

From Sources not Under Contract to Rutland Regional Medical Center (RRMC)

The laboratory of RRMC will assume full responsibility for the accuracy of all laboratory data developed under the direct control or contract of the Laboratory of Pathology. All other laboratory reports are subject to acceptance and interpretation by each physician using those reports. Any data may be rejected by the patient's physician. All reports from outside laboratories are filed in the medical record and must include:

- Name and address of the source facility
- At least 2 patient identifications (eg. name, birth date)
- Date of the procedure
- Name or initials of the person performing or authenticating the report

Under no circumstances will RRMC accept immunohematology results for purposes of determining suitability for transfusion of blood, blood components, or elucidation of transfusion problems from other facilities.

Charting Completed Reports

Inpatient laboratory reports for all units are available electronically in "real-time" via the electronic medical record.

Outpatient laboratory reports are distributed to physicians' offices via several methods:

- Courier, Monday through Friday, to local Vermont practices
- Electronically through direct interface to practice Electronic Health Records
- Electronically through internet access
- Fax
- United States Postal Service

Policy for Telephoned Reports

Laboratory personnel will call any results where it is stated on the requisition as such, i.e. "call results" box is checked off, or it is manually written to call to a designated number. The call will be placed on the day that the testing is complete. Lab personnel will ask for the results to be repeated for verification, and will document the date, time and name of person taking the results.

Confidentiality of Results

Rutland Regional Medical Center Laboratory is committed to maintaining confidentiality of patient information to ensure Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliance for appropriate release of patient results.