Blood Science Specimens and Request form Acceptance Criteria

The laboratory adopts a zero tolerance to specimens received that are not in compliance with this document which is based upon national guidelines:

Specimens for Blood Sciences

All specimens and request forms MUST have at least the following three points of reference - identical on form and specimen

1. Patients full name or unique coded identifier where this applies
2. Hospital or NHS number
3. Patients date of birth

The following additional information should be provided, but omission will not cause samples to be rejected at present.

- Time and date on sample

Specimens for Hospital Blood Bank

All specimens and request forms MUST have at least the following four points of reference – identical on form and specimen

1. Patient first name
2. Patient sir name
3. Hospital, NHS number or other unique numeric identifier, subject to acceptance. ICE numbers are NOT acceptable
4. Patients date of birth

All details must be hand written and
Only ONE set of patient samples may be included in each bag.

The following additional information must be provided:

- Time and date on sample

Request form

- Requesting clinician
- Location for report
- Investigations required
- Gender
- Relevant clinical details
- Relevant medication
- Nature of specimen
- Clinician contact number (bleep or extension)

Samples failing to meet the above criteria will not be processed.
Copy to Requests

If a sample requires a copy to be sent to the patient’s GP, the name of the GP and GP Surgery must also be on the request form as copies of results can be sent to the wrong GP.

With effect from 12/05/2014 Blood Sciences will be adopting a zero tolerance on the copy to requests, if the GP name and Surgery are not stated, a copy will not be sent to the GP.