

# Urine specimen collection, shipping, and storage protocol



## 1) Provide Specimen Cup

Please give patient a urine specimen cup. Check to make sure the cup has not been opened by looking at the cup closure.

## 2) Collect Urine

Ask the patient to urinate into cup and then return cup with the lid fully closed. Check to make sure the lid is fastened securely. Aeon Clinical Laboratories needs a volume of 10 ml or more of urine for testing.

## 3) Seal Cup

First check to make sure lid on specimen cup is seated properly and is closed tightly. Second, apply the filled peel-off label provided by Aeon Clinical Laboratories onto the top of the cap and over onto sides of the container to secure the lid.

## 4) Label Cup and Peel-Off Label

Label the specimen cup with patient's name and date of birth. Have patient and collector sign their initials to the security seal and include the time of collection on the security seal label.

## 5) Place Cup in Specimen Bag

Place the sealed specimen container into an individual specimen bag and seal the bag. Place white copy of Aeon Clinical Laboratories Requisition Form into outer pouch of the specimen bag. Also, place copies of both the front and back of the patient's insurance card into this pouch along with any demographics sheets.

## 6) Place Cups in Liner Bag

Place the packed specimen bags containing cups and paperwork into provided leak proof liner bag. The liner bag will hold approximately 12 specimen bag packages. Seal liner bag.

## 7) Package Liner Bag

Package the sealed liner bag into a UPS Clinical Pack bag and seal the adhesive top. Once sealed, pack the Clinical Pack into a Large UPS Express Box and seal box. Apply a prepaid UPS return label onto the outside of the box.

## 8) Schedule Pickup

Call UPS (1-800-742-5877) to schedule a pickup. Aeon Clinical Laboratories can also be reached at 678-276-8412 and can schedule a pickup for you.

## 9) Storage of Specimen Cup

The urine sample can be stored at room temperature for up to 48 hours. Neugenix Laboratories will store the urine for 7 days after testing at 4 °C and will store a frozen stock for 120 days if any additional testing is ordered or required.



# Oral fluid specimen collection, shipping and storage protocol



## 1) Provide

Please give Quantisal oral fluid collection device. Open the package and remove the stick the with pad on it.

## 2) Collect Fluid

Ask the patient to place the Quantisal collection pad under their tongue. The tip of the device outside of the mouth will turn blue when the pad becomes saturated. This takes approximately 30 seconds to 1 minute

## 3) Seal Device

Place collection pad into provided collection tube carrier and seal lid. There is blue fluid in the bottom of the tube that helps preserve the pad.

## 4) Label Device and Peel-Off Label

Label specimen device with patient's name and date of birth. Place provided security seal over the top of the device cap. Have patient and collector sign their initials on the security seal, and include the time of collection on security seal label.

## 5) Place Cup in Specimen Bag

Place sealed specimen container in an individual specimen bag and seal the bag. Place the white copy of Aeon Clinical Laboratories' Requisition Form into outer pouch of the specimen bag. Also, place copies of front and back of patient's insurance card into the pouch along with any demographics sheet(s).

## 6) Place Cups in UPS Pack

Place sealed specimen bag packs into a UPS Clinical Pack. A single Clinical Pack can hold approximately 20 sealed oral fluid packs. Apply a prepaid UPS return label onto the outside of the bag.

## 7) Schedule Pickup

Call UPS (1-800-742-5877) to schedule a pickup. Aeon Clinical Laboratories can also be reached at 678-276-8412 and can schedule a pickup for you.

## 8) Storage of Specimen Cup

The oral fluid sample can be stored at room temperature for up to 1 week. Neugenix Laboratories will store a frozen stock for 120 days if any additional testing is ordered or required.

