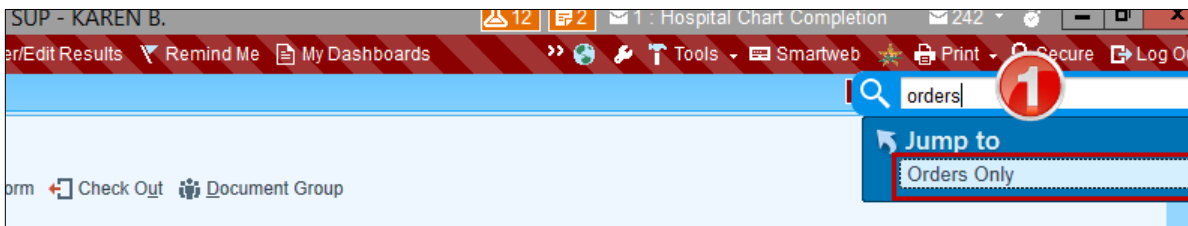# YaleNewHaven**Health**

Epic
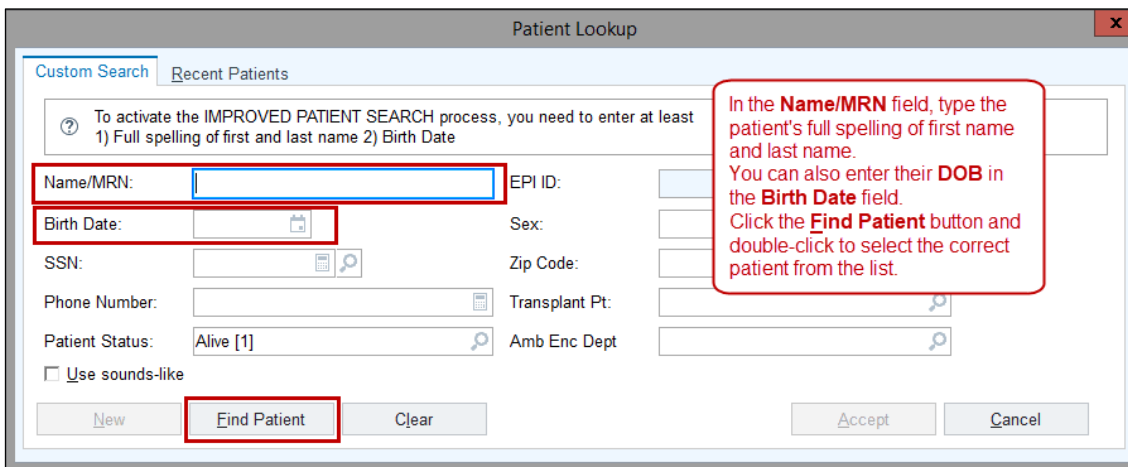
COVID-19: Orders Only Encounter

If you determine a patient should be tested for COVID-19, you can place the order in Epic via an Orders Only Encounter.
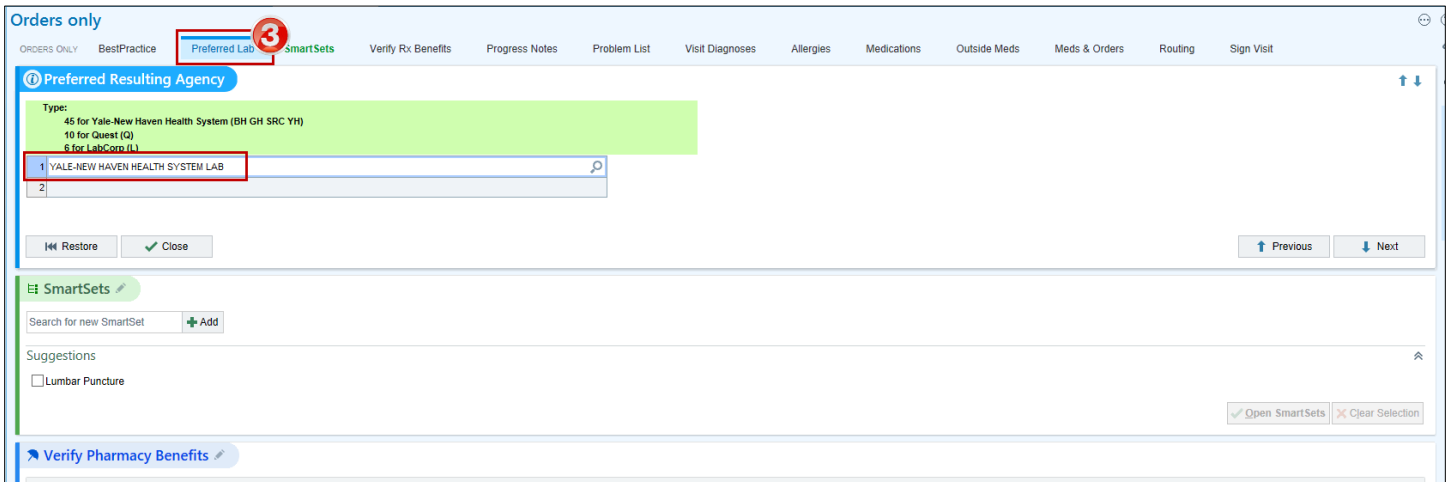
Create an Orders Only Encounter

