

Tennessee Department of Health
Division of Laboratory Services

Directory of Laboratory Services

The Honorable Bill Haslam
Governor, State of Tennessee

John J. Dreyzehner, MD, MPH
Commissioner, Tennessee Department of Health

David L. Smalley, Ph.D., M.S.S., BCLD
Director, Division of Laboratory Services

The complete text of this directory is available online at
<http://health.state.tn.us/Lab/index.htm>

<http://health.state.tn.us/Lab/index.htm>

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**TENNESSEE DEPARTMENT OF HEALTH
DIVISION OF LABORATORY SERVICES**

General Information

Director, Division of Laboratory Services	David L. Smalley, Ph.D., M.S.S., BCLD
Clinical Division Director	James A. Gibson, MPH
Clinical Division Assistant Director	Teresa Smith, MSP
Director, Environmental Laboratories	Bob Read, Ph.D.
Assistant Director, Environmental Laboratories	Pramod Singh, Ph.D.

Nashville Laboratory

Official Business Hours: 7:00 AM - 5:00 PM CT, Monday-Friday
Annual Holiday Schedule: Laboratory Services observes official state government holidays

Phone Number (615) 262-6300
Fax Number (615) 262-6393
<http://www2.state.tn.us/health/lab/index.html>

After Hours Emergency Number (615) 262-6300

Location and Mailing Addresses

Physical Location and address for items shipped by UPS, Federal Express and carriers other than the US Postal Service	Address for letter (non-specimen) mail	Address Specimens shipped via the US Postal Service
Tennessee Department of Health Laboratory Services 630 Hart Lane Nashville, TN 37216-2006	Tennessee Department of Health Laboratory Services 630 Hart Lane Nashville, TN 37243-1404	Tennessee Department of Health Laboratory Services P.O. Box 305130 Nashville, TN 37230-5130

Delivery of Specimens

Specimens and samples may be delivered Monday through Friday from 7:00 to 4:30 to the back entrance located in the loading dock area. After regular business hours, deliver specimens and samples to the guard's desk at the front entrance of building.

Jackson Regional Laboratory
Official Business Hours: 8:00 AM -- 4:30 PM CT, Monday-Friday
Annual Holiday Schedule: Laboratory Services observes official state government holidays

Director, Jackson Regional Laboratory
Manager, Microbiology Laboratory
Manager, Environmental Laboratory

Oristyne E. Walker, Ph.D., HCLD

Rhonda Mitchell

Phone Number (731) 426-0686

Fax Number (731) 421-5199

After Hours Emergency Number ((731) 426-0686

Location and Mailing Address:

Physical Location and address for items shipped by UPS, Federal Express and carriers other than the US Postal Service	Address for letter and specimen mail via the US Postal Service
Jackson Regional Laboratory 295 Summar Avenue Jackson, TN 38301	Jackson Regional Laboratory 295 Summar Avenue P. O. Box 849 Jackson, TN 38302-0849

Delivery of Specimens

Specimens and samples may be delivered Monday through Friday from 8:00 to 4:30 to the back entrance. Animal heads for rabies testing should be delivered to the loading dock door. After regular business hours, deliver specimens and samples to the guard's desk at the front entrance of building; ring the bell assistance from the guard on duty.

Knoxville Regional Laboratory
Official Business Hours: 8:00 AM -- 4:30 PM ET, Monday-Friday
Annual Holiday Schedule: Laboratory Services observes official state government holidays

Director, Knoxville Regional Laboratory
Assistant Director, Clinical Division
Director, Environmental Division

David L. Smalley, Ph.D., M.S.S., BCLD.
Barbara Frei

Phone Number (865) 549-5201
Fax Number (865) 594-5199

After Hours Emergency Number (865) 549-5201

Location and Mailing Address

Physical Location and address for items shipped by UPS, Federal Express and carriers other than the US Postal Service	Address for letter and specimen mail via the US Postal Service
Knoxville Regional Laboratory 2101 Medical Center Way Knoxville, TN 37920	Knoxville Regional Laboratory 2101 Medical Center Way P.O. Box 59019 Knoxville, TN 37950-9019

Delivery of Specimens

Specimens and samples may be delivered Monday through Friday from 8:00 to 4:30 through the front laboratory entrance. Deliveries after regular business must be arranged in advance.

