

# P16-0371 Panorama Project

# Panorama Investigation Management User Manual

**PNS IOM 101 Lab and Diagnostic Imaging** 

Version 1.0

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### 1 LAB SEARCH

The Lab search allows users to search for lab tests on both human and non-human subjects using either basic or advanced search.



Tip: This screen is used without a client or investigation in context

#### Note:

- The last set of search criteria entered during the current session can be retrieved by clicking **Retrieve** button.
- Clear search criteria by clicking Clear button.

#### 1.1 Lab Search

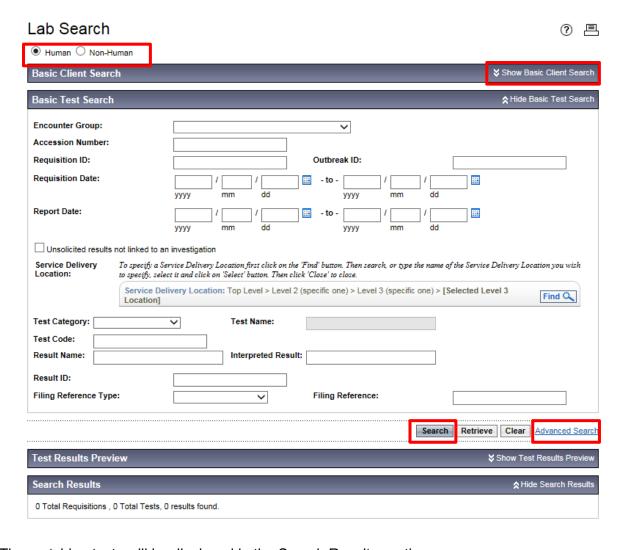
1. Select Investigation -> Search-> Search Lab from the Left-Hand Navigation menu.



The **Lab Search** screen is displayed.

- 2. At the top of the **Lab Search** screen, select the Human or Non-Human radio button.
- 3. The basic search criteria for a selected type of subject will be displayed.
- 4. View other types of searches using the **Advanced Search** hyperlink or the **Client Search** section of the screen.
- 5. Enter the desired search criteria.
- 6. Click Search button.

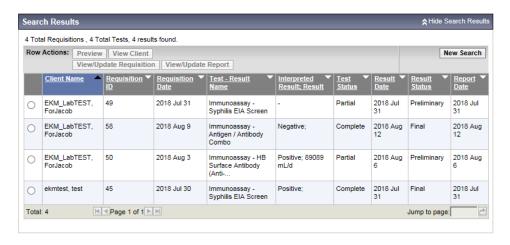




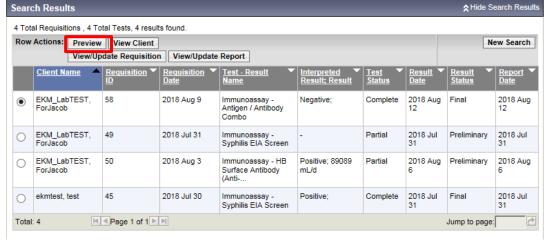
The matching tests will be displayed in the Search Results section.

- 7. Select the desired **Test Result** from the screen.
- 8. Click Preview button.









A summary of the test and result, if any, will be displayed in the **Test Results Preview** section, immediately above the **Search Results** section



# 2 LAB QUICK ENTRY

The Lab Quick Entry allows a user to manually enter a lab test and result for a subject and optionally an investigation. It collects details about the associated requisition, lab report, and results on the same screen.

Lab Quick Entry is limited to entering simple results for a single subject. If a user has additional details to be entered, they can update the generated requisition and/or lab report as necessary after these have been created through Lab Quick Entry.

Note: A subject or investigation must be in context before accessing this screen.

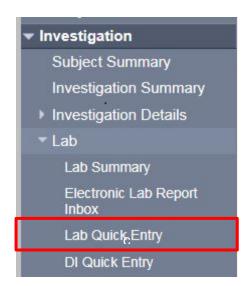


**Tip**: At any time, click the **Clear** button to clear all entry fields and set them back to their default values.

# 2.1 Lab Quick Entry

 Select Investigation -> Lab -> Lab Quick Entry from the Left-Hand Navigation menu.

The Lab Quick Entry screen is displayed.

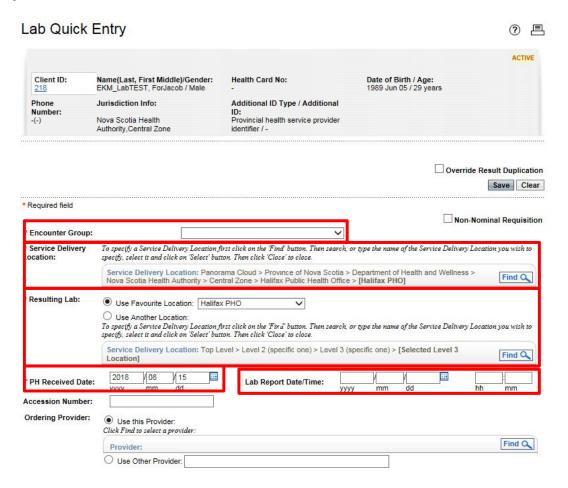




**Tip**: Client context is required for this screen. If an Investigation is in context as well, the lab information will be automatically associated to that investigation.



Enter the following information related to the lab test result: Encounter Group,
 Service Delivery Location, Resulting Lab, Ordering Provider, PH Received Date and Lab Report Date/Time.





- In either the Test Name or Result Name type ahead, begin to type the desired test or result name. Select the correct name by clicking it.
- 4. Click Select Test/Result button.

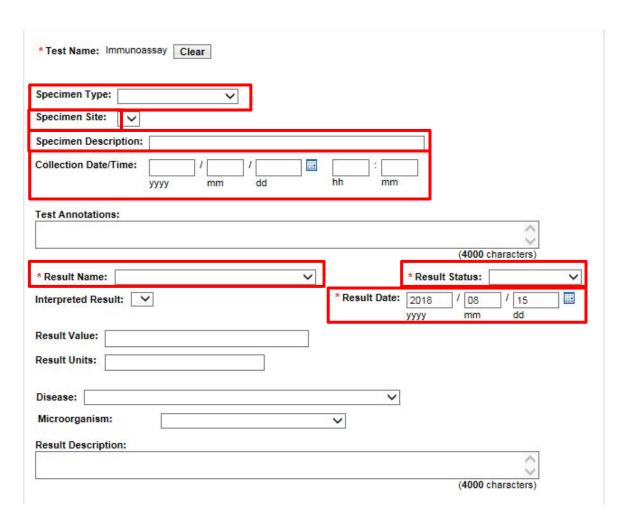




The user will be presented with a selection of new fields related to the result such as Specimen, Result Status, Interpreted Result etc.

