Click on the **Orders tab** to view Orders.

You can either scroll up and down to view orders or Sunrise Clinical Manager has pre-built into the systems filters that allow you to sort through the list of Orders.

You can use Status filters such as hold, cancelled, pending, pending collection or collected) Priority filters such as STAT, Routine, ASAP etc., and also Department filters such as Cardiology, Labs, Diagnostic Imaging, Neurology etc.

Select a filter and see only those orders to the. See examples below.

**Status Filter**

Status Filter: Pending collection

**Department Filter**

Department filter: Radiology
You can also change the way you view these orders by going to Display Format and choosing Requested by. Here you can see who requested the order, who entered it, the date and time.

Once you have found the specific orders you need to view, double click on the order to see the details. See examples below:  

- **CBC Order**

- **Diet Order**

- **RAD Order**

*Note all orders are different and have different required fields.*
You can also view the History of an order by right clicking on the order. In the History you can see who entered it, discontinued it, when the specimen was received, or even when it was acknowledged by nursing etc.

In the **Results tab** you can use Result selection to limit the information you see to a specific department such as Radiology. You will have to build this filter by clicking on Temporary selection and then picking the dept.

**Result Selection Filter**
To see the details of a result either double click on a single result flag or change the view in the Display Format to Report by order to see all result details.

Red arrows show the above or below the normal range the result is and the normal range is to the right of the result.

For more details click on the H or the Plus symbol.

**H** symbol = Updated results by received date  
**+** symbol = Exam report or ECG report
You can also view results in a Trend. Click on the Trend view in the Display Format of the Filter sections on the left.

If you click on one result and then check the Graph box, you can also see the result in a graph view.