

25-Specimen Rejection

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ANNUAL REVIEW:

REVIEWED	<u>Sanford W. Bailey, M.D.</u>	<u>July-17-2025</u>
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SUPERSEDES: Procedure titled _____

Purpose:

To describe the Lab's specimen rejection criteria.

Scope:

All Lab Personnel

Policy:

To ensure the accuracy of lab results, adequate specimens must be provided to the lab.

Procedure:

All specimens should meet the documented requirements before being accepted by the Laboratory.

Specimens will be rejected after evaluation under the following conditions. Use the following criteria to explain what is needed to correct the problem.

Specimen collection and quality issues

1. Specimens submitted in the improper tube or container must be evaluated by technical staff for acceptance. If deemed necessary, the specimen will be recollected in the proper container.
2. Specimens submitted that have insufficient quantity of specimen for testing cannot be accepted. For instance, short draw tubes have minimum draw volumes for accurate testing. The specimen will need to be recollected.
3. Specimens of poor quality for testing may be rejected. Examples of poor quality include contaminated, hemolyzed, lipemic and icteric specimens. Lab staff will determine if the testing can be performed without compromising the test results. If needed, the specimen will be recollected.

Specimen label and order issues

1. Specimens not accompanied by an order will be evaluated to determine if an order can be placed in CliniSys LIS by the provider.
2. Inadequately labeled specimens can be accepted if they fall under the exception testing, and are approved by management. Exceptions include the following specimens:
 - a. CSF, Body Fluids, drug Trough or Peak, other unrecoverable specimens due to patient recollection inconvenience. The collector or manager must personally label the sample and provide their name and department.

3. Specimen does not fall under the exception list, then a fresh properly labeled specimen must be collected and submitted.
4. Mislabeled specimens will not be accepted in most cases. If a mislabeled specimen is received and is either unable to be recollected, or there are extenuating circumstances, we will accept the specimen provided the collector or manager must personally label the sample and provide their name and department.

Specimen storage issues

1. Specimens stored under conditions not listed in the Laboratory Specimen Requirements Manual and as per the kit instruction on sample stability must be evaluated by Technical staff for acceptance. If deemed necessary, the specimen will be recollected. Exceptions may include the following specimens: CSF, Body Fluids, drug Trough or Peak or other unrecoverable specimens.

Specimen transport issues

1. Specimens should be received by the laboratory within the documented testing time constraints to be accepted. Technical staff will determine if the testing can be performed without compromising the test results if the transport time was extended. If needed, the specimen will be recollected.
2. Specimens should be transported under the proper specimen transport conditions: examples may include on-ice or protect from light. Technical staff will determine if the testing can be performed without compromising the test results if transport conditions were compromised. If needed the specimen will be recollected.
3. Leaking or broken containers will be evaluated for acceptance. Exceptions include the following specimens: CSF, Body Fluids, drug Trough or Peak or other unrecoverable specimens. Use appropriate PPEs and clean the outside of the container with alcohol. If it is determined that the sample has not been contaminated, testing should be performed if possible.
4. In response to OSHA standards and good laboratory practices, needles should be removed using the point lock device and the syringe capped before delivery to the Laboratory. In case it happen, it should be reported as one of the biohazard risk.

References

CAP all common checklist 2023
COLA accreditation manual 2022
