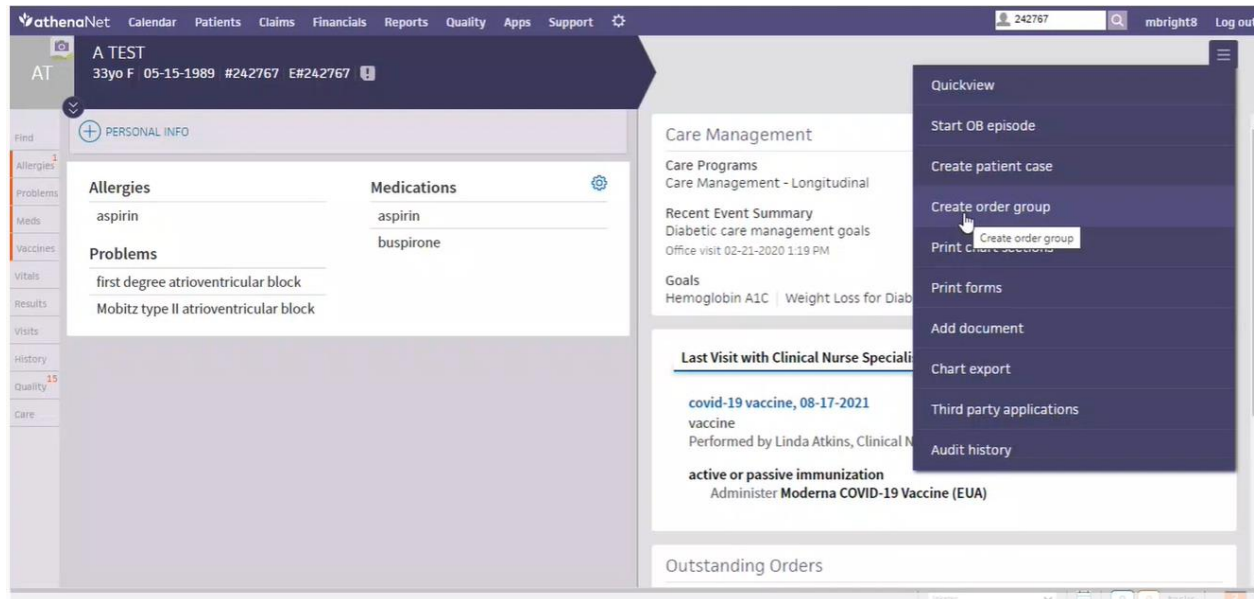


Athena Ordering Guide

- Navigate to Patient's chart and select the purple box (hamburger) in the top righthand corner.
- Create order group as you would for any lab



- Select the provider who is ordering the test



- Now that lab is selected, search orders
 - **Tip: Type “htrx” in search bar to bring up all Health Track Menus**

The screenshot shows the 'Order Group' interface. At the top, there's a header 'Order Group'. Below it, a section titled 'DIAGNOSES & ORDERS' contains a dropdown menu for 'Ordering Provider' set to 'Cheryl Ivie, NP, S'. To the right, a 'Sign Orders' button is visible. A search bar is present, and a dropdown menu is open, showing a search for 'htrx'. The dropdown lists 'Orders from Healthtrackrx (Ait Laboratories) and Beaumont Imaging Center' and 'Orders (23)'. The list includes: urinary tract infection plus (htrx), urinary tract infection (htrx), genito/sti (htrx), sti-vaginitis (htrx), vaginitis (htrx), bacterial pneumonia (htrx), chlamydia, gonorrhea & trichomonas (htrx), and common respiratory bacterial/viral infection (htrx).

- Once you have selected 1 menu, click on the order itself *and click VIEW MORE*

The screenshot shows the 'Order Group' interface after selecting an order. The 'Orders' section is expanded, showing 'acute urinary tract infection' with the code 'N39.0 Urinary tract infection, site not specified'. Below this, a list of orders is shown, with 'urinary tract infection (htrx)' selected. The selected order is from 'Healthtrackrx (Ait Laboratories)' and was sent on '06-15-2022'. To the right of the selected order, there are three icons: a checkmark, a plus sign, and a minus sign. Below the orders list, there's a 'Follow Up' section with a 'RETURN TO OFFICE' button and the text 'Patient will return to the office as needed.' At the bottom, there's a 'Letters' section with a plus sign icon and a 'Delete Order Group' button.

- **Add collection date and specimen type (swab site)**

Order Group

Orders (+) **DIAGNOSES & ORDERS**

Ordering Provider: Cheryl Ivie, NP, S

CC results

Note to lab

Internal note

Collection date/time

Specimen Type

Additional Information

[Sign Orders \(1\)](#)

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- **You can now sign order - *Opt to send VIA Athena FAX 940-222-2713*, and print off signed order to insert in the bag**

Orders

+

DIAGNOSES & ORDERS

Sign Orders (1)

Ordering ProviderCheryl Ivie, NP, S

acute urinary tract infection

N39.0 Urinary tract infection, site not specified

urinary tract infection (htrx)

DECLINE | X

Send06-15-2022STATStanding order

Alarm1 week06-22-2022

Send toHealthtrackrx (Ait Laboratories)
1500 Interstate 35 W, Denton, TX 76207
Ph. (940) 383-2223, Fax (940) 295-1483

