

<b>PROCEDURE</b>	<b>Paternal Blood Collection</b>	
<b>PREPARED BY</b>	<b>GAPPS Staff</b>	
<b>DATE ADOPTED</b>		
<b>REVIEWED BY</b>	<b>SIGNATURE</b>	<b>REVIEWED DATE</b>

<b>SUMMARY OF CHANGES TO THIS SOP</b>
<b>Version 1.5</b> 1. 2 6 ml replaced with 1 10 ml purple top
<b>Version 2.0</b> 2. Safety section expanded

**PURPOSE**

This Standard Operating Procedure (**SOP**) describes a procedure for collection of whole blood using purple-top tubes (EDTA).

**SCOPE**

This procedure covers the collection, processing, and storage of whole blood. It does not cover how to draw blood from humans or any assays performed with the blood or blood products after processing.

**Authority and Responsibility for SOP's**

1. The GAPPS Medical Director (or his/her designee) and Laboratory Manager have the authority to establish this procedure.
2. The GAPPS Laboratory and the QA monitors are responsible for the implementation of SOP documentation at participating sites.
3. The site's PI and Coordinator is responsible for the implementation of this procedure at their site and for ensuring that all appropriate personnel are trained and sign "Acknowledgement of Understanding" document for this SOP.

4. All health care providers and technicians who implement this SOP at study sites are responsible for reading and understanding this SOP prior to performing the procedures described.
5. All health care providers and technicians are expected to be trained and follow the procedures described in any of the GAPPS SOPs and have their signature on file at the collection site.

## Supplies

### Site Supplied:

1. 5 ml pipets
2. 1ml blue tip pipets

### Supplied in Kit:

1. 1- 10.0 ml purple top
2. 10- 2ml GAPPS pre-labeled cryo-vials

## Safety

1. Required Training for processing
  - a) Blood borne pathogens
  - b) Standard laboratory practices
2. Risks
  - c) Sharps hazard
  - d) Blood and biofluid exposure
3. Required safety equipment
  - e) Lab coats/scrubs
  - f) Face shield/safety goggles
  - g) Closed toed shoes
  - h) Gloves

All health care providers and technicians are expected to be trained and follow universal precautions when handling biological or hazardous materials when performing the any procedures described in any of the GAPPS SOPs.

## LIMITATIONS OF THE PROCEDURE

To avoid poor quality specimens or blood hemolysis, the **time duration from participant blood draw to completion of specimen processing in the laboratory is not to exceed 2 hours.**

## Blood Processing

1. Upon arrival in the process lab, appropriate portions of the lab requisition form should be completed.
2. Pipet 1ml of whole blood into each of the 10 GAPPS, pre-labeled cryo-vials. Avoid any clots or debris when pipetting. Note any volume discrepancies or excessive clotting on specimen collection documents.
3. Cap vials and complete lab requisition forms, record specimen in specimen tracking data base then store specimen at -80°C.

1. After specimen has been processed, aliquotted and labeled all of the aliquots should be recorded into the data systems and stored at a minimum of  $-20^{\circ}\text{C}$  for short-term storage (< 30 days), and preferably at  $-80^{\circ}\text{C}$  until shipped to the core repository.
2. Consult "Shipping SOP" when specimens are ready to be shipped.