

Inpatient Clinical Documentation – Specimen Collection

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Find labs that need to be collected

Specimen collection is to be completed at the patient bedside with barcode scanning to ensure positive patient identification for the workflow.

Specimens to be collected are marked either **Lab Collect** or **Unit Collect**. The appropriate status will be denoted in the patient's Storyboard. Phlebotomists collect lab collect specimens and nursing staff collect unit collect specimens.

The labs that you need to collect appear on the Brain and Work List. These include the following:

- Non-blood specimens
- Blood specimens that are labeled Unit Collect
- Point-of-care tests (POCT)

Labs that are collected by a lab technician or phlebotomist will NOT appear on the brain or Work List because you do not need to act on them.

Brain

Nurses can collect lab specimens from the Brain or Brain sidebar. The Brain is your default home workspace and contains all patients assigned to you.

When a patient's chart is open, the Brain is on the sidebar, and is therefore patient specific. The workflow from either tool is the same, and you can use the activity that is most convenient for you.

Worklist

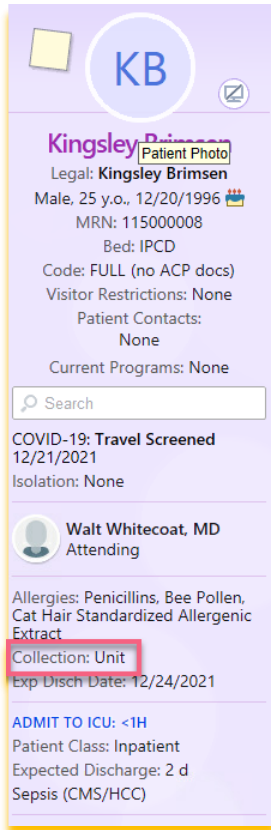
PCTs and Respiratory therapists will see collection tasks within the individual patient worklist or their assigned worklist for multiple patients.

The workflow from either the Brain or the worklist is the same.

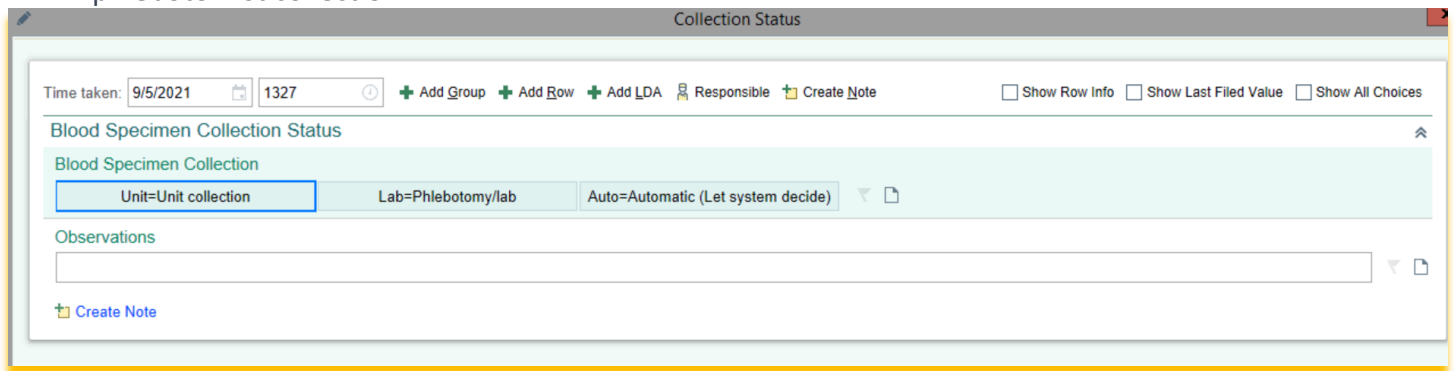
Switch between unit collect and lab collect for blood specimens

If you need to indicate that a patient's specimens should be collected by the nursing staff and not the lab (or vice versa), update the patient's collection status.

1. In Storyboard, click the **Collection** row.



- In the window that appears, select Unit for nursing staff or RT to collect and select Lab for phlebotomist collection.



- Click **Accept** on the bottom right.
- Labs will now appear for the correct discipline based off that selection.

