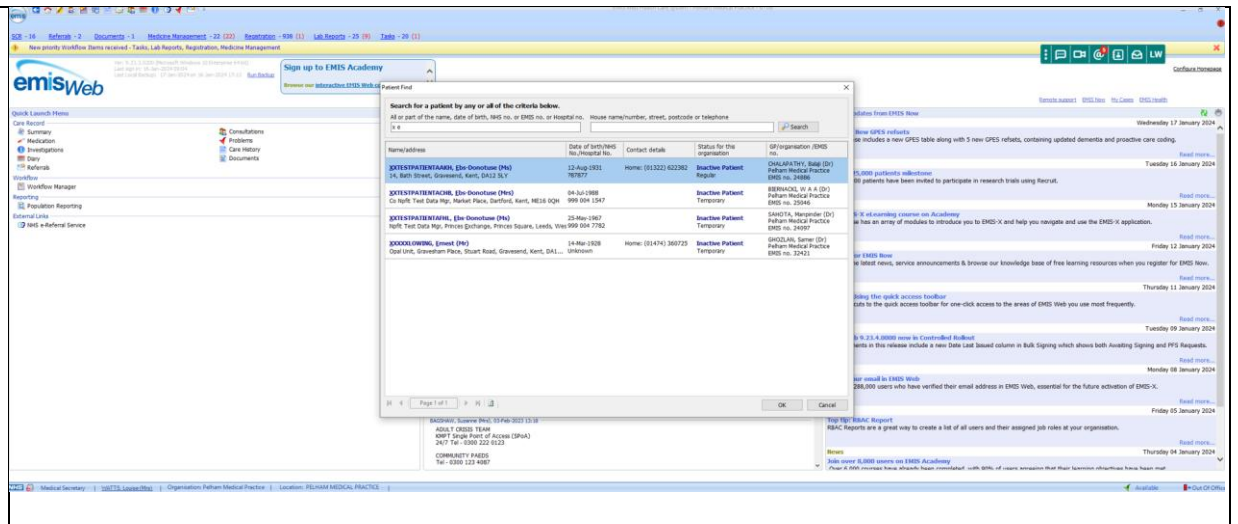


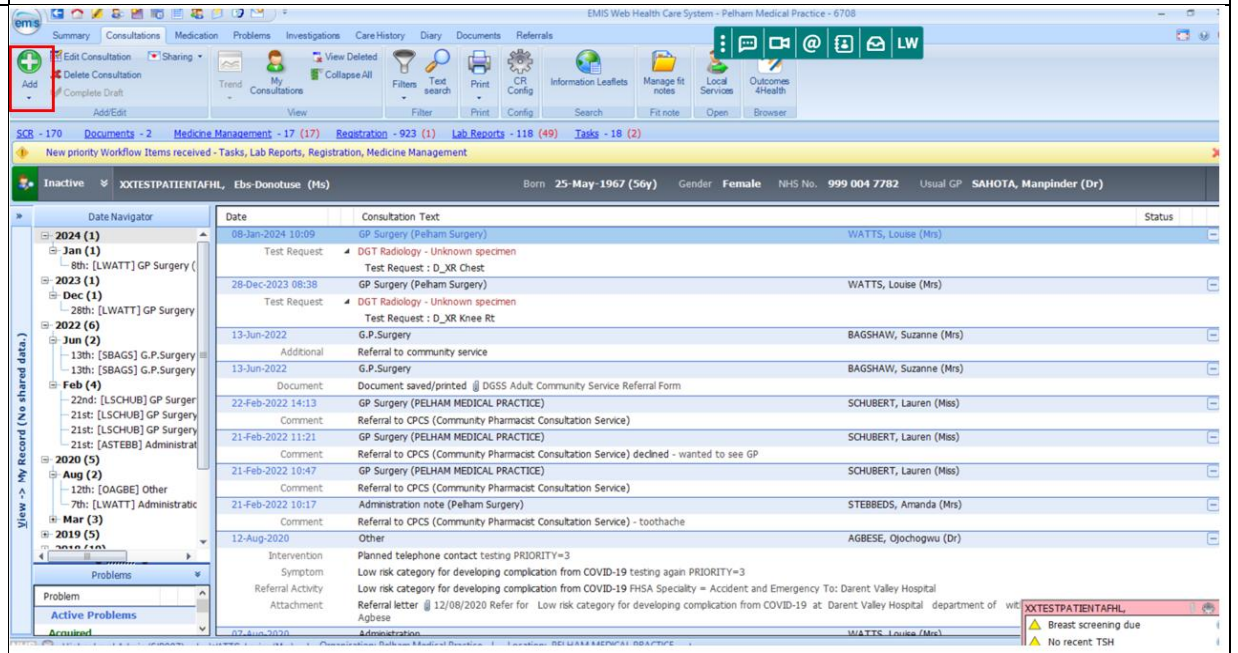


Search and select the patient.



