

CERNER TRAINING MANUALS

# COLLECTIONS INQUIRY





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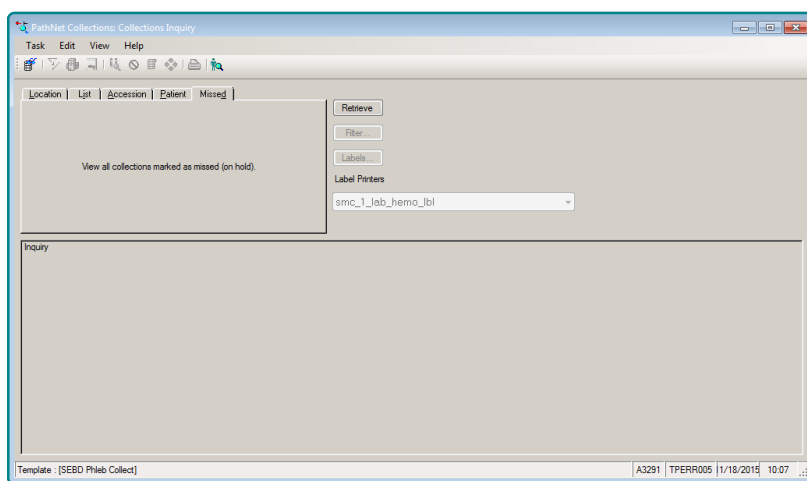
# INTRODUCTION

Collections Inquiry is a Cerner application used primarily for troubleshooting orders which have not reached the laboratory.

Sites with phlebotomy can also use this application to look ahead at future collections.

OPEN COLLECTIONS INQUIRY 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.



THERE ARE FIVE tabs in the Collections Inquiry window. Each is used to get different information.

TAB	USEFUL APPLICATION
LOCATION	EASY WAY TO RE-PRINT MORNING COLLECTION LABELS.
LIST	HELPFUL TO TRACK INBOUND SAMPLES FROM OTHER LOCATIONS.
ACCESSION	USEFULNESS HASN'T BEEN DETERMINED.
PATIENT	HELPFUL WHEN NURSES ARE HAVING LABEL DIFFICULTIES.
MISSED	USEFULNESS HASN'T BEEN DETERMINED.

Table 1: Collection Inquiry Modes



# FILTERS

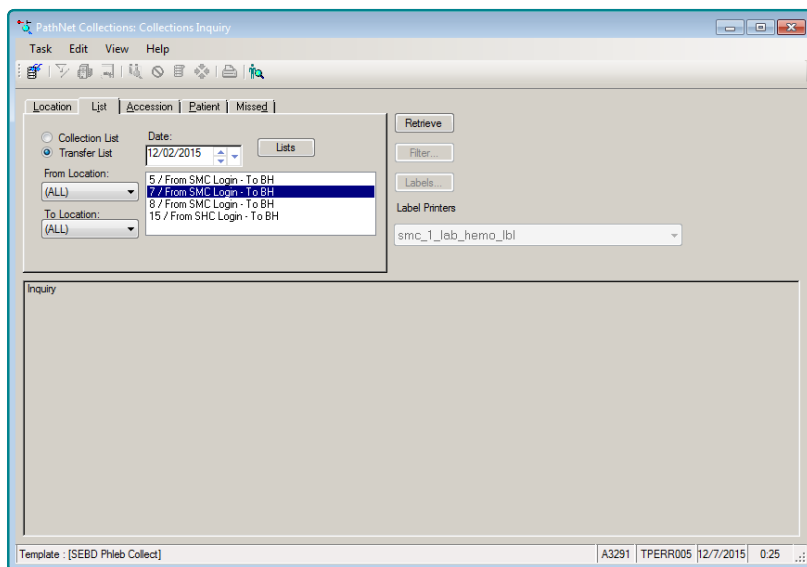
This application has oodles of filters which need to be set appropriately. If they're not set correctly, it can be difficult to find the order you're looking for.






# LISTS


This can be used to view all outstanding **TRANSFER LISTS** and **COLLECTIONS LISTS**.



 *Select* the **LIST** tab.

 *Select* the **LIST TYPE** option.<sup>2</sup>

<sup>2</sup> This will mostly be used for **TRANSFER LISTS**.

 *Select* the **DATE**.

 *Click* 

**info:** For **TRANSFER LISTS**, it will display all lists which have un-received samples. This means, the samples haven't been **LOGGED-IN** to a location after being transferred.

Right now, it isn't known how useful the Collection Lists options will be.



## LOCATION

The LOCATION tab is used to view orders patient locations. This can become useful if morning labels need to be reprinted.



