NOTICE OF CHANGE OF SERVICE

DATE: September 4, 2008

TO: Housestaff and PCN Physicians, Faculty, and Nursing Personnel

FROM: John Bishop, MD
      Director of Surgical Pathology

RE: Add-on Procedures for Archival Pathology/Cytology Specimens

CMS requires that the Laboratory have a written order (an EMR order will suffice if electronic order entry is enabled on your system) for any add-on procedures or new testing request on an archival Pathology/Cytology specimen (to be considered as any specimen after it is signed out in the LIS/EMR).

The Laboratory documentation must include the name of the ordering physician, the test requested, the sample to be tested (i.e., patient identification, surgical procedure, and approximate date of the procedure) and the date/time of the request.

Please be prepared to provide this information by fax or email when making such requests effective this date.

APPROVED BY: [Signature]
Lydia P. Howell, MD
Professor and Acting Chair
Department of Pathology and Laboratory Medicine

cc: Bettye Andreos
    Carol Robinson, RN
    Darrell O'Sullivan
    Alan Siefkin, MD
    Phillip Raimondi, MD
    Robert Taylor
    Phillip Schneider, MD