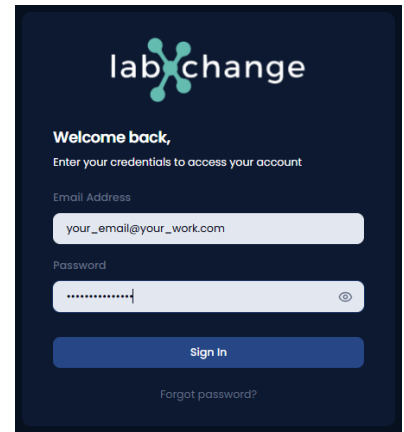
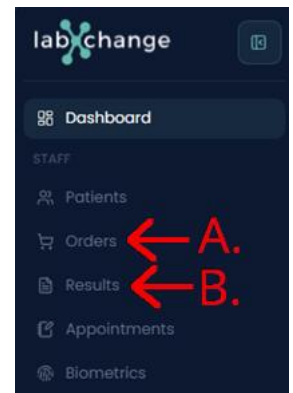


LabXChange Ordering Walk Through:

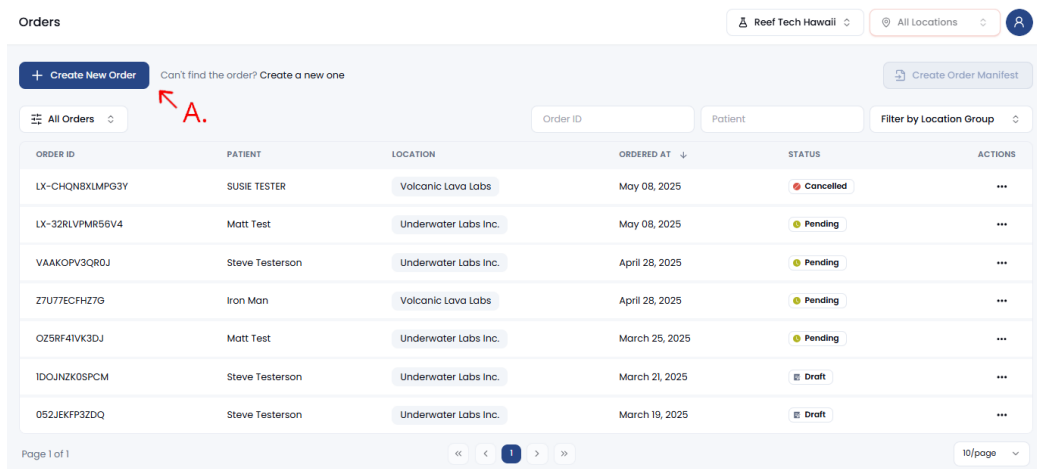
1. Log into the site – your username is the email address used to make the account, password is created the first time you log in.



2. Results currently available to you will be under 'Results' in the menu on the left. (B. in the image to the right.)
3. Click on "Orders" to reach the screen below and start placing an order: (A. in the image to the right.)



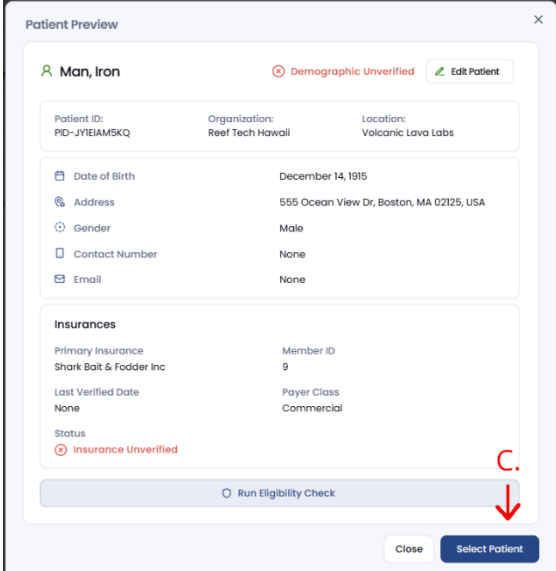
4. Click on "Create New Order" in the upper left corner, indicated by "A." below to begin the work flow to add a new order.



