

Laboratory Service Agreement for Self Collection

This laboratory service agreement has been established between Reliance MedLabs, LLC and _____ effective on _____. Both parties agree to the following term:

Service Provided Reliance MedLabs Responsibilities

- All lab orders will be performed as received on the Reliance Med Labs requisition form and as per the procedures approved by the Lab director.
- Our staff is aware of and follows all HIPPA compliance and standards.
- Lab will maintain E&O insurance and CLIA Certification.
- Reliance will provide a centrifuge.
- Results portal is set up for each facility/provider to view results. Test results can be faxed upon request.
- Our Billing department directly bills patient insurance or facility based on the terms of our agreement. If the patient does not have insurance or is on a hospice plan, a cash price list can be provided. Tests will not be run without proof of payment.
- Our Affiliate MedLife Diagnostics, a mobile diagnostics company can provide Mobile X-ray, Echo, Ultrasound and Ekg, etc.
- Tests that are not performed in-house will be sent out to a reference lab for processing.

Providers and Facilities Responsibility

- Facility or provider to complete and send the Reliance MedLabs Requestion form containing the required information, which includes:
 - Complete orders required including ICD-10 Codes and Diagnosis codes related to the laboratory orders.
 - Patient Demographics
 - Full Legal Name
 - Date of birth
 - Address (Where do we go to see the patient))
 - Phone number (How do we reach the patient to schedule)
 - Patient insurance information, including member ID, and group number.
 - Patients' address/contact information if different from where the sample is collected.
 - Provide all applicable instructions for us to schedule and collect the sample.
 - Provide details on where to fax or send results or whom to be notified for critical values.
- The provider will pay the cash rate price with a 5% Cash Price discount for all samples they collect and deliver to the lab. The discount will not apply to samples Reliance MedLabs collects.

- The provider will drop off samples at the lab no later than 4:00 pm, Monday – Friday.
- If the provider chooses to have Reliance collect the sample the following condition apply:
 - The provider gives permission to Reliance MedLabs, to contact patients to schedule appointments and visit patients’ locations to obtain samples.
 - The provider gives permission to Reliance MedLabs to bill patients’ insurance for services rendered. In the event the insurance claim is denied, patients can be billed directly at the cash price option.
 - If the insurance or patient does not pay, the provider agrees to pay for the charges.
- Will abide by all HIPPA compliance and standards.
- Will keep their provider and facility information updated, such as address, phone/fax numbers, and Provider’s NPI numbers, etc. Any changes will be notified quickly.

Laboratory:

Reliance MedLabs, LLC
17774 Preston Road
Dallas, TX 75074

By: _____
Erika Haeffner, Office Manager

Provider or Facility:

By: _____
