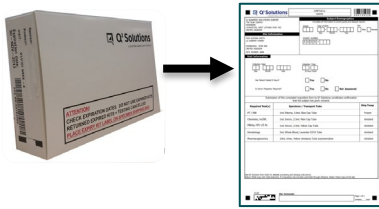


Ambient Sample Shipping

- 1.** Select the appropriate protocol visit – specific kit & **COMPLETE** the entire requisition form. Note: patient identifying information should not be included on the requisition.



- 2.** Collect the sample(s). Centrifuge & transfer to appropriate transfer tube(s), if required. Place tubes into the absorbent tube holder. Place urine tube(s) in plastic bag(s), if applicable.



- 3.** Place tube holder & urine tube(s) into the front pouch of the Specimen Shipping Bag (SSB) & place requisition form into the back pouch. Seal bag.

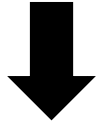
Front



Back



- 4.** Place sealed SSB between layers of Gel Wrap then into Foil Bag. Seal bag. Note, two SSBs can be shipped in one Foil Bag per shipper.



- 5.** Place the Foil Bag into Shipper with IATA contents card. Attach air waybill to outside of box.



Note: All materials required for ambient sample shipping will be provided to you by Q² Solutions
Instructions may vary slightly - Please also refer to the details included with the materials provided to you

Please remove this text box
and insert client logo (go to
'View' then 'Slide master'
and scroll up to first slide)

Study ABC

Frozen Sample Shipping with Marken-UPS (Includes Combination shipping with dry ice)

To book a frozen shipment collection, please call Marken-UPS using the country specific number provided in courier information sheet.

Please provide the following information at the time of booking:

- Sample temperature: Frozen
- Study protocol and site number
- Confirm address details, including specific location details (e.g. floor and room number)
- Contact person and contact phone number for the collection
- Confirm earliest and latest possible pickup times
- **Remember to have the samples ready for collection before the latest collection time**
- Package weight: 10 kg Frozen
- Destination laboratory: Q Squared Solutions in Livingston, UK

BOX PREPARATION:

UPS driver will deliver the box containing dry ice. If your shipping box is received inside a brown overpack box, please discard the overpack box.

Please insert prepared biological samples into the box and seal the outer box.

UPS driver will automatically return to pick up the prepared shipment later on the same day. **Please only use the validated packaging provided by the driver.**

The UPS pre-printed label, and other stickers, will be affixed to the box provided by the driver.

If you are shipping from a non-EU country, please verify and sign the pre-printed customs invoice provided. Place **3 copies** of the invoice into the document pouch provided and affix it to the box. Do not label over any existing print on the box.



Study ABC

Frozen Sample Shipping with TNT (Includes Combination shipping with dry ice)

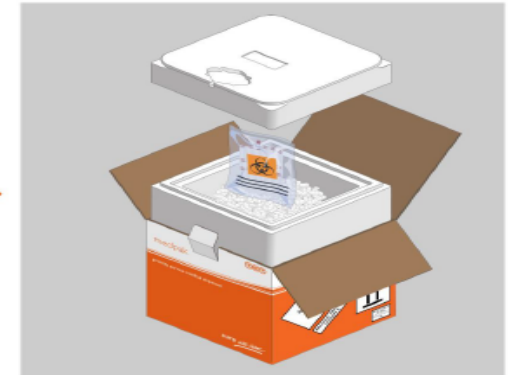
TNT Medpak Frozen Packing Instructions



[1] Carefully remove the clear wrap until you reach the TNT printed outer carton, ensuring you do not damage the box and labelling in the process.



[2] Prepare the samples by placing them in the absorbents, and putting inside the pouch. Seal by following the instructions printed on the pouch.



[3] Place the sealed pouch on top of the dry ice fill inside the insulating box. Apply the insulating box lid.



[6] Affix completed shipping documentation to the carton lid.



[5] Close the carton and secure tabs by applying security seals.



[4] Complete itemised list of contents, and place inside the outer carton.

Refrigerated Sample Shipping

1. Select the appropriate protocol visit – specific kit **COMPLETE** the entire requisition form.

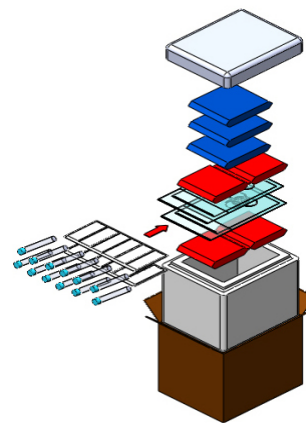


2. Collect sample(s) & process tubes according to instructions in this flowchart. Place tubes into the absorbent tube holder & place urine tube(s) in plastic bag(s), if applicable. Place tube holder & urine tube(s) into the front pouch of the Specimen Shipping Bag (SSB), & place requisition form into the back pouch. Seal bag.

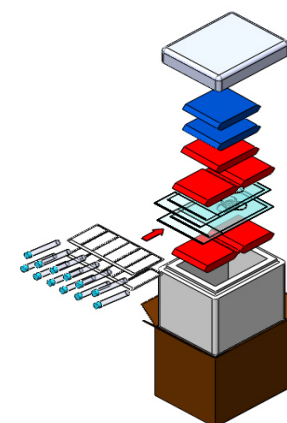


3. Pack the shipper according to the steps below:

1. Remove the Lid & Gel Packs from the Cooler.
2. Condition Gel Packs, per the Conditioning Instructions.
3. Fill & seal the vials & place them inside SSB(s).
4. Place 1 Chilled 675g Gel Pack into the Cooler.
5. Place the filled two SSB(s) on top of the Gel Pack.
6. Place 1 Chilled 675g Gel Pack into the Cooler on top of the SSB(s).
- 7a. Summer pack-out: place 3 Frozen 500g Gel Packs on top of the Refrigerated gel pack.
- 7b. Winter pack-out: Place 1 Refrigerated 500g Gel Pack and 2 Frozen 500g Gel Packs on top of the Chilled 675g Gel Pack.
8. Place the Lid back on the Cooler, & place the IATA content card on top.
9. Close & seal the Outer Carton for shipment. Attach air waybill to outside of box.



**SUMMER
CONFIGURATION**
(When the shipper is exposed to
temperatures greater than 15°C (59°F),
at the point of origin)



**WINTER
CONFIGURATION**
(When the shipper is exposed to
temperatures less than 15°C (59°F),
at the point of origin)

Conditioning Requirements

NOTE: It is not necessary to separate the gel from their sleeves.

Frozen Gel Packs (shown in blue)

1. Place the Gel Packs into a freezer set at -20°C.
2. Let Gel Packs remain in the freezer for 72 hours before using.
3. Let the Gel Packs remain at room temperature for 30 minutes before using.

Refrigerated Gel Packs (shown in red)

1. Place the Gel Packs into a refrigerator set at +5°C.
2. Let Gel Packs remain in the refrigerator for 72 hours before using.