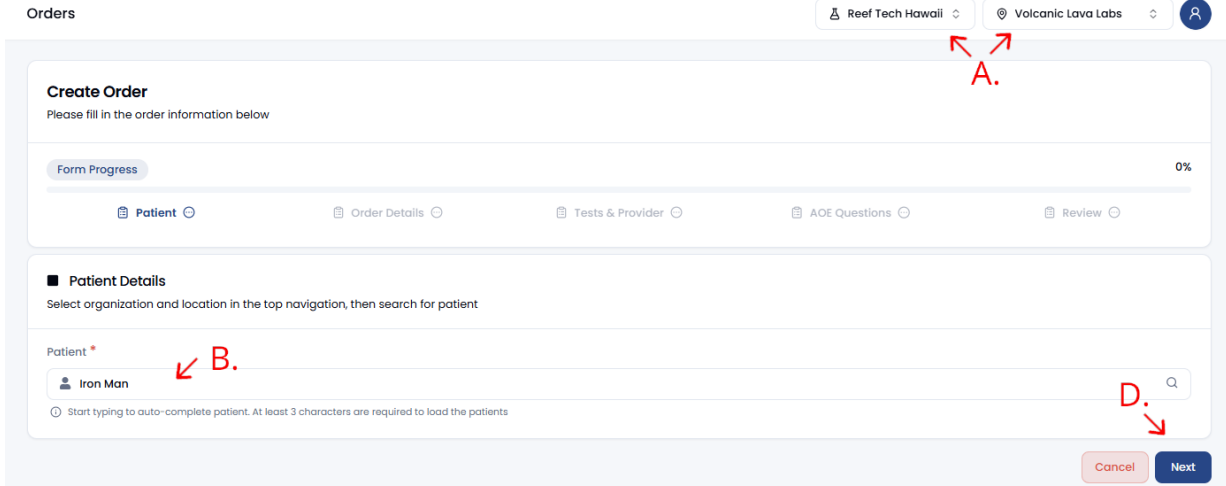
Work through each of the following screens in the work flow, filling in every (*) required field at a minimum on each screen, then click next at the bottom to proceed with the work flow:

5. The first step is selecting the patient:
 - a. Ensure the Organization and Location are set. (A. below)
 - b. Find and select the patient using the search field. (B. below.)
 - c. Click 'Select Patient' on the dialog that appears. (C. to the right)
 - d. Click Next to proceed. (D. below)

From this point on, there will be a workflow progress bar at the top to track the progress in the work flow, as well as a mini summary to the left with the data already provided.



The 'Patient Preview' dialog box displays patient information for 'Man, Iron'. It includes fields for Patient ID (PID~JYIEIAM5KQ), Organization (Reef Tech Hawaii), and Location (Volcanic Lava Labs). Below these are fields for Date of Birth (December 14, 1915), Address (555 Ocean View Dr, Boston, MA 02125, USA), Gender (Male), Contact Number (None), and Email (None). The 'Insurances' section shows Primary Insurance (Shark Bait & Fodder Inc), Member ID (9), Last Verified Date (None), Payer Class (Commercial), and Status (Insurance Unverified). At the bottom, there is a 'Run Eligibility Check' button and a 'Select Patient' button. A red arrow labeled 'C.' points to the 'Select Patient' button.



The 'Create Order' form is shown with the 'Orders' tab selected. The top navigation bar includes 'Reef Tech Hawaii' and 'Volcanic Lava Labs'. A red arrow labeled 'A.' points to the location dropdown. The 'Form Progress' bar shows 0% completion. The 'Patient Details' section has a search field for 'Patient *' with a red arrow labeled 'B.' pointing to it. Below the search field, 'Iron Man' is listed as a patient. A red arrow labeled 'D.' points to the 'Next' button at the bottom right.

6. The second step is specifying order details:
 - a. Enter in the Payment Type and Creation Date & Time at a minimum. (A. below)
 - i. Requiring a provider signature, choosing a provider to provide it, uploading the signed documents, or providing notes is all optional.

b. Click Next to proceed. (B. below)

Create Order
Please fill in the order information below

Form Progress 20%

■ **Order Details**
Enter payment and collection details

Payment Type *
Select payment type

Collection Date and Time *
mm/dd/yyyy

☐ Provider Signature Required

Upload Signed Order
Upload Documents

Notes
Enter any additional notes or instructions...

