

TRAINING UPDATE

Lab Location:
Department:

SGMC and WAH
Processing

Date Implemented:
Due Date:

4.12.2017
4.29.2017

DESCRIPTION OF PROCEDURE REVISION

Name of procedure:

Processing Stat Reference Lab Specimens

Description of change(s):

1. We shortened the list of tests that can be sent stat or priority.
2. We no longer "automatically" send these tests stat or priority to Quest. We will ONLY send stat if the provider orders the tests as stats.
3. The format and wording of the procedure were updated for clarity.

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Non-Technical SOP

Title	Processing Stat Reference Lab Specimens	
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Owner	Stephanie Codina	Date: 4/5/2017

Laboratory Approval		
Print Name and Title	Signature	Date
<i>Refer to the electronic signature page for approval and approval dates.</i>		
Local Issue Date:		Local Effective Date:

Review:		
Print Name	Signature	Date

Form revised 3/31/03

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- 1. PURPOSE**
To define the process for stat reference lab testing.

 - 2. SCOPE**
This procedure applies to reference testing that is ordered with a stat priority.

 - 3. RESPONSIBILITY**
 - A. All specimen processing staff and designated laboratory staff must understand and adhere to this procedure for processing stat reference lab tests.
 - B. The Field Operations manager is responsible for the content and review of this procedure.

 - 4. DEFINITIONS**
None

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5. PROCEDURE

Step	Action
1	<p>The following tests have been approved for stat handling if ordered with a stat priority by an authorized provider.</p> <ul style="list-style-type: none"> • Alcohol, Methyl (XMETOH) • Amitriptyline (XAMTRP) • Cyanide (XCYAN) • Cyclosporin, Monoclonal FPIA (XCYCLO) • Drug Abuse Screen, Urine (XDSCRU) • Ethylene Glycol (XETHGL) • HIT (Heparin Induced Thrombocytopenia) Test (XHEPI) • Imipramine (XIMIPR) • Ionized Calcium (XIONCA) • Lidocaine (XLIDOC) • Progesterone (XPROGE) • Pyruvic Acid (XPYRAC) • Serotonin Releasing Antibody (XSRA)
2	<p>To aid staff in identifying these samples, the LIS aliquot label will display the word "Now" to identify that the samples are approved for stat testing.</p> <ul style="list-style-type: none"> A. The samples will only be referred with a stat priority code if ordered stat. B. Orders for stat reference tests that are not on this list will be sent routine, with the next schedule courier.
3	<p>When a stat reference specimen is received, it will be forwarded to the reference laboratory as a stat. Orders electronically transmitted to Quest are not associated with a priority code, so staff will have to process these specimens differently.</p> <ul style="list-style-type: none"> A. Create a manual order batch list for the stat specimen(s) using function ROB. B. Queue the created batch. C. Place a STAT label on the specimen. D. Place the specimen in a biohazard bag and insert one copy of the packing list into the outside pocket of the bag. E. Store the specimen at the appropriate temperature until pickup. F. Place a second copy of the packing list in the sendout logbook.
4	<p>If necessary, call a stat courier to transport the specimen. Couriers can be reached by calling 703-802-6900, option 2.</p>
5	<p>Notify the laboratory department that will be performing testing that you are sending a stat. The Chantilly main phone number is 703-802-6900. Document the name of the person you spoke to on the packing list that is filed in the sendout logbook.</p>

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6. RELATED DOCUMENTS
SOP: Specimen Processing Sendouts

7. REFERENCES
N/A

8. REVISION HISTORY

Version	Date	Reason for Revision	Revised By	Approved By

9. ADDENDA AND APPENDICES
None

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