



Required Formats and Information for Labeling Laboratory Specimens

Final Approval: Dr. Irene A Sadek

Formats and Information for <u>Labeling Specimens</u>			
Compliance with providing this information will greatly reduce the probability of specimen labeling rejection.			
Label Information	Description	Formats	Additional Information
Patient's first and second Identifier Patient's full name and date of birth (DOB) Exceptions: anonymous and unidentified protocol patients.	Ensures correct patient identification	Name format: last name, first name and date of birth	Unique identification of the patient is important and must be name (including hyphenated) and date of birth as it appears on unique identification used to identify the patient. Name and DOB on requisition and specimen label must be identical <u>Do not use</u> nicknames, or initials.
Patient's third identifier Exceptions: anonymous and unidentified protocol patients.	Ensures correct patient identification		Preferably Health Card Number RCMP number or Armed Forces number Government issued ID such as: Indigenous Status Card Student Visa number Work Visa number All identifiers on requisition and specimen label must be identical.
Date and time of collection	Identify the point in time that the specimen was collected	Date format: YYYY/MMM/DD Time format: 24 hour	Do not prefill requisition with date and time before collection. Any wrong data will be rejected.
Initials of the collector and a witness for Blood Transfusion Specimens	Best practice		Initials of collector and witness See NSHA CL-BP-040 Venipuncture for Blood Specimen Collection Policy