OneSight IT Operations

Lab Order Audit Optical Lab User Guide



ONESIGHT EssilorLuxottica Foundation

Overview

This document will go over the process of accessing and using the Lab Order Audit application.

<u>Access</u>

To access Lab Order Audit, 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 Lab Order Audit.



Audit all Completed 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.

ONESIGHT EssilorLuxottica Foundation	Digital Clinic								
System Access	Version 6.0								
User Name: Password:									
Enter your project specific login and password. Logins expire at the end of the project.									
LOGIN									

You will now be on the Shuttle Orders search page. There will be multiple fields you can search by.

Clinic Name – The name of the clinic you are a part of.

Exam Date From – Date range of when the exam could have been done.

Exam Date To – Date range of when the exam could have been done.

There is a check box for "Shuttle Orders Only." You can check this box if you only want to search for shuttle orders.

Lab – Drop down with all labs the job could be processed at.

Completed Date From – Date range of when the pair could have been completed.

Completed Date To – Date range of when the pair could have been completed.

Job Status – Drop down of all statuses the job could be in.

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

ONESIGHT EssilorLuxottica Foundation										
Shuttle Orders	Version 6.0									
Clinic Name	2020-NA-United States-TRAINING ~									
Exam Date From:										
Exam Date To:										
	Shuttle Orders Only									
Lab	All ~									
Complete Date From:										
Complete Date To:										
JOB STATUS	ANY: ·									
	SEARCH									
CLEAR FORM	LOG OUT USER									

Lab Order Audit

You will now be on the lab order audit report page. This will list all jobs that pertain to the search criteria from before. At the top of the page you are able to click "Search Again" to go back to the search screen. You are also able to download the data from this page into a .xml document by clicking on "Download Data" at the top.

Q, Search Again	📋 Download Data
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In the report there will be multiple columns of information. Below are the fields of each column.

Clinic ID – The ID for the patient on this clinic. This is the same number seen on the lab ticket.

Personal ID – The personal ID for the patient. This is usually a school ID, government ID, or a pre-printed label number.

Exam Date – The date the exam was done for the patient.

First Name – The first name of the patient.

Last Name – The last name of the patient.

Current Status – The status the patient is currently in.

Frame 1 Sku – The sku of the frame the patient is prescribed for the first pair.

Frame 1 Lens – The sku of the lens the patient is prescribed for the first pair.

Shuttle – Yes or No if it is a shuttle job or not.

OD Lens – The lens for the right eye.

OS Lens – The lens for the left eye.

RX1 Final Inspect – The name of who did final inspection for the patients first pair.

Frame 2 Sku – The sku of the frame the patient is prescribed for the second pair.

Frame 2 Lens – The sku of the lens the patient is prescribed for the second pair.

Frame 2 OD Lens – The lens for the right eye on the second pair.

Frame 2 OS Lens – The lens for the left eye on the second pair.

RX 2 Shuttle – Yes or No if the second pair is a shuttle job or not.

RX 2 Final Inspect – The name of who did the final inspection for the patients second pair.

🔍 Search Again 📋 Download Data

PERSONAL ID	EXAM DATE	FIRST NAME	LAST NAME	CURRENT STATUS	FRAME 1 SKU	FRAME 1 LENS	SHUTTLE	OD LENS	OS LENS	RX1 FINAL INSPECT	FRAME 2	FRAME 2 LENS	FRAME 2 OD LENS	FRAME 2 OS LENS	RX2 SHUTTLE	RX2 FINAL INSPECT
1234	1/7/2020			COMPLETE	642878890484	SV_POLY	YES	12345	12345	TRAIN						
	10/23/2019	123456	12345r	COLOR DEPTH		SV_POLY										
12122	12/20/2019	2	2	RX PRESCRIBED								SV_POLY				
19TRN1001	11/11/2019	Jim	Smith	DISPENSED READER		SV_POLY										
998	11/13/2019	Bill	Smith	Product Selection		NONE										
	1234 12122 19TRN1001 998	1234 1/7/2020 10/23/2019 12/22/2019 12122 12/20/2019 19TRN1001 11/11/2019 998 11/13/2019	1234 1/7/2020 10/23/2019 123456 12122 12/20/2019 2 19TRN1001 11/11/2019 Jim 998 11/13/2019 Bill	1234 1/7/2020 10/23/2019 123456 12345r 12122 12/20/2019 2 2 19TRN1001 11/11/2019 Jim Smith 998 11/13/2019 Bill Smith	1234 1/7/2020 COMPLETE 10/23/2019 123456 12345r COLOR DEPTH 12122 12/20/2019 2 2 RX PRESCRIBED 19TRN1001 11/11/2019 Jim Smith DISPENSED READER 998 11/13/2019 Bill Smith Product Selection	1234 1/7/2020 COMPLETE 642878890484 10/23/2019 123456 12345r COLOR DEPTH 12122 12/20/2019 2 2 RX PRESCRIBED 19TRN1001 11/11/2019 Jim Smith DISPENSED READER 998 11/13/2019 Bill Smith Product Selection	1234 1/7/2020 COMPLETE 642878890484 SV_POLY 10/23/2019 123456 12345r COLOR DEPTH SV_POLY 12122 12/20/2019 2 RX PRESCRIBED SV_POLY 19TRN1001 11/11/2019 Jim Smith DISPENSED READER SV_POLY 998 11/13/2019 Bill Smith Product Selection NONE	1234 1/7/2020 COMPLETE 642878890484 SV_POLY YES 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Records 1-5 of 5