

Placing Orders in Epic Care Link

Note: For password questions or issues with EpicCare Link, please call 715-717-5500 or your local help desk number.

1. From the Home page, click on “Place an Order” and select a patient OR from inside a patient’s chart, click on “Orders”

Welcome to One Family of Care Connect EpicCare Link

Event Monitor (Change Settings)
There are currently no events to follow up on.

Hospital Sisters HEALTH SYSTEM
EpicCare Link

I want to...
[Select a patient](#)
Place an order

In the News...
No news is available at this time.

Logged in as: GRIBOWSKI, KELLY

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Clinical Review
Snapshot
Chart Review
Care Everywhere
Results Review
Flowsheets
Allergies
Problem List
Medications
Histories
Face Sheet
Growth Charts
Upload Document
Patient Profile
Orders
Surgery

2. Select the provider for whom you are placing an order, using the drop-down selections.

Select an encounter: No encounter selected

Patient Name and Demographics appear here

Order Entry

Select a clinic and authorizing provider for this order.

Select Ordering Clinic
● WESTERN WI UROLOGY - PATIENT

Select Authorizing Provider
Authorizing Provider: Iwakiri, James S, MD

Accept

3. Use the search bar and enter to search by “procedure” names or codes (e.g., CBC or 85025).
Tip: Less is more i.e. Ultrasound is US

Please make a selection

Procedure: 87088 Search

My Preference List Matches:

Code	Name	Status	Summary	Type	Pref List
87088	CULTURE URINE	Future	Qty-1, Lab Collected	Microbiology	WWD HSHS LINK PREFERENCE LIST

...OR go to Preference List to find “procedure” orders.

Order Entry > Preference List

WWD PREFERENCE

My Preferences

Laboratory (WWD PREFERENCE LIST)

- ACETAMINOPHEN - Qty-1, Lab Collected
- ACHR BINDING AB - Qty-1, Lab Collected
- ACTH - Qty-1, Lab Collected
- ALBUMIN URINE/OTHER - Qty-1, Lab Collected

Selected Orders
None

4. Anything with a red exclamation circle needs additional information. Edit order by clicking on "Procedure" link in blue or the Pencil icon

The screenshot shows the Epic Order Entry interface. At the top, there's a navigation bar with 'Hospital Sisters HEALTH SYSTEM' and various utility icons. Below that, a search bar contains 'Patient Name and Demographics appear here'. The main area is titled 'Order Entry' and shows a list of orders. One order, 'CULTURE URINE', is highlighted with a red circle and has a red exclamation mark icon next to it. Another red circle highlights the pencil icon for editing. The interface also shows 'Orders signed in this encounter' and a 'Sign Orders' button at the bottom right.

5. Edit the order and enter comments as appropriate.
 (In Western Wisconsin only, the following rules apply. Please refer to your local lab or radiology department for specific Status and Class instructions. *For labs: Please keep the default status as "Future" and Class as "Lab Collected."* *For Radiology: Please keep the Class default as "WWD Hospital Performed" regardless of which hospital.*)

The screenshot shows the 'Edit Order' screen for 'CULTURE URINE'. The 'Status' dropdown is set to 'Future' and the 'Class' dropdown is set to 'Lab Collected [128]', both highlighted with red circles. Other fields include 'Priority: Routine [6]', 'Specimen source', 'Lab', 'Resulting agency', 'Collection date', and 'Collection time'. A 'Comment' field is also present. At the bottom, there are 'Accept' and 'Cancel' buttons.

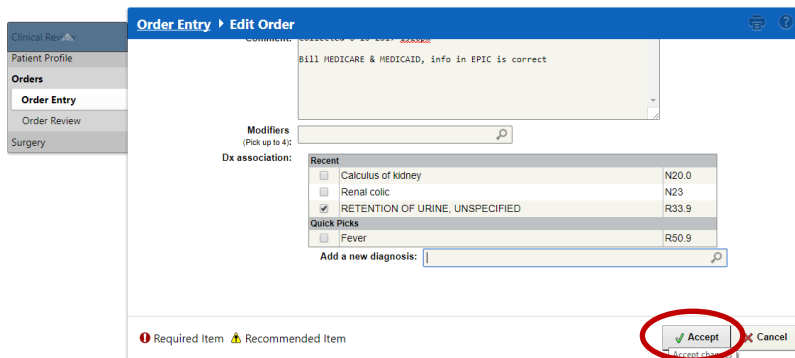
6. Choose or search Diagnosis code(s).

The screenshot shows the 'Please make a selection' dialog in Epic. The search bar contains 'R33.9'. Below the search bar, there's a table of search matches:

ID	Name	ICD-10 Codes	ICD-9 Codes
788.20.ICD-9-CM	Retention of urine, unspecified	R33.9	788.20
788.21.ICD-9-CM	Incomplete bladder emptying	R33.9	788.21
185806	Bladder retention of urine	R33.9	788.20
185807	Urinary retention	R33.9	788.20
206213	Bladder retention	R33.9	788.20
206217	Retention, urine	R33.9	788.20
206218	Urine retention	R33.9	788.20
239364	Retention of urine	R33.9	788.20

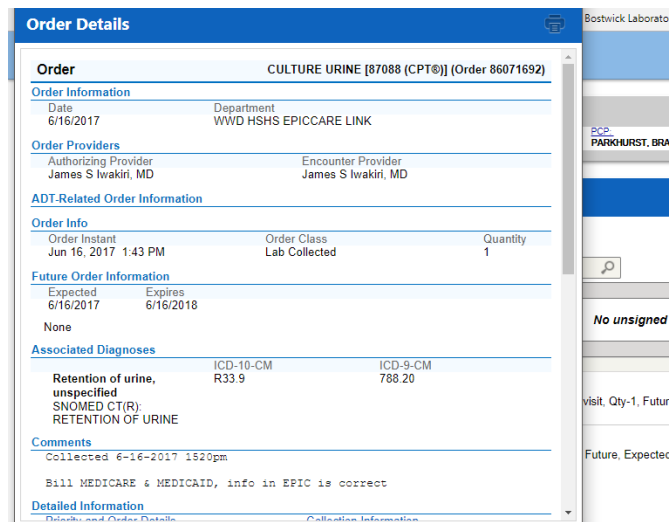
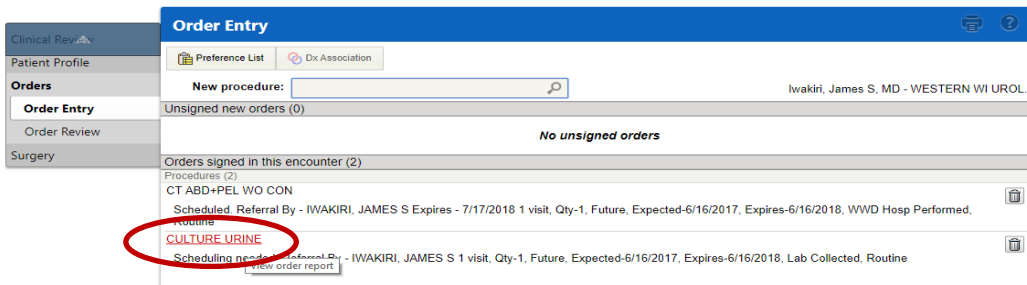
At the bottom, it says '17 records total, all records loaded.' and there is a 'Cancel' button.

7. Accept order.



8. Sign orders.

9. * If sending specimen to Lab, print Order Report to send with specimen. Click on order link to open the order report. Check with your local hospital lab for specific instructions.



...OR scroll to the bottom of the order report to open and print the Order Requisition.

