Laboratory Reporting Guidance

Updated September 2024

Reporting Lab Test Results to the State of Alaska

[Reportable results](#) for testing performed in Alaska must be reported to the State of Alaska (SOA) Section of Epidemiology (SOE).

Electronic Lab Reporting (ELR), the electronic transmission of laboratory reports in an HL7 v2.5.1 format to public health agencies, is the preferred method for receiving results. Other accepted methodologies include:

1. CSV reporting
2. CDC Simple Report
3. Faxing of a [Confidential Infectious Disease Report Form](#) (this is to be used only as a last resort for testing facilities with very low volume or as an immediate stop gap if other methods fail)

If the best option for your site is not immediately apparent or if you have questions about any of these methods, please contact the [Infectious Disease Program](#) to meet with our lab reporting team. A lab reporting FAQ can also be reviewed [here](#).

ELR Overview

The initial step is to scope internally with your IT, LIMS, and EHR teams to ensure that your software can produce an HL7 v2.5.1 message. Facilities with existing ELR feeds for reportable conditions do not need to initiate new feeds, and instead should implement any necessary local changes to EHR and LIMS software when additional reportable tests are added to a testing catalog. Please fill out an [ELR Onboarding Request](#) to initiate as an ELR trading partner with SOE.

CSV Reporting

CSV reporting is the best option for high-volume sites that are not qualified for ELR, especially sites able to produce reports from their record-keeping systems. Please refer to the CSV file format outlined on pages 2-4 of this document. Facilities will be expected to review the file format, respond to formatting feedback, and reach 100% compliance with formatting expectations. To onboard to this method please email our HIE partner, [HealthEconnect](#), or call (866) 966-9030, ext. 4, to request a participation agreement. A CSV template can be provided.

SimpleReport

SimpleReport is a free CDC web platform where reportable lab results can be uploaded and securely transferred to SOE via the CDC ReportStream feed. SimpleReport is available for submitting COVID-19, Flu A/B, RSV, and HIV test results, with other test types expected to be supported soon. SimpleReport supports bulk uploads or test results can be entered on an individual basis, with patient demographics able to be saved for individuals who are routinely tested. Data validation occurs in real-time at submission. Once validated, data is automatically converted, and transmitted in a format accepted by the SOE. Please find information on how to sign up for SimpleReport [here](#).

CSV File Format Guidance

General formatting requirements:

- No commas or other special characters are allowed
- Files should be saved as CSV (Comma delimited) (*.csv)
- If information is not available, please leave the field blank rather than entering "Unknown, "N/A," or another indicator. Columns, listed in the table below, with a status of RF cannot be blank.

Status, as listed in the table below, indicates whether a variable is required, preferred, or optional. For required variables, there are two statuses: RF and R. RF, "Required or will hard fail," indicates data must be present otherwise the results will fail to import into the SOE system. R, "Required," indicates that data are integral to a lab report, and must be provided if available, however, the message will not fail to import if the field is left blank. Every reasonable effort should be taken to collect and report all required data elements.

COLUMN NAME	COLUMN HEADER	DESCRIPTION	STATUS (RF=REQUIRED OR WILL HARD FAIL, R= REQUIRED, P=PREFERRED, O=OPTIONAL)	FORMATTING REQUIREMENTS
A	reportingOrganizationCode	CLIA number of facility reporting results to the Section of Epidemiology	RF	CLIA number or persistent identifier provided by SOE
B	reportingOrganizationDescription	Name of facility reporting results to the Section of Epidemiology	RF	No commas
C	firstName	Patient's first name	RF	No commas
D	middleName	Patient's middle name	O	Middle initial or middle name; No commas
E	lastName	Patient's last name	RF	No commas
F	dateOfBirth	Patient's date of birth	R	M/D/YYYY
G	patientSex	Patient's self-reported current sex	R	F= Female M= Male O= Other
H	Race	Patient's self-reported race	P	1002-5= American Indian or Alaska Native 2028-9= Asian 2054-5= Black or African American 2076-8= Native Hawaiian or Other Pacific Islander 2106-3= White 2131-1= Other race

