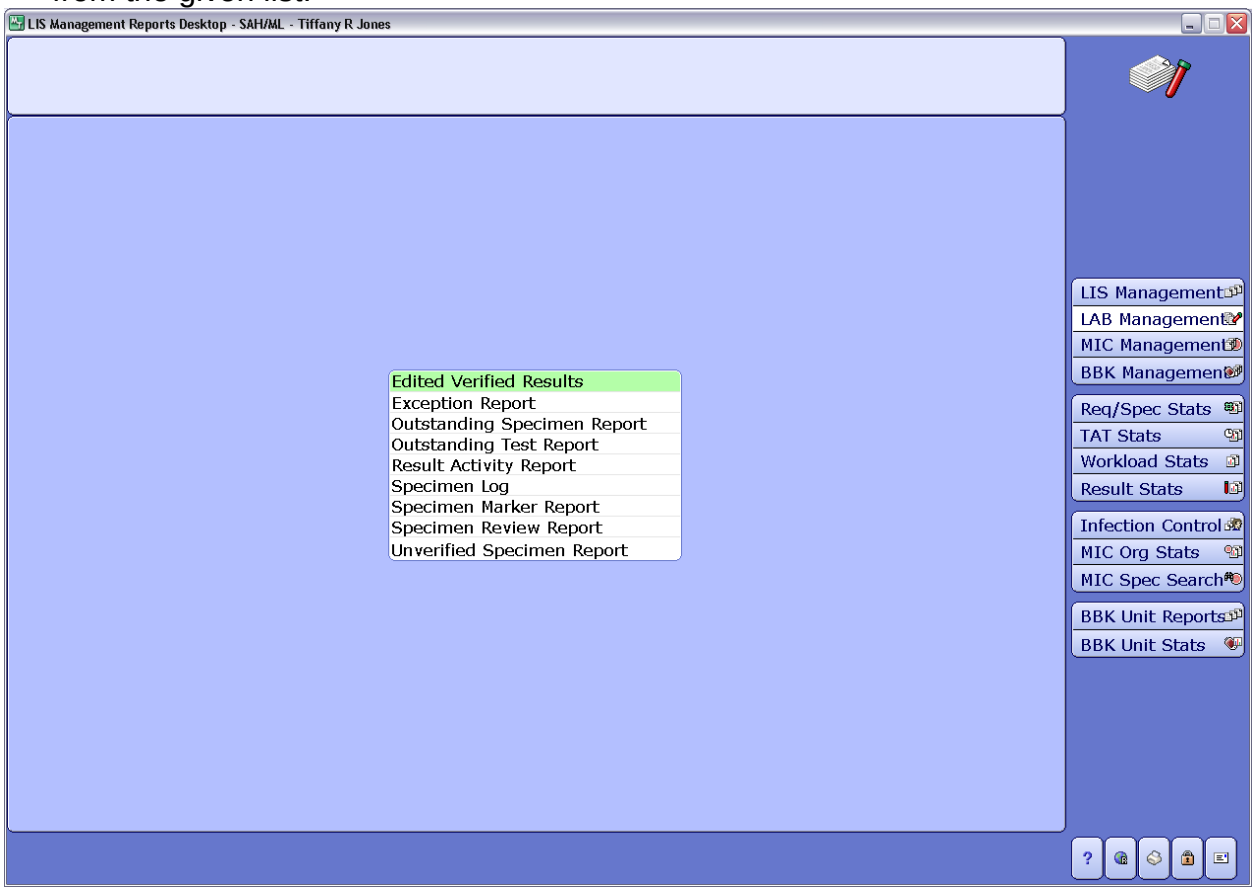
Policy Statement	A Daily Result Review is conducted to ensure that staff members are handling exception results and manually entered results appropriately.
Purpose	This procedure provides general direction and guidance on how to complete the Daily Result Review.
Scope	This policy applies to all associates in the Core Laboratory.
Responsibility	It is the responsibility of the Lead Technologist or Charge Technologist designee to perform the Exception Report for chemistry, hematology and coagulation from the previous day. It is the responsibility of the Lead Technologist or Charge Technologist designee to perform the result review for the Special Microbiology from the previous day. It is the responsibility of the technologist assigned in the Special Immunology areas to perform the result review from the previous day.
Related Documents	CORE 0000 QP Core Lab Quality Management Plan CORE 6060 Q Unacceptable Specimen Rejection and Delta Review Standards