! This collection status applies to all new labs. It does not affect labs that already appear as needing to be collected.

Print labels and collect lab specimens

- Find the task on the Brain or Worklist and click Print Label.
 - Appearance of task on **Brain** for the **Registered Nurse**:

- RNs also have the **Lab Overview** to see everything you need to know about a patient's recent, current, and upcoming specimen collections at a glance. You can collect a specimen, tell whether an order is unit or lab collect, change the collection method if needed, and print or reprint labels with a click. Click [HERE](#) to review the Lab Overview Tipsheet
- Appearance of task on the **Worklist** for the RT/PCT:

Time	Type	Task	Frequency	Priority	Action
1200		Print Label for Blood gas, arterial	One Time	Routine	Print Label
1600		Print Label for Blood gas, arterial	One Time	Routine	Print Label

2. Scan the patient's wristband.

3. Review the specimens that appear in the specimen collection.

IMPORTANT NOTE: Review this form closely prior to continuing. When there are duplicate lab tests ordered within a specific time frame, the duplicate collection order will appear at the top of form and have Cancel Order automatically selected by default.

- **Example below:** CBC collection for 2056 is duplicate order to the 0500 CBC blood draw for the next am. This 5am Blood collection should **NOT** be auto cancelled.
- **Click on the Collect Later** button next to the CBC for 0500 to avoid cancellation which will keep the task on the task list for the am blood draw.

Collect specimens for Clindoc Castillo, Female, 30 yrs, MRN:204684

Pre-collection Steps
 Select label printer

Collection Sequence
 LtGr LiHep
 Basic metabolic panel (BMP)
 Lav EDTA
 CBC auto differential

Duplicate Orders
 CBC auto differential CBC auto differential is being collected instead
 Scheduled: 1/5/2024 0500
 Cancel Order Collect Now Collect Later

Blood Specimens
 LtGr LiHep (Blood, Venous) Lab: Cooperman Barnabas Medical Center Lab
 Basic metabolic panel (BMP) Scheduled: 1/4/2024 2056 Collect Later
 Lav EDTA (Blood, Venous) Lab: Cooperman Barnabas Medical Center Lab
 Invert immediately and gently mix with anticoagulant.
 CBC auto differential Scheduled: 1/4/2024 2056 Collect Later

Label Printer: RXAMB PRINTER Print Labels

4. Click **Collect Later** at the right to drop any specimens that are not being collected at that time.
5. Specimens that are to be collected later will drop to the bottom of the screen in the “Orders to Collect Later” section. They can be added to the collection sequence at any time by clicking on **Collect Now**.

Orders to Collect Later

Lactic acid - subsequent sepsis screen if first result of paired test is >= 2 mmol/L
 Scheduled: 12/21/2021 0700
 Hemoglobin and hematocrit, blood
 Scheduled: 12/21/2021 0700
 CBC and differential
 Scheduled: 12/21/2021 1701
 CBC and differential
 Scheduled: 12/22/2021 1400

Collect Now
 Collect Now
 Collect Now
 Collect Now

6. The top left corner contains the suggested collection sequence when collecting multiple specimens, as well as the tube type.
 - Some Specimen Collection Sequence might require the filling out of a Lab Questionnaire. If this is required for the Lab Specimen you are about to collect, you will need to complete the questionnaire before printing the Lab Label(s).
7. At the left lower corner, **select the appropriate handheld/wireless printer** if one did not populate by default (or scan the barcode on the printer to identify the correct printer).

Collect specimens for Clindoc Castillo, Female, 30 yrs, MRN:204684

Pre-collection Steps
Select label printer

Collection Sequence
 LtGr LiHep
 Basic metabolic panel (BMP)
 x2 Lav EDTA
 CBC auto differential
 CBC and differential

Duplicate Orders
 CBC auto differential CBC auto differential is being collected instead
 Scheduled: 1/5/2024 0500
 Cancel Order Collect Now Collect Later

Blood Specimens
 Change Performing Lab

LtGr LiHep (Blood, Venous)
 Lab: RWJ University Hospital Somerset Lab
 Sites - Hamilton hospital lab, Rahway hospital lab, Community medical center lab, Somerset hospital lab, New brunswick hospital lab, Newark beth israel medical center lab, Cooperman barnabas medical center lab collect a Green Top (lithium heparin).
 Sites - Clara maass medical center lab, Jersey city medical center lab, Monmouth medical center lab, Monmouth medical center southern campus lab, Bayonne medical center lab, Colony plaza laboratory collect a serum separator (SST).
 Allow serum tube to clot completely. Centrifuge within 30 minutes of collection.