Cancel Save as Draft Previous **Next**

7. The third step is specifying the provider placing the order and the tests being orders:

a. Select a provider added to the system for this Location/Organization, as well the tests being ordered. (A. Below)

i. The test groups option can be used to specify a whole set of tests without picking them all individually.

b. Diagnosis Codes will be required if the payment Type on the previous screen was set to “Insurance.” (B. below)

i. There is also AI powered DX Code matching that may be required, if the location has been configured to require it.

c. Click Next to Proceed. (C. Below)

■ **Tests and Providers**
Select tests and provider details to proceed

Provider *
Select Provider

Quick Select Test Group
Select Test Groups

Tests *
Select Tests

Diagnosis Codes
Select Diagnosis Codes

Medications
Select Medications

Cancel Save as Draft Previous **Next**

8. The fourth step is answering AOE questions. Please note that if there are no AOE lists configured for the selected test(s) in step 7., then this step will be automatically skipped by the system, it will denote the work flow progress bar with “None” and jump straight to step 9.
- Answer all required AOE questions in the list. (A. Below)
 - Click ‘Next to Proceed. (B. Below)

Lava Exposure Check
Associated Test: Marine Venom Check

How much Lava poured on you? *

Enter your answer

How hot was the Lava? *

Enter a number

Did you fall in or get splashed? *

Enter your answer

Cancel Save as Draft Previous Next

9. The last step of the work flow is a review screen to confirm all entered data.
- Click “Confirm and Create Order” to complete the order.

Location and Patient Information Edit

Iron Man
Patient ID: PID-JYEIAM5KQ Reef Tech Hawaii Volcanic Lava Labs
Date of Birth: December 14, 1915 Gender: Male Address: 555 Ocean View Dr, Boston, MA 02125, USA Status: Demographic Unverified
Primary Insurance
Insurance Provider: Shark Bait & Fodder Inc Member Number: 9 Group Number: None Payer Class: Commercial

Tests and Provider Information Edit

Provider
Doctor Octavius - 1234567899
Tests
Marine Venom Check - 12345
Diagnosis Codes
No Medication to disclose

AOE Questions Edit

Lava Exposure Check

1. How much Lava poured on you?
4500 gallons

2. How hot was the Lava?
56875678

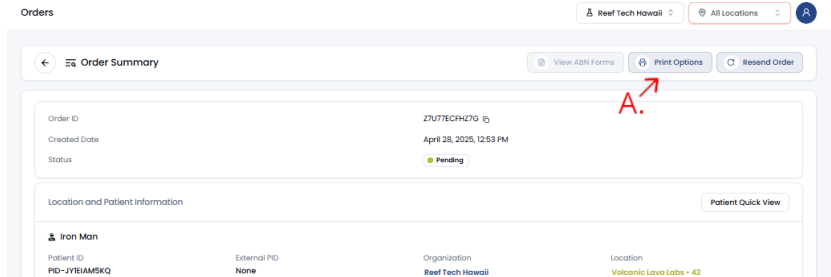
3. Did you fall in or get splashed?
went swimming

Order Details Edit

Payment Type: Self Pay Collection Date and Time: June 03, 2025, 09:12 AM
Notes: None Signed Order: None

Cancel Save as Draft Previous Confirm & Create Order

10. After clicking “Confirm & Create Order” at the end of the work flow, you will be redirected to the order Summary page.
- a. Click on “Print Options” to open the dialog for access to label printing. (A. below)



Orders

Reef Tech Hawaii All Locations

Order Summary View ABN Forms Print Options Resend Order

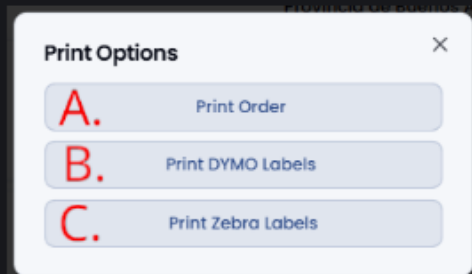
Order ID: ZU7TECH27G
Created Date: April 28, 2025, 12:53 PM
Status: Pending

Location and Patient Information Patient Quick View

Iron Man
Patient ID: PID-JYBAMSQ
External PID: None
Organization: Reef Tech Hawaii
Location: Volcanic Lava Labs - 42

