

How to Create and Customize a Personal Admission Order Set in Epic

This guide walks you through creating a personalized admission order set in Epic, tailored to your most frequent clinical selections and workflow preferences. You will also learn how to build, save, and reuse custom order panels for labs, imaging, and consults, streamlining the patient admission process and reducing repetitive data entry.

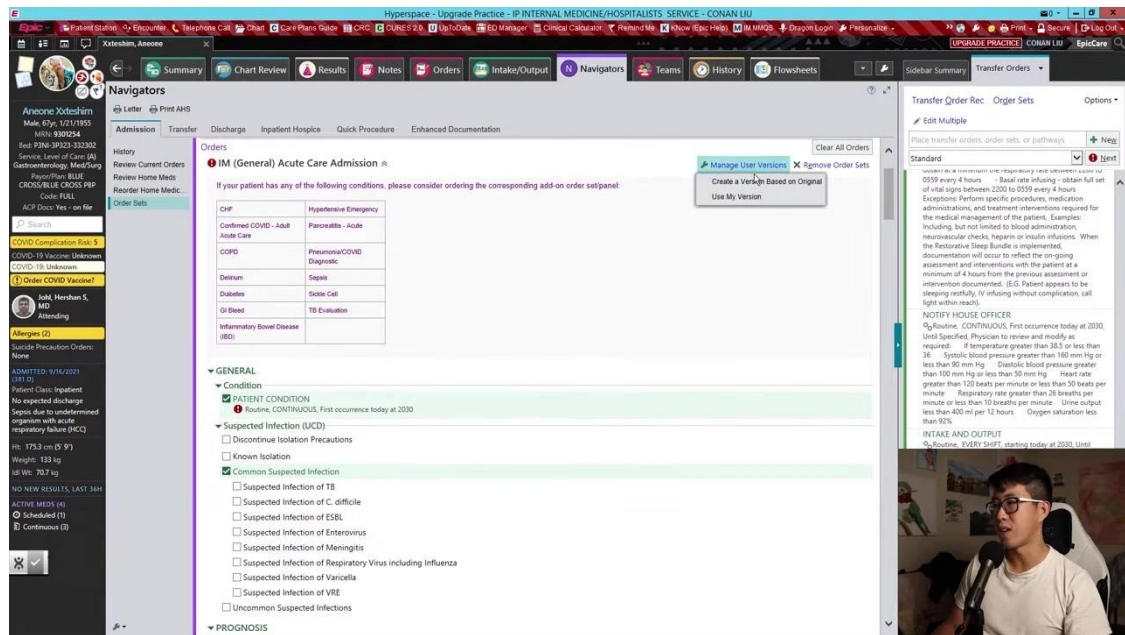
Prerequisites

- Access to a patient's chart in Epic with permissions to create and manage user versions of order sets.
- Familiarity with your standard admission workflow and the order sets you use most often (e.g., "IM (General) Acute Care Admission").

Creating your custom order set

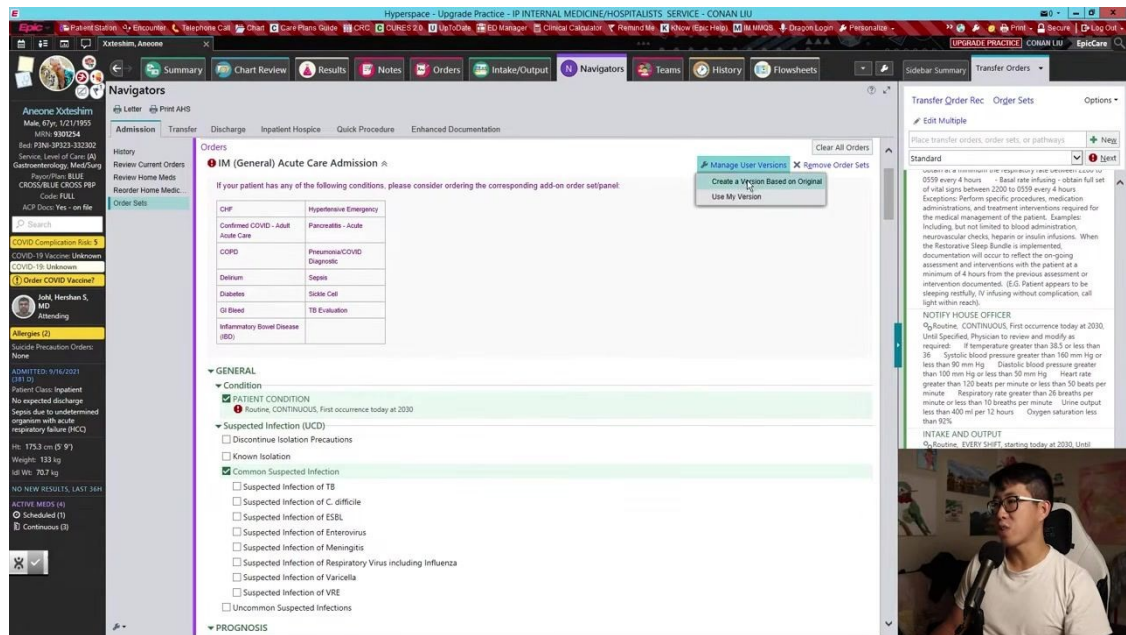
1. Access the admission order sets
Open the patient's chart in Epic and navigate to the Order Sets section under the Admission navigator. Locate the relevant admission order set,

such as "IM (General) Acute Care Admission."



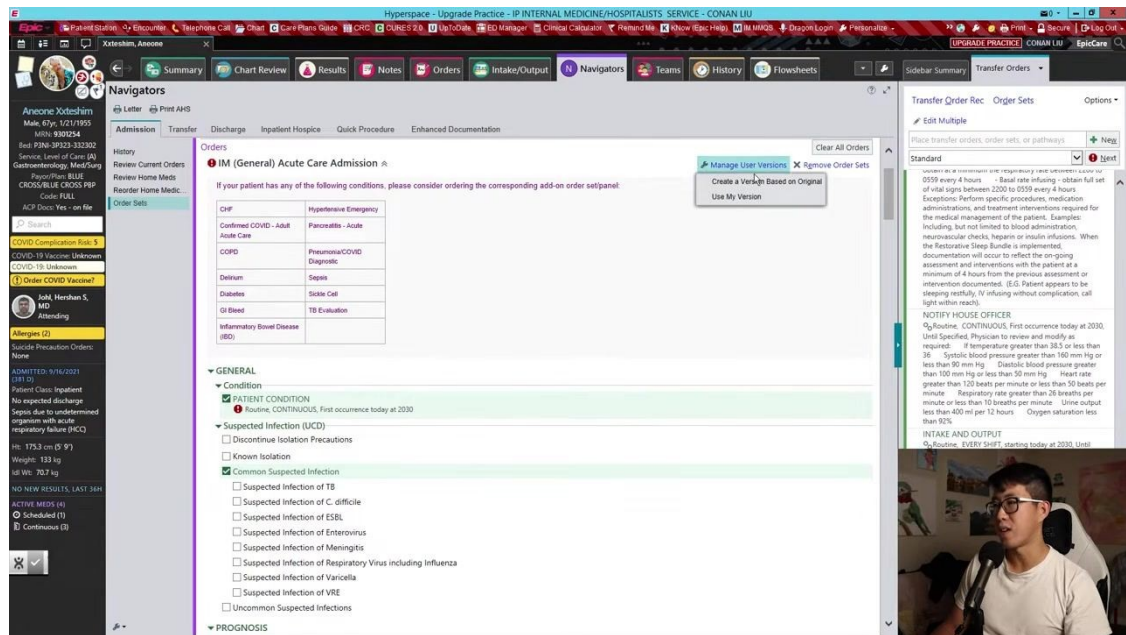
2. Open the desired order set
Click on the order set you want to customize (for example, "IM (General) Acute Care Admission") and wait for it to load.
3. Manage user versions
In the top right corner, click Manage User Versions, then select Create a

Version Based on Original from the dropdown menu.



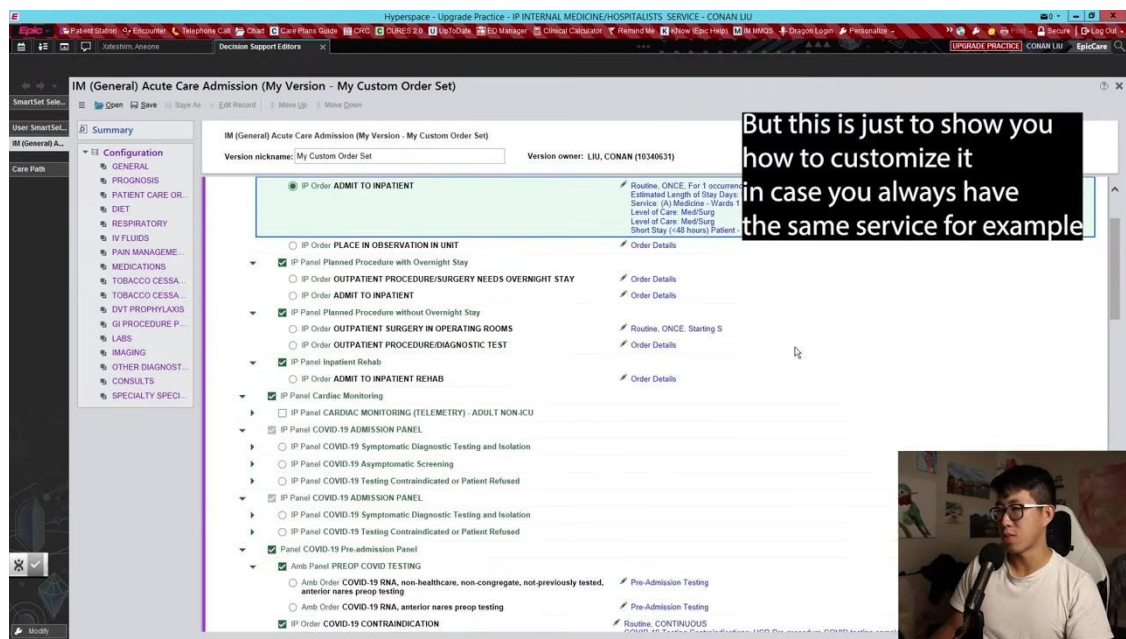
4. Name your custom order set
On the new page that opens for your custom version, enter a version nickname in the provided field (for example, "My Custom Order Set"). Confirm that your name appears as the version owner.
5. Configure frequently used options
In the configuration menu, expand relevant sections such as Admit to Hospital, Condition, and others as needed. Select the options you use

most frequently so they are included in your default order set.



