Placing Referrals to Lansing Oncology Services

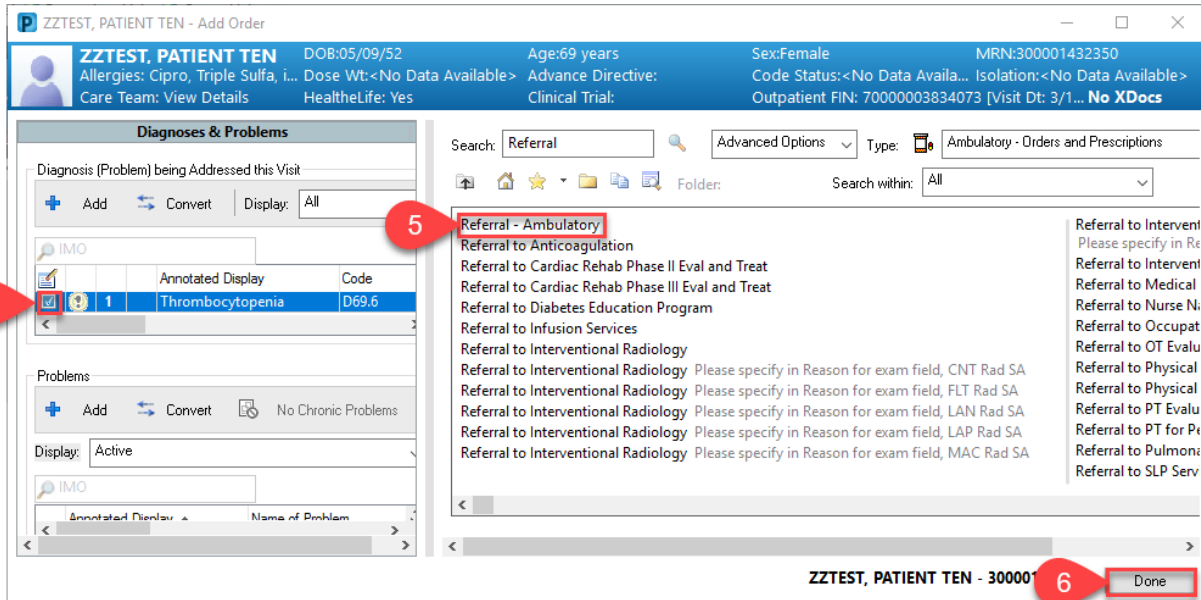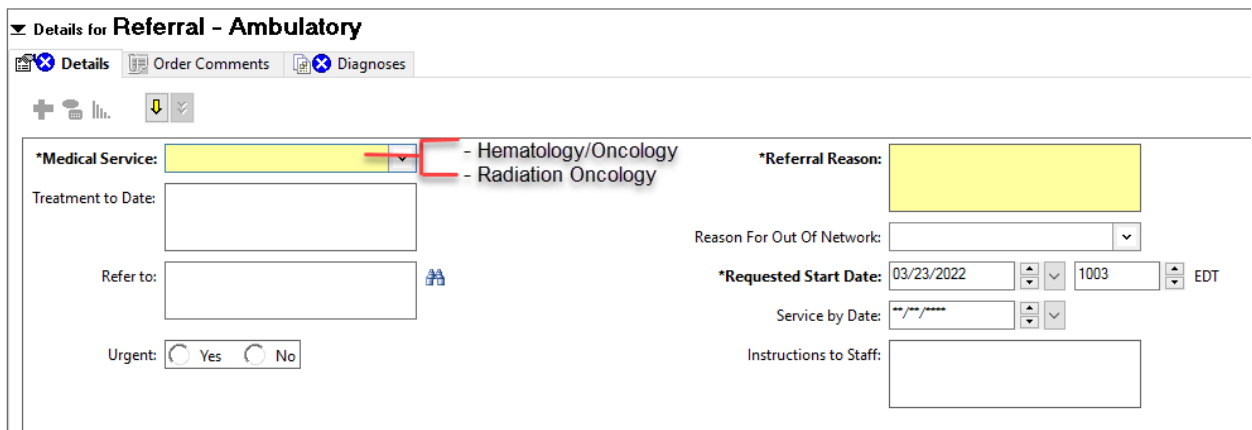**ONE McLaren Oncology Solution**

How to Place Referral to Lansing Oncology Services

1. Within Powerchart, **Search for** and open the patient's chart
2. Select the **appropriate encounter**
   *Advise you to use the last Outpatient, Outpatient Message or Clinic encounter for patient
3. Click on **+Add** button within Orders of table of contents menu

4. Within the 'Add Order' window, **select the diagnosis** for the patient
5. Then search for and **select the 'Referral – Ambulatory' order**.
6. Select **'Done'** to close the window.

7. **Select the medical service** that matches the specialty you're trying to refer to:
   - Hematology/Oncology or Radiation Oncology

8. In the Refer to field, **select the binocular icon** to choose the location you want to refer to:

This step is critical to ensure the referral makes it to the practice you intended to refer to

9. **Search for 'Lansing'**
10. **Select a Oncology practice or provider to refer to**
11. Then click the **'Accept'** button

12. Define the **'Referral reason'**
13. Then select **'Sign'** button to sign the order.

14. The referral will be sent to the local sites Referral Management originating queue for processing. The referral will then be generated and sent to the referred clinic to be scheduled.