

# Laboratory Requisitions and Downtime Forms

## WHAT'S NEW?

The Clinical Laboratories have reviewed and updated their requisitions and downtime forms.

## HOW TO ORDER LABORATORY REQUISITIONS:

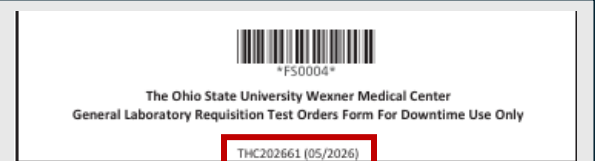
INTERNAL CLIENTS ONLY:

- Order laboratory requisitions and downtime forms directly through Taylor Healthcare (THC).
- Requisition purchases are made directly through <https://osuwmc.klicorders.com/Secure/Home.aspx>
- When searching for requisitions on the THC site, the requisition name or form number can be used.

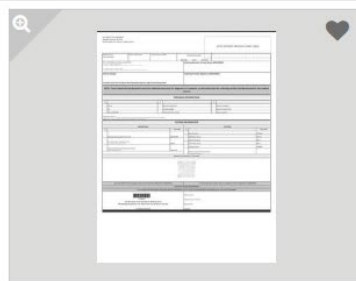
THC Reference	Form Title	THC Number	Revision Date
<b>Lab Downtime Requisition</b>	General Laboratory Requisition Test Orders Form For Downtime Use Only	THC202661	05/2026
<b>Microbiology Lab Requisition</b>	Microbiology Requisition Test Orders Form For Downtime Use Only	THC200015	05/2026
<b>Transfusion Service Req. for Downtime</b>	Transfusion Service Requisition For Manual/Downtime Test Orders Form	THC202695	10/2025
<b>Blood and Blood Components Order</b>	Blood and Blood Components Order	THC040167	10/2025

## ACTION NEEDED:

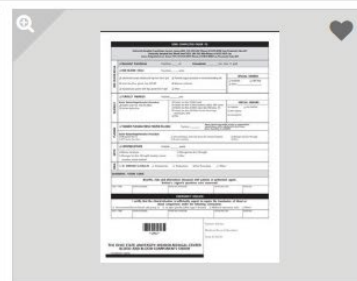
- Verify and validate current approved forms in all Downtime Boxes or other designated locations on the units and in clinics.
  - Review THC# and date listed at the bottom of each form.
- **The Downtime Boxes should contain ONLY the four forms listed above. Remove and discard all other lab-related forms.**
- Order current forms directly from Taylor Health Care.



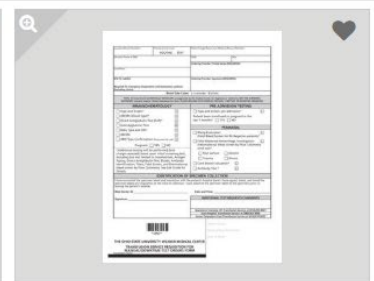
THC202661  
Lab Downtime Requisition



THC200015  
Microbiology Lab Requisition



THC040167  
Blood and Blood Components Ord



THC202695  
Transfusion Service Req. for Downtime

## FOR QUESTIONS OR CONCERNS:

Contact: Laboratory Compliance - [pathologylabcompliance@osumc.edu](mailto:pathologylabcompliance@osumc.edu)