

BULLETIN #5 – July 21, 2006

Changes to Blood Dot Specimen Cards, Ordering, and Transport Procedures.

*****PLEASE READ CAREFULLY*****

As you know, the Ontario Newborn Screening Program is undergoing a number of changes, designed to provide Ontario with the most comprehensive program in Canada.

In order to get the enhanced program up and running in a timely and effective manner, modifications to the Program's operations are being phased in over 2006.

Since April 2006, the Newborn Screening Laboratory at the Children's Hospital of Eastern Ontario (CHEO) has been conducting testing and reporting results to health care providers. One of the programmatic changes includes the introduction, in early May, of a new reporting form, which is now being sent out to submitters province-wide.

Three (3) further programmatic changes affecting how submitters interact with the Program will be introduced in late July and early August 2006.

1) The blood dot specimen collection cards and envelopes are changing.

The new cards will provide the Program with additional demographic information, which is necessary for the accurate interpretation of test results as well as to reduce the time to locate a screen-positive baby who requires urgent follow-up testing. The cards have been designed based upon best practices and procedures from newborn screening programs across North America.

New, prepaid and specially designed envelopes, to be used in conjunction with the new transportation system described below, are also being introduced.

The new envelopes have the following features:

- a. A prepaid and preprinted XpressPost (GO) barcode label.
- b. A pre-printed delivery address.
- c. A colourful graphic with the Ontario Newborn Screening Laboratory and CHEO's logo on it, in order to make them easily identifiable.

The new cards are approximately 5.5"x11.25" and annotated graphics of the new card and envelope explaining the changes are attached.

NO POSTAGE WILL BE NECESSARY.

Plastic bags are being eliminated, since they are no longer considered appropriate for transport of blood dot cards. The new card has a flap to cover the blood spots themselves, which is the current best practice for protecting the spots.



Ontario Newborn Screening Laboratory

Children's Hospital of Eastern Ontario

Department of Genetics

401 Smyth, Ottawa Ont. K1H 8L1

2) **The process to order cards and envelopes is changing.**

In order to facilitate the initial changeover to the new cards and envelopes, as well as their ordering, submitters will be provided with a two month supply of new cards and envelopes, based upon individual usage rates in early 2006.

After the initial shipment of cards, future orders will be placed with VWR, a leading worldwide distributor of scientific equipment and supplies.

Individuals responsible for ordering and stocking blood dot cards and envelopes will be provided with detailed ordering information and will also be contacted by Newborn Screening Program personnel, who will provide assistance with the ordering process in August.

3) **The process to transport blood cards to the Ontario Newborn Screening Laboratory is changing.**

Canada Post's XpressPost (GO) Service has been selected as the best-fit transportation solution to ship all specimens to the Newborn Screening Laboratory at CHEO.

Until submitters receive their first shipment of cards and envelopes, they should continue using the old cards and transportation system. All submitters are then requested to begin using the new cards, envelopes and Canada Post transportation as soon as possible.

The new service will use the special envelopes provided as part of the initial delivery of items described above and will be ordered through VWR on an ongoing basis thereafter.

Specimens should be bundled once daily and placed in the prepaid envelope, without the plastic bag. Submitters then simply need to get the envelopes to Canada Post, either via a mail room, a post box or office, for delivery to Ottawa.

As postage has been prepaid by the Ontario Newborn Screening Laboratory, we ask providers who submit many samples each day to send 10 to 15 cards per envelope. Providers who send fewer samples should continue their current practices.

Canada Post delivery to CHEO will be to a postal box. Private couriers cannot be used.

Submitters will be contacted by Newborn Screening Program personnel in the coming weeks to assist them with these programmatic modifications. Those requiring further information should contact either:

(1) Brandy Brookings
(613) 738-3222 x3427
brookings@cheo.on.ca

(2) Eliza Cadieux
(613) 738-3222 x3435
cadieux@cheo.on.ca

(3) Tillie Chiu
(613) 738-3222 x3434
chiu@cheo.on.ca

Again, thank you for your cooperation and assistance in making the Ontario Newborn Screening Program the most effective and efficient that it can be.