



Referring Patients to Biolab for Tests

Thank you for your interest in referring patients to Biolab. This document summarises how to refer patients for tests and the various ways in which patients can have test samples collected and submitted for analysis. Some of our tests are non-invasive (hair and urine), others require the collection of blood samples for which we can supply test kits for posting back to us, whilst other tests require the attendance of patients at Biolab (breath hydrogen tests, antioxidant profiles, sweat mineral analysis test etc). All patients are of course welcome to make an appointment to see our nurses for any Biolab tests.

Register with Biolab and receive a copy of our Laboratory Guide and request forms

Please provide us with your full contact details (or complete our practitioner registration form) and we'll send you a copy of our laboratory guide and a number of Biolab Pathology Request forms (if you have not already received these).

Request forms

For each patient having Biolab tests please complete one of our request forms with all requested details. If you do not have any request forms a referral letter including the patient's full name, address and date of birth, the required tests and indicate who is responsible for settling the invoice.

Sample collection for Biolab tests

Once patients have a completed written request they can contact us directly to either arrange to see one of our nurses, or to be sent test kits for home testing, or for their GP (or a nurse) to collect the necessary samples if a blood draw is required. The kits include all necessary tubes, instructions and return packing.

Bulk supply of test kits

If your practice, or another facility, would like assistance in setting themselves up to collect samples for Biolab tests we would be pleased to assist with this (bulk supply of test kits, sample collection materials and return packaging). Please ask for further details.

Returning samples to Biolab

We recommend Royal Mail Special Delivery for sending samples to Biolab, which guarantees next working day delivery (the documentation with our test kits will indicate if next day delivery is necessary, otherwise the samples can be returned by First Class post). Please note that Biolab is closed at the weekends, so many samples cannot be posted on a Friday.

Invoicing

We will invoice patients for the test fees unless you indicate on the request form that you would like to be invoiced yourself. We kindly request that patients include payment, or their debit/credit card details, with samples, but lack of payment will not delay results. Please ask for an account application form if you would like to be billed directly for your patient's tests.

Results & reports

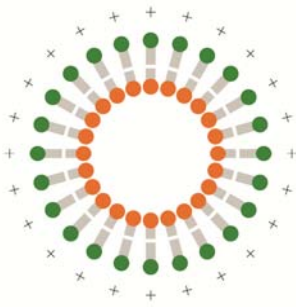
Biolab results are normally reported within 5-7 working days (up to 10 days for a few of our specialist tests and some tests sent to external laboratories). Senior laboratory personnel will authorise all reports before release and comment on any abnormal or unusual test results. Reports will be posted to you in duplicate, unless you ask for them to be E-mailed or faxed, and a copy sent to the patient's GP for non-medical referrals (unless the patient objects to this).

You are very welcome to call Biolab at any point to discuss results, but we can't discuss results directly with patients.

I hope the details above are helpful, but please don't hesitate to contact us if you have any other questions, or if we can help in any other way. We would be pleased to provide comprehensive sampling instructions for specific tests if this would help.

Mark Howard
Biolab Manager

'Celebrating 25 years of Service to Doctors and Patients'



Practitioner Registration Form

We would be extremely grateful if you would take a few minutes to provide us with up to date contact details for yourself and your practice.

This information will never be disclosed to any third parties and will be used solely for the purpose of reporting results and informing you of developments at Biolab (newsletters, test updates and workshop announcements).

If you would rather send this information by E-mail please address to info@biolab.co.uk, type *Contact update* in the subject line and add your contact details to the message.

Title, forename and surname: _____

Practice name (if applicable): _____

First line of address: _____

Second line of address: _____

Town: _____ County: _____

Post code: _____

Telephone number: _____ Fax number: _____

E-mail address: _____

Web site: _____

Professional registration organisation and number (GMC, GDC, BANT, GOC etc):

If you have other practice addresses to which you would like us to register for receipt of reports or correspondence please add details overleaf.

- Please register me as a doctor/practitioner who will refer patients to Biolab
- Please send me an up to date copy of the Biolab laboratory guide.
(also available on-line at www.biolab.co.uk/datashet.html)
- Please send me some Biolab pathology request forms (also available on-line at www.biolab.co.uk/datashet.html)
- Please send me a copy of the Biolab CD-ROM containing copies of all Biolab literature
- Please send me a list of Biolab workshop recordings.
(also available on-line at www.biolab.co.uk/docs/wshopcd.pdf)
- Please send me a copy of recordings of key Biolab workshop lectures (1 x DVD-ROM – includes PDF copies of handouts where available).

If you would like to make any further requests or comments please continue overleaf.

Thank you for taking the time to complete and return this information.

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