

# Specimen Collection Guide

September 2023



Order Supplies at  
**Providers.SonoraQuest.com**

Access Detailed Collection Instructions at  
**SonoraQuest.com/Test-Directory**



**Sonora Quest  
Laboratories™**

A Subsidiary of Laboratory Sciences of Arizona

## Urine Culture

The container will keep bacterial colony counts constant during transport to the lab. It is for urine culture only. **Transport refrigerated.** Stable for 72 hours.

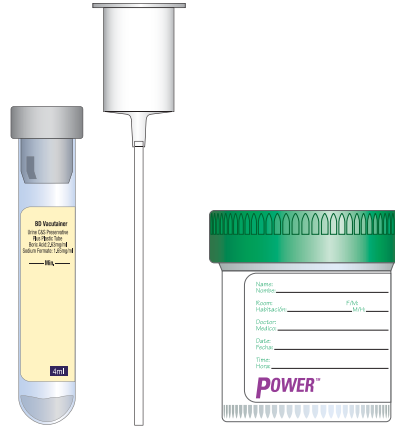
Supply #1838

Culture, Urine Routine

Test # 704705

Culture, Urine Catheterized

Test # 4647



## Urine Chemistry & Toxicology/Drug Screen Testing

The 10 mL Round Bottom Urine Tube improves efficiency and quality through our automation capabilities and should be used for urine chemistry and toxicology/drug screen testing. Order in combination with supply #10845 - Urine Transfer Straw. **Transport refrigerated.** If ordering a Urinalysis please see the 'Urinalysis' section.

Supply #23247

Urine Albumin, Random

Test # 9929

Urine Calcium, Random, Normalized

Test # 708342

Urine Creatinine, Random

Test # 2498

Urine Osmolality

Test # 9295

Urine Potassium, Random, Normalized

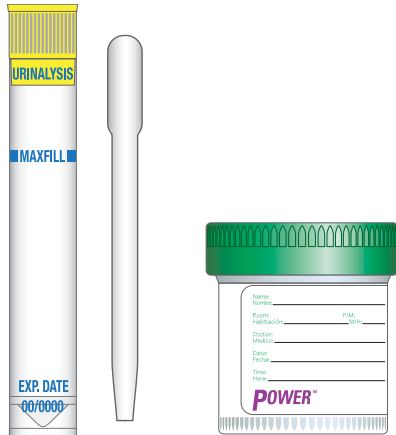
Test # 2497

Urine Protein, Random, Normalized

Test # 2482

Urine Sodium, Random, Normalized

Test # 2495



## Urinalysis

Urinalysis Preservative Tubes are stable for 72 hours from collection. **Transport refrigerated.** If ordering a Urogram w/Reflex to Culture, also include a Urine C&S tube (see 'Urine Culture' section above). If ordering urine chemistry or drug screen testing, please see the 'Urine Chemistry & Toxicology/Drug Screen Testing' section.

Supply Numbers:

Urinalysis Preservative Tube #20108

Pipette, Transfer w/Graduations #24196

Urogram

Test # 3305

Urogram w/Reflex to Culture

Test # 23305

Urogram w/Reflex to Culture (OB)

Test # 33305

Urogram w/Reflex to Microscopic

Test # 3300

Urogram w/Reflex to Microscopic and/or Culture

Test # 43305

Urogram w/Reflex to Microscopic and/or Culture (OB)

Test # 53305

## Ova & Parasite

The Total-Fix™ transport system is a single vial utilizing zinc sulfate, which provides parasite visualization without the need for two separate collection vials. Submit 5 grams minimum of stool submitted in each Total-Fix vial. Place stool into vial to bring the liquid level up to the black fill-line. Carefully mix the specimen with the spoon attached to the vial cap, tighten the cap and shake vigorously to ensure that the specimen is adequately mixed. Do not overfill. Specimens should be stored at **room temperature** until and during transport to the laboratory.

Supply #41373

Coccidia Exam

Test # 900834

Cyclospora/Cystoisospora

Test # 4644

Giardia Antigen

Test # 15338

Giardia/Cryptosporidium Exam

Test # 900007

Microsporidia Exam

Test # 3880

O&P (X1)

Test # 4792

O&P (X2)

Test # 74028



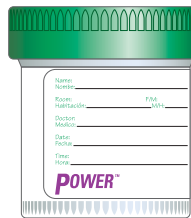
## Sterile Containers

Sterile fluids, tissues and sputum for culture, and stool samples for Clostridium difficile toxin assay may be submitted in this container. Nails, skin, scrapings and hair may be submitted for mycology studies. Specimens for mycobacterium (AFB) culture may be sent in these containers. Please refrigerate and bag specimens for AFB culture immediately after collection.

Supply Numbers:

Sterile Urine Cups #1789

Sterile Urine Bags (Pediatric) #938



AFB Culture and Smear

Test # 8173

Body Fluid Culture (Aerobic/Anaerobic)

Test # 4003

Body Fluid Culture (Aerobic Only)

Test # 900016

Clostridium difficile Toxin, EIA

Test # 9171

Dermatophyte (Fungal) Screen

Test # 907206

Parasite ID

Test # 4640

Semen Analysis

Test # 703640

Sputum Culture w/Gram Stain

Test # 4011

Tissue Culture (Aerobic/Anaerobic)

Test # 4180

Tissue Culture (Aerobic Only)

Test # 4178

Prescription Drug Monitoring: Contact your Account Manager for testing options

## Stool Culture

This transport media is designed to keep enteric pathogens viable during transport to the lab. Place stool into orange capped Para-Pak vial until red fill-line is reached and mix well to ensure preservation. Yersinia and Vibrio culture must be requested separately. Leave at **room temperature** until lab pick-up. Raw stool sample is unacceptable.