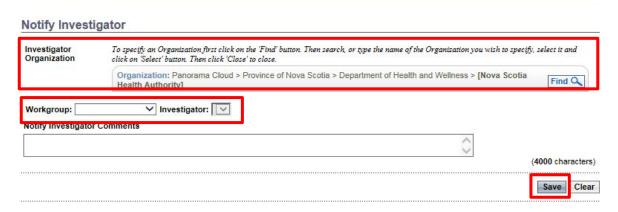
- 5. Select Specimen Type and Specimen Site.
- 6. Enter Specimen Description and Collection Date/Time.
- 7. Enter Result Name, Result Status, Result Date and optional result data.





- **Tip**: It is possible to enter multiple tests and results while on the Lab Quick Entry Screen.
- 8. To generate a work management task select **Investigator Organization**, **Workgroup** and optionally **Investigator**.





#### 9. Click Save button.

The system navigates the user to the lab report screen.

The lab requisition, lab report and result will be automatically generated and associated with the client and investigation (if in context).

If a Workgroup or Investigator were selected, a task is generated for the specified workgroup or individual.



# 2.2 Negative Test Results

Negative results entered into Panorama will be limited to those lab results received in the context of contact tracing.



### 3 LAB SUMMARY

The Lab Summary screen displays all Lab Reports and Results for the current Subject, Investigation, Cohort or Outbreak in context filtered based on the Encounter Group and Data Access Scope of the logged in User.

The list can be filtered as necessary. Any Lab Report detail to be viewed or updated can be accessed through the Lab Summary.

## 3.1 Navigating to the Lab Summary screen

1. Select Investigation -> Lab -> Lab Summary from the Left-Hand Navigation menu.



# 3.2 Viewing Lab Test and Results

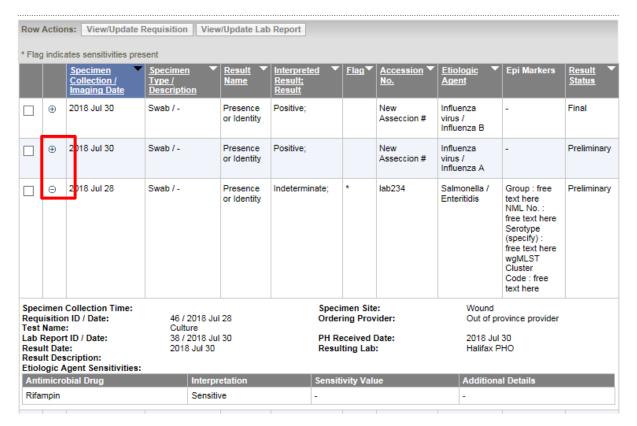
The Lab Summary list provides summarized and detailed views of lab tests and results for the client, investigation, outbreak, or cohort in context, subject to any filters which have been selected.

Each row of the Lab Summary list displays key information for a single result. It can be expanded to display detailed information for the test or result.

- 1. Click the ⊕ icon for the row of interest. Expanded details of the test or result will be displayed below the row.
- Click the 

  icon for the row with expanded details. The expanded details will be hidden.





# 3.3 Viewing or Updating a Requisition

A user can view or, if permitted, update a requisition.

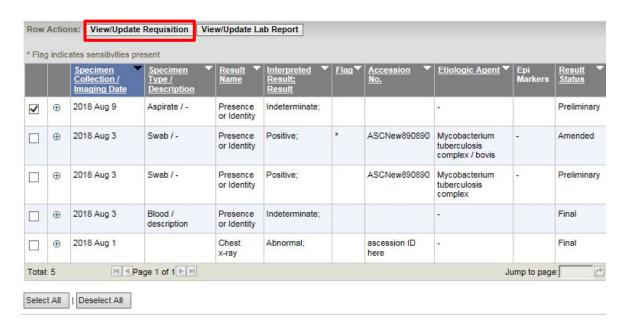
**Note**: the Requisition screen will not be used in Nova Scotia.



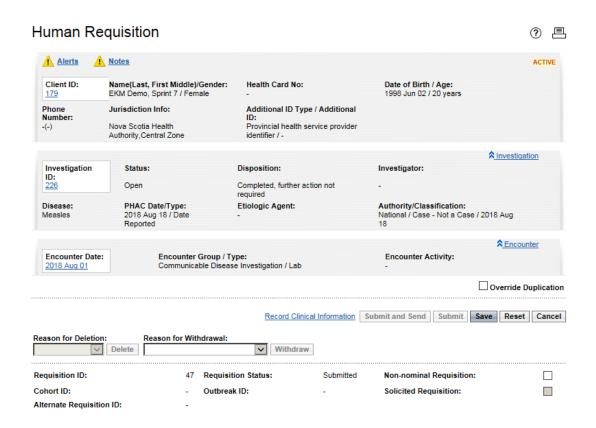
**Tip**: Update Specimen Type and Specimen Sites by updating the requisition portion of a test entered in Panorama.

- 1. Select the row corresponding to the requisition to be viewed or updated from the Lab Summary table.
- 2. Click View/Update Requisition button.



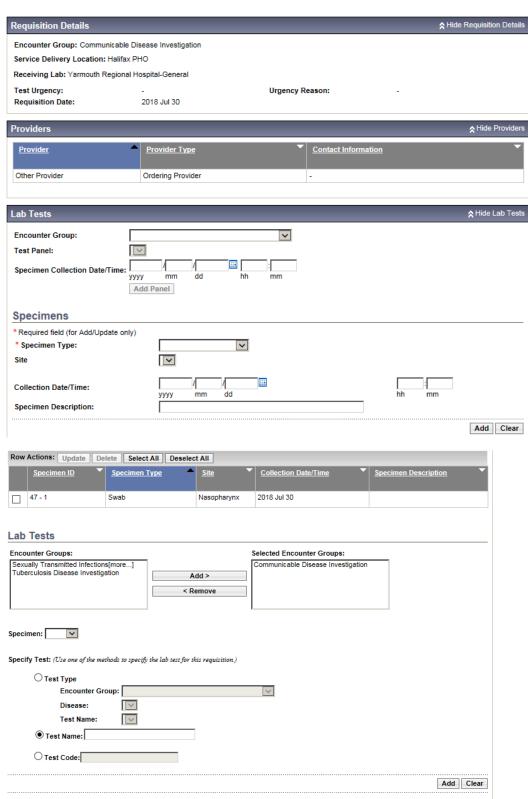


The corresponding Lab Requisition screen will be displayed.



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# 4 VIEWING OR UPDATING LAB REPORTS AND RESULTS

The Lab Report screen is accessed through the Lab Summary screen.

A lab report is associated with one or more tests and is used to group lab results together. A single test can generate multiple results on different lab reports.

