



KIT COMPONENTS



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| 1. One cardboard box | 4. Two disposable gloves | 7. UPS Laboratory Pak |
| 2. Translucent vial | 5. Biohazard ziplock bag | 8. Test requisition form and paperwork |
| 3. Cardboard tray for collecting samples | 6. Absorbent material sheet | |

BEFORE YOU BEGIN COLLECTION

- Samples may only be sent off to the lab on **Monday or Tuesday**. This test takes one day to collect and requires no special diet. **Please ship all your samples in a single package to avoid multiple shipping charges.**
- Please check your vials for expiration dates. If vials have expired, call Customer Service for replacement vials.
- Fill out the Test Requisition Form (TRF) completely. Please PRINT clearly.
- Vial will have fixative agents in them. Do not pour out liquid. If it spills please contact Customer Service. If you have any questions, please call Customer Service at +1 913-341-8949 or email CustomerService@gp-labs.com.

TESTING REQUIREMENTS

Tube Type	Amount Per Tube	During Collection	After Collection
Translucent Vial (contains ultra-pure water)	35 mL stool (3/4 full preferred)	Collect sample in collection tray. Place stool sample into the vial using spoon attached to the lid. Take multiple samples from different areas of specimen.	Shake sample vigorously for about 30 seconds. Store at room temperature.

For questions about the collection of samples, call Customer Service at +1 (913) 341-8949.

PREPARING AND SHIPPING SPECIMENS

PREPARING THE SAMPLE

1. Complete the following documents:

- **Commercial Invoice.** You should see 3 copies of the commercial invoice in the kit if ordered directly from Great Plains Laboratory. Please sign on the bottom left corner of all 3 copies of the commercial invoice. Place all copies into the enclosed plastic pouch and attach to the outside of the UPS Laboratory Pak.
 - **Biological Declaration (India & Australia only).** Fill out consignee information (The Great Plains Laboratory), mark sample for lab research/human non-infectious, and please specify what kind of sample. On the second page, please fill out: Declarant name, contact information, and email. (This is your information). Place with the commercial invoices in the plastic pouch attached to the outside of the UPS Laboratory Pak.
 - **Test Requisition Form (TRF).** Please print clearly.
2. Write patient's name, date of birth, and date of collection on the collection vial.
 3. Place urine specimen into the Biohazard ziplock bag along with the absorbent packing sheet.
 4. Place the Test Requisition Form in the outside lateral opening of the Biohazard ziplock bag containing the sample.
 5. Place the frozen gel pack and the Biohazard ziplock bag with the sample into the silver thermo pack. Place the silver thermo pack into the cardboard box.
 6. Place the cardboard box in the UPS Laboratory Pak. Please note that the samples **MUST** be in the cardboard box; otherwise the shipment will be rejected. Close the UPS Laboratory Pak.

SHIPPING INSTRUCTIONS

1. For best results, samples should be taken to your local UPS location (preferably toward end of the day). To find your closest UPS Store location and hours visit www.ups.com/dropoff. Discounted shipping rates are indicated on the price list if you ship your sample using the UPS return label included in the kit. Do not put kit(s) in a UPS drop box.
2. We charge for the test and the return shipping when we receive the samples, unless it was paid upfront. Shipping charges vary depending on the country.

IMPORTANT NOTES:

- Shipping rates are per package. **Please ship all your samples in a single package to avoid multiple shipping charges.**
- If you do not locate a return label in the kit, please contact us before collecting sample. Do not go to UPS store to ship without our return label or your sample could be stopped by customs.
- Additional charges may apply if your package exceeds 900 grams.
- GPL will not be liable for refunds if the delivery is delayed due to customs or any other reason.
- Shipping charges are subject to change without notice.

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