MAYO CLINIC
Mayo Medical Laboratories

Mayo Medical Laboratories
3050 Superior Drive NW
Rochester, Minnesota 55901
800-533-1710

Attention: All MayoAccess Users

Subject: Announcing the **MayoAccess Phase 5.0 Release**

Explanation: Mayo Medical Laboratories is proud to announce the latest release of enhancements to MayoAccess.

Implementation Date: These changes have been available in the test environment since Thursday, July 18, 2011. The new release will be available in our production environment on **Friday, November 18, 2011 at 12:00 PM CST**.

Scheduled Outages: MayoAccess production environment will be unavailable starting at 10:00 PM CST, Thursday, November 17, 2011 and returning at 12:00 PM (noon) CST on Friday, November 18th. Additional information will be provided to clients explaining steps clients should take prior to and during this outage. The Activation Status Panel can be viewed at http://www.mayomedicallaboratories.com/customer-service/mayoaccess/lis-replace/implementation/activationsts.

Client Actions: All clients are asked to complete all work by Nov. 17 — 9 PM (CST) regardless of your courier pick up times.
Please note:

- This includes batching all existing orders in the "ready" state (batchable and incomplete orders) and addressing any existing unbatchable orders.
- Courier pick up times will not change.

Features:
Batch Sheet Format Changes
The batch sheet format has been changed so that more orders can fit on one page. Age is no longer included. The new Mayo Test ID, Second ID, and test name is in the fourth column of the batch sheet.

Example of new format:

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C7234601-30919-RST-R
BATCH SHEET #30919

Refrigerated

FROM: SQA EOS Ordering Site A (C7234601)   TO: Rochester Campus (RST)
      SQA Test Address   3050 Superior Drive NW
      Rochester,MN 55923   Rochester, MN 55901
                                                  (800)533-1710

Accn:	Patient Name Patient ID Client Order # Comments	DOB Gender	(Test ID) Secondary ID-Test Name AOE Question: AOE Answer	Collected Physician	Bill To Cl Mnemonics
Q100001720	TESTING,BETA SP070811 ABNRM-0718	05/11/1962 F	(ACE) 8285 - Angiotensin Converting Enzyme, S	07/08/2011 09:00 TESTING ,SHERRY L,	C
Q100001721	TESTING,BETA SP070811 CHAR-0718	05/11/1962 F	(ACE) 8285 - Angiotensin Converting Enzyme, S	07/08/2011 09:00 TESTING ,SHERRY L,	C
Q100001722	TESTING,BETA SP070811 HYPHEN-0718	05/11/1962 F	(ACE) 8285 - Angiotensin Converting Enzyme, S	07/08/2011 09:00 TESTING ,SHERRY L,	C

Example of old format:

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C7028846-10635-RST-F
BATCH SHEET #10635

Frozen

FROM: C7028846-DLMP ROCHESTER (C7028846)   TO: Rochester Campus (RST)
      123 Any Street   3050 Superior Drive NW
      Any Town, MN 12345   Rochester, MN 55901
                                                (800)533-1710

ACCN: P9003542
CLIENT: C7028846-DLMP ROCHESTER (C7028846)
NAME: ACCOUNT,LENGTHLOGO
AGE: 56   DOB: 05/07/1955   GENDER: F   BILL TO: C
PATIENT ID: C7028846-000010   CLIENT ACN#: P9003542
COLLECTED: 07/11/2011 11:33   DOCTOR: PHILO

TEST: 8285 RST: (ACE) CLN: () TESTNAME: Angiotensin Converting Enzyme, S

Re-Batch for add-ons
Clients have the ability to add on tests to an order even after batching. This ability is available to add on tests either from the client's interface or manually within MayoAccess. Upon adding a test the client will need to re-batch the order and that re-batch will contain only the tests added since the initial batch.

Adding on will be allowed on the order up until any test on the order is receipted by Mayo.

For more information please refer to *Re-Batch Process for Test Add-ons* at http://www.mayomedicallaboratories.com/customer-service/mayoaccess/lis-replace/mayoaccess/testaddon. This topic is also covered in the Phase 5 Release MayoAccess User Guides located at http://www.mayomedicallaboratories.com/order-tests/mayoaccess/videos.html. See the Batching section for details on what should be done with a re-batch batch sheet.
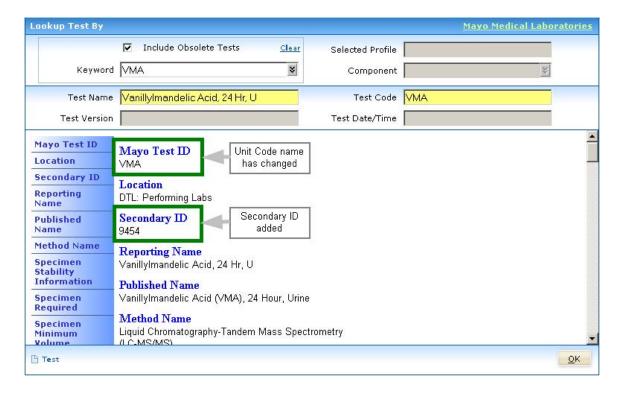
Faxing
All of our clients have now been moved from faxing on our old LIS to MayoAccess. Clients will notice that the format of a faxed result report will now look just like the MayoAccess result report. Users will also be able to track the faxing of result reports by looking at issues associated with an order or with the result.   For more information on the differences between the lab reports can be found here: http://www.mayomedicallaboratories.com/customer-service/mayoaccess/lis-replace/mayoaccess/maccfax.