The Lab Report screen is used to view the tests and results associated with a specific lab report. It is also used to update lab reports or results when a subsequent lab report or new result is received for a lab already entered into Panorama.

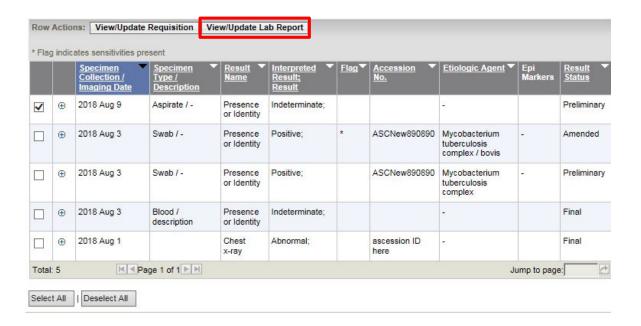
# 4.1 Navigate to the Lab Report screen.

A user can view or, if permitted, update a report, including any results on the report.

#### To view or update a specific report

- 1. Select the row corresponding to the report to be viewed or updated from the Lab Summary table.
- 2. Click View/Update Report button.

The corresponding Lab Report screen will be displayed, including all tests and results recorded on the report.

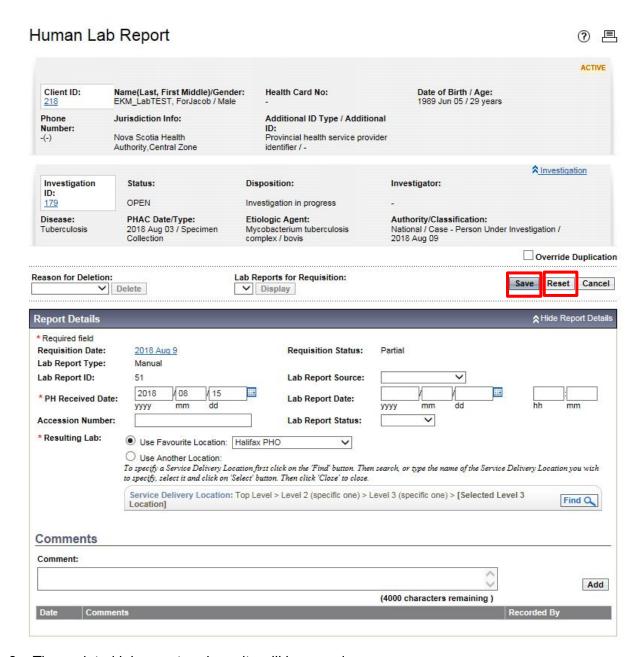


**Note**: The View/Update Report button will be disabled if the selected lab entry has no report.



# 4.2 Update a Lab Report

- 1. On the Lab Report screen, update the **Report Details** fields.
- 2. Click Save button.



3. The updated lab report and results will be saved

**Note:** At any time, click the **Reset** button to discard all changes and return the fields to their last saved values.





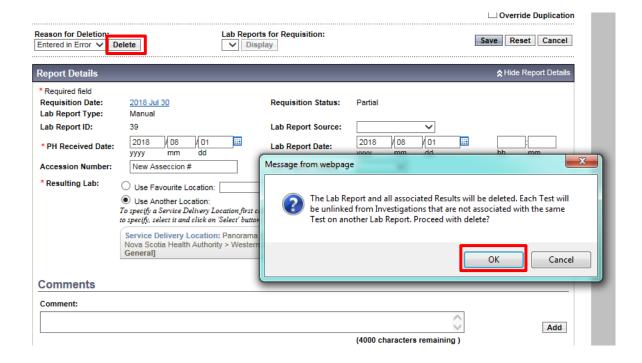
**Tip:** This screen is also used to access the tests and results associated with a lab report.

# 4.3 Delete a Lab Report

- 1. On the Lab Report screen, select a Reason for Deletion.
- 2. If "Other" is selected, enter a Reason.
- 3. Click Delete button.

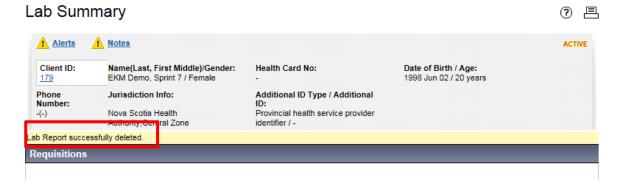
A warning will be displayed asking for confirmation the lab report and all associated results are to be deleted.

4. Click OK button.



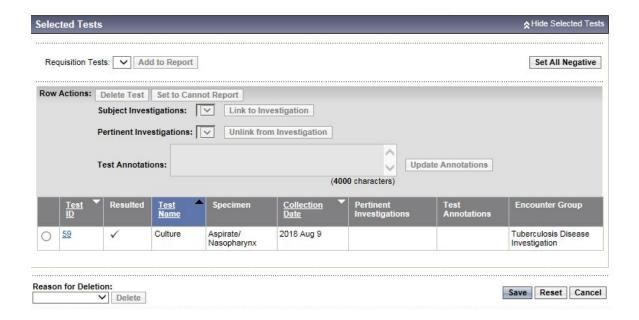
The lab report and all its results will be deleted. The Lab Summary screen will be displayed with a message indicating the lab report was deleted.





# 4.4 Working with Tests

The tests included on the lab report are displayed in the Selected Tests section. A user can perform a wide range of actions involving the tests and results for the lab report.



**Note:** For information regarding working with the results of a test, refer to the <u>Working</u> with Results section of this document.

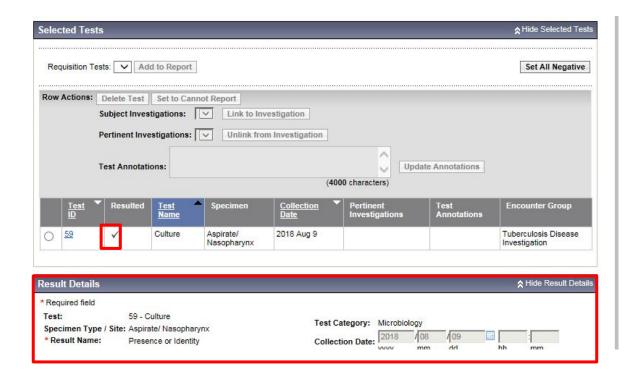
#### 4.4.1 Viewing Tests and Results

**Note**: The Result Details section of the Lab Report page remains hidden until the Test ID hyperlink of one of the tests is selected.

- 1. In the **Selected Tests** section, view the Tests listed.
- 2. To view the results for a test, click the **Test ID** hyperlink in the Selected Tests list.

The Result Details section is displayed with the results, if any, for the test.





