

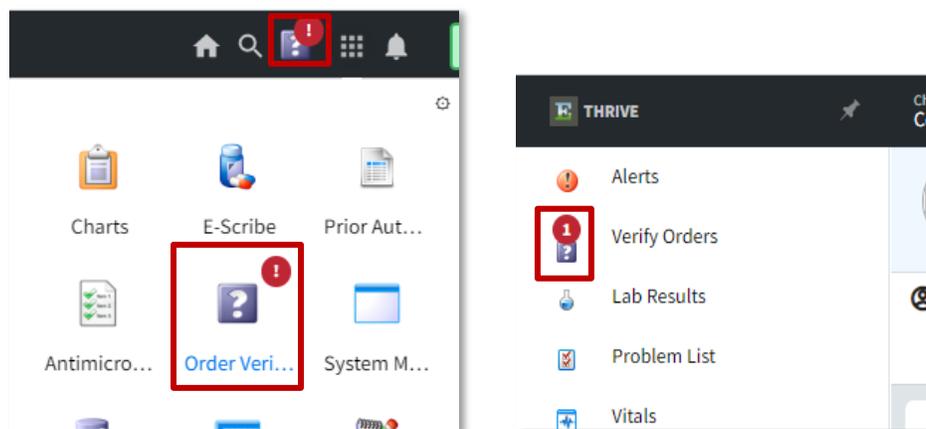
## Verify Orders Queue

The Verify Orders queue will display all nursing, pharmacy, and physician placed orders that need to be verified by the nursing staff. The Verify Orders queue can be accessed for a single patient's unverified orders within the patient chart or for multiple patients within the Application Drawer.

- To access unverified orders on a single patient, go to **Charts > Select Patient > Verify Orders**.
- To access unverified orders on multiple patients, go to **Application Drawer > Order Verification**.

## Icon Badging

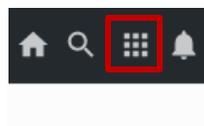
The Order Verify icon will have a badge to indicate the number of unverified orders for the selected filters. If there is a STAT order on the patient(s), the icon will display an exclamation point to alert the user.



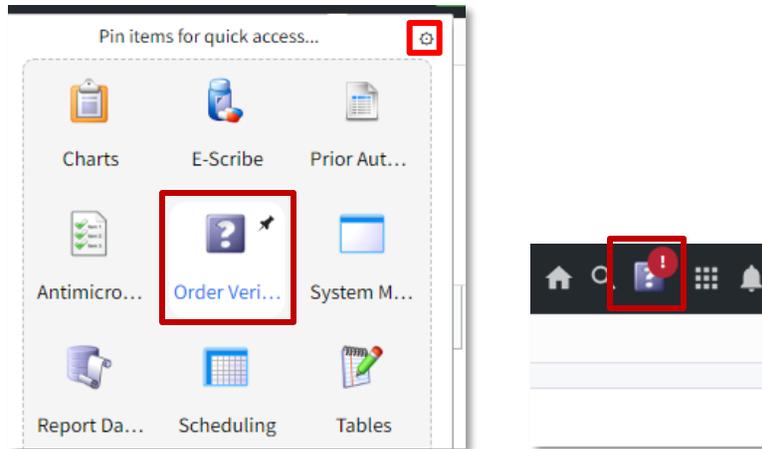
## Pinning Application Drawer Icons

An icon in the Application Drawer can be pinned to the task bar for easier access. To pin an icon, follow these steps.

1. Select the Application Drawer icon.



2. Select the settings icon; then select the icon(s) you want pinned to the task bar.



## Verify Order Filters

Users can delimit the displayed orders by selecting an available filter or using the **Search** option. At least one **Admission Status** filter must be selected for any orders to display. The system defaults to **Admitted** being checked for the Verify Orders queue.

**NOTE:** The patients under the **My Patients** filter will be pulled from those patients the user has selected from POC Whiteboard or the tracking board. Evident recommends having Department filters set up and defaulted to checked in order to present only relevant unverified orders.

Order Date/Time	Patient Name	Account	Room	Description	Order Status
08/23/2023 10:25	JONES SALLY	70000729	500-3	AAA POST OP ANESTHESIA: 3. Monitor & record Vitals signs...	W
05/05/2023 14:24	EDMONDSON ADRIAN P	TIBA0505	A0007	Activities 1: PHYSICAL THERAPY TO AMBULATE	St
05/04/2023 12:22	NAVARRO PETER J	TIBA0501	350-t	Activities 1: PHYSICAL THERAPY TO AMBULATE	St
05/04/2023 12:18	NAVARRO PETER J	TIBA0501	350-t	OPERATIVE PERMITS: EGD ESOPHAGOGASTRODUODENOS...	St
03/10/2023 13:21	WILLIAMSON STEPHANIE	70001195	00001	REGULAR DIET-HILLSDALE COMM HEALTH CTR.	Cf



## Verifying Orders

To verify one or more orders, select the order(s) from the list and then select **Verify**. Selecting the **Verify All** button will verify all the orders in the list.