Documentation only

urinary tract infection (htrx) | UBASE

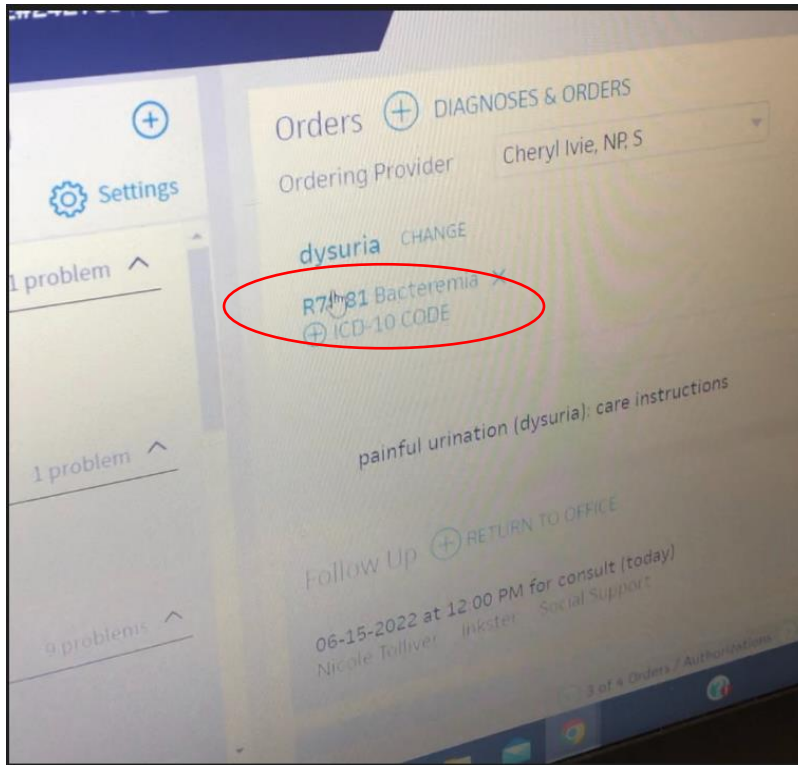
CC results

+

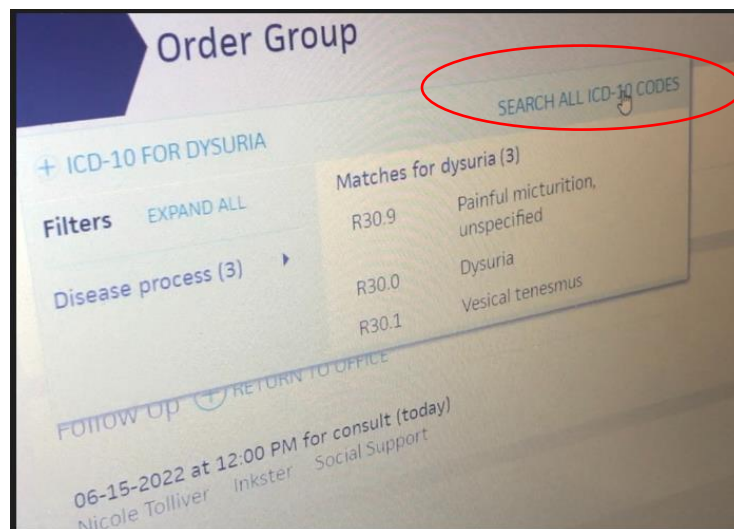
RECIPIENT

Adding Multiple ICD/Diagnosis Codes

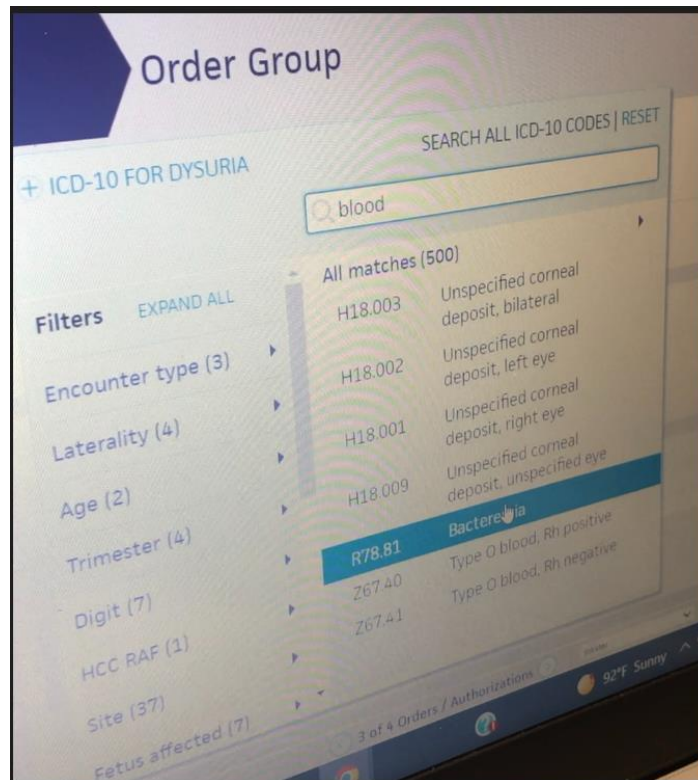
- Simply click on the first ICD code entered
 - A plus sign will pop up below, you must click to add multiple ICD codes to one order



- Select “Search All ICD-10 Codes” and select all clinical codes



- Type in and select codes



- All selected codes will show attached to one order