I	Ethnicity	Patient's self-reported ethnicity	**P**	H= Hispanic or Latino N= Not Hispanic or Latino U= Unknown
J	Street	Patient's permanent residence street address	**R**	No commas
K	City	Patient's permanent residence city	**R**	
L	State	Patient's permanent residence state	**R**	2-letter code
M	Zip	Patient's permanent residence zip	**R**	5-digit zip
N	patientPhone	Current contact phone number	**R**	(XXX)XXX-XXXX
O	accessionNumber	Must be unique to patient/ test event	O; provide if generated at the facility, otherwise leave blank	
P	specimenCollectionDate	Date the specimen was collected	**RF**	M/D/YYYY
Q	specimenAnalysisDate	Date the test was performed	**RF**	M/D/YYYY
R	orderedTestCode	LOINC code, search for appropriate code based on performed test https://loinc.org/search-app/	**RF**	LOINC codes only
S	orderedTestDescription	Test name, such as "SARS-CoV2-PCR"	**RF**	
T	orderedTestCodingSystem	LN	**RF**	Literal value: LN
U	resultedTestName	Test name, such as "SARS-CoV2-PCR"	**RF**	
V	resultedTestCode	LOINC code, search for appropriate code based on performed test https://loinc.org/search-app/	**RF**	LOINC codes only
W	resultedTestCodingSystem	LN	**RF**	Literal value: LN
X	resultedTestResult	Test result	**RF**	Acceptable responses are Positive, Negative, Indeterminate, or Unsatisfactory
Y	resultedTestNameTwo	Test name	O; Only required if performing an ordered test with multiple resulted tests possible, such as a multi-target flu/ SARS-CoV-2	
Z	resultedTestCodeTwo	LOINC code, search for appropriate code based on performed test https://loinc.org/search-app/	O; Only required if performing an ordered test with multiple resulted tests possible, such as a multi-target flu/ SARS-CoV-2	LOINC codes only
AA	resultedTestTwoCodingSystem	LN	O; Only required if performing an ordered test with multiple resulted tests	Literal value: LN

			possible, such as a multi-target flu/ SARS-CoV-2	
AB	resultedTestResultTwo	Test result	O; Only required if performing an ordered test with multiple resulted tests possible, such as a multi-target flu/ SARS-CoV-2	Acceptable responses are Positive, Negative, Indeterminate, or Unsatisfactory
AC	orderingProvider	Name of provider ordering the test	P	No commas; LASTNAME FIRSTNAME
AD	orderingProviderStreet	Address of provider ordering the test	P	
AE	orderingProviderCity	City of provider ordering the test	P	
AF	orderingProviderState	State of provider ordering the test	P	2-letter state abbreviation
AG	orderingProviderZip	Zip of provider ordering the test	P	5-digit zip code
AH	orderingFacilityID	CLIA number for the facility ordering the test	R; If facility does not have a CLIA number, coordinate with Section of Epidemiology to be assigned a local ID number	CLIA number (unless assigned a local ID by Epidemiology)
AI	orderingFacilityDescription	Name of the facility ordering the test	R	No commas
AJ	orderingFacilityStreet	Street address of the facility ordering the test	R	No commas
AK	orderingFacilityCity	City of the facility ordering the test	R	
AL	orderingFacilityState	State of the facility ordering the test	R	2-letter abbreviation
AM	orderingFacilityZip	Zip of the facility ordering the test	R	5-digit zip code
AN	testingFacilityID	CLIA number for facility performing the test	R; If facility does not have a CLIA number, coordinate with Section of Epidemiology to be assigned a local ID number	CLIA number (unless assigned a local ID by Epidemiology)
AO	testingFacilityDescription	Name of the facility performing the test	RF	No commas
AP	testingFacilityStreet	Street address of the facility performing the test	RF	No commas
AQ	testingFacilityCity	City of the facility performing the test	RF	
AR	testingFacilityState	State of the facility performing the test	RF	2-letter abbreviation
AS	testingFacilityZip	Zip of the facility performing the test	RF	5-digit zip code