



## Requestor Code Creation Form for Labtests

## Requestors Information (Please complete all relevant shaded areas using block letters)

|                     |                             |                                  |                              |                              |                               |                                |  |
|---------------------|-----------------------------|----------------------------------|------------------------------|------------------------------|-------------------------------|--------------------------------|--|
| Salutation          | <input type="checkbox"/> Dr | <input type="checkbox"/> Mr      | <input type="checkbox"/> Ms  | <input type="checkbox"/> Mrs | <input type="checkbox"/> Prof | <input type="checkbox"/> Other |  |
| Job Title           | <input type="checkbox"/> GP | <input type="checkbox"/> Midwife | <input type="checkbox"/> RMO | <input type="checkbox"/> NUR | <input type="checkbox"/> COM  | <input type="checkbox"/> Other |  |
| Surname             |                             |                                  |                              | First name                   |                               |                                |  |
| Email Address       |                             |                                  |                              |                              |                               |                                |  |
| After hours: Mobile | 02                          |                                  |                              | Other                        |                               |                                |  |

## Role (select one)

|   |                             |  |            |         |  |
|---|-----------------------------|--|------------|---------|--|
| <input type="checkbox"/> Specialist       | <input type="checkbox"/> GP | <input type="checkbox"/> Locum                               | CPN(HPI) # | NZMC #: | <input type="checkbox"/> Alternative health professional |
| <input type="checkbox"/> Smear Taker only | Smear Taker ID:             | <input type="checkbox"/> Staff Nurse (including smear taker) | NCONZ #:   |         | Speciality:  |

## Practice Information (Please use block letters)

|                                      |   |  |                                      |                                      |                                       |
|--------------------------------------|---|--|--------------------------------------|--------------------------------------|---------------------------------------|
| Company Name                         |   |  |                                      |                                      |                                       |
| Practice Name                        |   |  |                                      | HPI Facility ID                      |                                       |
| PHO                                  |   |  |                                      | DHB region                           |                                       |
| Main type of work                    | <input type="checkbox"/> General Practice | <input type="checkbox"/> Specialist Practice | Other:                               |                                      |                                       |
| Phone                                |   |  |                                      |                                      |                                       |
| Preferred results delivery (tick)    | <input type="checkbox"/> Healthlink       | <input type="checkbox"/> email               | <input type="checkbox"/> Paper copy  |                                      |                                       |
|                                      |   |  | <input type="checkbox"/> All Results | <input type="checkbox"/> Urgent only |                                       |
|                                      | Healthlink Address:                       |  | Email Address:                       |                                      |                                       |
| Practice Manager/ Main Contact Name: |   |  |                                      |                                      | Practice Manager/ Main Contact Email: |

## Physical Communications (Please use block letters)

|   | Postal Address (NZ Post format) | For couriers (if different) |
|---|---------------------------------|-----------------------------|
| Street Address                          |                                 |                             |
| Suburb                                  |                                 |                             |
| City                                    |                                 |                             |
| Post code                               |                                 |                             |
| Courier pick and drop off instructions: |                                 |                             |

- I would like to receive electronic clinical information and updates from Labtests
- I confirm that all information contained in this form is correct

**Privacy Statement** Labtests a division of Healthscope collects this information to facilitate the sending of laboratory results and related health information. Labtests will also share this information with other organisations within the health sector for clinical purposes.

**Requested By:** \_\_\_\_\_ **Signature of Requestor:** \_\_\_\_\_  
**Date of request:** \_\_\_\_\_

**Return completed form to email address: LTA.practitioners@labtests.co.nz**  
**If you have any queries call 09 574 7399**

|                 |  |                          |   |
|-----------------|--|--------------------------|---|
| Office Use only | <input type="checkbox"/> Verified and Released<br>By | Code Allocated:<br>Date: | Run Allocated:<br>Requester notified <input type="checkbox"/> |
|-----------------|--|--------------------------|---|