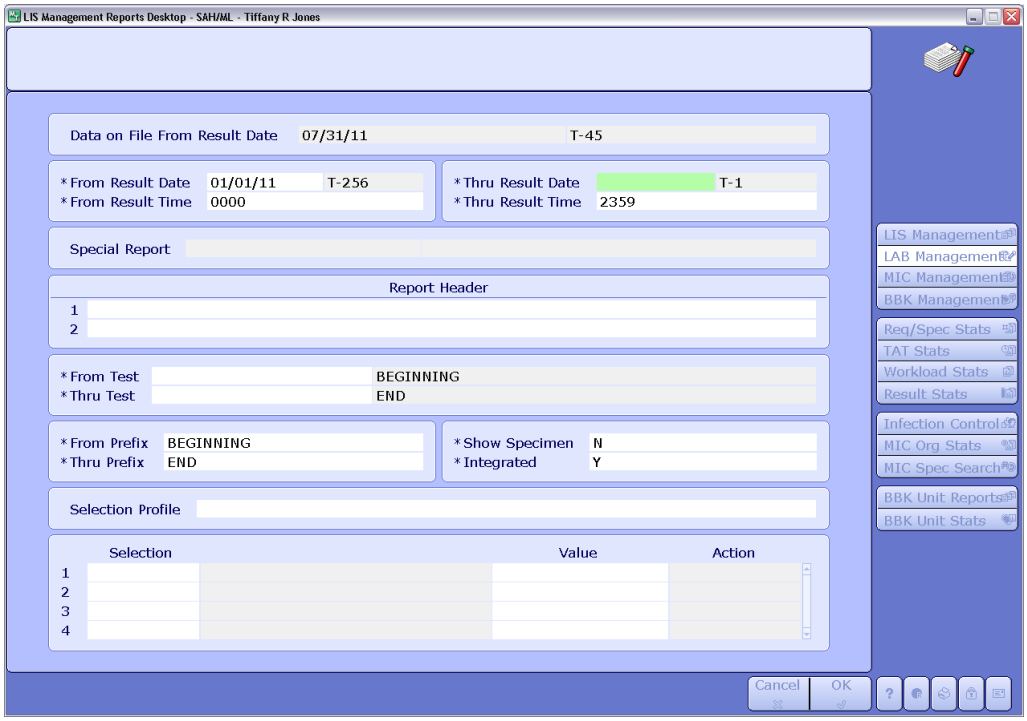
Chemistry, Coagulation, & Hematology Reports

An Exception Report should be compiled from Meditech using the following steps.

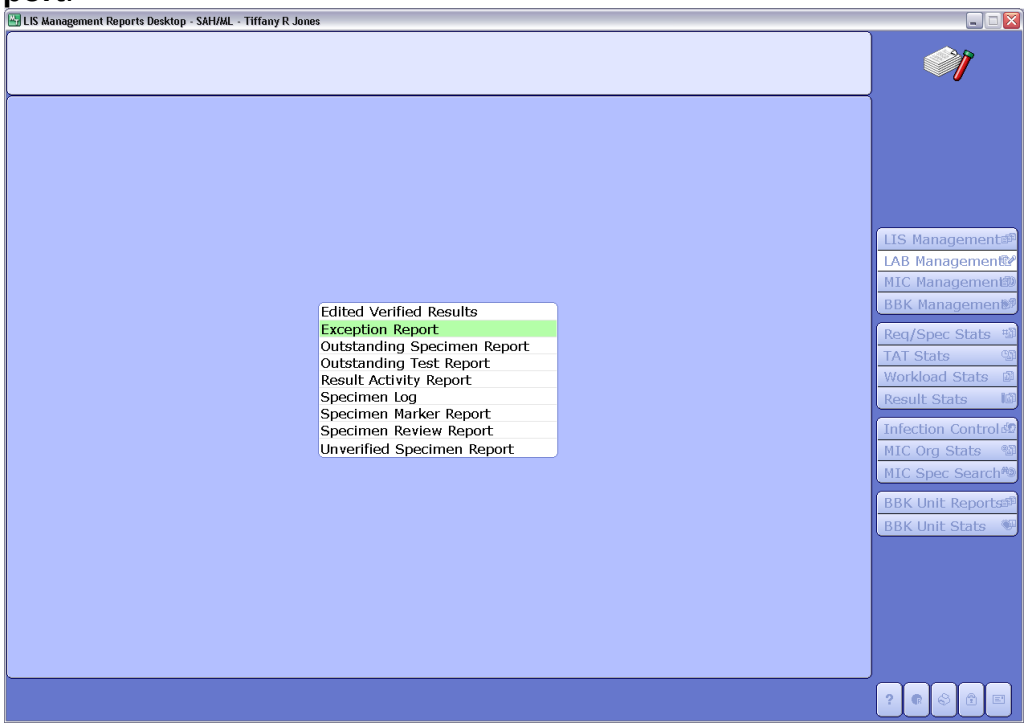
1. Log in to the Meditech and go to the Laboratory Module.
2. Choose the Management Reports from the laboratory menu.
3. Choose the LAB Management tab and then pick the **Edited Verified Results** from the given list.



