



## Tuberculin Skin Test (TST) Report Form

**When to complete this form:** A Healthcare professional who performs a tuberculin skin test (TST) in Northwest Territories (NWT) AND does not have access to the electronic medical record for documentation should use this report form to meet their legislative reporting requirement to report TST test information to the Office of the Chief Public Health Officer (OCPHO) as per the Public Health Act, Disease Surveillance Regulations, R-096-2009. TSTs are reportable tests and all TST results should be reported.

**How to submit a completed form:** Send completed forms to the Office of the Chief Public Health Officer via either:

**Secure File Transfer:** [CDCU@gov.nt.ca](mailto:CDCU@gov.nt.ca) or **Medical Confidential Fax:** 867-873-0442

**If you think your client may have TB disease, a TB assessment must be completed and the OCPHO notified immediately by phone at (867) 920-8646.. The NWT Tuberculosis Assessment Form must be completed and sent to the OCPHO by secure fax: 867-873-0442**

Section 1. Client Information		
<b>Affix patient label</b>	Last Name:	First Name:
	Date of Birth (dd-mmm-yyyy):	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
	HCN (including OOT HCN):	<input type="checkbox"/> No HCN available
	Home Community:	Province/Territory:
	Country of Birth:    Canada <input type="checkbox"/> Other, please specify:	
Section 2: TST Reporting		
TST Date:	TST result:	mm induration
TST Date:	TST result:	mm induration
Section 3: Reporting Health Service Provider Information		
Facility or clinic site:		
Name:	Signature	Date Reported:
If you must fax, please provide reason:		



## How to submit the NWT Tuberculin Skin Test (TST) Reporting Form to CDCU

1. Save completed report form(s) in desired location on computer. Note that you may send more than one report form at once if desired.
2. Once report form(s) is completed, click **Open Dropbox** at bottom of form to open CDCU secure file transfer drop box window in default browser.
3. In CDCU Filedrop window, fill in the following fields:
  - **From:** the submitting person's email address
  - **Subject:** brief email subject line re: TST report form
  - **Message:** brief message if desired
4. Attached saved report form(s) from step 1 by dragging and dropping file into *Drop Files Here* grey box, OR by clicking the *Add Files...* button to attach file(s).

CDCU Filedrop

From: your\_name@gov.nt.ca

Subject: TST Report Form

Message: Please see attached TST report form(s)

**Drop Files Here**

**Limitations**  
2 GB  
Blocked Extensions

+ Add Files...

Send

Report form files can be attached to email by either i) dragging and dropping to *Drop Files Here* box, or ii) by clicking *Add Files...*

5. Once file(s) are attached, click **Send** to submit to CDCU.