Supply #983

Stool Culture w/Shiga Toxin Evaluation

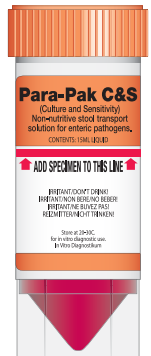
Test # 803107

Vibrio Culture

Test # 4058

Yersinia Culture

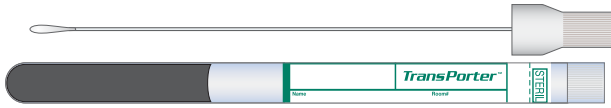
Test # 4660



### GC Screen Culture – Charcoal Transport

Supply #4590 Culture Swab (GC Only)

GC Screen Test # 4785 (Transport at room temperature)

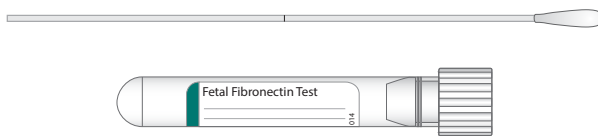


### Fetal Fibronectin

Refer to the instructions provided with the kit for collection and handling. **Transport at room temperature.**

Supply #8617

Fetal Fibronectin Test Test # 11986



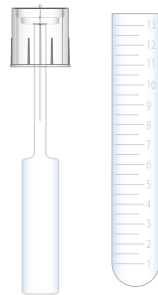
### Pinworm

The pinworm paddle or “swube” will capture eggs of *Enterobius Vermicularis* (pinworm) for microscope examination and subsequent identification.

Collect early morning just prior to morning routine. Do not use if package is not intact. Hold the paddle by the cap and remove it from the tube. Separate the buttocks and press the tacky surface against several areas of the perianal region. Replace the paddle in the tube for transport to the laboratory at **room temperature**.

Supply #1816

Pinworm Exam Test # 4620



### Wet Prep/Trichomonas Culture

Trichosel Broth - Use Dacron Swab. Transport at **room temperature**.

Supply #10618; Dacron Swab #1848

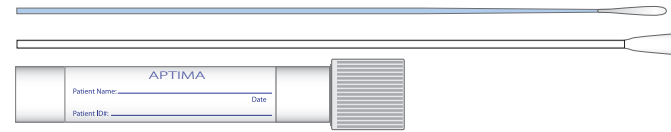
Culture, Trichomonas Test # 5575



### Aptima® Specimen Collection Kits (Transport at room temperature)

**Combo 2® Unisex Collection Kit** (Female Endocervical; Male Urethral)

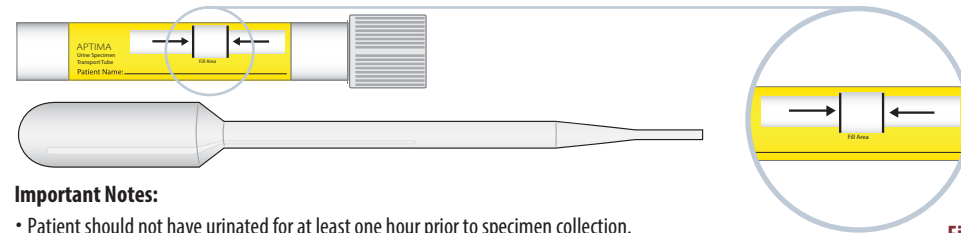
Supply #22127



#### Important Notes:

- The polyester fiber-tipped swab with the white shaft is for cleaning the cervical os **ONLY**. **DO NOT** use for collecting the patient specimen.
- The shaft of the blue collection swab **MUST** be broken at the score mark.
- Specimens containing no collection swab, any swab other than the supplied blue collection swab, cleaning swab, or an incorrectly broken shaft cannot be tested.

**Urine Collection Kit** (comes with pipette) - Supply #20122

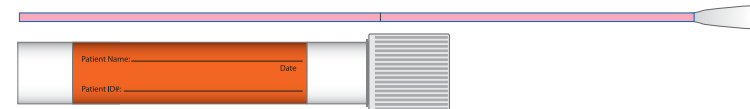


#### Important Notes:

- Patient should not have urinated for at least one hour prior to specimen collection.
- Direct patient to provide a **FIRST-CATCH** urine (20-30 mL) into a preservative-free collection cup.
- Transfer 2 mL of urine into the transport tube using the pipette provided.

**Fill tube between the black lines to prevent sample rejection.**

**Multitest Swab Collection Kit** - Supply #34893



#### Important Note:

- The shaft of the pink collection swab **MUST** be broken at the score mark.

Test Name	Test Code	Unisex (White Label)	Multitest (Orange Label)	Urine (Yellow Label)
Bacterial Vaginosis (BV), CT/NG, TMA	Test # 804207	No	Yes	No
Bacterial Vaginosis (BV), TMA	Test # 904765	No	Yes	No
Candida Vaginitis (CV), TMA	Test # 904766	No	Yes	No
Candida Vaginitis (CV)/Trichomonas vaginalis (TV), TMA	Test # 907303	No	Yes	No
Chlamydia trachomatis/N. gonorrhoeae, Aptima Device	Test # 904767	Yes	Yes	Yes
H. Simplex Virus, Type 1/2 mRNA TMA	Test # 905434	No	Yes	No
Mycoplasma genitalium (M-Gen), TMA	Test # 907271	Yes	Yes	Yes
STI Cervicitis Panel, TMA (CT/NG,TV, M-Gen)	Test # 804206	Yes	Yes	Yes
STI Male Urethritis, TMA (CT/NG,TV, M-Gen)	Test # 804205	Yes	Yes	Yes
STI Pelvic Inflammatory Disease, TMA (CT/NG,TV, M-Gen)	Test # 804203	Yes	Yes	Yes
Trichomonas vaginalis (TV), TMA	Test # 904768	Yes	Yes	Yes
Vaginosis/Vaginitis Plus, TMA (BV,CV,TV,CT/NG)	Test # 704763	No	Yes	No
Vaginosis/Vaginitis, TMA (BV,CV,TV)	Test # 803083	No	Yes	No

### InSure®, Fecal Immunochemical Test

Refer to the instructions provided with the collections kit for sample collection and handling. **Transport at room temperature.** A Sonora Quest Laboratories requisition must be included when submitting samples to the lab.

