT 2 AMENDMENT 3 AMENDMENT 4	A. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C B. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C C. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C D. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C E. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C E. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C E. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C E. FNA by *** passes yielded fluid for *** SurePath slide(s), *** air-dried and *** fixed slide(s). A cell block was {AP NON GYN C
AMENDMENT 5	

Navigate through Smart Text that contains Smart Lists, you should press **F2** function on the keyboard to move through the list of text on your screen. To make a suitable selection on a single list, use the **Up** and **Down** arrows. Press **ENTER** to accept and continue. Make a selection on a multiple list, is same as previously, but to make selections, press **SPACEBAR** on each.

 \bigcirc

When you see a wildcard (***) in SmartList and se; ected it, you would be able to enter free text in place of the wildcard.

5. Cytotech should enter the information for the **Immediate Impression** that is free text component. To help to describe Evaluation, use the smart text: **AP FNA EVALUATION EPISODE** [35489]

Cytotech Impression Resident Impression Fellow Impression Procedure: Clinical History Final (Free text) COMMENT-NONGYN CYTOL	B S \oplus <
8. Immediate Impression 9. Flow Cytometric Analysis IHC Analysis AMENDMENT 1 AMENDMENT 2 AMENDMENT 3 AMENDMENT 4 AMENDMENT 5 Discrete Results	(AP FNA List of Specimens:18146) A: {AP FNA List of Evaluation Episodes:18147} Immediate Impression evaluation v B: {AP FNA List of Evaluation Episodes:18147} C: {AP FNA List of Evaluation Episodes:18147} (Attestation:18204) D: {AP FNA List of Evaluation Episodes:18147} E: {AP FNA List of Evaluation Episodes:18147} F: {AP FNA List of Evaluation Episodes:18147} F: {AP FNA List of Evaluation Episodes:18147}
	Remember me: F2!

6. Enter your name under **Case seen by**: in **Final** component, by using: .phrase that is yours.

Results Synoptic 🗣 Histor	ory 🖾 Charges 🖋 SNOMED 🕂 Addendum 🔲 Save 🖡 Next Lear Changes 🖌 Mnemonic 🛛 🏯 Scan 🗸 🗩 Expand	
1. Cytotech Impression 2. Resident Impression	6. Final (Free text):	
3. Fellow Impression		
4. Procedure:		1 П
5 Clinical History	Abbrev Expansion	
6. Final (Free text)	ANDY Andrew Vevliotti, CT(ASCP) - Cytotechnologist	ЦЦ
7. COMMENT-NONGYN CYTOL		
8. Immediate Impression		~
9. Flow Cytometric Analysis		
IHC Analysis		_
AMENDMENT 1		
AMENDMENT 2	Refresh (Ctrl+F11) Close (Esc)	
AMENDMENT 3		
AMENDMENT 4	andy	
AMENDMENT 5		
Discrete Results	My electronic signature indicates that I have personally reviewed all diagnostic	
	slides, the gross and/or microscopic portion of this report and formulated the final diagnosis.	
↓		Ţ

7. When you finished resulting the case, click the Save button.

Assigning Case to Cytopathologist:

You need to advance a resulted case to a cytopathologist. Click on \bigcirc Actions and select Advance Status. When the window comes up, make sure to choose "Cytopathologist Review" and not "Cytology Rescreen"!

- 1. Click the **1** Assign button and choose the pathologist's name for the User field and Staff Pathologist for the Role field.
- If there is resident and/or a fellow who will work on the case, then click on the
 Assign button multiple times and choose a resident and/or fellow to be assigned. If there is no resident or fellow on
 the case, the Staff Pathologist assignment is all you need to do.



Appendix A:

Smart Tools that could be used for FNA Cases:

LAB AP SPECIMEN FINAL [35481]Final; InsertFNA PROCEDURE FOR SPECIMENS [35407]FNA Procedure; FNAAP CASE REVIEWED [35463]Case; ReviewedFNA ATTESTATION [35464]-Attestation; FNAFNA Immediate Impression [35489]FNA; Impression; ImmediateFNA TEAM PAUSE [36386]Teame pause; Team; FNAFNA COMMENTS [36376]FNA; CommentsFNA BY PATHOLOGIST [36388]Pathologist; FNAFNA BY PATHOLOGY WITH ULTRASOUND [36399]Ultrasound; FNA;LAB AP IHC TABLE [35349]IHC; IHC TableLAB AP IHC TABLE(NEURO)[36007]IHC neuro	
[35407]AP CASE REVIEWED [35463]FNA ATTESTATION [35464]-Attestation; FNAFNA Immediate Impression [35489]FNA Immediate Impression [35489]FNA TEAM PAUSE [36386]Teame pause; Team; FNAFNA COMMENTS [36376]FNA COMMENTS [36376]FNA BY PATHOLOGIST [36388]Pathologist; FNAFNA BY PATHOLOGY WITH ULTRASOUND [36399]LAB AP IHC TABLE [35349]IHC; IHC Table	
FNA ATTESTATION [35464]- Attestation; FNA FNA Immediate Impression [35489] FNA; Impression; Immediate FNA TEAM PAUSE [36386] Teame pause; Team; FNA FNA COMMENTS [36376] FNA; Comments FNA BY PATHOLOGIST [36388] Pathologist; FNA FNA BY PATHOLOGY WITH Ultrasound; FNA; LAB AP IHC TABLE [35349] IHC; IHC Table	
FNA Immediate Impression [35489]FNA; Impression; ImmediateFNA TEAM PAUSE [36386]Teame pause; Team; FNAFNA COMMENTS [36376]FNA; CommentsFNA BY PATHOLOGIST [36388]Pathologist; FNAFNA BY PATHOLOGY WITH ULTRASOUND [36399]Ultrasound; FNA;LAB AP IHC TABLE [35349]IHC; IHC Table	
FNA TEAM PAUSE [36386]Teame pause; Team; FNAFNA COMMENTS [36376]FNA; CommentsFNA BY PATHOLOGIST [36388]Pathologist; FNAFNA BY PATHOLOGY WITH ULTRASOUND [36399]Ultrasound; FNA;LAB AP IHC TABLE [35349]IHC; IHC Table	
FNA COMMENTS [36376] FNA; Comments FNA BY PATHOLOGIST [36388] Pathologist; FNA FNA BY PATHOLOGY WITH ULTRASOUND [36399] Ultrasound; FNA; LAB AP IHC TABLE [35349] IHC; IHC Table	
FNA BY PATHOLOGIST [36388] Pathologist; FNA FNA BY PATHOLOGY WITH ULTRASOUND [36399] Ultrasound; FNA; LAB AP IHC TABLE [35349] IHC; IHC Table	
FNA BY PATHOLOGY WITH ULTRASOUND [36399] Ultrasound; FNA; LAB AP IHC TABLE [35349] IHC; IHC Table	
ULTRASOUND [36399] LAB AP IHC TABLE [35349] IHC; IHC Table	
LAB AP IHC TABLE(NEURO)[36007] IHC neuro	
SMART PHRASES [ID]	
APTEAMPAUSE [549142]	
APCELLBLOCK [549143]	
APATTESTATION [549144]	
.Andy [549371]	
.Kathy [549223]	
.Colleen [549105]	