

5 Make 10 copies  
+ address 1 to each D.H.O.

Dear Dr.

It has been decided to no longer employ the patient's name in all cases which are submitted by private physicians. In lieu of the patient's name or initials use the case number from the particular physician submitting the specimen.

~~XXXXXXXXXXXXXXXXXXXX~~ Use Arabic numerals and have the physician begin his series with Case #1 and each individual patient from that physicians should have a number differing by one only from the preceeding patient. That is to say if John Doe applied and is given Case #1, Henry Robinson applied to the same physician, his Case number will be 2, and so on.

I am enclosing a slip with the proper corrections <sup>supplied</sup> ~~applied~~ which will serve as a guide for instruction to the physicians in your community.

When, however, a patient receives subsequent tests by the Laboratory the physician is to use not only the original case number of that patient but ~~also~~ the Case Laboratory number which will appear on the report when rendered.

It is very important that this new method of submitting specimens become operative immediately.

Sincerely yours,

If this is not perfectly clear, I shall glad write further.

Sincerely—