



Specimen Handling and Storage Guide



General Guidelines

- Collect specimens for testing in the correct collection containers.
- Clinic name and doctor's name must be clearly indicated on the lab request form.
- Ensure all specimens are properly identified by indicating 2 unique patient identifiers on every specimen tube or container to avoid rejection.

Acceptable Identifiers are patient's name and one of the following:

- NRIC/Passport Number
 - Date of Birth
 - Assigned identification number (ie. patient number of case number)
- All specimens should be properly sealed (ie. capped firmly or screwed tightly) before transportation to the laboratory.



Prevention of Haemolysis

- Allow alcohol on venepuncture site to dry before inserting needle into the vein.
- A 21-gauge needle (dark green holder) is recommended for collection of blood using non-vacutainer tubes. There is a greater likelihood of haemolysis with smaller gauge needles.
- During venepuncture for collection of blood using non-vacutainer tubes, remove the needle before allocating blood into the blood tubes and expel blood gently into the correct collection container.
- After collecting blood into any blood tubes containing anti-coagulant, immediately invert the capped blood tube gently several times to allow mixing with anticoagulant thoroughly to prevent clotting. Do not shake the blood tubes vigorously as this may cause haemolysis. Refer to the Laboratory Services Guide Section 2.2 on the specific number of inversions required.



Specimen Packing

- Please use the provided biohazard ziplocks bags as specimen carrier bags.
- Use one biohazard ziplock bag for each patient and ensure it is sealed properly.
- Do not mix urine/stool specimens with blood specimen in the same biohazard ziplock bag.



Overnight Specimen

- If blood must be drawn from patient close to your clinic's closing time or our specimen collection cut-off time, please ensure that the blood container is packed and stored in the lower compartment of the refrigerator.



Rejection Policy

- Specimen received in syringe
- Incorrect identification of patient or specimen
- Insufficient volume
- Contaminated specimen
- Grossly haemolysed specimen



TIP!

Want to make your specimen collection requests without waiting on the line or for our Call Centre to be in operation? Use our Specimen Collection Request form (<https://www.parkwaylab.com.sg/specimen-collection-request/>) to make your requests. Forms submitted beyond our Call Centre operating hours (Mon-Fri 08:30-16:30 / Sat 08:30-12:30) will be processed the next working day.

Parkway Laboratory Services

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Chatbox via www.parkwaylab.com.sg



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Call Centre operating hours: Mon-Fri 08:30-16:30 / Sat 08:30-12:30