


Table of Contents

Please note the following;

- Some items in the Table of Contents are indicated as “updated” or “new.” This means that these policies and procedures (P&Ps) have been updated or created since the previous year’s edition of *PolicySource*. These changes are made to reflect updates in the Joint Commission standards and elements of performance for the laboratory accreditation program.
- Those items with a paperclip icon  are not P&Ps themselves but supplementary materials or attachments for a particular P&P. Not every P&P has such attachments, but that does not prohibit someone using *PolicySource* to create their own ancillary materials for any of their own P&Ps.

Introduction to <i>PolicySource</i>.....	1
---	----------

Sample Policies and Procedures for Laboratory and Point-of-Care Testing

Document and Process Control	21
• Specimen Collection and Patient Identification Policy	
• Test Ordering Procedures	
• NEW! Test System Disruption Response Procedures	
• NEW! Procedures for Flow Cytometry Analysis of Neoplastic Hematolymphoid Cells	
Environment of Care.....	22
• Environment of Care Plan	
• Hazardous Materials or Waste Spill Response Procedures	
• Fire Response Plan	
• Utility System Disruption Response Procedures	
Emergency Management	23
• Emergency Operations Plan	
 After-Action Report	
Human Resources	24
• Staff Orientation Plan	
• Delegation of Duties and Responsibilities Policy	
Infection Prevention and Control.....	25
• Infection Prevention and Control Plan	
• Infectious Disease Outbreak Response Procedures	
 Infectious Disease Surge Response Evaluation Checklist	
• Staff Influenza Vaccination Policy	

Information Management	26
<ul style="list-style-type: none"> • Information Systems Interruption Management Plan • Confidentiality and Security of Health Information Policy • Informatics System Data Validation Policy 	
Leadership	27
<ul style="list-style-type: none"> • Conflict of Interest Policy 	
National Patient Safety Goals	28
<ul style="list-style-type: none"> • Critical Diagnostic Test Results Management Policy 	
Performance Improvement	29
<ul style="list-style-type: none"> • Performance Improvement Plan 	
Quality System Assessment for Nonwaived Testing	30
<ul style="list-style-type: none"> • Proficiency Testing Policy • Test, Method, and Instrument Quality Verification Policy • Individualized Quality Control Plan • Analyte Correlation Performance Policy • Surveillance Activities Policy • Corrective Actions Policy • Reagent Management Policy • NEW! Procedures to Identify Bacteria, Mycobacteria, and Fungi from Potential Infection Sites • Blood Product Inventory Management Policy • Unused Blood Product Management Policy • Blood Bank Alarm Policy • Reagent Reactivity Testing Policy • Donor and Recipient Blood Testing Policy • Blood Compatibility Testing Policy • Perinatal Testing and Rh Immune Globulin Procedures • Blood Modification Policy • Plasma Product Processing Plan • Blood Transfusion Policy • Procedures for Investigating Suspected Transfusion-Related Adverse Events • Potentially Infected Recipient Notification Policy • Procedures for Maternal Amniotic Fluid Alpha Fetal Protein (AFAFP) Tests • NEW! Quality Control Procedures for Mass Spectrometry • Cytology Specimen Collection Policy • Cytology Services Quality Improvement Plan • Cytology Workload Limits Policy • Cytogenetic Specimen Processing Procedures • Conventional Chromosomal Analyses Studies Policy • Procedures for Fluorescence in Situ Hybridization (FISH) Tests • Embryology Testing Procedures 	

- [Embryology Method Validation Policy](#)
- [Cryopreserved Embryology Specimen Policy](#)
- [Procedures to Collect Specimens for Plasma-Based Coagulation Assays](#)
- [Histocompatibility Testing Procedures](#)
- [Electron Microscope Use Policy](#)
- [Histopathology Laboratory Quality Management Plan](#)
- [Molecular Testing Policy](#)
- [Ocular Micrometer Procedures](#)

Transplant Safety35

- [Tissue Management Policy](#)

Waived Testing36

- [Waived Testing Policy](#)
- [Waived Testing Competency Assessment Policy](#)

Resources37

- **UPDATED!** [Applicability Grid](#)
- [General Sources](#)
- [Plan Template](#)
- [Policy and Procedures Evaluation Checklist](#)
- [Policy and Procedures Inventory Template](#)
- [Policy Template](#)
- [Procedures Template](#)
- **UPDATED!** [Required Written Documentation Chapter for CAMLAB](#)
- [Scoring Rubric to Assess P&Ps](#)