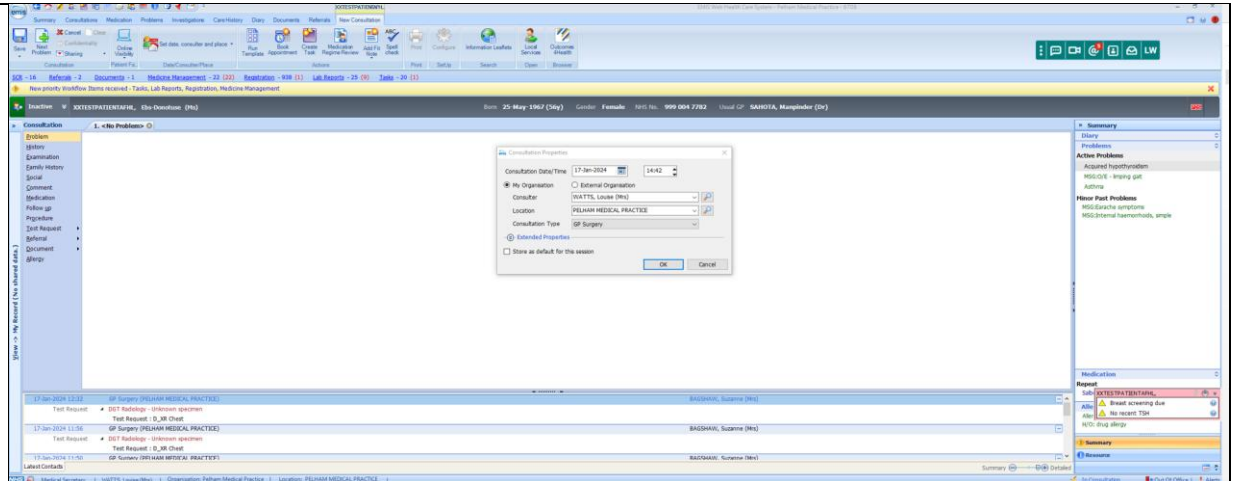
From the Consultation screen click **ADD**.

NOTE: Unless you start a new consultation before going into ICE to place a request, ICE will not update the EMIS Care Record with the requested tests.

