TELEPHONE NUMBERS

St. Petersburg/Clearwater Area..............................(727) 893-6104

Fax..............................................................................(727) 893-6977

Administrative Personnel

Maria Duynslager - Administrative Director, Laboratory Services
Office # - (727) 893-6182

Tony Gaddis – Laboratory Sales/Marketing
Office # - (727) 553-7174

Rose Anne Moldovan - Transfusion Service & Support Services
Office # - (727) 893-6104

Mary Beth Moody – Microbiology & Immunology
Office # - (727) 893-6138

Diane Keen - Chemistry, Hematology & Immunology
Office # - (727) 893-6104

Patti Ewin - Quality Assurance Coordinator
Office # - (727) 893-6351

Sean Fogarty - Decentralized Laboratory Testing
Office # - (727) 893-6604

Nadena Martinovich – Laboratory Systems Lead Technologist
Office # - (727) 893-6104 ext. 32156

Reference Lab Testing - (727) 893-6104, ext. 34253
LABORATORY ACCREDITING AGENCIES

Agency for Health Care Administration
State of Florida - Health Facility Regulation Accreditation
Licensure #: 800000167

Department of Health & Human Services
Health Care Financing Administration
Clinical Laboratory Improvement Amendments of 1988 referred to as CLIA
Federal Accreditation
CLIA #: 10D0291428

College of American Pathologists (CAP)
Laboratory Accreditation Program
*Accreditation by CAP relieves inspection by HCFA (FL) and HHS (Federal)
CAP #: 15332-01

American Association of Blood Banks (AABB)
Accrediting Association for Blood Banks and Transfusion Services

Food and Drug Administration (FDA)
Federal Regulation of Blood and Blood Products
*Standards are in code of Federal Regulation

National Accrediting Agency for Clinical Laboratory Services (NAACLS)
Accrediting Agency for our Baccalaureate level School of Medical Technology
SPECIMEN PICKUP

The laboratory provides for specimen pickup on a predetermined schedule. If you are not on a scheduled route, place contact the laboratory office for a pickup.

If you are on a scheduled pickup but have a STAT or non-scheduled pickup, please contact Superior Lab Services for nursing homes or the laboratory office for all others.

Specimens must always be transported in sealed biohazard bags with accompanying requisition.

Lock boxes are provided for pickups when the office is closed. If possible, the box should be kept out of direct sunlight and a cool pack should be placed in the box.

Lock boxes are to be secured to a visible outside door in such a manner that it cannot be removed. The boxes must be locked. Specimens should not be left in the box overnight.

Specimens should never be left outside unattended unless in a lock box.

If it is not convenient for same day pickup, some specimens may be left overnight as long as preservation and transport time are within listed guidelines as stated in the test directory. For specimens requiring serum, the serum must be separated from the cells. This may be achieved by drawing in special “tiger top” vacutainer tubes and centrifuging specimen (refer to blood collection guidelines). If plasma is required, the specimen must be centrifuged and the plasma removed from the cells and placed into a separate container.

If you are unsure of specimen transport or preservation guidelines, please contact the laboratory for assistance.
ORDERING OF TESTS

Laboratory requisitions are provided for ordering of tests. Please print all information. An ICD 9 Code is required before testing can occur.

A list of common tests and profiles have been printed on the requisition. If the test is not present, please write in the space provided.

For cytology specimens, a separate Cytology requisition is required. Please provide all information requested.

For anatomic pathology (tissue biopsy), a separate Anatomic Pathology requisition is required. Please provide all information requested.

For genetic testing, special forms, information, and preservation are required. Please contact the laboratory before collecting specimens.

ORDERING OF SUPPLIES

A supply request form is provided to replenish items supplied by the laboratory. Fill out the form and give it to the customer service representative. Please allow two days for delivery. If items are needed sooner, please call the laboratory support staff coordinator.

Specimens should never be placed outside the office where they can be removed by non-laboratory personnel.
BLOOD LABELING AND COLLECTION GUIDELINES

LABELING OF BLOOD

1. All specimens are to be labeled immediately after collection at the patient’s side.

2. Required information on specimen label:
   - Patient’s first and last name
   - Identification number (Social security number is acceptable)
   - Date and time of collection
   - Initial of person collecting the specimen

3. Specimens must be accompanied by the proper order requisition.

**Specimens without a label, with a label that does not match the requisition, or poorly preserved (i.e. leaking, hemolyzed, etc.) will require recollection.

BLOOD COLLECTION GUIDELINES

1. Since prolonged statis may result in alteration of some chemical values, a tourniquet should be used for a minimum period of time.
2. Blood should not be taken while intravenous solutions are being administered or in the same syringe used to inject these solutions.
3. Blood samples should be put into the tube appropriate for the test requested. **All tubes should be inverted several times immediately after being drawn.**

VACUTAINER BLOOD COLLECTION

<table>
<thead>
<tr>
<th>COLOR</th>
<th>STOPPER COLOR</th>
<th>ADDITIVE</th>
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<tbody>
<tr>
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<td>AMBER/ PLASTIC TUBE</td>
<td>NONE</td>
</tr>
<tr>
<td>SST</td>
<td>AMBER/ PLASTIC TUBE</td>
<td>NONE**</td>
</tr>
<tr>
<td>LAVENDER</td>
<td>PURPLE</td>
<td>EDTA</td>
</tr>
<tr>
<td>GREEN</td>
<td>GREEN</td>
<td>SODIUM HEPARIN</td>
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<tr>
<td>BLUE</td>
<td>LIGHT BLUE</td>
<td>SODIUM CITRATE</td>
</tr>
<tr>
<td>DARK BLUE</td>
<td>DARK BLUE</td>
<td>NONE</td>
</tr>
</tbody>
</table>

*Sodium citrate tube must be filled using vacuum from tube only. Overfilling or underfilling will cause erroneous results from incorrect anticoagulant/blood ratio.

**Serum separator tube. After collection, invert 9 times allowing clot activator to mix with blood. Allow blood to stand a minimum of 15 minutes before centrifuging. (Gel barrier will form separating cells and serum after centrifugation.)