1. Click in the **Chart Search** window (upper right-hand corner of your screen), type '**orders**' and select **Orders Only**.
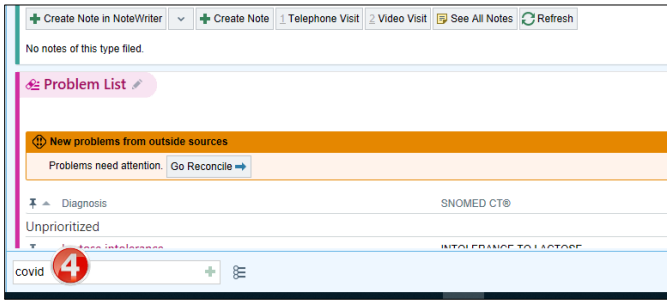

2. Search for and select the correct patient.

> In the **Name/MRN** field, type the patient's full spelling of first name and last name.
> You can also enter their **DOB** in the **Birth Date** field.
> Click the **Find Patient** button and double-click to select the correct patient from the list.
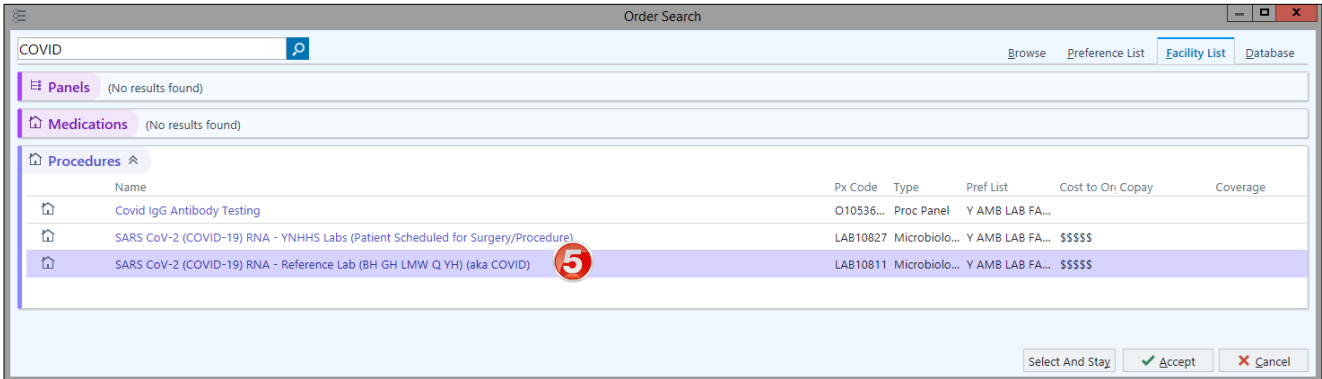
3. Click **Preferred Lab** to open the **Preferred Resulting Agency** section. Type '**45**'and press **Enter**. **YALE-NEW HAVEN HEALTH SYSTEM LAB** will display. ☞It's important to make sure **Yale New Haven Health System lab** is displayed in this field.
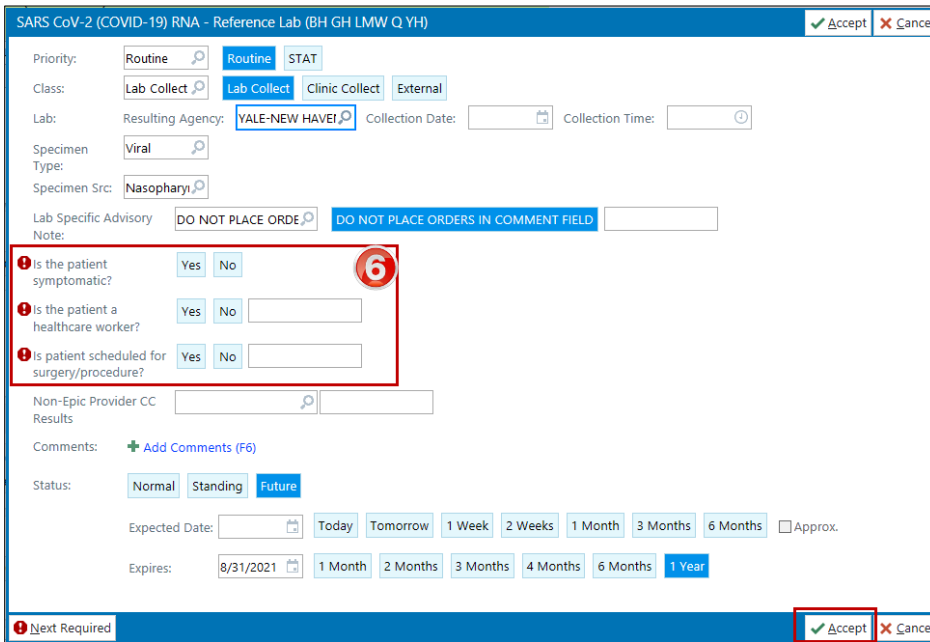
YaleNewHaven**Health**