Shelby County Laboratory

Official Business Hours: 8:00 AM -- 4:30 PM CT, Monday-Friday
Annual Holiday Schedule: Laboratory Services observes official state government holidays

Laboratory Director
Laboratory Manager

Pamela Osborne, M.D.
Stephen Gooch

Phone Number (901) 544-7352
Fax Number (901) 544-7647

After Hours Emergency Number (901) 544-7561

Physical Location and Mailing address
Memphis-Shelby County Health Department 814 Jefferson Avenue Memphis, TN 38105-5099

Delivery of Specimens

Deliver specimens and samples to the Memphis-Shelby County Laboratory during business hours. After hours deliveries must be prearranged.

The Mission of the Division of Laboratory Services

The Mission of Laboratory Services is to provide high quality analytical services of medical and environmental testing and to achieve the Mission of the Department of Health.

Divisions and Certifications of Laboratory Services

Clinical Division Laboratories are located in Nashville, Jackson, Knoxville and Shelby County. The Clinical Division Laboratories are licensed by the State of Tennessee Laboratory Licensing Service (LLS) and certified by the Department of Health and Human Services Centers for Medicare and Medicaid Services (CLIA Laboratory Certificate of Compliance) to perform clinical testing. Laboratories are also monitored and certified by the Food and Drug Administration (FDA) for bacteriological examinations of foods. The laboratories perform a wide range of microbiological testing in the areas of Bacteriology, Molecular Biology, Environmental Microbiology, Mycobacteriology, Parasitology, Mycology, Immunoserology, Virology and Newborn Screening. Laboratory Services is also the State Emergency Preparedness Laboratory for biological agents. The Microbiology Laboratory performs over 1,000,000 tests per year.

Environmental Division Laboratories in Nashville, Jackson, Knoxville and Shelby County are certified by the Environmental Protection Agency (EPA) under the Safe Drinking Water Act. Each laboratory follows guidelines, regulations and methodology as prescribed by the EPA, the Nuclear Regulatory Commission (NRC) and other federal or state programs. The Environmental Division consists of Organic, Inorganic, Radiochemistry, Aquatic Biology and Chemical Terrorism Laboratories. The Environmental Laboratories perform testing in support of other state departments such as the Department of Environment and Conservation, Department of Labor and the Department of Transportation.

Objectives of Laboratory Services

- ◆ Provide quality-assured microbiological, clinical and chemical laboratory services
- ◆ Assist other Tennessee laboratories in developing and strengthening the services they provide
- ◆ Serve the entire state as a reference laboratory for difficult, unusual or otherwise unavailable laboratory procedures especially as it relates population health
- ◆ Serve as a resource of information on laboratory practice and information updates
- ◆ Assist in the development, evaluation and standardization of medical and environmental laboratory testing procedures
- ◆ Participate in special studies and research projects especially as they relate to isolates of organisms required to be sent to the state laboratory
- ◆ Serve as a resource for organisms related emerging infectious diseases



Tennessee Department of Health Division of Laboratory Services

The Policy of Laboratory Services

Services offered by the Tennessee Department of Health Laboratories are determined by public health needs, available resources, regulatory demands and whether the services are available from other laboratories. Most public health programs are directed toward prevention of illness and require laboratory support for disease surveillance and diagnosis or monitoring. Enforcement in environmental regulatory programs also requires analytical laboratory support. **Some services are available only to county health departments and state-operated health facilities.** These are indicated in the Directory of Laboratory Services.

The Tennessee Department of Health Laboratory, in collaboration with public health officials, reserves the right to decide whether or not to analyze samples or specimens. The director or appropriate section manager should be contacted before collecting or sending unusual numbers of specimens or samples (as in epidemics, investigations or surveys.) This communication is necessary to determine whether the specimens can be analyzed and to make preparations for the analysis.

Communicable Disease Consultation Line (615) 741-7247

The Tennessee Department of Health Communicable and Environmental Disease Services (CEDS) consider it important that health departments have continuously available support during a public health emergency.

The Consultation Line is useful for questions regarding rabies post-exposure prophylaxis, measures to take upon diagnosing a disease of public health significance (for example; cholera, diphtheria, meningococcal meningitis). It may also be used to report an outbreak of illness requiring public health investigation or in the event of an emergency.

The voice mail/pager system, CEDS can now be reached 24 hours per day, 7 days per week at (615) 741-7247.

