

CLINICAL CHEMISTRY

Phone: 922-4488

Hours: The department is staffed 24 hours a day.

	<u>Monday–Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Days: 8:00 a.m. - 4:30 p.m.	Full Testing	Limited	Limited
Evenings: 4:00 p.m. - 12:30 a.m.	Limited Testing	Limited	Limited
Nights: Midnight - 8:00 a.m.	Limited Testing	Limited	Limited

Responsibility:

This department is a full service laboratory offering routine and special testing with state-of-the-art instrumentation and methodologies.

Testing:

In addition to general chemistry, the department provides therapeutic drug monitoring tests, general endocrinology and electrophoresis.

Who to Call:

Director: Roberto Vargas, MD	922-4260
Supervisor: Devi Arcot, MT (ASCP)	922-3419
Manager: Erika Paul, MT (ASCP)	922-5232
Inpatient Information	922-4488
Outpatient Information - Client Services	922-4451

HEMATOLOGY

Phone: **922-4424** **Hematology**
 922-4273 **Advanced Coagulation: Monday – Friday, 8:00 a.m. - 4:30 p.m.**
 922-4248 **Flow Cytometry: Monday – Friday, 8:00 a.m. - 4:30 p.m.**

Hours: The Department is staffed 24 hours a day.

	<u>Monday–Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Days: 8:00 a.m. - 4:30 p.m.	Full Testing	Limited	Limited
Evenings: 4:00 p.m. - 12:30 a.m.	Limited	Limited	Limited
Nights: Midnight - 8:00 a.m.	Limited	Limited	Limited

Responsibility:

Hematology offers routine and specialized testing with state of the art instrumentation and methodologies. In addition to the complete CBC/Differential and some special hematology tests, hematology also performs routine and advanced coagulation, urinalysis and flow cytometry testing. Flow cytometry testing includes lymphocyte markers and neoplastic analysis.

Who to Call:

The department has supervisors or senior technologists available at all times.

Director: William Fricke, MD.922-4576
Supervisor: Marci Glessing, MT (ASCP)922-4424
Manager: Erika Paul, MT (ASCP)922-5232
Advanced Coagulation Supervisor: Mary Ann Tara.....922-4273

Inpatient Information922-4424
Outpatient Information - Client Services922-4451

MICROBIOLOGY

Phone: 922-4555

Hours:

	<u>Monday–Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Days: 7:00 a.m. - 5:00 p.m.	Full Testing	Full Testing	Full Testing
Evenings: 5:00 p.m. - 11:00 p.m.	Limited Testing	Limited Testing	Limited Testing
Nights: 11:00 p.m. – 7:00 a.m.	Limited Testing	Limited Stats	Limited Stats
Holidays:	Limited Testing	Limited Stats	Limited Stats

Responsibility:

The primary responsibility of the Microbiology Laboratory is to rapidly and accurately provide information concerning the presence or absence of microbial agent(s). Our Microbiology Laboratory offers services in the following areas: aerobic and anaerobic bacteriology, mycobacteriology, serology, and molecular diagnostics. The following tests may be requested on a STAT basis: Gram Stain, Infectious Mononucleosis Screen and Rapid Group A Strep.

Who to Call:

Director: Roberto Vargas, MD	922-4260
Supervisor: Jean Campbell MT (ASCP)	922-4555
Manager: Erika Paul MT (ASCP)	922-5232
Outpatient Information: Client Services	922-4451

Recommendations:

1. Specimens should be obtained **before antimicrobial therapy** whenever possible.
2. Universal Precautions: All specimens submitted to the Laboratory must be collected and handled as if infectious and capable of transmitting serious infection.
3. Avoid contamination of the specimen by using only sterile equipment and aseptic technique.
4. Specimen should be representative of the infectious process (i.e., sputum, not saliva; exudates from the depth of the wound, not just a swab of the surface).
5. A sufficient quantity of specimen must be submitted to perform all requested tests (refer to Laboratory Manual for quantity and specimen requirements).
6. Shared Specimens (microbiology testing and other laboratory testing).
 - a. Frequently specimens require testing not only in Microbiology but in other laboratory departments as well.
 - b. These samples may be split into separate specimens for each department or the entire specimen labels/requisitions should be sent to microbiology. Personnel will culture the specimen and send it to the appropriate laboratory section/hospital department for other testing.

