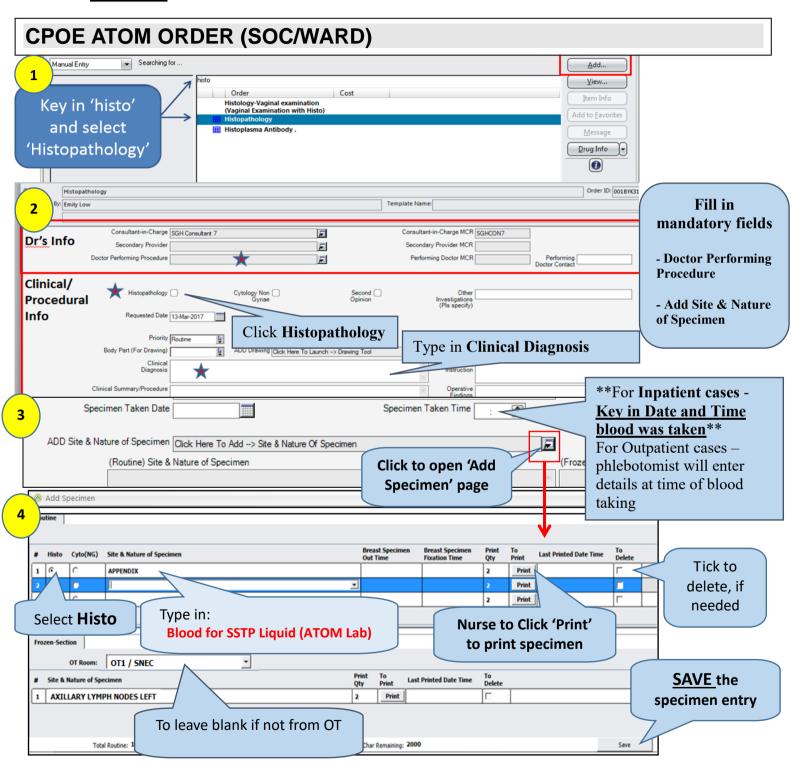


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Appendix I



PATIENTS. AT THE HE RT OF ALL WE DO.

SingHealth Duke-NUS Academic Medical Centre

Restricted, Non-sensitive

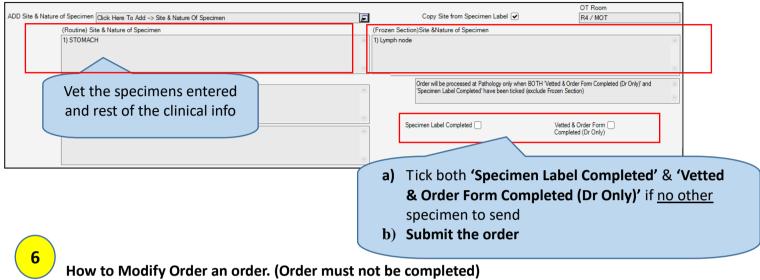


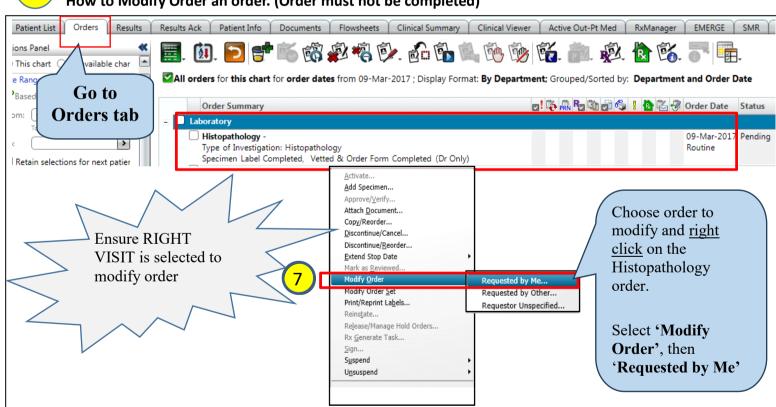
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How to Complete Order Form





Restricted, Non-sensitive



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NOTE:

- Must Tick 'Vetted & Order Form Completed (Dr Only)'. Lab is unable to process the order if the order is not completed, and this will delay the reporting of results.
- No modification to order form allowed once 'Vetted & Order Form Completed (Dr Only)' is checked.
- The Site & Nature of Specimen must be typed as stated: Blood for SSTP Liquid (ATOM Lab).
 - Failure to do so might lead to confusion during internal dispatch from Academia Level 8
 Client and Specimen Management (CSM) to ATOM laboratory, resulting in delay in
 processing or rejection of the specimen.



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Appendix II

Blood specimen for SSTP Liquid assay

Deliver to Client and Specimen Management (CSM), Academia, Diagnostic Tower Level 8

Note to CSM staff:

*CSM staff to call Anatomical Molecular Laboratory (ATOM) at 6576 7191 / 7193 to inform the lab that the specimen has arrived.

<u>Specimens are received by the laboratory only on Monday – Friday; 8.45am – 4pm (excluding public holidays).</u>

Note on Specimen Collection and Transportation:

- 1. 20mls of blood are to be collected in K₂EDTA blood collection tubes (for example 4 tubes of blood will be required if 6ml tubes are used).
- 2. Gently invert the blood tubes multiple (8-10) times upon blood collection to prevent coagulation.
- 3. Pack labelled blood tubes in a specimen zip-lock bag (individual case per bag)
- 4. Print and attach this Appendix with the specimen.
- 5. Specimen must be sent to **Client and Specimen Management (CSM) at Academia, Diagnostic Tower, Level 8**, immediately upon collection, via pneumatic tube system or porter delivery.
- 6. **Specimens should preferably reach CSM as soon as possible** after which the specimen will be internally transferred to ATOM for testing. Specimens reaching ATOM more than 2 hours after collection may be rejected.