Who May Request Laboratory Services

Clinical specimens may be submitted by:

1. All physicians, dentists and veterinarians in private practice who are licensed by the State of Tennessee
NOTE: Animal specimens not associated with human disease may be sent to the Tennessee Department of Agriculture, Kord Diagnostic Laboratory, Box 40627, Melrose Station, Nashville, TN 37204, (615) 837-5125.
2. Health care professionals working in support of Health Department programs
3. Hospitals and private laboratories for which Laboratory Services serves as a reference and consultative laboratory for the identification, confirmation and serotyping of clinical isolates
4. State epidemiologists or their authorized representatives may submit specimens, including food and environmental samples that are usually related to outbreaks or epidemics
5. Law enforcement agencies may submit samples for biological testing for investigation of agents related to potential acts of terrorism



Environmental samples may be submitted by:

1. Agencies/representatives of the Tennessee Department of Environment & Conservation.
2. Other state agencies and county health departments. Environmental samples may be submitted "directly" by county health departments ONLY if that they have prearranged contractual agreements with TDH.
NOTE: Results of laboratory testing will be reported to the provider and the appropriate agencies within the Department of Health or the Department of Environment and Conservation. They will not be reported to private individuals.
3. Law enforcement agencies may submit samples for biological testing for agents of terrorism.

Required Demographic Information on Request Forms

In an effort to comply with CLIA (Clinical Laboratory Improvement Act) guidelines and state epidemiology requirements, the following demographics will be required for all clinical specimens submitted for any testing protocol. We have begun to migrate to a new computer system and these items are all required fields. By defining a field as required, the system will not allow printing of a final report without these demographics. Please find the required demographics listed below.

First and Last Name

Date of Birth

Sex

County of Residence

Specimen Collection Date

Source of Specimen

Submitter identification including address

Ordering Specimen Collection Kits and Mailing Containers

Specimen collection kits are available from your county health department. They are intended exclusively for use in submitting specimens to the state laboratories. County health departments should order laboratory supplies from their nearest Tennessee Department of Health Laboratory. Newborn screening forms are only available from Laboratory Services in Nashville. Use the following procedure for ordering:

- Complete the Requisition for Laboratory Supplies Form (see final pages in this section).
- Anticipate the needs of your health department and the needs of the providers that you supply.
- Order only what you will use in one month. Do not stockpile supplies. **Expired supplies are the most frequently cited deficiency on inspections.**
- Fax the order one-week before it is needed. All telephoned orders must be immediately followed by a fax.

Supplies Available

Complete Kits

- TB Smear and Culture
- Intestinal Parasites (O&P)
- Pinworm
- Pertussis
- Water Bacteriology
- Foodborne Outbreak Stool Collection Kit
- Cary-Blair for Enteric and Bacterial Transport
- Chlamydia/Gonorrhea Collection Kit (state sample type)

Mailing Containers

- Medium (1 to 3 tubes, single bloods)
- Large (3 to 6 tubes, multi-bloods, GC/Chlamydia)
- TB/Para (single specimen for TB or Parasitology)

Request Forms

- | | |
|--------------------------------------|---------|
| • Miscellaneous Examination | PH-1573 |
| • Water Bacteriology Analysis | PH-1575 |
| • Mycobacteriology Smear and Culture | PH-1577 |
| • Syphilis Serology | PH-1578 |
| • Virology | PH-1579 |
| • Newborn Screening | PH-1582 |
| • Gonococcus Culture | PH-1583 |
| • Rabies | PH-1584 |
| • Immunoserology | PH-1589 |
| • Rubella Serology | PH-1917 |
| • HIV-1 Serology | PH-3173 |
| • Chlamydia and Gonorrhea Detection | PH-3179 |

Individual Items

- Gonorrhea Plates for Culture
- Vacutainer Tubes (7 ml Draw)
- Viral Transport Media (1.5 ml/tube)
- Diphtheria (PAI)
- Regan-Lowe (For Pertussis ONLY)

Requisition forms for supplies follow; please note that the forms are divided by regions.

