

**Lab Alert—WOMC ED Cancellation Request**

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| **Effective Date:** | Tuesday, May 30 |
| **New Process:** | The laboratory will cancel specimens for the WOMC ED in certain circumstances. |
| **Background Information:** | We recently changed ED collections in Cerner from “Lab Collect” to “Nurse Collect.” ED is required to mark a specimen collected in Cerner prior to obtaining lab labels for collection. ED staff members are unable to cancel a test that is marked “collected” in Cerner when they do not obtain the blood. |
| **Procedure:** | 1. ED will complete the “Lab Cancellation Request” form when a specimen needs to be cancelled by the lab.
2. The form will be sent to lab via pneumatic tube.
3. Lab staff will cancel the orders listed on the form per procedure.
4. The form will list the reason for cancel and the name of the person notifying the lab for documentation purposes.
5. The form will be filed in processing for 30 days.
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