



Provena Employee No-charge or Convenient Lab testing Program- Communication

Alverno Labs is pleased to offer no-charge lab testing for all Provena employees and their dependents that are covered under the PPO health insurance plan. Beginning Aug. 2, 2010, these employees can obtain lab testing with no co-pay by following this easy and convenient process:

1. At your doctor's visit, obtain a written order for lab tests. The order must include **diagnosis codes** indicating medical necessity for the ordered tests and a **fax number** for the physician's office.
2. Download an Employee Lab Registration Form from DoveNet or at alvernoclinicallabs.com. Complete all the required information, being sure to provide full contact information for your physician. The PHI release portion of the form should be completed if you wish to have a copy of your results faxed or mailed to yourself.
3. Visit your nearest hospital laboratory draw area or Alverno PSC (see list of locations on DoveNet). **DO NOT REGISTER FOR TESTING WITH THE HOSPITAL.** Present your completed form to the lab personnel.
4. The specimens will be collected and sent directly to Alverno labs for testing.
5. Results will be faxed or mailed to your doctor based on the information you provide. You will receive a copy of your results by mail or fax if you completed the PHI release information on the registration form.

Convenient testing: Employees covered under other insurance plans other than the Provena PPO may also utilize the above process for testing if desired. Your insurance will be billed, and you will be billed by Alverno for a co-pay if it is required by your insurance.

Important note: *Results of this testing will **not** be in Meditech.* Please contact Alverno Labs Client Service at 800-937-5521 for questions about your results.

Limitations:

1. Stat or urgent timed testing must be performed at the hospital, following normal hospital registration procedures.
2. Pap tests and surgical specimens are excluded from this program.
3. Tests sent to certain esoteric reference labs are excluded. Your local hospital lab can review your order and advise you on exclusions if you have questions.