**Cross-Checking Guidelines**804

**Items to be verified prior to release of test results**

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| **Completeness** |  | **Result Information** |
| * Each test has a corresponding result
* Patient information
* Clinical information
* Provider information
* Specimen information
* Collection information
* Initials of staff member who performed each test indicated
* Date and time of report
* Result information identical with log book
 |  | * Legible
* Proper placement of decimals
* Uniform result alignment with regards to decimal placement
* Format of results corresponds with SOP
* Proper units and significant places
* Abbreviations used from approved list
* Within instrument linearity
* No associated instrument codes with regard to accuracy
* Result corresponds with correct test
* Diluted results multiplied with correct dilution factor
* No consistent pattern or trend exhibited between patients for a specific analyte during cross-checking unless patient grouping under review is from the same diagnosis/population pool (i.e. Newborn hemoglobin and hematocrit)
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| **Critical (Panic Values)** |  |
| * Result verified and verification documented
* Documentation of result notification
* On result report
* In log book
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| **Testing Priority** |  | **Appropriateness** |
| * STAT request’s communicated and documented
* Delays communicated and documented
 |  | * Test relevant to patient’s age and sex
* Result information makes clinical sense
* Electrolytes
* BUN/Creatinine
* Macroscopic with microscopic
* Instrument with smear
* RBC Indices, RBC count, Hemoglobin and Hematocrit all show agreement
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| **Specimen Rejection** |  |
| * Reason for specimen rejection documented
* Clinician and / or patient notified and this notification is documented
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