Supply #18067

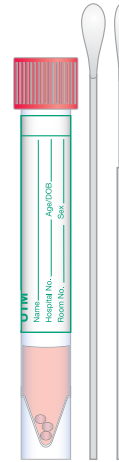
InSure® Fecal Globin by Immunochemistry Test # 11290



### Virus Culture (Including Herpes & Chlamydia)

This multipurpose transport medium is designed to maintain viability of viruses and chlamydia for culture. Please submit separate tubes for each test code ordered. When submitting for chlamydia culture, do not use swabs with wooden shafts, use a rayon / dacron swab. **Refrigerate** after specimen collection. Cannot be used for bacterial, fungal, AFB, or HPV cultures.

Supply Numbers:  
Viro Pak - Lesion, Genital, Throat (large swab) #20011  
Viro Pak - Nasopharyngeal (small swab) #20012



Herpes simplex Virus Type 1/2 DNA, Real-Time PCR Qualitative Test # 18921  
Herpes Culture without Typing Test # 7158  
Influenza A & B, Rapid Screen Test # 903345  
Influenza A/B and RSV, Qualitative, Real-Time PCR Test # 906336  
Mycoplasma/Ureaplasma Culture Test # 15409  
RSV Direct Stain (DFA) Test # 10384  
RSV, Rapid Screen Test # 903346  
Virus Culture, Varicella zoster/HSV & DFA Test # 8158

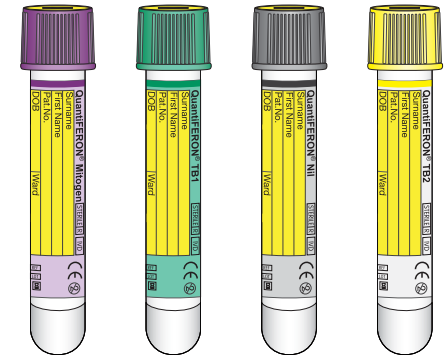
Source must be indicated on the requisition

### QuantiFERON® TB Gold Plus

Supply #40013  
If > 3350 ft. elevation order supply #38934 - High Elevation Tubes  
Test # 906935

Tubes must be collected in the order indicated below. Each tube must contain 0.8 - 1.2 mL of blood. Shake tubes up and down ten (10) times just firmly enough to ensure the entire inner surface of the tube is coated with blood. Submit to lab ASAP for incubation and specimen processing. Samples must be received within 12 hours of collection and incubated within 16 hours of collection. **DO NOT CENTRIFUGE. Transport at room temperature.**

Statewide: Do not collect on Sundays  
If in rural area, only collect Monday - Friday after 11 a.m.



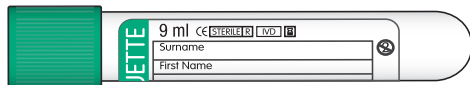
### T-SPOT®.TB

One **room temperature** 9 mL lithium heparin green-top tube. Pediatric sample volumes: <2 years - 2 mL; 2-10 years - 4 mL; ≥ 10 years - 6 mL. **Collect Monday - Friday ONLY. Do not collect on holidays or weekends.**

Do not spin or centrifuge samples. Do not refrigerate or freeze. Place sample in separate bag and apply the neon green T-SPOT label provided with your tubes to the outside of the specimen transport bag or tube. Lockbox use is not recommended, however, if necessary, configure the ice packs in an a-frame or lean-to formation.

Supply #38235

T-SPOT®.TB Test # 906927



### H. pylori Breath Test (≥3 years)

Refer to the instructions provided with the kit for patient preparation and collection. Note this test is not available for patients under 3 years of age. **Transport at room temperature.**

Supply #54537  
H. pylori Breath ID Kit Test # 902147

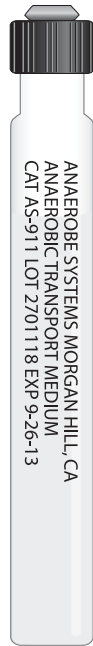
Stool testing also available.  
Supply #19222  
H. pylori Stool Collection Kit Test # 11939



### Anaerobic Cultures and Deep Wound Cultures

Transport medium for tissue, pus, aspirates, and deep wound cultures for anaerobes. Tissues, fluids and swabs for aerobic culture may also be transported in this transport medium. A gram stain is included. **Transport at room temperature.**

- Supply #1806
- Wound Culture Anaerobic/Aerobic  
Test # 4763
- Tissue Culture Anaerobic/Aerobic  
Test #4180
- Body Fluid Culture Anaerobic/Aerobic  
Test # 4003
- Source must be indicated on the requisition

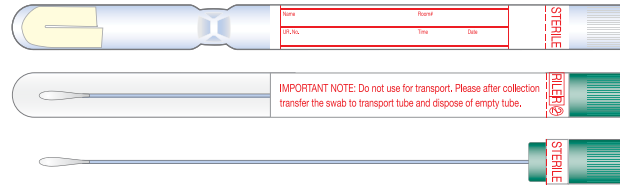


### Bordetella DNA, Qualitative, PCR

(Includes B. pertussis and B. parapertussis)

Mini-tip Swab with Liquid Amies. **Transport refrigerated.**  
Supply #19221

B. pertussis/parapertussis DNA Test # 901552

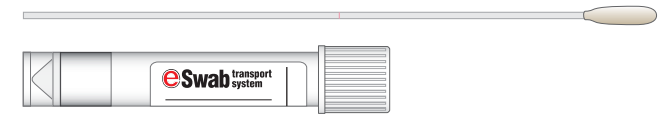


### eSwab - White-Cap Routine Culture Swab

These culture swabs are designed for routine bacterial cultures and provide a greater recovery of organisms for culture than previously supplied swabs. Specify SOURCE on requisition and keep at **room temperature** after collection. If submitting urine, discard swab and pour urine into eSwab tube. Rapid Strep cannot be tested from these culture swabs.