#### 4.4.2 Delete a Test from the Lab Report

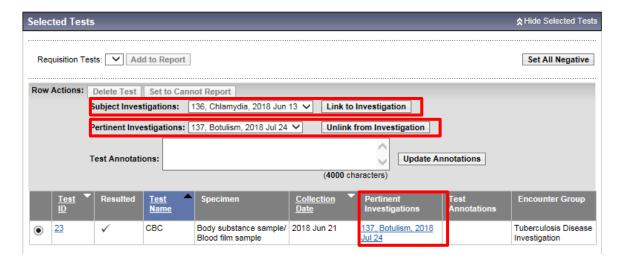
- 1. In the Selected Tests section, select the radio button to the left of the test to be deleted.
- 2. Click Delete Test button.

The selected test will be removed from the Selected Tests list.

**Note:** Tests with results **may not be deleted**. Deleting the test only removes it from the lab report; it will remain on the associated requisition.



#### 4.4.3 Investigation Related Features



1. In the Selected Tests section, select the radio button to the left of the test to which the investigation will be added.

#### 4.4.3.1 To Link to an Investigation

- 2. Select an investigation from the Subject Investigations dropdown.
- 3. Click Link to Investigation button.

In the Selected Tests section, a hyperlink in the Pertinent Investigations column for the investigation specified appears. A message is displayed indicating the linking was successful.



#### 4.4.3.2 To Unlink from an Investigation

- 1. In the Selected Tests, select the radio button to the left of the test with the pertinent Investigation to be unlinked.
- 2. Select the desired investigation from the Pertinent Investigations dropdown and click **Unlink from Investigation** button.



In the Selected Tests section, a hyperlink in the Pertinent Investigations column for the investigation specified is removed.

A message is displayed indicating the unlinking was successful.

3. Click Save button.

The updated lab report and results will be saved.

**Note:** This feature is available only if the current subject has an investigation recorded the test can be linked to.

**Note:** Clicking on the Pertinent Investigation hyperlink displays the Investigation Summary screen of the specified investigation.

# 4.5 Working with Results

The Result Details section displays the results for a single test. A user can add a new result for the test, update an existing result, or delete a result.

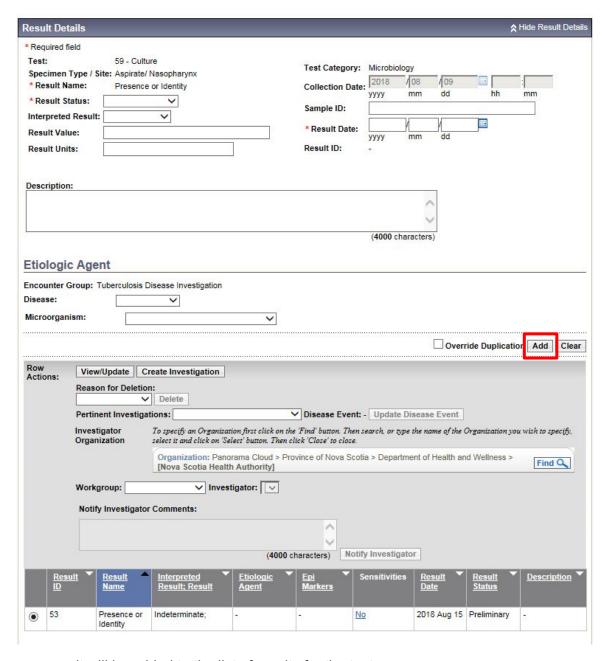
A user can also create an investigation for the result, update the disease event for the result, notify a workgroup or investigator of the result, or, for microbiology results, update the etiologic agent sensitivities.

**Note:** To work with the results for a test, start by viewing the test and results.

#### 4.5.1 Add Results

- 1. Enter the result information in the Result Details section.
- 2. Click Add button.





The new result will be added to the list of results for the test.



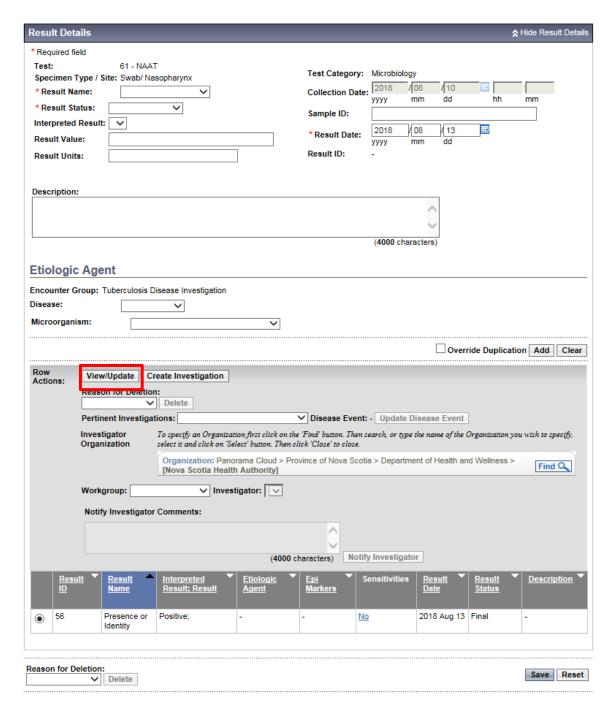
#### 4.5.2 Update a Result

**Important**: If a user navigates to the Lab Summary screen with **both** a client and investigation in context and attempts to view/update the Lab Report, the system will present an error message and not allow navigation to the lab report until the investigation is removed from context.

The simplest way to remove the client from context is to click Recent Work and click the hyperlink of the Client being updated. This will remove the investigation from context.

- 1. Select the radio button of the desired result listed in the Result Details section.
- 2. Click **View/Update** button.

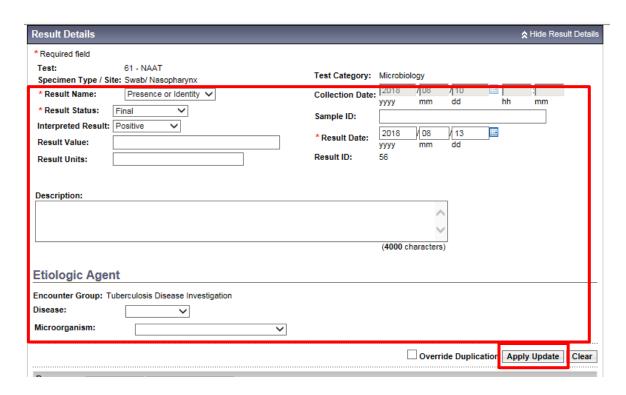




The details of the selected result are displayed in the Result Details section.

- 3. Update the result details as necessary.
- 4. Click Apply Update button.





The updated result will be saved and will appear in the list of results.



