



Collection and Scheduling of Laboratory Tests

The options for scheduling of laboratory tests are as follows:

- **STAT**
- **TIMED COLLECTIONS**
- **EARLY AM**
- **ROUTINE ORDERS**
- **SPECIMEN IN LAB/ADD ON TEST**

Descriptions of each option are as follows:

- *STAT*: Emergency or life-threatening condition exists requiring immediate response from the laboratory for collection of specimen, performance of test, and reporting of results. Specimen barcode labels print immediately after order is placed.
- *Timed Collections*: This priority is used when collection of specimen is required at a particular time as specified by the physician. The phlebotomist will comply with the requested time of collection as closely as possible. Therapeutic drug and glucose requests will be the highest priority of timed requests. Tests will be performed and results will be reported as quickly as possible. If results are needed STAT, the test must be ordered as a STAT and not as a TIMED test.
- *Early AM*: These orders are collected between 3 a.m. and 6 a.m. The sequence of collections are prioritized by acuity of unit. Results are available by 7 a.m. The labels for these test are printed at midnight.
- *Routine Orders*: Routine orders are held in computer and printed throughout the day.
- *Specimen In Laboratory*: To order an additional test on a specimen already collected, it is necessary to add a comment to the order, use blood in lab. The test will be performed if adequate specimen is available. If specimen is not available, the order will be canceled and the nurse will be notified.

It is **IMPORTANT** to note that many specimen barcode labels for laboratory tests do not print immediately after the order is placed. When CPSI is down, the nursing units must keep the phlebotomist informed of tests required on their patients since the laboratory will have no way of knowing what orders have been placed.