

UPDATE

Lab Location: SGMC, WAH & GEC
Department: All staff

Date Distributed: 2/1/2019
Due Date: 2/28/2019

DESCRIPTION

Description of change(s):

A patient care issue has been identified that involves failure to notify the appropriate caregiver when a test is cancelled in the LIS by lab employees. It is essential that notification is made and documented for every cancellation.

Below is an attestation statement that all lab staff must read and 'sign' electronically via the MTS quiz process.

“I understand that I do not have the legal authority to cancel any test that a physician or licensed independent practitioner (LIP) ordered. If a test must be cancelled,

- 1. I must notify a member of the patient care team prior to cancellation.**
- 2. I must document the name of the person notified and time of the notification in Sunquest.**
- 3. I must reorder the test unless the patient has been discharged or I am instructed otherwise by the patient care team.”**

Document your compliance with this update by taking the quiz in the MTS system.