6. Specify admission details

Click into the Admit to Hospital section. For Admit to Inpatient, select: Fill in any other required fields, such as estimated length of stay and attending physician, if prompted.



- Service: "Medicine - Wards 1"

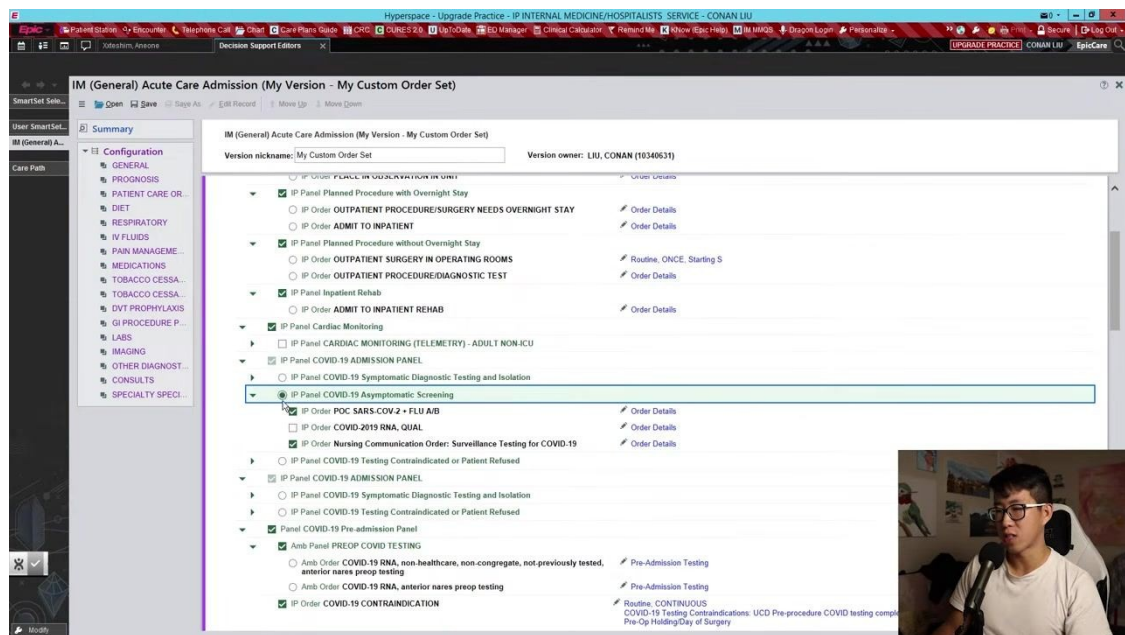
- Level of Care: "Med/Surg"
- Short Stay: "No" (not a short stay)

7. Deselect unnecessary default orders

Review the list of default orders and uncheck any you do not want included by default (for example, "Cardiac Monitoring (Telemetry) - Adult Non-ICU").

8. Add additional screening or panels

Scroll to relevant panels, such as COVID-19 screening, and select COVID-19 Asymptomatic Screening if this is part of your routine.



9. Set patient condition

Go to the Condition section and set Patient Condition to "Fair" or your preferred default.

10. Save and use your custom order set

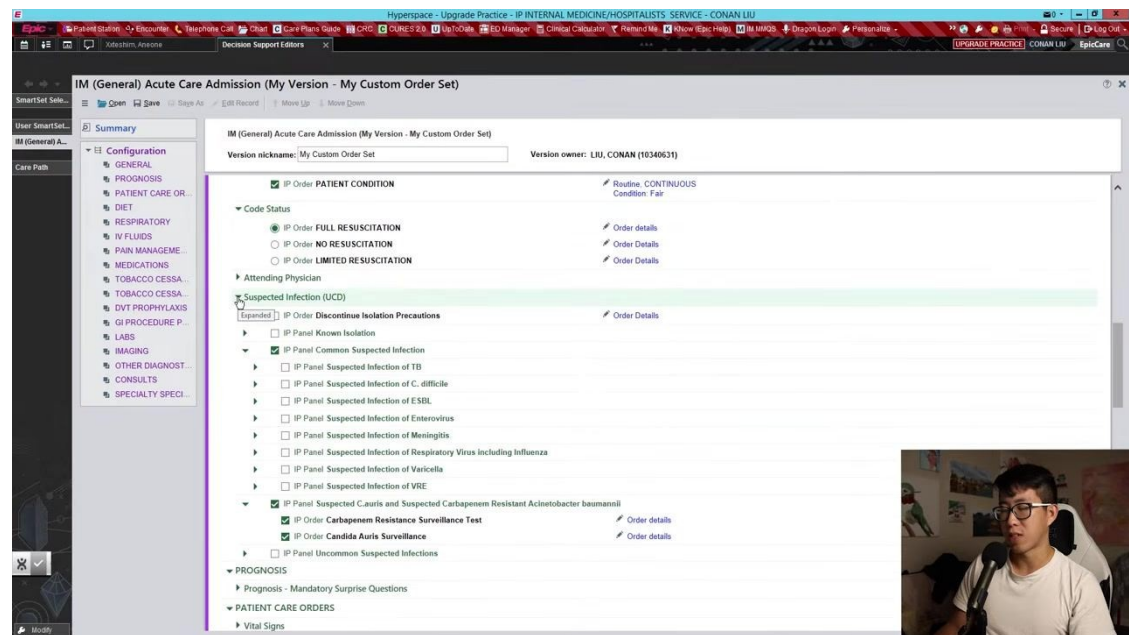
Once all selections are made, save your custom order set. Use this version for future admissions to streamline your workflow.

By completing these steps, you will have a personalized admission order set in Epic, pre-filled with your most common selections, saving time and reducing repetitive data entry.

Configuring code status, prognosis, and patient care orders

11. Set code status and suspected infection defaults

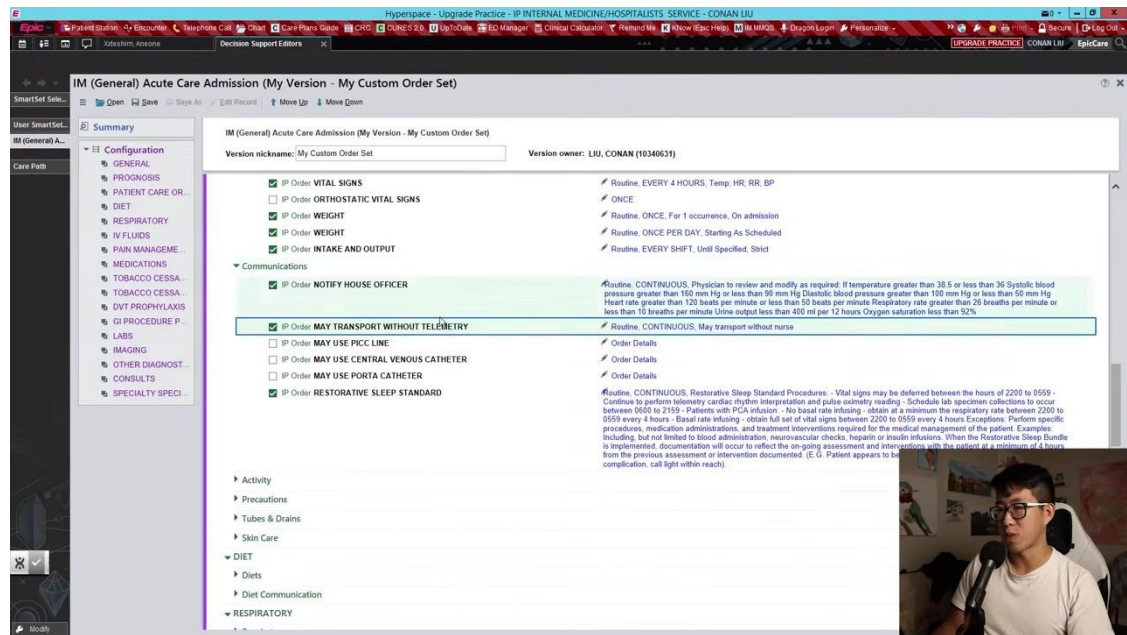
In the Code Status section, select Full Resuscitation as the default. In the Suspected Infection section, do not select any default options, since this is typically determined case-by-case.