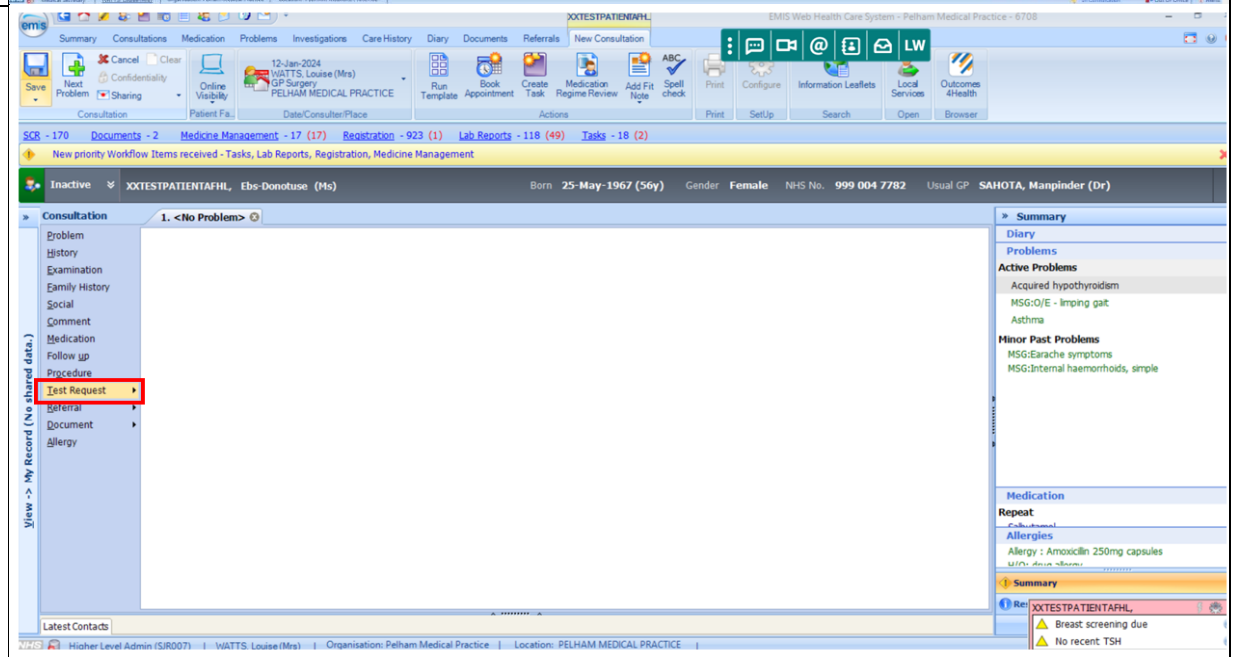


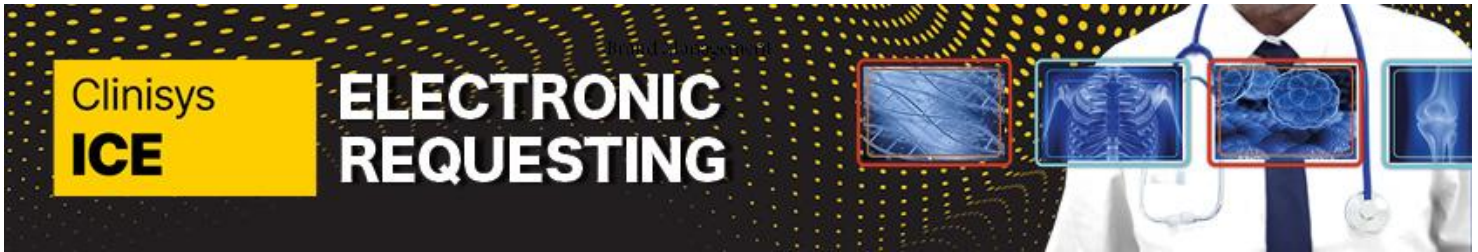


The Consultation Properties pop up will display - Click **OK**.



Click **Test Request**, then, Click **Online Test Request**.

