

This form is intended for use by facilities outside of Stanford (including UHA locations).

Orders for SHC, SCH and Valleycare should be placed in EPIC.

Patient Information

Patient Name (Last) (First)		Date Of Birth
Referring Facility MRN	Sex M F	Patient's Phone Number ()
Patient Address	City	State Zip Code

For Lab Use Only

REQUIRED INFORMATION ICD Code(s) -

Requesting Physician

Physician Name _____

Physician NPI #: _____ Submitter ID: _____

M.D. Phone No. (for reporting positive results) _____ Fax No. (for reporting) _____

Date & Time _____

Requesting Facility

Facility Name & Address _____

Phone No. _____ Fax No. _____

(Name & Address, Fax & Phone)

Physician Signature - REQUIRED

COPIES TO:

SAMPLE INFORMATION:

Sample Collection Date Time

SAMPLE SOURCE & TYPE:

Nasopharyngeal Swab in Viral or Universal Transport Media or Saline
 Oropharyngeal Swab in Viral or Universal Transport Media or Saline
 Bronchoalveolar Lavage (BAL) fluid (1 mL) in sterile container
 Other _____

SAMPLE COLLECTION GUIDELINES

- Preferred Collection: Use flocked swabs.
- Other swabs are acceptable* EXCEPTIONS: Do not use calcium alginate swabs or swabs with wooden shafts, as they may contain substances that inactivate some viruses and inhibit PCR testing.
- Place swab immediately into tube containing 2-3 ml of viral (preferred) or universal transport media. Saline may be used if necessary.*

*<https://www.fda.gov/medical-devices/emergency-situations-medical-devices/faqs-diagnostic-testing-sars-cov-2#troubleobtainingviraltransport>

TESTS ORDERED

SARS-CoV-2, RT PCR

SPECIMEN DELIVERY

Stanford Health Care Clinical Laboratories
3375 Hillview Avenue
Palo Alto, CA 94304

Must be hand delivered to Front Desk Security Officer to ensure receipt at Stanford Virology Lab.

SPECIMENS ACCEPTED 24/7

Lab Customer Service
(877) 717-3733

NOTE: This guidance covers testing performed at the Stanford Virology Lab for SARS CoV-2 and is only intended for FACILITIES OUTSIDE OF STANFORD (including UHA).

Check CDC guidelines for testing: <https://www.cdc.gov/coronavirus/2019-ncov/lab/guidelines-clinical-specimens.html>

SPECIMEN COLLECTION INSTRUCTIONS FOR SARSCOV2 TESTING



Upper Respiratory Swab Specimens

Preferred Source: Nasopharyngeal (NP) swab in individual Viral or Universal Transport Medium

Acceptable Source: Oropharyngeal swab

Upper Respiratory Collection Guidelines

- Use flocked swab (preferred) for collection.
- Other swabs acceptable* Exceptions: Do not use calcium alginate swabs or swabs with wooden shafts as they may contain substances that inactivate some viruses and inhibit PCR testing.
- Place swab immediately into tube containing 2-3 ml of viral (preferred) or universal transport medium; saline can be used if necessary*

*<https://www.fda.gov/medical-devices/emergency-situations-medical-devices/faqs-diagnostic-testing-sars-cov-2#troubleobtainingviraltransport>



Lower Respiratory Tract Specimens

Acceptable Source: 1 mL Bronchoalveolar Lavage (BAL) fluid.
Submit in sterile container.

HANDLING AND TRANSPORT INSTRUCTIONS

Specimen Handling

- Specimen is stable for 72 hours
- Specimen must be kept at 2-8°C (refrigerated/cool) or frozen
- Specimen must be labeled with two patient identifiers
- Complete requisition, Form – SARSCOV2
https://www.stanfordlab.com/images/PDF/test_requisitions/Stanford_SARSCOV2.pdf
- Form and specimen must be placed in a biohazard bag

Deliver Specimens To:

Stanford Health Care Clinical Laboratories
3375 Hillview Avenue
Palo Alto, CA 94304

Hours: 24 hours per day, 7 days per week

Sample must be hand delivered to Front Desk Security

RESULTS & REPORTING

- Expected turn-around-time is 24 hours after receipt.
- Positive results will be called to Physician Phone Number on requisition. Only positive results will be called.
- Negative and positive result reports will be sent to Report Fax Number on requisition.
- Report results to patient according to your organization's policy.
- Ordering physician is responsible for reporting positive results to your facility's Infection Control who is responsible for reporting to the appropriate public health officials.