**NASHVILLE LABORATORY ORDER FORM
 TENNESSEE DEPARTMENT OF HEALTH –DIVISION OF LABORATORY SERVICES
 REQUISITION FOR LABORATORY SUPPLIES**

SEND TO _____

ADDRESS _____

SIGNATURE _____ PHONE _____

***** SUBMIT THIS FORM TO THE LABORATORY. BE SPECIFIC IN ORDERING. *****

Quantity

Quantity

COMPLETE KITS (Includes Form, Mailing Label and Mailer)

REQUEST FORMS

	TB smear and culture	Miscellaneous Examination	PH-1573	
	Intestinal Parasites (O&P)	Water Bacteriology Analysis	PH-1575	
	Pinworm	Mycobacteriology Smear and Culture		
	Pertussis		PH-1577	
	Water Bacteriology	Syphilis Serology	PH-1578	
	Foodborne Outbreak Stool Collection Kit	Virology	PH-1579	
INDIVIDUAL ITEMS		Req. Laboratory Supplies	PH-1580A	
(Includes All Supplies <u>Except</u> Forms And Mailers)		Newborn Screening	PH-1582	
	Cary-Blair for Enteric/Bacterial Transport	(Order From Nashville Only)		
	Chlamydia/Gonorrhoea Collection Kit	Gonococcus Culture	PH-1583	
	Chlamydia/Gonorrhoea Urine Collection Kit	Rabies	PH-1584	
	Gonorrhoea Culture			
		Immunoserology	PH-1589	
	Vacutainer Tubes (7ml draw)	Rubella Serology	PH-1917	
	Viral Transport Media (1.5 ml. / tube)	HIV-1 Serology	PH-3173	
	Diphtheria (PAI) (Order From Nashville Only)	Chlamydia and Gonorrhoea Detection		
	Regan-Lowe Media (For Pertussis Only)		PH-3179	

MAILING CONTAINERS

MAILING LABELS

	Medium (1-3 tubes, single bloods)	GONO-PAK	
	Large (3-6 tubes, multi-bloods, GC/Chlamydia)	MYCO	
	TB/Para (single specimen for TB or parasitology)	Specimen For Microbiological Examination	
		UN 3373, Biological Substance Category B	

SPECIAL NEEDS

ORDERING INFORMATION

EASY WAYS TO ORDER

- ◆ Please order only what you will use in one month
- ◆ Please submit order one week in advance of need
- ◆ Be sure to check expiration dates carefully
- ◆ Please return all incomplete or expired materials

1. Mail to: Tennessee Department of Health
 Division of Laboratory Services
 630 Hart Lane
 Nashville, Tennessee 37243-0801
2. **FAX (615) 262-6455 (no cover sheet required)**
3. Phone: 615-262-6391

FOR LABORATORY USE ONLY



RECEIVED

Date

FILLED

Date

INITIALS

SHIPPED

Date

PH-1580A
 REV04/08

RD A 1160

**JACKSON REGIONAL LABORATORY ORDER FORM
 TENNESSEE DEPARTMENT OF HEALTH LABORATORY SERVICES
 REQUISITION FOR LABORATORY SUPPLIES**

SEND TO _____
 ADDRESS _____

SIGNATURE _____ PHONE _____

***** SUBMIT THIS FORM TO THE LABORATORY. BE SPECIFIC IN ORDERING. *****

Quantity _____ Quantity _____

COMPLETE KITS (Includes Form, Mailing Label and Mailer)

REQUEST FORMS

	TB smear and culture	Miscellaneous Examination	PH-1573	
	Intestinal Parasites (O&P)	Water Bacteriology Analysis	PH-1575	
	Pinworm	Mycobacteriology Smear and Culture		
	Pertussis		PH-1577	
	Water Bacteriology	Syphilis Serology	PH-1578	
	Foodborne Outbreak Stool Collection Kit	Virology	PH-1579	
INDIVIDUAL ITEMS		Req. Laboratory Supplies	PH-1580B	
(Includes All Supplies Except Forms And Mailers)		Newborn Screening	PH-1582	
	Cary-Blair for Enteric/Bacterial Transport	(Order From Nashville Only)		
	Chlamydia/Gonorrhoea Collection Kit	Gonococcus Culture	PH-1583	
	Chlamydia/Gonorrhoea Urine Collection Kit	Rabies	PH-1584	
	Gonorrhoea Culture			
		Immunoserology	PH-1589	
	Vacutainer Tubes (7ml draw)	Rubella Serology	PH-1917	
	Viral Transport Media (1.5 ml. / tube)	HIV-1 Serology	PH-3173	
	Diphtheria (PAI) (Order From Nashville Only)	Chlamydia and Gonorrhoea Detection		
	Regan-Lowe (For Pertussis Only)		PH-3179	

