

NAME & DOB Date	Title Given Name Surname Date of Birth Short date letter merged
INSTRUCTIONS FOR YOUR TEST	
BLOOD	<ul style="list-style-type: none"> • Phebotomy appointments at the University Medical Centre weekdays and some Saturdays. Please book on-line via PATIENT ACCESS or by calling reception if you are unable to use Patient Access. • Royal Berkshire Hospital, Reading – by appointment only. 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 <p><input type="checkbox"/> NON FASTING</p> <p><input type="checkbox"/> FASTING DO NOT eat or drink anything (except plenty of water) 12 hours before</p> <p>TEST IS DUE: now/ later date</p> <p>Other instructions:</p>
URINE & STOOL TEST	<p>You need a request form & a sample pot The sample pot MUST have YOUR NAME, DATE OF BIRTH, NHS NUMBER and ADDRESS on it. Use a label if this has been provided</p> <p>Also must have the DATE OF SAMPLE on it.</p> <p>Urine samples must be filled to the 10mls line where marked. Put sample pot & form in the plastic bag provided</p>
WHERE TO LEAVE THE SAMPLE	<p>Monday to Friday <u>before 3pm.</u></p> <ul style="list-style-type: none"> • At the practice - put through the flap on the door to the left of the touchscreen in 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	<p>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.</p> <p>Alternatively, if not urgent phone 01344 662928 to book an appointment 7 days a week at Bracknell Health space</p>
OTHER TESTS	
GETTING MY RESULT	<p>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></p> <p>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.</p> <p>You can get your result the following way:</p> <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 <p style="padding-left: 40px;">Include your full name, date of birth, address and test you had done</p> <ul style="list-style-type: none"> • Telephone University Medical Practice 0118 9874551 Monday – Fri 10am- 5pm <p>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.</p>
Follow up appointment	<p>Book with: <input type="checkbox"/> GP <input type="checkbox"/> Practice pharmacist <input type="checkbox"/> Practice nurse</p> <p>When</p>