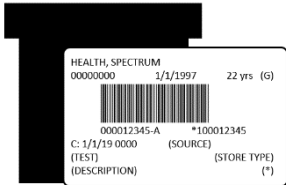




# GET IT STRAIGHT TO REDUCE THE WAIT! PROPERLY LABELING AP SPECIMENS

## ACCEPTABLE LABELING

The following label placement is **ALWAYS** acceptable:



*Properly Labeled*



*Properly Labeled Case*

Only one label per specimen. Any extra labels for other tests on the same specimen should be placed in the document pouch of the biohazard bag. Case labels may be placed over Epic labels if they are linked to the same test.

If unable to label with a label of any kind (Epic or office), make sure the following information is hand written on the specimen for processing personnel:

- Patient's Full First and Last Name
- Patient's Date of Birth
- Specimen Source

## UNACCEPTABLE LABELING

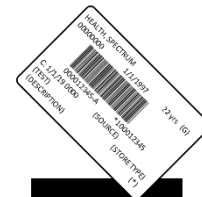
The following label placements are **NEVER** acceptable:



*Wrinkled/Scrunched*



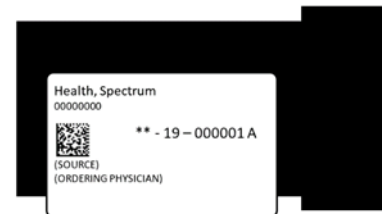
*Not On At All*



*On the Lid/Barely On*

## OTHER RULES AND EXCEPTIONS

**PAP – Thin Prep Vile:** Both Epic and case labels must be placed vertically on the specimen for the analyzer to read them. Epic labels must be placed on the specimen so that the patient's name is towards the top of the specimen. Case labels must be placed on the specimen so that the Data Matrix is at the bottom of the specimen.

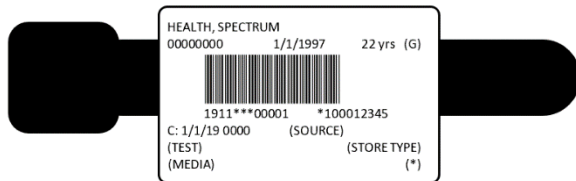


**NOTE:** All AP media should follow these guidelines. Anything from small biopsy containers to tissue pathology tubs. For more collection and specimen handling instructions, visit: [spectrumhealth.testcatalog.org](http://spectrumhealth.testcatalog.org)

## GET IT STRAIGHT TO REDUCE THE WAIT! PROPERLY LABELING CP MICRO SPECIMENS

### ACCEPTABLE LABELING

The following label placement is **ALWAYS** acceptable:



*Properly Labeled*

Only one label per specimen. Any extra labels for other tests on the same specimen should be placed in the document pouch of the biohazard bag.

If unable to label with a label of any kind (Epic or office), make sure the following information is hand written on the specimen for processing personnel:

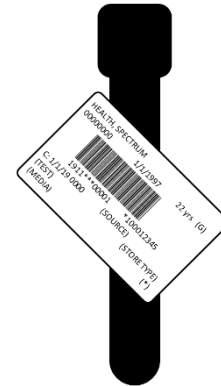
- Patient's Full First and Last Name
- Patient's Date of Birth
- Specimen Source

### UNACCEPTABLE LABELING

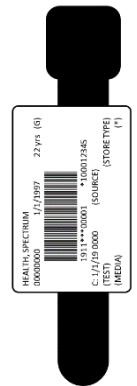
The following label placements are **NEVER** acceptable:



*Wrong Orientation*



*Crooked*



*Upside Down*

Other unacceptable forms of labeling include:

- Wrinkled labels
- Scrunched labels
- Labels on the lid
- Labels that are barely on
- Labels not on at all

### OTHER RULES AND EXCEPTIONS

**Blood Culture – FA<sup>+</sup>, FN<sup>+</sup>, and PF<sup>+</sup> Bottles:** Do NOT cover the bottle barcode with the Epic label, the bottle barcode is needed to load onto the analyzer.



**Aptima – Urine Tube:** Do NOT cover the window on the tube with the Epic label, the window is needed to run the test on the analyzer.



**NOTE:** All CP media should follow these guidelines. Anything from sterile cups to tubed specimens. For more collection and specimen handling instructions, visit: [spectrumhealth.testcatalog.org](http://spectrumhealth.testcatalog.org)

# GET IT STRAIGHT TO REDUCE THE WAIT! PROPERLY LABELING CP BLOOD SPECIMENS

## ACCEPTABLE LABELING

The following label placement is **ALWAYS** acceptable:



*Properly Labeled (front and back)*

Only one label per specimen. Any extra labels for other tests on the same specimen should be placed in the document pouch of the biohazard bag.

Leave **colored** edge of the vacutainer label visible with a window to see blood level.

If unable to label with a label of any kind (Epic or office), make sure the following information is handwritten on the specimen for processing personnel:

- Patient's Full First and Last Name
- Patient's Date of Birth
- Specimen Source

## OTHER RULES AND EXCEPTIONS

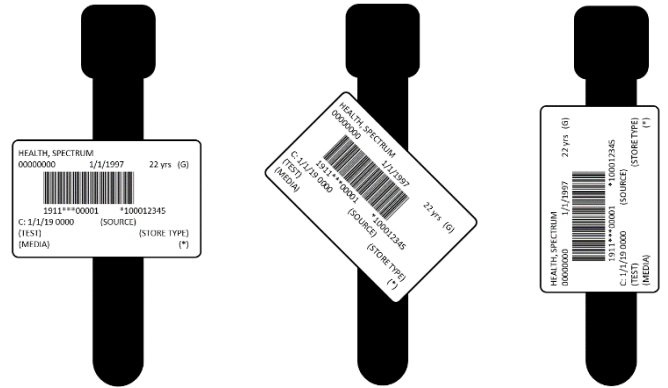
**Microtainer:** Affix a micro-extender. Apply so the barcode can be scanned. Do not cover cap.



**NOTE:** All CP media should follow these guidelines. Anything from sterile cups to tubed specimens. For more collection and specimen handling instructions, visit: [spectrumhealth.testcatalog.org](http://spectrumhealth.testcatalog.org)

## UNACCEPTABLE LABELING

The following label placements are **NEVER** acceptable:



*Wrong Orientation*

*Crooked*

*Upside Down*

Other unacceptable forms of labeling include:

- Wrinkled labels
- Scrunched labels
- Labels on the lid
- Labels that are barely on
- Labels not on at all

**Syringes:** Remove needle and cap syringes! Labels on syringes should be applied to show the blood level while still being able to scan the barcode.

