



## COUNTY BOARD OF HEALTH GUIDELINES FOR LABORATORY TESTING AND FOLLOW UP WITH QUEST AND PROCEDURE FOR REQUESTING A TEST BE ADDED

<b>SUBJECTIVE</b>	Patient presents to county health department with written order from private health care provider for specific lab work. Memorandum of agreement (MOA) between that county health department and the private health care provider must be on file at the health department.
<b>OBJECTIVE</b>	County Health Department collects specimen(s) and prepares for transport to Quest Labs and LabCorp according to local health department procedure for pick up and transport.
<b>ASSESSMENT</b>	When lab results are available, the results are sent to the private health care provider. If information available, add fax information into Care 360 in order to send lab results directly to provider as well as to the health department. Private health care provider assesses lab results and assumes responsibility for notifying the patient. This includes any abnormal/life threatening levels.
<b>PLAN</b>	County health department provides equipment for specimen collection, collects payment for services rendered and maintains confidentiality of all information per HIPAA guidelines.

### **Procedure for a CHD to follow in order to add a Quest Test to VHN:**

- Look up the Quest Test in the Quest Directory. E-mail the District Nursing Director and Assistant District Nursing Director with the test code and the name of test as it appears in the directory.
- The Office Manager Liaison sends the request to Quest in order to receive the special pricing. Quest sends a pricing agreement which must be signed prior to utilizing the test.
- The Office Manager Liaison will add the test and pricing information into the VHN system.
- The Office Manager Liaison will distribute the e-mail notifying all counties of the addition.

### **Financial Note:**

Quest is a fee for service provided to our clients.

All tests must be paid in full at the contracted price with no write-offs to Quest Labs.

However, there are circumstances where the health department pays the lab fee to Quest and will write-off the charge to the client:

- LTBI clients that are children
- LTBI contacts
- LTBI clients where the cost of the lab would be a barrier to service.

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- For LTBI patients that are paying for the LTBI visit, the costs of the labs are included in the base fee for service. They do not pay extra for the labs.
- TB Cases