OneSight IT Operations

Open Lab Orders

Optical Lab

User Guide

ONESIGHT

EssilorLuxottica Foundation

Overview

This document will go over the process of accessing and using the Open Lab Orders application.

Access

To access Open Lab Orders, please navigate to Onesighclinics.org. Once the home page loads please click on "Optical Lab" found at the top.

You will now be on the Optical Lab page. Please click on the application option for Open Lab Orders.

You will be brought to the system access login page. Use your user name and password and press the blue button at the bottom to login.

Next, you will be on the Lab Intake & Processing search page. There will be multiple fields you can search by.

Barcode ID – The barcode number found on the top of the lab ticket. This can either be scanned or typed in.

Patient ID – The ID specific for the patient. This can either be a school or government ID or the number found on a pre-printed label.

Clinic Name – The name of the clinic this patient is a part of.

Last Name – The last name of the patient.

First Name – The first name of the patient.

Status – Drop down listing all stations from the clinic.

Once you have filled out the search criteria you can click on the blue button at the bottom labelled "Search."

RX Lab Worksheet

You will now be on the RX Lab Worksheet page. Here you will find the Barcode ID at the top left as well as the number for this lab ticket at the top right of the page. The first section is labelled "Patient Details" and has the following fields. These fields cannot be changed.

Clinic ID – The ID tied to this patient. This number is the same as the barcode ID.

Personal ID – The ID created for this specific patient.

First Name – The first name of the patient.

Last Name – The last name of the patient.

Clinic Name – The name of this specific clinic.

RX LAB WORKSHEET   253954

Patient Details   *TRAIN*   *-- Logout --*

Clinic ID	Personal ID	First Name	Last Name	School Name	Clinic Name
253954	123456789	11	11	TEst	2019-US-OH-Kent

Final RX

Sphere	Cylinder	Axis	Prism Up	Prism In	Add	OD PD	Near:	SEG
+1.50	0.00					OD PD	Near	Seg
+1.50	0.00					Far	Near	Seg

RX Prescribed By	Exam Date	RX EXPIRE DATE
Maxwell	10/23/2019	10/23/2020

Notes

The next section is labelled "Final RX" and has the following fields. This fields are pulled from the doctor's exam and cannot be changed.

Sphere – Final Rx sphere. (OD on top/OS on bottom)

Cylinder – Final Rx cylinder. (OD on top/OS on bottom)

Prism UP – Final Rx prism up. (OD on top/OS on bottom)

Prism IN – Final Rx prism in. (OD on top/OS on bottom)

Add – Final Rx add. (OD on top/OS on bottom)

OD PD – Final Rx od pd. (OD on top/OS on bottom)

Near – Final Rx near. (OD on top/OS on bottom)

SEG – Final Rx seg. (OD on top/OS on bottom)

Below the Final Rx it will list who the Rx was prescribed by, the exam date, as well as the date the Rx will expire. There is also a field where notes may have been put in by the doctor during the exam.

RX Pair (1)

RX Type

Wear instructions

Glasses prescribed to be worn as needed

Sphere	Cylinder	Axis	Psm U/D	Psm I/O	Add	Far PD	Near PD	Seg	PWR 90	PWR 180
									0.00	0.00
									0.00	0.00

Frame Sku *

FRAME DESC

No options available

A   B   ED   DBL

Enter Processing

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Status	Lens Type	Lab	Shuttle
COLOR DEPTH	Singe Vision	Select	No

OD LENS SKU   OS LENS SKU   BREAKAGE SKU 1   BREAKAGE SKU 2

UPDATE   BACK

The next section is labelled "RX Pair (1)" and will have the following fields. If the patient is prescribed to have a second pair it will have the same fields as the first pair.

Rx Type – Type in what type of Rx the patient was prescribed.

Wear Instructions – Instructions to the patient for wearing glasses. Reading only, wear as prescribed, wear for 6 months, etc.

Sphere – Rx sphere for the pair. (OD on top/OS on bottom)

Cylinder – Rx cylinder for the pair. (OD on top/OS on bottom)

Axis – Rx axis for the pair. (OD on top/OS on bottom)

Psm U/D – Rx prism up/down for the pair. (OD on top/OS on bottom)

Psm I/O – Rx prism in/out for the pair. (OD on top/OS on bottom)

Far PD – Rx far PD for the pair. (OD on top/OS on bottom)

Near PD – Rx near PD for the pair. (OD on top/OS on bottom)

Seg – Rx seg for the pair. (OD on top/OS on bottom)

PWR 90 – Rx power in the 90 degree for the pair. (OD on top/OS on bottom)

PWR 180 – Rx power in the 180 degree for the pair. (OD on top/OS on bottom)

Frame SKU – Sku of the frame for the pair.

FRAME DESC – Description of the frame.

A – A measurement for the frame.

B – B measurement for the frame.

ED – ED measurement for the frame.

DBL – DBL measurement for the frame.

There will be a break in the page and then it will show fields for the processing information.

Status – Enter the current processing status.

Lens Type – Choose the lens type for the pair.

Lab – Select the lab the job is being processed at.

Shuttle – Shuttle section for job. **IF THE JOB IS BEING SHUTTLED, DO IT IN THE FINAL INSPECTION APPLICATION.**

OD Lens SKU – Sku for the OD lens. **THIS SHOULD BE SCANNED IN AT FINAL INSPECTION.**

OS Lens SKU – Sku for the OS lens. **THIS SHOULD BE SCANNED IN AT FINAL INSPECTION.**

Breakage SKU 1 – Enter any damaged sku here. **THIS SHOULD BE SCANNED IN AT FINAL INSPECTION.**

Breakage SKU 2 – Enter any damaged sku here. **THIS SHOULD BE SCANNED IN AT FINAL INSPECTION.**

Once all of the information has been filled out you can click on the blue button at the bottom labelled "Update"