Edward-Elmhurst HEALTH | Healthy Driven

Specimen Labeling

All specimens must be properly labeled with:

- Name of the patient,
- A numerical identifier that is unique to the patient, like a date of birth or medical record number
- Collection date and time
- The source of the specimen, where applicable.

Discrepancies between patient identifiers on the requisition and the specimen may lead to the rejection of the specimen.

Special Labeling Requirements for Blood Bank

Specimens submitted for blood bank type and screen testing require a **two person identification specimen labeling process**. This means, in addition to the regular criteria stated above, a second person must identify the patient that the specimen was collected from. This can be an EPIC ID from a second phlebotomist or if another phlebotomist or employee is not available, the patient or his/her family member may perform the duties of the second party. Any specimen submitted for type and screen testing by the blood bank will be rejected if it does not include these two person patient identifiers clearly documented on the label.

Labeling Dos and Don'ts

Do:

- Confirm identification of the patient by asking them to confirm their full name and DOB. Compare this information with the requisition form.
- Label the specimen container after performing collection but before leaving the side of the patient.
- Make sure that the container lids and labels are securely fastened.
- For non-blood specimens, affix the label to the container, not the lid.

Don't:

- Name alone is not enough to correctly identify the patient.
- Don't assume the paperwork is correct.
- Do not pre-label specimens and do not move the specimen to a different location for labeling.
- Don't leave specimens for someone else to label.
- Leaking or unlabeled specimens will be rejected.
- Do not use a container LID for labeling.