LB.24 The laboratory has a written description for the format and contents of its reports.

LB.24.1 The laboratory has a written description for the format and contents of its reports which include:

LB.24.1.1 Identification of the testing laboratory.

LB.24.1.2 Patient identification (full name and medical record number, age and sex).

LB.24.1.3 Identification of the ordering physician.

LB.24.1.4 Date and time of specimen collection and the source of specimen.

LB.24.1.5 Reporting date and time.

LB.24.1.6 Test results and reference intervals.

LB.24.1.7 Identification of the authorized person releasing the report.

Standard Intent:

As applicable, all of the above elements of a laboratory report must be available in the laboratory information system or in paper records.

LB.25 The laboratory develops a process for critical results reporting.

LB.25.1 The laboratory implements policies, procedures and records in consultation with clinical departments to address the following:

LB.25.1.1 Identification of results that should be reported as critical.

LB.25.1.2 Identification of the notified party.

LB.25.1.3 Identification of the means of communicating critical results.

LB.25.1.4 Description of the sequence of conveying the result and read-back.

LB.25.2 Documentation of critical results notification event includes:

LB.25.2.1 Date and time of notification.

LB.25.2.2 Patient identification.

LB.25.2.3 Test results.

LB.25.2.4 Documentation of read-back.

LB.25.2.5 Identification of the notifying person.

LB.25.2.6 Identification of the notified person.

Standard Intent:

Critical results are those results that may require rapid clinical attention to avert significant patient morbidity or mortality. The medical director of the laboratory needs to define the critical values in consultation with clients and clinical departments served.

Records must be maintained showing prompt notification of the appropriate clinical individual after obtaining results in the critical range. These records should include: date, time, responsible laboratory individual, person notified, test results and documentation of read-back. Any problem encountered in accomplishing this task should be investigated