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Lab-in-a-Box®

Lab Solutions Designed for the
HOME HEALTH CARE PROVIDER

Lab-in-a-Box is a proprietary kit for laboratory testing to help evaluate the condition of the home health care patient. Lab-in-a-Box allows providers to draw blood using plasma tubes and send it directly to the lab without centrifuging (spinning). With multiple delivery options, this service is designed to meet the unique needs of home health care providers.

The Lab-in-a-Box kit is easy to use. After a successful patient encounter, the kit can be delivered through the following options to obtain results.

DElIVERY AND SPECIMEN STABILITY

<table>
<thead>
<tr>
<th>OPTIMAL</th>
<th>IDEAL</th>
<th>ACCEPTABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>LabCorp Patient Service Centers (PSCs)</td>
<td>LabCorp Drop Boxes</td>
<td>Overnight Shipping Federal Express®</td>
</tr>
<tr>
<td>Convenient and easy</td>
<td>Convenient and easy</td>
<td>Convenient</td>
</tr>
<tr>
<td>More than 1700 PSCs nationwide</td>
<td>Strategically placed</td>
<td>Only available for certain tests</td>
</tr>
<tr>
<td>Rapid turnaround time</td>
<td>Rapid turnaround time</td>
<td>When turnaround time is flexible</td>
</tr>
</tbody>
</table>

Results

LabCorp has the flexibility to mix and match connectivity solutions to provide efficient and effective communication between LabCorp and the home health care provider. Results are available through the following communication channels:

- LabCorp Beacon® online results
- Fax
Thank you for your interest in Lab-in-a-Box and LabCorp’s home health care services. Please follow the simple steps below to get started.

1. **Account Setup**  
   - Deliver completed account setup form:  
     - Via E-mail to [homehealthcare@labcorp.com](mailto:homehealthcare@labcorp.com).  
     - By calling **888-522-4452** and connecting with our sales team.  
   - LabCorp will provide you with your account number and welcome information.

2. **Order Supplies**  
   - Review the various Lab-in-a-Box options that best suit your patients’ needs.  
   - Complete the LabCorp supply order form, and place your order in one of the following ways:  
     - Phone: **860-657-8271**  
     - Fax: **888-631-5960**  
     - E-mail: [hhcsupplies@labcorp.com](mailto:hhcsupplies@labcorp.com)

3. **Obtain Results**  
   - There are 2 ways to obtain results for your home health care patients: online through LabCorp Beacon or by fax. To set up these options, please follow the instructions below.  
     - LabCorp Beacon: Please contact your account manager after your account has been established. Your account manager will facilitate the request.  
     - Fax: Please complete the LabCorp facsimile verification form, which you can obtain from your account manager or from our website. After completing the form, please fax to the number listed on the form.

4. **Verify Insurance Coverage:**  
   - To view a list of insurance providers filed by LabCorp (by state), visit [www.LabCorp.com](http://www.LabCorp.com), click on “I am a Health Care Provider,” select the Resources tab, then Insurance Lists.
What’s in THE BOX?

Lab-in-a-Box® is a proprietary kit designed specifically to serve the needs of home health care providers. The typical centrifugation requirement for blood specimens is not feasible in a home health care setting, so Lab-in-a-Box works without such requirements.

The Lab-in-a-Box system combines the use of stabilized, anticoagulated blood specimens with a unique transport delivery system, all designed to simplify specimen handling while maintaining preanalytical specimen integrity.

The Lab-in-a-Box kit includes:
1. Cardboard box (needed for return shipment - DO NOT TRASH)
2. Styrofoam box
3. Paperwork in clear pouch: test request form (TRF) with bar code labels
4. Biohazard bag with tubes
5. FedEx® shipping bag (if applicable)
6. Dual TempPack
Kit CONTENTS

Tubes

**Green-top**
Used for chemistry tests (i.e., lipid profiles, liver function, magnesium, phosphorus) and therapeutic drug levels

**Light Blue-top**
Used for Prothrombin Time (PT and PT/INR)

**Gray-top**
Used for glucose testing **ONLY**

**Purple-top**
Used for complete blood counts (CBC With Differential, CBC Without Differential)

Tube Combinations

**Green-top and Gray-top**
These 2 tubes are required for most chemistry panels:
- Complete Metabolic Panel (CMP)
- Basic Metabolic Panel (BMP)
- TPN panels

