

PATIENT CARE SERVICES

ATTENTION ALL NURSING STAFF

POLICY STATEMENT:

It is the policy of Kings County Hospital Center that all routine blood work ordered will be drawn by the nursing staff at 2:00 p.m. and 8:00 p.m. daily. All stat blood work requests will be drawn by the physician, PCA/RN if necessary.

SCOPE:

Physicians, RNs, LPN's, PCA's, PA, NP, Midwives.

RESPONSIBILITY:

Physicians are responsible for ordering the required test(s) to be performed one hour before scheduled blood draws. The physicians are primarily responsible for **ALL STAT ORDERS**. The physician must enter phlebotomy order under specimen collection work queue.

Blood specimen labels are to be printed by the staff member obtaining the specimen at the time of phlebotomy.

Specimens are to be drawn after two (2) patient identifiers (Name, Date of Birth) are used to correctly identify the patient. The patient is to be told what test(s) or blood specimen (e.g. CBC or Electrolyte) will be performed. Specimens obtained must be labeled at the patient's bedside or side and placed in a specimen bag.

Attempts to draw blood are limited to two (2) sticks per staff member. After unsuccessful attempts the nursing staff must notify the Head Nurse/Charge Nurse/Primary Nurse, who will assess the patient for access and if feasible will assign another staff which may include his or herself to attempt the draw. If the staff member is unable to obtain the specimen, the physician is informed and it is documented in the medical record

Documentation is in the computer when the specimen is obtained.

All specimens collected are sent to the accessioning area in the Pathology Department (P Building), Room P105, via the pneumatic system-where they will be distributed to the respective laboratory for processing.

In the event the pneumatic tubes are not functioning, an ancillary support staff will take the specimens to the Blood Bank area (C Building, Ground Floor) or directly to "P" Building, Room P105.

Downtime

In the case that the computer system is down, revert to the paper process for orders and request for tests. The test should be requested by filling out a hand-written Lab Computer Downtime request