

## South Tyneside – GP Blood Collection and ICE

To improve patient experience and to provide accurate sample collection details the community phlebotomy collection centres are scheduled to move onto ICE for sample collection from: **8th January 2018**

In order for sample collection to function effectively, it is necessary to change the process used for raising ICE orders within the GP community. Currently when requesting blood samples for community collection one of the following options would be selected:

Sample collection options:

- Collect Sample Now
- Sample to be taken later - Insert Date & Time
- Sample taken out of practice-date/time unspecified

From the **8<sup>th</sup> January 2018**, if the patient is being sent to one of the phlebotomy collection centres you will need to select the following option: ***'I want to fill out specimen details later'***.

Order Details:

↑ **CPS Haematology**

Tests in this order: FBC & Erythrocyte Sedimentation Rate ESR

I want to fill out specimen details later

Send ICEMail when report is issued

Priority: Routine ▼

Sample collection options:

- Collect Sample Now
- Sample to be taken later - Insert Date & Time
- Sample taken out of practice-date/time unspecified

**Danger of Infection (High Risk):**  Yes  No

**NOTE:** The option for ***'sample taken out of practice - date/time unspecified'*** will be removed with the introduction of this new process.

Upon selecting the option ***'I want to fill out specimen details later'*** this will return a reduced menu with only two available options (one of which will already be ticked).

Order Details:

↑ **CPS Haematology**

Tests in this order: FBC & Erythrocyte Sedimentation Rate ESR

I want to fill out specimen details later

Print a postponed request summary for this order

**Danger of Infection (High Risk):**  Yes  No

Can you please ensure the ***'Print a postponed request summary for this order'*** is selected for ALL Postponed Orders. This will ensure the request summary prints out for each postponed test. The summary form(s) can then be given to the patient to take along with them to the phlebotomist. If there are multiple forms it is recommended they be stapled together. This summary will inform the phlebotomist of the required procedure and enable them to locate the associated request within the ICE system.

Upon accepting the request the order will be placed into a postponed state until the patient presents for sample collection. The phlebotomist will confirm the order details within ICE, collect the sample then finalise the order on ICE to print the sample container label, this will change the status from 'Postponed' to 'Requested'. This will enable identification of tests within ICE at a patient level that have been complete and those awaiting collection.

Upon completion, ICE will accurately record the date and time of collection and the phlebotomist who collected the sample.

Please note: Failure to provide an order summary for all tests disrupts the phlebotomy process leading to a delay in sample collection as the requested tests would need to be identified through other means.