

22nd June 2023

Dear Service User,

Please find below updated details clarifying the procedure for requesting and reporting of urgent immunosuppressant results (tacrolimus, ciclosporin, sirolimus and everolimus) on weekends and on bank holidays following the consolidation of the Guy's & St Thomas' (GSTT) immunosuppressant service with the King's College Hospital service on the Denmark Hill.

Samples received by Central Specimen Reception (Bessemer Wing, King's College Hospital) before **10.30am** will be analysed and reported on the same day in order to meet this cut off samples from St Thomas' must be received before the 09:15 courier from central reception at St Thomas' (5th Floor, North Wing) and before 09:45 courier from Central Reception at Guy's Hospital (4th Floor, Southwark Wing). In order for urgent results to be communicated to the requesting clinician, the sample must be accompanied by a suitable request form which includes all relevant patient demographic information, as well as a clear indication that the sample is urgent and the location and contact phone/bleep number of the requestor. We are unable to communicate urgent results in a timely manner if this information is not provided.

When possible, please contact the immunosuppressant laboratory in advance (020 3299 3147/ 07718 195096 from 9.00 – 17.00 Monday – Friday) to notify us of your intention to send any urgent samples over the weekend period.

At weekends and on bank holidays the Scientist running the assay can be contacted on 07718 195096. If prior contact has NOT been made to inform us that samples are to be expected, and results are required on the same day, please phone the lab on 07718 195096 before 10.30am to ensure the Scientist is aware of the samples before starting the assay (voicemail option available if no answer; this will be picked up when the member of staff starts their shift).

Please circulate this information to your clinical colleagues who require the weekend immunosuppressant service provided at King's College Hospital.

Yours sincerely,

Freya Hassall

Principal Clinical Scientist, Synnovis