



MEMORANDUM # 4

TO: UNC Hospitals Attending Physicians, Housestaff, Nursing Coordinators, Department Heads and Supervisors

FROM: Peter H. Gilligan, Ph.D., Director of Microbiology-Immunology Laboratory *PHW*
Diana Willoughby, Assistant Administrative Director, Phlebotomy Services *DW*
Mark E. Brecher, M.D., Director, McLendon Clinical Laboratories *MEB*

SUBJECT: Weekend Outpatient Blood Collections

DATE: March 24, 2008

McLendon Clinical Laboratories is pleased to announce that as of April 5, 2008 Phlebotomy Services will offer outpatient blood collections on weekends at our Ground Floor, Women's Hospital blood collection center. This collection location will be open from 7:30AM until 2:00PM on Saturdays, Sundays and some holidays.

Patients expecting to have blood collected for testing should bring with them a Direct Phlebotomy Requisition that has been completed, signed and dated by their physician, or have made arrangements for their physician to send the requisition to this collection location prior to their arrival.

The Direct Phlebotomy Requisition can be obtained by the physician at www.unchealthcare.org/site/lab/forms/ and should be faxed to the blood collection laboratory at 919-843-3731. To avoid delays for the patient, physicians are asked to confirm that the requisition has been received in the lab and include a number on the requisitions where they or their designee can be reached should the lab require clarification of the orders once the patient has arrived.

In order to avoid long waits, patients who do not have a requisition with them and are expecting the requisition to be in the lab at the time of their arrival, should coordinate this with their physician and are encouraged to call the laboratory at 919-843-1760 to confirm that the requisition is in the lab before coming to the hospital.

Once the patient has arrived they will be directed to the Women's Hospital Registration Hub where they are expected to present their insurance information and check in.

Diana Willoughby, Assistant Administrative Director, Phlebotomy Services is available to answer questions or concerns regarding this extended outpatient blood collection service at 966-7667 from 8:00AM to 4:30PM Monday through Friday or via e-mail, at Dwilloug@unch.unc.edu.