



**Prince of Wales Hospital
Department of Chemical Pathology**

Addition / Invalidation of Laboratory Test

Please fax the completed form to 3505 4723.

Please note that:

- ♦ Laboratory staff will confirm if specimen is still available and suitable for further analysis before adding any further test(s).
- ♦ Result invalidation due to wrong patient labelling, blood collection from incorrect patient(s) or drip arm will be forwarded to NTEC Risk Management Committee via AIRS for audit purpose.
- ♦ Request will be REJECTED for incomplete form or illegible handwriting.
- ♦ For enquiry, call 3505 2363.

Please use **BLOCK LETTERS** or affix **PATIENT LABEL** (Please fill in ink. Any correction made should be crossed and signed.)

Patient information:

Patient's Name:	
HKID:	
HOSP/OPD No.:	
Ward/Bed:	OPD:

Requesting doctor:

Doctor's Name:	
Doctor's 331 Code:	Use of stamp for Doctor's name and 331 code is NOT allowed.
Signature:	Department / Hospital:
Contact Tel:	
Date:	

Action(s) required for the following specimen:

Laboratory No.: <small>(Request No. on Lab report, e.g. 20C9123456 or 20X1234567)</small>		Specimen No. of GCRS label (e.g. PWHSP2020123456) is NOT accepted.
<input type="checkbox"/> Add test(s)	Test(s): Reasons:	
<input type="checkbox"/> Invalidate test(s)	Test(s): Reasons: <input type="checkbox"/> Wrong test request / <input type="checkbox"/> Wrong timing for specimen collection <input type="checkbox"/> Wrong patient labelling / <input type="checkbox"/> Blood collection from incorrect patient <input type="checkbox"/> Blood collection from drip arm <input type="checkbox"/> Others (please specify):	

To be filled in by Staff in Chemical Pathology:

Handled by: _____ User's 331 Code: _____

Accepted

Rejected due to Incomplete form / QI for add test / Aged specimen / Wrong specimen type
 Other reasons: _____

Add the following comment to the laboratory report:

"Dr _____ requested to add _____ (tests) to this sample / invalidate the tests(s) for this report at _____ (time) on _____ (DD/MM/YYYY)".