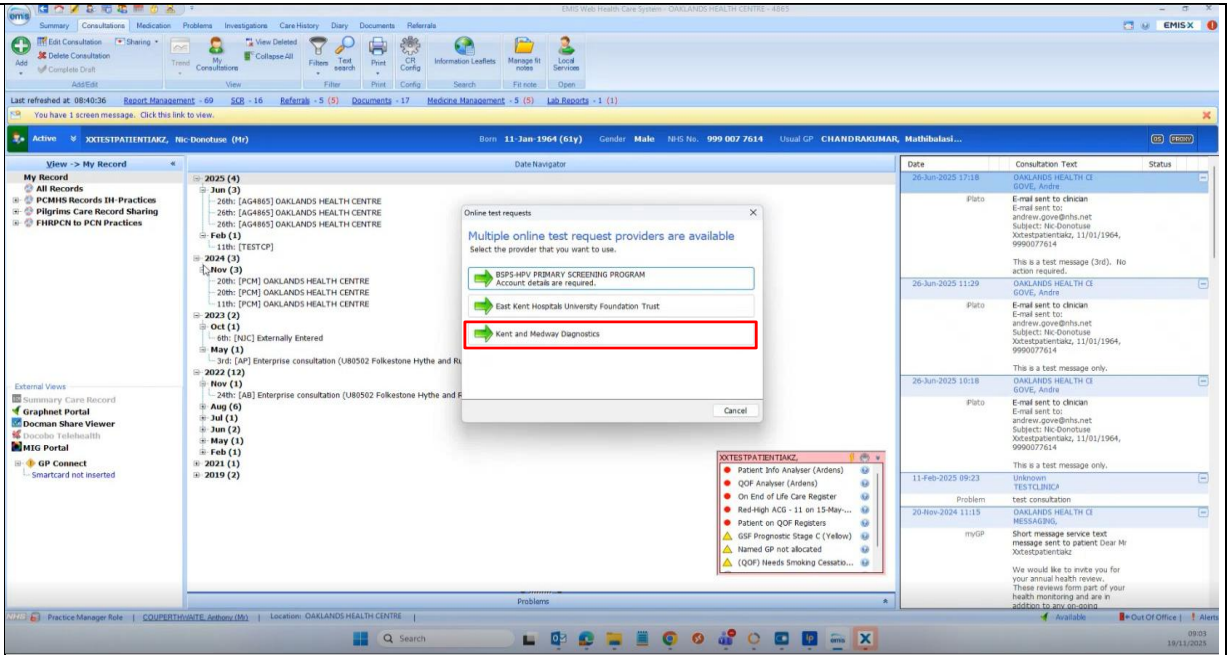




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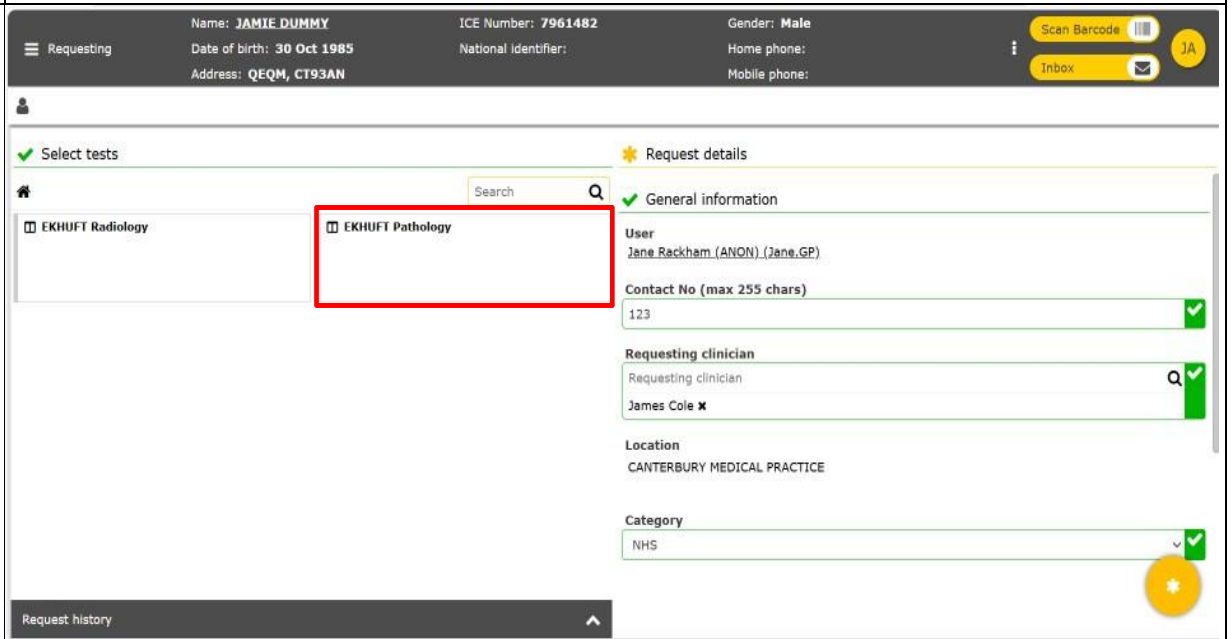
The Online test requests pop up will display - Select Kent and Medway Diagnostics.

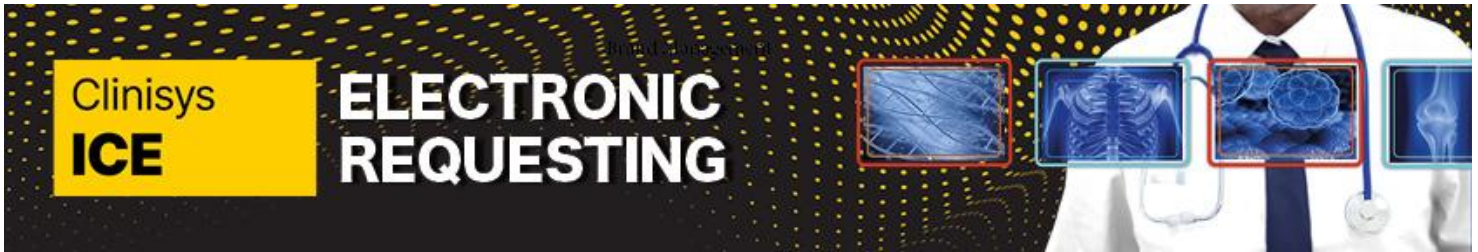
The options available to you in this popup may vary, depending on the Trust.



You will now see the ICE screen in the patient context and can start to select the appropriate examination from the catalogue.

For "Requesting", see QRG_P2: How to Request in ICE.





If you work at multiple practices, this will be considered when you log into EMIS with your smartcard – no need to select the practice.

However, if you locum at one of these practices, you may need to select your supervisor.

To change or select your supervisor, press the X next to their name, and type the start of the new supervisor's surname in the box above.

Options will appear, select the appropriate one.