TEST ORDER  ABORATORY DEPARTMENT Trovincial Samitary-Epidemiological Station in Poznań (WSSE) 1-705 Poznań, ul. Noskowskiego 23 139: 778-11-71-963, REGON: 00029405, BDO: 000207899 140: 708-11-71-963, REGON: 00029405, BDO: 00020789 140: 708-11-71-963, REGON: 00029405, BDO: 00020789 140: 708-11-71-963, REGON: 00020478 140: 708-11-71-963, REGON: 00020
ABORATORY DEPARTMENT rovincial Sanitary-Epidemiological Station in Poznań (WSSE) 1-705 Poznań, ul. Noskowskiego 23 117-719-903, REGON: 000294055, BDO: 000207899 117-734 Poznań, ul. Nowwiejskiego 60 hone 61 8544 910 -mail: Imp@wssepoznan.pl  PATIENT / CUSTOMER DATA TO BE COMPLETED BY THE CUSTOMER DATA TO BE COMPLETED BY THE CUSTOMER – please fill in BLOCK LETTERS  TO BE of birth  Date of birth  Patient identification number (number of passport or another identity document if PESEL has not been assigned):  phone  Street  Building/flat number  Address of residence  Postal code Town/city  Date and time of sample collection / Sample type / Signature of the person taking samples  Sample 2.  Sample 2.  Sample 3.  Test type: Diagnosis:  I consent to the performance of tests based on the procedures currently applied by the Laboratory, I declare that I am familiar with the testing methods which are detailed on the website (http://wsse-poznan.pl) in the list of tests offered by the WSSE Microbiology and Parasitology Laboratory
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in Poznań, and in the Sample Receipt Facility. I also declare that I am familiar with prices charged for tests by the WSSE Microbiology and
Parasitology Laboratory in Poznań.
Presentation of statement of compliance with specification or requirement (applicable to quantitative tests):  YES NO
Information on uncertainty associated with test results in the test report (applicable to quantitative tests):  YES NO
The Laboratory reports result with uncertainty whenever it is relevant for the validity or applicability of test results, and when it affects compliance with the specified limits.
Decision-making principle:
Established under the applicable law:  specify applicable legal act
Decision based on simple acceptance
COMPLIANCE – if the test result does not exceed the acceptable upper and/or lower tolerance limit or lies between the upper and lower tolerance limits, with the stipulation that the risk of false acceptance is estimated at 50% in the case of results that are close to the tolerance limit, and it is considered where justified.
A result is compliant (compliance) if the following conditions are met:
<ul> <li>the test result together with uncertainty does not exceed the acceptable upper and/or lower tolerance limit or lies between the lower and upper tolerance limits;</li> <li>the test result is lower than the acceptable upper tolerance limit or higher than the lower tolerance limit by a value less than or equal to the uncertainty of the</li> </ul>
<ul> <li>test;</li> <li>the test result reaches an acceptable value of the tolerance limit for a given test uncertainty (if applicable).</li> </ul>
NON-COMPLIANCE – if the test result exceeds the acceptable upper and/or lower tolerance limit, with the stipulation that the risk of false rejection is estimated
at 50% in the case of results that are close to the tolerance limit, and it is considered where justified.  A result is non-compliant (non-compliance) if the following conditions are met:
• the test result together with uncertainty exceeds the acceptable upper or lower tolerance limit; • the test result in higher than the acceptable upper tolerance limit or lower tolerance limit; by a value loss than or equal to the uncertainty of the
• the test result is higher than the acceptable upper tolerance limit or lower than the lower tolerance limit by a value less than or equal to the uncertainty of the test.
The WSSE Microbiology and Parasitology Laboratory adopts the maximum value for the "grey zone" of the ELISA test as the upper tolerance limit. In addition, the laboratory determines test uncertainty for results close to the (upper/lower) "grey zone" limit(s) (where relevant for the validity or applicability of test results and where it affects compliance with the specified limits).

