

Sample Collection & Shipping Instructions

For Blood Plasma Sample

Please ensure **all** supplies and equipment are available prior to collecting sample.

Contact NeuroPointDX at 608-441-8187 or customercare@neuropointdx.com with any questions.

Required Supplies & Equipment



- NPDX Test Requisition Form**
- Supplies for standard venipuncture**
- Sodium (Na) heparin Vacutainer® tube** (A 4, 6, 8 or 10mL tube may be used)
- Small container of wet ice**
- Sample transport tube or cryovial** (Tube must be appropriate for shipment on dry ice)
- Centrifuge**
- Plastic specimen bag**
- 80°C freezer*** (If storing prior to shipment on dry ice)
- Dry Ice***
- Insulated shipping box***

** Pick up by a medical courier may be arranged in certain locations, if facility does not have access to appropriate -80° C freezer and/or dry ice. Please contact NeuroPointDX to inquire about this option.*

Important Notes

1. The NPDX AA Test has been evaluated in patients 18-48 months of age.
2. Patient **MUST** fast for at least 12 hours prior to blood draw, or test results will not be valid.
3. Sample **MUST** be kept cold so ensure protocol steps to place on wet ice and dry ice are followed.
4. Sample **MUST** be stored in -80°C freezer or placed immediately in dry ice for shipment.
5. Ship samples **ONLY** Monday through Thursday, unless otherwise instructed by NeuroPointDX.

Overview of Process

Step 1: Collect Blood Sample			Step 2: Prepare Plasma			Step 3: Ship Sample
<p>Verify patient's name and DOB on test requisition form</p> <p>Verify patient fasted for 12+ hours and check box on test requisition form</p>	<p>Obtain sodium heparin Vacutainer® tube</p>  <p>Ex. 4, 6, 8 or 10 mL</p>	<p>Fill Vacutainer® tube at least 2/3 full</p> <p>Invert tube to mix</p> <p>Place Vacutainer® tube in container of wet ice</p>	<p>Label transport tube with patient name and DOB</p>  <p>Ex. 5 mL screw-cap sample transport vial</p>	<p>Spin vacutainer tube at 1300 RCF for 10 minutes</p> <p>Transfer plasma layer to transport vial</p>	<p>Place transport vial in container of wet ice</p> <p>Place transport vial in -80°C freezer within 1 hour of collection <u>OR</u> prepare sample for shipment</p>	<p>Place cold/frozen sample in an insulated shipping box containing dry ice</p> <p>Ship to NeuroPointDX overnight delivery</p>

Step 1: Collect Blood Sample

Note: Patient must fast for at least 12 hours prior to blood draw.

- A. Obtain NPDx AA Test Requisition Form
- B. Clearly print (or verify information if previously filled out) on the **test requisition form**.
 - a. Patient's full name
 - b. Patient's date of birth
 - c. Verify patient fasted for 12 hours and check appropriate box in "**Specimen**" area of test requisition form
- C. Prepare patient for blood draw and collect blood into **sodium heparin** Vacutainer® tube using your institution's recommended procedure for standard venipuncture.
- D. **Fill tube a minimum of 2/3 full**, regardless of collection tube size (i.e., 10mL tube should contain >7mL of blood).
- E. Mix blood by inverting and place tube into container of **wet ice**.

Step 2: Prepare Plasma

- A. **Label sample transport vial with patient name AND patient date of birth** (must match test requisition form).
- B. Centrifuge the resulting blood sample at 1300RCF at room temperature for 10 minutes.
- C. Transfer plasma, without disturbing the cell layer, into a **sample transport vial** for storage and shipment.
- D. Place **sample transport vial on wet ice**.
- E. **Place into storage at -80°C within one hour** of the blood draw OR prepare sample for shipment (**Step 3**).
- F. Complete remainder of test requisition form (see "**Specimen**" area of the test requisition form)
 - a. Enter **collection date** and **collection time**

Step 3: Ship Plasma Sample

- A. Place sample transport vial containing blood plasma into a plastic specimen transport bag (e.g., zip-top biohazard bag).
- B. Seal plastic specimen transport bag.
- C. Place a layer of **dry ice** into insulated shipping box.
- D. Place plastic specimen transport bag(s) containing blood plasma sample into shipping box.
- E. Cover the bag containing the blood plasma sample with **dry ice**.
- F. Place completed Test Requisition form(s) inside shipping box.
- G. Use method of shipping as previously coordinated with NeuroPointDX OR contact NeuroPointDX to arrange sample shipment using the contact information below.
- H. Sample should be shipped **overnight delivery to NeuroPointDX**.

*Note: Ship samples **ONLY Monday through Thursday, unless otherwise instructed by NeuroPointDX.***

Shipping Address

NeuroPointDX
c/o Stemina Biomarker Discovery
504 South Rosa Road, Suite 150
Madison, WI 53719
Phone: 608-441-8187
Fax: 608-646-7739
Email: customercare@neuropointdx.com