Note that the preferred sample for any culture is tissue, fluid, or pus. Large/moderate amounts of tissue and adequate volumes of pus or fluid should be submitted in a sterile container. Small pieces of tissue and low volumes of sterile body fluids should be submitted in supply #1806 - Anaerobic Transport Tube.

Supply #25784	Group A Strep Culture	Test # 4704
Ear Culture	Group B Strep Culture	Test # 4615
Eye Culture (Conjunctiva)	Health Panel (TEM-PCR™)	Test # 906142
Fungus Culture (Misc)	MRSA Screen Culture	Test # 901617
GI Panel (TEM-PCR™)	Viral Resp. Panel (TEM-PCR™)	Test # 906704
Genital Culture	Wound Culture (Aerobic)	Test # 4188
Gram Stain	Yeast Culture	Test # 907203



### SPS Vacutainer (Blood Culture Tubes)

Allow tubes to fill completely. Submit 2 tubes per culture. **Transport at room temperature.**

- Supply #2827 (8.3 mL tube)
- Culture, Blood (X1) Test # 4040
- Culture, Blood (X2) Test # 800006
- Culture, Blood (X3) Test # 800007



### Rapid Strep

2-swab collection device with Liquid Amies. **Transport at room temperature.**

Supply #10499  
Rapid Strep w/ Culture Reflex Test # 74119  
Source must be indicated on the requisition



### eSwab - Blue-Cap Mini-Tip Culture Swab

These culture swabs provide a greater recovery of organisms for culture than previously supplied swabs. Specify SOURCE on requisition and keep at **room temperature** after collection.

Supply #25785  
Culture, Nasopharyngeal Test # 4618  
Culture, Genital (Urethral) Test # 704713



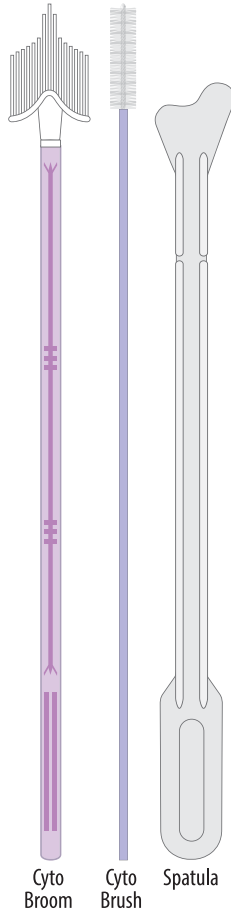
### ThinPrep®

Refer to the instructions provided with the collection kit for sample collection and handling. **Transport at room temperature.**

Supply Numbers:

ThinPrep® Vials w/Brushes/Spatulas (Kit of 25) #25777

ThinPrep Vials® w/Brooms (Kit of 25) #25778



Tests Available:

Age Based Screening

Pap, ThinPrep

HPV mRNA

HPV Genotypes 16, 18/45

Chlamydia trachomatis, ThinPrep® Vial

N. gonorrhoeae, ThinPrep® Vial

Chlamydia trachomatis/N. gonorrhoeae, ThinPrep® Vial

T. vaginalis, ThinPrep® Vial

A wide variety of reflex testing is available off the ThinPrep® vial. Please contact your Account Manager or visit [SonoraQuest.com](http://SonoraQuest.com) for a comprehensive listing.

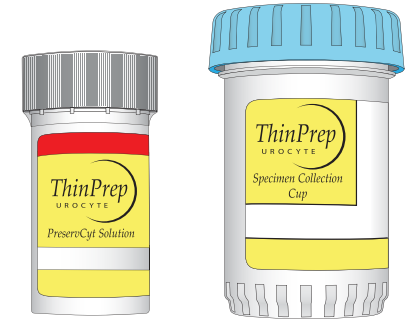
### UroCyte (UroVysion) Collection Kit

Preserves urine specimens for cytological examination to determine bladder cancer recurrence.

Refer to the "Instructions For Use" included with the collection kit for specimen collection. **Transport refrigerated.**

Supply #19343

FISH: Vysis® UroVysion, Bladder Test # 3462



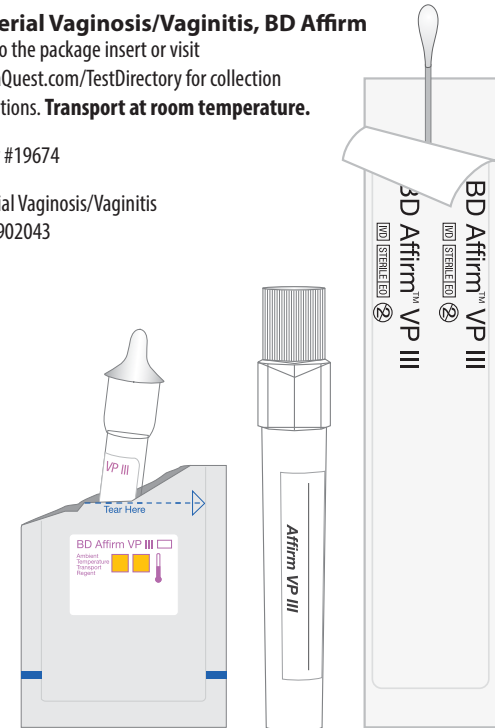
### Bacterial Vaginosis/Vaginitis, BD Affirm

