

## How to Decrease Testing Delays on Your Patient's Lab Orders

Be mindful to review sample labels and test requisitions for completeness and accuracy prior to sending your patient specimens to our lab. Missing information will result in a phone call to your office staff requesting the missing information and may delay testing, and release of results to the provider.

### Provider Office Specimen and Requisition Preparation Guidelines

The following information is critical when submitting a specimen for testing. In order for Nationwide Children's Hospital (NCH) Laboratory Services to accept a sample, the following information must be available on each sample collection container and test requisition submitted. Please note we will accept patient demographic sheets providing all information required is present.

**On the sample label there must be two unique identifiers:**

1. **Patient's full legal name** – complete first and last names correctly spelled
2. One of the following **unique identifiers**:
  - Date of Birth
  - Patient's ID or NCH Medical Record Number
  - Requisition Barcode Label

NOTE: The **same second identifier** must be included on both the sample and requisition.

**Manual, EMR, and Lead test requisitions require the following information:**

1. **Patient's full legal name** – complete first and last names correctly spelled
2. **Date of birth**
3. In addition to points 1 and 2, the Ohio Revised Code 3701-30-05 states that the Ohio Department of Health **requires all Lead testing requisitions to have the following**:
  - Patient's street and mailing address, including the city, state, and zip code
  - Patient's sex, race and ethnicity
  - Patient's parent's or guardian's name
  - Telephone number, with area code, where the parents or guardians can be reached
  - Physician's or healthcare provider's first name, last name, address, telephone number
4. Record **collection date and time** on the test requisition
5. The person collecting the specimen **initials** on the test requisition (*using RN, MD, MA, etc, only is unacceptable*)
6. **Source** of specimen if indicated on the test requisition
7. **Physician's Signature** with the exemption of an EMR requisition (*Requisition must be signed by an authorized provider. The identity of the authorized provider must be evident.*)
8. Test requisitions must have a complete **ICD-10 code** or **written description of diagnosis**
9. Tests to be performed clearly marked beside each test name or printed under Other Tests. (*Please do not overlap your check mark so that it may be mistaken to include tests above or below the test wanted.*) If using an EMR requisition, clearly list all testing.

*continued*

# INFORMATION TO KNOW

## How to Decrease Testing Delays on Your Patient's Lab Orders *continued*

10. If using an EMR requisition, place a **barcode label** on it.
11. Make a copy of the **patient's demographic sheet** and both sides of the insurance card to send with the test requisition. If your office does not keep patient demographic sheets, please fill out the demographic section on the NCH requisition and send a copy of the insurance card with the requisition. If you are using an EMR requisition, make sure all demographics and insurance information are recorded on the test requisition.

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## Preparing for this Respiratory Illness Season

Along with the COVID-19 virus, flu and other community acquired respiratory viruses are in the community already. We would like to encourage you to check your expiration dates on your swabs and viral transport media provided to you.

Due to the unprecedented demand of COVID-19 testing, you may notice variability in the viral collection supplies you receive from us. Most of the viral transport media we provide can be stored at room temperature, but some needs to be refrigerated. Please check the storage temperature printed on the media vial to ensure proper storage. In addition, swabs supplied to you from Nationwide Children's Hospital may also be arriving in packaging from vendors you are not used to seeing.

### **\*\*IMPORTANT TO KNOW\*\***

- Please check the Laboratory Guide to Services for sendout testing as not all viral transport media is acceptable for the sendout tests.
- For respiratory collections, there are many different brands of flocked nasopharyngeal swabs that are provided.
- If a non-nasopharyngeal is needed for the test collection, please request a polyester swab with your supply order.
- **All viral transport media must be refrigerated between 2° C – 8° C after sample collection.**

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## Outdoor Temperatures and Lockbox Specimen Storage

It is imperative that samples placed in a lockbox outdoors prior to transport to the laboratory be maintained at the appropriate temperature especially those days and evenings when outside temperatures dip below freezing, or soar during the day.

### **Outside temperature is above 46°F:**

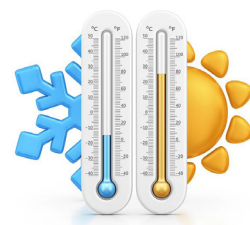
If refrigerated samples are stored in your lockbox, then one or two **refrigerated cold gel packs** should be placed in the lockbox to maintain the samples at the refrigerated temperature until the courier picks them up. The **cold gel pack should not be frozen**, since you do not want refrigerated whole blood samples to freeze.

