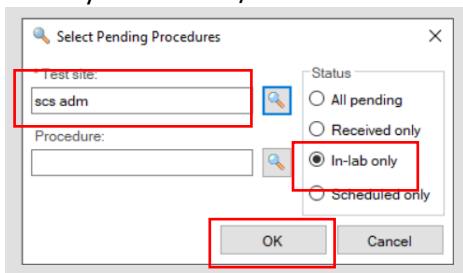## How to Perform a Site to Site Routing Transfer Between NH Labs
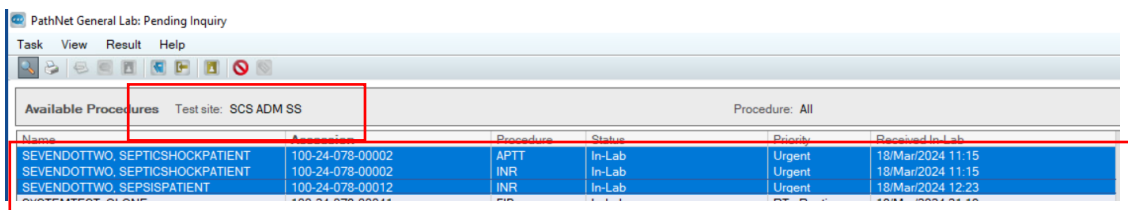
1. Click on pending inquiry on App Bar.

2. Ensuring the in-lab radial button is marked.

3. Select your test site/service resource for the specimens you wish to re-route to another lab.
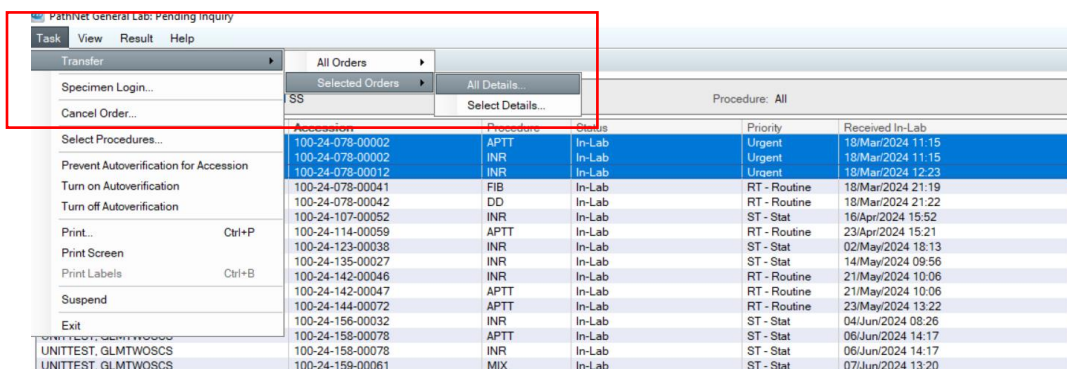

4. Click OK.

In this example we will re-route Coagulation Specimens from SCS lab to WS lab for testing.

5. Highlight the specimens from the available procedure that you wish to re-route from SCS to WS.
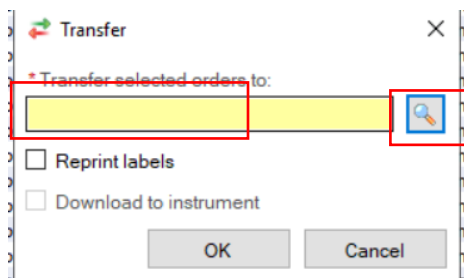   **Note: the current test site for these specimens is SCS ADM SS.**

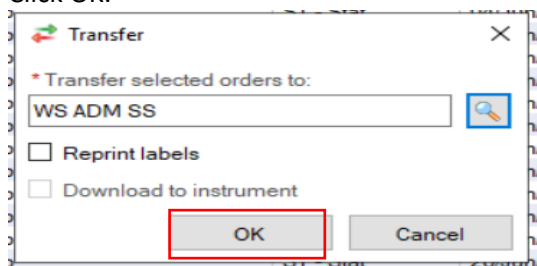6. Click Task → Transfer→ Selected Orders→All Details

7. Enter in the test site you wish to sent to or use the hour glass look up function to see available options.

8. Select our location that you want to re-route specimens to and click OK.
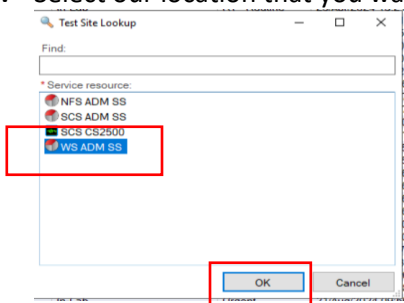
9. Click OK.

10. The specimens highlight in step 2 are re-routed for testing at WS and now appear on the WS pending inquiry list and are now ready to be put on a transfer list, packaged and shipped to WS for testing. **Note the Test site is now WS ADM SS**