

STANTON TERRITORIAL HEALTH AUTHORITY

Yellowknife, Northwest Territories

TITLE:	Revision Date:	Issue Date:
Ordering DynaLife Supplies	15-July-2016	15-July-2014
Document Number: SCM90200	Status: Approved	
Distribution: Specimen Control Manual	Page: 1 of 4	
Approved by:	Signed by:	1. 1 Caral
C. Case, Manager of Diagnostic Services	- Ch	reyl Case
		0

PURPOSE:

The purpose of this procedure is to allow the user to order supplies from DynaLife.

SUPPLIES:

- DynaLife Dx Supplies Requisition Form
- General Laboratory Order Log
- Fax Machine

PROCEDURE INSTRUCTIONS:

Step	Action						
Order	Ordering DynaLife Supplies						
1	The DynaLife order should be placed every 2 weeks. In the event that we run out of						
•	something in between orders, an emergency order may be placed.						
	Check the inventory of DynaLife supplied items (highlighted in the following table). Pay						
	close attention to expiry dates on items to ensure that nothing will outdate before they						
	can be replaced on the next order. The quantities on this chart are minimum numbers.						
	Once we are at this number or less, it means that you will need to order more of this						
2	specific item.						
	The items highlighted in yellow are items routinely ordered by our facility. The items						
	highlighted in orange tend to be ordered less frequently. The items on the order sheet						
	that have not been highlighted are not items that we order from DynaLife. Some of						
	these items are available from Materials Management.						

TITLE:	Revision Date:	Issue Date:	
Ordering DynaLife Supplies	15-July-2016	15-July-2014	
Document Number: SCM90200	Status: Approved		
Distribution: Specimen Control Manual	Page: 2 of 4		

