Manual Entry of Laboratory Results on Lab Screen in NCLEAD: Required Fields

Background: There are many fields on the lab screen that are customarily filled in when a lab result is received via ELR. However, when a user enters a lab result manually, only a portion of the fields on the screen need to be completed. The rest may be left blank.

Important Note: All lab results for environmental activities which are received on paper must be entered by the LHD which receives them. This rule applies irrespective of whether the patient is a resident of your county. Do not mail any lab results to another LHD or to DENR for entry.

Environmental Sample Lab Results: * You must enter the highest result for each sample type (e.g., soil, paint); For dust, you must enter the highest result for each of the three types (Window trough, floor, and seal)

Order Info section	Tests (highest result for each sample type)	Lab Facility	Ordering Facility *(only required if the different than the lab facility which performed the test)
• Order Number • Collection Date • Collector Name • Collector Phone	• Lab Sample Number • Field Sample Number • Specimen Source (Sample Type) • Surface Type *(dust only)* • Sample Description • Result Value • Recomputed Result *(dust only; if not 12 x 12)* • Units • Hazard	• Lab Facility • Lab Facility (Other)* *(only required if the Lab Facility is not listed as an option when you click on the magnifying glass in the field above)*	• Ordering Facility • Ordering Facility (Other)* *(only required if the Ordering Facility is not listed as an option when you click on the magnifying glass in the field above)* *If the ordering provider is not your LHD, the 3 fields below are required:* • …Name • … Address • … Phone

Water Sample Lab Results:

Order Info section	Tests (highest test for each sample type)	Lab Facility	Ordering Facility *(only required if the different than the lab facility which performed the test)
• Lab Sample Number • Collection Date • Sample Type • Sampling Point • Collector Name	• Test Description • Result Value • Units • Hazard	• Lab Facility • Lab Facility (Other)* *(only required if the Lab Facility is not listed as an option when you click on the magnifying glass in the field above)*	• Ordering Facility • Ordering Facility (Other)* *(only required if the Ordering Facility is not listed as an option when you click on the magnifying glass in the field above)* *If the ordering provider is not your LHD, the 3 fields below are required:* • …Name • … Address • … Phone