



**TGen Clinical Laboratory**  
 445 N. Fifth Street, Suite 473, Phoenix, AZ  
 85004 Tel: (602) 343-8783  
 tcl@tgen.org



### Laboratory Requisition Form

All fields marked \* are required. Failure to complete the form may result in delay or rejection of specimen.

**Patient Information:** \*Primary Patient ID: \_\_\_\_\_ Secondary Patient ID: \_\_\_\_\_

\*Last Name \_\_\_\_\_ \*First Name: \_\_\_\_\_ Middle: \_\_\_\_\_

\*DOB: \_\_\_\_\_ Gender: \_\_\_\_\_ Race: \_\_\_\_\_ Ethnicity: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Phone: \_\_\_\_\_

Check if submitting a batch of specimens. Attach a manifest of all samples with required information above. Count of specimens submitted: \_\_\_\_\_

**Submitting Facility:**

\*Facility Name: \_\_\_\_\_ \*Phone \_\_\_\_\_ Fax: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ \*Ordering Clinician: \_\_\_\_\_ NPI#: \_\_\_\_\_

Email address: \_\_\_\_\_ \*Ordering Clinician Signature: \_\_\_\_\_

Authorized Point of Contact: \_\_\_\_\_ Point of Contact Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

**Specimen Information:** See p.2 for Collection Guidelines

\*Collection Date: \_\_\_\_\_ Time: \_\_\_\_\_

Specimen Type: \_\_\_\_\_ Tube Type: \_\_\_\_\_

Specimen Source: \_\_\_\_\_

**Shipping Information:**

- For best results, store whole blood at 4 °C for no more than 5 days after collection, including shipping time, before DNA isolation or freezing.
- Shipping samples with 4 °C cold packs is the best way to protect samples from degradation due to extended shipping times or elevated temperatures.
- Send samples to: TGen Clinical Laboratory, 445 N. 5th Street, Suite 473, Phoenix, AZ 85004

**\*Requested Service**

ALTseq - Rapid Whole Genome Sequencing for Cancer

Plasma Separation and Storage

Sample Storage (prior to storage, all blood or bone marrow samples will be aliquoted into smaller volumes to minimize future freeze/thaw cycles)

Extracted DNA Storage (please identify where extraction was performed)\*\*\*:  
CAP/CLIA lab ID: \_\_\_\_\_

DNA Extraction

Store extracted product and original sample.

Return extracted product to Submitting Facility

Forward extracted product to another entity.

• Diagnosis: \_\_\_\_\_ (ALTseq requires new dx of AML)

• Minimum quantity requested for DNA Extraction \_\_\_\_\_

• Forwarding Address: \_\_\_\_\_

**Additional Instructions:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Internal TGen Use:**

Laboratory Director: Michael Edwards, PhD

\*\*\*This laboratory only accepts isolated or extracted nucleic acids for which extraction or isolation is performed in an appropriately qualified laboratory.



## Sample Collection Guidelines

The accuracy of any test result depends on the quality of the specimen submitted. Following the collection and transport instructions will help to ensure that sample integrity is optimally maintained for the most accurate test results.

**Proper Specimen Labelling:** Each specimen container should be properly identified with two UNIQUE patient identifiers (i.e., patient's full name, DOB, de-identified patient number, secondary MRN, etc.), date and time of collection and specimen type. Each specimen must be accompanied by a properly completed test requisition.

### DNA Extraction

**Tube required: Lavender or Purple top tube (EDTA)**

Minimum Volume: 1ml

Optimal Volume: 5ml

Additional Instructions: Tube should be inverted 8-10 times after collection to prevent clotting. For best results, store whole blood at 4°C for no more than 5 days after collection, including shipping time, before DNA isolation or freezing.

### ALTseq Rapid Whole Genome Sequencing for AML

**Tube required: Bone Marrow in NaHep or Whole Blood in EDTA**

Minimum Volume: 1ml

Optimal Volume: 5ml

Additional Instructions: Tube should be inverted 8-10 times after collection to prevent clotting. For best results, store sample at 4°C for no more than 5 days after collection, including shipping time.

### Plasma Separation

**Tube Required: Streck Tube**

1. Collect specimen by venipuncture according to CLSI GP411.

Prevention of Backflow - Since Cell-Free DNA BCT contains chemical additives, it is important to avoid possible backflow from the tube.

To guard against backflow, observe the following precautions:

- Keep patient's arm in the downward position during the collection procedure.
- Hold the tube with the stopper in the uppermost position so that the tube contents do not touch the stopper or the end of the needle during sample collection.
- Release tourniquet once blood starts to flow in the tube, or within 2 minutes of application.

2. Cell-Free DNA BCT should be drawn after an EDTA tube and before a fluoride oxalate (glycolytic inhibitor) tube. If a Cell-Free DNA BCT tube immediately follows a heparin tube in the draw order, it is recommended to collect a nonadditive or EDTA tube as a waste tube prior to collection in the Cell-Free DNA BCT.

3. Fill tube completely.

4. Remove tube from adapter and immediately mix by gentle inversion 8 to 10 times. Inadequate or delayed mixing may result in incorrect analytical results or poor product performance. One inversion is a complete turn of the wrist, 180 degrees, and back.

5. After collection, transport and store tubes within the recommended temperature range (6°C-37°C).