**NOTE:** Some lab tests require tubes other than the ones listed above. For example, a red-top tube is required for serum protein electrophoresis (SPE), and a royal blue-top tube is required for trace metals, such as manganese. LabCorp will gladly supply these tubes for you by request. Please contact your account manager or Customer Service at **888-522-4452** for specimen requirements if you have questions regarding a specific test.
Dual TempPack System
Lab-in-a-Box’s dual TempPack system maintains optimal temperature inside the box when conditioned accordingly. Follow conditioning directions indicated on the box.

Instructions for TempPack Conditioning

**Summer Conditioning**
For HOT Months
(75°F or above)
TempPacks require refrigeration until they are hard and white. (Suggest refrigeration overnight) **DO NOT FREEZE!**

Please carry the refrigerated packs in a cooler or in a Lab-in-a-Box kit until ready for shipping to LabCorp.

**Winter Conditioning**
For COLD Months
(74°F or below)
TempPacks must be soft to the touch for shipping. If the TempPacks are hard to the touch, **soften by placing under warm water** until a soft, liquid consistency is achieved.

Specimen Packing Instructions

- All tubes should be placed inside the biohazard bag.
- All paperwork must be placed in the outside pocket of the biohazard bag, and then place the bag in **between** conditioned TempPacks.
- It is imperative that **ALL** tubes and requisitions be labeled with the appropriate bar codes.
- The biohazard bag should then be placed inside the Styrofoam box.

**DO NOT** store Lab-in-a-Box kits in extreme hot or cold areas.
Using Lab-in-a-Box®
EASY AS “1, 2, 3”

Step 1. DRAW IT!
• Complete the test request form.
• Draw the patient utilizing the tubes indicated on the test request form.
• Label the tubes with the bar codes provided.

Step 2. PACK IT!
• Place the labeled tubes inside the biohazard bag.
• The test request form and all other paperwork must be placed in the outside pocket of the biohazard bag.
• Place one TempPack at the bottom of the Styrofoam box.
• Place biohazard bag with contents and test request form on top of first TempPack.
• Place the second TempPack on top of the biohazard bag.
• Place lid on Styrofoam box.
• Place the Styrofoam box inside the Lab-in-a-Box cardboard box.
• If seeing multiple patients during the day, refer to Multi-Pack section below.

Multi-Packing: Multiple patient specimens in one box
• Use a Lab-in-a-Box kit to draw your first patient.
• Pack it as normal.
• Draw your second patient using Lab-in-a-Box Multi-Pack.
• Open up the Lab-in-a-Box you used for your first patient and place the second Multi-Pack with the sample in the bottom of the box on top or beside the first one.
• Continue this packing process until you have as many samples in the box as you are going to drop together. Then…drop it!

Step 3. DROP IT!

DELIVERY AND SPECIMEN STABILITY
Delivery Options

Option #1: LabCorp Patient Service Center (PSC)
With more than 1700 PSCs throughout the United States, LabCorp is pleased to offer you a convenient and easy way to drop off your Lab-in-a-Box kits. To find a PSC location with hours that are convenient for you, visit www.labcorp.com/wps/portal/findalab.

After locating a PSC, drop off the specimen during regular business hours by handing the box to a LabCorp employee. (Please do not leave kit outside unattended.) When specimens are delivered to a PSC during regular business hours, LabCorp will receive the specimens the same day and typically report results for Lab-in-a-Box by the next morning.

Option #2: LabCorp Drop Boxes
LabCorp is pleased to offer a service for situations in which a PSC is inaccessible for specimen drop-off. Through individual request, LabCorp will work with you to strategically place drop-boxes in locations convenient for your teams. This option allows LabCorp to receive specimens the same day and typically report results for Lab-in-a-Box by the next morning.

NOTE: This offering requires additional logistical planning. To learn more about our Drop Box option, please e-mail homehealthcare@labcorp.com.