Age and Age Unit has been removed from the New Lab Order screen
The age and age unit fields on the New Lab Order screen will be removed and the DOB field will be required for all orders.
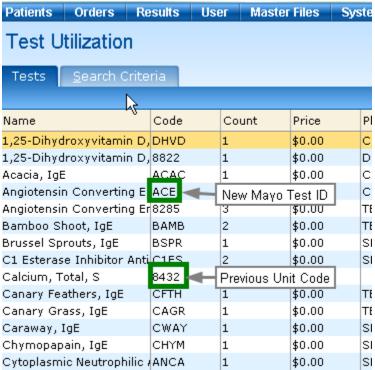
Order Code differences

Interfaced client can continue to order many of the Mayo tests using the codes from our old LIS system (now called a Secondary ID or Second ID). As orders with old codes are received for tests that will be performed in Soft the old code will be translated to the new Mayo Test ID. Interfaces can also choose to use the Mayo Test ID to order a test. See this MML web site for a list of the tests that can only be ordered by the new Mayo Test ID - http://www.mayomedicallaboratories.com/test-notifications/softmicro/index.html. Batch sheets will show both the Mayo Test ID and the Secondary ID regardless of how the test was ordered.

In MayoAccess, the utilization report, test frequency, order search, and Short List will only display the new Mayo Test ID. The short list will show the old unit codes until they are removed or pushed from the list. Short list can be defined as fixed items or frequently used tests.

Test Utilization

The Test Utilization screen will reflect both Mayo Test ID for orders after November 17th and the Unit Code for orders before November 18th.

Callbacks

Callbacks can be requested as an order is placed or by editing the order. Clients can make these updates anytime. If a Callback request is placed after the order is final no phone call will be made, unless a report is resent from the performing lab or a report has been revised. If the sample has already been receipted at Mayo Medical Laboratories, call Mayo Laboratory Inquiry to request a callback.

Faxbacks

Faxbacks can be requested as an order is placed or by editing the order. Clients can make these updates anytime. If a Faxback request is placed after the order is final a fax will **NOT** be sent, unless a report is resent from the performing lab or a report has been revised.

Demographics Updates after Batch Close

Demographics can be updated by editing the order. Clients can make these updates anytime prior to the order reaching a Specimen Receipted status. If the sample has already been receipted at Mayo Medical Laboratories, call Mayo Laboratory Inquiry as you do today. This process does not change.

Split Orders
The batch sheet(s) will indicate that there are tests on a different accession if they are going to different performing systems at Mayo. The tests will file back to a single order in MayoAccess and a single order in a client's interface.

Equivalents
There are now many Mayo tests that are can be performed in either Rochester or New England. The Mayo Test ID for both locations will be the same code. Mayo will perform the test at the location that best improves turn around time for the client and the laboratory status. Clients may see different performing site messages for the same test.
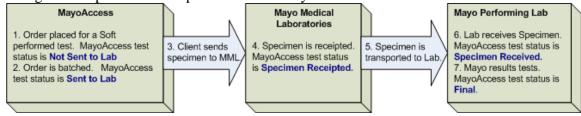
Soft Codes in MayoAccess (Ordered by LAB3 Code)
Within MayoAccess ordering clients may manually order a test by its Mayo Test ID or by a Secondary ID. Tests that continue to be performed in our old system will have a Mayo Test ID equal to the Second ID. For tests which are performed in Soft the Mayo Test ID will be the new Soft code and the secondary ID will be the old code the test was previously assigned. The batch sheet will display the test as (Test ID) Secondary ID.

The current Lab3 test 8285 will be changing to a new Mayo Test ID of ACE which can be ordered manually by either code. The code on the batch sheet will always display (ACE) 8285. The Mayo Test ID ACE will be transmitted to the performing lab.

Updates from Soft --> MayoAccess (SC, XO)
MayoAccess will now be updated whenever a specimen is receipted in Soft by Mayo. The test status in MayoAccess will change from Sent to Lab to Specimen Receipted. When the laboratory has received the specimen to begin testing the test status in MayoAccess will change from Specimen Receipted to Received by Lab.

If a demographic change is made in the Mayo performing lab this change will be represented on the order in MayoAccess and on the MayoAccess Order Report. These changes will go back to MayoAccess prior to the results filing.

Updated End User Guide – Available as a Supply Item

We encourage clients to order the updated version of the MayoAccess End User Guide which will be available to order as a supply item at http://www.mayomedicallaboratories.com/ and be shipped in early December.

If you have any questions, please contact us at 800-533-1710.

Thank you,
Andrew Carlson
System Manager, MayoAccess Application Support
Mayo Medical Laboratories