HOW TO REFER TO GYNECOLOGIC ONCOLOGY

- 1. In the Visit Taskbar, at the bottom of the screen Click + Add Order
- 2. Enter AMB Referral to Gynecologic Oncology
 - a. Double-click the order to select if from the list.
- 3. Modify order details, such as the reason for referral and any required items
 - NOTE: make sure to update the performing region

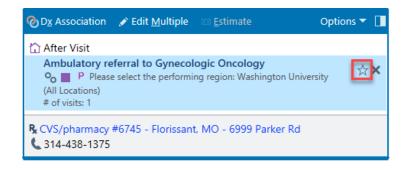
Performing region: Washington University (All Locations)

4. After updating the order details, click **Accept**

Ambulatory referral to Gynecologic Oncology									✓ <u>A</u> ccep	ot 🗙 <u>C</u> ancel
Status:	Normal Standing Future									
	Expected Date:	11/14/2022 🔊		Today	Tomorrow	1 Week 2	Weeks 3 V	Veeks 4 W	eeks	Approx.
				1 Month	2 Months	3 Months	6 Months	1 Year		
	Expires:	10/31/2023	应	1 Month	2 Months	3 Months	4 Months	6 Months	1 Year 1	8 Months
Please select the performing region:										
	Washington Univ	versity (All Locations)								<u>_</u>
To provider:										Q.
# of visits:	1									
Comments:	ے 🔄 🔩 🕀	.? .: + Insert 9	SmartText	–	⇒ ⊲ ₽	100% -				
♦ Additional Order Details										
Next Required									✓ <u>A</u> ccep	ot 🗙 <u>C</u> ancel

Add this order to your Preference List

1. Before signing the order, click $\frac{1}{2}$ to add it to your preference list



- 2. In the Add To Preference List window, enter any other details you want to use when you place this order in the future, and click **Accept**
 - a. In the **Display name** field, enter an easy-to- remember name for the order. The next time you need to place this order, you can search for your saved order using this name.
 - b. In the **Section** field, enter the section of your preference list in which you want this order to appear. Or click **New Section** to add another section to your list.