



Job Aide: Teammate Health Exposure Orders

 Atrium Health Wake Forest Baptist	DOCUMENT TYPE: Form	ORIGIN DATE IN TITLE 21 9/29/2020
CLIA Lab Director: Dr. Gregory Pomper	LAB DEPARTMENT: Central Processing Lab	CONTACT: Central Processing Manager

1. Receive a completed Teammate Health Services (employee health) exposure requisition:

 Atrium Health Wake Forest Baptist	Medical Center Boulevard Winston Salem, NC 27157 Client Services: 877-933-9522 Fax: 336-716-8866	Please Check Correct Location ID: WF Teammate Health Winston	Employee Health Services Meads Hall Winston Salem, NC 27157 Phone: 336-716-4801
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PLEASE FILL IN COMPLETELY OR ATTACH LABEL BELOW—PLEASE PRINT

X STAT	Call To: 336-716-4801	Bill Type: <input checked="" type="checkbox"/> Client	Source Patient Name:
	Ordering Physician Name: Clark, Robert NP	Sex: M F	DOB:
		Collect Date and Time:	Collector:

Notes:

- o Draw (3) gold top tubes with patient label on tubes
- o No Add Ons
- o Send Tubes in STAT lab bag
- o Include paper requisition in bag with specimens.

Tests		
LAB5546	X	HIV Screen with Reflex to Confirmation
LAB5072	X	Hepatitis B Surface Antigen (HBSAG) Screen, Qualitative With Confirmation
LAB5585	X	Hepatitis C Virus (HCV) Antibody Screen with Confirmation

Diagnosis Code: Z57.8

Exposed Employee's Information:

Name:

Phone Number:

Medical Center Campus: (Circle One)


Winston Davie Lexington Wilkes

High Point WF Health Network Other

Reporting Procedure:

1. Call Employee Health @ 336-716-4801 (Option 1)
2. Complete source labs by:
 - a. Completing & printing the Lab Requisition Form
 - b. Collecting & labeling blood from the source patient
Note: Source patient name & date of birth on the requisition & sample must match
3. Deliver samples with completed requisition to the Winston Campus Lab
 - a. If not located on Winston Campus, call a STAT courier at 1-855-933-6368.



- Open Requisition Entry in Beaker.
- Enter the Submitter WF TEAMMATE HEALTH WINSTON. Click Search/Select.
- In the Patient box, enter the Source Patient's MRN or Name. Select patient. If Source Patient is not in the system, create a new patient.
- Enter the Auth & Ord Provider (Clark, Robert Edward)

Auth. & Ord. Provider [2]  Split

ROBERT EDWARD CLARK

- Enter Diagnosis Code: Z57.8

Orders and Diagnoses [5]

Add a diagnosis  Z57.8 - Occupational exposure to other ris... 

- Enter Test codes in the box under Procedure heading:

HIV Screen with Reflex to Confirmation (LAB5546)
 Hepatitis B Surface Antigen (HBSAG) Screen, Qualitative with Confirmation (LAB5072)
 Hepatitis C Virus (HCV) Antibody Screen with Confirmation (LAB5585)





- Change Priority to **Stat**

Priority

STAT

- Click Create Specimens

Procedure	Specimen
1 HIV Screen with Reflex to Confirmation [LAB5546]	
2 Hepatitis B Surface Antigen (HBSAG) Screen, Qualitative With Confirmation [LAB5072]	
3 Hepatitis C Virus (HCV) Antibody Screen With Confirmation [LAB5585]	

Add an order [6]   Create Specimens  Receive All  Cancel Orders

- Enter Collection Date/Time for specimens.

- In the Requisition Comments box at the bottom right of the screen, type the exposed employee's information as listed on the requisition (Employee's name, phone number, campus).

Requisition Comments

Alex [REDACTED]
843 [REDACTED]
Winston

12. Click Receive, Accept, & New.
13. Verify identifiers match between Beaker labels and blood specimen labels. Initial Beaker labels and label samples. Print an extra label for one of the chemistry samples. Highlight the location on the extra label. Spin will deliver the label to the chemistry bench.
14. File requisition in Manual Requisitions hanging file to be scanned into Epic.