

Appendix B: How to Create a Lab Order

1. Within the patient chart select the
Write a Lab Order link

2. Select a Physician

3. Choose **Patient** for the
Bill Type only for this order

4. Select NEXT to continue

5. Choose a Diagnosis from your
custom lists or search the database

6. Enter today's date

7. Choose a test from your custom lists
or search the database

8. File the order and wait 15-20 minutes
before performing a historical search