TRANSPORT Tubes & Screw Caps Biohezard Bag, Small Biohezard Bag, Large Biohezard Bag, Large Biohezard Bag, STAT Absorbent Sheat On Mop Biobbio Pack (5 stot) Infectious Transport Kit REQUISITIONS DL 3 Part DL, Single Gen Lab	UNIT' (pk/100) (PK/100) (PK/100) (PK/100) (EA) (EA) (EA)	1487 1497 1498 1642 1396 1680	2 -	MICROBIDLOGY Whooping Cough) Kit (Regan-Lowe media) M44M6 Media - Viral, Mycopl., Ureapt. Culture	(EA)	STK# 1317	QTY OR
Biohazard Bag, Large Biohazard Bag, STAT Absorbent Sheat On Mag Bubble Pack (5 alot) Infectious Transport Kit REGUISITIONS DL 3 Part	(PK/100) (PK/100) (PK/50) (EA) (EA)	1497 1498 1642 1398	1	M4/M6 Media - Viral, Mycopt., Ureapt. Culture		- Colored	-
Sichezard Beg, STAT Absorbent Sheat On Map Bubble Pack (5 alot) Infectious Transport Kit REQUISITIONS DL 3 Part	(PK/100) (PK/50) (EA) (EA) (EA)	1498 1642 1396	1	worked media - Viral, Mycopt., Ureapi. Culture	Check Str. In		
Sichezard Beg, STAT Absorbent Sheat On Map Bubble Pack (5 alot) Infectious Transport Kit REQUISITIONS DL 3 Part	(EA) (EA) (EA)	1642 1396	1		(EA)	1120	
Bubble Pack (5 stot) Infectious Transport Kit REQUISITIONS DL 3 Part	(EA) (EA)	1396	-	KIT, Aptima Combo- 2 Swab	(bw/50)	0047	2
Bubble Pack (5 slot) Infectious Transport Kit REQUISITIONS DL 3 Part	(EA) (EA)	-		Kit, Aptima Combo-Urine (SC/Chlassydia	(bx/50)	0040	2 .
Infectious Transport Kit REQUISITIONS DL 3 Part	(EA)	1550	4	Container, Sterile 60 ml. (for C/S)	(EA)	0361	
REQUISITIONS DL 3 Part		1000		O&P Containers SAF	(EA)	1026	
DL 3 Part		1517	-	Pinworm Collector	(EA)	0457	
NATIONAL PROPERTY AND ADDRESS OF THE PARTY AND	Charles and the Control of the Contr		QTY ORD	Anaerobic Swab – BBL Porta-Cui	(EA)	0007	
	(PK/100)	1522		Fungal Kit	(EA)	1128	
	(PK100)	1523		Enterio Plus Media	(EA)	1710	
DL Single Cyto/Hist	(PK/100)	1824	10			1710	
DL Single Micro	(PK100)	1525		OTHER COLLECTION	FIFTON	-	-
Req. Red Cross	(EA)	1211		Container, 24 h Urine	UNIT	STK#	QTY OR
Req. PSA W.W. Cross	(EA)	1518		Container, 24 h Urino (amber - trace elements)	(EA)	0822	12
Form, Supplies Order	(EA)	1712		Container, 72 h Stool Fat	(EA)	1340	4
Form, Phone Results	(PD/100)	1329		CYTOLOGY	(EA)	1129	2
Form, O&P instruction	(PD/200)	1460		Cylospray (non-aerosol)	UNIT	STK#	QTY OR
Form, Pinworm Instruction	(EA)	1818		Slides, Frosted End (pap)	(EA)	0952	
Form, Smear to Path	(EA)	REG		Slide Containers	(BX/72)	1470	
Paper, Patient Report 1 Part	(CS/ 2000)	1278			(BG:100)	0462	
COLLECTION	UNIT	STK#	QTY ORD	Liquid Cytology-Brooms			
Vacutainer, SST 4 mL	(EA)	1240	12	Liquid Cytology—Brushes and Spatules	(PK/25)	0133	
Vacutainer, SST 6 mL	(EA)	0580	12	3 B) In dates and operates	(PK/25)	0134	
Vacutainer, 4 mL Sedium Heparin	(EA)	1906	The second second				
			-12-	HISTOLOGY			
Red Cross, Lav. 7 mL	-	27.53		Histology cont. (80 mL) - pre-filled with	UNIT	STK#	OTY ORD
	(EA)	1212		formalin	cidde	1115	2
Vacutainer, Royal Blue, EDTA	(EA)	508		Histology Container (250 mL)	Andrew Co.	1.100	- 5
Vacuatiner, Royal Blue, no add	(EA)	510	1	Histology Container (500 mL)	(EA)	1479	
Vacutainer, ACD-A, 8.5 ml	(EA)	1514		Histology Container (1 L)	(EA)	1480	
Vacutainer, EDTA 4 mL	(EA)	0587		Histology Container (2 L)	(EA)	1481	_
Vacutainer, Sodium Citrate 4.5 mL	(EA)	0492		Histology Container (5 L)	(EA)	1482	
Vacutainer, Green 4 mL	(EA)	1906		Dy Sometime (ora)	(EA)	1483	
Seditainer (ESR), Black	(EA)	1455					
Bactec - Anserobic Blood culture	(EA)	1371		*OTHER SUPPLIES (a charge may apply)		-	The Control of the Co
Bactec - Aerobic Blood culture	(EA)	1372		Urea Breath Kill		The Control of the Co	-36-1
Bactec - Pecis Blood cultura	(EA)	1385	-		(EA)	1780	
PPT tubes (from PL)	(EA)	1000	10				1
No. of Concession, Name of Street, Str	(EA)		12				
PAXgene-Blood RNA	(EH)		-6-		Year Cont.		

Once you have determined which items need to be ordered, check the quantity to be ordered on the following form. These are the quantities of items we typically order at one time from DynaLife.

3

NOTE: This is a CONTROLLED document for internal use only. Any documents appearing in paper form are not controlled and should be checked against electronic version prior to use.

FILENAME: SCM902000rderingDynaLifeSuppliesPRO.doc PRINT DATE: 15 July 2014

TITLE:	Revision Date:	Issue Date:
Ordering DynaLife Supplies	15-July-2016	15-July-2014
Document Number: SCM90200	Status: Approved	
Distribution: Specimen Control Manual	Page: 3 of 4	

