

CERNER TRAINING MANUALS

# PRINTING LABELS



# CONTENTS

LABEL REPRINT	3	Printing Downtime Labels . . . . .	6
LABEL PREPRINT	5	MEDIA LABEL REPRINT	7
About Downtime Accession Numbers . . . .	5		



# TEMPLATE

There are three applications which are specifically used to print labels.



**LABEL RE-PRINT** is used to re-print CONTAINER LABELS.




**LABEL PRE-PRINT** is used to print DOWNTIME LABELS.




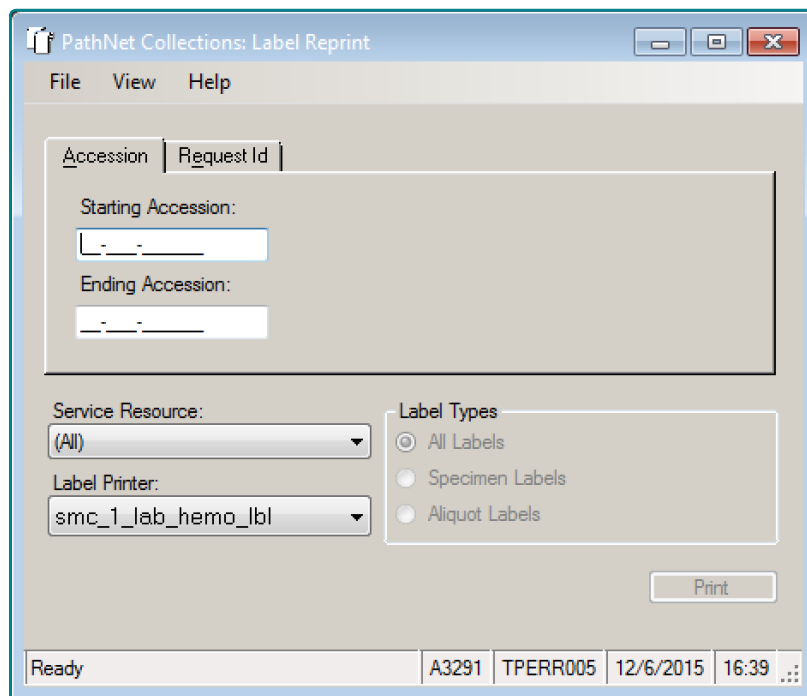
**MEDIA LABEL RE-PRINT** is used to re-print MICRO MEDIA LABELS.



# LABEL REPRINT

OPEN LABEL REPRINT by clicking the  icon from the App-Bar.<sup>1</sup>

<sup>1</sup>  Refer to the APP-BAR PROCEDURE if you need help adding it.



 *Enter* the ACCESSION in the STARTING ACCESSION NUMBER field.


**▲ IMPORTANT:** If you enter the Accession Number **WITH** the Container ID,<sup>2</sup> the label for that specific container will print.

If you omit the container ID, all of the labels will print.

<sup>2</sup> Or, if you scan the barcode.

 *Select* the LABEL PRINTER from the drop down menu.

**info:** The Label Printer is a **STICKY** setting. It will be the default the next time this application is opened.

 *Click* 





# LABEL PREPRINT

Label PrePrint is used to print downtime labels.

**⚠ WARNING:** *This application does not reserve accession numbers. This means it is important to ensure that you’re not printing duplicate labels. It may be best to assign the task of printing downtime labels to one person within the laboratory.*

## ABOUT DOWNTIME ACCESSION NUMBERS

The difference between a DOWNTIME ACCESSION NUMBER is that the JULIAN DAY is replaced with a DOWNTIME NUMBER.




TO ENSURE THAT TWO sites don’t use the same DOWNTIME ACCESSION NUMBER, each site will have a designated range.

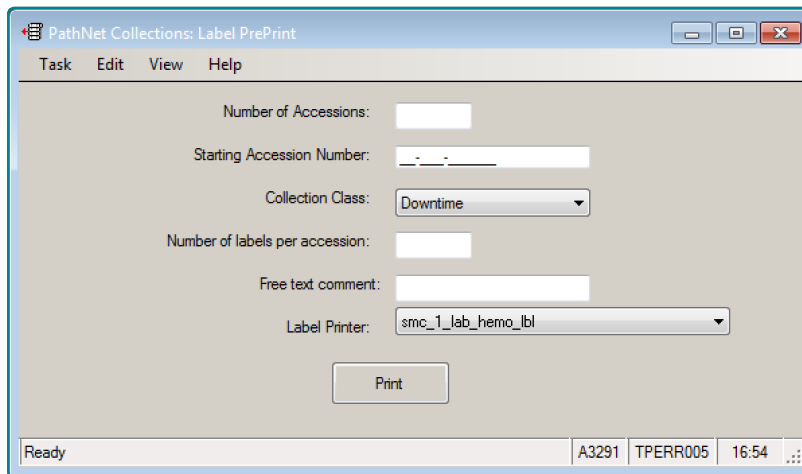
HOSPITAL	DOWNTIME ACCESSION
BRACKENRIDGE	400
DELL CHILDREN’S	450
EDGAR B. DAVIS	500
HAYS	550
HIGHLAND LAKES	600
NORTHWEST	650
SETON MEDICAL CENTER	700
SOUTHWEST	750
WILLIAMSON	800

Table 1: Downtime Label Accessions

## PRINTING DOWNTIME LABELS

OPEN LABEL PREPRINT by clicking the  icon from the App-Bar.<sup>3</sup>

<sup>3</sup> [Refer to the APP-BAR PROCEDURE](#) if you need help adding it.




 *Enter* the **NUMBER** of Accessions to print.

 *Enter* the **STARTING ACCESSION NUMBER**.

 *Select* **DOWNTIME** for the **COLLECTION CLASS**.

 *Enter* the **NUMBER** of labels to print.<sup>4</sup>

 *Select* the **LABEL PRINTER**.


 *Click* 

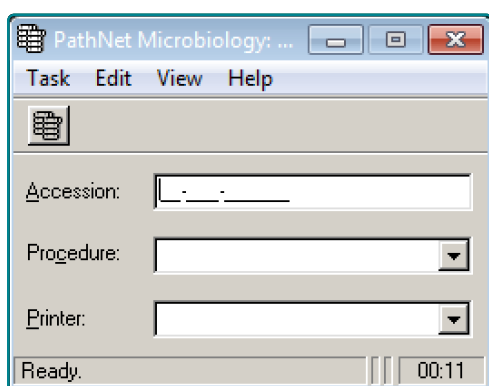
<sup>4</sup> 5 might be a good number. This allows Four containers and 1 label for documentation.

## MEDIA LABEL REPRINT


Media Label Reprint is used to preprint microbiology media labels.


OPEN MEDIA LABEL REPRINT by clicking the  icon from the App-Bar.<sup>5</sup>

<sup>5</sup>  Refer to the APP-BAR PROCEDURE if you need help adding it.



The screenshot shows a window titled "PathNet Microbiology: ...". The menu bar includes "Task", "Edit", "View", and "Help". Below the menu bar is a toolbar with a single icon. The main area contains three input fields: "Accession:" with a text box containing "1. . . . .", "Procedure:" with a dropdown menu, and "Printer:" with a dropdown menu. At the bottom, there is a status bar that says "Ready." and a timer showing "00:11".

 Enter the **ACCESSION NUMBER**.

 Select the **PRINTER**.

 Click 