Others: please specify If the Customer does not provide information on the decision-making principle, the Laboratory applies the rule of simple acceptance. NOTE: The regulatory authority may apply a different decision-making principle than those set out above in the final resolution on whether compliance or non-compliance has been

demonstrated.

I hereby acknowledge that:  - The Laboratory is not liable for data obtained from the Customer;  - the Customer is responsible for the correct collection and delivery of samples taken outside the WSSE; if repeated sampling and testing are required, the costs shall be borne by the Customer;  - if the results yielded by tests indicate an unusual threat to the environment or human health, the Microbiology and Parasitology Laboratory is obliged to notify the competent state authority;  - complaints can be filed in writing within 14 days of the receipt of result.	
Poznańdate	full name of the Customer / stamp of the ordering physician
TO BE COMPLETED BY THE PROVINCIAL SANITARY-EPIDEMIOLOGICAL STATION IN POZNAŃ (WSSE)	
Material collected by: Customer □ WSSE □	
Payment: bank transfer □ payment at WSSE cash desk □	invoice / receipt no
Notes	
Samples accepted for testing: accepted □ not accepted □	

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Signature and stamp of the person receiving the order

#### PERSONAL DATA PROTECTION POLICY – information on personal data processing

- 1. The Controller of your personal data is Provincial Sanitary-Epidemiological Station in Poznań (Wojewódzka Stacja Sanitarno-Epidemiologiczna, WSSE) in Poznań, with its registered seat at ul. Noskowskiego 23, 61-705 Poznań, Poland. Contact information:
  - a) Postal address: ul. Noskowskiego 23, 61-705 Poznań, Poland

Date and time of sample receipt:

- b) Electronic inbox: /wssepoznan/SkrytkaESP
- c) Phone: (61) 854 48 02

#### 2. Data Protection Officer

ZAŁ.IN-06.02-LB-MP

The Data Protection Officer (DPO) is available via the Office Electronic Inbox or by e-mail at: iod@wssepoznan.pl

Laboratory Department, WSSE

## 3. Purposes and legal grounds of personal data processing

Your personal data will be processed pursuant to Article 6(1)(a) and (b), and Article 9(2)(a) of the Regulation (EU) 2016/679 for purposes related to the conclusion and execution of a contract/order for the performance of measurements and laboratory tests.

### 4. Period of data storage

Your personal data shall be processed until the completion of the task for which they have been collected, while archive materials shall be stored for a period set out in the Regulation of the President of the Council of Ministers of 18 January 2011 on office instructions, uniform material lists of files and instructions on the organisation and scope of operation of company archives (Polish Journal of Laws 2011, No. 14, item 67, as amended).

## 5. Personal data recipients

Potential recipients of your personal data include the parties and participants of proceedings or authorities competent to handle cases under applicable provisions of the law to which WSSE in Poznań has transferred such cases. A separate category of recipients to whom your personal data may be disclosed are entities authorised to handle delivery services [1] and entities bound by contracts concluded with WSSE in Poznań for the provision of maintenance services for IT systems used by the Office.

# 6. Rights of data subjects

According to the General Data Protection Regulation (GDPR) you have the right to:

- a) access your personal data and obtain copies thereof;
- b) have your personal data rectified (corrected);
- c) have your personal data erased when data processing is not performed in order to comply with an obligation resulting from a provision of law or related to the exercise of public authority;
- d) request the restriction of personal data processing;
- e) object to the processing of your personal data;
- f) lodge a complaint with a supervisory authority President of the Personal Data Protection Office (to the address of the Office at ul. Stawki 2, 00-193 Warsaw, Poland).
- [1] The situation applies in particular to entities providing electronic delivery services, including ePUAP, pursuant to §8 section 2 of the Regulation of the President of the Council of Ministers of 14 September 2011 on the preparation and delivery of electronic documents and on the release of forms, templates and copies of electronic documents (Polish Journal of Laws 2018, item 180, consolidated text).