12. Configure prognosis

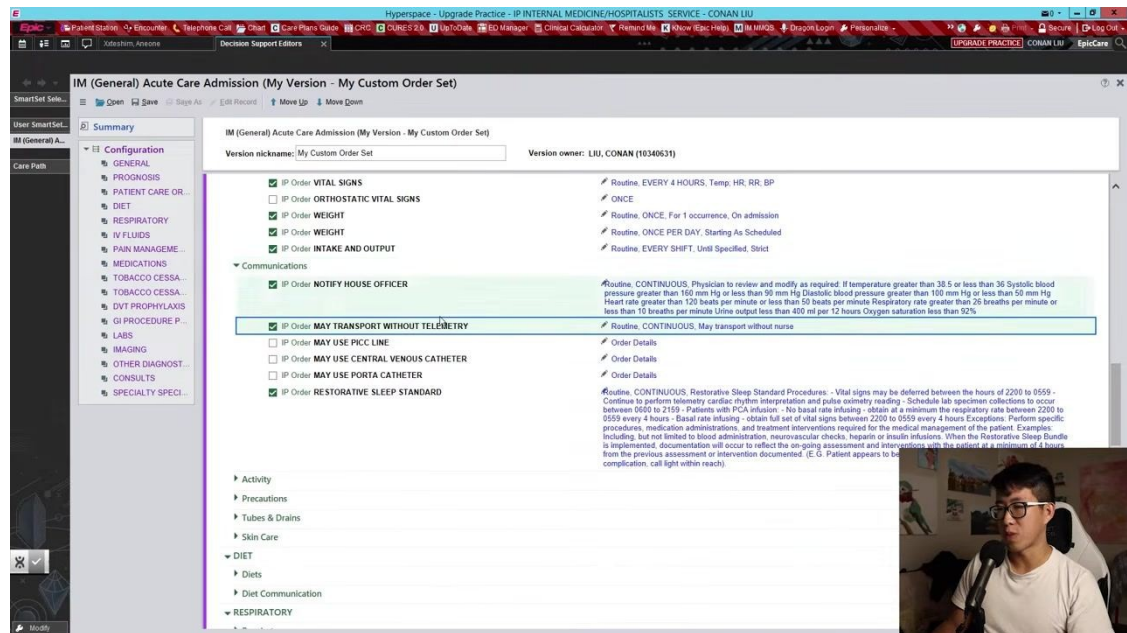
In the Prognosis section, under Mandatory Surprise Questions, select Yes, I WOULD BE SURPRISED if the patient died in the next six months as your

default.



13. Set patient care orders: vital signs and intake/output

In the Vital Signs section, set: These settings ensure frequent monitoring and documentation.



- Routine, EVERY 4 HOURS, Temp, HR, RR, BP

- Weight: "ONCE, For 1 occurrence, On admission" and "ONCE PER DAY, Starting As Scheduled"
- Intake and Output: "EVERY SHIFT, Until Specified, Strict"

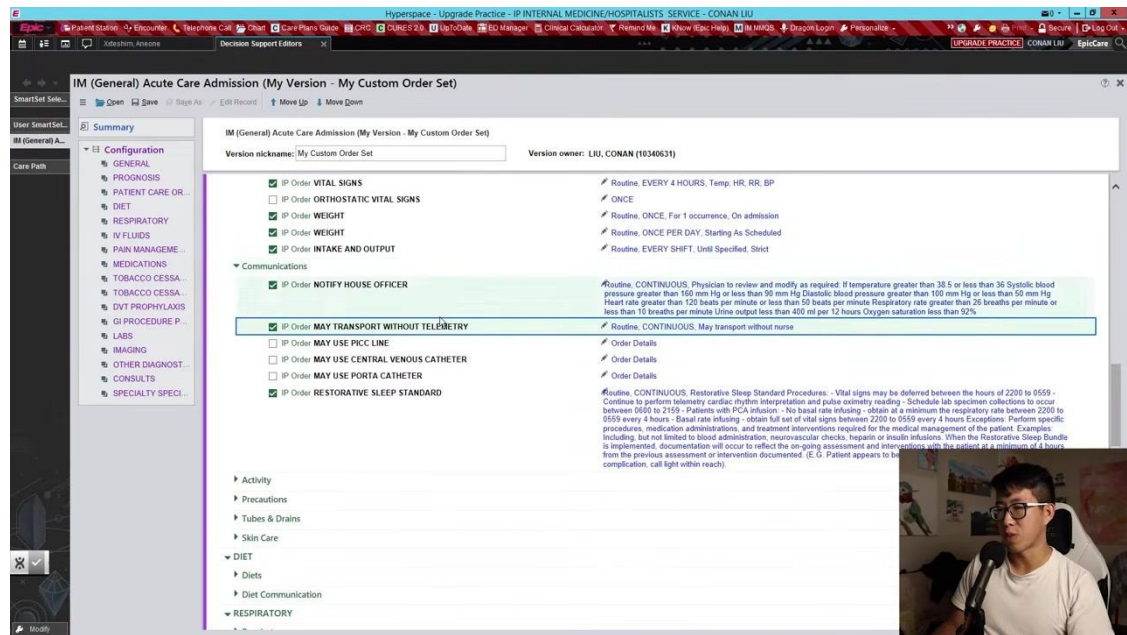
14. Set communication preferences

In the Communications section, select May Transport Without Telemetry as a default. Leave other communication options at their default settings unless you have specific preferences.

15. Set activity and precautions

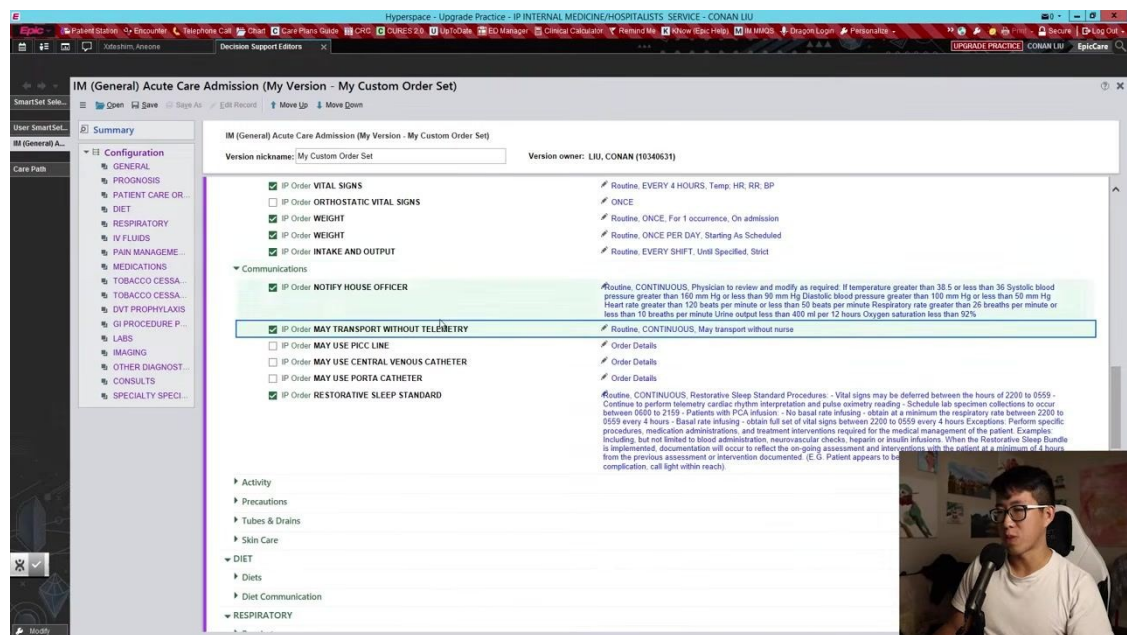
Leave the Activity section as default unless you have a standard preference. In the Precautions section, set No risk precautions as the default, and leave Physical Restrictions as routine unless otherwise

needed.



16. Set diet orders

In the Diet section, do not select a default diet (such as "Regular Diet") unless you always use the same diet for admissions. This prevents accidental default orders for patients with special dietary needs.



17. Set respiratory orders

In the Respiratory section, select Pulse Oximetry with Vitals (Routine, Continuous) and set Oxygen Therapy to "Routine, Continuous. Keep oxygen sats greater than 92%." Optionally, add orders for nasal cannula or other respiratory support as needed.

The screenshot displays the EpicCare EMR interface for the 'IM (General) Acute Care Admission' order set. The left sidebar shows the 'Configuration' menu with 'PAIN MANAGEMENT' selected. The main content area shows the 'PAIN MANAGEMENT ORDERS' section, which is expanded to show 'Pain Management - PO/IV'. Under this section, the 'IP Panel Normal Renal Function' is selected. The 'IP Panel NON-OPPIOID MEDICATIONS SCHEDULED OR PRN FOR MILD PAIN' section is expanded, showing the 'IP Panel Acetaminophen' option selected. The 'IP Panel OPIOID REGIMEN FOR MODERATE PAIN, SEVERE PAIN, AND RESCUE' section is also expanded, showing the 'IP Panel Oral Oxycodone PRN + RESCUE [Oral Oxycodone + IV] - PREFERRED' option selected. The right sidebar shows a video feed of a person.

18. Set pain management orders

In the Pain Management section, under Non-Opioid Medications Scheduled or PRN for Mild Pain, select Acetaminophen Tablet 650 mg – PRN, ORAL, EVERY 4 HOURS IF NEEDED, Until Discontinued. Avoid

selecting the suppository form unless specifically needed.

IM (General) Acute Care Admission (My Version - My Custom Order Set)

Version nickname: My Custom Order Set Version owner: LIU, CONAN (10340631)

☐ IP Panel HEATING PAD

☒ IP Panel NON OPIOID MEDICATIONS SCHEDULED OR PRN FOR MILD PAIN

- ☐ IP Panel Acetaminophen
- ☐ IP Order Acetaminophen Tablet 1000 mg - Scheduled
- ☐ IP Order Acetaminophen Tablet 650 mg - Scheduled
- ☐ IP Panel Acetaminophen IV or Tablet x 2 doses, followed by Tablet - Scheduled
- ☒ IP Order Acetaminophen Tablet 650 mg - PRN
- ☐ IP Order Acetaminophen Suppository 650 mg - PRN
- ☐ IP Panel Acetaminophen Tablet or Suppository 650 mg panel - PRN
- ☐ IP Panel Non-Steroidal Anti-Inflammatory
- ☐ IP Panel Gabapentin Oral
- ☐ IP Order Lidocaine (LIDODERM) 5% Patch - CAUTION: If patient is receiving other local anesthetics, adding lidocaine patch increases risk of local anesthetic systemic toxicity (LAST). Heating pad and lidocaine patch should not be used simultaneously. Use with caution in acutely ill patients.

