

January 23, 2025

BULLETIN

Facility Mandatory Report Cadence

Effective January 23, 2025, the Ministry of Health has revised the reporting cadence of the Facility Mandatory Report. Reporting of Capacity, performance related data and other information is now required on a biannual basis in **October** and **April** of each year. The previous biannual reporting was in November and May. The change has been made to align the reporting cadence with the fiscal year quarters.

The revised policy can be found in the Outpatient Laboratory Facilities Manual of Policies Under the *Laboratory Services Act*. Please refer to Policy 5: Reporting on page 49 of the manual. The manual is available on the PLSM website under the New facility or Existing facility tabs at the following address:

<http://www.phsa.ca/plms/laboratory-administration/for-laboratories/facilities>

Inquiries regarding laboratory facilities can be sent to labfacilities@phsa.ca

Kim Nicholson, BA, MLT
Lead, Laboratory Services
Provincial Laboratory Medicine Services
Provincial Health Services Authority