Per Protocol and Per Verbal Order Entry

**Per Protocol Order:** An order that has a policy documented and signed yearly to give clinical staff consent to create the order entry depending on the clinical situation presented. This order does not need a Retrospective Authorization.

**Per Verbal Order:** An order verbally given to the clinical staff directly from the attending provider to create the order entry. This order requires a Retrospective Authorization.

**Per Protocol Order Entry Workflow:**

1. The patient presents with symptoms in the clinic that call for a per protocol order (i.e. Rapid Strep).
2. Clinical staff searches for the test in the ACI, fills in the Entering for and Supervised by fields with the attending provider who will be seeing the patient, and selects the proper order.

![Image of order entry workflow](image-url)
3. Fill the Auth field with the Per Protocol drop down.

4. Continue the order depending on the situation whether it is a POS and you are immediately entering results or just placing the order.
Per Verbal Order Entry Workflow:

1. The patient presents with symptoms during examination that the attending would like to perform a test on, he gives the clinical staff the verbal ‘go ahead’ to enter an order (i.e. POS Lipid Panel)

2. Clinical staff searches for the test in the ACI, fills in the Entering for and Supervised by fields with the attending provider who will be seeing the patient, and selects the proper order.

   ![Image of ACI interface with highlighted fields]

   This will be filled in with the attending provider that will be seeing the patient.

3. Continue the order depending on the situation whether it is a POS and you are immediately entering results or just placing the order.