Refer to the package insert or visit [SonoraQuest.com/TestDirectory](http://SonoraQuest.com/TestDirectory) for collection instructions. **Transport at room temperature.**

Supply #19674

Bacterial Vaginosis/Vaginitis

Test # 902043

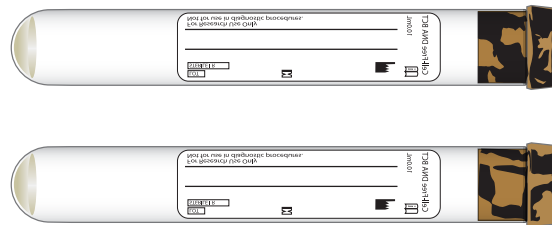


### QNatal Black/Tan-Top Streck Cell Free Tubes (2 per pack)

For use with QNatal Advanced Non-Invasive Prenatal testing ONLY. **Transport at room temperature.**

Supply #27859

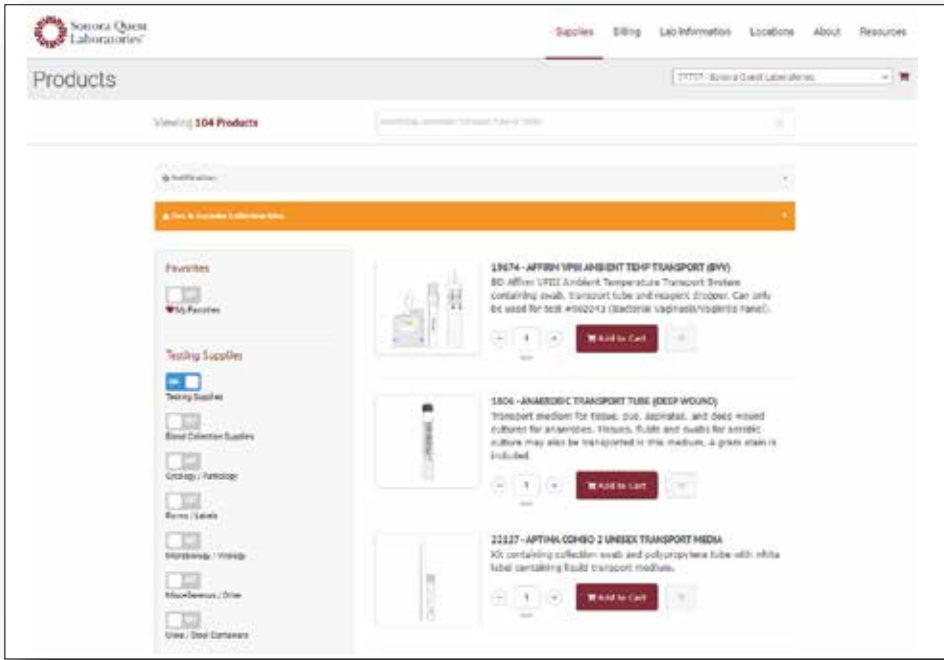
QNatal™ Advanced Noninvasive Prenatal Screening (NIPS) Test # 906553



## ORDERING SUPPLIES

Necessary supplies and containers for submission of specimens are provided at no additional charge. The laboratory will provide centrifuges to clients upon request. **Supplies will be provided by Sonora Quest Laboratories for the purpose of collection and transportation of specimens referred to us for analysis. Sonora Quest Laboratories WILL NOT provide supplies for any other purposes.** Such limitations are necessary to comply with applicable laws. Your acceptance of these supplies is an acknowledgment of your agreement to the above conditions.

Order supplies through our Provider Portal at [Providers.SonoraQuest.com](http://Providers.SonoraQuest.com).



- Includes supply images for quick reference
- Save your most commonly ordered supplies as favorites
- Access prior orders for ease in placing reorders
- Utilize the search functionality and category filters

Supplies will be delivered by courier usually within 48 hours of receiving the order. You will receive a copy of your request with your order indicating the amount supplied. For questions regarding supplies please contact our warehouse at the following numbers: **Phoenix: (602) 685.5264 – Toll-free (800) 766.6721, ext. 5264; Tucson: (520) 784.8004 - Toll-free (800) 266.8101.**

Supplies can also be obtained by:

- Faxing a Client Supply Request Form (sample below) to **(602) 685.5402** in Phoenix, or **(520) 296.5607** in Tucson.
- Requesting them through our Quantum™ Lab Services Manager system.
- Giving a Client Supply Request Form to your Sonora Quest Laboratories courier (do not submit in specimen bags).

The image shows a 'CLIENT SUPPLY REQUEST' form from Sonora Quest Laboratories. It includes a header with the company logo and contact information for Phoenix and Tucson. The form has fields for 'Date', 'Time', 'Order Requested By', 'Phone', and 'Order Taken By'. Below this is a 'SPECIAL INSTRUCTIONS' section and a large table with columns for 'QTY', 'LMB', 'Stock #', 'Description', and 'QTY', 'LMB', 'Stock #', 'Description'. The table is divided into several categories:
 

- BLOOD COLLECTION SUPPLIES**: Includes items like 'Standard Top Serum Tube', 'Serum Transport Cap', 'Serum Separator', etc.
- CITRINATE SUPPLIES**: Includes 'Shake Buffer 10 mL', 'Shake Buffer 20 mL', etc.
- IMMUNOLOGY SUPPLIES**: Includes 'Immunology Transport Tube', 'Immunology Transport Cap', etc.
- BRISQ/HAEMAS SUPPLIES**: Includes 'Immunology Transport Tube', 'Immunology Transport Cap', etc.
- CONTRASTS**: Includes 'Laser Print Paper', 'Laser Paper', etc.
- CONSUMABLES**: Includes 'Laser Print Paper', 'Laser Paper', etc.
- CONSUMABLES**: Includes 'Laser Print Paper', 'Laser Paper', etc.