☒ IP Panel OPIOID REGIMEN FOR MODERATE PAIN, SEVERE PAIN, AND RESCUE

- ☐ IP Panel Oral Oxycodone PRN + RESCUE [Oral Oxycodone +*iv*, *iv*] - PREFERRED
- ☐ IP Panel Oral Hydrocodone/Acetaminophen (NORCO) PRN + RESCUE [Oral Hydrocodone/Acetaminophen (NORCO) +*iv*, *iv*]
- ☐ IP Panel IV Morphine while NPO - Oral Oxycodone if Tolerating PO PRN + RESCUE [IV Morphine or Oral Oxycodone]
- ☐ IP Panel IV Morphine PRN + RESCUE [IV Morphine]
- ☐ IP Panel IV Hydromorphone PRN + RESCUE [IV Hydromorphone]

☒ IP Panel SUPPORTIVE CARE MEDICATIONS FOR OPIOID THERAPY

- ☐ IP Panel Bowel Care - RECOMMENDED
- ☐ IP Order Ceftriaxone (ZYRTEC) Tablet for Itching
- ☐ IP Order Ondansetron (ZOFIRAN) IV
- ☐ IP Panel Moderate Renal Impairment (CrCl 30 to 60 mL/min)
- ☐ IP Panel Severe Renal Impairment (CrCl less than 30 mL/min) or Acute Kidney Injury

CONTINUOUS. Apply heat to affected area for 20 minutes, remove heat for 20 minutes. Repeat cycle while awake for 3 days.

1,000 mg. ORAL EVERY 6 HOURS

650 mg. ORAL EVERY 6 HOURS

650 mg. ORAL EVERY 4 HOURS IF NEEDED. Until Discontinued

650 mg. RECTALLY EVERY 4 HOURS IF NEEDED. Until Discontinued

patch, Transdermal EVERY 24 HOURS NOW. Apply to... Remove patch 12 hours after applied. Max 3 patches. For Home Patch or ointment removal, complete documentation in the SmartSet rows. If opioid or unknown patch, complete the waste process in Pyxis. Upon change of nurse and/or transfer, verify patch placement and document Assumed care in the MAR. Patch can be cut into smaller shapes to custom fit area of pain prior to removal of release liner. Avoid contact with water, external heat sources. Do not apply to open wounds. Initiated for acute pain management, please re-evaluate upon discharge. See PCS Policy IV-39, Transdermal Medication Administration, including Fentanyl Patches.

10 mg. ORAL EVERY 24 HOURS IF NEEDED. Itching

4 mg. IV EVERY 8 HOURS IF NEEDED. nausea/vomiting

19. Set bowel care and insomnia orders

In the Bowel Care section, select Miralax and PRN Bisacodyl as default bowel care medications. In the Insomnia section, select Melatonin 3 mg, daily at bedtime as the default insomnia medication.

IM (General) Acute Care Admission (My Version - My Custom Order Set)

Version nickname: My Custom Order Set Version owner: LIU, CONAN (10340631)

☐ IP Panel DSW

☒ IP Panel NON PHARMACOLOGIC PAIN TREATMENT OPTIONS

- ☐ IP Order ELEVATE LEG
- ☐ IP Order ELEVATE ARM
- ☐ IP Order ICE PACK
- ☐ IP Order HEATING PAD

☒ IP Panel NON OPIOID MEDICATIONS SCHEDULED OR PRN FOR MILD PAIN

- ☐ IP Panel Acetaminophen
- ☐ IP Panel Non-Steroidal Anti-Inflammatory
- ☐ IP Panel Gabapentin Oral
- ☐ IP Order Lidocaine (LIDODERM) 5% Patch - CAUTION: If patient is receiving other local anesthetics, adding lidocaine patch increases risk of local anesthetic systemic toxicity (LAST). Heating pad and lidocaine patch should not be used simultaneously. Use with caution in acutely ill patients.

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- ☐ IP Panel Oral Oxycodone PRN + RESCUE [Oral Oxycodone +*iv*, *iv*] - PREFERRED
- ☐ IP Panel Oral Hydrocodone/Acetaminophen (NORCO) PRN + RESCUE [Oral Hydrocodone/Acetaminophen (NORCO) +*iv*, *iv*]
- ☐ IP Panel IV Morphine while NPO - Oral Oxycodone if Tolerating PO PRN + RESCUE [IV Morphine or Oral Oxycodone]
- ☐ IP Panel IV Morphine PRN + RESCUE [IV Morphine]
- ☐ IP Panel IV Hydromorphone PRN + RESCUE [IV Hydromorphone]

☒ IP Panel SUPPORTIVE CARE MEDICATIONS FOR OPIOID THERAPY

- ☐ IP Panel Bowel Care - RECOMMENDED
- ☐ IP Order Ceftriaxone (ZYRTEC) Tablet for Itching
- ☐ IP Order Ondansetron (ZOFIRAN) IV
- ☐ IP Panel Moderate Renal Impairment (CrCl 30 to 60 mL/min)
- ☐ IP Panel Severe Renal Impairment (CrCl less than 30 mL/min) or Acute Kidney Injury

Elevate affected lower extremity, toes above the level of the heart

Elevate affected upper extremity, fingers above the level of the heart

Apply ice pack to affected area for 20 minutes, remove ice for 20 minutes. Repeat cycle while awake for 3 days.

CONTINUOUS. Apply heat to affected area for 20 minutes, remove heat for 20 minutes. Repeat cycle while awake for 3 days.

patch, Transdermal EVERY 24 HOURS NOW. Apply to... Remove patch 12 hours after applied. Max 3 patches. For Home Patch or ointment removal, complete documentation in the SmartSet rows. If opioid or unknown patch, complete the waste process in Pyxis. Upon change of nurse and/or transfer, verify patch placement and document Assumed care in the MAR. Patch can be cut into smaller shapes to custom fit area of pain prior to removal of release liner. Avoid contact with water, external heat sources. Do not apply to open wounds. Initiated for acute pain management, please re-evaluate upon discharge. See PCS Policy IV-39, Transdermal Medication Administration, including Fentanyl Patches.

10 mg. ORAL EVERY 24 HOURS IF NEEDED. Itching

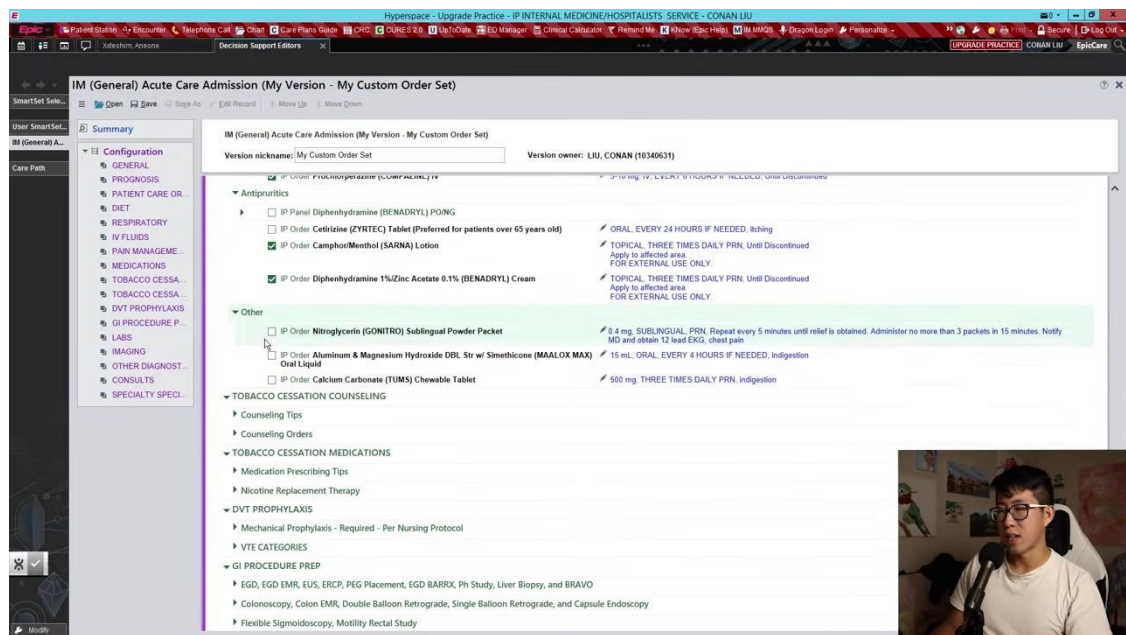
4 mg. IV EVERY 8 HOURS IF NEEDED. nausea/vomiting

By completing these steps, your custom admission order set will be further tailored to your workflow, reducing repetitive selections and ensuring your most common orders are pre-filled for every new admission. Continue to review and adjust each section as needed for your clinical practice.

Finalizing labs, imaging, consults, and saving your order set

20. Review and adjust antiemetics, antipyretics, and other medications

Leave the Antiemetics and Antipyretics sections as they are, with no changes to the default selections. In the Other medications section, do not select any additional medications unless you have a standard preference. For Tobacco Cessation, do not make changes unless you routinely prescribe these interventions. In the DVT Prophylaxis section, leave blank unless you always order a specific medication (for example, Lovenox); if so, select Lovenox as your default, otherwise leave it unselected.



