

Document Title: Requisition Design

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I. POLICY

All URMCLaboratory requisitions are designed to capture required information by the ordering provider:

- Patient demographics
- Insurance information
- DOB
- Diagnosis code(s) to support medical necessity
- Defined tests
- AMA approved panels
- Provider signature

The URMCLaboratory requisitions provide the necessary information to encourage providers to order only medically necessary tests for their patient(s). All profile components are clearly defined on the requisition to prevent duplicate ordering of tests.

II. PURPOSE

The management of laboratory requisition design and update.

III. RESPONSIBILITIES

Medical Directors & Lab Managers	Supports development of this policy and revise as needed
Compliance Associate	Supports the development of this policy.
Laboratory Outreach Staff, Department Supervisors & Billing Office	Follow the policy

V. REFERENCES

- OIG Compliance Program Guidance for Clinical Laboratories, August 1998
- NYSDOH Medicaid Policy Manual