

# Blood collection instructions

## Materials needed for collection

- ▶ requisition form
- ▶ forensic blood collection kit
- ▶ courier exempt human specimen over-wrap



1. Verify the donor with a government-issued photo ID. (driver's license, state ID, passport)
2. Record the donor information on the requisition form.
3. Using one of the provided gray top Vacutainer tubes, execute blood draw following local Standard Operating Procedure. Discard the second Vacutainer tube if not needed.
4. Peel the long chain-of-custody label from the requisition form and affix over the cap of the transport tube. Have the donor initial and date the seal. **Failure to place label over the cap will result in a "Rejected Specimen"**.
5. Have the donor print, sign and date the donor consent certification on the requisition form.
6. The collector should print, sign and date the collector certification on the requisition form.
7. Place the specimen tube(s) into the plastic tube holder.
8. Remove the adsorbent paper from the specimen bag and drape it over the tube between the two halves of the plastic tube holder.
9. Place the plastic tube holder in the specimen bag and seal the bag.
10. Place the requisition form and specimen bag into the exempt human specimen-labeled transport box and seal the box with the box seal sticker.
11. Place the transport box into the courier's exempt human specimen overwrap shipping bag. Contact your courier for pick-up.

