



September 10, 2025

To: Newborn Screening (NBS) Specimen Submitters

From: Public Health Laboratory (PHL), South Carolina Department of Public Health (SC DPH)

Subject: New Forms

The South Carolina Newborn Screening program, in partnership with the PHL Laboratory Information Management Systems (LIMS) office, recently issued two new forms to assist with laboratory processes. Details and information about each form can be found below.

Request for Diagnosis (4474-ENG-DPH): South Carolina Laws 44-37-30 and 44-37-35 and Regulation 60-80 mandate the reporting of inborn metabolic errors and hemoglobinopathies to the SC Department of Public Health. This form is to be used for submitting NBS diagnosed case information to the SC DPH Newborn Screening program for patient case follow-up documentation. Completed forms should be emailed to nbsfollowup@dph.sc.gov or faxed to 803-898-0337.

Correction Request for Submitted Newborn Screening Specimen (4493-ENG-DPH): If a specimen report has been generated for NBS without the demographic information or with incorrect demographic information required for analysis, a corrected report will need to be generated. This form is a coversheet that **MUST** be submitted with the appropriate supporting documentation for a correction to be completed. Once the request is submitted, the data will be uploaded or added, and a corrected report will be issued. Completed forms should be faxed to 803-896-3862 or sent via encrypted email to NBSLAB@dph.sc.gov along with your site's official fax cover sheet AND a copy of the NBS Report to be corrected.

The two new forms are available on the SC DPH PHL website under the Forms, Document & Resource Materials tab.

Please direct questions regarding the Request for Diagnosis form to nbsfollowup@dph.sc.gov or call 803-898-0337. For questions regarding the Correction Request for Submitted Newborn Screening Specimen form, please contact NBSLAB@dph.sc.gov or call 803-896-9530.

Thank you to all our providers and partners for your attention to this service update.