Tubes & Screw Cars	TRANSPORT	UNIT	STK#	QTY ORD	FIRST CONTRACTOR OF THE PARTY O			
Biohazard Bag, Small (PK/100) 1497 MAMM Media - Vrai, Mycopi, Urager Culture EA) 1120					MICROBIOLOGY Whosping County Kit (Recovery)	The same of the same of	STK#	QTY OR
Biohazard Beg, Large		The second second second	-	0 '	MANAGE Mode (Man) M. (Regall-Lowe media)	The same of the sa		-
Biotheart Bag. St.At	Biohazard Bag, Large	-	-	-	worked wedla - Viral, Mycopl., Ureapl. Culture	(EA)	1120	
Absorbert Steet Dr. Moe (EA) (S95 2g Container, Sterife 60 mt. (For City) (EA) (540 1680 GAP Containers SAF (EA) (526 1680 1680 GAP Containers SAF (EA) (526 1680	Biohezerd Bag, STAT	The Party State of the Party Sta	-	4		The second second	0047	4
Subble Pack (5 slot) (EA) 1680 O&P Containers SAF (EA) 1926	Absorbent Sheet On Mon	-				(bx/50)	0040	4
Infectious Transport Kit (EA) 1517 Filtron Collector (EA) 1026	Bubble Pack (5 slot)		The second second	20	ORD Contribute 00 mt. (Tor C/S)	(EA)	0361	
REQUISITIONS	The state of the s	The second second	-		With the same of t	(EA)	1026	
Di. 3 Part	The second secon	- TOWNSHIP OF	Name and Address of the Owner, where the Owner, which is the Owner, where the Owner, which is the Owner, where the Owner, which is the Owner, wh		The state of the s	(EA)	0457	
Discription Continuers Co		Contract Con	-	QTY ORD		(EA)	0007	
DL Single Oyto/Hist	NOTE AND DESCRIPTION OF THE PARTY OF THE PAR		-	-	The state of the s			
DL Single Micro (PK100) 1525 STHER COLLECTION UNIT STK# GTY OR Req. Red Cross (EA) 1211 Container, 24 h Urine (EA) 0322 224 Req. PSA W.W. Cross (EA) 1518 Container, 24 h Urine (amber - trace elements) (EA) 1340 6 Rem. Supplies Order (EA) 1518 Container, 24 h Urine (amber - trace elements) (EA) 1340 6 Form, Supplies Order (EA) 1518 Container, 24 h Urine (amber - trace elements) (EA) 1340 6 Form, Supplies Order (EA) 1329 CYTOLOGY UNIT STK# CTY OR Form, Phone Results (PD/100) 1329 CYTOLOGY UNIT STK# CTY OR Form, Phone Results (PD/100) 1460 Cytology (non-aerosol) (EA) 0322 24 Form, Smear to Path (EA) 1518 Sildes, Frested End (pap) (EX/72) 1470 Form, Smear to Path (EA) 1518 Sildes (Frested End (pap) (EX/72) 1470 Faper, Petient Report 1 Part (CS/2000) 1278 Silde Containers (BG/100) 0462 Paper, Petient Report 1 Part (CS/2000) 1278 CS/2000 1278 COLLECTION UNIT STK# QTY ORD Liquid Cytology-Browns (PK/25) 0133 Vacutainer, SST 4 mL (EA) 1240 12 Liquid Cytology-Browns (PK/25) 0134 Vacutainer, 4 mL Sedium Heparin (EA) 1306 12 Vacutainer, 4 mL Sedium Heparin (EA) 1306 12 Vacutainer, Royal Blue, EDTA (EA) 508 Histology Container (250 mL) (EA) 1479 Vacutainer, Royal Blue, EDTA (EA) 510 Histology Container (500 mL) (EA) 1480 Vacutainer, Royal Blue, EDTA (EA) 0587 Histology Container (11) (EA) 1481 Vacutainer, Sodium Citrate 4.5 mL (EA) 0587 Histology Container (51 L) (EA) 1483 Vacutainer, Green 4 mL (EA) 1465 Histology Container (51 L) (EA) 1483 Vacutainer, Green 4 mL (EA) 1485 Histology Container (51 L) (EA) 1483 Sedilainer (ESR), Black (EA) 1371 NOTHER SUPPLIES (a charge-meyapphy) Unit CAN					Enterio Plus Media	(EA)	1710	
Req. Red Cross (EA) 1211 Container, 24 h Urine (EA) 0322 224	ten harbonia teneral control de la control d		1824	0			-	-
