Laboratory Medicine

General Policies

Table of Contents

Administrative

HMLAB001 Compliance with CAP Terms of Accreditation

HMLAB004 Notification of Testing Results Delay

HMLAB005 Record Retention

HMLAB055 Reporting of Outside Lab Results

LAB 002 Guidelines for Technical Procedure Manual

LAB 003 Medical Technologist-in-Charge

LAB 004 Use of Pneumatic Tube System for Specimen Transport

LAB 014 Inventory of Pathology Slides, Blocks and Specimens

LAB 015 Authorization for Use and Disclosure of PHI

LAB 016 Uses and Disclosures of PHI

LAB 016 Specimen Release Form

LAB 016 Sample PHI Authorization Form

LAB 035 Referral Laboratories

LAB 038 Departmental Security Policy

LAB 047 Online ordering for Dynamex Courier

LAB 051 MDL Shipments in CSR

LAB 053 Shared Specimens

LAB053A Shared Specimen Form

Information TechnologY

LAB 024 Faxing Patient Results from Instant Report

LAB024A Fax Cover Sheet

LAB 027 Patient Registration and Order Entry in Soft Computer

LAB 028 Patient Registration – Doctor Not on Staff

LAB 029 Exception Billing Report

LAB 031 Merging and Moving Orders

LAB 039 CCI Edit Report

LAB 042 Invoicing Error Report

LAB 043 Web Reports

LAB 045 Billing Reconciliation

LAB 057 Interface Results Integrity

Patient safety

HMLAB002 Reporting Device Related Adverse Events

HMLAB008 Critical Value Reporting

LAB008 Patient Safety Net

LAB 017 Documentation of Verbal Orders Review

LAB 017B Verbal Order Attachment

LAB 030 Guidelines Laboratory Hand-off Communication

LAB 030 Lab Hand-off Attachment

LAB 041 Laboratory Occurrence Form GENERAL

personnel

LAB 009 Personal Appearance Statement

LAB 013 Continuing Education

LAB 013B Continuing Education Attachment

LAB 046 Time and Attendance

LAB 049 Electronic Media and Devices

safety and emergency prepareDness

HMLAB054 Bloodborne Pathogen Policy

LAB 020 Emergency Preparedness Plan

LAB 021 Fire Plan

LAB 022 Hazardous Chemicals

LAB 022 Attachment (Chemical List)

LAB 032 Lab Ultraviolet Policy

LAB 040 Life Safety Measures (Ergonomics and Indoor Air Quality)

LAB 050 Latex Exposure

tECHNICAL

HMLAB003 Reporting of State Notifiable Conditions

HMLAB007 Reflex and Confirmatory Testing

LAB 001 Proficiency Testing

LAB 001A Attachment Unacceptable PT Investigation Form

LAB 001B PT Investigation Form – Microbiology

LAB 001C Linearity Investigation Form – Core Lab

LAB 005 General Lab Specimen Acceptance Review

LAB 005A Misidentified Specimens Form

LAB005B HLA Misidentified Specimen Form

LAB 006 Point-of-Care Testing

LAB 006B Appendix 2

LAB 018 Validation of New Instruments or Methods

LAB 019 Quality Control Program

LAB 026A Attachment 1

LAB 026A Attachment 2

LAB 026A Attachment 3

LAB 033 Information and Document Management Using SharePoint

LAB 034 Outpatient Specimen Recollection

LAB 037 Quality of Water

LAB 052 Tempsys Checkpoint Temperature Monitoring System