Collecting Specimens

1. In CareCompass, in your patient’s activities within the Scheduled/Unscheduled tab, select the activity for the corresponding specimen collection. Refer to step 3 for an alternative method.
   - **ED Only**: The specimen collection icon will display on the Tracking Shell. Open the patient’s chart. Proceed to step 3.
   - **OB Only**: Begin in the patient’s chart and proceed to step 3.

2. Select Document.

3. While in the patient’s chart, click on Specimen Collection, located on the Menu.

4. Scan the patient’s wristband.

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NOTE
- In the event of an emergency, click on the Unable to Scan Barcode? link.
- If you are unable to scan the patient’s armband, re-print a new patient armband.
- Audit reports will be ran periodically to ensure PPID and PAID compliance.
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5. A list of specimens to be collected will display.

6. Ensure that the boxes are checked for the specimen labels you wish to print.

7. Ensure that your filters are set to display Nurse Collect orders only. See Filter Settings section on page 2.

7. To print labels, scan the barcode on the Intermec (gray) printer. This will automatically select the Intermec printer as the default printer.
   - **NOTE**: If you are unable to scan the barcode, click on the Printer icon.

8. Click Print.
1. Collect the specimen.
   **NOTE**: Refer to page 3 if you need to reschedule the order or are unable to collect the specimen.

10. Affix the label to the specimen container.

11. **With the tethered-barcode scanner, scan the specimen label.** As a result, a checkmark will display next to the collection to indicate a successful scan.

   **NOTE**: If you need to modify the performed date/time of the collection or add a comment, right-click on the collected specimen.

12. Click **Sign** when done. As a result, the collection will update as

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**Reminders for success!** The following information will need to be labeled on the specimen label prior to sending to lab for processing:

- ✔ Palomar Health Employee ID
- ✔ Date/Time of Collection
- ✔ Sources of the specimen (e.g. throat swab, spinal guide, catheter, etc)

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**Filter Settings**

1. To view collections orders for nurse collect only, click on the **Filter** icon located on the **Collection details** screen for your patient.

2. Select **Nurse Collect** as the **Collection Type**

3. Check the **Show Nurse Collect Indicator** box.

4. Select the checkbox for both **Blood** and **Non-Blood** as the **Specimen Type**.

   **NOTE**: Check the box for Save as Default to keep this as your default filter settings.

5. Click **Apply**.

When filters are applied, the **Collection Details** screen will indicate any hidden collections.
Rescheduling Collections

1. Click on the Reschedule button on the Collection Details screen for the patient.
2. Select a reason from the drop-down list and indicate the Reschedule Date/Time.
3. Check the box to select which collections will need to be rescheduled.
4. Click Apply, then Sign. As a result, the collection activity will update on CareCompass to be collected at the modified date/time.

Not Collected

Important Reminder

If you are unable to collect the specimen, but will attempt to collect at a different time, Reschedule the Collection. Documenting a specimen as Not Collected will result in discontinuing the order.

If you are unable to collect the specimen and have received physician instruction to discontinue the order, follow the steps below:

1. Click on the Not Collected button on the Collection Details screen for the patient.
2. Select a reason from the drop-down list.
3. Check the box to select the specimens that were not able to be collected.
4. Click Apply, then Sign. As a result, the Specimen Collection activity will no longer display on CareCompass.
Reprinting Labels/Requisitions from a Completed Specimen Collection

1. Navigate into the patient’s chart.
2. From the Menu, click on Activities and Interventions.
3. Click on the RN/RCP tab.
4. Update your display settings to show Completed tasks.
   a. From the task bar, click on Options.
   b. Select Task Display.
   c. Check Completed within the Status section.
   d. Click OK.
5. Right click on the Completed collection task.
6. Hover over Print.
7. Select the Reprint option of your choice.
8. Confirm your reprint label(s)/requisition(s) and select OK.

Important Reminder

To remove Completed tasks from the Activities and Interventions screen, update to Task Display settings and un-check the “Completed” Status.