



SAMPLE COLLECTION REQUIREMENT AND POLICY

BEFORE YOU COLLECT

1. Requests are to be made with Hong Kong Cytogenetics and Medical Genetics Centre Limited (HKCMGC) in advance.
2. Complete the appropriate Requisition Form.

COLLECTION & SHIPPING LOGISTICS

1. Specimen container(s) must be placed in a plastic bag, and requisition form placed at side pocket.
2. Requisition form and specimen container(s) must be labelled correctly to prevent errors in results reporting.
3. Unlabeled or mislabeled specimens will cause unnecessary delay and may result in specimen being rejected by the laboratory.
4. The information on the requisition form and the specimen container(s) must match.

Specimen container labeling must contain at least two identifiers of the following information:

- Patient's full name
- HKID number/Travel document number
- Date of birth

Requisition form must include the following information:

- Patient's full name
- Age or date of birth
- Ethnicity
- Patient's sex (male or female)
- Patient's identification number (HKID or Passport No.)
- Date and time of collection
- Name and signature of physician or referring lab or other authorized person requesting test
- Name and address of clinic or referring laboratory
- Specimen type
- Test requested
- Indication for testing

5. Please refer to page 3 for Specimen Requirement.
6. Specimen should be collected and shipped at room temperature. Never frozen.
7. Arrange delivery to HKCMGC as early as possible.
 - a. **Same day collection/delivery:** Store specimen at room temperature
CTC and Liver Cancer Biomarker samples must be delivered to HKCMGC on the same day
 - b. **Next-day collection/delivery:** If pick-up cannot be arranged on the same day, store specimen at 4°C.
NEVER store samples in freezer
8. Deliver to: Hong Kong Cytogenetics and Medical Genetics Centre Limited
Room 04, 11/F, Fook Hong Industrial Building, Kowloon Bay, Hong Kong
9. Specimen may be rejected if
 - a. Improper specimen type is submitted
 - b. Insufficient volume for cytogenetic/molecular testing
 - c. Clotted, hemolyzed, leaky or frozen

TIME ACCEPTED

A) Delivery Time to HKCMGC

Monday to Friday: 9:00 am to 5:00 pm
Saturday: 9:00 am to 12:00 noon

B) Pick up Time by HKCMGC Staff

Monday to Friday: 9:00 am to 4:00 pm
Saturday: 9:00 am to 11:00 am

Inform us at 2133-8336 when samples are ready for pick up.

IMPORTANT CONSIDERATIONS FOR BLOOD COLLECTION

1. If winged butterfly set is used, use a discard tube to get rid of dead volume before drawing the first tube.
2. If only ACD Solution B tube is required (only Circulating Tumor Cells test is ordered), discard the first 2 ml using a discard tube
3. Tubes with additives **MUST** be thoroughly mixed by gently inverting 10 times. Erroneous test results may be obtained when the blood is not thoroughly mixed with the additive.



ORDER OF DRAW

1. Blood collection tubes must be drawn in a specific order to avoid cross-contamination of additives between tubes.
2. **Specific to the specimen type received at HKCMGC**, the order of draw for multiple sample collection from a single venipuncture is:

Tube	Color of cap	Additive/Anticoagulant	Order of Draw
Plain or empty tube	Red	None	1
Heparin	Green	Sodium/Lithium Heparin	2
EDTA	Purple	EDTA	3
ACD	Yellow	Acid Citrate Dextrose	4

3. Please refer to the standard guideline for the correct order of draw if additional tube types are required. Or contact us if you are unsure.

ADDITIONAL INFORMATION ON TURN-AROUND-TIME (TAT) AND REPORT

1. For charges and Turn-Around-Time of each test, please refer to the Price & TAT menu.
2. Report will be mailed or delivered to the referring doctor on the requisition.

