



Memorandum

Date: March 24, 2016
To: Calgary Zone Physicians
From: Microbiology Department - Calgary Laboratory Services
Re: **After Hours Collection and Transport of Laboratory Specimens**

PLEASE POST OR DISTRIBUTE AS WIDELY AS APPROPRIATE

Key Messages:

- Routine microbiology specimens need to be transported to the laboratory within 24 hours of collection.
- If a delay is expected in delivery of the specimen to the lab (e.g. weekend), it can be dropped off by the patient at a CLS Patient Service Centre (PSC).

Importance:

- Transport times for microbiology specimens are critical in order to optimize test sensitivity.
- Accurate results depend on the specimen being processed within 24 hours of collection.

Action Required:

- If microbiology specimens are collected after the CLS courier has completed the daily pick-up, patients can drop off their specimen at the most convenient CLS PSC.
- Patients do NOT need to wait or book an appointment when dropping off a specimen. They can drop off the specimen at the desk with a PSC staff member.
- If this occurs on a Friday afternoon or evening, and nearby PSCs have already closed, drop off the specimen(s) at a PSC that is open on Saturdays.
Refer to CLS Patient Service Centre (PSC) Hours & Locations:
<http://www.calgarylabservices.com/lab-patient/lab-locations/PSC-lab-locations.aspx>
- Store specimens in accordance with guidelines in the CLS Guide to Services until pick-up or drop-off.
- All specimens must be appropriately labelled with patient's first and last name and a unique second identifier; the requisition should be accurately completed with the date and time of specimen collection.

Inquiries and feedback may be directed to:

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This memorandum has been reviewed and approved by:

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