UK Health Security Agency

Request Form for Clinical Public Health Samples only

See guidance notes overleaf

UKHSA Public Health Laboratory, Birmingham
Pathology Building, Heartlands Hospital, Birmingham B9 5ST

Incident Log (ILOG) number	Laboratory Request Number (Lab use only)

PATIENT DETAILS			
SURNAME		Address	
FIRSTNAME			
Date of Birth (dd/mm/yyyy)			
Sex	Male ☐ Female ☐		
NHS Number		Postcode	

SAMPLE DETAILS			
Date of sample collection (dd/mm/yy)	**Time of collection**	**Date of onset:**	**Sample type e.g Throat swab, faeces, serum**

CLINICAL DETAILS (include any foreign travel, previous positive results, antibiotic treatment name, date & times)

Occupational contact?	**Yes / No**
Sample collected by:	

Sender Details	
Requesting Local Authority Name:	
Health protection Team: (Copy of results MUST be sent to HPT)	**West Midlands HPT / East Midlands HPT (delete as applicable)**
Requestors name & telephone number:	

INVESTIGATIONS: tick appropriate request from list below		
Respiratory Virus investigation:		
Single organism screen	***Streptococcus pyogenes* (GAS)**	
	Toxigenic *Corynebacteria* spp. e.g *C.diphtheria*, *C.ulcerans* & *C.pseudotuberculosis* (CORYS)	
	Carbapenemase Producing Enterobacterales (CPE)	
	Other (please state which organism)	
Other investigation (please state)		

PH Request form MI.F211 version 4
Author: Comfort Maduako

Guidance notes for submitting samples:

- Please contact the laboratory to obtain an ILOG number.
- When submitting samples from confirmed or possible incidents associated with hazard group 3 pathogens e.g., typhoid, dysentery, cholera, O157, HUS, VHF, HIV, Hepatitis A – E or TB, clinical details **MUST** be provided.
- Use one request form for each sample submitted. Failure to complete all fields may lead to sample rejection. In the patient details field, complete patients first name, surname and DOB as a minimum. Failure to do so will result in rejection of the sample.
- Samples **MUST** be clearly labelled with at least two patient identifiers (full name (first and surname), date of birth, NHS number (if available)) and date and time of collection. Lack of sufficient details will result in rejection of the sample.
- For virology tests, please use green-topped VTM swabs (not suitable for bacterial culture).
- For bacterial culture, please use pink-topped liquid E swabs; if using dual swabs, the pink shafted swab must be removed and discarded and only the white shafted swab left in the sample. Place the white shafted swab in the sample tube breaking off at the scored line and screw lid on. **DO NOT** leave the pink shafted swab in the sample container. This will result in rejection of the sample.

Laboratory opening hours:

Monday to Friday (excluding Bank Holidays & Christmas Day): 07:00 – 20:00

Saturday, Sunday & Bank Holidays (excluding Christmas day): 08:00 -16:00

Christmas Day 08:00 – 13:00

For result enquiries during working hours call 0121 424 3111

For urgent enquiries outside working hours, please contact Heartlands Hospital switchboard on 0121 424 2000 and ask for either the Consultant Virologist/Microbiologist on call or the Biomedical Scientist on call.

To request sample containers and collection kits, email BirminghamLab@UKHSA.gov.uk