#### 4.5.3 Investigation Related Features

#### 4.5.3.1 Create an Investigation Based on a Lab Result

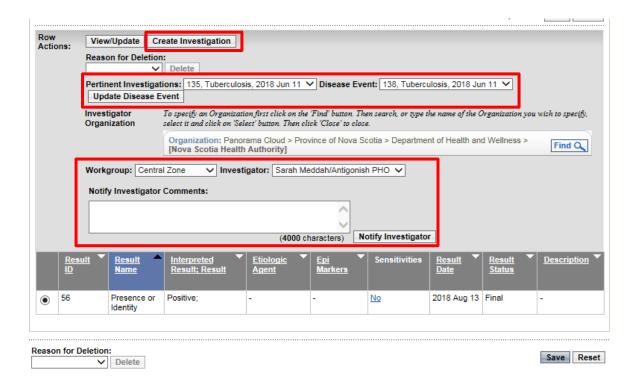
- 1. Select the radio button to the left of the desired result listed in the Result Details section.
- 2. Click Create Investigation button.

The **Create Investigation** screen will be displayed. Follow steps to create an investigation for the client in context.

# 4.5.3.2 Update the Disease Event for an Existing Investigation

- 1. Select the radio button to the left of the desired result listed in the **Result Details** section.
- 2. Select the **Pertinent Investigation**, then the **Disease Event**.
- 3. Click **Update Disease Event** button.

The **Disease Event Details** screen will be displayed, where the details can be updated.





# 4.5.3.3 Notify an Investigator of a Lab Result that Requires Action

#### Note:

Tasks should be created **both** when a new lab result is entered and when subsequent results are received and entered.

If microorganism results are updated in the lab module, the task should be used to inform the investigator to update the microorganism fields in the investigation.

- 1. Select the radio button to the left of the desired result listed in the **Result Details** section.
- 2. Select a Workgroup.
- 3. Optionally, select an Investigator.
- 4. Optionally enter comments in the **Notify Investigator Comments** field.
- 5. Click the **Notify Investigator** button.

A task will be created for the workgroup or investigator.



### 5 MANAGING ETIOLOGIC AGENT SENSITIVITIES

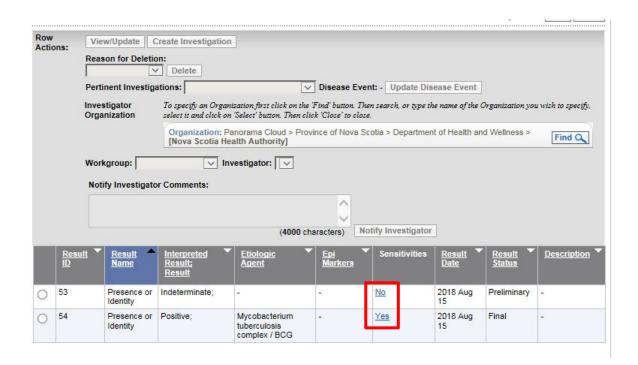
A user can add a new etiologic agent sensitivity to a microbiology or general test result, or update/delete an existing one.

#### Note:

- At any time, click the Reset button to discard all changes and return the fields to their last saved values.
- A user can add, update, or delete several etiologic agent sensitivities before clicking Save.
- Only one sensitivity may be entered for any particular antimicrobial drug.

**Note:** The Etiologic Agent Sensitives screen can only be reached from the Lab Report screen.

 Click the hyperlink in the Sensitivities column of the desired result listed in the Result Details section.

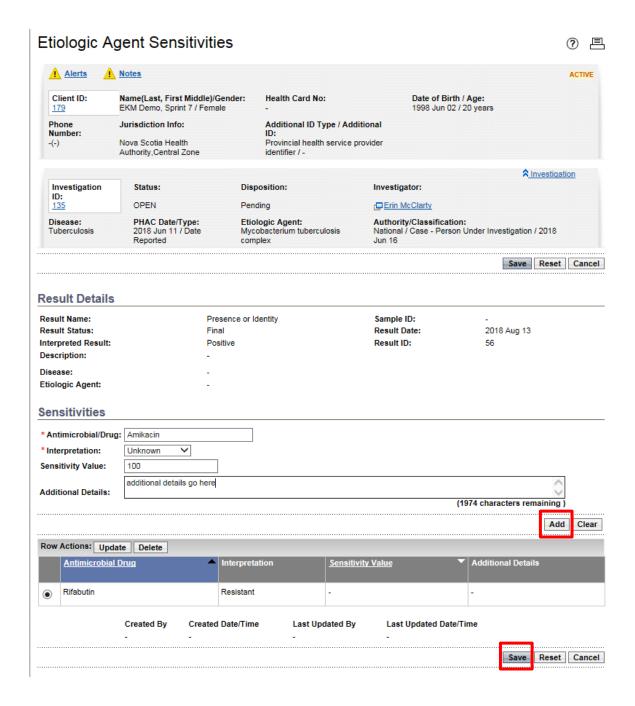


The Etiologic Agent Sensitivities screen will be displayed, where the sensitivities can be added or updated.



# 5.1 Add an Etiologic Agent Sensitivity

- 1. On the Etiologic Agent Sensitivities screen, start typing the first few characters of an Antimicrobial Drug and select the designed drug from the filtered list.
- 2. Select an **Interpretation** and, if desired, enter optional information.
- 3. Click Add button.





The new etiologic agent sensitivity will be added to the list of sensitivities.

4. Click Save button.

# 5.2 Update an Etiologic Agent Sensitivity

- 1. On the Etiologic Agent Sensitivities screen, click the radio button next to the sensitivity to be updated.
- 2. Click **Update** button.

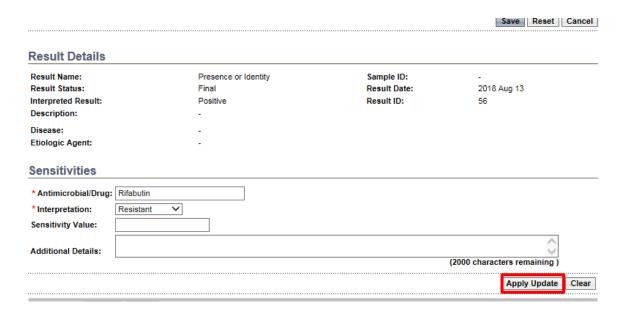
3.



The details of the selected sensitivity will be displayed in the Sensitivities section.

- 4. Update the details as desired.
- 5. Click Apply Update button.



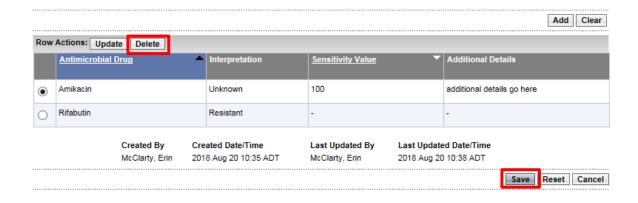


The updated etiologic agent sensitivity will appear in the list of sensitivities.

