REFERRAL, CONSULTS, DIAGNOSTIC TESTING TICKLER LOG

Date	Patient Name	Refer To	Appointment Date	Report Received	Calls to Specialist/Lab, X-Ray, Etc.	Results of Follow-Up Action

Instructions: When the physician orders a procedure, test or consultation, enter the date, patient's name, the referred to office and the date of the appointment. When the report of the ordered services is received, enter the date received. If the report is not received within 2 weeks of the scheduled date of the ordered service, call the provider of the service to inquire about the results report and document the call(s). Record results of actions taken to obtain reports.