

DHEA OR DHEA-SULFATE, SERUM COLLECTION & SHIPPING INSTRUCTIONS

KIT CONTENTS

1 - Requisition Form	1 - Biohazard Bag
1 - Instruction Sheet	1 - Cardboard Shipping Box
1 - SST	1 - Styrofoam Container
1 - Transfer Tube	1 - UPS Next Day Air Pack (US & Canada only)
1 - Ice pack	1 - UPS Next Day Shipping Label (US & Canada only)

CAREFULLY READ COLLECTION AND SHIPPING INSTRUCTIONS THOROUGHLY BEFORE STARTING.

UPON RECEIPT – REMOVE LID FROM STYROFOAM CONTAINER AND PLACE INTO THE FREEZER – DO NOT REMOVE THE ICE PACK.

PLEASE NOTE: When shipping the specimens back to the lab, send Monday through Thursday Only. **DO NOT SHIP ON FRIDAYS AS DELIVERIES ARE NOT ACCEPTED ON SATURDAY OR SUNDAY.**

OBSERVED HOLIDAYS ARE AS FOLLOWS: NEW YEARS DAY, MEMORIAL DAY, FOURTH OF JULY, LABOR DAY, THANKSGIVING DAY AND THE DAY AFTER, AND CHRISTMAS DAY.

DO NOT SEND SAMPLE(S) THE DAY PRIOR TO OR THE DAY OF A HOLIDAY.

COLLECTION INSTRUCTIONS

1. Draw 1 serum separator tube of blood. **2 mLs of serum minimum is required.**
2. Allow up to 1 hour for the serum separator tube to clot.
3. Centrifuge the tube for 10 minutes.
4. Transfer the separated serum into the plastic transfer tube.
5. Label the transfer tube with the patient's name, name of test, and date collected.
6. Freeze the serum. **The sample must be sent frozen on ice.**
7. Complete the enclosed requisition form; include payment (if required).

SHIPPING INSTRUCTIONS

1. Remove icepack and styrofoam container from freezer.
2. Place transfer tube in the zippered portion of the biohazard bag. Seal bag.
3. Place the Requisition in the outside pocket of the biohazard bag. Include payment if required.
4. Place biohazard bag next to the frozen ice pack in the styrofoam container.
5. Place styrofoam container into cardboard shipping box.
6. Place the cardboard box in the UPS next day air pack and securely seal.
7. Place return shipping label with barcode on the outside UPS next day air bag.
8. Save return receipt with the tracking number for your records.
9. Send specimens Monday through Thursday only.
10. Call UPS toll free at **1.800.742.5877** for a pickup or for the nearest drop location. UPS will only pick up on weekdays.
11. When calling for UPS pickup, request **“ON CALL AIR”** only. **DO NOT request a one-time pickup.** Meridian Valley Lab pays for **“ON CALL AIR”** only. UPS expects the patient to pay for a one-time pickup

