

DAISY Clinic Visit: LDP Blood Sample Processing

Materials	<p>Cryovial Tray Etched Cryovials: 2ml, 0.5ml, 0.5ml Amber, 2ml Amber Cryomarkers Transfer Pipettes Yellow Pipette Tips Blue Pipette Tips Adjustable Volume Pipettes Sample Storage boxes Blood Sample collected in Red Top (serum separator tube) Blood Sample collected in Purple Top (plasma tube) may be foil-wrapped Blood Sample collected in ABI mRNA tube Blood Sample collected in Grey Top (if DM AB+) Clinic Visit and Sample Tracking form Daisy labeling map Daisy tracking folder Daisy Logbook Hemostats</p>
Procedure	<ol style="list-style-type: none"> 1. When samples arrive label Cryovials with Cryomarkers according to the Daisy labeling map, assign a LabID and create a sample grid in the logbook (found in the lab file basket.) Be sure to label tubes with the date samples were collected, not the date that they were received in lab. 2. If subject is DM AB+ take and A1c cartridge out of the refrigerator and place it next to the HbA1c machine. 3. In the Daisy database look up the subject and click FFQ/Filter Paper, then select LD/FFQ Outcome Data Entry. 4. Enter today's date and mark "Received" for Outcome. 5. Print the Clinic Visit and Sample Tracking form that is generated. 6. Run the HbA1c from the Grey Top (if subject is DM AB+), or Purple Top tube if grey top has not been provided. See DCA 2000 Sample Analysis procedure. 7. If needed, run a HemoCue. See Hemocue Sample Analysis procedure. 8. Put extra LabID sticker from Cryovial tray onto the lower right corner of the Clinic Visit and Sample Tracking form. 9. If ABI mRNA tube is collected, make sure there is pink tape on the tube just below the cap and check for subject ID and draw date on the tube, assign this sample a spot via the mRNA grid found in the tracking folder and write this location on the pink tape on the tube and on the Clinic Visit and Sample Tracking form. 10. Shake ABI mRNA tube vigorously for 20 seconds and put away in the RNA box in the freezer. 11. Check the Clinic Visit and Sample Tracking form to determine if whole blood needs to be collected for the subject. See Whole Blood Sample Processing procedure. 12. Spin blood samples according to manufacturer's recommendations: <ul style="list-style-type: none"> • Red Top, Purple Top and Green Top; 10 minutes at 3000 rpm (may be spun with CPT tube at 4000 rpm) • Do Not Spin ABI mRNA tube 13. While blood is spinning transfer box numbers from the grid book to the Clinic Visit and Sample Tracking form. 14. Check the Clinic Visit and Sample Tracking form to determine if DNA

	<p>needs to be collected for the subject. See DNA to BDC Processing procedure.</p> <ol style="list-style-type: none"> 15. Using the transfer pipettes, and beginning with the first Purple Top tube, transfer all of the plasma into the 2s Cryovials, you may only have one Purple Top. <ul style="list-style-type: none"> • If needed, up to four additional 2s Cryovials can be created to hold excess storage. • Fill as many 2s Cryovials with 1000µL as possible. If needed, the 2s Cryovials can be filled to a maximum volume of 1500µL, do not discard any plasma! 16. Remove the Buffy Coat from one of the Purple Top tubes (if you receive more than one) and place it in the 3 1 Cryovial. 17. Write volumes for each of the storage Cryovials on the Clinic Visit and Sample Tracking form (2s.) 18. Check the bottom of the Clinic Visit and Sample Tracking form to determine if a serum sample needs to be sent to TrialNet. See TrialNet Sample Processing procedure. 19. Using the Red Top tubes and a transfer pipette, fill the LabID Cryovial first with 1000µL of serum, then fill as many 1s Cryovials with 1000µL as possible. If needed, the 1s Cryovials can be filled to a maximum volume of 1500µL, do not discard any serum! 20. From one of the 1s tubes, aliquot volumes for the QC Cryovials using the adjustable volume pipettes and the volumes listed on the Daisy labeling map. Please note that LabID and QC Cryovials are the highest priority. 21. Write volumes for each of the storage Cryovials on the Clinic Visit and Sample Tracking form (1s), and list the number of tubes collected for each sample type along the left side of the page. 22. Using the sample storage boxes found on the Daisy freezer shelf put each sample Cryovial type away, double check the box numbers on the Clinic Visit and Sample Tracking form against boxes in the freezer and write the box space number for each Cryovial on the Clinic Visit and Sample Tracking form (a space number is not required for the LabID sample.) 23. Fill out the grid with the number of Cryovials of each sample type placed in the freezer and place a "T" next to the grid. Underline the first 1s sample listed on the grid to indicate that it will be sent out for antibody testing. 24. Enter samples in the Daisy database. Be sure to enter date of draw for Date of Visit, and select "No, Mailed Blood Kit" for Filter Paper drop down. Note date processed in the Clinic Comments field. 25. Pull chart in the records room, put all paperwork in chart, and leave chart in editing basket.
	<p><i>Updated 02/19/2019</i></p>