

SALIVARY CORTISOL : FOR 1 POINT, 2 POINT, 4 POINT AND ADDITIONAL HORMONES COLLECTION & SHIPPING INSTRUCTIONS

KIT CONTENTS

- | | |
|-------------------------|--|
| 1 - Requisition Form | 1 - Cardboard Shipping Box |
| 2 or 4 - Transfer Tubes | 1 - Styrofoam Container |
| 1 - Patient data Sheet | 1 - UPS Next Day Air Pack (US & Canada only) |
| 1 - Biohazard Bag | 1 - UPS Next Day Shipping Label (US & Canada only) |

CAREFULLY READ COLLECTION & 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.

DO NOT EAT AT LEAST 2 HOURS BEFORE EACH COLLECTION. AVOID VIGOROUS AEROBIC EXERCISE ON DAY OF COLLECTION.

PATIENT PREPARATION

- RINSE YOUR MOUTH **TWICE** WITH COOL WATER 5 MINUTES BEFORE COLLECTING SALIVA.
- **DO NOT** EAT, DRINK (EXCEPT WATER), OR BRUSH/FLOSS TEETH BEFORE COLLECTION.
- **DO NOT** USE ANY HORMONE THERAPY PRODUCTS AT LEAST **8-12 HOURS** BEFORE COLLECTION-ORAL, TOPICAL, OR OTHERWISE.
- **DO NOT** CHEW GUM PRIOR TO COLLECTION FOR DHEA TESTING. CHEWING GUM INCREASES THE SALIVA FLOW RATE, WHICH REDUCES DHEA LEVELS.

INTERFERING SUBSTANCES (MAY CAUSE INACCURATE TEST RESULTS)

- **SUBLINGUAL HORMONE USE:** If you are taking hormones under the tongue, the test results may be over estimated due to trapping and retention of the hormone in the mouth. Wait at least **24 hours** after last sublingual application before collecting saliva.
- **PERIODONTAL OR GINGIVAL DISEASES:** Extensive periodontal disease may cause inaccurate results if the saliva is contaminated with excessive blood.
- **VIGOROUS AEROBIC EXERCISE:** Adrenal cortisol production is significantly increased with vigorous aerobic exercise.

PATIENT CATEGORIES

COLLECTION INSTRUCTIONS FOR WOMEN

- It is recommended the Pre/Peri-Menopausal women with a normal 28-day cycle should collect between days 18 – 22.
- For a 21-day cycle, collect between days 15 – 17.
- For a 35-day cycle, collect between days 25 – 29.
- Day one is considered the first day of your last menstrual period.

- If no cycle, or no regular cycle, collect whenever it is convenient.
- If on Hormone Replacement Therapy (HRT), collect between the 19th and 23rd day of the month.

COLLECTION INSTRUCTIONS FOR MEN

- If not using Hormone Replacement Therapy collect whenever it is convenient.
- If on Hormone Replacement Therapy (HRT), collect between the 19th and 23rd day of the month.

COLLECTION INSTRUCTIONS

*** PATIENT SHOULD WASH HANDS THOROUGHLY BEFORE HANDLING THE COLLECTION TUBE.**

COLLECTION FOR AM SAMPLE (1ST OF 2 POINTS, OR 1ST OF 4 POINTS CORTISOL)

*** NOTE: ALL HORMONES OTHER THAN CORTISOL WILL BE MEASURED FROM THE AM SAMPLE ONLY. PLEASE USE LARGE TUBE FOR AM COLLECTION.**

1. Collect saliva in the morning **WITHIN 1 HOUR** after awakening, preferably between 6am and 8am, when the cortisol production is most optimal.
2. Fill the tube at least half full with saliva. If any additional hormones are requested, please fill the tube at least **3/4 full**.
3. Cap tube tightly.
4. Label the specimen with patient name, date, and time collected. (An extra tube is provided in case a PM sample is requested after delivery of kit.)

COLLECTION FOR PM SAMPLE (2ND POINT CORTISOL)

1. Follow the above steps for the AM Collection.
2. Collect the sample between 3 pm and 9 pm. Use the smaller tube for the collection.

