



Step 2: *Sample Preparation Instructions*

Normal Sample Requirements

Blood samples for DNA:

- 5-10 mls venous blood in yellow-topped ACD tubes or lavender-topped EDTA tubes at room temperature, to be received within 5 days after draw.

Tumor Sample Requirements

Formalin Fixed paraffin embedded (FFPE) block (preferred),

or

Slides:

- 19 serial unstained unbaked slides (5-10 microns thick)
- 1 adjacent unstained unbaked slide (4 microns thick)

Impact Genetics will assist in obtaining FFPE tumor blocks from storage. Please provide detailed information on the Requisition Form (**1b**) for the storage facility and obtain authorization from the patient for the block to be released to us.

Sample Identification

- Label each sample with **at least two** patient identifiers (e.g. named and date of birth).



Step 3: Shipping Requirements

Multiple separated samples may be shipped in one box. Place multiple biohazard bags containing labeled samples into one box. Multiple boxes can be shipped in one courier envelope.

Shipping Instructions

- Ship samples to Impact Genetics at address shown on this page using a courier envelope.
- Include *MLH1/MSH2/MSH6/PMS2/EPCAM* Somatic Tumor MMR Sequencing and Deletion/Duplication Test Informed Consent and Requisition Forms (**1a** and **1b**) with the samples. Patients in the U.S. must also include U.S. Insurance Information (**Form 1c**) if required and not provided previously.
- Complete appropriate Air Waybill. If you cannot use FedEx or Purolator, please contact us.
- Place Air Waybill in the document pouch.
- For samples from outside of Canada, complete and sign appropriate customs forms (provided and available on our website; phone us if help is required). Place the customs forms in the document pouch.
- Within Canada, use **Purolator Express** (next-day) or **FedEx Priority** service (next-day). Outside of Canada use **FedEx Priority** service (next-day) and use a **FedEx Clinical Pak**. If you cannot use Purolator or FedEx, please contact us.
- Provide us with the parcel tracking number soon after courier pick-up: **647-478-4902, info@impactgenetics.com**.
- For emailed PDF FedEx waybills and customs forms, please contact us directly.

For samples from outside Canada:

- Complete all fields and sign 4 copies of the Pro-Forma Invoice (*available on our website; phone us if help is required*). Place the 4 Pro-Forma Invoice copies in the document pouch.
- Mark on the Air Waybill and Pro-Forma Invoice:
EXEMPT HUMAN DIAGNOSTIC SPECIMEN – non-hazardous, non-toxic and non-infectious.
- To avoid Customs clearing delays, declare value at US \$10 on the Air Waybill and Pro-Forma Invoice.

Send to Impact Genetics

mail: Impact Genetics
1100 Bennett Road - Unit 4
Bowmanville, ON L1C 3K5

tel: 1-877-624-9769

fax: 905-697-9786