

HOME HEALTH/HOME INFUSION DROP OFF PROCEDURE 2022

The **PURPOSE** of this document is to provide the proper protocol for preparing and handling specimens dropped off at designated sites by Home Healthcare professionals.

The **SCOPE** of this document applies to all Home Healthcare professionals tasked with delivering specimens to designated drop off sites.

PROCEDURE

Prepare Specimens for Drop Off

- Complete Sonora Quest Laboratories requisition (**for STAT specimen(s) ONLY:** place STAT sticker on requisition AND mark STAT box).
- Fold completed requisition in half with patient information visible and place in document pouch of specimen transport bag.
- Label specimen(s) with patient's name AND at least one additional patient identifier and place in sealable specimen pouch of specimen transport bag.

Drop Off During Regular Business Hours

- During regular business hours specimens may be dropped off at any Sonora Quest Laboratories Patient Service Center (PSC) or laboratory testing facilities. It is recommended that specimens are dropped off at open PSC's to ensure integrity of specimen(s). For a complete listing of PSC's and hours of operation visit www.SonoraQuest.com.
- Alert Sonora Quest Laboratories' personnel that you are dropping off for a home health agency.
- Complete the Specimen Drop-Off Log.

AFTER-HOURS Drop Off

- Specimens may be dropped off at designated laboratory & hospital locations after normal business hours, 7 days per week. A complete listing has been provided on the reverse side of this procedure.

STAT Specimens

- Not all tests are available STAT. For a complete listing visit please contact your Account Representative or our Client Service department.
- STAT specimens dropped off at an open facility must always be given directly to laboratory personnel and the Home Health Drop-off Log must be completed. Laboratory personnel will contact Courier Services for STAT pick-up.

NOTE: Critical results will be called upon completion. Sonora Quest Laboratories' Critical Value Reporting Policy is available at <https://www.sonoraquest.com/provider/provider-resources/laboratory-reference-materials/>.

**HOME HEALTH/HOME INFUSION
DROP OFF PROCEDURE
2022**

Key Contact List

Main number: 520-886-8101 or 1-800-266-8101 (Listen to prompts for different areas of the lab.)
After hours: 520-784-8029 and 520-784-8030 (After 7pm on weekdays and after 4pm on weekends.)
Courier Services: 520-296-0205 Client Services: 602-685-5050
Billing Services: 602-685-5526 Supplies: 602-685-5264

**HOME HEALTH DROP OFF LOCATIONS
DURING BUSINESS HOURS**

(STAT specimens must be immediately called in to Courier Services at 520-296-0205**)**

Green Valley

1151 S. La Canada, #206
Green Valley, AZ 85614
520-399-1150
7:00-4:00 M-F

Oro Valley

1848 E. Innovation Park Dr.
Oro Valley, AZ 85755
520-825-2143
7:00-4:00 M-F

Sierra Vista

1150 S Highway 92 Suite E
Sierra Vista, AZ 85635
520-515-0710
7:00-4:00 M-F

Tucson

603 N. Wilmot Rd., #141
Tucson, AZ 85711
520-296-0426
8:00-4:30 M-F

1707 W St. Mary's Rd Suite 255
Tucson, AZ 85745
520-623-5972
6:30-3:30 M-F

1925 W Orange Grove Ste. 100
Tucson, AZ 85704
520-297-7526
6:00-3:00 M-F
7:00-1:00 Sat

1440 W. Valencia, #130
Tucson, AZ 85746
520-807-1168
7:30-4:30 M-F

630 N. Alvernon Way, #200
Tucson, AZ 85711
520-322-8264
7:00-4:00 M-F
7:00-1:00 Sat

Yuma

2270 S. Ridgeview, #306
Yuma, AZ 85364
928-782-1684
6:30-5:00 M-F

BELOW ARE THE AFTER HOURS DROP OFF LOCATIONS

**24/7 AND STAT DROP OFF LOCATIONS
Sonora Quest Laboratories of Tucson Main Facility**

630 N. Alvernon Way Ste # 200
Tucson, AZ 85711

Drop off at the Reception Desk on the Southwest side of the building.

Main # 520-886-8101 or 800-266-8101

After hours please call 520-784-8030 to reach the lab for instructions.