

Instructions for Patients with Standing Orders

Your doctor has given you a requisition ordering laboratory tests that must be done according to a specified schedule. Tests ordered in this manner are called Standing Orders.

You are responsible for having your laboratory work done according to the schedule. You must bring the original requisition from your doctor each time you come to the lab.

1. Keep this form and your original requisition(s) in the plastic page protector the laboratory has provided. The **Expiry date** will be recorded on the requisition (by yourself or the laboratory staff).
2. On the scheduled day for your laboratory work to be done, go to the Laboratory collection site that is convenient to you and present the plastic page protector containing this letter and the original requisition.
3. The Laboratory must photocopy the original requisition and **return the original requisition to you**.
4. Continue to come to the laboratory following the schedule your doctor has specified. The date of each visit can be recorded on this form.
5. **After the expiry date** written on your requisition is reached, the laboratory **will not** be able to process your lab work without a new order from your doctor. In order to continue with scheduled tests you must return to your doctor and get a new laboratory order.

LABORATORY VISITS RECORD:

Start Date: _____ Expiry/End Date: _____

Fax/Copy to Request: _____

Test(s) Ordered: _____

Frequency: _____

Special Instructions: _____

PLACE DEMOGRAPHIC
LABEL HERE

LAB TEST DATES

LAB TEST DATES									