

Change of laboratory provider for second trimester Down's syndrome screening

From the **5th September** all 2nd trimester samples normally analysed in the Glasgow laboratory should be sent to the Bolton antenatal screening laboratory.

From the **3rd October** all 2nd trimester samples normally analysed in the Lothian laboratory should be sent to the Bolton antenatal screening laboratory.

Due to an acute situation in the delivery of the service all second trimester samples are having to be outsourced to the antenatal screening laboratory in Bolton. This will be for a period of 6 months in the first instance until a final decision is reached following the review of the laboratory services.

The samples from the areas currently served by the **Glasgow laboratory** (*NHS Ayrshire and Arran, NHS Dumfries and Galloway, NHS Forth Valley, NHS Greater Glasgow and Clyde, NHS Highland, NHS Lanarkshire and NHS Western Isles*) will be moving first. From the 5th September all second trimester screening samples should be sent to Royal Bolton Hospital's Antenatal Screening Laboratory using the Royal Mail Safebox® pre-paid delivery boxes that will be provided. They should **not** be sent to the

Glasgow laboratory as they will not be analysed there. First trimester samples should continue to be sent to Glasgow.

All second trimester samples from the areas that are currently served by the **Lothian laboratory** (*NHS Borders, NHS Fife, NHS Grampian, NHS Lothian, NHS Orkney, NHS Shetland and NHS Tayside*) should be sent to the Bolton laboratory using the Royal Mail Safebox® pre-paid delivery boxes from the **3rd October**.

All first trimester samples should continue to be sent to the existing provider using the existing transport methods in the meantime.



The Royal Mail Safebox® can hold a maximum of 4 samples and are for single use. They have the Bolton address label attached and postage is prepaid so can be posted directly either via internal mail if taken at a hospital or clinic or directly into a post-box if the sample is taken in the community.

Samples can be sent to Bolton Monday to Friday inclusive. **If you are taking several samples on one day then please send these together.** However please do not delay sending samples until the Safebox is full even if it means only sending a single sample. Samples received after 72 hours will need to be rejected by the laboratory as the sample deteriorates over time at room temperature reducing the accuracy of the screen.

Safebox™ step by step

>1



Step one
Place sample in a leak-proof container.

>2



Step two
Wrap container in absorbent material and place in plastic self-seal bag and seal.

>3



Step three
Put the whole package in the clear plastic compartment. Place any documentation in the other compartment.

>4



Step four

Important: Check that all the contents you want to send are inside the package before closing as once it has been closed, it can't be reopened without destroying it.

>5



Step five

Remove the cardboard separator from the lid and dispose of it.

>6



Step six

Place the lid over the top of the container and firmly press shut.

>7



Step seven

Peel the outer backing from the self-adhesive label. Then wrap around the Safebox™.

>8



Step eight

Make sure the package is addressed correctly and the return address has been completed. **It's ready to go.**

>9



Step nine

You can put First Class Safebox™ in any post-box. Safebox™ posted using Special Delivery™ needs to be taken to any Post Office.

Should additional safeboxes be required between deliveries please contact :

Customer Services, National Procurement

Procurement, Commissioning and Facilities
NHS Scotland National Distribution Centre
Canderside, 2 Swinhill Ave, Larkhall ML9 2QX
Tel : 01698 79 4443 4442 4580 4581 4502 4573
Email : nss.npcustservs@nhs.net

Request Forms

The Bolton laboratory will be issuing their own request forms for use. Unlike the forms previously used they do not come with a sample bag attached and they will be issuing a separate plastic bag for the sample and form to be inserted into. Should you require additional forms and bags between deliveries the point of contact is Karina Hambridge or Susan Haldon at:

Department of Laboratory Medicine
Antenatal Screening laboratory
Bolton NHS Foundation Trust
Minerva Road

BOLTON
BL4 0JR

Tel: 01204 390 424
E-mail: boh-tr.anscreening@nhs.net

The Bolton laboratory will be distributing the NHS Scotland-specific request form to each Board area directly the week beginning 29th August

Reports

The Bolton laboratory offers a two day turn-around time from receipt of the blood sample to reporting of results. All higher-risk results are telephoned and e-mailed directly to the user, and a paper report is issued for both higher and lower chance results. For queries please contact the team using the details provided above.

Copies of the new request forms and the reports will be circulated for information as soon as possible.

What do health professionals need to do?

- ◆ Depending on where the samples from your area were normally analysed either start sending **second trimester samples** from the 5th September 2016 or the 3rd October using the Royal mail Safe-box® pre-paid delivery boxes provided.
- ◆ All 2nd trimester samples sent to the Bolton laboratory should be accompanied by the Bolton request form with all fields completed. Reports will not be issued until all details are received.
- ◆ As always it will be the responsibility of the sender to ensure that a result is received for every sample submitted as the laboratory can only assume chain of custody responsibility once the sample is received in the laboratory.
- ◆ If no result is received within 4 working days then the laboratory should be contacted to ensure the sample has been received and if not arrange an urgent repeat sample to be sent to the laboratory
- ◆ High chance results will continue to be e-mailed to the designated secure e-mail addresses used currently and should be checked regularly. It is planned that the Bolton laboratory will be calling to ensure that these results have been received and auctioned.
- ◆ Low chance results will continue to be posted out to the addresses provided.
- ◆ **All first trimester samples should continue to be sent to the existing laboratory using the usual transport methods in the meantime.**

Other Considerations

- It should be noted that the laboratories will no longer be providing AFP MoM risk results, this is not part of the screening programme and the screen for neural tube defects is the 2nd trimester fetal anomaly scan.
- The Bolton laboratory have the capability to provide online reporting through a web portal. This would allow users to check that samples have been received as they are entered onto the system as pending and also see the result once it has been confirmed and entered onto the system.
- Once the service is up and running we will be in touch with each NHS Board area to look at the requirements to allow access to the web based online reporting system
- The laboratory have the capacity to print patient letters and send them in hard copy for onward distribution, if this is required please contact Lyn Hutchison contact details below to discuss requirements

Tel: 0131 275 6412
E-mail lyn.hutchison@nhs.net

The Team

- ◆ Gilbert Wieringa — Consultant Biochemist & Head of Service
- ◆ Carolyn Williams — Principle Clinical Biochemist
- ◆ Karina Hambridge — Antenatal Screening Laboratory Manager
- ◆ Susan Haldon — Antenatal Screening Laboratory Section Manager

Tel: 01204 390 424
E-mail: boh-tr.anscreening@nhs.net