

November 2017

RE: Requisition Instructions for our Molecular Genetics Lab Section

Below is a detailed list of instructions for the requisition you have received

- We highly recommend printing the requisition as a double sided document since it is 2 pages - Do not forget to provide information on the 2nd page and include it with the specimen.
- Fill out **ALL** institutional information as well as the patient demographic and specimen sections to prevent delay in results. If we are missing any provider, institution or billing information we will hold the sample until we can track down the proper information.
- Be sure to provide both date and time (including AM or PM) information under the specimen information and check the proper specimen source; even if the specimen is DNA please provide the collection date.
- If you do not see the test that you are looking for on this requisition, please review our test list to find the gene/disease you are wishing to test for and provide the test code in the test code section of the requisition. If you still do not see the test you need please contact our Lab Client Services (720-777-6711 or LabClientServices@childrenscolorado.org) department *before* sending the sample to receive current information and what requisition should be used.
- If you are looking for VLCAD Enzyme Assay, please use our Biochemical Genetics Requisition; if you are sending sample(s) for VLCAD Sequencing AND VLCAD Enzyme Assay you must completely fill out a requisition from each section of the lab. You cannot send one requisition for both tests.
- All referring and billing information is a **requirement**, if the referring and billing information is the same, please fill out all information on page 1 and mark the box on page 2 that lists the information is the same.
- If you have any patient stickers or stamps, please do not place them over the test information.

If any patient, specimen or provider/institution information is missing this could delay results while we try to contact you for the required information. Should you have additional questions regarding these instructions you may contact our Lab Clients Services or Laboratory Outreach at:

Lab Client Services
LabClientServices@childrenscolorado.org
(720) 777-6711

Laboratory Outreach
LabOutreach@childrenscolorado.org
(720) 777-2723

Thank you,
Department of Pathology and Lab Medicine at Children's Hospital Colorado