I. PURPOSE:

In order to ensure that laboratory testing is done and reported on the correct patient, and to meet The Joint Commission National Patient Safety Goals for patient identification, each specimen must be labeled with the correct information every time. See ACCEPTING AND REJECTING SPECIMENS, this manual.

II. ALL SPECIMENS BROUGHT FOR TESTING:

- ☆ All specimens (including all specimen types: urine/ culturettes/fluids/etc.) must be labeled with at least Name and Date of Birth. **The patient location IS NEVER USED as a source of identification**. All specimens must be labeled in the presence of the patient.

III. ALIQUOTS:

- ☆ All patient specimens must be identified by a labeling process through out the testing process.

- ☆ If specimens are poured to a secondary tube, each aliquot must be labeled. All aliquot tubes must be labeled with at least two (2) identifiers. (Must use full name and accession number -- use printed labels whenever possible.)Secondary tubes from other clinical areas are **NOT ACCEPTABLE FOR COMPATIBILITY TESTING**. Sometimes when samples are in small containers or with slides, use of name and accession number is used to tie to the Date of Birth.

- ☆ In Blood Bank, a computer generated label is always used whenever possible for aliquot tubes. All secondary tubes for Blood Bank must be generated from an appropriately labeled Blood Bank primary tube. During compatibility testing on smaller tubes and gel cards with limited space, name is appropriate.

- ☆ When transferred to equipment, at the very least a cup or position number must be associated with the name of the patient. Most laboratory equipment uses primary tubes for testing that have completely labeled barcode labels on each tube.

IV. SPECIMEN TYPES:

- ❖ When specimens are collected off-site and poured to secondary tubes, the type of specimen must be labeled on tube. (serum, plasma from blue top tube, etc.) These tubes are also labeled with our computer generated labels. These specimens are not acceptable for Compatibility testing. Only **PRIMARY, STOPPERED** tubes are acceptable for **COMPATIBILITY TESTING and must include the Ident-A band process to be acceptable**. (See that procedure, this manual and the Blood Bank SOP)

- ❖ Any specimen delivered to the lab should be labeled as to the type or source of specimen, when applicable. This is especially important when there are multiples tubes and tests on the same patient and one specimen might be serum and one might be plasma. This **MUST** be noted on the tube. (See Pathology section for instructions about tissue specimens.)

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See original policy in the Laboratory for all documented annual reviews.