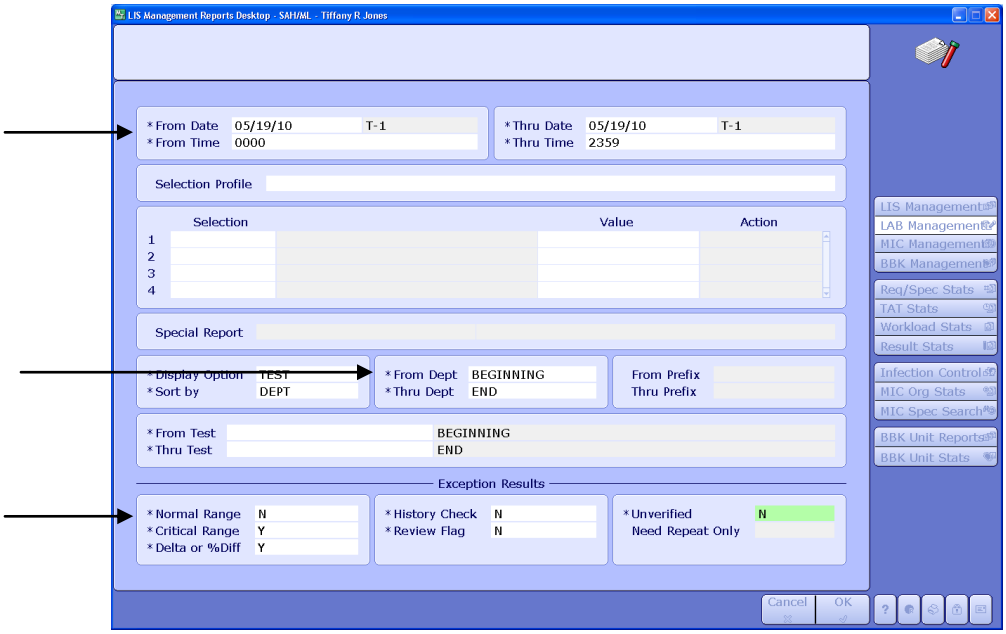
4. Enter the required criteria. The **From Date/Time** should be entered as the date and time the last report was completed. The **Thru Date/Time** should be the current date and time. The **From** and **Thru Dept** should be entered as CF and IR, respectively.



5. Upon completion of the Edited Verified Results report review, the Exception Report should also be reviewed. From the Reports menu, select **Exception Report**.



6. Enter the required criteria. The **From Date/Time** should be entered as the date and time the last report was completed. The **Thru Date/Time** should be the current date and time. The **From** and **Thru Dept** should be entered as CF and IR, respectively. The **Exception Results** criteria **should include** results in the Critical Range and with a Delta Check, The **Exception Results** **should not** include Normal Ranges, History Check, Review Flag or Unverified.



7. Press OK or F12 to generate the report.

Chemistry, Coagulation, & Hematology Review Criteria

Each sample on the Exception Report should be reviewed for the following:

- Abnormal Results
- Abnormal Results with Deltas
- Alert Values (see section below)

See *CORE 6060 Q Unacceptable Specimen Rejection and Delta Review Standards* for specific details.

Special Immunology Reports

The Centaur and miniVIDAS analyzer reports from the previous day should be utilized for result review.

Special Immunology Review Criteria

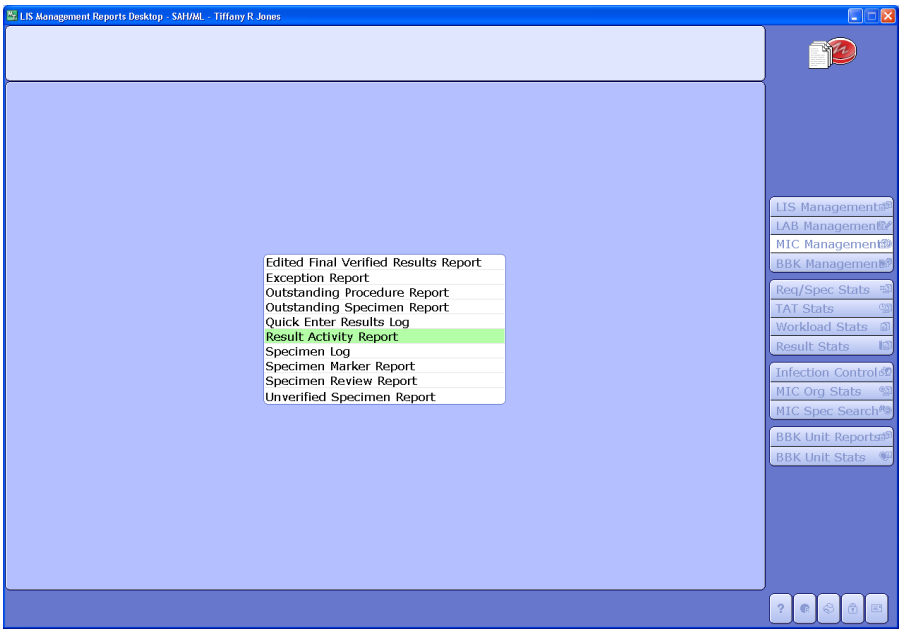
The technologist assigned to the Centaur should check the analyzer reports for any abnormal results or flags. The technologist should look for any samples that produced an “In Check Range” result. A check should be done to ensure that all duplicate testing was performed for these samples and that the correct result was entered into Meditech, based on the criteria listed in the specific test procedure.

