



**Date:** April 20, 2020  
**To:** Acute Care Providers, Nursing Units, and Hospital Clinics  
**From:** Alberta Precision Laboratories (APL)  
**Re:** New Provincial Requisitions; New Fields to Enable Laboratory Report Delivery; Acute Care Site Use

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## PLEASE POST OR DISTRIBUTE AS WIDELY AS APPROPRIATE

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### Key Message:

- Alberta Precision Laboratories released three new requisitions on February 14, 2020.
  - **Acute care providers, nursing units and hospital clinics who also may use paper requisitions may not have received this communication.**
- These new requisitions replace a number of legacy requisitions or replace content that was included on Central, North and South Zone "Laboratory Requisitions". See page 2 for details.
- While the primary users are community lab orders, these forms can and are also used in acute care without online order entry or when order entry is unavailable.
- The new requisitions have specific fields for Connect Care provider and submitter information. A requisition completion guide can be found below that outlines these fields. See page 3 for details.
- These new lab requisitions can be found at <https://www.albertaprecisionlabs.ca/Page13716.aspx>
- To find information regarding your Connect Care identifiers email [ccproviderbridge@ahs.ca](mailto:ccproviderbridge@ahs.ca) and/or if you experience lab report delivery issues see the Community Provider Resources located at <http://ahs.ca/ccproviderbridge>

### Why this is important:

- Acute care sites may be on Connect Care or legacy systems. Some acute care/hospital clinic locations routinely use paper requisitions, while others only use paper requisitions when electronic systems are in downtime.
- During Connect Care implementation there will be some laboratories who are on Connect Care and others that are still using legacy systems; samples may be transported to and tested in any laboratory in the province. **Ensuring all lab requisitions have both Connect Care and legacy healthcare ID's and complete name and address information are the most important actions you can take to enable successful laboratory report delivery during transition.**

### Action Required:

- For acute care sites and hospital clinics utilizing paper requisition routinely or during a system downtime, order new requisitions using your existing process.
- Use **only** new versions of requisitions where available and include all provider/submitter/legacy ID's on requisitions.

### Inquiries and feedback may be directed to:

Joan Carlson, Manager, APL Provincial Quality [Joan.Carlson@APLabs.ca](mailto:Joan.Carlson@APLabs.ca)

Lisa Vandergouwe, APL Special Projects Coordinator [Lisa.Vandergouwe@APLabs.ca](mailto:Lisa.Vandergouwe@APLabs.ca)

### This bulletin has been reviewed and approved by:

Dr. Carolyn O'Hara, Interim Chief Medical Officer, APL [Carolyn.OHara@APLabs.ca](mailto:Carolyn.OHara@APLabs.ca)



For your reference, the table below can be found at:

<https://www.albertahealthservices.ca/assets/wf/lab/wf-lab-apl-requisition-replacement-guideline.pdf>

New Requisitions/Form #	Replaces Requisition or Content on another Requisition	Zone	Replaces Form #
<b>NEW</b> General Laboratory Requisition <b>Form # 21302</b> (Rev2020-02)	AHS Edmonton Zone "Routine Requisition"	Edmonton	CH-0021 (Rev2019-01)
	CLS "Community General Requisition"	Calgary	REQ9012PSC
	CLS "Rural Laboratory Requisition"	Calgary	REQ9014Rural 20180305
	AHS Central Zone "Routine Requisition"	Central	00286(Rev2016-06)
	AHS North Zone "Routine Requisition"	North	19946(Rev2016-01)
	AHS South Zone "Laboratory Requisition"	South	20572(Rev2018-07)
<b>NEW</b> Microbiology Requisition <b>Form # 20571</b> (Rev2020-02) <i>** Microbiology Requisitions used in Calgary are not impacted at this time.</i>	Microbiology content previously included on the Central Zone Requisition.	Central	00283(Rev2016-06)
	Microbiology content previously included on the North Zone Requisition.	North	19946(Rev2016-01)
	South Zone "Microbiology Requisition"	South	20571(Rev2018-07)
	Microbiology Requisition	Edmonton	CH-0029
<b>NEW</b> Transfusion Medicine Requisition <b>Form # 21448</b> (Rev2020-02) <i>** Transfusion Medicine Requisitions used in Calgary and Edmonton are not impacted at this time.</i>	Replaces the Transfusion Medicine "Type & Screen" section that was previously included on the <b>Central, North and South Zone</b> Lab requisitions.	Central	00286(Rev2016-06)
		North	19946(Rev2016-01)
		South	20572(Rev2018-07)



Scanning Label or Accession # (lab only)