MAILING CONTAINERS

MAILING LABELS

	Medium (1-3 tubes, single bloods)	GONO-PAK	
	Large (3-6 tubes, multi-bloods, GC Chlamydia)	MYCO	
	TB/Para (single specimen for TB or parasitology)	Specimen For Microbiological Examination	
		UN 3373, Biological Substance Category B	

SPECIAL NEEDS

ORDERING INFORMATION

THREE EASY WAYS TO ORDER

- ◆ Please order only what you will use in one month
- ◆ Please submit order one week in advance of need
- ◆ Be sure to check expiration dates carefully
- ◆ Please return all incomplete or expired materials

1. Mail to: Tennessee Dept. of Health
 Jackson Regional Laboratory
 295 Summar Dr.
 P. O. Box 849
 Jackson, TN 38302-0849
2. **FAX: (731) 421-5199 (No cover sheet)**
3. Phone: (731) 426-0686

FOR LABORATORY USE ONLY



RECEIVED _____ FILLED _____ INITIALS _____ SHIPPED _____
 Date Date Date Date

PH-1580 B
 REV 04/08

RD A 1160

**KNOXVILLE REGIONAL LABORATORY ORDER FORM
 TENNESSEE DEPARTMENT OF HEALTH - LABORATORY SERVICES
 REQUISITION FOR LABORATORY SUPPLIES**

SEND TO _____
 ADDRESS _____

 SIGNATURE _____ PHONE _____

*** **SUBMIT THIS FORM TO THE LABORATORY. BE SPECIFIC IN ORDERING.** ***

Quantity _____ Quantity _____

COMPLETE KITS (Includes Form, Mailing Label and Mailer)		REQUEST FORMS	
	TB smear and culture	Miscellaneous Examination	PH-1573
	Intestinal Parasites (O&P)	Water Bacteriology Analysis	PH-1575
	Pinworm	Mycobacteriology Smear and Culture	
	Pertussis		PH-1577
	Water Bacteriology	Syphilis Serology	PH-1578
	Foodborne Outbreak Stool Collection Kit	Virology	PH-1579
INDIVIDUAL ITEMS		Req. Laboratory Supplies	PH-1580C
(Includes All Supplies <u>Except</u> Forms And Mailers)		Newborn Screening	PH-1582
	Cary-Blair for Enteric/Bacterial Transport	(Order From Nashville Only)	
	Chlamydia/Gonorrhoea Collection Kit	Gonococcus Culture	PH-1583
	Chlamydia/Gonorrhoea Urine Collection Kit	Rabies	PH-1584
	Gonorrhoea Culture		
		Immunoserology	PH-1589
	Vacutainer Tubes (7ml draw)	Rubella Serology	PH-1917
	Viral Transport Media (1.5 ml. / tube)	HIV-1 Serology	PH-3173
	Diphtheria (PAI) (Order From Nashville Only)	Chlamydia and Gonorrhoea Detection	
	Regan-Lowe (For Pertussis Only)		PH-3179

MAILING CONTAINERS		MAILING LABELS	
	Medium (1-3 tubes, single bloods)	GONO-PAK	
	Large (3-6 tubes, multi-bloods, GC Culture)	MYCO	
	TB/Para (single specimen for TB or Parasitology)	Specimen For Microbiological Examination	
		UN 3373, Infectious Substance Category B	

SPECIAL NEEDS

ORDERING INFORMATION

- ◆ Please order only what you will use in one month
- ◆ Please submit order one week in advance of need
- ◆ Be sure to check expiration dates carefully
- ◆ Please return all incomplete or expired materials

THREE EASY WAYS TO ORDER

1. Mail to: Tennessee Dept. of Health
 Knoxville Regional Laboratory
 1522 Cherokee Trail
 P. O. Box 59019
 Knoxville, TN 37920-9019
2. **FAX (865) 594-5199 (no coversheet necessary)**
3. Telephone (865) 549-5201

FOR LABORATORY USE ONLY

RECEIVED	FILLED	INITIALS	SHIPPED
_____	_____	_____	_____
Date	Date		Date

PH-1580 C
 REV 04/08

RDA 1160