

**SUNY DOWNSTATE MEDICAL CENTER  
UNIVERSITY HOSPITAL OF BROOKLYN  
POLICY AND PROCEDURE**

**Subject:** PROCEDURE FOR ACCESSING  
LIS CO-PATH

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**No:** LAB- 32

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**Original Issue Date:** 11/04

**Supersedes:** 11/07

**Review Date:** 1/09

**The CAP Standards:** \_\_\_\_\_

**Issued by:** Pathology

**POLICY:**

All clinicians (i.e. authorized non-Anatomical Pathology personnel) at SUNY-DMC-UH) may access the Dynamics CoPath L.I.S. system. The person should have access to a PC loaded with the CoPath-Plus L.I.S. (Live CoPath). At present, CoPath and Cerner are two separate and independent systems.

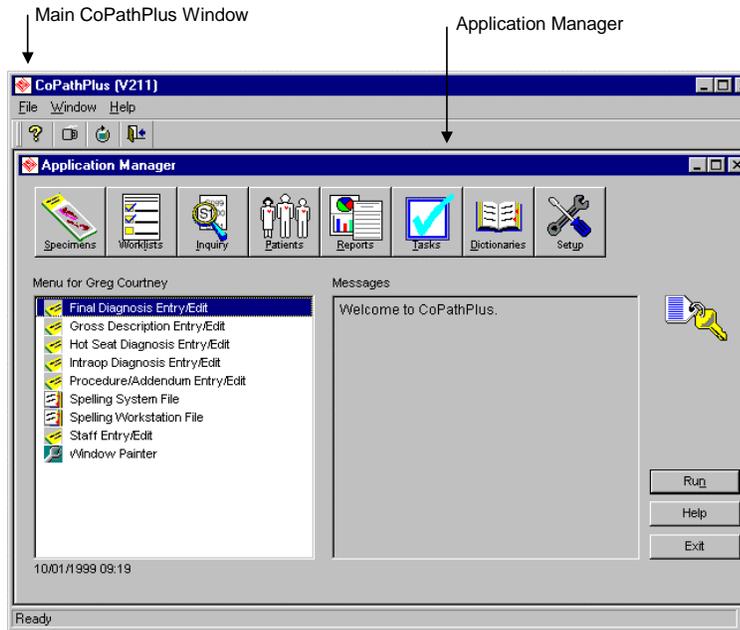
The hospital personnel should come to the Anatomical Pathology Office (UH, A2-466) to obtain a CoPath User ID and Password.

Clinicians' access is limited to:

- Clinician Inquiry (for a patient)
- Print Patient Reports (Final, Addendum, and/or Additional Procedures)
- Password Changes (change your own password at anytime).

