

**HACKETTSTOWN REGIONAL MEDICAL CENTER
LABORATORY POLICY MANUAL**

HOURS: OUTPATIENTS

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PURPOSE

To establish hours of operation to service outpatients.

POLICY

Outpatients are vital to the operation of the Laboratory. The Laboratory is here to serve the patients. Staffing does affect how rapidly patients will be cared for but must not affect the treatment a patient receives. Anything less than a kind, courteous attitude towards the patient is inexcusable and cannot be tolerated. All outpatients will be drawn at the West Wing Medical Plaza Draw Site.

HOURS OF OPERATION FOR OUTPATIENTS

Monday to Friday	6:30 a.m. – 8:00 p.m.
Saturday	7:30 a.m. – 2:00 p.m
Sunday	Closed