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THE NEW YEAR OF **2016** IS APPROACHING

Dates, specifically the **year**, need to be recorded accurately as the year changes. Invalid dates (months, days or **years**) will cause unnecessary delays in testing or a specimen to be **REJECTED**.

Suggestions:

- Print and display this notice for all staff collecting THSteps specimens to serve as a reminder.
- Assign individual(s) to double check THSteps specimens before shipment, to ensure that all specimen forms are:
 - ✓ Complete
 - ✓ Accurate
 - ✓ Legible

*DSHS cannot make corrections to any dates on a THSteps specimen without confirmation from the healthcare provider. **To avoid testing delays or specimen rejections, please respond promptly to any DSHS fax and telephone requests for information or clarification.***