



Department of Health and Human Services
Health and Environmental Testing Laboratory
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FAX ONLY AUTHORIZATION FORM

HETL is pleased to offer the convenience of faxing all reports directly to your facility. By filling out this form you are agreeing to allow HETL to eliminate the more traditional delivery of mailing reports. This shortens the turn around time in receiving patient results. This will also aid in the conservation of natural resources and reduce the amount of mail you receive.

Some guidelines for this service are:

1. Submit a fax number for a secure confidential area in your lab
2. Select what reports you would like to receive by fax;
 - All clinical reports generated by HETL
 - All Serology reports including HIV reports
 - All Serology reports EXCEPT HIV
 - Only HIV reports
 - Bacteriology reports
 - Blood Lead reports
 - GC/CT reports
 - TB reports
 - Viral culture/PCR reports
3. Send completed form to the address listed above or fax 207-287-1727 to the attention of the Quality Assurance Officer
4. Agree upon request to submit a copy of a faxed report back to HETL for quality assurance purposes

The reports will be faxed ONLY to the fax number provided below. If you have any questions please call the Acting Quality Assurance Officer at 207-287-1722.

(Please fill in your information here)

Facility Name/Address: _____

Secure Fax Number: _____

Attention: _____

Authorized Signature: _____

Printed Name (from above): _____

Date: _____