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| **Phlebotomy Request Priorities (Draw Times)** |
| **Purpose** | This procedure provides instructions for PHLEBOTOMY REQUEST PRIORITIES (DRAW TIMES) to assist in organizing and scheduling/planning the day to day laboratory work load to support the patient’s caregiver in managing the patient. |
| **Policy Statements** | This procedure applies to all laboratory staff. |
| **Procedure** | Follow the activities in the table below for PHLEBOTOMY REQUEST PRIORITIES (DRAW TIMES).1. The priority status must be assigned at the time the patient’s test request is entered into the computer system using the criteria below.
2. The priority status will be communicated to the laboratory via a computer generated specimen label or Sunquest Collection Manager.

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| **Priority** | **Description** |
| **STAT** | A STAT priority indicates an unstable patient that needs immediate attention. **Lab will respond within 15 minutes.** |
| **ASAP** | An ASAP priority indicates that the result is needed for patient management and will be collected as soon as possible. **Lab will respond within 30 minutes.** |
| **TIMED** | A TIMED priority indicates the specimen must be collected at the specific time. |
| **ROUTINE** | A Routine priority defaults to the next scheduled time of collection.Routine pick up (draw) times:1. 0700
2. 1300
3. 2000
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