

Partners in Recovery

POLICY AND
STANDARDS

*Applicable Arizona Department of Health Services Behavioral Health Licensing Rule(s):
R9-20-201B2.1*

Policy Name: Lab Utilization

Policy Number: MED - 0009

H.M. Gilbert Jr., Executive Director, PIR

Date

Cross Reference(s)

Coordination of Care with the PCP; Medical Staff Coverage

Policy Statement

Partners in Recovery will assess the need for and monitor the delivery of appropriate laboratory testing while adhering to established procedures for the completion of lab requisitions.

Purpose

To describe the process of assessing and monitoring the delivery of appropriate laboratory testing including obtaining blood draws and lab results.

Scope

Partners in Recovery Direct Care Clinics.

Key Terms

Should the reader need to inquire as to the definition of a term used in this policy, the Partners in Recovery Key Term Glossary can be found in the back of the Policy and Procedure Manual.

Standards

- I. Identification of Need and Authorization for Standing Laboratory Tests
 - A. Consumers shall receive laboratory testing in accordance with Partners in Recovery Medication Monitoring Minimum Requirements, as set forth in Provider Manual section 3.15.
 - B. When a Behavioral Health Medical Practitioner (BHMP) identifies the need for laboratory testing, per the Medication Monitoring Minimum Requirements, she/he may authorize the indicated tests by documenting a standing order on the *Consumer's Medication Flow Sheet*.
 1. The BHMP shall indicate that the consumer should be scheduled to see the Nurse for the initial laboratory test.
 2. If the Nurse is unable to draw the blood of the consumer, the Nurse will complete a Lab Requisition Form to give to the consumer who will in turn give it to the contracted lab. The form will contain the phone number and address of the contracted lab.
 3. The Nurse shall obtain the laboratory test as prescribed and review the order to determine if periodic testing is required in accordance with the Medication Monitoring Minimum Requirements, Provider Manual Section 3.15.
 4. The Nurse shall schedule the Consumer for follow-up laboratory testing appointments at the clinic, per the periodic requirements outlined in the Medication Monitoring Minimum Requirements, Provider Manual Section 3.15.
- II. Process for Lab Results Returned to Site

- A. The office administrator attaches lab results to the consumer's medical record and delivers them to the BMHP.
 - B. BHMP reviews lab results and determines if results should be shared with the consumer's Primary Care Physician (PCP) or Medical Specialist.
 - C. If lab results are to be shared, the BMHP will attach them to the medical record and give them to the Nurse, requesting that the information be sent to the PCP or Medical Specialist.
 - D. The Nurse will review the lab results, notify they consumer if requested to do so, and prepare the lab results for faxing per the Management of the PCP Coordination Protocol.
- II. Blood Glucose Monitoring
- A. A BMHP will determine the need for Nurses to have a standing order for blood glucose monitoring for those consumers prescribed antipsychotic medications.
 - B. The Nurse shall monitor blood glucose for any at risk consumers prescribed psychotropic medication as identified on the nursing assessment.
 - C. Results of the testing shall be shared with the BMHP the day the results are obtained. If the consumer's BMHP is not available, the information shall be shared with the medical staff member providing coverage in accordance with policy on *Medical Staff Coverage*.
 - D. In the event of an abnormal blood glucose level or if changes in medication need to occur, the Nurse shall notify the consumer's PCP and assist the consumer in obtaining follow-up treatment with the PCP.
 - E. Coordination of care between the BHMP and the consumer's PCP shall occur in accordance with the policy on *Coordination of Care with the PCP*.

Associated Partners in Recovery Direct Care Clinic Forms & Attachments

Medication Flow Sheet

Lab Requisition Form (See Site Administrator for hard copy)

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