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MEMORANDUM

TO: Hospital Administrators, Hospital Laboratories, Infection Preventionists, Infectious Disease Physicians, Walk-In Clinics, Urgent Care Clinics, Local Health Departments

FROM: Joshua J. Geltz, PhD.
Chief, Division of Laboratories

DATE: February 26, 2025

SUBJECT: Diagnostic Influenza Testing Submission by Electronic Test Ordering and Results (ETOR)

The Illinois Department of Public Health Division of Laboratories (IDPH DOL) will be transitioning away from the paper Communicable Disease test requisition form to the online Electronic Test Ordering and Results (ETOR) portal for ***Diagnostic Influenza testing*** performed at IDPH Laboratories. The ETOR portal is available for your use, and we request submitters begin using it moving forward for any Diagnostic Influenza specimen submissions.

Please note that a Local Health Department Authorization Code will still be required to submit Diagnostic Influenza specimens for testing at IDPH Laboratories.

Why Electronic Test Ordering and Reporting (ETOR)?

Submitting test requests through ETOR is quicker and easier to complete than paper requisitions. Batch uploading of multiple test requests is also available. Additionally, ETOR test reports are made available to the submitter after testing has been completed. This removes the need to fax test results which is often delayed.

If you have not already registered for an ETOR account, please complete the registration process by visiting <https://prod.labwebportal.com/il/#/auth/login> to complete the enrollment process. Communicable Disease requisition forms, ***for Diagnostic Influenza testing***, will no longer be accepted by the laboratory after March 14, 2025. No additional steps are required for facilities and users already enrolled in ETOR for other lab testing services.

IDPH DOL will provide training material to each facility that will help guide you through the ETOR process and will have staff available to answer questions. We are excited to provide this feature to your facility. If you have questions regarding ETOR Technical Support, please contact the laboratory's data management helpdesk at dph.labs.dmg@illinois.gov.