

**Frequently Asked Questions**  
**Regulatory Compliance Policy 5.02 Laboratory Requisitions**  
**June 6, 2011**

**Question 1.** If a Tenet hospital receives a laboratory requisition that is not signed by a representative of the physician's office, must the hospital return it for a signature?

**Answer 1.** Our Regulatory Compliance Policy 5.02 "Lab Requisitions" states that the signature of a representative of the physician's office is a required element of a laboratory requisition. The reason we included this provision is to confirm that the requisition was generated by a physician and that the patient is not self-referring for lab tests that are not permitted to be referred by the patient. If the requisition itself is not signed by a member of the physician's office staff but there are other indications that it was generated by a physician (e.g. it is faxed from the physician's office or the physician office calls to inform the hospital that the patient will be coming for tests or the requisition is accompanied by other materials from the physician's office), the hospital does not need to return the unsigned requisition to the physician's office for signature. Only seek clarification if it appears that the patient has referred himself or herself for laboratory testing.

**Question 2.** When a patient presents with a non-standard lab requisition form such as a requisition generated by another laboratory, why does the policy require that the hospital confirm with the patient or the physician's office that the hospital may perform the lab test?

**Answer 2.** Because some hospital laboratories may not be covered by the patient's insurance plan and may have been selected by the physician's office to fit within the patient's insurance coverage. If the hospital confirms with the patient or physician's office that it may perform the test, we will avoid the situation in which the patient is surprised to receive a bill for laboratory testing performed out of network. The hospital could use a stamp that says "I agree to have the ordered services performed at [insert Tenet hospital name]" and have the patient initial it to document the patient's agreement.