

<b>Policy #:</b>	311 (PLH-311-02)	<b>Effective Date:</b>	9/30/2004	<b>Reviewed Date:</b>	2/4/2011
<b>Subject:</b>	REQUEST TO INTRODUCE OR REVISE LAB PROCEDURE				
<b>Approved by:</b> Laboratory Executive Director, Ed Hughes (electronic signature)					
<b>Approved by:</b> Laboratory Medical Director, Mark P. Burton, MD (electronic signature)					

## REQUEST TO INTRODUCE OR REVISE LAB PROCEDURE

The department constantly evaluates, revises, and introduces new tests to remain current with the state of the art. Recommendations by members of the Medical Staff are welcomed and may be expedited by use of this form.

DATE: \_\_\_\_\_ REQUESTED BY: \_\_\_\_\_

SERVICE: \_\_\_\_\_

CONTACT: \_\_\_\_\_ FOR ADDITIONAL INFORMATION

Lab test requested:

Explain the medical application of this test request.

Estimate the expected frequency of usage of this procedure.

Explain the benefits of the proposed procedure in terms of patient care and/or savings.

What is the method/instrument proposed for testing? Please attach literature from manufacturer, reference articles and user lists available.

Describe the circumstances under which the method will be utilized.

Are there special circumstances which mandate the test (e.g., rapid turnaround, bedside testing, etc.)?

**RETURN TO:  
EXECUTIVE DIRECTOR, LABORATORY SERVICES  
FOR LAB USE ONLY:**

**ACTION TAKEN:** \_\_\_\_\_