

## HOW AN ATTENDING CORRECTS OR DELETES A BLOOD BANK CONSULT IN CHAMPS

*There are 2 situations in which a consult may need to be corrected or deleted:*

**1. If the house officer has ordered an incorrect consult that you don't want at all.** In this situation, there is no way to delete the consult and some version of it will need to be verified and the charges will need to be credited. To do this:

- a. Write down the accession number. It is in the Review Queue Display.
- b. Amend the consult text to something like, "Consult ordered in error."
- c. Verify the consult.
- d. Email the Cerner lab team distribution list (labteam-dl from Children's email or [LabTeam-dl@childrens.harvard.edu](mailto:LabTeam-dl@childrens.harvard.edu) from a non-Children's email) to have the charges credited. Include the following in the email, the reason for the credit, eg. order error:
  - i. The patient's name
  - ii. The patient's medical record number
  - iii. The accession number of the consult you want credited.
  - iv. The name of the test displaying in Review Queue

**2. If an attending has verified an incorrect consult.**

The first step is always to amend the text. Even if you would prefer to delete, you need to change the text to something like, "Previous consult in error", "Previous consult replaced by MD CONSULT", or whatever is appropriate. To amend the text, you need the accession number.

1. Determine the accession number. Find the consult in Powerchart. Right click on the consult in Powerchart, click on view order info and you will see the accession number. Write it down.
2. Go into Appbar and click on the "Accession Result Entry" box. The box looks like a pen writing on a paper.
3. Choose Mode ->Correction
4. Type in accession number.
5. Correct as needed in text window.
6. Click on Correct.
7. If the charge needs to be credited, email the Cerner lab team as described above.