Red, PSA W.W. Cross (EA) 1518 Container, 24 h Urino (amber - trace elements) (EA) 0322 24	THE PROPERTY OF THE PARTY OF TH		-			UNIT	STV	DW OR
Container, 24 h Urine (amber - trace elements) (EA) 1340 6		-						24
Form, Phone Results (PD/100) 1329 OYTOLOGY UNIT STK# QTY OF Porm, OSP Instruction (PD/200) 1460 Oytopasy (non-aerosof) (EA) 0962 (EA) 09		-	and the second		Container, 24 h Urine (ambar - trace elements)			
Form, Phone Results		(EA)	1712					-
Form, Corn Instruction (EA) 1480 Cytoparay (non-aerosol) (EA) 0952 Grown, Promorm Instruction (EA) 1818 Slides, Frostad End (pap) (EX/72) 1470					CYTOLOGY	THE OWNER OF TAXABLE PARTY.	-	DTV CT
Side Form Frederic Historicals (EA) 1818 Sides Frostad End (pap) (EX/72) 1470		The second second	The second of the last			The second second		UIT OR
Paper, Petient Report 1 Part (EA) 1240 12 12 12 12 12 12 12 1		The second second second	-			-	-	
COLLECTION		and the second second	_		Slide Containers	-	The state of the s	-
Vacutainer, SST 4 mL (EA) 1240 12 12 1240 12 12 12 12 12 12 12 1	Annual State of the State of th	THE RESERVE OF THE PERSON NAMED IN	THE REAL PROPERTY.	No.		To an and A	0405	-
Vacutainer, SST 4 mL (EA) 1240 12 Liquid Cytology—Brushes and Spatulas (PK/25) 0134	The second secon	The second second second second	-		Liquid Cytology-Brooms	(PK/25)	0522	-
Vaoutainer, 4 mL Sedium Heparin (EA)			THE RESERVE AND ADDRESS OF THE PERSON NAMED IN		Liquid Cytology—Brushes and Spatules	The second second	-	-
Histology cont. (80 mL) - pre-filed with Cidde 1115 2				12			5154	-
HISTOLOGY	Vacutainer, 4 mL Sedium Heparin	(EA)	1906	-12				-
Red Cross, Lev. 7 ml. (EA) 1212 Histology cont. (80 ml.) - pre-filed with Class 1118 2				1000 B	HISTOLOGY	S-Own	2794	City des
Vacuatiner, Royal Blue, no add (EA) 510 Histology Container (300 mL) (EA) 1480		(EA)	1212		Histology cont. (80 mL) - pre-filled with	-	10000000	
Vacutatiner, Royal Blue, no acid (EA) 510 Histology Container (500 mL) (EA) 1480 Vacutainer, ACD-A, 8.5 ml (EA) 1514 Histology Container (1 L) (EA) 1481 Vacutainer, EDTA 4 ml. (EA) 0587 Histology Container (2 L) (EA) 1481 Vacutainer, Sodium Clirate 4.5 ml. (EA) 0492 Histology Container (5 L) (EA) 1482 Vacutainer, Green 4 ml. (EA) 1996 (EA) 1483 Seditainer (ESR), Black (EA) 1455 (EA) 1483 Bactec - Anserbic Blood culture (EA) 1371 NOTHER SUPPLIES (a charge may apply) Bactec - Pecls Blood culture (EA) 1385 PPT tubes (from PL) (EA) 1385 PPT tubes (from PL) (EA) 12	A THE CONTRACT OF THE CONTRACT	(EA)	508		Histology Container (250 mL)	/EA)	4.470	
Vacutainer, ACU-A, S.S. mi (EA) 1614 Histology Container (1 L) (EA) 1461 Vacutainer, EDTA 4 mL (EA) 0587 Histology Container (2 L) (EA) 1462 Vacutainer, Green 6 mL (EA) 0492 Histology Container (5 L) (EA) 1483 Vacutainer, Green 6 mL (EA) 1996 (EA) 1483 Sedilainer (ESR), Black (EA) 1455 (EA) 1455 Bactec - Ansenbic Blood culture (EA) 1371 NOTHER SUPPLIES (a charge may apply) (EA) 1760 Bactec - Pecis Blood culture (EA) 1385 PPT tubes (from PL) (EA) 1760		(EA)	510			The second second	1000	-
