### **Setup Menu**

Under *Practice Options* -> click on *User Settings* -> *Common Codes* 

You can customize:

- Common Test
- Common Diagnosis
- Common Insurance
- Custom Profiles

Edit Patient

Add New Patient

Merge Patient

General Information

Activity Logs
Test Reference

**Practice Options** 

User Profile

**User Settings** 

### Common Tests

Set up groups, put them in the desired order, and add tests under each group to easily reach common tests while placing lab orders

Ex. Groups naming and orders

### Custom Profiles

Create custom profiles to order groups of tests in one click

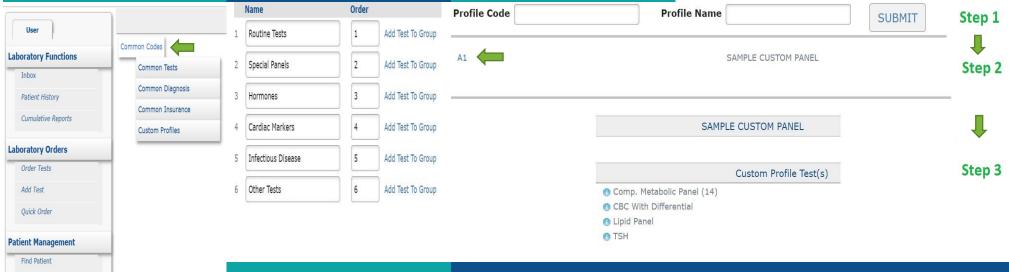
Follow the steps

- 1- Choose a code and name
- 2- Click on the profile code
- 3- Add\edit tests to profile
- 4- Add profile to group (Refer to common tests)

# EASE OF ORDERING SETUP

Lifepoint portal





## Common Diagnosis

Customize a quick list for your most commonly used diagnosis codes, you can add or remove codes as needed

### Common Insurance

Customize a quick list for your most commonly used insurance companies

#### Notes:

- 1- The "common" Tests, Diagnosis, Insurances, and Custom Profiles you set up are specific to your user login
- 2- Sign out is required when changes are made for changes to take affect

Thank you for your continued support. Should you have any questions at any time, please reach out to <a href="mailto:helpdesk@labtechdiagnostics.net">helpdesk@labtechdiagnostics.net</a> or call 1.864.760. 0039, option 1, then option 3