



REPORTS

PURPOSE: To ensure consistency in the printed, telephone, and electronic methods of reporting utilized to notify provider of patient results.

PRINTED REPORTS

1. **Test reference ranges:** Reference ranges are provided on all test reports. Abnormal results are identified with a (H)igh or (L)ow. Critical values are identified with (C) in addition to the (H) or (L).
2. **STATS:** STAT results are automatically printed to nursing units. Requesting physicians office practices will be notified by faxing a printed report or by telephone.
3. **Fax:** Reports will be faxed upon request.
4. **Corrected Reports:** Upon discovery of a clerical error, testing error, or if additional information needs to be added to a previously completed report, a corrected report will be generated. The report will print and the provider will be called with significant result corrections.

DISTRIBUTION OF PRINTED REPORTS

Daily reports are generated and distributed via USPS, interoffice, fax or electronically.

TELEPHONE REPORTS

1. **Critical Results:** Critical hospital patient results will be called directly to nursing units or provider. (After hours the result will be called to the MD covering for the patient's physician.) In all cases the receiver will be asked to read back results. **CLIA '88 regulations require identified critical values to be called 24 hours/day, 7 days a week.**