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.

Access

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.

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.

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.

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.

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.

CLINIC ID	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
253017	1234	1/7/2020			COMPLETE	642878890484	SV_POLY	YES	12345	12345	TRAIN						
255522		10/23/2019	123456	12345r	COLOR DEPTH		SV_POLY										
268337	12122	12/20/2019	2	2	RX PRESCRIBED									SV_POLY			
271619	19TRN1001	11/11/2019	Jim	Smith	DISPENSED READER		SV_POLY										
271631	998	11/13/2019	Bill	Smith	Product Selection		NONE										

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