6. Click Save button.

# 5.3 Delete an Etiologic Agent Sensitivity

- 1. On the Etiologic Agent Sensitivities screen, click the radio button next to the sensitivity to be updated.
- 2. Click Delete button.



The selected etiologic agent sensitivity will be removed from the list of sensitivities.

3. Click Save button.





The system displays a message the data has been successfully updated.



### 6 DIAGNOSTIC IMAGING

The Diagnostic Imaging (DI) Quick Entry screen provides a streamlined way to manually enter unsolicited Diagnostic Imaging test results for a subject. When the Diagnostic Imaging Quick Entry screen is used, the requisition, lab report, and results are created together from the same screen.

**Note**: If the test was requisitioned in the system, add the report on the Lab Requisition screen instead of using Diagnostic Imaging Quick Entry.

Diagnostic Imaging Quick Entry is limited to entering simple results for a single subject. If there are additional details to be entered, a user can update the generated requisition and/or lab report as necessary after creating them in Diagnostic Imaging Quick Entry.

#### Notes:

- A subject or investigation **must be** in context before accessing this screen.
- At any time, click the Clear button to clear all entry fields and set them back to their default values.
- Diagnostic Imaging results will be recorded for TB cases only. All other tests and information should be documented in clinical notes.

# 6.1 DI Quick Entry

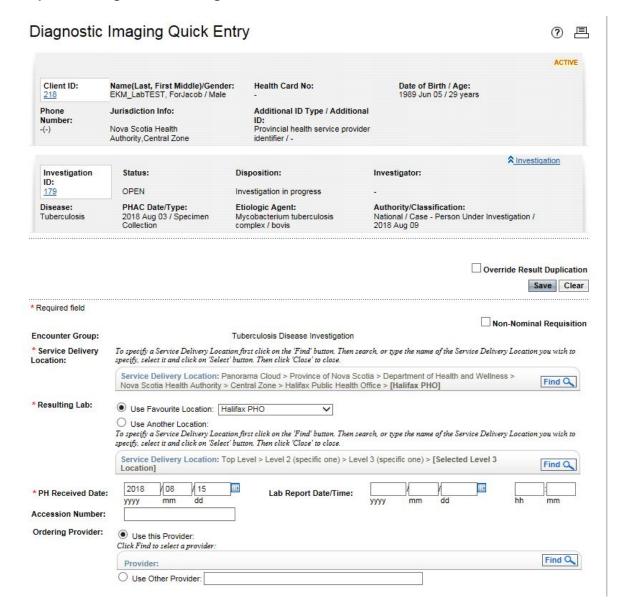
1. Select Investigation -> Lab -> DI Quick Entry from the Left-Hand Navigation menu.



The Diagnostic Imaging Quick Entry Screen is displayed

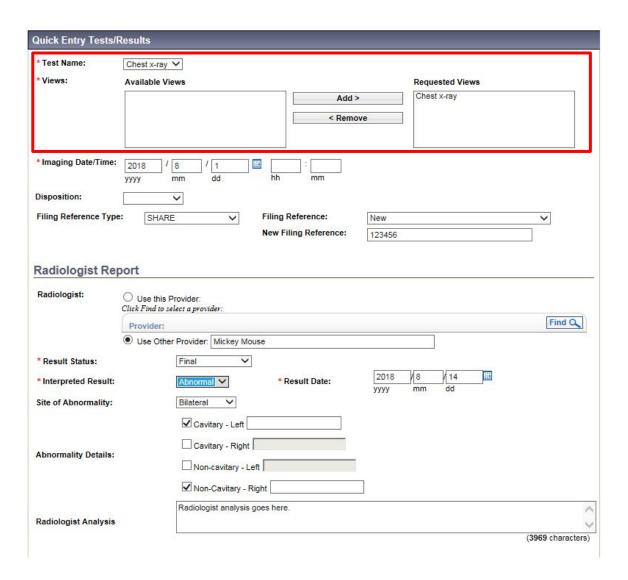


2. Enter information related to the Diagnostic Imaging test result such as **Encounter Group**, **Resulting Lab**, **Ordering Provider**, and **PH Received** date.



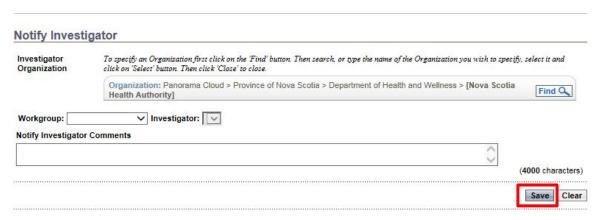
- 3. Select the test being reported from the **Test Name** drop list.
- 4. The appropriate result fields for the selected test are displayed below the **Test Name**.
- 5. Enter the Panorama mandatory result (\*) fields and, where appropriate, optional result fields.





- 6. If a workgroup or individual investigator should be notified of the result, select a **Workgroup**, and optionally **Investigator**.
- 7. Click Save button.





A Diagnostic Imaging lab requisition and lab report with results are created, along with an encounter if one was not already in context.

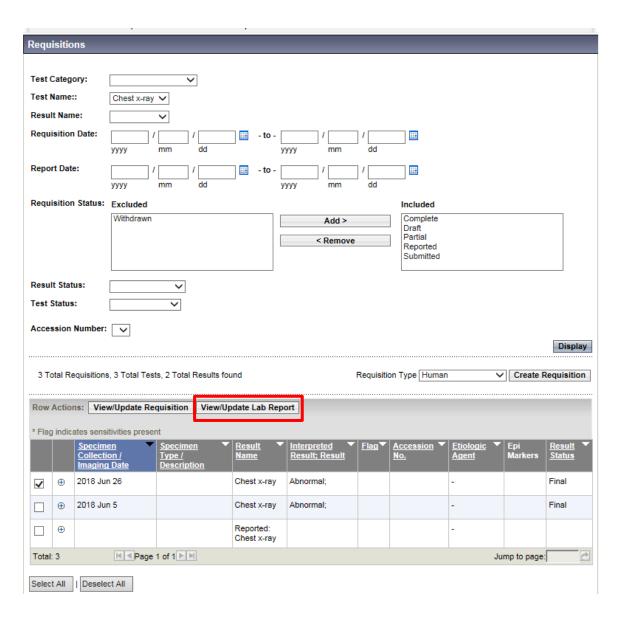
If a Workgroup or Investigator was selected, a task is generated for the specified workgroup or individual.

