**Workflow: Tempus In-patient ordering**

**Step 1**: **Fellow/Attending discusses Tempus testing with patient, and informs patient that Tempus Coordinator will reach out regarding financial assistance application** (all pts are encouraged to apply regardless of insurance status)

**Step 2**: **Fellow/Attending documents Tempus discussion in progress note using the Epic smart phrases below *\*\*Tumor Only is strongly recommended\*\****

(.TEMPUSTUMORONLY)

“We discussed the purpose, risks, and benefits of tumor genetic profiling and @NAME@ has agreed to the Tempus xT assay. Patient notified regarding completion of the financial assistance form. Patient also notified that associated de-identified genetic information will be retained by Tempus and may be used for other non-clinical purposes in the future.”

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“We discussed the purpose, risks, and benefits of tumor genetic profiling and @NAME@ has agreed to the Tempus xT assay.  We discussed that genetic analysis of tumor and normal tissue will be performed, but no germline variant results will be returned to the clinical team.  Patient notified regarding completion of the financial assistance form. Patient also notified that associated de-identified genetic information will be retained by Tempus and may be used for other non-clinical purposes in the future.”

**Step 3**: **Fellow sends Epic in-basket/staff message to Tempus Coordinator (Doug Kirk) with a CC to Attending on service, requesting Tempus Tumor Only Order**.

**Step 4**: **Tempus Coordinator completes financial assistance application with patient, places Epic order and routes to inpatient/consult Attending to sign** (of note, all Tempus orders contain a physician attestation that Tempus testing was discussed with patient, see order text below for reference)

***“****I certify that the physician who has authorized the order (the "Ordering Physician") has explained to the patient the purpose, risks, and benefits of the test(s) being ordered. Submission of this order is the Ordering Physician's certification of medical necessity and authorization for the test(s) and further certifies that the Ordering Physician has obtained from the patient informed consent that meets the requirements of applicable law for Tempus to: (a) perform the test(s); (b) obtain, receive, and release test results and any corresponding medical information as necessary for reimbursement or the processing of insurance claims; (c) retain samples and information obtained from the patient, including test results, for an indefinite period of time; (d) use information obtained from the patient and the test results in accordance with applicable law, including the de-identification of such information and disclosing the de-identified information for other purposes.Unless otherwise indicated to Tempus, the Ordering Physician has confirmed that the pathology lab from which the specimen(s) were obtained is part of the treatment team and may receive a copy of test results upon the lab's request to Tempus. Because pathology labs, insurance companies, and other third parties involved in the processing of or payment for the order may request documentation of the order, Tempus may create a PDF*