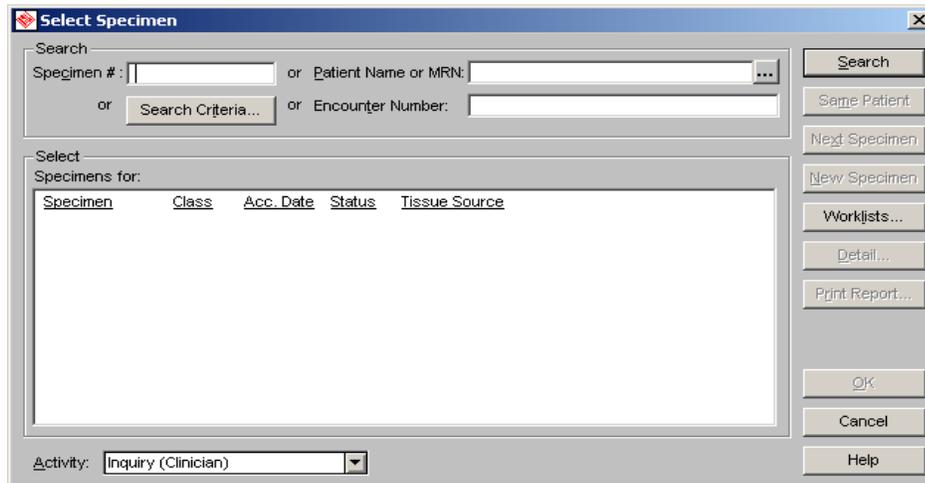
**PROCEDURE:**

A. Logon to CoPath using your User ID and Password. The following window will appear.

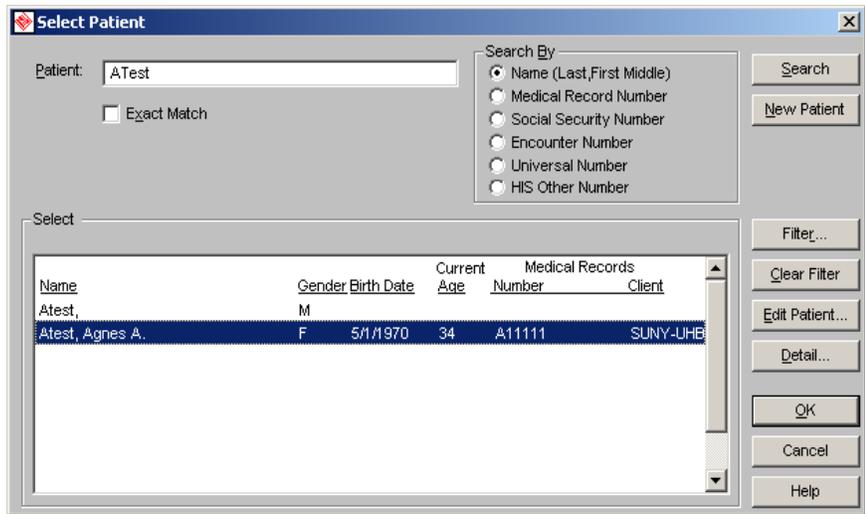


B. If you choose to access the Clinician Inquiry

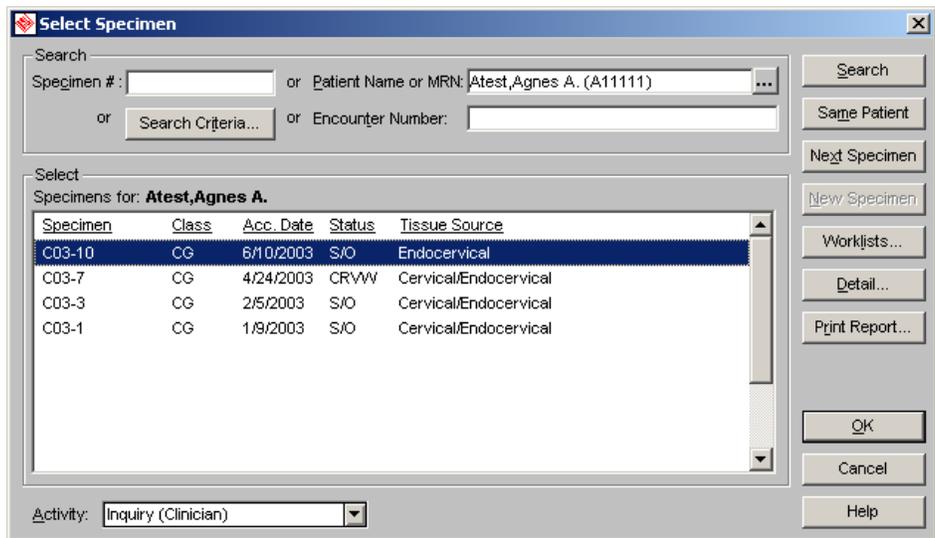
- Select the Inquiry, Clinician on your menu (on left side of Application Manger).
  - The following window will appear:



- You may find the patient you are interested in by entering one of the following in the same designated area:
  - Patient Name (Last Name, First Name) -or-
  - Medical Record Number (MPN)
- Depending what was entered one or multiple cases will appear.
- Select (scroll to) the patient you are interested in.



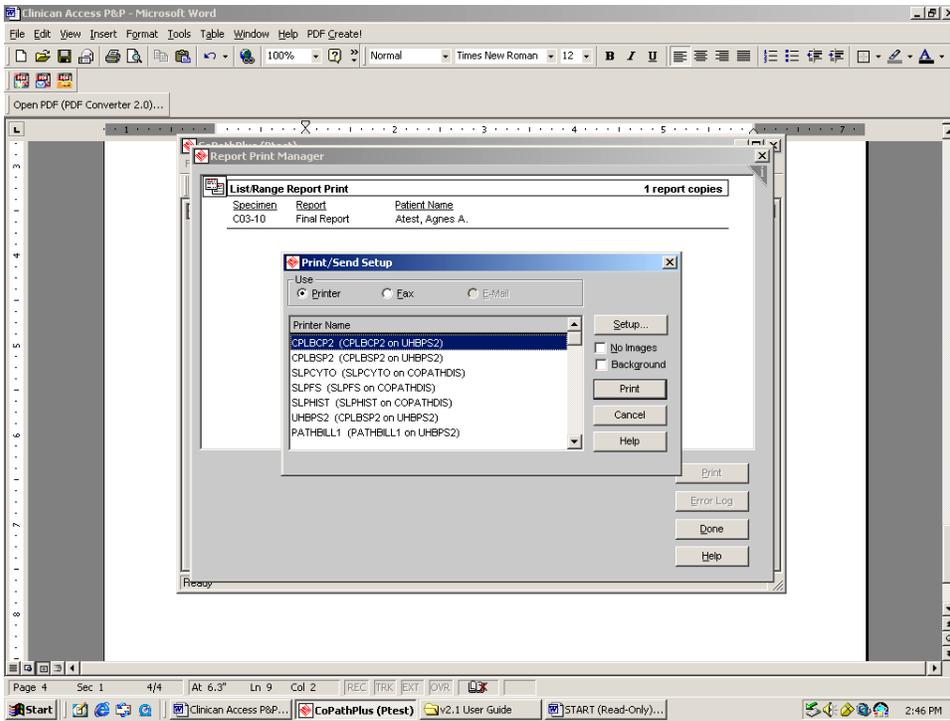
- Click the **OK** button.
- A list of cases associated with the selected patient will appear.



- Select (scroll to) the case you are interested in.
- Click the **OK** button.
- The following information will appear.







- CoPath will alert you that the print job has been sent to the printer and return when finished.
- You may return to the main window setting by clicking the  box (at the upper most right corner).
- You may exit CoPath by clicking the  box (at the upper most right corner) and answer the pop-up message request.

Signature of Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_