MAYO CLINIC LABORATORIES

Mayo Clinic Laboratories
Attention: Tom Griffin
3050 Superior Drive NW
Rochester, MN 55901
UNITED STATES
+1 507 266 5700

Downtime Form

Client Account	Client Name	
Address		Country

Patient Name (Last, First Middle)		Date of Birth	Gender
Patient ID	Client Order Number	Collection Date	Collection Time

Ordering Physician (Last, First)	Phone Number

Mayo Test ID	Test Name

Client Comments

MML Use Only

Lab Assistants	Perform name search, if NOF follow the NOF SOP
Staff Support	Refer to NOF SOP
Client Support	Investigate client system issue, update Remedy ticket and close