



North Mountain Clinical Laboratory – C.D. Lambe, M.D., Medical Director

**MEMO**

Date: October 16, 2001  
To: Physicians, Ordering Units, Unit Directors  
From: Clinical Laboratory, Chemistry Department  
Re: **Compliance Form for Sendout Tests to Reference Laboratories**

Effective immediately, Miscellaneous Laboratory tests not performed at JCLH-NM (Send Out tests) **may** require a completed Compliance Form prior to the sending of the procedure to the Reference Lab. The form requires diagnosis and ordering physician signature.

The laboratory will send the Compliance Form to the ordering unit (via tube system) or Physicians office (for outpatient orders only) when it is required. The completed form must be returned to the lab prior to processing of the order.

Situations in which this form **may** be required include:

1. Specimen and pricing are not available and Laboratory needs to research for information in order for specimen to be processed.
2. Test not performed by JCLH-NM Reference Lab (Quest) and will be sent elsewhere.
3. Test price exceeds \$100.00
4. Pathologist Request

Thank you for your cooperation

Please contact Caren Creutzberger MT Laboratory Supervisor or Debbie Sazdoff CIS Systems Manager at Extension 1237 if you have any questions.