21. Configure routine labs

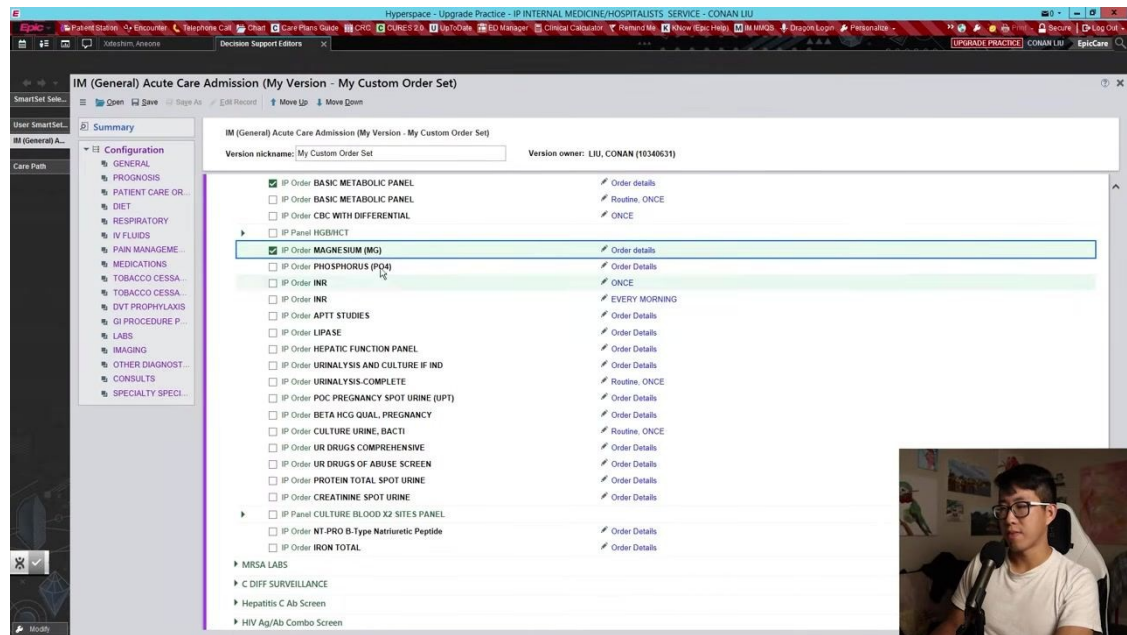
Navigate to the Labs section and expand Routine Labs:

- Select CBC with Differential as a default order, and remove the "3 occurrences" option so it is ordered once every morning instead of three times.

-

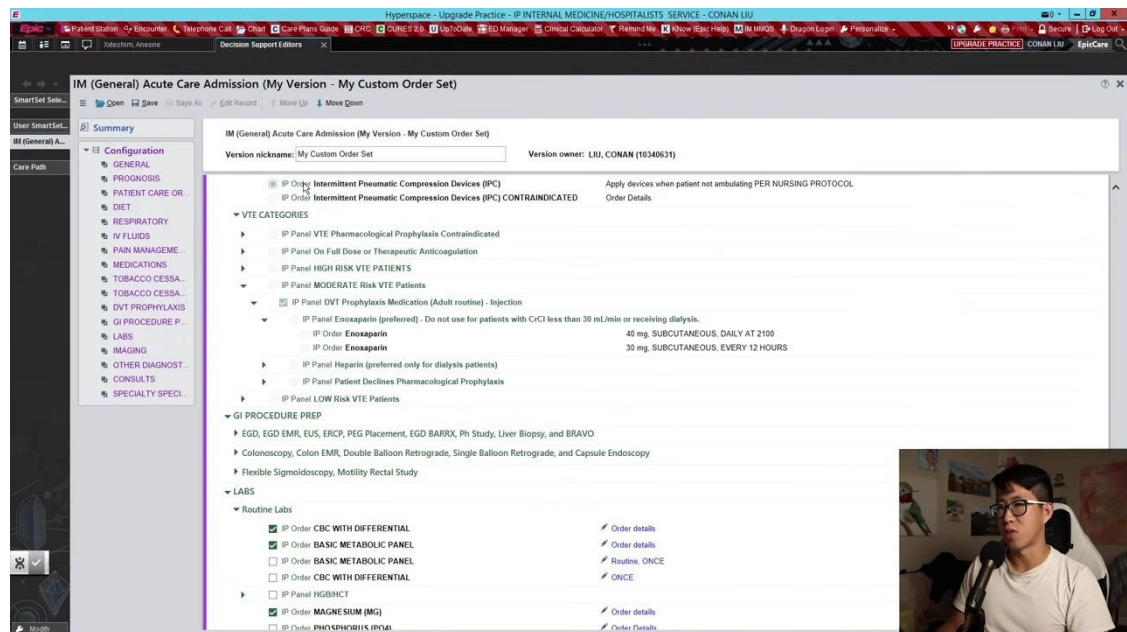
22. Skip general imaging unless needed
Do not select any default imaging orders (for example, Chest X-ray), as these are typically completed in the Emergency Department.
23. Add a Physical Therapy Evaluation consult
In the Consults section, under Ancillary, select Physical Therapy Eval & Ongoing TX. Set the condition to be evaluated or treated as "Assess mobility needs," and set the timing to Routine, specifying that the

evaluation should occur within 48 hours.



24. Save your custom order set

Once all desired defaults are set, click Save at the top of the screen to save your custom admission order set. Confirm that your new order set appears in the list of available order sets under your chosen name (for example, "My Custom Order Set").



By completing these steps, you ensure your custom admission order set is tailored to your workflow, with frequently used labs, consults, and medication orders pre-filled. This streamlines the admission process and reduces repetitive data entry for each new patient. Continue to review and update your order set as your clinical practice evolves.

Using your order set during a patient admission

25. Observe patient condition updates

Notice that the patient's condition is automatically updated in Epic after entering relevant information. The "IM (General) Acute Care Admission" navigator displays the updated patient condition under the GENERAL section (for example, "PATIENT CONDITION: Routine, Continuous, first occurrence today at 2045"). Review any suggested infection precautions and common suspected infections listed.

The screenshot shows the Epic EMR interface for a patient named Aronice Xoteshim. The 'IM (General) Acute Care Admission' navigator is active, displaying various sections including 'Admission', 'Transfer', 'Discharge', 'Inpatient Hospice', 'Quick Procedure', and 'Enhanced Documentation'. The 'PATIENT CARE ORDERS' section is expanded, showing 'Vital Signs', 'ORTHOSTATIC VITAL SIGNS', 'WEIGHT', 'INTAKE AND OUTPUT', and 'Communications'. The 'PROGNOSIS' section is also visible, with a mandatory surprise question: 'Would you be surprised if the patient died in the next six months?'. The answer is 'YES, I WOULD BE SURPRISED if the patient died in the next six months'.

26. Review prognosis and patient care orders

Check the mandatory prognosis question, "Would you be surprised if the patient died in the next six months?" and ensure it is answered (for example, "YES, I WOULD BE SURPRISED if the patient died in the next six months"). Review and confirm patient care orders such as:

- Vital Signs: "Routine, EVERY 4 HOURS, first occurrence today at 2045"
- Notify House Officer: "Routine, CONTINUOUS, first occurrence today at 2045"
- May Transport Without Telemetry: "Routine, CONTINUOUS, first occurrence today at 2045"
- Intake and Output, Weight, and other relevant orders

The screenshot shows the Epic EMR interface for a patient named Anwar Khatib. The central panel displays various order sets, including 'OPIOID REGIMEN FOR MODERATE PAIN, SEVERE PAIN, AND RESCUE' and 'SUPPORTIVE CARE MEDICATIONS FOR OPIOID THERAPY'. The right sidebar shows 'Transfer Orders' and 'Order Sets' with specific orders for 'MAY TRANSPORT WITHOUT TELEMETERY' and 'NOTIFY HOUSE OFFICER'.

Epic navigator showing the prognosis question, vital signs, and patient care orders

27. Verify pain management and medication orders

Confirm pain management orders based on renal function (for example, "Creatinine Blood: 1.20, Date/Time: 09/19/2021 1000, Normal Renal Function"). Review available pain management options (PO/IV, local pain, complex pain) and check for supportive care medications for opioid therapy, such as Bowel Care, Cetirizine for itching, and Ondansetron for nausea. Review additional medication orders such as Bisacodyl for bowel

care.

Hyperspace - Upgrade Practice - IP INTERNAL MEDICINE/HOSPITALISTS SERVICE - CONAN LIU

Transfer Order Rec

Transfer Orders

Options

Standard

documentation will occur to reflect the on-going assessment and interventions with the patient at a minimum of 4 hours from the previous assessment or intervention documented. (E.G. Patient appears to be sleeping restfully, IV infusing without complication, call light within reach)

MAY TRANSPORT WITHOUT TELEMETRY

Q/Routine, CONTINUOUS, First occurrence today at 2045, Unit Specified, May transport without nurse

NOTIFY HOUSE OFFICER

Q/Routine, CONTINUOUS, First occurrence today at 2045, Unit Specified, Physician to review and modify as required

If temperature greater than 38.5 or less than 36

Systolic blood pressure greater than 160 mm Hg or less than 90 mm Hg

Diastolic blood pressure greater than 100 mm Hg or less than 50 mm Hg

Heart rate greater than 120 beats per minute or less than 50 beats per minute

Respiratory rate greater than 26 breaths per minute or less than 10 breaths per minute

Urine output less than 400 ml per 12 hours

Oxygen saturation less than 92%

INTAKE AND OUTPUT

Q/Routine, EVERY SHIFT, starting today at 2045, Unit Specified, Strict

WEIGHT

Q/Routine, ONCE PER DAY, First occurrence tomorrow at 0900, Unit Specified

28. Utilize opioid regimens and supportive care medications

Select appropriate opioid regimens for moderate or severe pain and rescue (for example, "Oral Oxycodone PRN + RESCUE (Oral Hydrocodone/Acetaminophen (NORCO) +/- IV)"). Ensure supportive care medications for opioid therapy are checked as needed, and review and select additional

pain management and supportive care options as appropriate.