Specimens for microbiology are to be collected in sterile, leak-proof containers or appropriate transport media. (See laboratory manual for specifics.)
7. All specimens must be delivered to the microbiology laboratory as soon as possible after collection. Identification of the specimen begins with the person collecting the specimen.

SPECIMEN MANAGEMENT

Phone: 922-5367

Outpatient Hours: Monday – Friday, 7:30 a.m. - 12:30 a.m.
Saturday 8:00 a.m. - 8:30 p.m.

Inpatient Hours: Sunday – Saturday 24 hours a day

Responsibility:

1. Prioritize specimens received: CRISIS, ASAP, and Routine.
2. Enter or verify patient demographics, insurance information, diagnosis, ordering physician(s) and test information into the HIS & LIS systems.
3. Prepare specimens for testing for the individual laboratories and reference laboratories.

Specimen Identification:

It is the responsibility of the phlebotomist (person collecting the specimen) to correctly label the specimen. Required information: patient name, DOB, date and time of collection, and the name or ID# of the person obtaining the specimen. Additional information is required for Blood Bank (refer to Transfusion Service Section). All orders from physician's offices will be registered and ordered by Specimen Management. All inpatient orders are required to arrive in lab with appropriate barcode label, including Hold test codes

Labeling Guidelines (Phlebotomy):

1. Containers with removable tops should have the sides of the container labeled as well as the top (i.e. urine specimen containers).
2. Check labeled specimen to ensure that all required information is on the specimen.
3. Check that the information on the specimen matches that on the requisition if provided and that the specimen collected meets the test requirements.

Requisitions:

1. Outpatient requisitions must be completed by the ordering physician or designee in the office. The following information is required: patient's name, sex, date of birth, address, phone number, diagnosis, ordering physician's full name, insurance, guarantor, responsible party, (if a child), date and time of collection and tests requested. Additional information (height, weight, fasting status, dosage etc.) may be required for some tests.

Who to call:

Supervisor: Kathy Stokes.....922-4766
Sr. Specimen Management Tech: Deb Walik –Day/Sendouts.....922-5367
Specimen Procurement, Lead: Igor Chervonyak – Day/Evening922-5367
Specimen Procurement, Lead: Doug McLean – Night.....922-5367

TRANSFUSION SERVICES

Phone: 922-4083

Hours: The department provides full testing 24 hours a day, 7 days a week.

Responsibilities:

The Blood Bank is responsible for the storage and compatibility testing of blood and components and for special immunohematology studies. Products available are red blood cells, plasma, cryoprecipitate and platelets.

Who to Call:

Director: William Fricke, MD922-4576
Manager, Laboratory Services: Glenda Spencer, MT(ASCP)SBB,922-4085

The Manager or a Lead/Senior Technologist is available at all times.

Specimen Guidelines:

A Type and Screen will outdate on the third day post collection if the patient has been pregnant or transfused within the past three months.

A Type and Screen will outdate on the fifteenth day post collection if the patient has not been pregnant or transfused within the past three months. A crossmatch can be added to a current Type and Screen.

When ordering a type and screen, always answer the three questions concerning previous transfusions, pregnancies if applicable and does the patient have an antibody card. Call the Transfusion Service if you know of a problem that may cause difficulties.

Labeling Requirements:

All inpatient specimens must contain the following information. Specimens must be drawn using a blood recipient identification band.

- Patient's full name
- Patient's medical record number
- Patient's date of birth
- Date and time drawn
- Employee ID of persons collecting the specimen
- Recipient ID Band number

For outpatients that require transfusion, the specimens must be labeled the same as inpatients. For routine outpatient testing when the medical record number isn't available, the date of birth will be used as an identifier.

Do not prelabel tubes before collecting the specimen.

The department maintains an adequate supply of packed cells, fresh frozen plasma and cryoprecipitate. Platelets are ordered as needed.

POINT OF CARE TESTING

Phone: 922-4255

Hours: The department provides support for bedside testing from 7:30 am to 4:30 pm. Replacement glucose meters are available after hours in the Chemistry lab.

Responsibility:

The primary responsibility of Point of Care Testing is to assist and oversee testing designed to be used at or near the site where the patient is located. This allows clinical management decisions to be made immediately, resulting in improved patient safety, clinical outcomes and patient satisfaction.

Who to Call:

Director: Roberto Vargas, MD922-4260

Manager: Dawn Slossar, MT (ASCP)922-4977

Sr. Medical Tech: Gretchen Smith, MT (ASCP)922-3851

Outpatient Information: Client Services922-4451