Procedures for VEGF-D specimen collection, processing, and shipping to the TTDSL Lab

Please notify lab of intent to submit a specimen prior to send out:   TTDSL@cchmc.org,  Phone: 513-636-5998

(A) Sample type: whole Blood in SST (for on-site collection in Cincinnati)
   (1) Collect approximately ≥ 3 ml of whole blood in a serum separator tube (SST) by venipuncture
   (2) Immediately invert the sample 8-10 times.
   (3) Transport at ambient temperature to TTDSL for receipt within 2 hrs of draw.

(B) Sample type: serum (for shipment to Cincinnati)
   (1) Collect approximately ≥ 3 ml of whole blood in a serum separator tube (SST)
   (2) Immediately invert the sample 8-10 times.
   (3) Allow the sample to sit upright for at least 30 min at room temperature for proper clotting. Proceed to next step within 2 hrs of collection.
   (4) Centrifuge for ~15 min at 1250 g (relative centrifugal force (RCF)).
   (5) Transfer the layer of serum above the separator gel from the tube immediately into a sealable, leak proof container (cryovial(s) or polypropylene 15 ml Falcon tube). Label container with at least 2 unique patient identifiers matching the information on request form. Seal the container.
   (6) If sample is being shipped the same day as the sample collection:
      • Store specimen at ambient temperature until pickup. (Do NOT store at 4°C)
      • Ship sample ambient via Fedex overnight in an insulated container (such as Styrofoam).
   (7) If the sample cannot be shipped on the day of collection:
      • Store serum at ≤-20°C until scheduled shipment.
      • Send specimen on dry ice. Ensure that packages are shipped in compliance with all applicable Federal/State regulations.
      • TTDSL must receive the shipment within 24 hours of shipment.
   (8) Ship to:
      Translational Trials Development and Support Laboratory (TTDSL)
      Cincinnati Children’s Hospital Medical Center
      240 Albert Sabin Way,
      S11.400, MLC 7013
      Cincinnati, OH 45229

(9) Notify the TTDSL of the shipment (TTDSL@cchmc.org or 513-636-5998) and provide the tracking number.

   Shipped via:  ☐ Fedex    ☐ Other________________
   Tracking Number: ___________________

   The TTDSL is open M-F 8 am - 4 pm EST (except during holidays).

**BOTH PAGES OF THE REQUISITION MUST BE COMPLETED. INCOMPLETE FORMS MAY RESULT IN THE COMPROMISE OF THE SPECIMEN’S INTEGRITY WHILE THE MISSING INFORMATION IS BEING OBTAINED**