The screenshot shows the Epic Hyperspace interface for a patient named Xeteshim, Annone. The 'Order Sets' section is highlighted, showing a list of orders including 'Acetaminophen Tablet or Suppository 650 mg panel - PRN', 'Lidocaine (LIDODERM) 5 % Patch', and 'OPIOID REGIMEN FOR MODERATE PAIN, SEVERE PAIN, AND RESCUE'. The 'OPIOID REGIMEN' section is expanded, showing details for 'Doses may be changed, but opioid range doses are NOT permitted.' and 'Supportive Care Medications for Opioid Therapy'.

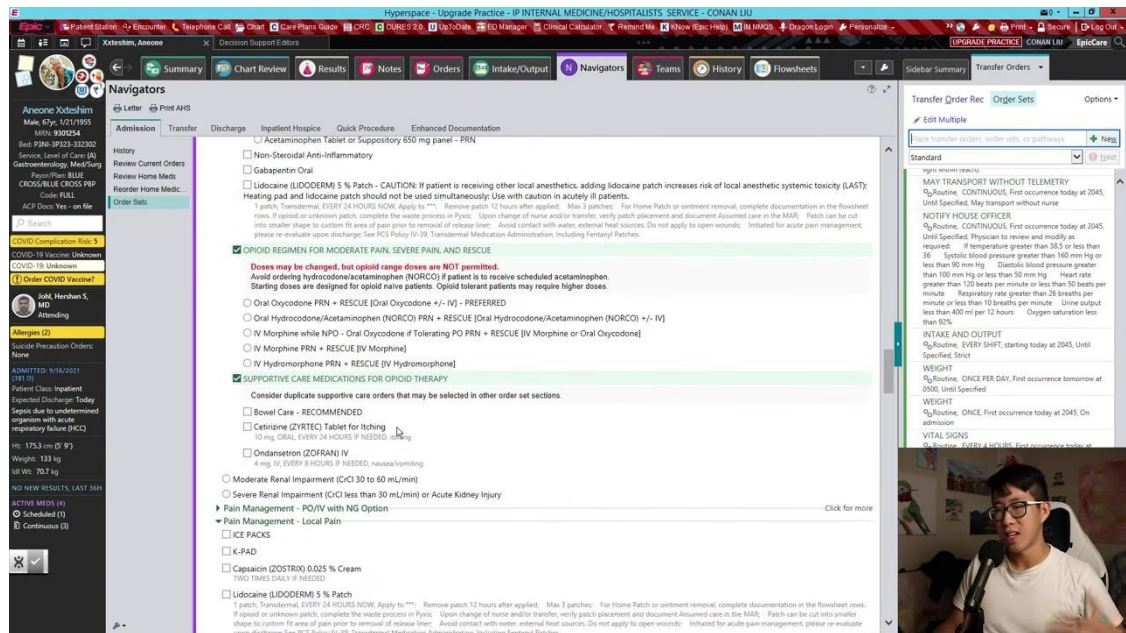
29. Access and review lab and surveillance orders

Scroll through the navigator to review lab orders such as Hepatic Function Panel ("Routine, ONCE, today at 2045"), INR, APTT Studies, Urinalysis, MRSA Labs, Diff Surveillance, and Imaging. Confirm that all necessary labs and surveillance tests are included in the admission order set.

The screenshot shows the Epic Hyperspace interface for a patient named Xeteshim, Annone. The 'Order Sets' section is highlighted, showing a list of orders including 'PAIN MANAGEMENT - PO/IV', 'PAIN MANAGEMENT - PO/IV with NG Option', and 'PAIN MANAGEMENT - Local Pain'. The 'PAIN MANAGEMENT - PO/IV' section is expanded, showing details for 'Lab Results' and 'PAIN MANAGEMENT - PO/IV with NG Option'.

30. Search and select custom order sets

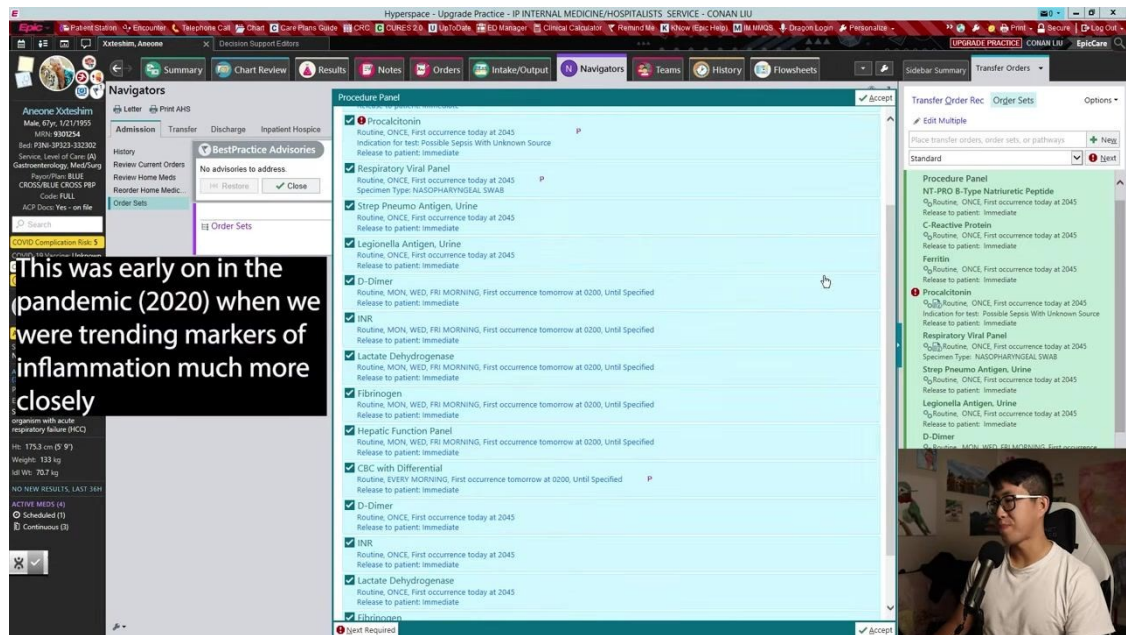
Use the search bar to find specific order sets or panels, such as "COVID."
Review available order sets, panels, medications, and procedures. For example, select "Conan's COVID Labs" from the procedures list for frequently used COVID-related tests.



31. Review and accept predefined order panels

Examine the contents of the selected order panel, which may include Procalcitonin, Respiratory Viral Panel, Strep Pneumo Antigen, Legionella Antigen, D-Dimer, INR, Lactate Dehydrogenase, Fibrinogen, Hepatic Function Panel, CBC with Differential, Ferritin, C-Reactive Protein, and NT-PRO B-Type Natriuretic Peptide. Note the frequency and timing for each test (for example, "Routine, MON, WED, FRI MORNING, first occurrence tomorrow at 0200"), then accept the order panel to add all selected tests

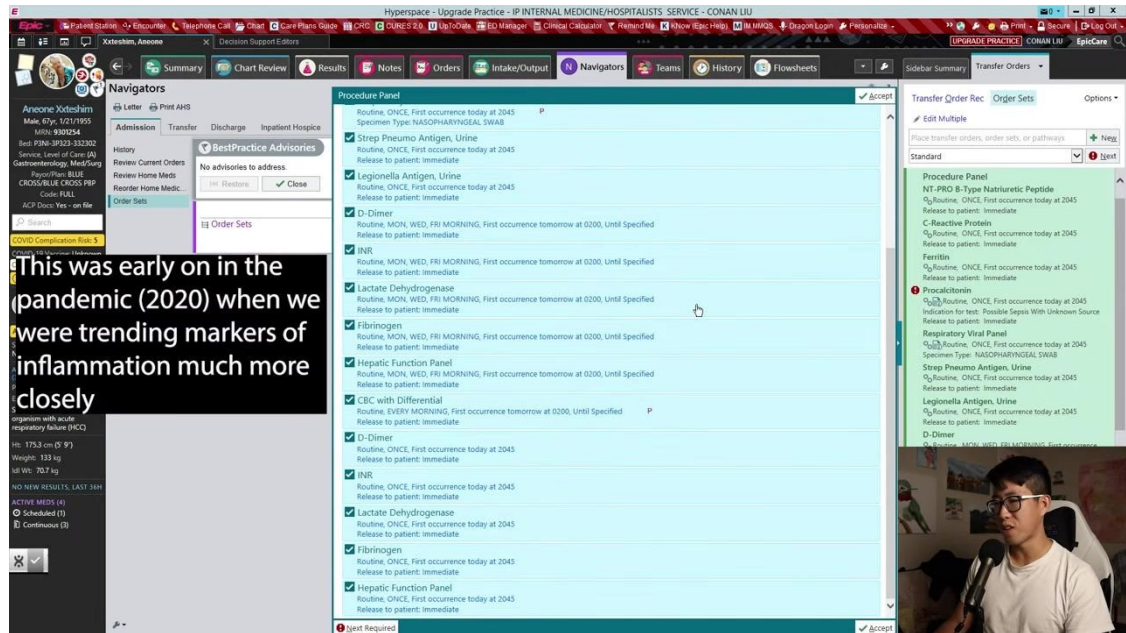
to the patient's orders.



32. Customize and build your own order set

To create a custom order set, use the search bar to find and add specific labs or procedures. For example, search for "IRON" and add "IRON TOTAL," "TRANSFERRIN," "FERRITIN," and "Vitamin B12" to your custom panel. Select each desired procedure from the search results and add it to your

order set.