 At the bottom, there is a 'GENERAL SUPPLY POLICY' section with detailed terms and conditions regarding supply availability and ordering procedures.

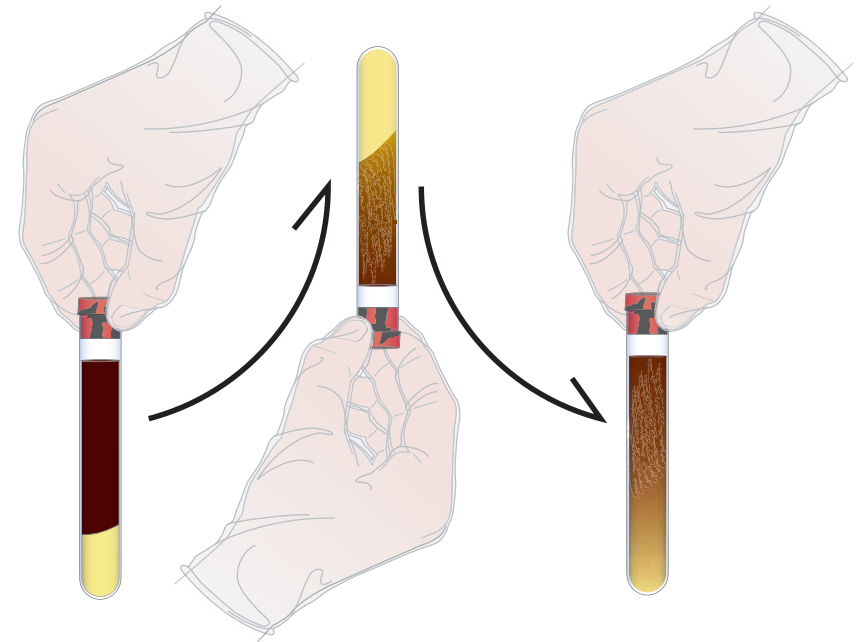
To obtain access to Quantum or to request Client Supply Request forms, please contact your Account Manager or our Sales Support Department at **(602) 685.5285 - Toll-free (800) 766.6721, ext. 5285.**

# Processing Tubes

The vacuum blood collection tube does not fill completely to the stopper, but only to the required level. Proper dilution of the blood and additive in the tube is critical. Be sure that each tube is allowed to fill until the blood flow stops. If unsure, wait an additional 1-2 seconds before removing the tube from the holder and withdrawing the needle from the arm. Improperly filled tubes will be rejected by the laboratory, and the sample must be redrawn to ensure accurate results.

**REMEMBER:** Always check the expiration date on tubes prior to collection. Expired tubes will NOT be processed by the laboratory, and the sample must be redrawn to ensure accurate results.

ORDER OF DRAW	MIX BY INVERTING	ADDITIVE	EFFECTS OF UNDER-FILLING
	8 to 10 TIMES	• Sodium Polyanethol Sulfonate (SPS) <i>(Use for Blood Cultures)</i>	Reduces the recovery of microorganisms that could potentially be lethal to the patient
	3 to 4 TIMES	• 0.105M Sodium Citrate (3.2%)	Coagulation results are erroneously prolonged. (A completely filled tube is required.)
	5 TIMES	• None	Quantity not sufficient to perform testing.
	8 to 10 TIMES	• Gel Barrier Tube	Poor barrier formation; insufficient sample.
	8 to 10 TIMES	• Sodium Heparin • Lithium Heparin	Erroneous results due to excessive heparin.
	8 to 10 TIMES	• Liquid K <sub>3</sub> EDTA • Spray-dried K <sub>2</sub> EDTA (Plus)	Erroneously low blood cell counts and hematocrits; morphologic changes to RBCs; staining alterations.
	8 to 10 TIMES	• Spray-dried EDTA K <sub>2</sub> (PPT)	Quantity not sufficient to perform testing.
	8 to 10 TIMES	• Sodium Fluoride	Clotting of specimen.
	8 to 10 TIMES	• Acid Citrate Dextrose (ACD) <i>(Do Not Use For Blood Cultures)</i>	Erroneous results due to changes in cell morphology.



## WHY?

- Most tubes contain an *ADDITIVE* or *CLOT ACTIVATOR* that needs to be mixed with the blood sample.
- Tubes with anticoagulants such as EDTA need to be mixed to ensure the specimen does not clot.

## HOW?

- Holding tube upright, gently invert 180° and back.
- Repeat movement as prescribed for each tube.

## WHEN?

- Immediately after drawing.

## CONSEQUENCES IF NOT MIXED —

- Tubes with anticoagulants will clot.
- SST tubes may not clot completely.
- Specimen will often need to be redrawn.



# Labeling Specimens

The image shows a hand holding a white marker with a blue tip, writing on a white specimen tube. The text written on the tube is "Jones, Mary 6-05-83". A black circle highlights the text. In the background, there is a laboratory order form from Sonora Quest Laboratories. The form includes patient information: Acct. No. 12345, 321/578; John, Doe, MD; 4567 Good Neighbor Way, Suite 2; Phoenix, AZ 85001; 602-555-5555; A123450987. It also shows a date collected of 10/30/02, patient name Jones, Mary, W, and date of birth 6/05/83. The form has various checkboxes and fields for medical history, insurance, and testing options.

