

*Royal Wolverhampton NHS Trust - Making an add-on request in ICE

1. From the Routine Pathology Blood Sciences Tab on ICE click “Chemistry or Haematology or Immunology Add-on”.
2. Click ok in the pop-up box
3. Click Continue with request
4. Enter add-on tests in the global clinical details box
5. Click Accept Request
6. **Send the printed form to the lab with no additional samples.**

The screenshot shows the ICE system interface. A pop-up box titled "CHEMISTRY ADD-ON" is displayed, containing instructions: "Press 'Continue with Request' button and enter the additional tests required in the 'GLOBAL CLINICAL DETAILS' box. Please enter the date of the sample you wish to add to. If not sure, look under 'Requesting' tab and press 'request by patient'". The background shows the "ADD-ON TESTS" section with three columns: CLINICAL CHEMISTRY, HAEMATOLOGY, and IMMUNOLOGY. The "CHEMISTRY ADD-ON" checkbox is checked.

The screenshot shows the "ADD-ON TESTS" section of the ICE system. The "CHEMISTRY ADD-ON" checkbox is checked. The "HAEMATOLOGY ADD-ON" and "IMMUNOLOGY ADD-ON" checkboxes are unchecked. The "ADD-ON TESTS" section is highlighted in black.

The screenshot shows the "Global Clinical Details" section of the ICE system. The "User" field is filled with "Lynda Tonks". The "Requesting Consultant / GP" field is set to "Select...". The "Location" field is set to "HISTOLOGY LAB". The "Category" field is set to "RHS". The "Order Details" section shows "WP_Add On Request" as the test in this order. The "Print this order" checkbox is checked. The "Priority" is set to "Standard". The "Sample collection options" are "Pathology - Collect Sample Now", "Pathology - Collect Sample Later", and "Future Booking". The "Danger of Infection (High Risk)" field is set to "No".