

## Application for Destruction of Stored Newborn Screening Bloodspot Sample

### Background

Newborn Screening is now considered part of standard care for every newborn child in Queensland.

The screening tests are carried out on bloodspot cards (special absorbent paper onto which blood samples are collected). In addition to the dried blood sample, the cards contain information about the baby and mother (eg name of baby and mother, baby's sex, date of birth, hospital of birth, the referring health care provider). Other information specifically used for the interpretation of test results includes collection date, birth weight and mode of feeding.

The Newborn Screening sample/card has been assessed by the Queensland Health Legal and Administrative Law Unit (*ref 0201-3000-145, Dec 2004*) as being both a sample and a medical record. The cards are therefore subject to the *Public Records Act 2002* and a specific authority to dispose of these records must be obtained. Under the Health Sector (Corporate Records) Retention and Disposal Schedule 2020 and NPAAC Guidelines, samples can be destroyed after 2 years when a valid request is received from the parents.

Regulations require that the laboratory take reasonable measures to ensure the correct identity of the guardian and the patient. Furthermore, requests must be made by both parents/guardians to avoid issues with estranged parties.

### Instructions for submitting this form:

- Complete sections 1 and 2 of the application (Sole parent must complete section 3)
- Attach a certified copy of the birth certificate of the baby  
*A photocopy of the birth certificate must be signed by a Justice of the Peace/Commissioner of Declarations.*  
**Please do not forward the original copy of the birth certificate.**
- Return this application and the copy of the birth certificate to:

Newborn Screening Section  
Department of Chemical Pathology  
Pathology Queensland Central Laboratory  
GPO Box 495  
Brisbane QLD 4001

**Application for Destruction of Stored Newborn Screening Bloodspot Sample**

Newborn Screening bloodspot samples are retained in accordance with the Public Records Act 2002. The Health Sector (Corporate Records) Retention and Disposal Schedule and NPAAC Guidelines allows samples to be destroyed after 2 years of storage, when a valid request is received.  
 This application should be completed by both parents/guardians.

**Section 1: Details of Applicants**

Parent/Guardian 1

<b>Surname/Family Name</b>	
Given Names	
Address	

Applicant 1 <b>Sign here:</b>		<b>Date:</b>	
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Parent/Guardian 2 (If **not** completed Section 3 must be signed)

<b>Surname/Family Name</b>	
Given Names	
Address	

Applicant 2 <b>Sign here:</b>		<b>Date:</b>	
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**Section 2: Details of the Baby whose Newborn Screening Card is to be Destroyed**

Sample Identification (mandatory)

<b>Date of Birth</b>		<b>Hospital UR#</b>	
Place of Birth			
Baby Surname (As used at sample collection)			
Baby's Given Names			

**Section 3: Sole Parent/Guardian Declaration**

I (Full Name) .....

declare that I am the sole parent/guardian of person detailed in section 2 (above)

Applicant 1 <b>Sign here:</b>		<b>Date:</b>	
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