**Important reminder: 2 identifiers needed on all specimen tubes and containers, including liquid based PAP Vials and Biopsy Bottles.**

Per College of American Pathologist (CAP) regulations ANP.11460, CYP. 03300 and Gen.40491, all primary specimen containers (the innermost container submitted to Sonora Quest Laboratories that contains the specimen to be tested) MUST be labeled with two patient identifiers.

Patient identifiers include (in order of preference) but are not limited to:

- Patient Name (First and Last)
- Requisition Number or Bar Code Label
- Patient Date of Birth
- Unique Patient Identifier

Patient identifiers on the specimen container and the laboratory order form must match in order for the specimen to be processed. Please make sure to include the date and time of draw directly on the specimens for timed testing. Patient identifiers on specimen bags do not satisfy CAP requirements and cannot be used by Sonora Quest Laboratories.

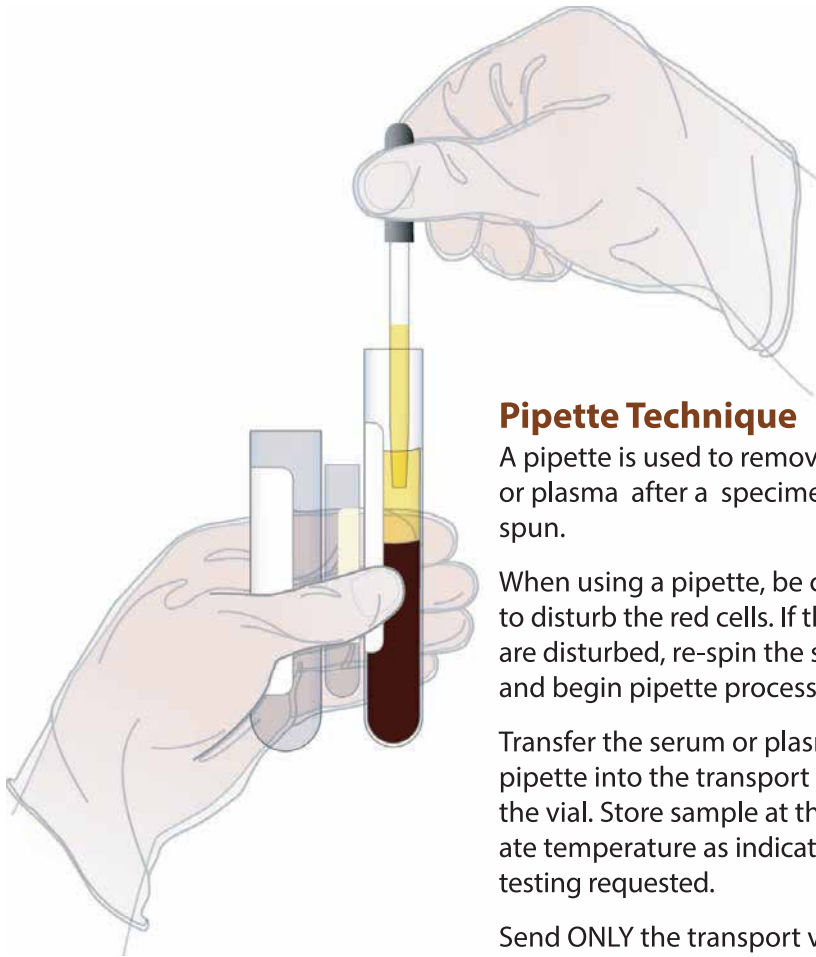
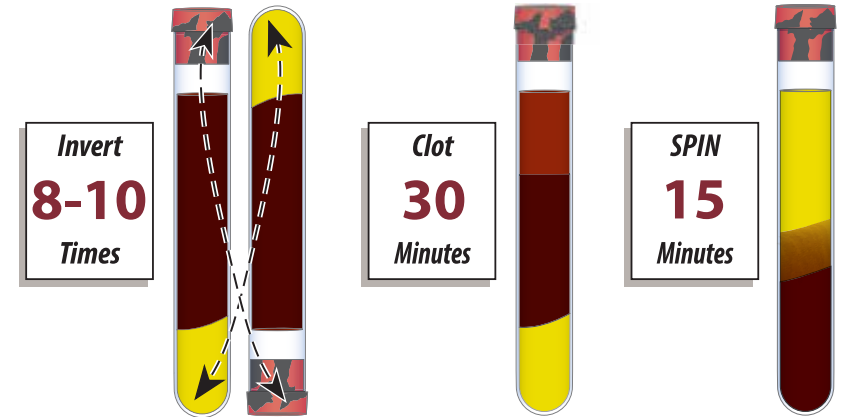
Thank you for your assistance in ensuring that CAP requirements are being met.

## Specimen Integrity

An unspun or poorly spun specimen allows the cells to come into contact with the serum or plasma. Metabolic changes occur until the specimen is properly spun. Delay in processing changes the composition of the specimen and could cause erroneous values.

## Centrifuge Operation

3000 RPM is the common speed under most circumstances. The majority of samples require 10 – 15 minutes of centrifugation.



