

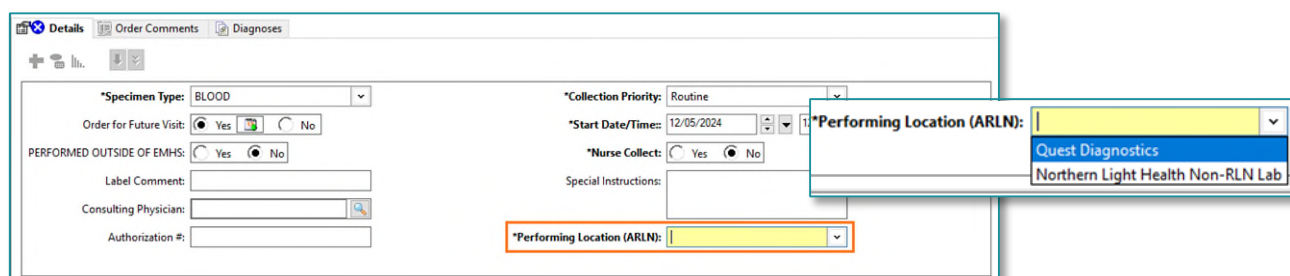
Laboratory orders require intervention to indicate where a patient will be having their labs drawn. The process is to ensure that the lab orders flow to the appropriate locations. If a STAT or EXPEDITE lab is needed to be performed on site at the hospital lab, use Northern Light Health Non-RLN Lab and DO NOT change the Future Order to No, this will alert the lab when a STAT or EXPEDITE order is placed.

NOTE:

Expedite is a collection priority that will allow the lab sample to be processed at the NLH laboratory with a time frame similar to current state routine – normally 24 hours or less. It is also only to be used if this time frame is clinically warranted. Stat will remain the same as highest priority for collection and processing. No additional charge for either.

Quest PSC Lab Draw

Providers entering laboratory orders for Quest PSC laboratory collection:



STEP 1: Select **Quest Diagnostic** as the **Performing Location (ARLN)**.

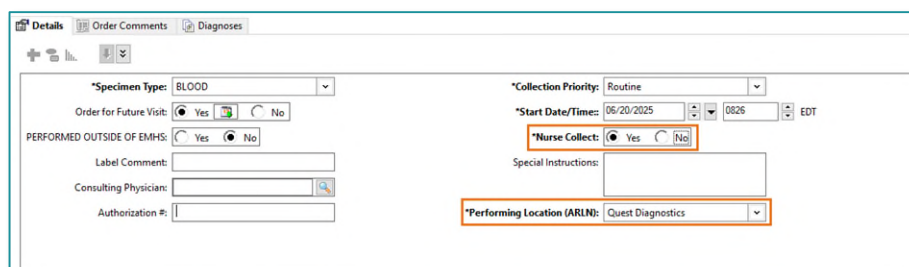
- **Quest Diagnostics** must be used when the patient is going to **Quest (PSC)** or if labs are drawn in the office.

STEP 2: Nurse Collect: No.

STEP 3: Click **Sign**.

In-Office Lab Collection (B2 Practices – see list below)

Providers entering laboratory orders for in-office collection to be sent to Quest:



STEP 1: Select **Quest Diagnostic** as the **Performing Location (ARLN)**.

- Nurse Collect defaults to Yes.

STEP 2: **Sign** order, provider notifies clinical staff to collect specimen.

In-Office Laboratory Collection Steps – Clinical Staff

STEP 1: Locate the applicable lab order(s).

STEP 2: Manually print the order requisition by right-clicking and selecting **Print > Reprint Requisition**. Cross out the order date and times and update requisition with current date, time and who collected.

STEP 3: Collect specimen(s) and attach lab label to container(s).

STEP 4: Package specimens for transport by courier to include printed order requisition with.

- If STAT lab, clinical staff to contact courier for immediate pick up.

STEP 5: Ensure specimen is placed in the appropriate collection bin.