If any of the orders being verified require the user to review or address information, additional screens will be displayed to complete the verify process.

Verify Verify All View Modify Discontinue Patient Filter Department Filter Refresh Physician Entered Orders Report

**Verify Orders**

My Patients

Med Surg Pediatric Acute ER

Orders: Pharmacy: Nursing: Ancillary:

Search: Patient Name

	Order Date/Time	Patient Name	Acco...	R...	Description	Order Type	Additional Info	Order Set/List/Protocol
<input checked="" type="checkbox"/>	02/01/2023 15:51	BOWIE DAVID	122311	HLS	CBC AUTO DIFF	CPOE		JENN TEST ORDER SET
<input checked="" type="checkbox"/>	02/01/2023 15:51	BOWIE DAVID	122311	HLS	Admission Orders: ADMIT TO DR. POCASE	CPOE		JENN TEST ORDER SET
<input checked="" type="checkbox"/>	02/01/2023 15:15	BRADY THOMAS EDWARD	TB0001	JW1	CBC AUTO DIFF	CPOE		JENN TEST ORDER SET
<input checked="" type="checkbox"/>	02/01/2023 15:15	BRADY THOMAS EDWARD	TB0001	JW1	Admission Orders: ADMIT TO DR. POCASE	CPOE		JENN TEST ORDER SET
<input checked="" type="checkbox"/>	02/01/2023 15:14	BRADY THOMAS EDWARD	TB0001	JW1	HGB & HCT 1X	CPOE	STAT	
<input checked="" type="checkbox"/>	02/01/2023 15:13	BRADY THOMAS EDWARD	TB0001	JW1	HUMALOG INJECTION 100U/ML Per Protocol...	Written	DR Protocol	
<input type="checkbox"/>	02/01/2023 15:12	BRADY THOMAS EDWARD	TB0001	JW1	DEMEROL(MEPERIDINE)PCA 1 EA PRN IV	CPOE	PCA Protocol	
<input type="checkbox"/>	02/01/2023 15:10	BRADY THOMAS EDWARD	TB0001	JW1	AB CeFaZolin (Ancef) 2gm/50ml bag BOLUS ...	CPOE	Multi-Component Titration Protocol	
<input type="checkbox"/>	02/01/2023 14:00	BOWIE DAVID	122311	HLS	CBC AUTO DIFF	CPOE		JENN TEST ORDER SET

## Releasing Held CPOE Orders

The Held CPOE Orders queue will display all orders that were placed on a Temporary Registration visit prior to the patient being admitted to a room. To release Held CPOE Orders to the verification queue, select the **Held CPOE Orders** button from the action bar.

Order Verification Order Verify

Verify Verify All View Modify Discontinue Patient Filter Department Filter Refresh Physician Entered Orders Report Held CPOE Orders

**Verify Orders**

My Patients

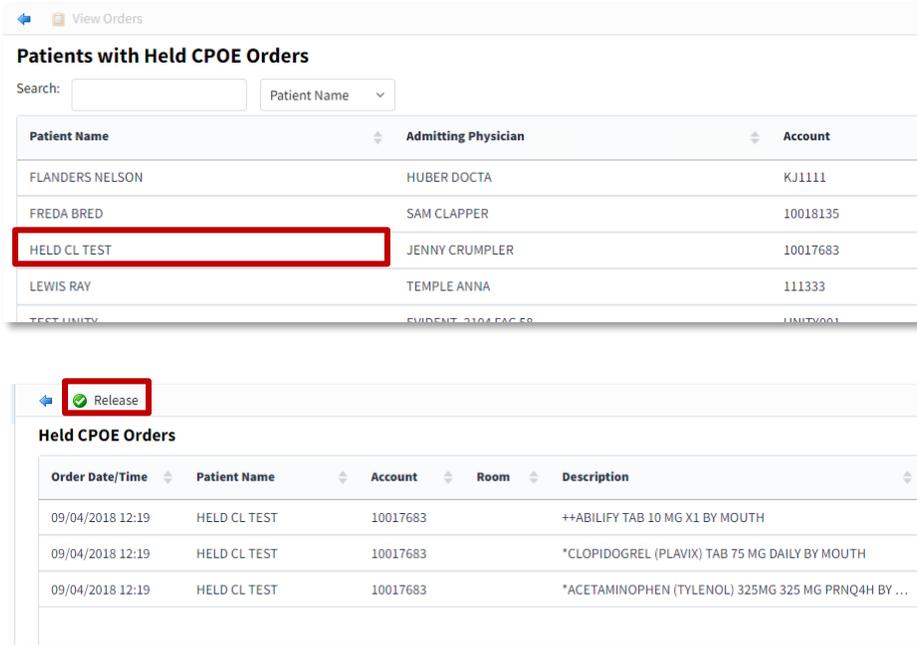
Med Surg Pediatric Acute ER

Orders: Pharmacy: Nursing: Ancillary:

Search: Patient Name

	Order Date/Time	Patient Name	Account	Room	Description	Order Type	A.	Order Set/List/Protocol
<input type="checkbox"/>	02/01/2023 15:36	BRADY THOMAS EDWARD	TB0012	421	CBC AUTO DIFF	CPOE		JENN TEST ORDER SET
<input type="checkbox"/>	02/01/2023 15:36	BRADY THOMAS EDWARD	TB0012	421	Admission Orders: ADMIT TO DR. POCASE	CPOE		JENN TEST ORDER SET
<input type="checkbox"/>	01/31/2023 09:55	BRADY THOMAS EDWARD	TB0012	421	HEMOGLOBIN 1X	CPOE	STAT	
<input type="checkbox"/>	01/31/2023 09:52	BRADY THOMAS EDWARD	TB0012	421	AMYLASE FOR TESAT	CPOE		CRUMPLER ORDER LIST

Select the patient the Held CPOE Orders need to be released on and then select **Release**.



**View Orders**

**Patients with Held CPOE Orders**

Search:  Patient Name

Patient Name	Admitting Physician	Account
FLANDERS NELSON	HUBER DOCTA	KJ1111
FREDA BRED	SAM CLAPPER	10018135
<b>HELD CL TEST</b>	JENNY CRUMPLER	10017683
LEWIS RAY	TEMPLE ANNA	111333
TEST UNITY	EVIDENT 2101 EAGLE	UNITE001

**Release**

**Held CPOE Orders**

Order Date/Time	Patient Name	Account	Room	Description
09/04/2018 12:19	HELD CL TEST	10017683		++ABILIFY TAB 10 MG X1 BY MOUTH
09/04/2018 12:19	HELD CL TEST	10017683		*CLOPIDOGREL (PLAVIX) TAB 75 MG DAILY BY MOUTH
09/04/2018 12:19	HELD CL TEST	10017683		*ACETAMINOPHEN (TYLENOL) 325MG 325 MG PRNQ4H BY ...

**NOTE:** Only users with appropriate Behavior Controls will have the ability to view and release Held CPOE Orders. These Behavior Controls are **Allow Access to Held CPOE Orders List** and **Allow Access and Release Held CPOE Order**.



## Physician Entered Orders Report

The Physician Entered Orders Report (PEOR) will display all verified medication, ancillary, and nursing orders that were placed in CPOE or Verbal/Phone/Protocol in Order Entry. To run the PEOR, select **Physician Entered Orders Report**.

The screenshot shows the 'Order Verification' interface. At the top, there is a navigation bar with several buttons: 'Verify', 'Verify All', 'View', 'Modify', 'Discontinue', 'Patient Filter', 'Department Filter', 'Refresh', 'Physician Entered Orders Report' (highlighted with a red box), and 'Held CPOE Orders'. Below this is the 'Verify Orders' section, which includes filters for 'My Patients', 'Med Surg', 'Pediatric Acute', and 'ER'. There are also checkboxes for 'Orders: Pharmacy', 'Nursing', and 'Ancillary'. A search field is present with a 'Patient Name' dropdown. Below the filters is a table of orders:

Order Date/Time	Patient Name	Account	Room	Description	Order Type	A.	Order Set/List/Protocol
02/01/2023 15:36	BRADY THOMAS EDWARD	TB0012	421	CBC AUTO DIFF	CPOE		JENN TEST ORDER SET
02/01/2023 15:36	BRADY THOMAS EDWARD	TB0012	421	Admission Orders: ADMIT TO DR. POCASE	CPOE		JENN TEST ORDER SET
01/31/2023 09:55	BRADY THOMAS EDWARD	TB0012	421	HEMOGLOBIN 1X	CPOE	STAT	
01/31/2023 09:52	BRADY THOMAS EDWARD	TB0012	421	AMYLASE FOR TESAT	CPOE		CRUMPLER ORDER LIST

Select the date range for when the orders were acknowledged; then select to include **All Encounters** or select **Encounter** lookup to search for a patient. The **Employee Initials** will default to the current user but can be removed to search all users.

Once the report parameters are entered, select **Run Report**.

The screenshot shows the 'Physician Entered Orders Report' configuration screen. At the top, there are buttons for 'Run Report', 'Encounter Lookup', and 'Remove'. Below this is the 'Physician Entered Orders Report' section, which includes the following fields:

- Acknowledged Date Range:** A dropdown menu set to 'Manual Selection' and two date input fields.
- Encounter Selection:** Radio buttons for 'All Encounters' and 'Encounter(s) (50 Max.)' (selected).
- Employee Initials:** A text input field containing 'KBS'.
- Encounter#:** An empty text input field.

Below the configuration fields is a table with the following data:

Patient Name	Number
BRYANT ISABEL KATHERIN	IZZY05