ENQUIRIES

HKCMGC Reception Tel: 2133-8336, Fax: 3116-0488

Dr. Cornelia Man Direct line: 2133-6966



SAMPLE REQUIREMENT

Test Code	Clinical Test	Sample	Requirement
Array CGH/ Microarray			
AC01	Array CGH/Microarray (4x180k)	EDTA Blood	3-5 ml
Cancer Biomarker Multiplex Screening			
BM01	Liver Cancer Biomarker Multiplex Screening Testing	Blood - Clotted	4-6 ml
Circulating Tumor Cells (CTC)			
CTC	Circulating Tumour Cells	ACD Solution B	6ml
Karyotyping & Array CGH/ Microarray			
FSA01	Infertility & Recurrent Miscarriages Test	Heparin Blood & EDTA Blood	3-5 ml each
Karyotyping, Array CGH/ Microarray & PCR			
ASD01	Integrated Tests for Autism	Heparin Blood & EDTA Blood	3-5 ml each
MFT01	Male Infertility Test		
Karyotyping			
KT01	Karyotyping	Heparin Blood	3-5 ml
NGS (Next Generation Sequencing)			
NG01	Comprehensive Cancer Panel	EDTA Blood	3-5 ml
NG02	Breast Cancer Panel		
NG03	Colorectal Cancer Panel		
NG04	Lung Cancer Panel		
NG05	Clinical Full Exome Panel		
NG06B	Familial Cardiovascular Diseases Panel		
NG06C	Specific Cardiovascular Disease Screening		
NG07	Categorized Inherited Diseases		
NG08	Full Inherited Disease Panel		
NG09	Autism, ADHD & Asperger's Disorder Screening		
NG10	Metabolic Diseases Panel		
NG11	Sensory Diseases Panel		
NG12A	Neurological Diseases Panel		
NG12B	Parkinson's Disease, Alzheimer's Disease and Dementia Screening		
NG13	Endocrine Disease Panel		
NG14	Renal Diseases Panel		
NG15A	DNASalute™ - Comprehensive Health Assessment		
NG15B	DNASalute™ - Comprehensive Health Assessment (for HKID holder)		
NG16A	DNASalute™ - Weight Management and Physiogenomics		
NG16B	DNASalute™ - Weight Management and Physiogenomics (for HKID holder)		
NG17A	DNASalute™ - Nutrition, Diet Impact, and Metabolic Profiles		
NG17B	DNASalute™ - Nutrition, Diet Impact, and Metabolic Profiles (for HKID holder)		
NG18A	DNASalute™ - Anti-aging Parameters, Stress Tolerability & Longevity		
NG18B	DNASalute™ - Anti-aging Parameters, Stress Tolerability & Longevity (for HKID holder)		
NG19A	DNASalute™ - Any 1-3 categories package		
NG19B	DNASalute™ - Any 1-3 categories package (for HKID holder)		
NG20	Mitochondrial Diseases Panel		
NG21	Osteoporosis Panel		
NG22	Chronic Oxidative Stress and Inflammation Panel		
NG23	Anti-aging, Metabolic Profiles and Stress Tolerability Panel		
NG99	Other Specific Cancer		
PCR-Based			
PC07	Thrombophilia Mutation Screening	EDTA Blood	3-5 ml
PC95	Triplet Nucleotide Repeats (<i>Spinocerebellar Ataxia</i>)		
PC96	PCR-Sanger Sequencing 4 Sites (any gene)		
PC97	PCR-Sanger Sequencing 3 Sites (any gene)		
PC98	PCR-Sanger Sequencing 2 Sites (any gene)		
PC99	PCR-Sanger Sequencing 1 Site (any gene)		
PCPM	PCR-MLPA		
PCPP	Paternity Test		
PCPQ	Paternity Test (Legal Use)		
PCPR	PCR-Reverse Dot Blot (α/β <i>Thalassemia</i>)		
PCPT	PCR-Tri-Nucleotide repeats (<i>Fragile X</i>)		
PCYM	Y Chromosome Microdeletion Test		
Protein Assay			
ET01	Senescence- Associated β -galactosidase	EDTA Blood	3-5 ml

please contact the lab for confirmation and arrangement before ordering