The technologist assigned to the miniVIDAS should check the analyzer reports and compare the printed results to what was entered into Meditech.

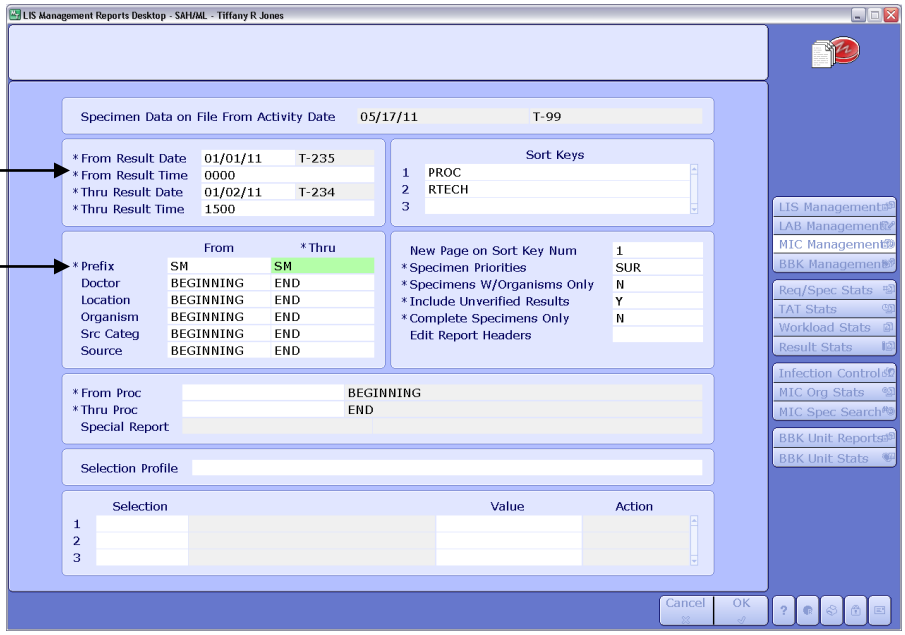
Special Microbiology Reports

A Result Activity Report should be compiled from Meditech using the following steps.

1. Log in to the Meditech and go to the Laboratory Module.
2. Choose the Management Reports from the laboratory menu.
3. Choose the MIC Management tab and then pick the Result Activity Report from the given list.



4. Enter the required criteria. The **From Date/Time** should be entered as the date and time the last report was completed. The **Thru Date/Time** should be the current date and time. The **Prefix** should be entered as From SM, Thru SM. All other fields should be left as the default.



5. Press OK or F12 to generate the report.

Special Microbiology Review Criteria

Each specimen result from the GeneXpert run report should be compared to the result that was manually entered into Meditech for accuracy. Associates must ensure that the correct organism code was entered into Meditech. The associate must also ensure that a CALD or PAGER comment is entered for any positive result per protocol.

Alert Value Review

For all sections, alert values should be reviewed. The criteria for documentation include the following:

- SMART comment, including the specified location, for regulated patient areas with a pager
- FAXD or CALD comments for outpatients
    - First and Last Name of the person that received the result
    - Credentials of the person that received the result
- Super Alert comments, where applicable
    - First and Last Name of the person that received the result
    - Credentials of the person that received the result
    - SMART comment

Corrective Action

An occurrence report form should be generated for each incident where a deviation from the standard operation procedure is identified. Corrective action should be taken when an error is discovered. Corrective action will be taken on a case by case basis depending on the severity of the error. In all cases the patient result will be amended, if needed, and the patient care area will be notified of the correction. Disciplinary action may be taken against the associate that made the error depending on the severity of the case.