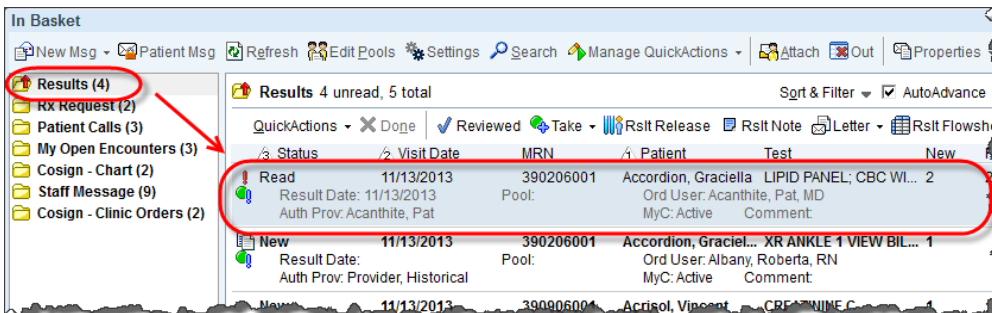


Manually Releasing Lab Results - myUCLAhealth

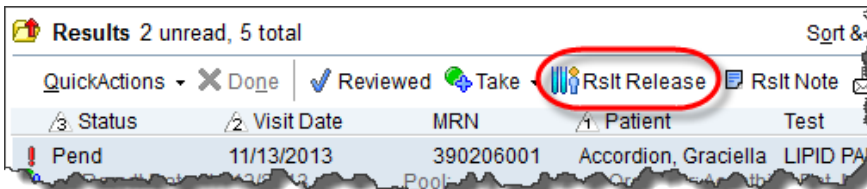
Active myUCLAhealth (MyChart) patients may view lab results online. For active patients, normal results and abnormal results will be released within 3 business days. There is a group of labs that must be manually released to a patient's MyChart account at the provider's discretion. To refer to a list of these labs that are not automatically released, [click here](#). The steps for releasing labs to myUCLAhealth appear below.

Results Release

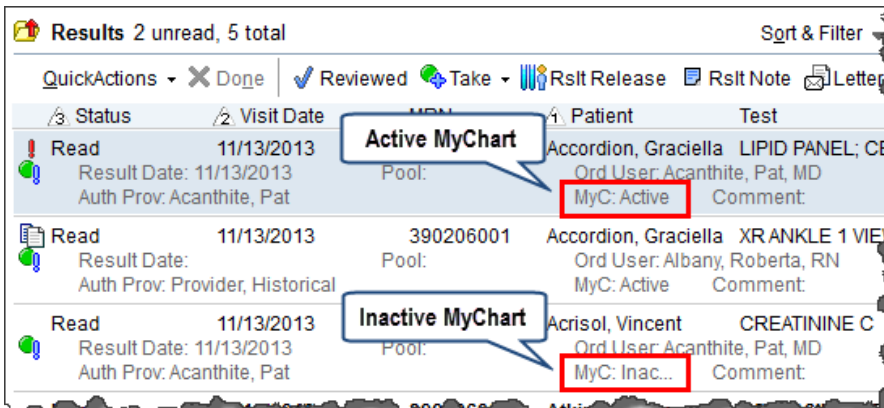
1. Open your **In Basket**.
2. Click **Results** folder.
3. Select a Result message.



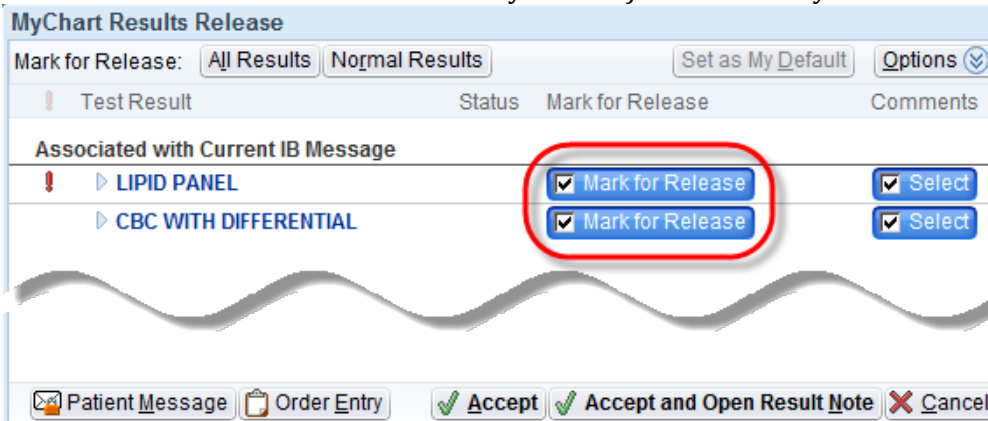
4. Click **Rslt Release**.



NOTE: The Rslt Release button will activate only with an active MyChart.



5. Ensure that a **check mark** is present next to all lab results you want released in the patient's MyChart.
 - Test Results are automatically *Marked for Release* for your convenience.

