



MEHARRY MEDICAL COLLEGE

**Sickle Cell • CENTER** 

School of Medicine

### Blood Collection Procedure:

1. Label tube with patient's name, date of birth (DOB) and date of collection (DOC) (label not included). **Unlabeled blood samples will not be processed** by our laboratory. An unsatisfactory report with **unlabeled specimen code 016**, will be issued and no testing will be performed in such specimen. A full report with results will be generated only upon receipt of a properly labeled specimen.
2. Perform a finger or heel stick using good laboratory techniques following the instructions of the lancing device manufacturer (not provided).
3. Wipe off the first drop of blood and then touch the capillary tip of the Microvette Tube to the droplet of blood as it appears at the incision. Excessive pressure or squeezing on puncture area must be avoided to prevent premature coagulation in the capillary.
4. After the blood has been collected, the capillary unit is removed and properly discarded and the sample container is closed with the attached stopper.
5. Immediately mix the blood with the EDTA anticoagulant by inverting several times the collection tube back and forth.
6. Fill out the laboratory sample request form **completely and legibly, obtain signatures** and include the **address where the results should be mailed**. Fold laboratory request form and place it in unsealed pocket of the biohazard bag.
7. Place the properly capped microvette tube in the zip lock biohazard bag, seal it and place it in the styrofoam mailing box.
8. For individual and up to 3 specimens, please place them in small Styrofoam box (provided) and cover with mailing sleeve (provided) and seal both ends. Please place **return address and label** the mailing box with **“Exempt Human Specimen”**.
9. If you know or suspect that the patient specimen has an infectious agent (HIV, hepatitis, etc.), then you need to follow specific instructions for labelling, packaging and documentation of Packaging for **Category B** shipment of a biological substance from the Department of Transportation and the International Air Transit Authority. A **UN 3373** label needs to be affixed to the mailing box for **Category B** shipments.
10. For community screenings where several samples will be mailed to the MSCC at a single time, please use a large Styrofoam box with outer cardboard box (not provided by us), and place inside the box, the individual biohazard bags containing single specimens with their respective SRFs.
11. Kindly, remember that the **Sample Request Form (SRF) needs to be filled out completely, accurately and legibly and needs to be signed. Incomplete forms or forms without return address will delay test results.** Please download the SRF from the Meharry website.

If you have any questions please contact us at 615-327-6763 or email us at [sickle\\_cell@mmc.edu](mailto:sickle_cell@mmc.edu).

