

INSTRUCTIONS: Application for Clinical Laboratory Test Review

The clinical laboratory test review process will be undertaken by the Test Review Committee (TRC), which is a standing operational unit reporting to the BC's Agency for Pathology and Laboratory Medicine, and which provides recommendations to the Ministry of Health (MoH). The TRC's mandate is to make recommendation about clinical laboratory tests (new, existing, replacement, out-of-province, inpatient and outpatient) based on medical and scientific evidence. Recommendations will be made for inclusion, or removal of the same, on the clinical laboratory tests menu provided through British Columbia's publicly funded health care system.

The TRC will adhere to a formal review framework under which clinical laboratory tests are evaluated, introduced, replaced or eliminated. Reviews will be conducted using stringent evaluation criteria, expert consultation, value for payment economic considerations and with medical and scientific input from experts at the forefront of clinical and academic medicine. In all its recommendations, the TRC will strive to help build a patient-centred laboratory services system that is accountable for high quality, affordable and accessible services that will be sustainable into the future.

The review criteria will include, but not be limited to, the following assessment categories:

- (1) Impact on patient care;
- (2) Impact on health care system;
- (3) Economic assessment, with focus on clinical outcomes;
- (4) Analytical validity, and;
- (5) Ethical, legal and social considerations.

General Submission Guidelines

Please review the submission instructions for requesting a clinical laboratory test review. Only completed applications will be triaged for review. You may be contacted by the Test Review Committee Research Coordinator to provide additional support materials and/or clarifications.

- Documents should be submitted in Word or PDF format. Clinical Laboratory Test Costing form should be submitted in Excel format.
- Application should be submitted electronically to labservices@gov.bc.ca with the subject line "Application for Clinical Laboratory Test Review".

Eligibility:

- The requester must be an employee and/or authorized agent of a laboratory provider, health authority, the BC's Agency for Pathology and Laboratory Medicine and/or MoH. The requester must hold qualification(s) relevant to clinical laboratory medicine.
- A co-applicant must be a physician in good standing with the College of Physicians and Surgeons of British Columbia or enrolled as a referring practitioner under the *Medicare Protection Act*. A co-applicant is not a requirement for submitting an application.



- Applications must receive approval from the senior administrator of the requesting organization.

Required Documents:

- Letter of Intent (maximum 2 pages) outlining:
 - Proposed change/addition/removal/replacement of a clinical laboratory test,
 - Clinical impact and benefits to patients and the BC healthcare system,
 - Overview of utilization and cost impacts (include business case as an appendix, if applicable),
 - Impact on downstream clinical practice,
 - Additional clinical and/or scientific relevant supporting evidence,
 - Proposed implementation plan.
- Intake Form: Application for Clinical Laboratory Test Review.
- Clinical Laboratory Test Costing, if appropriate.

Supporting Documents:

- Peer reviewed medical and/or scientific journal articles, which demonstrate the relevance and significant clinical benefit of the proposed laboratory test.
- Support letter(s) from clinical associations and/or clinical subject matter experts.
- Support letter(s) from operational and medical leaders at impacted test site(s).
- Budget quotes for capital equipment and supplies/consumables costing.