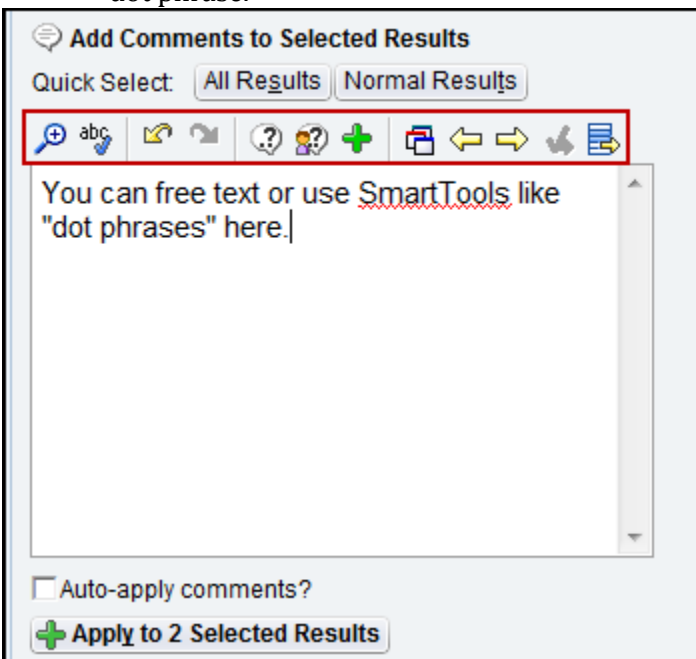


6. Click **Accept**.
 - The results are now released to the patient via MyChart.

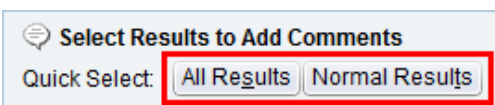
Add Comments

Use the *Comments Feature* to add comments to lab results prior to releasing them.

1. Type a comment in the **Comment Box** along the right side of the screen. You may enter free text or use a "dot phrase."



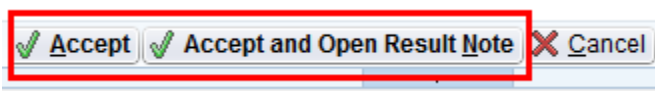
2. These comments will be added to the labs you checkmarked, it is optional to use speed buttons to make changes to your lab selections:
 - a. **All Results:** Selects All Results to Apply Comments.
 - b. **Normal Results:** Selects only Normal Results to Apply Comments.



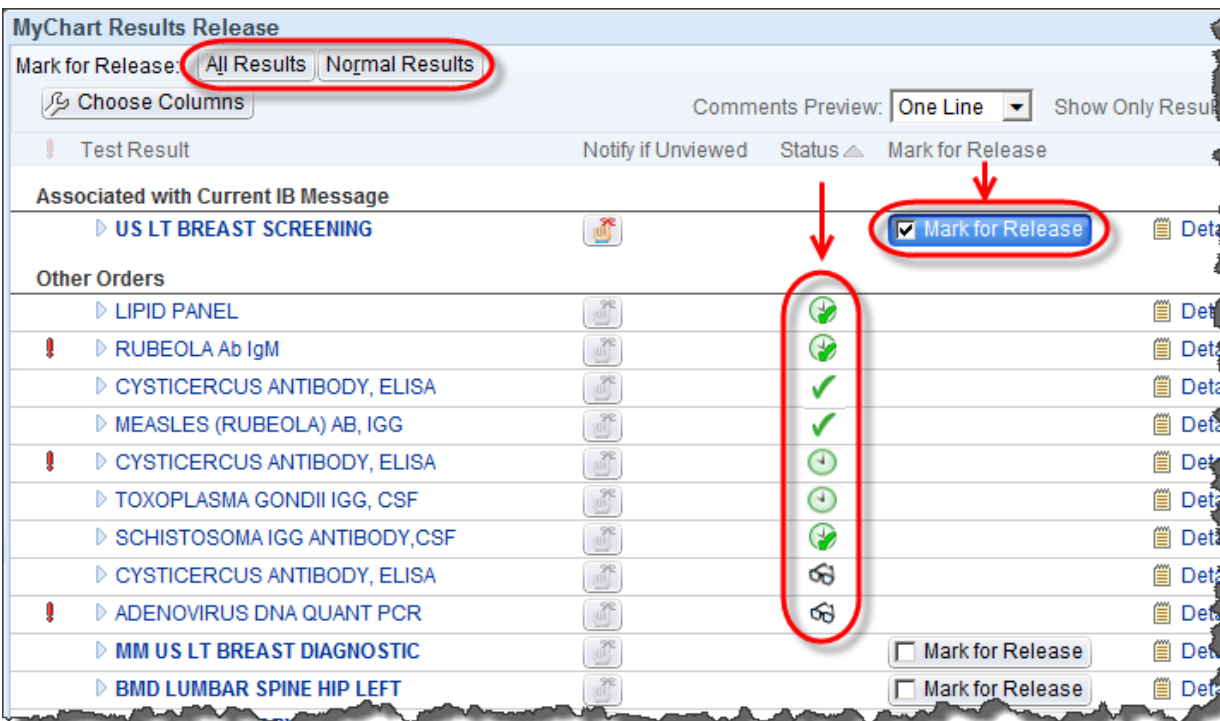
3. Click the **Apply to (xx) Selected Results** button to have your comments attached to the selected labs.







2. Click **Accept**. The Results and the Comments are both released to the patient's MyChart account **OR** Click **Accept and Open Result Note** which releases results to MyChart and opens a Result note (which is **not visible** to the patient).



More Advanced Features



<input type="button" value="All Results"/>	Selects All Results to apply comments.
<input type="button" value="Normal Results"/>	Select only Normal Results to apply comments.
<input type="checkbox"/> Mark for Release	Select or deselect to release.
✓	Manually released.

	<p>Result is auto-released.</p>
	<p>To be auto-released (hover to view the release date).</p>
	<p>Patient has viewed result/comment in MyChart.</p>
	<p>Send a notification if the result is not viewed - Allows Providers to receive an In-Basket notification if a patient has not viewed the selected result by a specific date.</p>