

RUCDR Infinite Biologics Flow Sheet for Blood Sample Collection

- Complete and attach ID labels to the tubes making sure the label does not cover the barcode on the tube. **DO NOT write the patient's name or any other personal identification information (e.g. SS#, DOB) on the tubes.**
- Collect blood specimen in the 2 yellow and 1 purple top tubes. Fill the first yellow tube completely, then the purple tube, and finally the second yellow tube. **Be sure to invert each tube gently 8 to 10 times to mix blood with additives and keep them at room temperature.**
- On the RUCDR Collection Form fill in the following fields:
 - a. Subject Code – the patient's unique ID number (the ID from the tubes)
 - b. Alternate ID – if applicable
 - c. Inventory ID – barcodes from each tube
 - d. Collection Date
 - e. Project – NIMH Study
 - f. Site – NIMH site number
 - g. Sex/Age
 - h. Family ID and Pedigree – if applicable
 - i. Courier # - tracking number for package
- Double check that the ID information on tube matches that on the RUCDR Collection Form.
- See below for packaging instructions**
- Please notify Rutgers University Cell and DNA Repository that you are shipping the samples through STARLIMS: <https://rucdrlims.rutgers.edu/starlims10.rucdrlims/start.lims>
- Call Federal Express (1-800-GO-FEDEX) to schedule a pick-up. Be sure to give FedEx the zip code of the pickup address, not that of the destination. **Do not put mailer in a FedEx drop box.**

Fig.1 Tubes placed in styrofoam mailer, secured with lab tape.

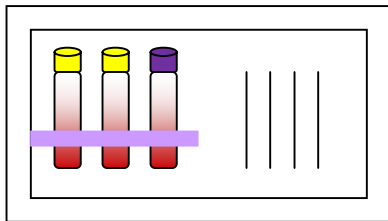


Fig. 2 – Place absorbent pad on top of secured tubes and close Styrofoam mailer. (top view)

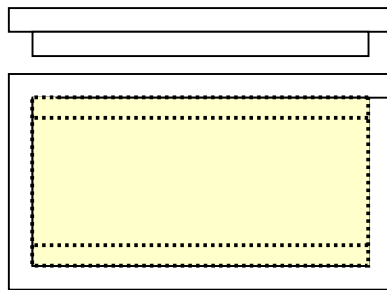
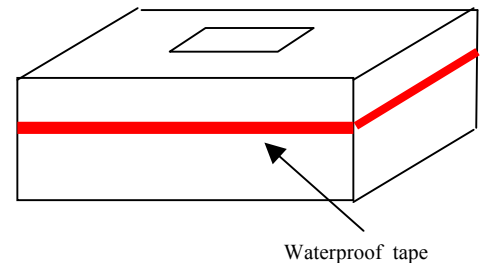


Fig. 3 – Styrofoam box sealed with red, waterproof tape



Do not place tape across labels, as this can deface the ID #

Fig. 4 – Place sealed Styrofoam mailer in plastic bag, insert mailer into cardboard shipping box.

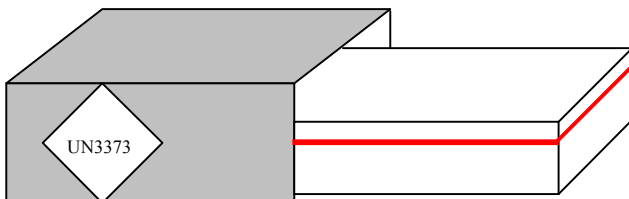
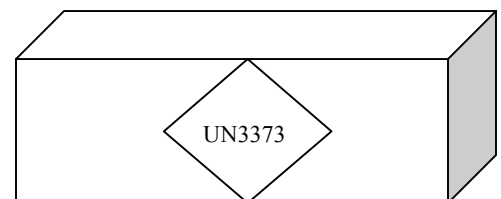


Fig. 5 – Place collection form inside cardboard shipping box, outside the plastic bag.



Close cardboard shipping box and affix prepaid shippers label.