


Name of Policy: Phlebotomy on Outpatients Policy Number: 3364-107-101 Approving Officer: Medical Director, Clinical Pathology Responsible Agent: Director, Clinical Pathology Administrative Director, Lab Scope: Pathology Laboratory University of Toledo Medical Center		 Effective date: 01/04/2025 Original effective date: 03/08/2000	
Key words: Phlebotomy, outpatients, collection site, registration, IV service.			
<input type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input checked="" type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

All out-patient phlebotomies, and phlebotomies to obtain patient controls must occur in a designated phlebotomy area.

(B) Purpose of policy

To assure a clean site for the patient, and to adhere to compliance regulations regarding designated phlebotomy site.

(C) Procedure

All patients requiring phlebotomy shall be referred to the O.P.D. Lab, the Center for Comprehensive Care, the Medical Pavilion Lab or the Dana Cancer Center. If these departments are closed, the information desk will notify the patient to call 383-5000 for online registration. Registration will contact IV Service at 383-3470 and notify of a pending lab draw. IV service will perform services as soon as possible. Phlebotomies shall not be performed in any office or lab area in the Pathology Department.

<p>Approved by:</p> <p>/s/</p> <hr/> <p>Name: Amira Gohara, M.D. Title: Medical Director, Clinical Pathology</p> <p>1/10/2025</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by:</i></p> <p><i>Joshua Otiso, Administrative Director, Lab</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none">• <i>OP-1</i> <p>Initial effective date: 03/08/2000</p> <p>Review/Revision Date: 01/04/2025</p> <p>Next review date: 01/04/2027</p>
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