

## *Seascope Health Alliance*

### *Lab Log Instructions*

To avoid transcription errors on the part of our phlebotomists, after completing lab requisition forms for your patients, please transcribe the patient name, room number and tests onto lab log which is located behind each date tab in your lab book.

At the completion of lab draws, your phlebotomist will document his/her initials, date of draw and site used for venipuncture on lab log. A copy of the lab log, as well as a copy of each lab requisition form will be left in your lab book behind appropriate date tab for your reference.

This is a handy tool that can be referenced throughout the day to ensure that your patients' labs have been completed, as well as helping to track results.