11. Click on the button for the type of (Label) Printer you have:
- a. Click Print Order (A. below) for a standard sheet of paper.
- b. Click Print DYMO Labels for any Dymo brand label printer. (B. below)
- c. Click Print Zebra Labels for any Zebra brand label printer. (C. below)

This is the Print Options dialog to choose what type of device you are printing to:



Print Options

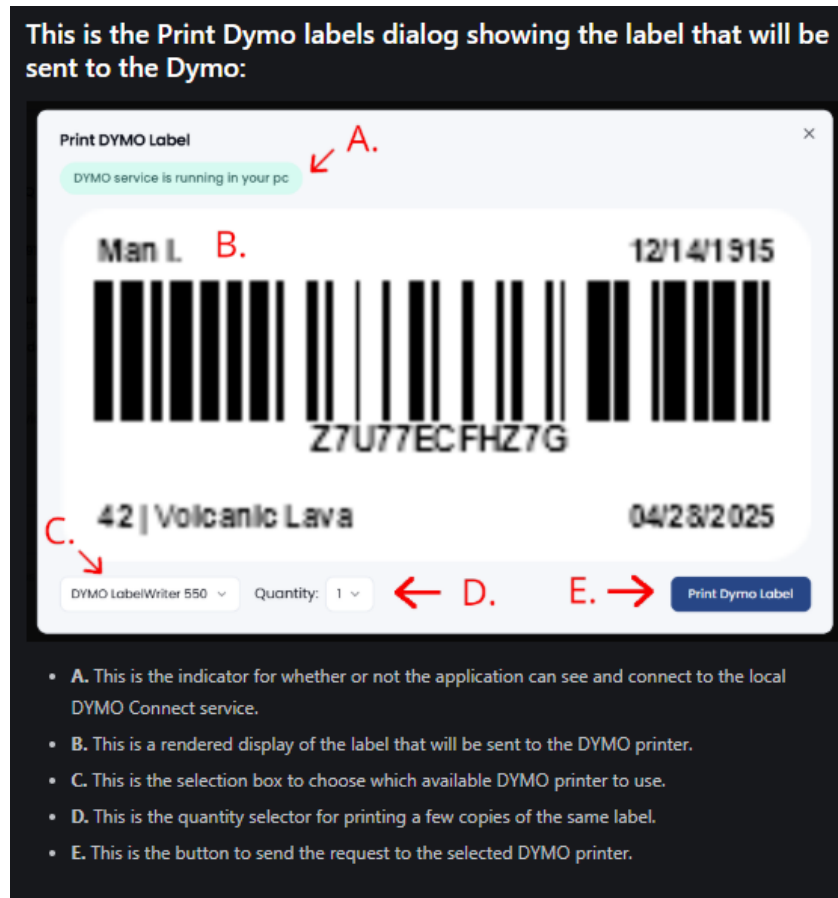
A. Print Order

B. Print DYMO Labels

C. Print Zebra Labels

- A. Generate a printer friendly version of the order for printing out on any standard paper. (See first option below.)
- B. Generate a Dymo Label which can then be sent to any Dymo Printer available to the local Dymo Service. (See second option below.)
- C. Generate a Zebra Label which can then be sent to the default Zebra printer configured in the local Zebra Browser Print service. (See third option below.)

If you clicked for a Dymo:



a. Use Quantity to select the number of labels you would like to print. (D. Above.)


· We recommend printing 1 label for the manual paper req form and the following scenarios according to the schedule of events:

· Screening: 6. 1 label for each 2 Tiger Tops, 2 Sodium Citrate Tubes, 1 EDTA whole blood tubes, and 1 UA Vacutainer.

· 12 HR, SFU: 5. 1 label for the Tiger Top, 2 Sodium Citrate Tubes, 1 EDTA whole blood tube, and 1 UA Vacutainer.

If you clicked for a Zebra:

This is the Print Zebra Labels dialog showing the label that will be sent to the Zebra:



Print Zebra Label [Close]

Printer Status: Connected to 26n203304210

Man I. 12/14/1915

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Quantity: 1 [Print Zebra Label]

- A. This is the indicator for whether or not the application can see and connect to the default Zebra printer through the local Zebra Browser Print service.
- B. This is a rendered display of the label that will be sent to the Zebra printer
- C. This is the quantity selector for printing a few copies of the same label.
- D. This is the button to send the request to the selected Zebra printer.

