

# Wadsworth Center Laboratory Information Management System (CLIMS) Health Commerce System CLIMS Application Start-Up Guide

*A guide to viewing Electronic Reports, Receipts, and Summaries*

1. Login to NYSDOH Health Commerce System (HCS).
2. Click on CLIMS link (under “All Applications”) to open the CLIMS application.
3. Follow instructions below to access electronic reports, receipts, and specimen summaries.

## Electronic Reports

1. Select “Specimen Reports” from the menu.

NEW YORK STATE Health Commerce System

Home My Content Print Search Help

**Wadsworth Center · NYS Department of Health**

Welcome to the Wadsworth Center's web interface to CLIMS

- Specimen Reports**
- Specimen Receipts
- Management Reports
- Remote Order
- Specimen Summary

For technical assistance with CLIMS, please email us at [clims@health.ny.gov](mailto:clims@health.ny.gov).  
Please do NOT send confidential information to this address.

For questions involving Division of Infectious Diseases confidential information, call (518) 474-4177.  
For questions involving Division of Environmental Health Sciences information, call (518) 474-7161.

NEWS Jun 27, 2018  
No items to display

[CLIMS Home](#) | [FAQ](#) | [DOH Home](#)

2. A list of accessions will be displayed, select “Report Date.” (Sort order can be changed).

Accession ID  
Patient Name/Id  
Lab  
**Report Date**  
Received Date  
Collection Date  
Facility  
County

Sort by:

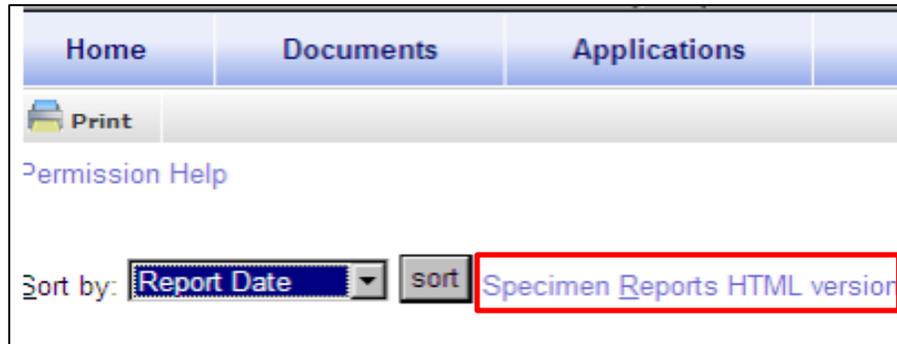
07/18  
IDR

3. To view a specific report, click the 'IDR#' accession number to display the report.



4. If the report won't display, select "Specimen Reports HTML version".

\*Note\* Some individual computer settings will not allow you to view as pdf.



5. The report will display on screen. By selecting the “print” button, the report can then be printed or saved as a file.

|   |   |  |
|---|---|--|
| Albany, NY 12201<br>CLIA# 33D0654341  | Albany, NY 12208<br>CLIA# 33D2005937  | Slingerlands, NY 12159<br>CLIA# 33D2005935 |
| Report No: <b>IDR1900000633-SR-1</b>  | Page 1 of 1   |  |
| Report Date: <b>07/18/2019</b>  |   |  |
| Report retrieved via NYSDOH Health Commerce System by _____ on 07/19/2019   |   |  |
| <b>REQUESTED BY: LABDIR-T375</b><br>LABORATORY DIRECTOR<br>ALBANY TEST HOSPITAL LAB<br>555 MARKET ST<br>ALBANY NY 12205 | <b>PATIENT: THOMAS, TEST</b><br>DOB: 01/01/1981<br>Sex: Male<br>County of Residence: Albany |  |
|   | <b>Date collected: 7/10/2019</b><br><b>Date received: 7/18/2019</b>                         |  |
| <b>FINAL LABORATORY REPORT</b>  |   | Report Date                                |
| <b>Bacteriology Laboratory</b><br>Phone: (518) 474-4177   | Testing performed at CLIA# 33D2005937   |  |
| Specimen Id: IDR1900000633-01   | Specimen Type: Stool/Fecal  |  |
| <b>FINAL IDENTIFICATION</b><br>Salmonella Newport   |   | 7/18/2019                                  |
| Major Tests Performed   |   |  |

