




North Carolina Department of Health and Human Services  
Division of Public Health • Section of Epidemiology  
State Laboratory of Public Health • PO Box 28047 Raleigh, NC 27611-8047  
Tel 919-733-7834 • Fax 919-733-8695 • MSC 1918

Beverly Eaves Perdue, Governor

Lanier M. Cansler, Secretary

# Memorandum

**Date:** April 5, 2011  
**To:** Hospitals, Birthing Centers, Health Departments, and Physician's Offices  
**From:** Leslie A. Wolf, PhD, HCLD(ABB), Director, State Laboratory of Public Health   
**Re:** Newborn Screening Unsatisfactory Policy Changes for Demographic Data

In an effort to reduce the number of unsatisfactory newborn screening specimens, the criteria for accepting newborn screening samples at the North Carolina State Laboratory of Public Health (NCSLPH) will be modified on May 2, 2011 regarding whether a sample is unsatisfactory for newborn screening testing. The NCSLPH is notifying submitters and providers in advance of these changes to allow sufficient time for wide distribution of these changes. This letter is being sent with every newborn screening report mailed by the NCSLPH three to four weeks in advance of the implementation of this policy and is posted on the NCSLPH website (<http://slph.ncpublichealth.com>).

Certain demographic information is essential for NCSLPH staff to perform quality testing, provide accurate results and ensure necessary follow up by designated staff members. The required data fields needed to test a newborn screening sample include the following:

1. Infant's Last Name
2. Date and Time of Birth
3. Date and Time of Collection
4. Birth weight
5. Mothers' First and Last Name
6. Mother's Address
7. Submitter Tax ID Number or Employer Identification Number (EIN)

The filter form is considered a legal record for which the information should not be changed after receipt by the laboratory. It is critical that the information be correct prior to submitting the newborn screening sample. **For samples received after May 2, 2011, this essential information will be required on the filter form upon receipt.** This will apply to both the first blood spot specimen and to any repeat specimens. Specimens with missing required information will be reported as unsatisfactory "Code 109-Missing Required Data" and a repeat specimen will be requested. Please note, the NCSLPH will not accept addition of this required data from submitters or providers after receipt of the newborn screening specimen, nor will staff members call to obtain missing required information. In addition, the NCSLPH will no longer accept requests to change demographic information on the filter form if an error was made by the submitter. Errors made by NCSLPH will continue to be corrected, however.



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The NCSLPH recognizes that the number of samples designated as "patient ID questionable" is too high and at times, too restrictive, to process an otherwise valid sample. The NCSLPH will relax certain criteria when evaluating specimens for this category effective May 2, 2011. To further reduce the number of samples receiving the unsatisfactory "Code 245-Patient ID Questionable" please assist us by following these guidelines:

1. If changes are made to the NBS form prior to submission, please ensure that the changes are made using a single line through and initials on each page of the form. **No white out is permitted on these forms for corrections.**
2. Filter paper should not be removed and/or re-attached with tape, staples, paper clips, etc.
3. If using a Hearing Link NBS label, a copy of the label must be placed on each page of the multipart form.
4. If using a Hearing Link NBS label, the label ID at the bottom of the printed label must be the same on every page of the form.

As a final note, I wanted to remind you that an excellent online training resource is available to provide further information about the importance of required newborn screening data and proper specimen collection at <http://rms.its.state.nc.us/DHHS/statelab/epidemiology/baby/Study.htm>

If you have questions concerning this change in specimen acceptance, please contact the Newborn Screening Unit at (919) 733-3937. Thank you for your attention and assistance in implementing these changes.

**CC:** Lou Turner, Megan Davies, Kevin Ryan, Carol Tant, Joan Crissey, Shu Chaing,  
David Keller, Karen Sanderson, NBS Supervisors