

INFORMATION PRE-ANALYTICS

Dear customers,

Reliable pre-analytics are very important to guarantee diagnostically conclusive results.

We provide high quality but we very much rely on the co-operation of our customers.

We can only ensure that our results reliably reflect the parameters to be tested if the following advice is complied with.

Correct Completion of the Request Form

In the left upper field please fill in the **patient data** and in the two free fields on the right side add **Surgery stamp** and/or **barcode**.

NAME, Vorname des Patienten, Adresse
MUSTERMANN, PETER
MUSTERWEG 4
00000 MUSTERSTADT

geb. am: 01.01.75

RIGHT

NAME, Vorname des Patienten, Adresse
MUSTERMANN, PETER
MUSTERWEG 4
00000 MUSTERSTADT

geb. am: 01.01.75

RIGHT

NAME, Vorname des Patienten, Adresse
MUSTERMANN, PETER
MUSTERWEG 4
00000 MUSTERSTADT

geb. am: 01.01.75

WRONG

The request form should be **filled in legibly** either with a type writer or in printed letters.

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REQUEST FORM Page 1
Effective Date: September 2015
Subject to Alterations

A9

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- H Infectious Diseases
- I Toxicology / Toxicology
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- K Metabolic Screen
- L Blood Spot / Capillary Blood Tests
- M Saliva Tests

Room for Individual Requests:

RIGHT

RIGHT

WRONG

The Anamnesis Sheet

On the back of the request form the short anamnesis should be filled in if possible, **weight and size should always be noted.**

In case of hormone tests please fill in the **date of the last menstruation.**

Furthermore please pay attention that the patient **fills in and signs** the Patient Statement as otherwise we cannot carry out the test.

Samples

Sample Shipment by Mail

Stick the **barcode** on the test tube. If no barcode is available a **label with the personal data** of the patient (**first and last name, date of birth**) will suffice. Then put the test tube into the outer tube.

Put tubes and Request Form into the shipping envelope.




Express Shipment

In case of special requirements like **EXP (express shipment)** or shipments from abroad the sample has to be shipped by **overnight express directly to our street address.**

Sample Material

Information about sample material can be found on our request form:

1MU	=	First Morning Urine
2MU	=	Second Morning Urine
Citrate	=	Citrate Blood 1:10
CPDA	=	Citrate Transport Medium
CPg	=	Frozen Citrate Plasma
EDTA	=	EDTA Whole Blood
EDTA-Pl.	=	EDTA-Plasma
EXP	=	Sample pick-up or express shipment required
Fe	=	Stool
Frozen	=	Frozen
HCY	=	Special Vial Homocysteine
Hep	=	Heparin Whole Blood
	=	Light-protected
NaF	=	Sodium Fluoride
ObjT	=	Slide
S	=	Serum
SZ	=	Serum, hast to be centrifuged (even in case of short transport time)
SpecR	=	Special Vials
U24	=	Urine collected over a period of 24 hours
U24HCl	=	U24 + soured with hydrochloric acid
U24Ac	=	U24 + soured with acetic acid
U#	=	Urine, after work being exposed to conditions at work

Material Orders

Biovis will provide all required sample containers and shipment material free of charge upon request.

For this purpose simply complete our **Order Form for Shipping Material** and fax to our free Order Service

Fax Number +49-64 31 - 212 46 88

Attention:

According to current law only samples of **one patient can be packed into one bag!**

Furthermore we would like to point out that we can process **unlabelled samples only with reservations**, as the identity is not guaranteed.

In such cases we recommend to send new samples.

Test Sets

For some analyses special **test sets** are required. These test sets can either be ordered **directly from Biovis or with our material request sheet.**

These preconditions are the basis for reliable laboratory results.

We thank you for your consideration and look forward to continuing our productive co-operation.

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Sample and Shipping Material

Outer Container for Blood samples

to use with

- Vacutainer
- Monovette



Stool Tube

The vial with brown lid and small spoon is in an outer container.

Please fill at least up to two thirds

For testing

- Bacteriology
- Parasitology
- Mycology
- Digestive Residues
- Bile Acids
- Pancreas Elastase
- Inflammation Marker
- sIgA
- Haemoglobin / Haptoglobin
- M2PK
- Fructose / Sorbitol Splitting

Urine Tube

For testing native urine samples



yellow lid
without stabilizer

Procedure:

Remove small cap.

Put on draw-up tube to draw up urine from the urine tube.



green lid
with stabilizer

Dry Spots Tests



Saliva Tube



Sputum Tube



Urine Tube with separation gel



Histamine in Stool Tube



Kryptopyrrol Tube



Centrifugation Tube



Vacutainer



EDTA
violet lid
3 ml



Heparin
green lid
6 ml



Serum
brown lid
10 ml
with separation gel



ACD-B
light-yellow lid
6 ml



Citrate
blue lid
3 ml



HCY
Homocysteine
white lid
2 ml



Sodium Fluoride (NaF)
grey lid
5 ml

Further information
please refer to
www.biovis.de

Taking Serum Samples

Important for taking serum samples:

With centrifugation: Store blood sample vertically for 30 - 60 minutes then centrifuge at 3000 g for 10 minutes.

Without centrifugation: Store blood sample vertically until a separation layer between liquid and solid components can be seen (*this may take several hours; ideally they are kept in the fridge during this period*). Then carefully pipette serum.



Vertical storage



Vertically stored clotted blood sample after centrifugation

RIGHT



Horizontally stored clotted blood sample after centrifugation

WRONG

Monovettes



Citrate
green lid
2.7 ml



EDTA
pink lid
3 ml



HCY
Homocysteine
purple lid
2,9 ml



CPDA
light-yellow lid
8,5 ml



NH4-Heparin
blue lid
10 ml



Serum
brown lid
with separation gel
7,5 ml



Sodium Fluoride (NaF)
yellow lid
2,7 ml

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