Sending Comments/Instructions to the Lab

On occasion, a provider may want to send instructions to the lab when placing a lab order. These instructions should be entered in the **Comments to Performing Location** box located above the ordering provider’s name (see example below).

Please keep the following in mind when ordering a lab that needs instructions:

1. Do not place your instructions in the Annotations field. This field is for internal use only. The lab cannot read Annotation comments.
2. While the lab does have the ability to see the Comments to Performing Location, these comments do not stand out to the lab and could be overlooked, especially on a busy day. **The BEST WAY** to make sure the lab receives your instructions regarding a lab order is to call them.
3. Please do not order a lab unless it is definitely needed. For example, there may be occasions when a particular lab might be needed contingent on the results of another lab. In that case, wait until the lab results are returned and order the lab at that time if it is needed.