Instructions for Blood Specimen Collection and Shipping

***To be tested - every specimen must have a completed FRAT test requisition form***

BEFORE DRAWING SPECIMENS
1) PHYSICIAN MUST complete top portion and sign Requisition Form (Include Address, Phone, Fax and Email). Provide Account to be Billed for Testing if Applicable. Please Specify how you would like results to be reported (Phone, Fax, Email).
2) Stop All Folic Acid Supplements 2 Days Before Blood Draw
3) Record all Patient Information including Patient’s Name (First Name, Last Name), Date of Birth, Gender and Contact Information on the test requisition form (please print legibly).
4) Complete Responsible Party Information (if other than patient) and sign/date consent
5) If not Billed to Physician Account, Please Complete Payment Information (Legible Credit Card Information, or Personal Check).
6) Be Sure Patient and Laboratory Personnel Understand the Collection Procedures

SPECIMEN COLLECTION PROCEDURES
Secure Label or Write with Permanent Marker the Patient Name and Date/Time of Blood Draw on Tubes
1) Draw 2-4 ml of Blood into Provided SST Tube. If No Tube Provided, Use SST Tube or Serum Tube (red top).
   a) DO NOT USE Green Top tubes – Heparin is an Interfering Substances for the FRAT tests
2) Gently invert SST tube several times. Allow Serum to Clot and Separate Red Cells from Serum by Centrifugation
   a) Transfer Serum to Clean Tube labeled with patient name and date/time of collection and Refrigerate (4°C) or Freeze (-20°C) Until Packaged for Shipment.
   b) No Hemolyzed or Icteric Specimens Can Be Tested
   c) Minimum Volume of Serum Required for Testing is 1 ml
3) If Centrifuge is not available at Collection Site, Whole Blood Collected into SST Tubes May be Shipped
   a) Refrigerate Whole Blood Specimens Until Packaged for Shipment. DO NOT Freeze Whole Blood Specimens Prior to Shipping
4) Specimens should be shipped the same day as collected.

SHIPPING SPECIMENS
1) Use Kits Supplied to Ship Specimens When Available (See FRAT Shipping Kit Instructions for Assembly)
2) FREEZE Ice Packs Supplied in Kit Before Shipping. DO NOT Freeze Collection Tubes Before Use.
3) Place Specimens and Frozen Ice Pack in Separate Compartments of the Styrofoam Container and Place Absorbent Sheet over Specimen Tubes as Specified in Shipping Kit Instructions.
4) Place Styrofoam Container into Biohazard Specimen Bag Provided and Seal Ziploc. Place COMPLETED FRAT Test Requisition Form in Outer Pouch of the Biohazard Specimen Bag
5) Place Specimen Bag into Outer Cardboard Box and Secure with Packing Tape
6) If Transit Time is Expected to be More Than 2 Days, Specimens Must Be Isolated Serum and Shipped with Dry Ice in a Separate Shipping Container Compatible with Dry Ice.
7) Ship STANDARD OVERNIGHT (UPS or FED Ex) for Weekday Delivery– (In US Ship Monday through Thursday, DO NOT SHIP SPECIMENS LATER THAN THURSDAY, NO Weekend or Holiday Deliveries Accepted)

Ship to: 5110 Campus Drive, Suite 150, Plymouth Meeting, PA 19462 USA