

Date: July 26, 2011

To: South Zone – West: Nursing, Health Records

From: AHS Laboratory Services – South Zone (West)
Dr. B. Popma, Zone Clinical Department Head (Co-Lead), Laboratory Medicine, South Zone
Lisa Vandergouwe, Chinook Regional Hospital Site Manager
Judy Noss, South Zone - West Manager

Re: LB-19-11 Update to Corrected Report Procedure

PLEASE POST OR DISTRIBUTE AS WIDELY AS APPROPRIATE

Key Messages:

South Zone West Laboratories will begin implementing a revised **Corrected Report Policy and Procedure(s)**.

- When an error is discovered with a general laboratory, microbiology, transfusion medicine or pathology result(s), the lab will contact the appropriate nursing floor or physician clinic to alert them of the error.
- Result(s) will be corrected.
- A new report will be printed or faxed to the appropriate floor or physician clinic.

Why this is important:

- An audit trail of all edits and communication is available and printed on all corrected reports.
- The laboratory will discontinue its current practice of managing the corrected report on the patient chart.
- Care providers need to ensure they view the most current laboratory report as this will contain the most recent corrections (if any).

Effective Date:

August 2, 2011

Inquiries and feedback may be directed to:

Lisa Vandergouwe, Chinook Regional Hospital Site Manager at 403-388-6065 or
Shelley Duncan, Hematology/Transfusion Medicine Tech III at 403-388-6106

This bulletin has been reviewed and approved by
Dr. B. Popma, Zone Clinical Department Head (Co-Lead), Laboratory Medicine, South Zone