## 6.2 Update/View Diagnostic Imaging

To update a diagnostic image report entered via the Diagnostic Imaging Quick Entry screen, the steps are the same as those to update a lab report, test and result and summarized below:

- 1. Put a client and/or investigation in context.
- 2. Navigate to the Lab Summary screen.
- 3. Select the **Diagnostic Imaging** record to update.
- 4. Click View/Update Lab Report button

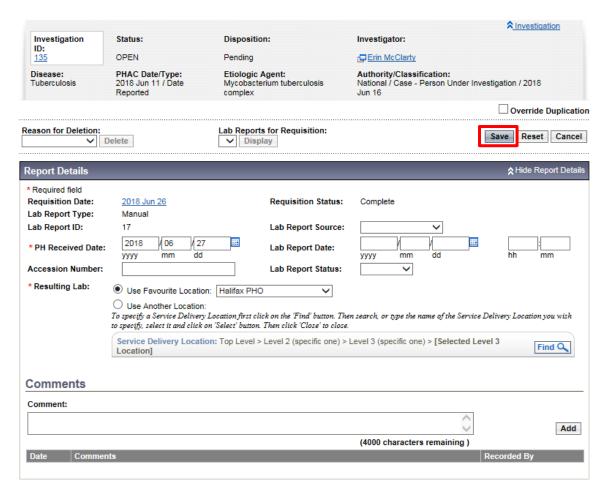




The Diagnostic Image Report screen is displayed.

- 5. Update the Lab Report Data if applicable.
- 6. Click Save button.



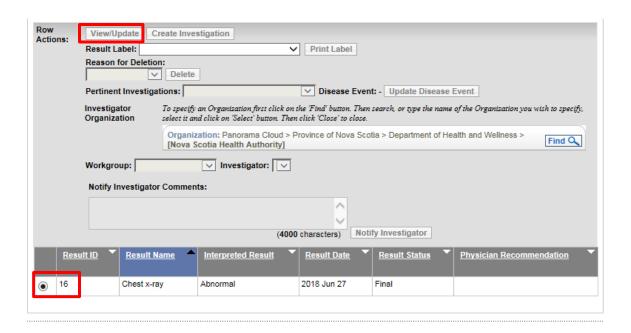


7. Click the **Test ID hyperlink** in the Selected Tests section to reveal the Result Details section.



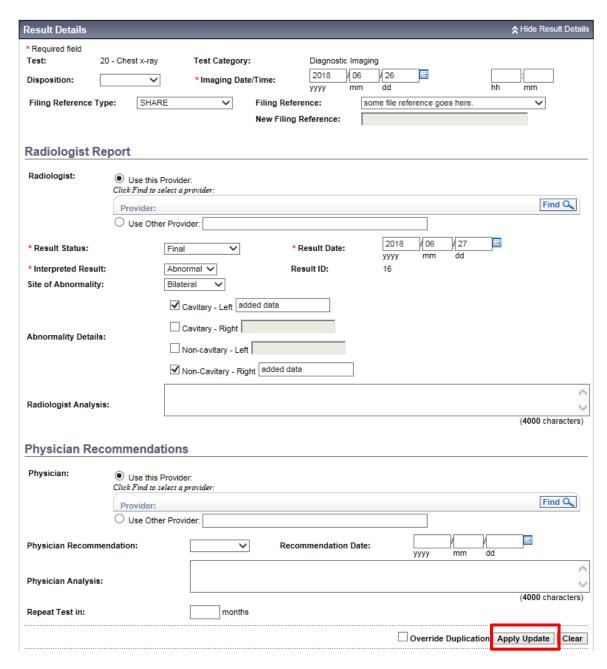


- 8. Select the radio button for the **Result ID** to update.
- 9. Click **View/Update** button.



- 10. Make changes to the Result details in the Result Details section of the screen.
- 11. Click Apply Update button.
- 12. Click Save button.





The system responds with a message that record has been saved.



# 7 MOVE A LAB OR DIAGNOSTIC IMAGE TO AN INVESTIGATION

If a lab or diagnostic image report was not created with an investigation in context it can be moved to the investigation from the subject summary screen.

This is done by moving the automatically generated lab encounter. When the user indicates to move an encounter, the system moves the encounter and all associated data to the investigation.

**Note:** The lab report must have initially been created with the **same** encounter group as the investigation to which it will be moved.

**Note**: Once an encounter is moved to an investigation, it cannot be removed from an investigation, but may be moved to another open investigation.

Note: Both Diagnostic Image reports and Lab reports generate lab encounters.



**Tip**: A lab can be moved from one investigation to another within a single encounter group.



### **8 NON-HUMAN LAB**

All lab related features can be performed against a Non-Human subject. The same steps as detailed in other sections are used to complete the work.

The section below summarizes those steps and identifies the differences in the lab related screens when a Non-Human subject is in context.

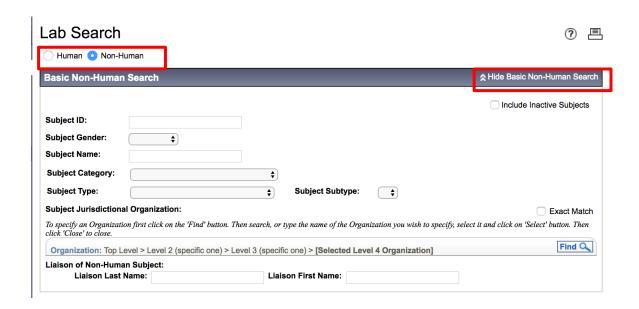
#### 8.1 Lab Search

It is possible to limit lab searches to those conducted against non-human subjects. A more detailed description steps to perform a lab search can be referenced in Lab Search.

1. Select **Investigation -> Search-> Search Lab** from the Left-Hand Navigation menu.

The Lab Search screen is displayed.

- 2. At the top of the **Lab Search** screen, select **Non-Human** radio button.
- 3. The basic search criteria for a selected type of subject will be displayed.
- 4. View other types of searches using the Advanced Search hyperlink or the Basic Search section of the screen.
- 5. Enter the desired search criteria.
- 6. Click **Search** button.





The matching tests will be displayed in the Search Results section.

- 7. Select the desired **Test Result** from the screen.
- 8. Click **Preview** button.

A summary of the test and result, if any, will be displayed in the **Test Results Preview** section, immediately above the **Search Results** section

## 8.2 Non-Human Lab Quick Entry

The Non-Human Lab Quick Entry screen displays additional fields to allow users to describe the location of setting of where the sample was collected.

A more detailed description can be referenced in Lab Quick Entry

#### Note:

- A non-human subject and encounter or investigation must be in context before accessing this screen and viewing the additional fields.
- Select Investigation -> Lab -> Lab Quick Entry from the Left-Hand Navigation menu.

The Lab Quick Entry screen is displayed.

