

Process for STAT specimens to be sent direct to Hennepin County Medical Center

This process is to be followed when a specimen, from an Excellian ordering site, that normally is sent to Allina Health Laboratory (AHL) to be referred to Hennepin County Medical Center (HCMC) needs to be sent STAT directly to HCMC, bypassing the AHL Central Laboratory.

Affiliate hospital lab staff:

- Label the specimen with the Beaker specimen label.
- Package the specimen for transport.
- Packing list the specimen to the AHL Central Laboratory, and perform the *ready* and *pick up* functions.
- Include a copy of the packing list with the specimen.
- Order a STAT courier for specimen pickup and direct delivery to HCMC Clinical Lab (P4), 701 Park Ave S, Minneapolis, MN 55415.
- Indicate test name and specimen number in the spaces provided below:

Test name: _____

Specimen #: _____

Sent to: Hennepin County Medical Center (HCMC)

- Fax this sheet and a copy of the packing list to the AHL Send Outs department at (612) 863-4093.
- To ensure timely transmission of the orders to HCMC, call the AHL Send Outs department at (612) 863-4356 with the patient ID, test name and specimen number.

Allina Health Laboratory Send Outs staff:

Note: Handle the paperwork as if specimen is in hand.

- Receive the specimen in Beaker.
- Dispatch the specimen to HCMC using the standard Beaker dispatch process.
- If, for any reason, results do not cross the interface, Send Outs staff at the AHL Central Laboratory will result the test.