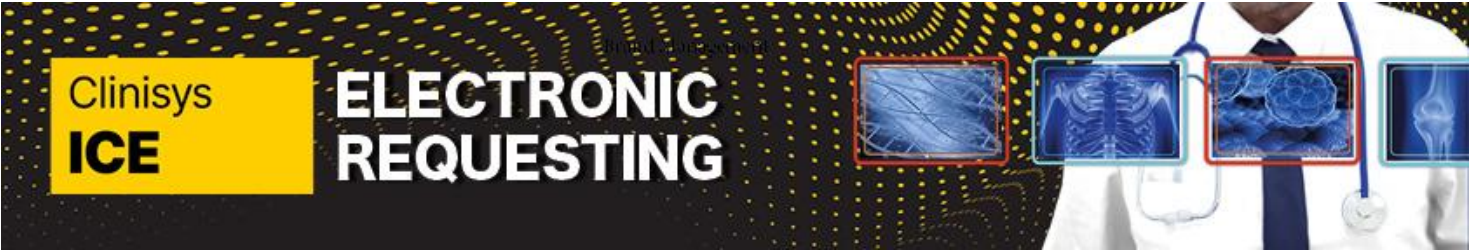
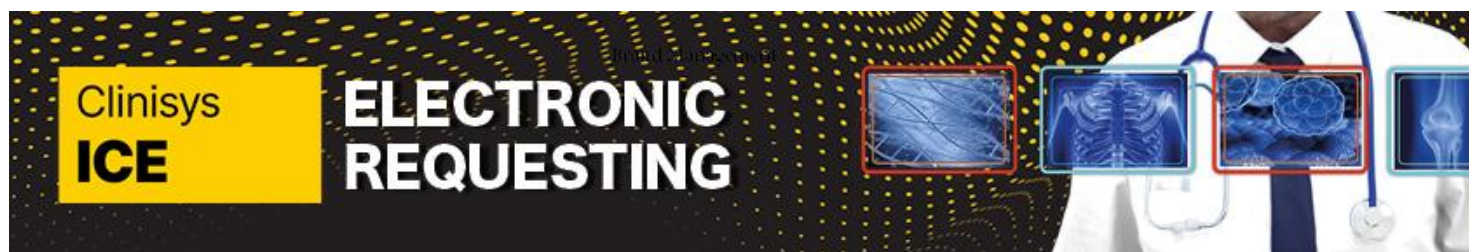


<p>For access to the “Sample Queue”, see QRG 1: How to access ICE via EMIS.</p> <p>Use the vertical scroll bar to navigate the sample queue.</p>	
<p>Locate the sample to be collected within the sample queue with the order number.</p>	



Once you have located the correct order, click on Collect Samples .	<div><div>Order no: 1578</div><div>REQ</div><div>Routine Priority</div><div>Scheduled collection date N/A</div><div><input type="checkbox"/> Set danger of infection</div><div><div>Collect now</div><div><div><div>FLUORIDE OXALATE (GREY)</div><div>Accession number 300400</div><div>Container volume 3</div><div>Investigations GL</div></div><div><div>SST (GOLD)</div><div>Accession number 300399</div><div>Container volume 10</div><div>Investigations EC, TFT</div></div></div><div>COLLECT SAMPLES</div></div></div>
This brings up a confirmation as shown.	<div><div>✓ Action completed successfully</div><div>X</div></div>
Click on Print . Once the labels are printed, you may close ICE and return to EMIS.	<div><div>Order no: 1578</div><div>SPC</div><div>Routine Priority</div><div><input type="checkbox"/> Set danger of infection</div><div><div>Collected</div><div><div><div>SST (GOLD)</div><div>Accession number 300399</div><div>Container volume 10</div><div>Investigations EC, TFT</div></div><div><div>FLUORIDE OXALATE (GREY)</div><div>Accession number 300400</div><div>Container volume 3</div><div>Investigations GL</div></div></div><div>PRINT</div></div></div>



Reprinting Labels

Within **Requests**, locate the order you want to reprint a label for and click to select it.

Requesting

Name: **Margot DUMMY**
Date of birth: **4 Jun 1969**
Address: **East Kent Hospitals NHS Trust, Kent, E**

★ ↺ 🔍

▲ DUMMY, Margot

SPC	COEL - E_Coeliac profile Priority: Routine Priority Requested: 20 Nov 2025 15:42 Dr Jothis K GEEVARGHESE NORTHDOWN SURGERY
REQ	CORCA - E_Calcium (Albumin adjusted), EC - E_Electrolytes, Creatinine and EGFR, HbA1c Diagnostic (IFCC), LIPID - ... Priority: Routine Priority Requested: 20 Nov 2025 15:41 Dr Jothis K GEEVARGHESE NORTHDOWN SURGERY
SPC	VITD - E_Vitamin D Priority: Routine Priority Requested: 20 Nov 2025 15:36 Dr Jothis K GEEVARGHESE NORTHDOWN SURGERY
SPC	UPRT - E_Urine protein - 24 hr, BJP - E_Bence Jones protein, RUPR - E_Urine Protein - Random Priority: Routine Priority Requested: 20 Nov 2025 15:04 Dr Jothis K GEEVARGHESE NORTHDOWN SURGERY
SPC	EC - E_Electrolytes, Creatinine and EGFR, LFT - E_Liver function tests (profile), E - E_ESR, FB - E_Full Blood Count Priority: Routine Priority Requested: 20 Nov 2025 15:03 Dr Jothis K GEEVARGHESE NORTHDOWN SURGERY
SPC	BONE - E_BONE PROFILE, CRP - E_CRP, EC - E_Electrolytes, Creatinine and EGFR, LFT - E_Liver function tests (profile), TFT - ... Priority: Routine Priority Requested: 20 Nov 2025 13:37 Dr Jothis K GEEVARGHESE NORTHDOWN SURGERY
REQ	VITD - E_Vitamin D Priority: Routine Priority Requested: 20 Nov 2025 13:27 Dr Jothis K GEEVARGHESE NORTHDOWN SURGERY
REQ	EC - E_Electrolytes, Creatinine and EGFR, GL - E_Glucose, TFT - E_Thyroid Function FT4 & TSH

This opens the "request" information.

You can then select the print icon as shown to reprint the labels.

★ ↺ 🔍 ✕

▲ DUMMY, Margot

Gender	Medical Record Number
♂ DUMMY, Margot	E7749756

DOB: 4 Jun 1969 (56 years) M

Clinician: Dr Jothis K GEEVARGHESE Location: NORTHDOWN SURGERY

APEX BHI Status SPC Request date 20 Nov 2025 15:42

General information

Requested by	Melenie Marsh (melenie.marsh)
Contact No	123
Priority	
Telephone results	No
ICEMail results	No
Category	NHS
Order number	2198

Investigation(s) requested

► **COEL - E_Coeliac profile (Collected)**