4. Click in the **Visit Taskbar** (**ADD ORDER** in the lower left-hand corner) and type '**covid**'. Press **Enter**.
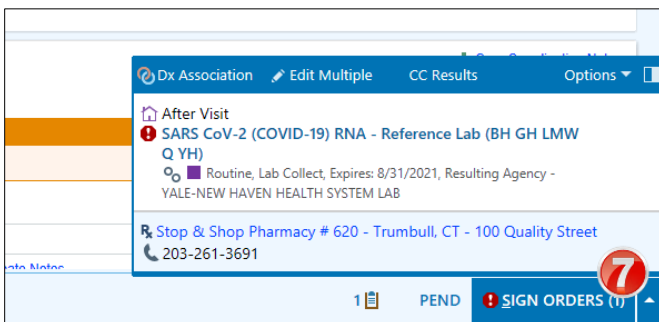

5. Double-click to select the **COVID-19** order.

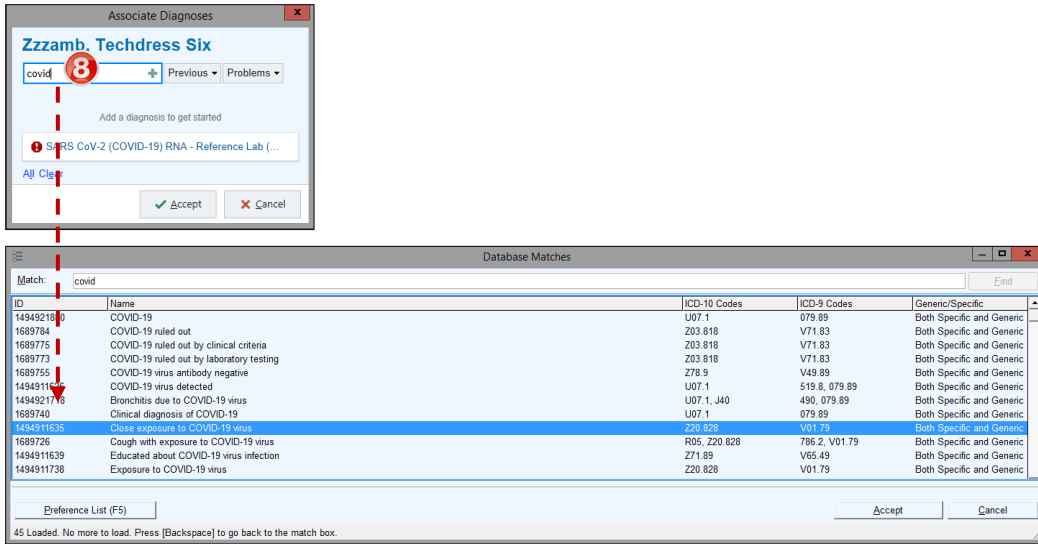6. The Order details window displays. Use the speed buttons to complete the required 🛑 fields. ☞**Do not change any of the other fields!** Click **Accept**.
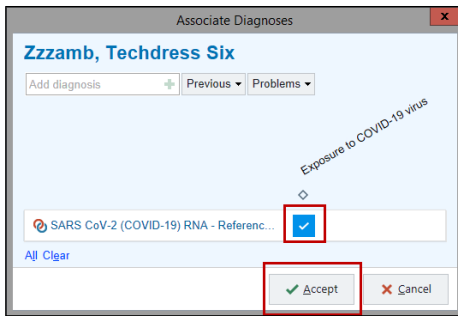

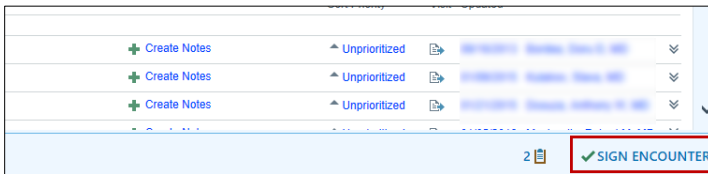7. Click **SIGN ORDERS (**bottom right hand corner).

8. The **Associate Diagnoses** window appears. In the **Add diagnosis** field, type '**covid**' and press **Enter**. Double-click to select an appropriate diagnosis from the list.

9. Check the box to associate the order with the diagnosis. Click **Accept**.

10. The last step in your workflow is to sign your Encounter. Click **SIGN ENCOUNTER** (bottom right-hand corner of your screen).

In Basket

The result will file to your In Basket, in your **Results** folder.