

Lababstract – March 2014

Food Bacteriology Requisition Form and Food Reporting Format Updates

To Public Health Units:

Effective March 17th 2014, a new version of the Public Health Ontario Laboratories (PHOL) Food Bacteriology Requisition Form (1722-44(03/2014)) will be implemented. The new requisition and implementation of a Laboratory Information System (LIS) for food bacteriology will enable PHOL to autofax LIS-generated reports to public health units more quickly and efficiently.

Prior versions of the requisition form were used both to submit specimens and to report laboratory results back to the health unit. Please discard old versions and use the new requisition form to submit all food samples.

What has changed in the new Food Bacteriology Requisition Form?

- New information fields:
 - Reason for Test Request (illness or no illness)
 - iPHIS case ID number to link associated clinical cases
 - Outbreak or Investigation number
 - Sample Details for the collection of commercial packaged product information (if applicable) and the collection state of the food sample (i.e. raw, cooked, ready-to-eat, frozen, refrigerated or shelf-stable)
- Mandatory information fields:
 - Health Unit number, name, address and collected by
 - Sample collection date, time and location
 - Reason for Test Request (illness or no illness) and associated sample type
 - Unique identifier for each food sample, common name description and sample condition
 - In the event a Health Unit is collecting a commercial packaged product, product information must be recorded by the sampler to facilitate any potential food recall events
 - A comments section to record specific test requests or additional information to optimize testing
- Instructions for the submission of food samples for testing, located on the reverse side

Food Bacteriology Requisition and Food Reporting Format Updates (Continued)

When should the Food Bacteriology Requisition Form be used?

Please refer to the [Public Health Inspector's Guide to the Principles and Practices of Environmental Microbiology](#) which outlines food testing. If food samples are being submitted with an outbreak number, clients are reminded to notify and submit the PHOL Outbreak Notification Report to the Customer Service Center.

How to get the new Food Bacteriology Requisition Form?

- The new requisition is available in both an electronic and printed format.
- The electronic format may be downloaded from the PHO website: <http://www.publichealthontario.ca/requisitions>
- Printed copies may be obtained by faxing an order to 416-235-5753 indicating the name of the form, number of packages required (50 per package), and your complete shipping address and contact information, or contact your local [Public Health Ontario Laboratory](#)

For further information:

- Contact the PHOL Customer Service Centre at 416-235-6556 or 1-877-604-4567 (toll-free), or by email at CustomerServiceCentre@oahpp.ca
- For PHOL specimen collection information and previous Lababstracts, refer to <http://www.publichealthontario.ca/Labs>
- The current version of the PHOL General Test Requisition and other forms are available at <http://www.publichealthontario.ca/Requisitions>
- To subscribe to future Lababstracts, email lababstracts@oahpp.ca
- To register for Autofax and receive laboratory reports by fax directly from our laboratory information system as soon as they are released, contact the PHOL Customer Service Centre.