CERNER TRAINING MANUALS

ACCESSION NUMBERS

Seton Healthcare Family

Contents

Introduction **1**
- Container Identifiers 2
- Advantages 2
- Downtime Accessions 2

Tips and Tricks **3**
- Container ID 3
- Entering Accession Numbers 4

Introduction

In Cerner, an accession number is the unique number assigned to a set of orders with the same sample type[1], and collection time.

This means, when the emergency department sends a "Rainbow" all the orders for those tubes will be on a single accession number.

[1] *e.g. blood, urine, body fluid, etc…*

Accession numbers are made up of four parts:

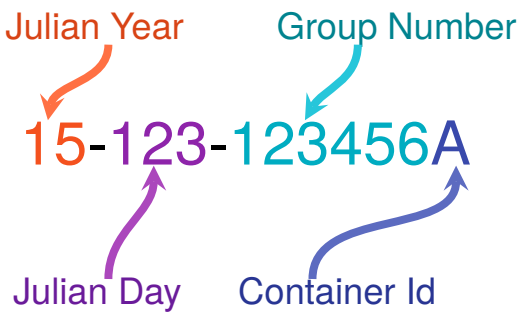
Julian Year: 2-digit number representing the current year.

Julian Day: 3-digit number representing the day of the year the sample was, or will be, collected. (001-365)[2]

Group Number: A unique number to differentiate accession numbers.

Container Identifier: A *letter* used to differentiate containers attached to an accession number

[2] **info:** It's alright if they don't match. Samples collected around midnight will often have a different Julian date than collect date.



The group number will reset at midnight. Since the date is built into the accession number, no two collections will ever have the same accession number.

Container Identifiers

The container identifier gives Cerner the ability to group *every* container from a collection onto a single accession number, while still allowing the instruments to differentiate containers.

Example:

An order is placed for a **CBC**, **Basic Panel**, **Lithium** and a **Troponin**. Cerner will create one accession number with three containers.

- 15-123-000001A - **CBC**
- 15-123-000001B - **Basic Panel**, **Troponin**(Li-Heparin)
- 15-123-000001C - **Lithium**(SST)

When container "B," is loaded on to the instrument, the only orders it will see are the **Basic Panel** and **Troponin**.

⚠ **IMPORTANT:** Check that the correct label is placed on each of the containers. If the SST label is placed on the Li-Heparin tube, the instruments will run a lithium on the Li-Heparin container.

Advantages

By assigning one accession number to an entire collection, specimen tracking becomes much easier.

With Container Inquiry, it's possible to see every container on an accession number, and each of the tests associated with those containers.

Sites with automation lines will be able to load extra containers onto the line. Those containers will be spun and immediately filed.

Downtime Accessions

⚠ ***WARNING:*** *WORK IN PROGRESS*

In the event that Cerner is unable to generate accession number (*e.g. downtimes*,) downtime accession numbers will need to be manually assigned using Department Order Entry (DOE).[3]

Pre-printed downtime labels have accession numbers similar to normal accession numbers. The main difference is that the Julian day is replaced with a number greater than 366.[4]

Example of a downtime accession number:

15-400-000001

[3] *Refer to the Downtime Procedure.*

[4] **info:** We can safely use these numbers because normal accession numbers can't go that high. If they do, then it's been a long year.

Tips and Tricks

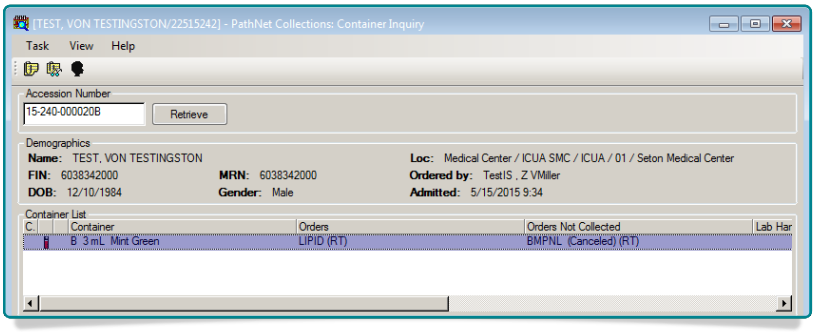
While on the surface, entering accession numbers in Cerner applications is fairly simple, this section will go over some of the details.

Container ID

In most Applications, Cerner will ignore the container identifier[5]. There are two exceptions *i.e. Container Inquiry and Specimen Log-in*.

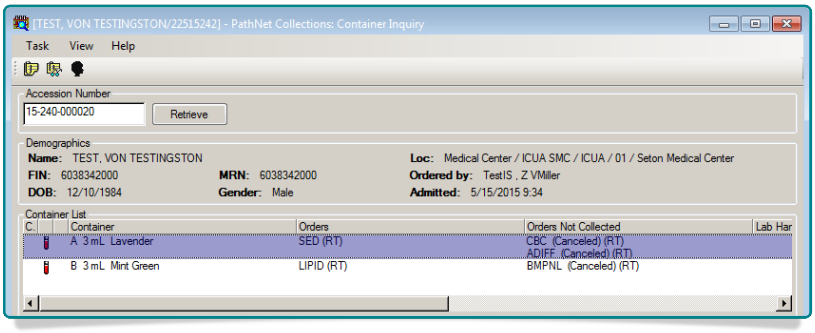
[5] This means Cerner will pull up information on the entire order

With a Container identifier: 15-123-000001**B**



info: Only the entered container appears.

Without a Container identifier: 15-123-000001



info: Both containers on the accession number appear.

IMPORTANT: Specimen Log-in also behaves this way. Meaning, if the accession number is entered without the container identifier, it's possible to log-in containers which have not been sent to the lab.

…And that is why you always use the Barcode Scanners.

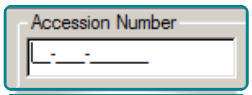
Entering Accession Numbers

If you haven't noticed, the accession numbers are a bit long. Luckily we have some shortcuts.

When entering an Accn we can auto-fill most of the information. This will allow us to quickly enter accession numbers.

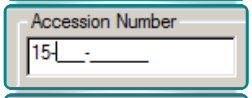
Fast Entry

Click on the accession field.



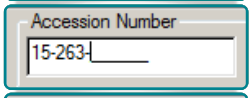
If it's not empty, delete the stuff in it.

Hit **Tab** on the keyboard.



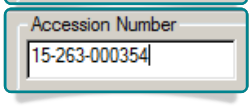
The current year just auto-filled

Hit **Tab** on the keyboard.



You guessed it, the current day just auto-filled.

Hit **Tab** on the keyboard.

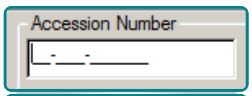


The whole accession number was pulled up using the last 3 digits.

Faster Entry

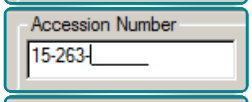
If the accession number has today's date, you can actually skip the first two tabs.

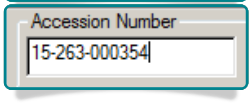
Click on the accession field.



If it's not empty, delete the stuff in it.

Hit **Enter**.



The current year and day just auto-filled. Pretty nifty.

Hit **Tab**.