

TITLE: CHROMOSOME ANALYSIS BLOOD

Principle: To follow appropriate steps for processing and shipping of specimen to appropriate reference lab and properly processing results when received.

Personnel: Phlebotomists and Medical Technologists

Referred Laboratory: Rush University Medical Center

Specimen Requirements: 4.0mL Whole Blood in a **Sodium Heparin** tube (1 mL Min)

LIS Order Code: CHBLD

Stepwise Procedure:

Specimen Processing:

1. Receive specimen in the laboratory information system (LIS) using the computer in send outs and print 2 extra labels, one for the reference lab testing log and one to be attached the copy of the requisition.
2. Fill out a RUMC Genetics requisition completely (example attached in procedure manual).
 1. Complete the patient name, medical record number, gender, date of birth, collection date and time, diagnosis (reason for testing), and put the ordering provider in the “Send Additional Reports” box.

GENETI			
RUSH UNIVERSITY MEDICAL CENTER RUSH MEDICAL LABORATORIES CHICAGO, ILLINOIS 60612 (312) 942-2378 DIRECTOR: ROBERT P. DE CRESCE, M.D.			
PATIENT NAME (LAST, FIRST)		MEDICAL RECORD NO.	
ADDRESS			
CITY		STATE ZIP	TELEPHONE
SEX <input type="checkbox"/> M <input type="checkbox"/> F	DATE OF BIRTH	SOC. SEC. NO.	
COLLECTION DATE		COLLECTION TIME	
SPECIMEN SOURCE		LOCATION	
DIAGNOSIS (MANDATORY) ICD-9 CODE or NARRATIVE			
SEND ADDITIONAL REPORTS TO DOCTOR:			

2. Mark "Blood" for the specimen source. This is the only source that can be used – do not add any other comments.

RUSH-COPLEY MEDICAL CENTER (630) 978-4890	
ALL INFORMATION MUST BE PROVIDED	
SPECIMEN SOURCE: <input checked="" type="checkbox"/> BLOOD (ONLY)	
NOTE: Enter any numbers listed after the tests as an Order Comment for the specific test.	

3. Mark the test "Constitutional Blood and Chromosome Analysis" at the bottom of the requisition.

LABORATORY TEST	
<input checked="" type="checkbox"/> CONSTITUTIONAL BLOOD AND CHROMOSOME ANALYSIS [CHBLD]	88230, 88262, 88291
09/2019	

3. Make a copy of the RUMC Genetics requisition to be kept in the Miscellaneous Laboratory Test box.
4. Package the specimen in a biohazard bag with the RUMC requisition placed in the outer pocket of bag.
5. Place the barcoded half of a MedSpeed "RML Rush – Main Lab" sticker on the outside of the biohazard bag, along with an "ATTN: Genetics Lab" sticker.
 1. The "ATTN: Genetics Lab" stickers are located in the same file as the RUMC requisitions.
6. Place the non-barcoded half of the MedSpeed label on the copy of the RUMC requisition.
7. Monday through Friday, before the last pickup at 5pm, place the packaged specimen in the RUSH Room Temperature box.

8. Friday after the evening pickup through Sunday, MedSpeed must be contacted for a pickup at (630) 617-5050. Inform them that you have a specimen to be sent to Rush University Main Lab and place the specimen in the Rush Room Temperature box to await pickup.
9. Place one of the extra LIS labels on the Yellow Reference Lab Log.
10. Place the copy of the completed RUSH requisition in Miscellaneous Laboratory Tests file box with the second LIS accession label attached.

Results Processing:

1. When Final Results are received, remove order requisition from Miscellaneous Laboratory Tests file box.
2. Place LIS label on results and place results in "To Be Scanned" basket in LCC area for phlebotomy staff to scan into LIS.
3. Discard order requisition in appropriate PHI receptacle.