6. To print/save all the reports from a given day, click on the date at the top of the list of reports for that day.

Sort by: **Report Date** ▼ **sort**

 **07/25/2019** - PFI3849 (All)

## Specimen Receipt

Once a sample is received, an acknowledgement is posted to HCS under Specimen Receipts. Specimen Receipts are a list of the specimens received at Wadsworth Center from your facility before results are posted. Information includes patient data and testing requested.

1. Select "Specimen Receipt" from the menu.

NEW YORK STATE Health Commerce System

Home My Content Print Search Help

**Wadsworth Center - NYS Department of Health**

Welcome to the Wadsworth Center's web interface to CLIMS

[Specimen Reports](#)  
**[Specimen Receipts](#)**  
[Management Reports](#)  
[Remote Order](#)  
[Specimen Summary](#)

For technical assistance with CLIMS, please email us at [clims@health.ny.gov](mailto:clims@health.ny.gov).  
Please do NOT send confidential information to this address.

For questions involving Division of Infectious Diseases confidential information, call (518) 474-4177.  
For questions involving Division of Environmental Health Sciences information, call (518) 474-7161.

NEWS Jun 27, 2018  
No items to display

[CLIMS Home](#) | [FAQ](#) | [DOH Home](#)

2. A list of accessions will be displayed sorted by "Received Date".

Sort by: **Received Date** ▼

07/19/2019 - T375 (All)  
• IDR1900000644  
TOMMY, TEST

3. Click on the 'IDR#' accession number and it will display the acknowledgement. Information will include patient data, who the results will be reported to, specimen attributes and testing scheduled.

## Specimen Summary

Specimen summary is an area that lists all specimens associated with your facility no matter their status.

1. Select "Specimen Summary" from the menu.

**Wadsworth Center · NYS Department of Health**

Welcome to the Wadsworth Center's web interface to CLIMS

[Specimen Reports](#)  
[Specimen Receipts](#)  
[Management Reports](#)  
[Remote Order](#)  
[Specimen Summary](#)

For technical assistance with CLIMS, please email us at [clims@health.ny.gov](mailto:clims@health.ny.gov).  
Please do NOT send confidential information to this address.

For questions involving Division of Infectious Diseases confidential information, call (518) 474-4177.  
For questions involving Division of Environmental Health Sciences information, call (518) 474-7161.

[CLIMS Home](#) | [FAQ](#) | [DOH Home](#)

3. A list of all current specimens and reports released within the last 90 days will be displayed by accession number. A sort function is available by selecting the desired column heading.

### All current specimens and specimens released within the last 90 days.

Sort by clicking the column headers

| <u>Submitter Sample Id</u> | <u>Submitter Patient/Reference #</u> | <u>Wadsworth accession #</u> | <u>Patient/Subject</u> | <u>Tracking #</u> | <u>County</u> | <u>Status</u> | <u>Status Date</u> |
|----------------------------|--------------------------------------|------------------------------|------------------------|-------------------|---------------|---------------|--------------------|
|                            | MRN3845                              | <a href="#">IDR190000645</a> | PATIENT: TEST, ANOTHER |                   | Albany        | SUBMITTED     | 2019-07-19         |
|                            |                                      | <a href="#">IDR190000644</a> | PATIENT: TOMMY, TEST   |                   | Albany        | POSTED        | 2019-07-19         |
|                            |                                      | <a href="#">IDR190000633</a> | PATIENT: THOMAS, TEST  |                   | Albany        | FINAL         | 2019-07-18         |

3. Status indicates the status of the order and testing.

SUBMITTED = Remote Order has been placed but the specimen has not been received at Wadsworth Center. Can be edited or deleted.

POSTED = The specimen has been received and an acknowledgment is posted.

FINAL = The report is final and will be posted for 90 days.

4. Click on the 'IDR#' under **Wadsworth accession #** to display the corresponding remote order, receipt, or report.