Note: This only supports printing to the default Zebra device. There is no selector for all available Zebras because Zebra's browser print service does not support this. The list of multiple devices Zebra offers is for networked Zebra devices only, so using it would block all Zebra devices connected via USB from being reachable.

a. Use Quantity to select the number of labels you would like to print. (C. above)

We recommend printing 1 label for the manual paper req form and the following scenarios according to the schedule of events:

· Screening: 6. 1 label for each 2 Tiger Tops, 2 Sodium Citrate Tubes, 1 EDTA whole blood tubes, and 1 UA Vacutainer.

· 12 HR, SFU: 5. 1 label for the Tiger Top, 2 Sodium Citrate Tubes, 1 EDTA whole blood tube, and 1 UA Vacutainer.

12. After an order has been placed and processed, use the Results link in the left-hand menu to bring up the results page to search for your results:
- Use the check boxes on the left to select multiple orders to view. (A. below)
 - After selecting, use the ellipsis (...) in the header to the right to get the option to view all selected results. (B. below)

Results

All Organizations Select Location

Accession Number Patient Advance Filter

ACCESSION NUMBER	REPORTED DATE	PATIENT	ORGANIZATION	LOCATION	FLAG	STATUS	STAGE	...
<input type="checkbox"/> 16239668	May 28, 2025	TEST TEST	Mako Medical	Test Location	Abnormal	Unsolicited	Final	...
<input type="checkbox"/> B20385434	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Abnormal	Unsolicited	Final	...
<input type="checkbox"/> B20385436	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Normal	Unsolicited	Final	...
<input type="checkbox"/> B20385085	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Abnormal	Unsolicited	Partial	...
<input type="checkbox"/> B20372857	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Abnormal	Unsolicited	Final	...
<input type="checkbox"/> B20372855	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Normal	Unsolicited	Final	...
<input type="checkbox"/> B20375941	May 27, 2025	Kourtney Testeras	Mako Medical	Test Location	Normal	Unsolicited	Partial	...
<input type="checkbox"/> B20384343	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Abnormal	Unsolicited	Final	...
<input type="checkbox"/> B20384343	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Abnormal	Unsolicited	Final	...
<input type="checkbox"/> B20384341	May 27, 2025	INSTRUMENT VALIDATION	Mako Medical	Test Location	Normal	Unsolicited	Final	...

Page 1 of 100

10/page

13. Use the below screens to help understand your results:
- The controls at the bottom (A. below) will let you navigate between results.
 - The header text, as well as the expandable patient and order sections (B. below) will help you know which result you are viewing.

Result 1 of 3

View PDF Mark as Reviewed History

Patient Information

Order Information

Test Name	Results	Flags	Reference Ranges
Amphetamines (AMP)	Detected ng/mL	A	500
Methamphetamine (MAMP)	Detected ng/mL	A	500
Fentanyl (FENT)	Detected ng/mL	A	1
Barbiturate (BAR)	Detected ng/mL	A	200
Benzodiazepine (BZD)	Detected ng/mL	A	200
Buprenorphine (BUP)	Detected ng/mL	A	5.0
Ethyl Alcohol (ETOH)	Detected mg/dL	A	10
EDOP	Detected ng/mL	A	100
Opiates (OPI)	Detected ng/mL	A	300
6-Acetylmorphine	Detected ng/mL	A	10
Oxycodone (OXY)	Detected ng/mL	A	100
Phencyclidine (PCP)	Detected ng/mL	A	25
THC	Detected ng/mL	A	50
Cocaine Metabolite (COC)	Detected ng/mL	A	150

Test Notes

Additional information about the test results

- Result analyzed by Enzyme Immunoassay
- Result analyzed by Enzyme Immunoassay

290000 Specimen Validity Panel

Test Name	Results	Flags	Reference Ranges
Creatinine, Quan	55.9 mg/dL	N	>20.0
pH, Quan	5.5	N	4.5-9.0
Oxidants, Quan	Not Detected ug/mL	N	0-200
Specific Gravity, Quan	1.005	N	1.003-1.035

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