PHN	Expiry:	Date of Birth (dd-Mon-yyyy)		
12345-6789		01 APR 2004		
Legal Last Name	Legal First Name		Alternate Identifier	
Sample	William			
Middle Name	Preferred Name	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Phone	
George	Bill	<input type="checkbox"/> X Non-binary/Prefer not to disclose	xxx-xxx-xxxx	
Address	City/Town	Prov	Postal Code	
111 My Avenue	Edmonton	AB	T2T 2T2	
Authorizing Provider Name (last, first, middle)		Copy to Name (last, first, middle) Copy to Name (last, first, middle)		
Example, Doctor S		Example, Copy Provider		
Address	Phone	Address	Address	
1234 211 St, EDM, AB T3T 3T3	xxx-xxx-xxxx	4567 89 Ave, EDM, AB T5T 5T5		
CC Provider ID	CC Submitter ID	Legacy ID	Phone	Phone
numeric digits	numeric digits	See Below	xxx -xxx-xxxx	
Clinic Name		Clinic Name	Clinic Name	
Family Medicine Clinic		Associate Medical Clinic		
Collection	Date (dd-Mon-yyyy)	Time (24 hr)	Location	

**New Required Provider Information Fields**

- **Authorizing Provider:** The physician/provider ordering the test and acting on the test result.
- **Connect Care (CC) Provider ID:** Unique ID assigned to the provider. This ID does not change when providers practice at more than one location.
- **Connect Care (CC) Submitter ID:** Unique ID for the location/clinic and is used to route reports.

**NOTE:** Both Provider ID and a separate Submitter ID are required to correctly route your reports.

**New Patient Information Fields**

- **PHN Expiry Date:** Required for patients with out-of-province healthcare insurance (if applicable)
- **Alternate Identifier:** Unique ID (ULI, MRN, Government issued ID etc)
- **Preferred Name:** Use if the preferred name differs from legal name.
- **Gender X Non-binary/Prefer not to disclose:** Added to provide choice of response other than "male" or "female"

**Copy To Provider(s)**

- Complete Name, Address and Clinic Name will assist in selecting the correct provider.

**Legacy ID's:**

- \*\*\* Adding the legacy ID assists non Connect Care sites with accurate provider selection for report delivery.
- Millennium ID's codes are generally 6-8 digits in length and sometimes having an alpha character at the end.
- Sunquest provider ID's are generally 1 alpha and 4 numeric characters. Location codes are 3-4 alpha characters with potentially a numeric modifier.

If a provider is at more than one location, multiple ID's are provided.

Millennium ID's	Sunquest Provider ID's	Sunquest Location Code
021130B	L1234	HYS
2021130	V4567	HYS1

Meditech does not use codes. Providers are entered by the first few letters of the provider last name and first initials. With the provision of a complete and clearly legible name, there is no need to enter anything in the Legacy ID section.



Notable Change	Details
PHN Expiry Date	This information is required for patients with out of province healthcare insurance.
Preferred Name	Use if preferred name differs from legal name.
X Non-binary/Prefer not to disclose	Added to provide choice of response other than “male” or “female”. Labs that are not on Connect Care will enter gender as “U” (unknown) and add a comment.
Authorizing Provider	This is the physician/provider ordering the test and acting on the test result.
Provider ID	Unique ID assigned to the provider. This ID does not change when providers practice at more than one location.
Submitter ID	This ID is unique to the location/clinic. It is used to route reports to the location/clinic address set up in the Connect Care.
Clinic Name	Field provided to both “authorizing and copy to” providers to give additional information to aid result delivery.
Requisition Date	Indicate the date the requisition was completed. This will allow the lab to follow up with the provider on requisition that patients bring in that are very old. e.g. > 1 year
<b>F</b>	Denotes tests which require fasting.
<b>I</b>	Tests with available instruction sheets are denoted with an “I”. Patient instruction sheets can be found at: <a href="https://albertahealthservices.ca/lab/Page3302.aspx">https://albertahealthservices.ca/lab/Page3302.aspx</a>
Third Party Bill Client	Please contact the laboratory for set up instructions of a third party client. If this section is completed, the lab will follow up.
CVD Risk Assessment	This test is in use in South Zone. Information will be sent when the test is ready for use provincially.
Cortisol	AM/PM time windows are expanded.
Testosterone	AM/PM has been removed and replaced by “total”
H Pylori	Testing will be performed based on local protocol; stool antigen or Urea Breath Test. The interim APL Test Directory provides testing information. Note that this directory is undergoing changes to amalgamate individual zone content.  <a href="https://www.albertahealthservices.ca/webapps/labservices/indexAPL.asp?zoneid=1&amp;SearchText=&amp;submit=Submit+Query&amp;upperTest=-1&amp;lowerTest=-1">https://www.albertahealthservices.ca/webapps/labservices/indexAPL.asp?zoneid=1&amp;SearchText=&amp;submit=Submit+Query&amp;upperTest=-1&amp;lowerTest=-1</a>
Cardiology	Section has differences for order/interpretation based on Edmonton, Calgary, outside Calgary and Edmonton.
Type & Screen	<ul style="list-style-type: none"><li>• Note new Transfusion Medicine Requisition for use in Central, North and South Zones.</li><li>• A version of this form exists in Connect Care downtime packages.</li><li>• Existing TM requisitions in Calgary and Edmonton are not impacted at this time. Prenatal RBC Serology is still performed by Canadian Blood Services and requires the CBS Requisition <a href="https://blood.ca/en/requisitions-and-forms">https://blood.ca/en/requisitions-and-forms</a></li></ul>
Microbiology	The new Microbiology requisition is for use in Central, North, South and Edmonton Zones. There is no change to Calgary microbiology requisitions at this time.