

# COLLECTION OF URINE OR SWAB SPECIMENS

## GUIDE & INSTRUCTIONS

### PLEASE READ ALL INSTRUCTIONS FIRST

#### IN THIS PACKAGE YOU SHOULD FIND:

- A collection kit for your specimen.
- A urine cup (only if you are collecting urine).
- Instructions on how to collect your specimen.
- A zip-lock bio-hazard bag that has two labels
  1. Your name, date of birth and a medical record that we assigned to you.
  2. The type of sample.
- The bio-hazard bag has a paper towel inside. Please leave it there.
- A box with postage that is addressed to Planned Parenthood.

#### KEEP IN MIND:

Please carefully read collection instructions before beginning

- After collection store your specimen at room temperature.
- Specimens will be rejected if:
  1. The bio-hazard bag holding the tube does not have the paper towel inside.
  2. The bio-hazard bag holding the tube is not fully sealed.
  3. The post mark is not from Massachusetts (we cannot accept out of state specimens).
  4. There is a hole in the foil cap.
  5. For urine specimens, if the liquid is not between the two black marks on the tube.
  6. For swab specimens, if there is no swab or no fluid in the tubes.

### SHIPPING INSTRUCTIONS:

#### Step 1:

After you have collected your specimen place the specimen tube in the bio-hazard bag which will have a paper towel inside (this picture does not show the paper towel).

- a. The bag will have two labels
  - i. Your name, your date of birth and a medical record number that we assign to you
  - ii. The type of sample that you are sending to us (urine, vaginal, throat, rectal)
- b. Seal the bag using the zip lock feature



#### Step 2:

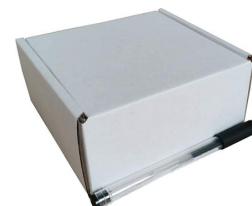
Place the bio-hazard bag in the box addressed to Planned Parenthood.

#### Step 3:

To seal, the front tab will have a brown adhesive tape. Remove brown backing, insert tab with exposed adhesive to seal box securely.

#### Step 4:

Place the box in the mail.



PLEASE SEND YOUR KIT BACK WITH YOUR SAMPLE PROVIDED AT YOUR EARLIEST CONVENIENCE. IF WE DO NOT RECEIVE YOUR KIT WITHIN 2 WEEKS, A STAFF MEMBER WILL FOLLOW UP WITH YOU. IF YOU DECIDE YOU ARE NO LONGER INTERESTED IN TESTING, YOU CAN ALWAYS RETURN THE UNUSED KIT TO US THROUGH THE MAIL.

FOR QUESTIONS OR CONCERNS CALL 800-258-4448 OPTION 2.

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## URINE SPECIMEN:

**Container: Aptima urine tube (yellow)**

### Step 1:

Wait at least one hour after the last time you have urinated.

### Step 2:

Collect the first part of the urine stream in the cup that we provided up to the line drawn on the cup

### Step 3:

Peel open the urine collection kit package

### Step 4:

Unscrew the cap and place on a clean surface, foil side up.

### Step 5:

Using the plastic dropper, transfer the urine into the urine specimen transport tube. Do not put the plastic dropper through the foil cap. Be sure to unscrew the top of the tube before putting the urine in. Be sure that the liquid falls between the two lines.

### Step 6:

Re-cap the urine specimen transport tube tightly.

