

	QuXAT Quality Management System			Document No:	QUXAT/RF/4
	Title	Sample Receiving Register			Page No: Page 1 of 1

S. No.	Patient Name	Age/Gender	Bill No/Lab ID	Date/Time of Collection	Sample type/Test to be performed	Date/Time of Receipt	Sample Received at Temp	Checked by Name & Sign	Remarks

Samples should be collected at the sample collection area. The sample should be transported in a closed container from the sample collection area to the sample reception area at the processing lab where they are processed further. The sample transport temperature and sample receipt temperature should be measure and the sample transport should be as per lab policy for sample transport. Samples should be checked for integrity after the transport and if any issues relevant corrective actions must be initiated.

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