

DATE:	28 November 2022
TO:	EPIC users (Clinicians, Nurses) Grande Prairie, Red Deer, St.Albert and Edmonton
FROM:	Anatomical Pathology, Alberta Precision Labs
RE:	Refrain from Use of All Caps

PLEASE POST OR DISTRIBUTE AS WIDELY AS APPROPRIATE

Key Message

- When entering text into the Specimen Description and Comments fields, do not use 'All Caps'.
- When the information is entered using 'All Caps', lab cannot change this to regular text to remove the All Caps.
- Feedback has been received from clinicians and pathologists that use of All Caps in non-diagnosis fields poses a potential safety risk to patients and must be discontinued.

Background

- Text entered in All Caps into the Specimen Description and Comments fields in EPIC cannot be changed by lab. This text is pulled to the patient final report.
- The eye is drawn to the All Caps in the Specimen Description instead of to the Final Diagnosis field, increasing the risk of missing or misinterpreting diagnostic information.

How this will impact you

- Refrain from using All Caps when entering text.

Action Required

- Ensure the CAPS key is off when entering orders and collection information for Surgical Pathology and Cytology tests.
- Ensure staff are trained not to use All Caps while entering text.

Effective Immediately

Questions/Concerns

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Approved by

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