



## US FedEx Shipping Instructions

- 1) Ship specimens Monday through Friday. If you complete the collection on the weekend, hold the specimen until the following Monday to ship.
- 2) Place the cardboard kit box containing the specimens and the completed test requisition form into the FedEx Clinical Pak.
- 3) Write your name and address in the space provided on the prepaid Billable Stamp and tear off the Customer Receipt for your records.
- 4) To schedule a pickup, call FedEx toll-free at 1-800-463-3339 (1-800-GO FEDEX). When you hear the automated greeting, say "Schedule a Pick-up." At the next prompt, say "Schedule a Pick-up with a Label or Stamp." You will then be asked if the word "Stamp" is written on the waybill; reply "Yes". You will be asked if your pickup location is a residence or a business; respond with your location type. You will then be prompted for your address information.

**Do not use a drop box.** FedEx will not accept specimens placed into a drop box.

If you are located in the United States and choose to use a different courier or level of service than provided or are located outside the United States, you must make your own shipping arrangements at your own expense.



US & CANADA: 1.800.323.2784 - UK: 0871.218.0052  
ELSEWHERE: 1.630.377.8139 - FAX: 1.630.587.7860  
3755 Illinois Avenue, St. Charles, IL USA 60174-2420  
inquiries@doctorsdata.com - www.doctorsdata.com

## Porphyrins; Urine

### Before You Start:

Please read all of the directions, and familiarize yourself with the collection procedures.

The Urine Porphyrins specimen collection requires either a 24 hour urine collection or a first morning urine collection. Your physician will tell you which collection method to use. The specimen must be frozen for a minimum of 6 hours prior to shipment.

To avoid over dilution of the specimen, do not consume excessive amounts of liquids during the collection period. If you are taking antibiotic medications, please finish the course of medication, and then wait 48 hours before starting this collection. Please refrain from taking non-essential medications 48 hours prior to and during the specimen collection, unless otherwise instructed by your physician. *Never discontinue prescription medications without first consulting your physician.*

Female patients should not collect urine during a menstrual period.

### Verify Kit Contents:

- 1 Polar Pack gel ice brix
- 1 Styrofoam insulating shell
- 1 Specimen collection cup (shipped separately from box)
- 1 Amber specimen collection vial with preservative  
**Caution:** May cause irritation. Do NOT ingest!
- 1 Zip-lock bag with absorbent material
- 1 Test requisition form
- 1 FedEx Clinical Pak with Prepaid Billable Stamp
- 1 Orange 24-hour urine collection container  
(only included with 24-hour collection kits)

- ◆ If you are missing kit components, please call Doctor's Data's Customer Service department for assistance.
- ◆ Save the cardboard collection kit box to ship your samples back to the laboratory. Leave the absorbent material in the zip lock bag. Do not put it in the specimen vial.

## Collection Instructions:

IMPORTANT: Your physician will tell you to either collect: a first morning void (FMV) urine specimen OR a 24-hour urine specimen. Follow the appropriate directions listed below. Remember to avoid excessive fluids during the collection period.

### FMV URINE COLLECTION

- 1) When you arise, collect your first morning urination into the specimen collection cup. Pour the urine into the amber specimen collection vial. Fill the vial up to the top of the white label and then tighten the screw cap securely. *Do not overfill the vial.*
- 2) In the collection information section of the requisition form (located in the upper right hand corner) fill in the date you finished the collection. Check the box marked "First Morning Urine".
- 3) Write the patient's name, the date of collection, and patient's date of birth on the specimen vial. **The test cannot be performed without the patient information on the vial.** Place the vial into the zip-lock bag, then place the bag and the gel ice brix into a freezer until frozen solid (usually about 6 hours).
- 4) Retrieve the bag containing the frozen specimen and the gel ice brix. Place the frozen gel ice brix into the bottom of the styrofoam insulation shell, then place the zip-lock bag containing the frozen specimen on top of the gel ice brix. Close the shell and place it into the cardboard shipping box.
- 5) Fill out the test requisition form completely and sign it. **The test cannot be performed without a properly filled out requisition.** Place the completed requisition form in the cardboard shipping box. The specimen is now ready for shipment.

For best results, Doctor's Data recommends shipping specimens as soon as possible. If you cannot ship the specimen on the same day you finish the collection, such as over a weekend or holiday, put the specimen and gel ice brix back into a freezer until you are ready to ship the test collection kit.

### 24-HOUR URINE COLLECTION

- 1) When you arise urinate but do not collect your first morning urination. Begin your collection with your second urination and collect all other urination up to and including the first morning urination of the following day. Collect each urination in the specimen collection cup then pour the urine into the amber specimen collection container. Keep the amber container in a refrigerator until you are finished with your 24-hour collection.
- 2) Place the amber collection container on a level surface and read the volume from the markings on the container. In the collection information section of the requisition form (located in the upper right hand corner) fill in the date you finished the collection. Check the box marked "24-hours" and fill in the total volume collected.
- 3) Mix the urine by shaking the amber container for at least 30 seconds then pour the urine into the amber specimen collection vial. Fill the vial up to the top of the white label and then tighten the screw cap securely. *Do not overfill the vial.*
- 4) Write the patient's name, the date of collection, and patient's date of birth on the specimen vial. **The test cannot be performed without the patient information on the vial.** Place the vial into the zip-lock bag, then place the bag and the gel ice brix into a freezer until frozen solid (usually about 6 hours).
- 5) Retrieve the bag containing the frozen specimen and the gel ice brix. Place the frozen gel ice brix into the bottom of the styrofoam insulation shell, then place the zip-lock bag containing the frozen specimen on top of the gel ice brix. Close the shell and place it into the cardboard shipping box.
- 6) Fill out the test requisition form completely and sign it. **The test cannot be performed without a properly filled out requisition.** Place the completed requisition form in the cardboard shipping box. The specimen is now ready for shipment.

For best results, Doctor's Data recommends shipping specimens as soon as possible. If you cannot ship the specimen on the same day you finish the collection, such as over a weekend or holiday, put the specimen and gel ice brix into a freezer until you are ready to ship the test collection kit.

**Consult your physician if you have any questions during the test collection process.**