

REQUEST FOR DIAGNOSTIC SERVICES

See reverse for detailed information on specimen collection and transportation requirements

REFERRED INDIVIDUAL'S DETAILS (Minimum 3 identifiers required)							
Surname / Name Code:		Given Names:		UR Number:			
Date of Birth: (dd/mm/yyyy)	Date and Time of Death (if applicable):	Gender: M <input type="checkbox"/> F <input type="checkbox"/>	Pregnant? No <input type="checkbox"/> Yes <input type="checkbox"/>				
Is the Individual of Aboriginal or Torres Strait Islander Origin? Please tick 1 box below:							
No <input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Aboriginal and Torres Strait Islander <input type="checkbox"/> Unknown <input type="checkbox"/>							
SENDER'S DETAILS							
Requested by (block letters):			Name & Address for Reports:				
Telephone Number:							
Request Date:			Copy to:				
SAMPLE DETAILS							
Sender Reference:		Sample Type:		Collection Date:			
Circulating Blood: <input type="checkbox"/>		Collected within 24 hours of death (if applicable): <input type="checkbox"/>		Collection Time:			
Non-Circulating Blood: <input type="checkbox"/>							
Previous NRL Z Number:		Clinical Notes / Sender's Results:		Freeze Date:			
				Freeze Temperature:			
TESTS REQUESTED							
<table style="width: 100%;"> <tr> <td style="width: 60%;">Signature:</td> <td style="width: 40%;">Date:</td> </tr> </table>						Signature:	Date:
Signature:	Date:						

Specimen Enquiries: +61 3 9418 1111

4th Floor Healy Building 41 Victoria Parade FITZROY VICTORIA 3065 AUSTRALIA

SPECIMEN COLLECTION AND TRANSPORTATION REQUIREMENTS

Minimum Specimen Requirements (Minimum of 3 unique identifiers required on specimen tube)	
Analyte	
HCV HTLV-I/II HIV-1/2 HBV <i>Treponema pallidum</i>	<p>Living or on life support</p> <p>Minimum of 1mL serum or plasma. Transport on cold packs to arrive at NRL as soon as possible following collection but within 7 days. Refrigerate during transit.</p> <p>If unable to transport within 7 days of collection and freeze at $\leq -20^{\circ}\text{C}$ and transport on dry ice.</p> <p>Deceased</p> <p>Cadaveric Samples: Must be collected within 24 hours of death.</p>
HIV RNA HCV RNA HBV DNA	<p>Living or on life support</p> <ul style="list-style-type: none"> • Whole Blood (EDTA, CPD, or BD-PPT): Collect 5–10 mL and transport chilled (2–8°C) with cold packs; must arrive within 72 hours of collection. • Plasma (EDTA, CPD, or BD-PPT): Collect a minimum of 1 mL, centrifuge and separate within 72 hours of collection, store at 2–8°C, and transport chilled with cold packs; must arrive within 12 days of collection. • Frozen EDTA Plasma: Minimum 1 mL stored at $\leq -18^{\circ}\text{C}$; transport on dry ice and must arrive within 11 months of freezing. • Frozen BD-PPT Plasma: Minimum 1 mL stored at $\leq -18^{\circ}\text{C}$; transport on dry ice and must arrive within 3 weeks of freezing. • Frozen CPD Plasma: Minimum 1 mL stored at $\leq -18^{\circ}\text{C}$; transport on dry ice and must arrive within 23 months of freezing. • Serum (collected in Serum Clot Tube without Gel Separator): Minimum 1 mL centrifuged and separated within 72 hours of collection, stored at 2–8°C, and transported chilled with cold packs; must arrive within 7 days of collection. • Frozen Serum: Minimum 1 mL stored at $\leq -18^{\circ}\text{C}$; transport on dry ice and must arrive within 3 weeks of freezing. <p>Deceased</p> <ul style="list-style-type: none"> • Whole Blood (EDTA): Collect 3-5 mL and transport chilled (2–8°C) with cold packs; must arrive within 72 hours of collection. • Frozen EDTA Plasma: Minimum 500 μL stored at $\leq -18^{\circ}\text{C}$; transport on dry ice and ensure arrival within 1 week of collection. • Cadaveric Samples: Must be collected within 24 hours of death.
HTLV DNA	<ul style="list-style-type: none"> • Minimum of 4mL of whole blood collected in non-separator EDTA tube (e.g. Greiner VACUETTE® EDTA or/and BD Vacutainer EDTA) and transported at ambient temperature (15 - 25°C) to be received at NRL within 10 days from collection. • Minimum of 4mL whole blood collected in BD Vacutainer CPT with sodium citrate centrifuged according to tube manufacturer's instructions. After centrifugation, tubes should be stored and transported chilled (2 - 8°C) in a horizontal orientation (on their sides) and received at NRL within 10 days from collection. • A minimum of 400μL of buffy coat or PMBC resuspended in 100μL of PBS per 1mL of whole blood processed. • Research use only (RUO); Dried Blood Spots (DBS), Formalin Fixed Paraffin Embedded (FFPE) specimens, Cerebrospinal fluid (CSF) and Bronchoalveolar Lavage (BAL) samples. Contact NRL clinical and research services for minimum specimen volume and sample storage/transport requirements for these specimens (rd@nrlquality.org.au).

Packaging

Specimens that are sent by airfreight must comply with the following conditions:

- a) The sample should be packed and shipped in accordance with the IATA Dangerous Goods Regulation.
- b) For the specimens referred from outside Australia, a copy of the NRL import permit and customs declaration should be attached to the parcel. A copy of the import permit and customs declaration template will be faxed on request.
- c) The parcel should be addressed to:

**Dr Philippa Hetzel Director
NRL 4th Floor Healy
Building 41 Victoria Parade
FITZROY VICTORIA 3065
AUSTRALIA**



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Packages should not arrive outside standard business hours without prior arrangement.