NUlirt Reference Guide

## Program Access & Highlights:

Online Access: https://NUlirt.nebraskamed.com.

The Navigation Header is where most non-order entry actions will be initiated from and includes:

- **Home** - will return you to the main page

- **New Lab Order** - will start the ordering process for a new lab test

- **Batch List** – navigates to the updated Order Batch List page

- **Results** – navigates to a Result and Order review on a site or patient level

- **Patients** – navigates to the patient view to view or edit patient files

- **The User Menu** – includes a Logout option and access to user settings

The Primary Action buttons allow you to:

- **Change Site** - In order to begin the ordering process, a site must be selected. This is similar to the way a user needed to select an Account in NUlirt to proceed.

- **Begin New Order** - Quick action button to start the ordering process at the users selected site.
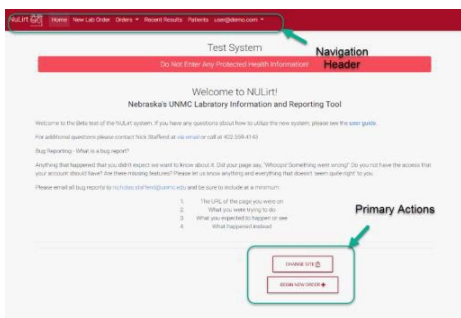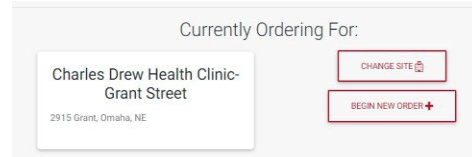

Choosing your Location:

Patient visibility is restricted at the Client level and Account visibility is restricted to the location the user is ordering from.

Via the **Change Site** Primary Action button, search for the appropriate Site, once found, use the green checkbox to select it.

Viewing Patients:

Once a Site is selected, NUlirt knows which Patients and Accounts to load for that Site based on what's saved in the database.

Select a patient by either using the Navigation Header menu **Patients** option or the Primary Action buttons and **Begin New Order.**
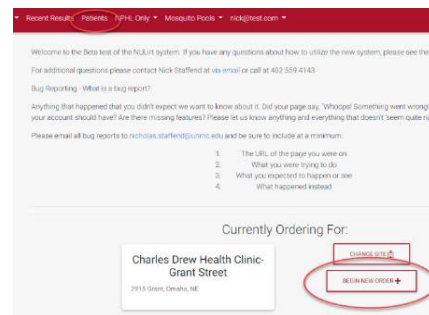
NUlirt will redirect the user to the Editing Patient page. Here the user can review saved information and make all necessary changes.

- *Several patient demographic fields are required upon data entry for reporting purposes. If a required field is not completed, NUlirt won't continue to the order page until it is complete.*
- *NUlirt will look up and automatically generate the City, State, FIPS code, and Health District information after a valid 5-digit ZIP code is entered.*

Placing an Order:

A new order is generated by selecting **New Order** from the patient view page. This will redirect the user to the order entry screen.

- Select an ordering provider or enter an alternate provider
- Select the correct Account via the dynamic drop down
- Select the correct test(s) via the dynamic drop down

o *Multiple tests can be ordered by re-selecting an Account and then selecting the additional test, repeating for all (multiple accounts can be ordered for)*

- Modify collect date, time, source, and tube type.

  o *Common tube types: Urine, Stool, Swab, Gold, Red, Microbiology, TBSet*

When ordering is complete, select **Continue** and NUlirt will direct the user to the Ask at Order Entry (AOE) questions page, if required. Once complete, select **Update AOE Answers** to continue.

Before final submission, lab testing and AOE questions can be changed or updated via the review order page. Click **Submit Order** to send the order to the lab.

Printing an Instrument Ready Label
See the State Training Coordinator for a specimen label printer.

After clicking submit order the view order screen gives the ability to print the instrument ready label

Example of instrument-ready labels below; includes patient name, DOB, gender, NUlirt record number, CID, date/time of collection, test codes, source, tube type and Sunquest spot code.

Printing a Batch List

Via the Navigation Header select **Batch List**. Select the appropriate date ranges, the ordering Site and the Account code(s) for those orders (multiple accounts can now be selected), then click **Print Reports** to view all batch lists.

The resulting Batch List view includes all orders associated with the Account(s) selected**.** Selecting **Print** will have each Account's Batch List appear on its own page.

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Viewing Results

To view results, hover over **Results** in the Navigation Header and select the Site you are currently under, or a specific program based on your user access.

A specific patient can be found by using the search pane - search by patient name, account, patient record, or by Site/Facility. The search allows for partial matching across all fields, so if the user only enters Smith and selects patient name, it will match all patients named "Smith", "Smithson", "Smiths", "Smithers," etc.

To view more detailed results or more order information, select **View** to the right of the order. By default, NUlirt only displays the most recent results. To view a more in-depth patient chart, go back to the matching Patient File and select **View Results** on the bottom of the page.