Correcting Analytical Results in the LIS

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

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

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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Correcting Analytical Results in the LIS, continued

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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Correcting Analytical Results in the LIS, Continued

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

Correcting Analytical Results in the LIS, Continued

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

Related Documents

• Laboratory Specimen Recollection Form

Related Procedures

• Crediting of Orders in Sunquest LIS
• Canceling Inpatient Test Orders
• Criteria for Rejection of Unacceptable Specimens
• Quality Assurance of Patient Results

End