#### Correcting Analytical Results in the LIS

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| Purpose | The laboratory must perform credits and cancellations of lab tests to:   * Ensure accurate billing of lab tests * Ensure accurate documentation of procedures related to lab testing * Ensure patient’s electronic medical records are updated with the current specimen status * Prevent improper deletion of results in the LIS and eHR |

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| Background | * The EPIC eHR is used by physician and nursing staff to place laboratory orders * Credits to laboratory orders are completed using the LIS credit modes Remove Result or Retain Result in a prescribed manner |

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| Procedure A | When tests are partially resulted, follow the steps below to correct analytic results that have been filed/reported in the LIS   |  |  | | --- | --- | | If ... | Then ... | | Tests are partially resulted but   * specimen is found to be unsatisfactory (i.e. hemogram on CBC is filed but specimen is found to be compromised) * test result(s) found to be inaccurate | * in Sunquest ALAB, function MEM, enter M-ACC# to enter the modify mode * modify the completed tests by replacing the erroneous results with the ETC "CORE" (corrected result) followed by the appropriate ETC explaining the reason for the correction (i.e. CORE-CLOT) * check that the corrected report comment "corrected report, previously reported as…." is attached to the result | |

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| Procedure A, cont | |  |  | | --- | --- | | If ... | Then ... | |  | * check that any pertinent   calculations are correct (calculations don't work in modify mode), such as attached comments or the performing lab comment   * result pending tests using Function MEM (enter M-ACC# to enter the modify   mode) and use the approved 3 ETC’s (disposition, why, action) for cancellation (DO NOT FREE TEXT)   * leave responses as is in Misys if RESOE is present * credit test using the Sunquest credit mode (Retain Result) * notify RN that specimen and/or test(s) were found to unacceptable * follow the laboratory recollection process and complete the recollection form to recollect the specimen if necessary * document incident on hand off communication log and inform the appropriate Supervisor | |

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| Procedure B | When tests are completely resulted, follow the steps below to correct analytic results that have been filed/reported in the LIS   |  |  | | --- | --- | | If ... | Then ... | | Analysis is complete and tests fully resulted but   * specimen is found to be unsatisfactory (incorrect draw, interfering substances) * test result(s) found to be inaccurate | * in Sunquest ALAB, function MEM, enter M-ACC# to enter the modify mode * modify the completed tests by replacing the erroneous results with the ETC "CORE" (corrected result) and append an appropriate ETC explaining the reason for the correction (i.e. CORE-CLOT) * check that any pertinent calculations are correct (calculations don't work in modify mode), such as attached comments or the performing lab comment * check that the corrected report comment "corrected report, previously reported as…." is attached to the result * leave responses as is in Misys if RESOE is present * credit test using the Sunquest credit mode (Retain Result) * notify RN that specimen and/or test(s) were found to unacceptable * look for additional orders and follow the laboratory recollection process and complete the recollection form to recollect the specimen * document incident on hand off communication log and inform the appropriate Supervisor | |

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| Procedure C | When tests are completely resulted and nurse/clinician requests test cancellation, follow the steps below to correct analytic results that have been filed/reported in the LIS   |  |  | | --- | --- | | If ... | Then ... | | analysis is complete; specimen is OK but nurse or clinician wants to cancel the order | * nursing must call lab to request to cancel any test that is completed in Sunquest (final results in EPIC eHr ) * do not modify or correct reported results in Sunquest * Inform the appropriate Supervisor of the incident and document on the hand off communication log * Once notified, the appropriate Supervisor will take the appropriate steps necessary to address the incident | |

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| RelatedDocuments | * Laboratory Specimen Recollection Form |

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| Related Procedures | * Crediting of Orders in Sunquest LIS * Canceling Inpatient Test Orders * Criteria for Rejection of Unacceptable Specimens * Quality Assurance of Patient Results |

*End*