Option #3: Federal Express® (FedEx®)
Lab-in-a-Box has a long-standing relationship with FedEx. Because this option is only available for certain tests, LabCorp recommends FedEx as an option for the following situations:
- Patient is located in rural area, not conveniently located near a LabCorp PSC.
- Drop-box option has been discussed and deemed not optimal.
- Specimens are collected during recommended time frames (follow Lab-in-a-Box Collection Directions).
- You are ordering the limited tests available for this delivery option (follow Lab-in-a-Box Collection Directions).

Due to their time-sensitive nature use of FedEx is not recommended for the following tests: bilirubin, phosphorous, sedimentation rate/ESR, zinc, or potassium.

Keep the following in mind if you meet the above parameters and you decide to ship via FedEx:
- Detach and save the left side of the FedEx Express Billable Stamp for easy tracking.
- Do not use FedEx for STAT, Saturday, Sunday, or late night draws. Friday shipments are accepted, as they will be delivered on Saturday.
- Do not use unstaffed FedEx drop-off or FedEx Express Drop Boxes.

To ensure the fastest result turnaround when using FedEx, use the chart below, and select the appropriate Lab-in-a-Box FedEx option for your region on the supply order form. Matching your collection region with the corresponding FedEx shipping package ensures timely delivery to the closest testing laboratory.

Additional information
FedEx information about Lab-in-a-Box can be found on the LabCorp Home Health website at www.hhla.com/customer_care_fedex_drop_sites.html
RESULTS

There are 2 ways to obtain results for your home health care patients: through LabCorp Beacon or by fax.

To set up these options, please follow the instructions below.

- **LabCorp Beacon**: Please contact your account manager after your account has been established. Your account manager will facilitate the request.

- **Fax**: Please complete the LabCorp facsimile verification form, which you can obtain from your account manager or from our website. After completing the form, please fax to the number listed on the form.

We are also pleased to offer you training for LabCorp Beacon. Following setup, you will be notified of specific time frames available to meet with our training team.

**For more information about LabCorp Beacon, please request the LabCorp Beacon Quick Start Guide by contacting beaconservicesupport@labcorp.com.**
Frequently Used CONTACTS

To become familiar with Lab-in-a-Box, it is important to have a simple list of contact information to point you in the right direction.

**Customer Service & Drop-Off Locations**
- LabCorp & Lab-in-a-Box Customer Service: 888-522-4452
- Find a Lab drop-off location, 888-522-2677
- Find a Lab drop-off location: www.labcorp.com/wps/portal/findalab
- Drop-box setup: homehealthcare@labcorp.com

**Billing**
- Patient Billing: 205-581-3500
- Client Billing: 800-343-4407

**Supplies**
- Call for supplies: 860-657-8271
- Fax for supplies: 888-631-5960
- E-mail for supplies: hhcsupplies@labcorp.com

**Other**
- E-mail for new account inquiries: homehealthcare@labcorp.com
- LabCorp Beacon support: 877-442-3226 or beaconservicesupport@labcorp.com
- CPT coding: 800-222-7566, option 7, option 4
What is the Lab-in-a-Box biohazard bag with tubes?
The Lab-in-a-Box biohazard bag with tubes is specially designed for field specimen collection (contains 2 green-top, 1 gray-top, 1 light blue-top, and 1 purple-top tubes, LIAPouch, Vacutainer® holder, luer adapter, safety vacutainer needle, test request form, wicking pad, TempPack, single-use holder, labels, and biohazard bag). Additional items are included in the Lab-in-a-Box kit for the FedEx shipping option.

How do I use the Lab-in-a-Box kit?
Complete the test request form and collect the specimen using the tubes within the kit. Then, drop it off at a LabCorp PSC, use your individually arranged drop-box, or use FedEx. Please use the best option for you and your patient.

When should I choose the “drop-off” options versus the FedEx shipping option?
The option to drop off your collected Lab-in-a-Box at a local LabCorp PSC or through your individually arranged drop-box option narrows the window between specimen collection time and specimen processing in the lab. With these options, LabCorp receives the specimen sooner, allowing us to report results for Lab-in-a-Box tests early the next day (typically earlier than the overnight shipping option). This is the best sample delivery option when result turnaround time is critical, and this delivery option maintains optimal preanalytical handling.

