

## Appendix A

### **SERVICES REQUIRED:**

The vendor shall provide qualified and trained personnel and certified licensed facilities for the laboratory services. Laboratory Testing services shall include but not limited to the following services:

Item #	Diagnostic Procedures	CPT Code	Unit Cost
1	Respiratory Panel	87632	\$183.17
2	STAT Pick Up		\$25.00
3	Weekend Pick up		\$50.00

### **Lab Specimen Pick-Up Criteria**

To ensure the integrity, safety, and timely processing of samples, the following criteria apply to all specimen pick-ups conducted by or on behalf of the Laboratory:

#### **1. Scheduling & Notification**

- Clients must schedule specimen pick-up at least **1 hour in advance** by calling **(956) 292-7765** or **Extension 7448**.
- Same-day pick-up may be accommodated based on availability and urgency (**rush fees may apply**).
- All Pick-up requests must include the following information:
  - Patient full name
  - Patient sex
  - Patient date of birth
  - Client name and address
  - Ordering physician or authorized provider name
  - Contact person and phone number
  - Tests requested
  - Date and time of specimen collection
  - Source of specimen
  - Relevant clinical information (when applicable)

## 2. Packaging Requirements

All specimens must be:

- Properly labeled with **patient identifiers, date/time of collection, and specimen type**
- Sealed in **M4RT transport media (provided by lab)**
- Placed in **biohazard bags provided by the laboratory**

## 3. Pick-Up-Drop Off Window

- Pick-Up Hours: **Monday - Friday, 9:00 AM – 3:00 PM (closed 12-1pm)**
- Drop-Off Hours: **Monday - Friday, 8:00 AM – 5:00 PM (closed 12-1pm)**
- After-hours or weekend pick-up may be arranged by special request (**additional charges may apply**).
- Samples must be ready and accessible at the scheduled pick-up time and location.

## 4. Safety & Compliance

- The Client is responsible for complying with all applicable regulations regarding the handling and transport of hazardous or infectious materials.
- The Laboratory reserves the right to **refuse to pick-up** of any specimens that are improperly labeled, packaged, or deemed unsafe.

## 5. Specimen Transport and Tracking

- A chain-of-custody form must accompany all specimens at the time of pick-up.
- The Laboratory courier will sign and timestamp receipt of the specimens.
- Any discrepancies (e.g., labeling, quantity, packaging) will be documented at the time of collection.

## 6. Liability

- The Laboratory is responsible for sample integrity **once pick-up is confirmed**.
- The Client remains responsible for proper collection, labeling, and packaging prior to pick-up.