## Appendix B: Biological Sample and Shipment Notification Form

*Please email the form on or prior to the date of shipment.*

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| To: Diont’e Keys Email: [alzstudy@iu.edu](mailto:alzstudy@iu.edu) Phone: 1-800-526-2839 |
| *General Information:* Tracking #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  From:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Study:** HEAD  **Visit (circle one): BASELINE 18M**  KIT BARCODE  **Site ID:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **PTID:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Kit #:**  **Sex (circle one):** M F **Year of Birth:** \_\_\_\_\_\_\_\_\_\_ |
| *Blood Collection:*   |  |  | | --- | --- | | Date Drawn: [MMDDYY] | Time of Draw: [HHMM] | | Last date subject ate: [MMDDYY] | Last time subject ate: [HHMM] |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Lavender Top Whole Blood Tube (6 ml)** | | | | **RNA (PAXgeneTM Tube)** | | | | | Original volume drawn: | mL | Time EDTA tube placed in freezer: | [HHMM] | Original volume drawn: | \_\_\_\_\_\_ml | Time PAXgeneTM tube placed in freezer: | [HHMM] | |
| *Blood Processing:*   |  |  |  |  | | --- | --- | --- | --- | | **Serum (Red-top) Tube (10 mL)** | | | | | Time spin started: | \_\_\_\_\_\_ [HHMM] | Number of 1.5 mL serum aliquots created **(red cap)**: | \_\_\_\_\_\_\_\_\_\_\_\_ | | Duration of centrifuge: | \_\_\_\_\_\_\_ Minutes | If applicable, volume of residual serum aliquot  **(less than 1.5 mL in blue cap)**: | \_\_\_\_\_\_\_\_\_\_\_ mL | | Temp of Centrifuge: \_\_\_\_ °C | Rate of centrifuge: \_\_\_\_ x g | If applicable, specimen number of residual serum aliquot (last four digits): | \_\_\_\_\_\_\_\_\_\_\_\_ | | Original volume drawn: | \_\_\_\_\_\_\_\_\_\_\_ mL | Time aliquots placed in freezer: | \_\_\_\_\_\_\_ [HHMM] | | Time aliquoted: | \_\_\_\_\_\_ [HHMM] | Storage temperature in freezer: | \_\_\_\_\_\_\_\_\_\_\_\_ °C |  |  |  |  |  | | --- | --- | --- | --- | | **Plasma & Buffy Coat (Lavender-top) Tube (10 mL)** | | | | | Time spin started: | \_\_\_\_\_\_ [HHMM] | Rate of centrifuge: | \_\_\_\_ x g | | Duration of centrifuge: | \_\_\_\_\_\_\_ Minutes | Time aliquoted: | \_\_\_\_\_\_\_ [HHMM] | | Temp of Centrifuge: | \_\_\_\_ °C | Number of 1.5 mL plasma aliquots created **(purple cap):** | x 1.5 mL | | Original volume drawn - EDTA #1 | \_\_\_\_\_\_\_\_\_\_\_ mL | If applicable, volume of residual plasma aliquot  **(less than 1.5 mL in blue cap)**: | \_\_\_\_\_\_\_\_\_\_\_ mL | | Original volume drawn - EDTA #2 | \_\_\_\_\_\_\_\_\_\_\_ mL | If applicable, specimen number of residual plasma aliquot (**Last four digits)**: | \_\_\_\_\_\_\_\_\_\_\_\_ | | Original volume drawn - EDTA #3 | \_\_\_\_\_\_\_\_\_\_\_ mL | Time aliquots placed in freezer: | \_\_\_\_\_\_\_ [HHMM] | | Original volume drawn - EDTA #4 | \_\_\_\_\_\_\_\_\_\_\_ mL | Storage temperature in freezer: | \_\_\_\_\_\_\_\_\_\_\_\_ °C | | Original volume drawn - EDTA #5 | \_\_\_\_\_\_\_\_\_\_\_ mL |  | | | Aliquot volume – Buffy coat #1 | \_\_\_\_\_\_\_\_\_\_\_ mL | Buffy coat aliquot #1 **(last four digits)**: | \_\_\_\_\_\_\_\_\_\_\_\_ | | Aliquot volume – Buffy coat #2 | \_\_\_\_\_\_\_\_\_\_\_ mL | Buffy coat aliquot #2 **(last four digits)**: | \_\_\_\_\_\_\_\_\_\_\_\_ | | Aliquot volume – Buffy coat #3 | \_\_\_\_\_\_\_\_\_\_\_ mL | Buffy coat aliquot #3 **(last four digits)**: | \_\_\_\_\_\_\_\_\_\_\_\_ | | Aliquot volume – Buffy coat #4 | \_\_\_\_\_\_\_\_\_\_\_ mL | Buffy coat aliquot #4 **(last four digits)**: | \_\_\_\_\_\_\_\_\_\_\_\_ | | Aliquot volume – Buffy coat #5 | \_\_\_\_\_\_\_\_\_\_\_ mL | Buffy coat aliquot #5 **(last four digits)**: | \_\_\_\_\_\_\_\_\_\_\_\_ | |
| Notes: |