The FedEx option, with specific parameters, offers convenience and coverage with the FedEx courier system. Results for routine tests are typically delivered in 48 hours after receipt of the specimen(s) in the lab, but it is important to note that FedEx is not an optimal delivery method because the sample takes longer to arrive at a LabCorp testing facility, and there is a risk of exposing the specimen to the elements or to other factors beyond LabCorp’s control. When turnaround time is flexible or less critical, FedEx may be a viable option.

How will I receive the test results?
LabCorp will send the results via your established result delivery method, either online or faxed. You can register to use LabCorp Beacon to view results or submit the LabCorp facsimile verification form to receive results via fax. For additional information, e-mail homehealthcare@labcorp.com.
How do I find a PSC to drop-off the specimen?
Visit www.labcorp.com/wps/portal/findalab or call 888-522-2677 to find a PSC in your area.

How do I set up individual drop-boxes for my specimen delivery?
Communicate with your account manager directly or e-mail homehealthcare@labcorp.com.

How do I order the FedEx option?
You will need to order the specific regional FedEx option based on your state as listed on the supply order form. For example, if you are in NY, you will order the Northeast FedEx option.

How do I order supplies?
Call 877-259-1376, fax 877-259-1393 or e-mail hhcsupplies@labcorp.com.

How do I set up an account?
E-mail homehealthcare@labcorp.com.

How do I get results online?
Call 877-442-3226 or e-mail beaconservicesupport@labcorp.com.

How can I add on a test?
Call 888-522-4452.

How can I get a LabCorp courier pick up at my office?
Call 888-522-4452.

How do I contact Customer Service for questions related to Lab-in-a-Box?
Call 888-522-4452.

Where can I find information about LabCorp-contracted insurance plans?
Go to www.LabCorp.com. Click on “I am a Health Care Provider,” select the Resources tab, then Insurance Lists.

Will I get trended results?
Yes, with LabCorp Beacon. It offers enhanced analytics, including graphical trending of patient test results.

Is there an order of draw that optimizes specimen collection?
Yes. Since tubes contain specific additives, the order of draw is critical to prevent potential carryover. Please observe the following collection order.
1. Light blue-top tube contains citrate
2. Green-top tube contains heparin
3. Purple-top tube contains EDTA
4. Gray-top tube contains sodium fluoride and potassium oxalate

If I have multiple LabCorp account numbers (ie, one for Lab-in-a-Box, one for other testing), who should I call with questions?
Call 888-522-4452.
Forms are available through our website at www.hhla.com

### Account Setup Form

<table>
<thead>
<tr>
<th>Client Information (please print or type)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: ________________________________</td>
</tr>
<tr>
<td>Address: __________________________________________________________________________</td>
</tr>
<tr>
<td>Phone: ________________________________</td>
</tr>
<tr>
<td>Fax: __________________________________</td>
</tr>
</tbody>
</table>

**Projected Volume (Please provide what info you have on the following):**

<table>
<thead>
<tr>
<th>Number of nurses</th>
<th>Number of lab draws a week</th>
<th>Number of pharmacists (FTEs)</th>
<th>Number of monthly patient visits</th>
</tr>
</thead>
</table>

**Payers**

<table>
<thead>
<tr>
<th>Name (Billing)</th>
<th>NPI#</th>
<th>Email Address</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
</table>

I acknowledge that the information provided above is accurate.

________________________  __________________________  __________________________
Sign Name (Agency Representative) Print Name (Agency Representative) Date

________________________  __________________________  __________________________
Sign Name (LabCorp Representative) Print Name (LabCorp Representative) Date

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### Test Request Form
Lab-in-a-Box® Test Menu

**Panels**

**Basic Metabolic**
Test Includes: BUN; BUN:creatinine ratio; calcium; carbon dioxide; total; chloride; creatinine; eGFR calculation; glucose; potassium; sodium

**Renal Function**
Test Includes: Albumin; BUN; BUN:creatinine ratio; calcium; carbon dioxide; total; chloride; creatinine; eGFR calculation; globulin; total; glucose; potassium; protein; total; sodium.

**Iron and TIBC**
Test Includes: Percent of saturation; serum iron; total iron binding capacity; unsaturated iron binding capacity

**Comprehensive Metabolic**
Test Includes: Alanine aminotransferase (ALT/SGPT); albumin; alkaline phosphatase; aspartate aminotransferase (AST/SGOT); bilirubin; BUN; BUN:creatinine ratio; calcium; carbon dioxide; total; chloride; creatinine; eGFR calculation; globulin; total; glucose; potassium; protein; total; sodium.