COLLECTION FOR FOUR POINTS (4 POINT CORTISOL)

1. Collect the first saliva sample in the large tube between 6am-8am.
2. Collect the remaining three samples in the smaller tubes at
 - a) 11 am - noon
 - b) 4 pm - 6 pm
 - c) 10 pm - midnight.
3. Fill each tube at least half full.
4. If any additional hormones are requested, they will be tested off the large AM tube. Please fill the tube at least **3/4 full**.

COLLECTION FOR PRE/POST ACTH CHALLENGE (2 POINT CORTISOL)

1. Using the large tube, collect the PRE sample at any time of day, but no more than 1/2 an hour before receiving the ACTH shot
2. **IMMEDIATELY** after ending the PRE collection, receive the ACTH shot from your practitioner's office.
3. **1 HOUR** after receiving the ACTH shot collect the POST sample. Use the smaller tube.
4. Fill each tube at least half full.

5. If any additional hormones are requested, they will be tested off the large PRE tube. Please fill the tube 3/4 full.
6. Label each tubes PRE or POST, patient name, date, and time of collection. **NOTE ON REQUISITION WHAT TIME ACTH SHOT WAS GIVEN.**

SHIPPING INSTRUCTIONS

1. Remove icepack and styrofoam container from freezer.
2. Place vials in the zippered portion of the biohazard bag. Seal bag.
3. Place the requisition and patient datasheet 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 in cardboard shipping box.
6. Place the cardboard shipping 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.

CAREFULLY READ COLLECTION AND SHIPPING INSTRUCTIONS THOROUGHLY BEFORE STARTING.

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.

INTERFERING SUBSTANCES

A few substances will interfere with the analysis of the test. Their use needs to be discontinued prior to beginning the collection, and for the duration of the test.

PLEASE FINISH THE COURSE OF MEDICATION AND THEN WAIT 3 DAYS PRIOR TO BEGINNING THE COLLECTION

- Antifungal Medications
- Anti-yeast Medications
- Antibiotics

FOR 2 DAYS PRIOR TO BEGINNING AND DURING THE COLLECTION DISCONTINUE THE USE OF THE FOLLOWING *UNLESS OTHERWISE DIRECTED BY YOUR PRACTITIONER*

- Aspirin
- Antacids
- Digestive Enzymes

COLLECTION INSTRUCTIONS

1. Place Nun's Hat under toilet seat. Collect stool in collection container. **Important:** Do not let urine or water come into contact with the stool specimen. Alternatively, any clean, plastic container can be used to collect the stool specimen.
2. Remove the yellow vial from the cardboard box.
3. Unscrew the cap on the yellow vial, with the spoon take portions from multiple areas of the stool. Fill the yellow vial with enough stool to raise the liquid to the RED FILL LINE, approximately half full. DO NOT OVERFILL. Screw the cap on tightly.
4. Shake the yellow capped vial vigorously for approximately 30 seconds to mix the stool specimen with the preservative in the vial.
5. Write Patient Name and Date of Collection on the vial. You do not have an ID#, the lab will assign one upon arrival.
6. Place the yellow capped vial in a biohazard bag, then place the bag in the shipping box. Leave the box at room temperature.

7. Complete the enclosed requisition; include payment (if required). Place the requisition in the outside pocket of a biohazard bag.

SHIPPING INSTRUCTIONS

1. Place the cardboard shipping box into the UPS next day air pack and seal securely.
2. Place return shipping label with barcode on outside UPS next day air bag.
3. Save return receipt with the tracking number for your records.
4. Call UPS toll free at **1-800-742-5877** for a pickup or for nearest drop location. UPS will pick up only on weekdays.
5. When calling for UPS pickup, request “**ON CALL AIR**” only. **DO NOT request a one-time pickup.** Meridian Valley pays for “**ON CALL AIR**” only. UPS expects the patient to pay for a one-time pickup.
6. **NOTE: DELIVERIES ARE NOT ACCEPTED ON SATURDAY OR SUNDAY**

