

Applies to former Saskatoon Health Region area

New Clinic Request for Lab Services Application Form

Please complete this form and send it, along with the identified required documents, and submit to Saskatoon.LabService@saskhealthauthority.ca as a package. This package must be received a minimum of 10 business days prior to your clinic opening.

Request Submitted by: _____ Date of Initial Patient Service: _____

Clinic Name:		
Secure Fax Number(s):		
Address:		Phone Number(s):
Office Manager/ General Contact	Phone Number:	Email:
Hours of Operation:	Sunday	
	Monday	
	Tuesday	
	Wednesday	
	Thursday	
	Friday	
	Saturday	
	Stats and Holidays	
How will off hours critical results be received?		
Have you contacted LifeLabs to request a courier?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If you would like to request a courier, please contact Gord Hurman at Gordon.Hurman@lifelabs.com

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Physician List

In order to set up patient result reporting we require the following information:

Please have each physician complete a Care Provider Request for Laboratory Report Distribution Form and attach with this application. Ignore email for submission on the Care Provider Request for Laboratory Report Distribution Form, and submit to Saskatoon.LabService@saskhealthauthority.ca with this form as a package.

First Name	Last Name	Middle Name/Initial (if applicable)	Has a completed Care Provider Request for Laboratory Report Distribution Form been attached?

Note: eHR viewer applications are required to view results electronically at your clinic. See below for more information.

Sample List

Please check all sample types you plan to collect.

- Swabs – throat, genital, etc
- Slides – PAP, smears, etc
- Tissue – endometrial biopsies, moles, etc
- Urine
- Blood
 - Has your centrifuge been certified?
 - Yes - send documentation of the certification along with this form
 - No - contact SBET – they will be able to assist you with this.

SBET Contact Information: Phone: 306-244-7238
sbet@sasktel.net

Additional Required Documentation to Include with This Form

- A copy of your laboratory license – information on lab licensing can be found [here](#)
- Copies of certificates for staff completed their Transfer of Dangerous Goods Training
 - ESBE Scientific can provide training – more information can be found [here](#)

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Any questions you may have can be directed to Saskatoon.LabService@saskhealthauthority.ca.

General Laboratory Information for Physicians

Please share with all Physicians:

- For information on the eHR viewer and how to have patient results in your Electronic Medical Record, visit the eHealth Saskatchewan webpage (<https://www.ehealthsask.ca/>)
 - Under the Services for Health Care Providers look under
 - [eHR Viewer](#)
 - [Electronic Medical Records](#)
- The laboratory has an [extensive webpage](#) with testing information for each target audience:
 - Physicians - https://www.saskatoonhealthregion.ca/locations_services/Services/Pathology-Laboratory-Med/healthpractitioners
 - Requisitions for testing can be found [here](#)
 - Patients - https://www.saskatoonhealthregion.ca/locations_services/Services/Pathology-Laboratory-Med/Patients/Pages/specimencollectionsites.aspx
 - Potential staff - https://www.saskatoonhealthregion.ca/locations_services/Services/Pathology-Laboratory-Med/joinourlabteam
 - At the bottom of every webpage is a link inviting you to ask questions or provide feedback. If you have an idea for improvement, positive feedback to give our hard working staff a boost, or a question regarding our service, we encourage you to contact us!
- Lab supplies provided by the lab can be ordered by using [Physicians Lab Order Supplies Form](#), located on our online Laboratory Services Manual, under [Laboratory Supplies](#)
- When you relocate, please complete our [Care Provider Request for Laboratory Report Distribution Form](#) and submit as directed on the form