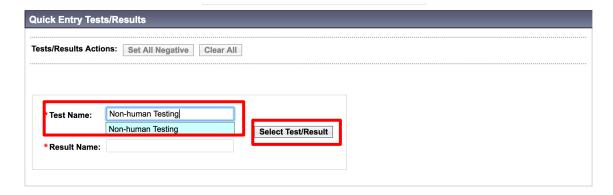
- 2. Enter the following information related to the lab test result: **Encounter Group**, **Service Delivery Location**, **Resulting Lab**, **Ordering Provider**, **PH Received Date** and **Lab Report Date/Time**.
- 3. In either the **Test Name** or **Result Name** type ahead, begin to type the desired test or result name. Select the correct name by clicking it.



**Tip**: Enter "non" in the test name type ahead to reveal then Non-Human test name and access the results configured to enter Non-Human test results.

4. Click Select Test/Result button.





The user will be presented with a selection of new fields related to the result such as Specimen, Result Status, Interpreted Result etc.

- 5. Select **Setting type** and **Setting**.
- 6. Enter Specimen Description and Collection Date/Time.
- 7. Enter Result Name, Result Status, Result Date and optional result data.





**Tip**: It is possible to enter multiple test and results while using the Lab Quick Entry Screen.

- 8. To generate a work management task select **Investigator Organization**, **Workgroup** and optionally **Investigator**.
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#### 9. Click Save button.

The system navigates the user to the lab report screen.

The lab requisition, lab report and result will be automatically generated and associated with the Non-Human subject and investigation (if in context).

If a Workgroup or Investigator were selected, a task is generated for the specified workgroup or individual.

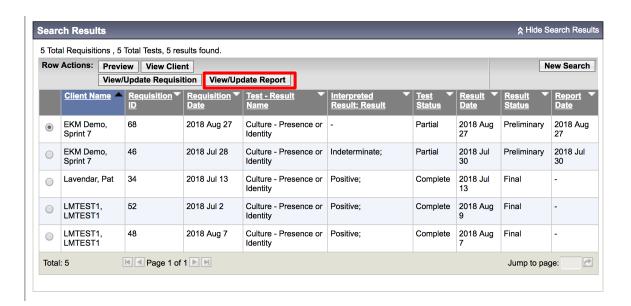


# 9 WORKING WITH ETIOLOGICAL AGENTS AND EPI MARKERS

The purpose of this section is to focus on how existing lab results would be updated or amended with additional lab information regarding etiological agents and/or epi markers.

#### 9.1 Basic Workflow

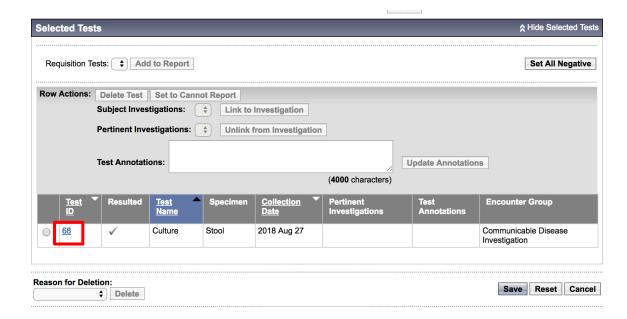
- Conduct a search for the lab to be updated or added to. See <u>Lab Search</u> for detailed instructions.
- 2. Select the target lab and click View/Update Report button.



The Human Lab Report screen is displayed

3. Click the **Test ID hyperlink** in the Selected Tests section to reveal the Result Details section.

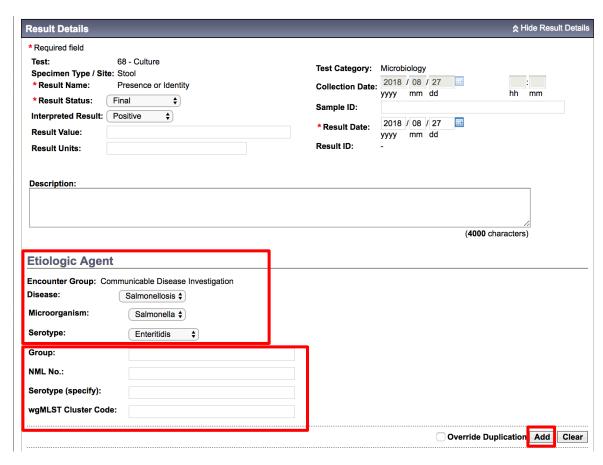




#### 9.2 Add Results

- 1. Enter the result information in the Result Details section including the **Etiological Agent** and **Epi Marker** fields as applicable.
- 2. Click Add button.
- 3. Click Save button.



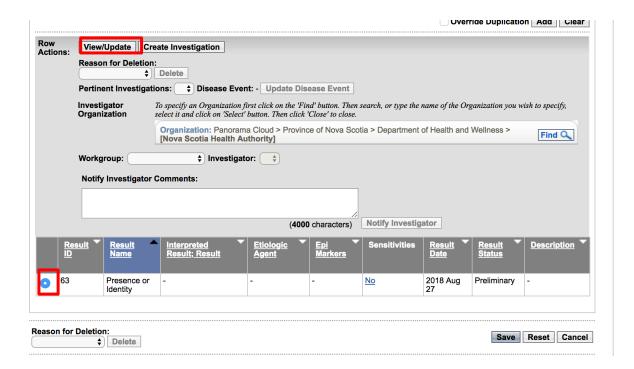


The new result will be added to the list of results for the test.

# 9.3 Update Results

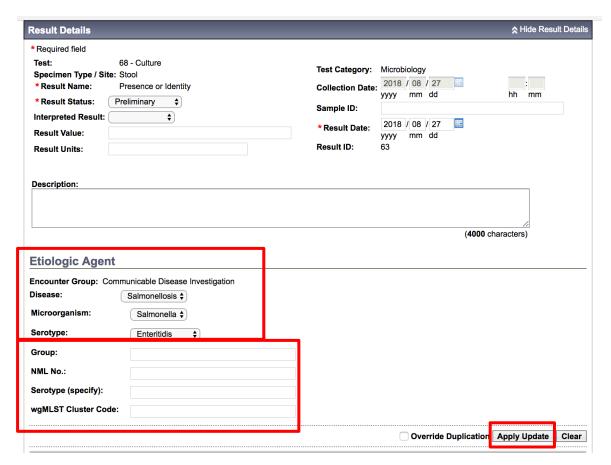
- 1. Select the radio button for the **Result ID** to update.
- 2. Click View/Update button.





- 3. Make changes to the Result details in the Result Details section of the screen. Specifically to the **Etiological Agent** and **Epi Marker** fields as applicable.
- 4. Click Apply Update button.
- 5. Click Save button.





The result will be updated with additional details.