

Scanning Label or Accession # *(lab only)*

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

Required Provider Information Fields

- Authorizing Provider:** The 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 or clinic and is used to route reports.

NOTE: Both Provider ID and Submitter ID are required to correctly route reports.

Copy To Provider(s)

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

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:** "Non-binary" and "Prefer not to disclose" provide choices of response other than "male" or

Legacy ID

- Adding the legacy provider ID assists non Connect Care sites with accurate provider selection for report delivery.
- Millennium provider IDs are generally 6-8 digits in length and sometimes have an alpha character at the end.
- Sunquest provider IDs 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 IDs are provided.

Millennium Provider IDs	Sunquest Provider IDs	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 provider first and last name and address, there is no need to enter anything in the Legacy ID section.