



## Instructions for Collecting and Shipping Urine Tests

### Kit Components - May be used for one or all of the urine tests

- One outer white cardboard sleeve
- One white Styrofoam box
- One freezer Ice-Brix gel pack (place FLAT in freezer)
- One urine collection cup (holds 70mL)
- One amber vial (Kryptopyrrole and Porphyrins tests only)
- One transparent biohazard zip-lock bag
- One absorbent packing material sheet
- One large FedEx Clinical Pak
- Test Requisition Form
- One large orange 3000 mL container (for 24hr or timed collections only)

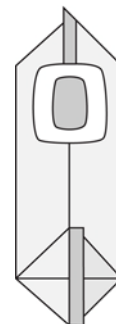
1. Send the sample Monday through Thursday for domestic shipments and Monday through Wednesday for international shipments. There will be **extra shipping charges applied for Saturday deliveries (Friday shipments)**, which may compromise the sample due to the lab not being open over the weekend.
2. Include physician or health care practitioner's approval in the space provided on the Test Requisition Form. A physician authorization can be attached to the requisition.
3. Save the outer white cardboard sleeve. Use it for shipping the sample back to The Great Plains Laboratory, Inc. (GPL).
4. Only use containers supplied by GPL to avoid contamination of specimens.
5. Females please do not collect samples during menstrual cycle.
6. Limit liquid intake starting at 6pm the night prior to collection to avoid sample dilution. Urine must be yellow in color, if urine is clear the sample is too dilute. Discard dilute sample, rinse collection cup in hot water only (no soap) and air dry, then recollect.
7. It is very important to collect and package the sample as instructed. If you have any questions, please call Customer Service at 913-341-8949, or email at CustomerService@GPL4U.com, or see our "For Patients" section online at [www.GPL4U.com](http://www.GPL4U.com) for FAQs.

### Testing Requirements (read before collection)

| Test   | Min Reqs:   | Items to Discontinue:   | Urine Collection:  | After Collection:  |
|--|-------------|---|--|--|
| <b>Organic Acids (70)</b><br><b>Microbial Organic Acids (21)</b> | 5 mL Urine  | Avoid apples, grapes, pears, and cranberries as well as their juices or products 24 hours before collection.  | Collect the first morning urine in the collection cup provided. Collecting sample prior to eating or drinking is preferred.  | Screw lid on tightly. Freeze until ready to ship. Ship with frozen gel pack.   |
| <b>Gluten / Casein Peptides</b>                                  | 5 mL Urine  | Avoid soy protein consumption for at least one week prior to testing (soy oil & lecithin may be consumed).  |  |  |
| <b>Uric Acid</b>   | 5 mL Urine  | None  |  |  |
| <b>Amino Acids (43)</b>  | 20 mL Urine | Discontinue any amino acid supplements 24 hours prior to collection.  |  |  |
| <b>Kryptopyrrole</b><br>(available in the US only)               | 8 mL Urine  | None  | Collect the first morning urine in the collection cup provided.  | Pour urine into the amber vial with ascorbic acid additive labeled "Kryptopyrrole". Screw lid on tightly. Invert vial 10 times. <b>Immediately freeze</b> until ready to ship. Ship with frozen gel pack.  |
| <b>Porphyryns</b>  | 10 mL Urine | The following drugs may interfere with the Porphyrins Profile and should be discontinued 72 hrs before collection: acriflavine, ciprofloxacin(Cipro), ethoxazene (Serenium), nalidixic acid (NegGram), norfloxacin (Noroxin), ofloxacin (Floxin), oxytetracycline (Terramycin), phenazopyridine (Prodiur, Pyridium, Urobiotic), sulfamethoxazole (Bactrim, Septra), tetracycline(Achromycin). | Collect the first morning urine in the collection cup provided.  | <b>Immediately</b> pour urine into the amber vial due to light sensitivity. Screw lid on tightly. Freeze amber vial until ready to ship. Ship with frozen gel pack.  |
| <b>Metal Urine (random)</b>                                      | 40 mL Urine | None  | Collect the first morning urine in the collection cup provided.  | Screw lid on tightly. Freeze until ready to ship. Ship with frozen gel pack.   |
| <b>24 Hour or Timed Urine</b>                                    | 40 mL Urine | None  | Begin collecting the 2nd urination of the day. Urinate into the large orange collection container. Continue collecting urine for 24 hours including the first urination of the next morning. Keep urine refrigerated in between voids. | Mix the urine in the orange container. Record the Total Volume on Test Requisition Form. Pour urine off into small urine collection cup. Screw on cap tightly. Only ship this small collection cup. Freeze until ready to ship. Ship with frozen gel pack. |

