

NAME & DOB Date	TitleGiven NameSurnameDate of Birth Short date letter merged
INSTRUCTIONS FOR YOUR TEST	
BLOOD	<ul style="list-style-type: none"> • Phlebotomy appointment weekday at University Medical Practice and Whitley Villa Some Saturdays at University Medical Practice Please book with reception or on-line via PATIENT ACCESS • Royal Berkshire Hospital, Reading Walk in clinic is suspended. Follow the link to arrange an appointment at RBH. You do not need to take a request form to this appointment if the practice clinician has requested this test for you. www.swiftqueue.co.uk/royal_berkshire.php <input type="checkbox"/> NON FASTING <input type="checkbox"/> FASTING DO NOT eat or drink anything (except plenty of water) 12 hours before TEST IS DUE: now/ later date Other instructions:
URINE & STOOL TEST	You need a request form & a sample pot The sample pot <u>MUST</u> have YOUR NAME, DATE OF BIRTH, NHS NUMBER and ADDRESS on it. Use a label if this has been provided Also <u>must</u> have the DATE OF SAMPLE on it. Urine samples must be filled to the 10mls line where marked. Put sample pot & form in the plastic bag provided
WHERE TO LEAVE THE SAMPLE	Monday to Friday <u>before 3pm.</u> <ul style="list-style-type: none"> • University Medical Practice put through the flap on the door to the left of the touchscreen in Reception. • Whitley Villa hand sample to reception. • After that time or as an alternative, samples should be taken directly to The Royal Berkshire Hospital specimen drop off point which is located in the south block, down the stairs to the lab hatch.
XRAYS	Take x-ray request form to Royal Berkshire Hospital x-ray department Level 2. Monday to Friday 8.00am to 4.30 pm. Walk in service, no appointment needed. Alternatively, if not urgent phone 01344 662928 to book an appointment 7 days a week at Bracknell Health space
OTHER TESTS	
GETTING MY RESULT	Most results are available in 1 week but some take longer <u>PLEASE NOTE: It is your responsibility to contact the practice to get your result</u> <u>The practice will NOT routinely contact you with the result unless it is deemed to be clinically urgent.</u> Check we have your correct contact details as we may need to phone or send a letter. If you have opted in to receive text messaging we may contact you to advise a follow up appointment. Please ensure that we have an up-to-date mobile number for you that we can use. You can get your result the following way: <ul style="list-style-type: none"> • Electronic via PATIENT ACCESS (You need to register with the practice) • EMAIL reception on: bobicb-bw.umg@nhs.net Include your full name, date of birth, address and test you had done <ul style="list-style-type: none"> • Telephone University Medical Practice 0118 9874551 Monday – Fri 10am- 5pm Reception can only give the result message given by the GP. Reception cannot give results in person at the reception desk due to patient confidentiality. We are unable to give results requested by the hospital you will need to contact the hospital directly If you have received a SMS text from the practice and this is routine reception will book a routine appointment for you. You will only get an urgent appointment if the clinician has requested this.
Follow up appointment	Book with: <input type="checkbox"/> GP <input type="checkbox"/> Practice pharmacist <input type="checkbox"/> Practice nurse When