

CLINICAL LABORATORIES

Outreach Testing Services

Phone (415) 502-2632 Fax (415) 353-9486

Billing Questions: (415) 353-3429

UCSF Use Only

Acct #: _____

INSTITUTIONAL ACCOUNT FORM

BILLING POLICY: UCSF Clinical Laboratory Outreach does not bill patients or insurance, institution will get billed directly. An institutional account is required *prior* to sending samples for testing.

To establish an account, please complete the required information and fax to 415-353-9486 or email to ClinLabOutreach@ucsf.edu.

INSTITUTION INFORMATION

INSTITUTION NAME

AUTHORIZING PROVIDER ON ACCOUNT (for resulting purposes)

DEPARTMENT/DIVISION

NPI / STATE LICENSE

ADDRESS

EMAIL

CITY/STATE/ZIP

PHONE (for specimen questions)

BILLING CONTACT/ADDRESS

NAME

ADDRESS

PHONE

ADDRESS

FAX

CITY/STATE/ZIP

EMAIL

PURCHASE ORDER NUMBER (if applicable)

AUTHORIZED APPROVER/GUARANTOR SIGNATURE

SIGNATURE

PRINT NAME

DATE

For INTERNATIONAL Samples Only

For **INTERNATIONAL SAMPLES** (outside US), prepayment is required by our Laboratory. Please contact our Clinical Laboratory Outreach staff at 415-502-2632 or ClinLabOutreach@ucsf.edu to make arrangements.