By following these steps, you can efficiently update patient conditions, review and confirm all necessary orders, utilize predefined or custom order sets, and streamline the patient admission process in Epic.

Creating, saving, and reusing custom order panels

33. Accept and finalize your custom order set

After building your custom order set (for example, adding labs like IRON TOTAL, TRANSFERRIN, FERRITIN, VITAMIN B12, FOLATE, and Vitamin D 25 Hydroxy), review the list of medications and procedures in the Order and Order Set Search window. Click Accept to finalize and save your selections. The right sidebar displays the selected procedures under New

Orders, confirming they are ready for submission.

The screenshot shows the Epic Hyperspace interface with the 'Order and Order Set Search' window open. The window displays a list of medications and procedures. The 'Medications' section is expanded, showing a table with columns for Name, Dose, Route, Frequency, Phase of, and Code. The 'Procedures' section is also expanded, showing a table with columns for Name, Summary, Pref List, Section, Phase of, and Code. The 'Options' menu is visible on the right side of the window.

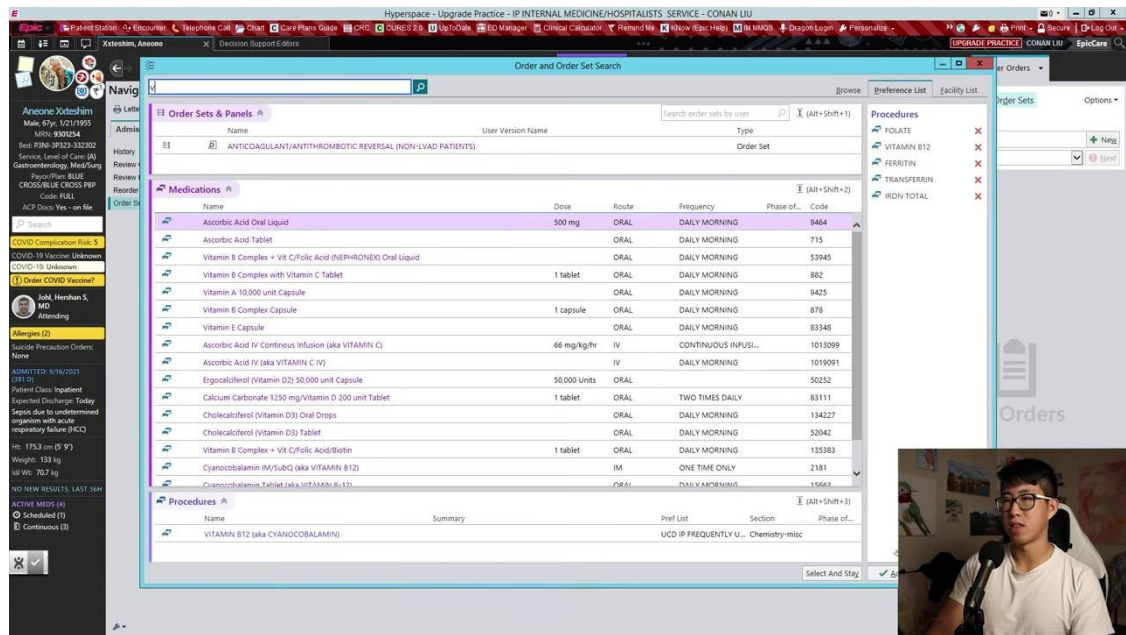
Name	Dose	Route	Frequency	Phase of	Code
Ascorbic Acid Oral Liquid	500 mg	ORAL	DAILY MORNING		9464
Ascorbic Acid Tablet		ORAL	DAILY MORNING		715
Vitamin B Complex + Vit C/folic Acid (NEPHRONEX) Oral Liquid		ORAL	DAILY MORNING		53945
Vitamin B Complex with Vitamin C Tablet	1 tablet	ORAL	DAILY MORNING		882
Vitamin A 10,000 unit Capsule		ORAL	DAILY MORNING		9425
Vitamin B Complex Capsule	1 capsule	ORAL	DAILY MORNING		878
Vitamin E Capsule		ORAL	DAILY MORNING		83348
Ascorbic Acid IV Continuous Infusion (aka VITAMIN C)	66 mg/kg/hr	IV	CONTINUOUS INFUS...		1013099
Ascorbic Acid IV (aka VITAMIN C IV)		IV	DAILY MORNING		1019091
Ergocalciferol (Vitamin D2) 50,000 unit Capsule	50,000 Units	ORAL			50252
Calcium Carbonate 1250 mg/Vitamin D 200 unit Tablet	1 tablet	ORAL	TWO TIMES DAILY		83111
Cholecalciferol (Vitamin D3) Oral Drops		ORAL	DAILY MORNING		134227
Cholecalciferol (Vitamin D3) Tablet		ORAL	DAILY MORNING		53042
Vitamin B Complex + Vit C/folic Acid/Biotin	1 tablet	ORAL	DAILY MORNING		135383
Cyanocobalamin IM/SubQ (aka VITAMIN B12)		IM	ONE TIME ONLY		2181
Cyanocobalamin Tablet (aka VITAMIN B12)		ORAL	DAILY MORNING		15663

Name	Summary	Pref List	Section	Phase of	Code
VITAMIN B12 (aka CYANOCOBALAMIN)		UCD IP FREQUENTLY U...	Chemistry-misc		

34. Access the Add to Preference List window

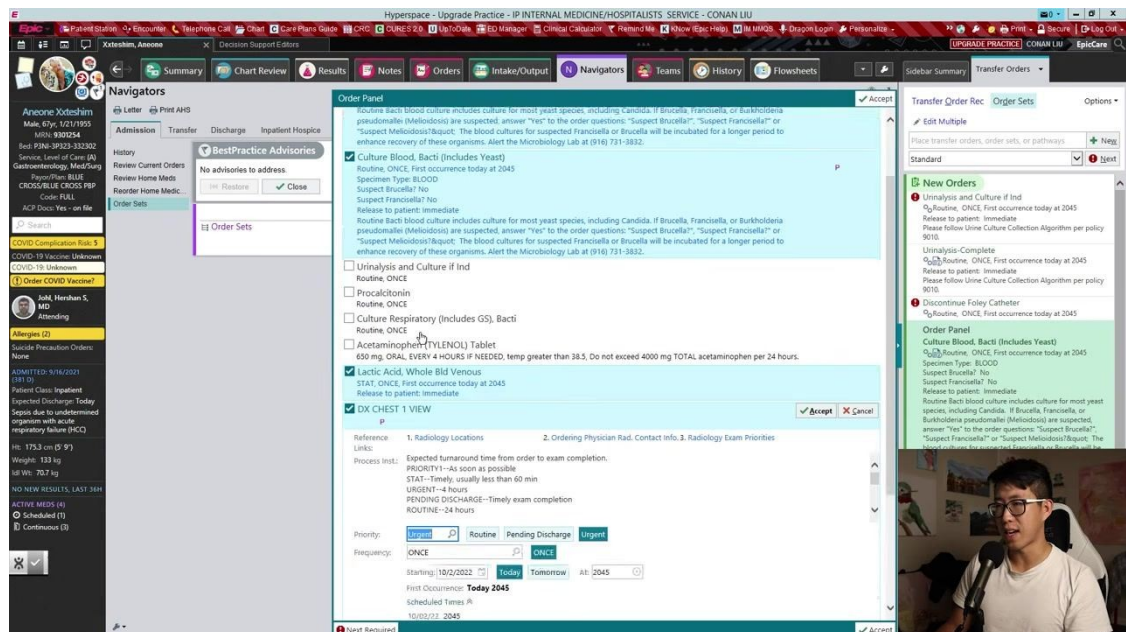
Navigate to the Options menu and choose to add your custom order set to your preference list. In the Add to Preference List window, enter a display name for your order panel in the Display Name field (for example, "Conan's Nutrition Panel"). Ensure all desired orders are listed in the Order Panel section; you can remove any items by clicking Remove next to each order. Click Accept to save the custom panel to your preference list for future

use.



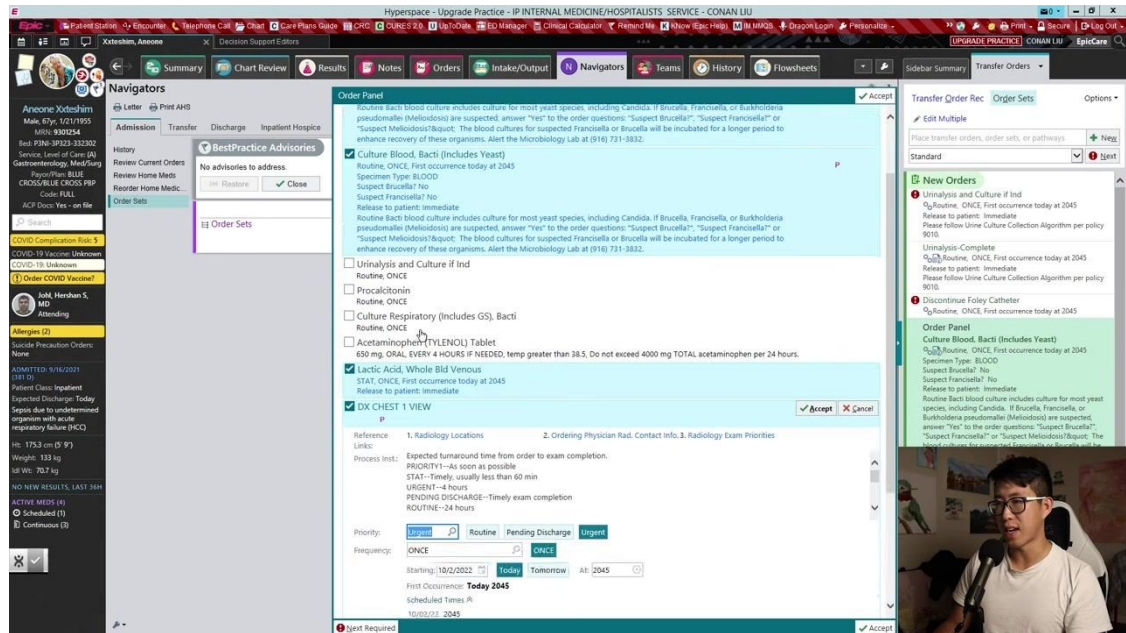
35. Search and retrieve custom order panels

To use your saved custom panel, type the relevant keyword (for example, "nutrition") in the order set search bar. Locate your custom panel (for example, "Conan's Nutrition Panel") in the search results under Order Sets & Panels, then click on it to review or add it to the patient's orders.