Basic metabolic panel (BMP) Scheduled: 1/8/2024 0600
 Collect Later

Lav EDTA (Blood, Venous)
 Lab: RWJ University Hospital Somerset Lab
 Invert immediately and gently mix with anticoagulant.

CBC auto differential Scheduled: 1/4/2024 2056
 Collect Later

Label Printer: [dropdown menu]

Print Labels

8. Once you have selected the printer and confirmed which specimens are to be collected.
9. Click **Print Labels** at the bottom right.

MRN:115000008

Change Performing Lab

Lab: RWJ University Hospital Somerset Lab

Scheduled: 12/21/2021 0700 ! STAT
 Collect Later

L. May discontinue this order if prior lactate result is < 2 mmol/L.

Collect Now
 Collect Now

Print Labels

- After clicking Print Labels, note that the button has changed to **Reprint Label** to allow you to reprint the label if needed.

MRN:115000008

Department
 Draw Type
 Venipuncture Venipuncture Arterial Puncture Capillary

Scheduled: 12/21/2021 0700 ! STAT
 L. May discontinue this order if prior lactate result is < 2 mmol/L.

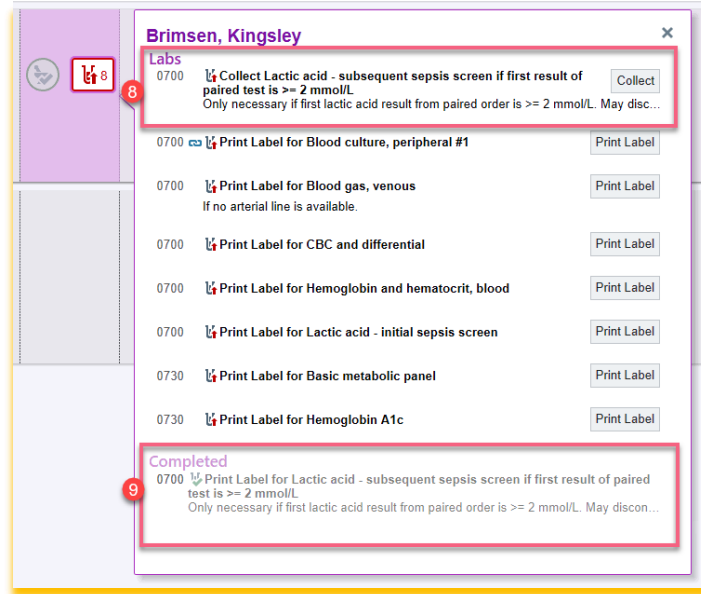
Reprint Labels Accept



Only print multiple labels at the same time if you are collecting all of those specimens at the same time.

If, for example, you do one blood draw at 9:00 and a second draw at 12:00, print the labels and complete each of those tasks separately.

- After the label is printed, a new task is added to the worklist to **Collect** the specimen.
- You can also see at the lower part of the Brain Task window that the Print Label sequence is complete for that specimen.



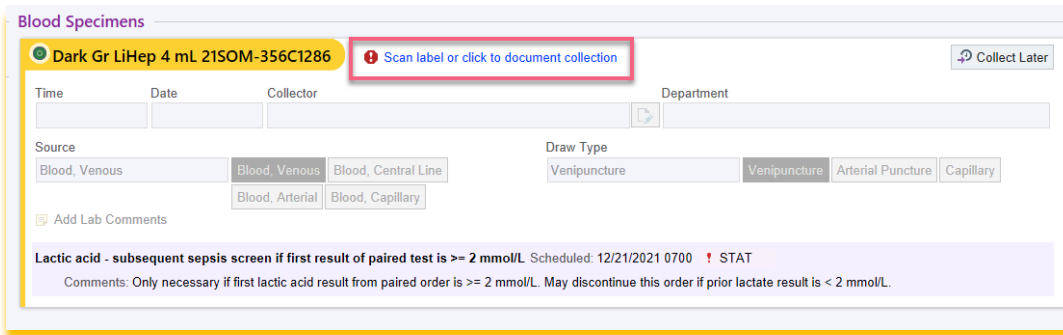
If you need to leave the station before collecting the specimen, you can return to the documentation screen via the **Collect** button next to the task. The Brain and Worklist are interchangeable for printing and documentation.

