

# Newborn Screening Card Ordering System (QA)

Welcome to the Washington State Newborn Screening Card Ordering System.

Use our card ordering system to place new orders for collection kits, inserts, pamphlets and other supplies or to check the status of your previous orders.

To begin, select a **State** and enter your **Submitter Code**.

**State**  **Submitter Code**

If you need help finding your Submitter Code / Facility ID,

- WA Submitters: Browse the [ID Number Directories](#) for your facility

- Search facilities by name:

- Or contact the [WA PHL NBS Program](#)

**Create New Order**

**Get Order Status**

1. If you know your facility's submitter code/submitter ID
  - Select 'Washington'
  - Enter your submitter code
  - Click on 'Create New Order'
2. If you do not know your facility's submitter code/submitter ID, then you can...
  - Browse 'ID Number Directories'
  - Search facilities by name
    - This function will automatically populate the submitter code field
  - Or contact the WA PHL NBS Program

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[Create New Order](#)

[Get Order Status](#)

## Example

Using the 'search facilities by name' method will automatically select the correct state and submitter code.

Please ensure that you've selected the correct facility by double checking the address on the following page or the submitter code with your facility.

## Washington Order Form

### Submitter Information

**Contact Name**

**Phone #**

**Contact Email**

**Fax #**

This email address will receive a confirmation email once the order has been fulfilled.

The submitter - person placing the order - must fill out all of the fields marked in 'red'.

### Delivery Information

The only fields that cannot be changed are 'submitter code' and 'state'. If you've realized that you selected the incorrect submitter code, you can click 'cancel' at the bottom of the order form.

**Submitter Code**  (Example: H0001, C1234, M0123)

**Facility Name**

**Dept./Section**

**Attention To**

**Address 1**

(Please note: UPS will not ship to a specific mailbox)

**Address 2**

**City**

**State**

**Zip Code**

**Phone #**

**Fax #**

## Order Information

**Purchase Order #**

**Order Description**



Please indicate the number of each of the following you would like to receive. We will ship up to a three-month supply of newborn screening kits to your facility. (Kits include: specimen collection card, envelope, and English pamphlet)

**NBS Collection Kits**

**Kits w/ Pink Hearing Insert**

**Blue Hearing Re-Screen Cards**

## Additional Supplies

**English Pamphlets**

**Spanish Pamphlets**

**NBS Fee Inserts**

**Payment Form for Infant's First NBS**

**NBS Envelopes**

Please enter your order information - if necessary - and the quantities you require, then click 'Submit'.

**Submit**

Reset

Cancel



# Newborn Screening Card Ordering System (QA)

**Thank you.** Your order has been submitted.

[Return to Home](#)

To check your order details, you can click on 'Return to Home'.

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State

Washington



Submitter Code

H0010

If you need help finding your Submitter Code / Facility ID,

- WA Submitters: Browse the [ID Number Directories](#) for your facility

- Search facilities by name:

VIRGINIA MASON HOSPITAL

- Or contact the [WA PHL NBS Program](#)

Create New Order

Get Order Status

## Example

1. To view your order details
  - a. Select 'Washington'
  - b. Enter your submitter code/submitter ID
  - c. Then click on 'Get Order Status'

# Newborn Screening Card Ordering System (QA)

Welcome to your 'Order Status' page  
- Upon placing a recent order, you will be able to view details of your order and the status will be 'submitted'

## Order Status

State

Submitter Code

Washington

H0010

Search

Reset

Cancel



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Order Id	Order Date	Status	Purchase Order	Product Name	Quantity	Shipped	Barcodes	Tracking Numbers
223	9/20/2021	Submitted		NBS Collection Kits	90			
				Additional Pamphlets (English)	30			
				Additional Pamphlets (Spanish)	20			

# Newborn Screening Card Ordering System (QA)

Once an order has been approved by the Newborn Screening team, the order status will change from 'submitted' to 'pending'.

## Order Status

State

Submitter Code

Washington

H0010

Search

Reset

Cancel



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Find

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Order Id	Order Date	Status	Purchase Order	Product Name	Quantity	Shipped	Barcodes	Tracking Numbers
223	9/20/2021	Pending		NBS Collection Kits	90			
				Additional Pamphlets (English)	30			
				Additional Pamphlets (Spanish)	20			



# Newborn Screening Card Ordering System (QA)

Once your order has been fulfilled by the Newborn Screening team, you will receive a confirmation email, your order status will change from 'pending' to 'fulfilled', the quantity shipped will populate, the barcode range for kits, and the UPS tracking number will become available.

## Order Status

State

Submitter Code

Search

Reset

Cancel

Order Id	Order Date	Status	Purchase Order	Product Name	Quantity	Shipped	Barcodes	Tracking Numbers
223	9/20/2021	Fulfilled		NBS Collection Kits	90	90	100-189	<a href="#">1Z5622W80312345678</a>
				Additional Pamphlets (English)	30	30		
				Additional Pamphlets (Spanish)	20	20		

Thank you for your order, we have worked quickly and safely to fulfill this. Please allow 10 business days for delivery. If you have any questions then please reply to this email or call: (206) 418-5410.

Sample email

**Order Id** 223  
**Shipment Id** 83  
**Tracking Number** 1Z5622W80312345678

<b>Product Name</b>	<b>Quantity</b>	<b>Barcodes</b>
NBS Collection Kits	90 of 90	100-189
Additional Pamphlets (English)	30 of 30	
Additional Pamphlets (Spanish)	20 of 20	

**Please use the following link to track your shipment:**  
<https://www.ups.com/track?tracknum=1Z5622W80312345678>