## Pediatric Collection Bag Instructions

Overnight collection is acceptable if using a pediatric collector. Follow the instructions below when using a pediatric urine collector. After collection, do not send the collection bag alone. You may put the entire bag into the collection cup or pour the urine directly from the bag into the collection cup.



1. To collect urine, separate infant's legs. Make sure perineal and pubic areas are clean and dry.
2. Peel off backing paper, exposing hypoallergenic adhesive.
3. For female use: Start from the bottom up with the adhesion at skin flap, separating vagina lips (labia) and work upward. Press firmly to skin surrounding the vagina (labia) with excess of bag toward the feet.
4. For male use: Position penis naturally through bag opening with excess of bag toward the feet. Press adhesive firmly to entire perimeter without puckering.
5. Reapply diaper directly over bag. (It is suggested that you cut hole in diaper and pull the pediatric collection bag through which will hold the bag securely in place. If necessary, you may place a second diaper on the outside of the first to prevent bag from irritating the skin.)

## Preparing and Shipping the Specimen Domestically

1. Fill out the Test Requisition Form - Please PRINT clearly. Fold and place the requisition in the outside pocket of the biohazard bag.
2. Print the patient's full name, time and collection date on the side of the urine cup.
3. Place urine specimen into the clear biohazard zip-lock bag along with the absorbent packing material sheet. Place frozen Ice-Brix gel pack into Styrofoam box. Place the urine sample(s) into the Styrofoam box. Place the Styrofoam lid on box and place in the outer cardboard sleeve.
4. Place the Styrofoam box in the FedEx Clinical Pak. Please take note of the shipping/tracking number in the event you would like to track the package.
5. Seal the FedEx Clinical Pak.
6. In the United States call FedEx at 1-800-463-3339 for pickup. Mention you have a prepaid bag for overnight delivery.

## Preparing and Shipping the Specimen Internationally (including Puerto Rico)

1. Fill out the following documents:
  - Test Requisition Form. Please fill out completely. PRINT clearly.
  - FedEx Shipping Airway Bill following the example on the last page of the test instructions. Please take note of the shipping/tracking number in the event you would like to track the package.
  - Commercial Invoice. Make 3 copies of the completed commercial invoice. THIS IS VERY IMPORTANT FOR GETTING YOUR PACKAGE THROUGH CUSTOMS.
2. Place urine specimen into the clear biohazard zip-lock bag along with the absorbent packing material sheet. Place frozen Ice-Brix gel pack into Styrofoam box. Place the urine sample(s) into the Styrofoam box. Place the Styrofoam lid on box and place in the outer cardboard sleeve. Place the Styrofoam box in the FedEx Clinical Pak.
3. Seal the FedEx Clinical Pak per instructions.
4. Peel off adhesive backing of the enclosed plastic pouch and attach to the outside of the FedEx Clinical Pak. Place all 4 copies of the commercial invoice in the pouch. Place the completed Airway Bill on top of the commercial invoices.
5. Call FedEx for pick up. You will get a significant discount on shipping costs by using our GPL FedEx discount. Make sure you check the FedEx shipping rates on the last page of these test instructions. Please fill out all the necessary forms so that the sample arrives to our lab within 48 to 72 hours. \* Charges will be applied to your bill upon receipt of specimen. Shipping charges vary depending on the country.

**\* SPECIAL NOTE:** The shipping rates listed are subject to change without previous notice due to the volatile international gas prices. GPL will not be held responsible for refunds in the event that the package is detained in customs or if any additional charges apply. If you modify the FedEx Airway Bill in any way you will incur a US\$200 additional charge on top of the shipping expenses.