**Lipid Panel**
Test Includes: Cholesterol, total; high-density lipoprotein (HDL); cholesterol; low-density lipoprotein (LDL) cholesterol (calculation); triglycerides; very low-density lipoprotein (VLDL) cholesterol (calculation)

**Anemia Panel**
Test Includes: Iron & TIBC; ferritin; transferrin

**Electrolyte Panel**
Test Includes: Carbon dioxide; chloride; potassium; sodium

**Acute Hepatitis**
Test Includes: Hepatitis A antibody, IgM; hepatitis B core antibody, IgM; hepatitis B surface antigen; hepatitis B virus antibody

**Hepatitis Function (Liver)**
Test Includes: Alanine aminotransferase (ALT/SGPT); albumin; alkaline phosphatase; aspartate aminotransferase (AST/SGOT); bilirubin; direct; bilirubin, total; protein; total; serum

**Hematology**
CBC With Differential 005009
CBC Without Differential 028142
Hematocrit 005058
Hemoglobin 005041
Platelet count 005249
Reticulocyte 005280
WBC 005207
Sedimentation Rate/ESR 005215
PT/INR 005199
PTT 005200

**Therapeutic Drug Monitoring**
Cyclosporin 706556
Digoxin 007385
Phenytoin 007401
Phenobarbital 007401
Tocristilus 700248
Carbamazepine 007419
Theophylline 007336
Valproic Acid 002014

**Microbiology / Cultures**
Urine Culture, Routine 008847
Stool Culture† 008144
Sputum Culture† 180801
Wound Anaerobic Culture† 183111
Blood Culture† 008300

**Random, Trough, and Peak Drug Monitoring**
Amikacin, Peak 007204
Amikacin, Trough 007205
Amikacin, Random 007203
Gentamicin, Peak 007162
Gentamicin, Trough 007163
Gentamicin, Random 007163
Tobramycin, Peak 007153
Tobramycin, Trough 007153
Tobramycin, Random 007153
Vancomycin, Peak 070327
Vancomycin, Trough 070328
Vancomycin, Random 070326

**Trace Elements**
Chromium 071522
Copper 001586
Manganese 071589
Selenium 716910
Zinc 001800
Lead 007625

**Chemistry**
Albumin 001081
Alkaline Phos 001107
ALT (SGPT) 001545
Amylase 001396
ANA 164947
AST (SGOT) 001123
Bilirubin, Direct 001222
Bilirubin, Total 001099
BUN 001040
Calcium, Ionized 004804
Calcium, Total 001016
Carbon Dioxide 001578
Carcinoembryonic Antigen (CEA) 002139
Chloride 001206
Cholesterol 001206
Creatine Kinase (CK) 001362
C-Reactive Protein 006627
Creatinine 001370
Cortisol 004598
Folate (Folic Acid) 002014
γ-Glutamyl Transferase (GGT) 001958
Glucose 001818
Hemoglobin A₁ 001453
Hematology
IgG Subclasses 209601
Immunoglobulin IgA 001784
Immunoglobulin IgG 001776
Immunoglobulin IgM 001792
Iron 001339
Lipase 001404
Magnesium 001537
Phosphorus 001024
Potassium 001180
Prostate-specific Antigen (PSA), Serum 016931
Pro-BNP 143000
Protein 001073
Prostate-specific Antigen (PSA), Serum 010322
PTH, Whole Molecule 015610
Rheumatoid Arthritis (RA) Factor 006502
Sodium 001198
Sedimentation Rate/ESR 005215
Transferrin 005200
Triglycerides 001172
T₄ Uptake 001156
T₃ (Thyroxine) 001149
Thyroid-stimulating Hormone (TSH) 004259
Uric Acid 001057
Vitamin B₁₂ 001503
Vitamin D, 1,25-Dihydroxy 081950
Vitamin D, 25-Hydroxy 081950

**Urinalysis**
Urine, Complete With Microscopic Examination 003772
Urine, Routine With Microscopic Examination on Positives 003038
Microalbumin, Random Urine 149997

† ID/Susceptibility at additional charge