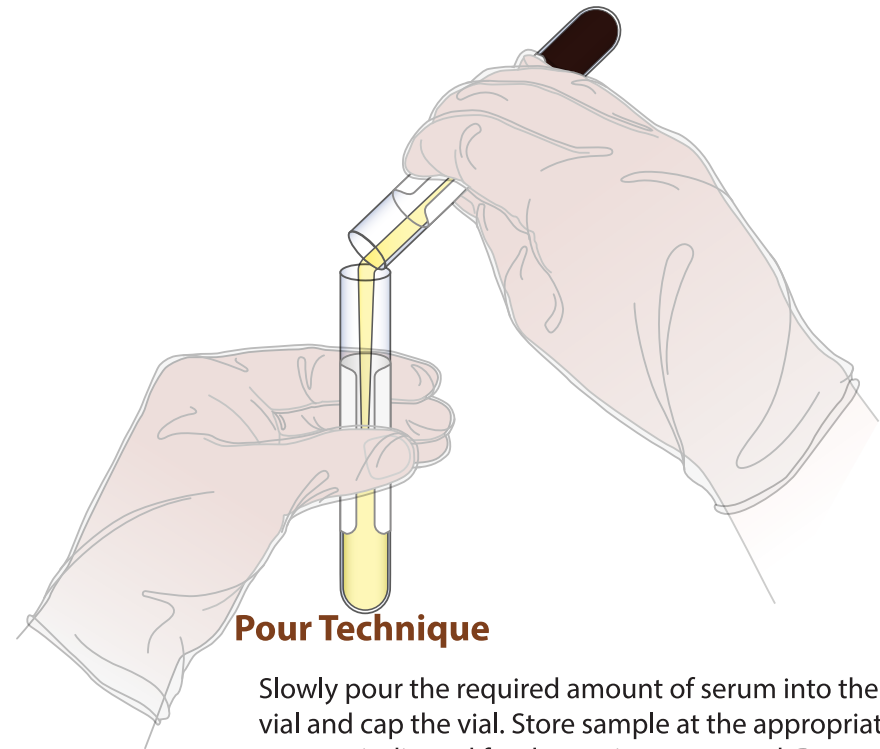
### Pipette Technique

A pipette is used to remove the serum or plasma after a specimen has been spun.

When using a pipette, be cautious not to disturb the red cells. If the red cells are disturbed, re-spin the specimen and begin pipette process again.

Transfer the serum or plasma from the pipette into the transport vial and cap the vial. Store sample at the appropriate temperature as indicated for the testing requested.

Send **ONLY** the transport vial to the laboratory for testing. **DO NOT** send the original tube.



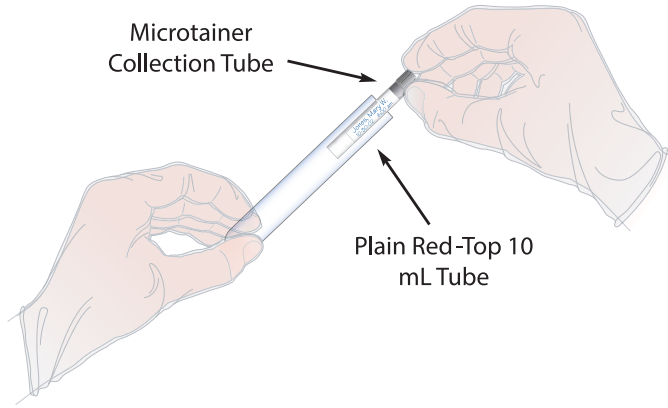
### Pour Technique

Slowly pour the required amount of serum into the transport vial and cap the vial. Store sample at the appropriate temperature as indicated for the testing requested. Do not pour a sample without a gel barrier into a specimen transport vial.

Using the pipette technique is the appropriate method to remove serum or plasma from a non-gel barrier tube. Send **ONLY** the transport vial to the laboratory for testing. **DO NOT** send the original tube.

## Microtainer Tubes

- Place microtainer collection tube into a plain red-top 10 mL tube.
- Cap the plain red-top 10 mL tube. Make sure the microtainer AND the plain red-top tube are labeled with the patient's name and second identifier.



## Frozen Samples

- **DO NOT FREEZE GLASS TUBES!**
- Never leave frozen samples in your lock box unless they are stored in our ConstanTemp Frozen Specimen Totes. Order totes at [Providers.SonoraQuest.com](http://Providers.SonoraQuest.com) or by contacting our Logistics Department at 602.685.5052 or 520.886.8101. However, to ensure specimen stability, it is recommended that frozen samples be stored frozen in your office for pick up on the following business day rather than being left in a lock box.
- Make sure frozen samples are labeled with the patient name and a second identifier, date drawn, sample type (serum, plasma, etc.), and, if timed testing, label each sample with collection times (fasting, 30 minutes, etc.).
- Check specimen requirements to see if serum or plasma needs to be aliquotted into a plastic vial prior to freezing.



**Extra Specimens Cause  
Extra Phone Calls**



**Please DO NOT Send  
Extra Specimens**

Please ensure that specimens and requisitions are bagged together and prepared for transport prior to requesting courier pick up in order to prevent unnecessary delays. Call Sonora Quest Laboratories Courier Dispatch for pick up.



**Phoenix:**  
602.685.5052

**Tucson:**  
520.296.0205

**Flagstaff:**  
928.774.2837

## Submission of Laboratory Orders

All tests submitted under a single order number are required to be collected on the same day, which is considered the date of service by government payors. Order numbers may not be used more than one time. Please use the following guide to assist in the ordering process used by your office:

IF	THEN
All samples are to be collected in your office on the same day	Submit all testing requested under a single order number
Only some of the samples will be collected in your office on the same day, and the patient will have the remainder collected by a Patient Service Center or other facility	Submit using 2 order numbers - 1 for the samples being collected in your office and 1 for the samples to be collected at a later time
None of the samples will be collected in your office - patient is being sent to a Patient Service Center	Submit the testing requested under a single order number; if any samples are unable to be collected (urine, fasting, etc.), they will be assigned to a separate order number by the Patient Service Center staff

Please note that orders received by the laboratory that do not include all necessary samples for the testing requested will be managed using the following process:

IF	THEN
A single order is received and only some of the samples are submitted to the laboratory	The order will be held open until all samples for the day are processed; if all samples are not received, the tests with no samples will be cancelled with the notation of "no sample received"
Samples from the example above are sent to the laboratory after the initial order has reported and the testing was cancelled	A new order will be created using the provided collection date; testing will be performed and reported