

Laboratory of Gastrointestinal Pathogens (LGP)

Acceptance Criteria implemented by LGP as of January 24th 2011

1. Only **fully completed referral forms** will be accepted.
The referral form should include: sender's name and address, source of specimen or food type details, patient name or anonymised identifier, date of birth, sender's reference, clinical information, sender's presumptive identification and laboratory results. **For all the specimens / cultures submitted – information on the referral form must include the ACDP Hazard Group (HG).**
2. Only **adequately labelled** samples will be analysed.
The details on the samples/specimens must match the details on the referral request form.
3. **Forms must be visible without opening the secondary container (biobottle).** Packages with the referral request form in contact with the primary container represent a risk to all staff subsequently handling the paper form and so will not be accepted.
4. **Organisms of different Hazard Group (HG) must be sent in separate packages,** to allow processing at the appropriate containment level; for example packages with mix of HG2 and HG3 specimens will not be accepted.
5. **Cultures/specimens where the primary container is broken or leaking will not be accepted** without risk assessment. This may incur extra costs.
6. All bacterial cultures should be sent on solid slopes with the exception of *Clostridium* sp which should be sent in cooked meat broth or other suitable anaerobic medium. Isolates for *Campylobacter*, *Helicobacter*, *C.perfringens* and *Listeria* will also be accepted as swab cultures. Please note no other swab culture will be accepted.
7. Primary diagnostic samples, such as gastric biopsies *for Helicobacter pylori* culture, will be processed but the report will be released only when a correctly completed request form is received.
8. **Sample/specimens should be sent in appropriate containers.** Specimens received in unusual containers: eg. A syringe with needle attached, will not be accepted as this represents an unacceptable level of risk for LGP staff. Cultures on agar plates will not be accepted except under special circumstances by prior agreement and arrangement with this laboratory and via the appropriate Unit Heads.
9. **Food must be transported at the appropriate temperature.**
10. **For *C.botulinum* toxin testing serum should be collected before antitoxin is given.** EDTA and lysed blood samples will not be accepted, as the results are not reliable.
“Any specimens which do not meet the criteria in sections 2, 3 & 4 but are deemed urgent may be processed following HPA risk assessment.”