36. Search for and use other custom panels

You can also search for other panels, such as "fever," to find predefined or custom fever workup panels (for example, "Conan's fever workup"). Review the available order sets and panels in the search results.



37. Review and customize order panel items

When opening a custom panel (for example, a fever workup), review the included orders such as blood cultures, urinalysis, procalcitonin, respiratory cultures, acetaminophen, lactic acid, and chest X-ray. Some items may not be checked by default, allowing you to select only the tests or procedures needed for the current patient. Adjust selections as

appropriate before accepting the panel.

The screenshot shows the Epic Hyperspace interface for a patient named Xeteshim, Aneone. The 'Order Panel' is the central focus, displaying various medical orders. The 'Culture Blood, Bacti (Includes Yeast)' section is expanded, showing options for 'Routine, ONCE, First occurrence today at 2045' and 'Specimen Type: BLOOD'. The 'Lactic Acid, Whole Bld Venous' section is also expanded, showing 'STAT, ONCE, First occurrence today at 2045'. The 'DX CHEST 1 VIEW' section is expanded, showing '1. Radiology Locations' and '2. Ordering Physician Rad. Contact Info'. The 'Transfer Order Rec' section is on the right, showing 'New Orders' and 'Order Panel'. The 'Order Panel' section is on the left, showing 'Admission', 'Transfer', 'Discharge', and 'Inpatient Hospice'.

38. Select additional orders as needed

If desired, check additional boxes for tests such as urinalysis, procalcitonin, or respiratory cultures. Confirm all selections and click Accept to add the chosen orders to the patient's chart.

The screenshot shows the Epic Hyperspace interface for a patient named Xeteshim, Aneone. The 'Order Panel' is the central focus, displaying various medical orders. The 'Culture Blood, Bacti (Includes Yeast)' section is expanded, showing options for 'Routine, ONCE, First occurrence today at 2045' and 'Specimen Type: BLOOD'. The 'Lactic Acid, Whole Bld Venous' section is also expanded, showing 'STAT, ONCE, First occurrence today at 2045'. The 'DX CHEST 1 VIEW' section is expanded, showing '1. Radiology Locations' and '2. Ordering Physician Rad. Contact Info'. The 'Transfer Order Rec' section is on the right, showing 'New Orders' and 'Order Panel'. The 'Order Panel' section is on the left, showing 'Admission', 'Transfer', 'Discharge', and 'Inpatient Hospice'.

39. Complete the order entry process

After accepting the order panel, review the New Orders sidebar to ensure all selected orders are listed and ready for submission. The main navigator returns to the Order Sets section, confirming that the process is complete.

The screenshot displays the Epic Hyperspace interface for a patient named Arnone Xoteshim. The main panel shows the 'Order Panel' with a list of orders. The left sidebar shows the 'Navigators' section with 'Order Sets' selected. The right sidebar shows the 'Transfer Order Rec' section with 'New Orders' listed.

Order Panel:

- ☒ Culture Blood, Bacti (Includes Yeast)
Routine, ONCE, First occurrence today at 2045
Specimen Type: BLOOD
Suspect Brucella? No
Suspect Francisella? No
Release to patient: Immediate
Routine Bacti blood culture includes culture for most yeast species, including Candida. If Brucella, Francisella, or Burkholderia pseudomallei (Melioidosis) are suspected, answer "Yes" to the order questions "Suspect Brucella?", "Suspect Francisella?" or "Suspect Melioidosis?". The blood cultures for suspected Francisella or Brucella will be incubated for a longer period to enhance recovery of these organisms. Alert the Microbiology Lab at (914) 731-3832.
- ☒ Culture Blood, Bacti (Includes Yeast)
Routine, ONCE, First occurrence today at 2045
Specimen Type: BLOOD
Suspect Brucella? No
Suspect Francisella? No
Release to patient: Immediate
Routine Bacti blood culture includes culture for most yeast species, including Candida. If Brucella, Francisella, or Burkholderia pseudomallei (Melioidosis) are suspected, answer "Yes" to the order questions "Suspect Brucella?", "Suspect Francisella?" or "Suspect Melioidosis?". The blood cultures for suspected Francisella or Brucella will be incubated for a longer period to enhance recovery of these organisms. Alert the Microbiology Lab at (914) 731-3832.
- ☐ Urinalysis and Culture if Ind
Routine, ONCE
- ☐ Procalcitonin
Routine, ONCE
- ☐ Culture Respiratory (Includes GS), Bacti
Routine, ONCE
- ☐ Acetaminophen (TYLENOL) Tablet
650 mg, ORAL, EVERY 4 HOURS IF NEEDED, temp greater than 38.5, Do not exceed 4000 mg TOTAL acetaminophen per 24 hours.
- ☒ Lactic Acid, Whole Bld Venous
STAT, ONCE, First occurrence today at 2045
Release to patient: Immediate
- ☒ DX CHEST 1 VIEW
P
Reference: 1. Radiology Locations 2. Ordering Physician Rad. Contact Info 3. Radiology Exam Priorities
Links: STAT-Timely, usually less than 60 min
URGENT-4 hours
PENDING DISCHARGE-Timely exam completion
ROUTINE-24 hours
Expected time from exam completion to radiologist verbal report to ordering physician, sticky note, or dictated electronic note
PRIORITY-30 min
Priority: Urgent P Routine Pending Discharge Urgent

Transfer Order Rec:

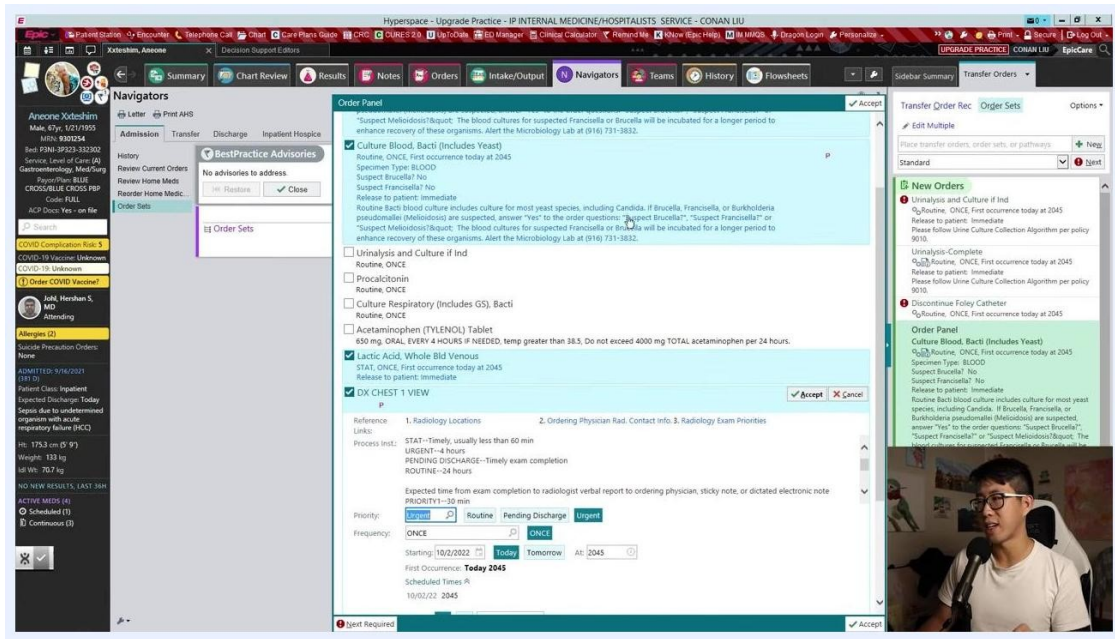
- ☒ New Orders
Unlabeled and Culture if Ind
Q: Routine, ONCE, First occurrence today at 2045
Release to patient: Immediate
Please follow Urine Culture Collection Algorithm per policy 9010.
- ☒ Discontinue Foley Catheter
Q: Routine, ONCE, First occurrence today at 2045

Order Panel:

- ☒ Culture Blood, Bacti (Includes Yeast)
Q: Routine, ONCE, First occurrence today at 2045
Specimen Type: BLOOD
Suspect Brucella? No
Suspect Francisella? No
Release to patient: Immediate
Routine Bacti blood culture includes culture for most yeast species, including Candida. If Brucella, Francisella, or Burkholderia pseudomallei (Melioidosis) are suspected, answer "Yes" to the order questions "Suspect Brucella?", "Suspect Francisella?" or "Suspect Melioidosis?". The blood cultures for suspected Francisella or Brucella will be incubated for a longer period to enhance recovery of these organisms. Alert the Microbiology Lab at (914) 731-3832.

What's next

Once you have finalized your custom order panel, it is saved to your preference list and can be quickly retrieved by keyword search for future admissions. You can continue building additional custom panels for other common clinical scenarios (such as fever workups or nutrition panels) to further streamline your ordering process and ensure consistency in patient care documentation.



End screen with 'Thanks for Watching!', a subscribe reminder, and social media handles