NLH Hospital Lab Draw Order

Providers entering laboratory orders for NLH Hospital locations:

The screenshot shows the 'Details' tab of a Quest Diagnostic order entry form. The 'Specimen Type' is set to 'BLOOD'. The 'Collection Priority' is 'Routine'. The 'Start Date/Time' is '11/03/2025 0931 EST'. The 'Nurse Collect' checkbox is checked. The 'Performing Location (ARLN)' dropdown is highlighted with an orange box and shows 'Northern Light Health Non-R...'. Other fields include 'Order for Future Visit' (Yes/No), 'PERFORMED OUTSIDE OF EMHS' (Yes/No), 'Label Comment', 'Consulting Physician', 'Authorization #', and 'Sex Parameter for Clinical Use'.

STEP 1: In **Performing Location** choose **Northern Light Health Non-RLN Lab** to send to the hospital lab.

- Do not choose Quest Diagnostics.

NOTE: If a **STAT** or **EXPEDITE** lab is needed to be performed on site at the hospital lab, use **Northern Light Health Non-RLN Lab** and **DO NOT** change the Future Order to No. This workflow will alert the lab when a **STAT** or **EXPEDITE** order is placed.

The screenshot shows the 'Collection Priority' dropdown menu open, with options: 'Routine', 'AM Tomorrow', 'Expedite', 'Routine', 'Stat', and 'Timed Study'. The 'Stat' option is highlighted. The 'Performing Location (ARLN)' dropdown is also visible, showing 'Northern Light Health Non-R...'.

STEP 2: **Sign** order, provider notifies clinical staff to collect specimen.

- In-Office Laboratory Collection Steps – Clinical Staff

STEP 3: Manually print the order requisition by right-clicking and selecting **Print Requisition**, then print patient labels as per current workflow.

STEP 4: Collect specimen(s) and attach lab label to container(s).

STEP 5: Package specimens for transport by courier to include printed order requisition.

- If STAT lab, clinical staff to contact courier for immediate pick up.

NOTE: If a lab is needed to be performed on site at the hospital lab, **DO NOT** change the Order Future Order to No.

Outside NLH Lab Draw

Providers entering laboratory orders for Outside NLH collection:

The screenshot shows a web-based form for entering laboratory orders. The form has tabs for 'Details', 'Order Comments', and 'Diagnoses'. The 'Details' tab is active. The form contains several fields: '*Specimen Type:' (BLOOD), '*Collection Priority:' (Routine), 'Order for Future Visit:' (Yes/No), '*Start Date/Time:' (12/05/2024 1126 EST), 'PERFORMED OUTSIDE OF EMHS:' (Yes/No), 'Label Comment:', 'Consulting Physician:', 'Authorization #:', '*Nurse Collect:' (Yes/No), 'Special Instructions:', and '*Performing Location (ARLN):' (Northern Light Health Non-R...). The 'PERFORMED OUTSIDE OF EMHS:' field is highlighted with an orange box, and the '*Performing Location (ARLN):' field is also highlighted with an orange box.

STEP 1: Performed Outside of EMHS = Yes.

STEP 2: Nurse Collect: No.

STEP 3: Performing Location (ARLN) = Northern Light Health Non-RLN.

STEP 4: Click **Sign**.

- Outside NLH Laboratory Collection – Clinical Staff

STEP 5: Manually print the order requisition by right clicking the order and selecting **Print Requisition**.

STEP 6: Retrieve the printed laboratory order(s) and hand to patient.

Quest Lab locations

➤ Quest PSC Sites

- Union St., Bangor
- North St., Presque Isle

➤ **In Office Lab Draw Quest Locations (B2 practices)**

- Northern Light Primary Care, University of Maine
- Northern Light Primary Care, Brewer
- Northern Light Primary Care, Hampden
- Northern Light Primary Care, Bangor - Union St.
- Northern Light Primary Care, Bangor - Husson Ave.
- Northern Light Internal Medicine, Bangor - Husson Ave.
- Northern Light Pediatric Primary Care, Bangor
- Northern Light Urology, Bangor – Broadway and State St. offices
- Northern Light Mercy Primary Care, Yarmouth
- Northern Light Mercy Cardiovascular Care, Yarmouth