Vacutainer, Bolfum Citrate 4.5 mL (EA) 0587 Histology Container (2 L) (EA) 1482 Vacutainer, Sodium Citrate 4.5 mL (EA) 1998 Histology Container (5 L) (EA) 1483 Vacutainer, Green 4 mL (EA) 1998 (EA) 1483 (EA) 1483 Seditainer (ESR), Black (EA) 1455 (EA) 1455 (EA) 1483 Bactec – Anzelois Blood culture (EA) 1371 NOTHER SUPPLIES (a charge niew apply) (EA) 1780 Bactec – Pecs Blood culture (EA) 1385 (EA) 1780 PPT tubes (from PL) (EA) 12		(EA)	1514		Histology Container (1 L)	-	-	-
Vacutainer, Sodkim Citrate 4.5 mL (EA) 0492 Histology Container (5 L) (EA) 1483 Vacutainer, Green 4 mL (EA) 1906 (EA) 1483 Seditainer (ESR), Bisck (EA) 1455 (EA) 1371 Bactec – Aerobio Blood culture (EA) 1371 Vora Breeth Kit (EA) 1760 Bactec – Pecis Blood culture (EA) 1385 (EA) 12 DAV (EA) 12 (EA) 12	Vacutainer, EDTA 4 mL	The second second	0587		Histology Container (2 L)	The second second	-	
Vacutainer, Green 4 mL (EA) 1906 Seditainer (ESR), Black (EA) 1455 Bectec - Anserobic Blood culture (EA) 1371 **OTHER SUPPLIES (a charge may apply) Bactec - Pecis Blood culture (EA) 1372 Urea Breeth Kit (EA) 1760 PPT tubes (from PL) (EA) 12 **DAY **D		(EA)	0492			-	-	
Bactec - Anserobic Blood culture (EA) 1371 **OTHER SUPPLIES (a charge may apply) (EA) 1372 Urea Breeth Kit (EA) 1780 PPT tubes (from PL) (EA) 12			1906			(EA)	1483	-
Bactec - Aerobio Blood culture (EA) 1372 Urea Breeth Kilt (EA) 1760 Bactec - Pecs Blood culture (EA) 1385 PPT tubes (from PL) (EA) 12		(EA)	1455					-
Bactec - Pecs Blood outlare					*OTHER SUPPLIES (a charge may apply)	The state of	Page William	-36 n (S)
PPT tubes (from PL) (EA) 12	Bectec - Peds Blood cultura		The state of the same	-		(EA)	1780	
DAY and Bred Data (50)			1000	10				
PRAGETE - DIRECKOR (CH) 6								
	PHAGETE - DICCI KNA	CEH)		-6-				
		-						
Once you have determined which items need to be ordered and how much of eac	Once you have date:	main = d :	ا د ا داید	ito	need to be endered and the		ıak -	4 0 0 0 1
	•		• •	•	,			
	date is placed in the	date fie	ld. A	lso put	t your name in the Contac	t perso	on fie	ld.
sticker is placed in the site field, our phone number is placed in the phone field an	Fax this order to Dyn	aLife S	tores	(Spee	d Dial #28).			
sticker is placed in the site field, our phone number is placed in the phone field and date is placed in the date field. Also put your name in the Contact person field.	· · · · · · · · · · · · · · · · · · ·						0).	
order, fill out the DynaLife Supplies Requisition (SCM90210). Ensure that a Stant sticker is placed in the site field, our phone number is placed in the phone field and date is placed in the date field. Also put your name in the Contact person field. Fax this order to DynaLife Stores (Speed Dial #28). Log that you placed the order on the General Lab Order Log (SCM90000).	9 ,							

TITLE:	Revision Date:	Issue Date:
Ordering DynaLife Supplies	15-July-2016	15-July-2014
Document Number: SCM90200	Status: Approved	
Distribution: Specimen Control Manual	Page: 4 of 4	

RELATED DOCUMENTS:

SCM20000 General Laboratory Order Log

• SCM20210 DynaLife Supplies Requisition

REVISION HISTORY:

REVISION	DATE	Description of Change	REQUESTED BY
1.0	30Jun13	Initial Release	B. Hussey
1.1	15Jul14	Removed M4/M5 Media	C. Russell