



Test Add Process

The number of requests to add additional tests to existing requests is now very high and time consuming. As part of our efforts to improve the service we provide to you, we are streamlining the process for requesting Test Adds to samples. These requests should be **faxed to us on the dedicated number: 07 858 0879**. This will enable us to maintain an audit trail of all requests and should help us to deal with these requests more promptly.

Please make it clear on the form that this is a test addition and not an original request, and ensure the fax includes the following information:

Patient Name
Patient NHI
Patient Date of Birth
Date of original request
Additional tests required

We suggest that a printed form from your computer system may be the easiest way to generate these test add forms or could be generated from your system and faxed directly to us without printing the form. If for any reason a test cannot be added due to the instability of an analyte we will arrange for a phlebotomy recollect.

Please make an effort to use this dedicated fax number and don't be offended if our staff politely remind you of this when we receive telephone calls to add tests.

If you have any queries or concerns to this change in our service please do not hesitate to contact me

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CLINICAL UPDATE