- Once specimen is collection, apply label to specimen container and then scan the specimen's label.



You must scan both the label and the specimen for positive patient identification.

If the barcode scanner is not working, click the link to document the collection information.



- Scan the specimen label barcode or click the collection information link (ONLY if barcode scanner is not available) to review the details of the collection including the specimen type and source. Answer any questions that appear based on the labs you are collecting.

For example, you may need to specify draw type for a blood specimen i.e., venipuncture

- After you have completed the collection and documentation for all the specimens in the list, the bar at the bottom of screen turns green.

- Review the collection information and make any updates.

! You must complete all the collection information that appears in the collection window. If collection information is missing, the lab cannot process the specimen. They will call you to complete the information, and the patient's results will be delayed.

- When you have completed collection documentation for all the specimens in the list, the bar at the bottom of the screen turns green.

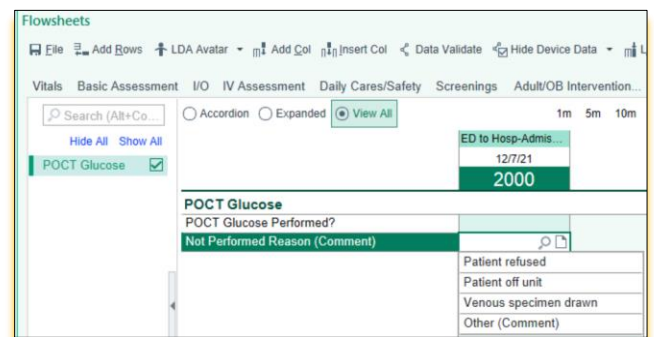
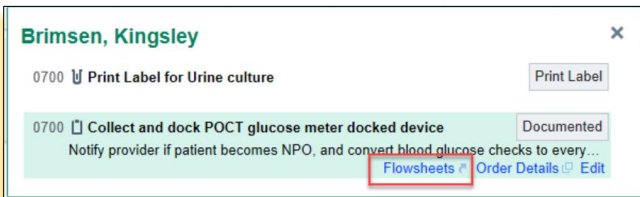
- Click **Accept** to complete the collection tasks for the specimens you collected.

Document a point-of-care test (POCT)

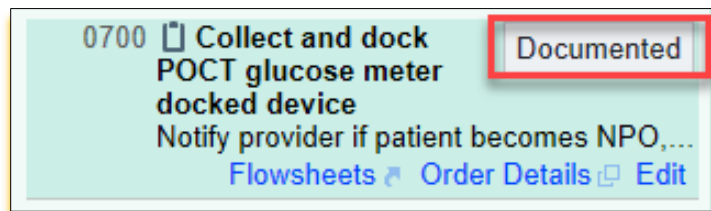
Use a handheld device

Many POCTs, such as blood glucose tests, are resulted with a handheld device like an Accucheck. These devices automatically send results to the system when they are docked.

1. Find the task on the Brain or the Brain Sidebar.
2. Perform the test using the device.
3. Dock the device to automatically transfer the results to the lab system and the patient's chart.
 - If you did not complete the POCT task, say the patient refused - you will need to **click the Flowsheets hyperlink** to document the reason why this was not collected.



4. In either case (whether the glucose was collected or not), you will need to go back to the Brain or Brain sidebar and **click Documented** to complete the task so that it does not remain on the Brain. The task should not remain open in either scenario.



Version #	Purpose of Change	Author	Date of Change
1.0	Initial Creation	Dianne Martin	05/13/2021
1.1	Updated with 2021 Upgrades	Paul Chikezie/Leslie Fernandez	02/25/2022
1.2	Updated with 2023 upgrade	Dmartin	1/8/24