**Note: Please be aware of your lockbox if it is sitting in the sun, or on concrete/asphalt walkways. The internal temperature of the lockbox may be warmer than the outside temperature.**

### **Outside temperature is below 40°F:**

If refrigerated samples are stored in your lockbox, a **room temperature gel pack** should be placed in the lockbox to prevent the samples from freezing while left outside. The **gel pack should not be frozen**, since you do not want refrigerated whole blood samples to freeze.

Many laboratory tests performed require adequate refrigeration of specimens. By following this lockbox practice, you will help insure the integrity of the samples and ultimately obtain reliable laboratory results.



# TEST UPDATES

## Hemoglobin, Total T3 and Free T3 Normal Range Updates

On September 7, 2021, the normal range for hemoglobin in males, ages 12-17 years, was updated to include two age groups with new ranges. This update was based on an internal study of our patient population. Changes are highlighted in the chart below.

Normal Hemoglobin Reference Range in Males, Ages 12 – 17		Normal Hemoglobin Reference Range in Males, Ages 12 – 17		
Old Range		New Range		
HGB (g/dL)	12-17 Years	HGB (g/dL)	12-14 Years	15 - 17 Years
Male	10.9 - 16.7	Male	12.5 - 16.4	13.1 - 16.9

Total T3 and Free T3 updates to the normal reference ranges as shown in yellow highlights in the table below. These updates are due to a reformulation of the reagent.

Normal Total T3 Reference Ranges							
Old Range				New Range			
Gender	Age	Range	Units	Gender	Age	Range	Units
Female/ Male	<7D	94 - 700	ng/dL	Female/ Male	<7D	94-770	ng/dL
	7D - 4Y	99 - 220			7D - 4Y	99-220	
	5Y - 9Y	88 - 225			5Y - 9Y	88 - 225	
	10Y - 14Y	83 - 200			10Y - 14Y	83 - 200	
	≥15Y	47 - 206			≥15Y	47 - 206	

Normal Free T3 Reference Ranges							
Old Range				New Range			
Gender	Age	Range	Units	Gender	Age	Range	Units
Female/ Male	0 - 3D	2.0 - 7.9	ng/dL	Female/ Male	0 - 3D	1.8 - 7.0	ng/dL
	4D - <1M	2.0 - 5.2			4D - <1M	1.8 - 4.6	
	1M - 11M	1.6 - 6.4			1M - 11M	1.5 - 5.7	
	1Y - 5Y	2.0 - 6.0			1Y - 5Y	1.8 - 5.3	
	6Y - 10Y	2.7 - 5.2			6Y - 10Y	2.4 - 4.6	
	11Y - 19Y	2.3 - 5.0			11Y - 19Y	2.0 - 4.5	
	≥20Y	2.0 - 4.4			≥20Y	1.8 - 3.9	

Documents containing both the previous and new normal reference ranges can be found on the Nationwide Children's Laboratory Services web page, Laboratory Services News and Publications – Testing Updates. <https://www.nationwidechildrens.org/specialties/laboratory-services/for-providers/laboratory-services-news-publications>

**If you have any questions about the above test updates, please contact  
Laboratory Services at (800) 934-6575.**



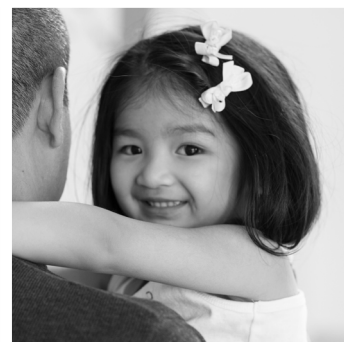
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## **How can Nationwide Children's Laboratory Services help your practice?**

- Pediatric pathologist consults on lab results
- Wide acceptance of insurance plans
- Pediatric reference ranges
- Services to enhance the laboratory process in your practice
- Interface compatibility with provider EMR systems



**If you would like to become a client or learn more information about Nationwide Children's Laboratory Services, contact us at (800)934-6575 or visit our website at [NationwideChildrens.org/Specialties/Laboratory-Services](http://NationwideChildrens.org/Specialties/Laboratory-Services).**

**Would you like to receive the Nationwide Children's Laboratory Services Newsletter electronically? Please e-mail us at [LaboratoryServices@NationwideChildrens.org](mailto:LaboratoryServices@NationwideChildrens.org) and let us know!**