

Specimen Tracking Log

✓ **Box as Originating Collection Site:**

Date: _____

☐ **Physician Office/Clinic**

- ☐ Center for Outpatient Services
- ☐ Lakeland Community Hospital, Niles
- ☐ Lakeland Specialty Hospital
- ☐ Lakeland Regional Medical Center, St. Joseph
- ☐ Lakeland Community Hospital, Watervliet

Patient Name	Date of Birth	Gold SST #	Blue #	Lav #	Red #	Urine #	Pap ✓	Specimen-Other: Biopsy;swab;fluid,etc.	Total # Submitted	Special Instructions STAT? Frozen?	Initials for Courier Receipt	Initials Lab Receipt

Tracking Audit Information

Time	Date	Individual Preparing Specimens for Transport:
Time	Date	Courier <u>Receiving</u> Specimens for Transport:
Time	Date	Courier <u>Delivering</u> Specimens to Destination:
Time	Date	Laboratory Personnel Verifying Specimen Receipt:

SPECIMEN TRACKING LOG - COMPLETION INSTRUCTIONS

The specimen tracking and routing process eliminates lost specimens through the transport process. While we understand that completing a Specimen Tracking Log adds several minutes to your already busy day, the positive effects of specimen tracking greatly enhance your patient's care.

Please complete the following sections:

- Date
- Name of office or clinic
- Patient name
- Date of Birth (DOB)
- Indicate tubes/specimens sent, and total number of specimens sent for each patient logged on form
- Special instructions as indicated
- Time, date and initials of individual preparing specimens for transport