

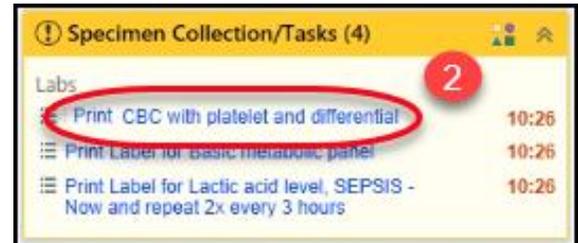
ED – Lab Specimen and Barcode Scanning



Audience: EDRN, ED TECH,

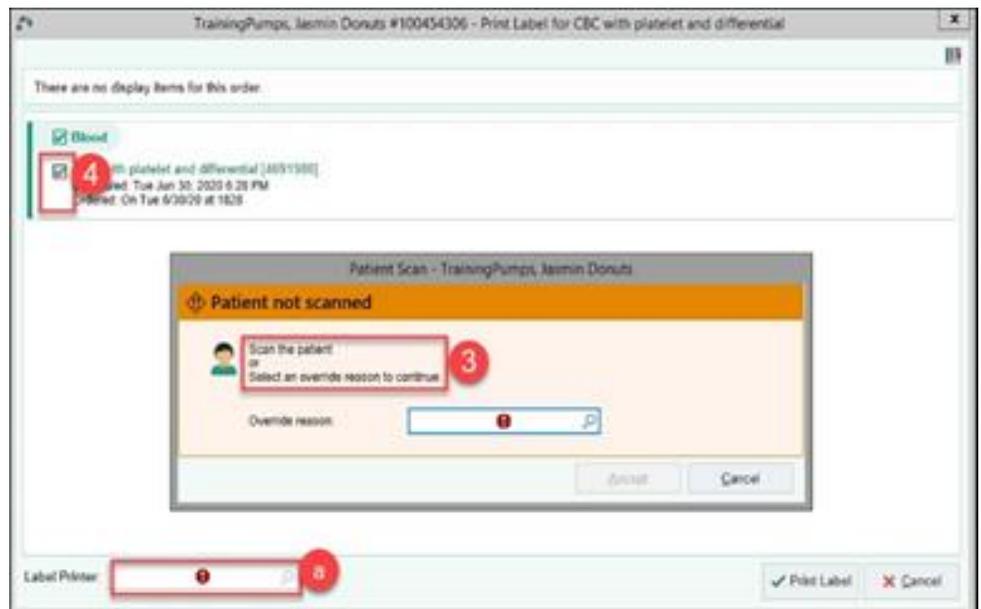
Open the patient's record and go to the ED Narrator.

1. **Scan** the patient's armband.
2. Select the **Print Label** button next to your order(s).
You can choose multiple orders.



3. If you neglected to scan the patient's armband, you will get a warning.

4. The lab order selected will default with a **checked box**. Check all labs that apply.
 - a. If a **printer has been mapped to your computer**, the label printer name will be visible. There is no need to scan the printer.



5. If the label printer field is blank. **Scan** the barcode label on the printer using the designated handheld scanner.



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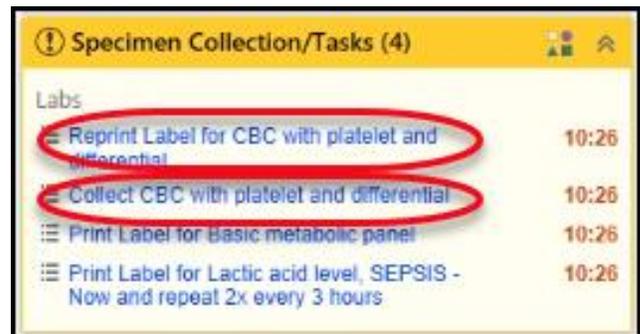


6. The **Label Printer** area is now populated with the printer ID.
7. Click **Print Label** to print needed labels for specimens.

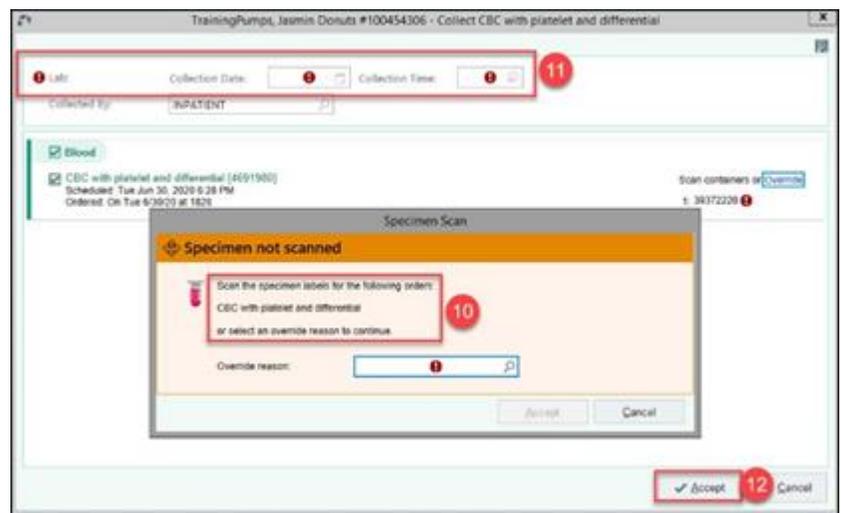


After collecting the specimen and placing the labels on the specimen container.

8. Click **Collect** on the correct order.
9. The **Reprint Label** button is available for a **ONE-TIME** reprint of the specimen label. **DO NOT USE THE SAME PRINTER FOR REPRINT.** If there is an error with the second reprint, you must contact the lab for reprinting of specimen labels.



10. **Scan** the specimen label when prompted.
11. **Collection Date** and **Collection Time** are added when specimen is scanned. If an update is needed, you can make the changes here.
12. Click **Accept**.



13. When complete, the item is removed from the **Specimen Collection Task** list and the documentation appears in your **Event Log**.



Common Barcode Specimen Printer Errors

If the barcode specimen label does not print and the

1. **Data Light** is blinking, but the barcode label printer reads
2. **Printer Ready**, hold down the power button to turn off the device then power the device back on and attempt to reprint the label again.

If the problem persists, please call the **Help Desk**, and place a ticket for your local IT Desktop team.

Other Hardware Issues

Please contact the **Help Desk** with issues related to:

1. Hardware issues such as label jam, lid will not close, blinking status lights
2. Device not connected to network
3. Label alignment issue or labels are cut off
4. Delays in receiving labels
5. Labels not printing

