

**HACKETTSTOWN REGIONAL MEDICAL CENTER
LABORATORY POLICY MANUAL**

PNEUMATIC TUBE USAGE

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Cross Referenced:

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Policy No: GENLAB 6.09

Origin: General Lab

Authority: Laboratory Director

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PURPOSE:

The purpose of this policy is to establish guidelines for the operation of the pneumatic system and to ensure that the tube system is used in accordance with both the hospital and manufacturer's guidelines.

POLICY:

Users of the pneumatic tube will use it in accordance with both the hospital and manufacturer's guidelines. The tube system is used to transport specimens or supplies only. Prohibited items include: 24 hour urine specimens, Chain of Custody drug screens, formalin or alcohol preserved specimens, blood bags, products for transfusion, irretrievable items (fluids – CSF, Synovial, Pleural, products of conception), drugs, drinks, food items, money, patient valuables, and sharps. This is not an all inclusive list.