



**NINDS PREDICT-HD:  
Sample Packaging and Shipment to Coriell –International Sites**

**Sample Collection**

- **DNA Yellow Top ACD Blood Tube**  
**(AMBIENT SHIPMENT; BASELINE COLLECTION ONLY)**
- **Frozen PAXgene Tubes (FROZEN SHIPMENT)**
- **Frozen Red Top Whole Blood Tube (FROZEN SHIPMENT)**
- **Frozen Green and Lavender Top Plasma Tubes (FROZEN SHIPMENT)**
- **Frozen 5 ml Orange Screw Top Urine Tube (FROZEN SHIPMENT)**
- **Frozen 50 ml Polypropylene Vial Urine Tube (FROZEN SHIPMENT)**

**The following items may be part of frozen shipments**

- **Frozen 1.5 ml aliquots of CSF (FROZEN SHIPMENT)**

**IMPORTANT!**

**FROZEN SHIPMENTS MUST BE SCHEDULED FOR DELIVERY TO ARRIVE AT  
CORIELL TUESDAY THROUGH THURSDAY**  
**No more than five Tyvek envelopes included per shipping container**

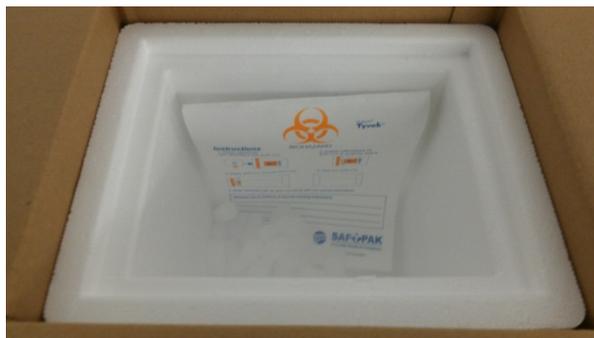
**AMBIENT SAMPLES MAY BE SHIPPED MONDAY-FRIDAY (PREFERABLY  
MONDAY-THURSDAY) PROVIDED THEY ARE RECEIVED AT CORIELL WITHIN 5  
DAYS OF COLLECTION**

**Sample Packaging and Shipment Instructions**

1. Contact FedEx to confirm service is available and schedule package to be picked up.
2. Notify Coriell of shipment by emailing [ninds@coriell.org](mailto:ninds@coriell.org) (preferred) or faxing (856) 966-5067 a copy of the completed Sample Record Summary and Shipment Notification Form.
  - **DNA Yellow Top ACD Blood Tube**  
**(AMBIENT SHIPMENT; BASELINE COLLECTION ONLY)**
3. Insert yellow top ACD tube in the foam-lined plastic box and close securely.
4. Place the plastic container into the clear plastic bag and seal. Enclose this sealed bag in the cardboard shipping container.
5. Apply the UN3373 label to the outside of the cardboard container.
6. Place the cardboard shipping container and the completed Sample Record Summary and Shipment Notification Form in the FedEx Clinical Pak, making sure the UN3373 label is visible through the Clinical Pak, and seal according to the instructions on the envelope.



7. Complete the “From” portion of the provided FedEx air waybill by filling in your name, address and phone number. FedEx is likely to reject or return your shipment without this information.
8. Complete “**USDA International Declaration Letter Template Human Blood**” (See **Appendix A**). This form is required for samples to pass through US Customs. If not completed and attached, your shipment may be delayed or returned.
  - a. Copy the entire template onto your institution’s letterhead paper.
  - b. Please enter the total number of Vacutainers on the sheet and also sign the form.
  - c. This **must** be placed on the outside of the package and should be in the same pouch as the air waybill.
9. Apply completed FedEx air waybill to outside of package and arrange for FedEx pick up.
10. Ship the sample to Coriell on the day of collection. If sample cannot be shipped the same day as collected, hold at room temperature until shipping can be arranged. Sample must be received at Coriell within 5 days of collection.
- **Frozen PAXgene Tubes (FROZEN SHIPMENT)**
- **Frozen Red Top Whole Blood Tube (FROZEN SHIPMENT)**
- **Frozen Green and Lavender Top Plasma Tubes (FROZEN SHIPMENT)**
- **Frozen 5 ml Orange Screw Top Urine Tube (FROZEN SHIPMENT)**
- **Frozen 50 ml Polypropylene Vial Urine Tube (FROZEN SHIPMENT)**
- **Frozen 1.5 ml aliquots of CSF – if applicable (FROZEN SHIPMENT)**
11. Insert PAXgene, red-top whole blood, green-top and lavender-top plasma tubes and orange, screw-top urine vial into bubble-wrap slots. Wrap 50 ml polypropylene urine vial within the bubble-wrapped tubes.
12. Place all frozen samples in the provided clear plastic biohazard bag (do NOT remove the absorbent material found in the bag) and seal according to the instructions on the bag. Insert this into the white Tyvek biohazard envelope and seal according to the instructions on the envelope.
13. Place envelope(s) upright in the provided Styrofoam-lined shipping carton (Thermal 350), as shown below:





**IMPORTANT!**

**Thermal 350 Styrofoam-lined Shipping Carton May Hold Up To 5 Tyvek Envelopes**

**OPTIONAL: IF CSF is also collected,**

14. Place all frozen 1.5 ml aliquots of CSF in the provided cardboard cryobox. Label the outside of the cryobox with the subject ID (four digit number on specimen labels).
15. Place the cryobox in the clear plastic biohazard bag (do NOT remove the absorbent material found in the bag) and seal according to the instructions on the bag. Insert this into the white Tyvek biohazard envelope and seal according to the instructions on the envelope.
16. Place envelopes upright and side-by-side in the provided Styrofoam-lined shipping carton, as shown below:



17. **FILL** the remaining space in the shipping carton with up to 40 lbs of dry ice, ensuring ice surrounds the envelope and reaches the top of the carton, as shown below:



18. Place the completed Sample Record Summary and Shipment Notification Form in the package, replace the lid on the Styrofoam carton, and close and seal the outer cardboard shipping carton with packing tape.

**IMPORTANT!**

**Complete the required fields on the FedEx air waybill and Class 9 Dry Ice label, or FedEx may reject or return your package.**



19. Complete the FedEx air waybill with the following information
  - a. Section 1, "From": fill in your name, address and phone number
  - b. Section 6a, "Special Handling": under "Does this shipment contain dangerous goods?" check the boxes for "Yes, Shipper's Declaration not required" and "Dry Ice". Enter the number of packages (1) x the net weight of dry ice in kg.
  
20. Complete the Class 9 UN 1845 Dry Ice label (black and white diamond) with the following information:
  - a. Your name and return address
  - b. Net weight of dry ice in kg
  - c. Consignee name and address: Coriell Institute, 403 Haddon Ave, Camden, NJ 08103
  - d. Do not cover any part of this label with other stickers, including pre-printed address labels.
  
21. Apply all provided warning labels and the completed FedEx air waybill to outside of package, taking care not to overlap labels.
  
22. Complete "**USDA International Declaration Letter Template Human Biospecimens**" (See **Appendix B**). This form is required for samples to pass through US Customs. If not completed and attached, your shipment may be delayed or returned.
  - a. Copy the entire template onto your institution's letterhead paper.
  - b. Please enter the total number of Vacutainers on the sheet and also sign the form.
  - c. This **must** be placed on the outside of the package and should be in the same pouch as the air waybill.
  
23. Hold packaged samples in -80°C freezer until time of FedEx pick-up/drop-off.



**Appendix A**  
**USDA International Letter Template Human Blood**

**Instruction: Please copy the following information onto your institutional letterhead paper, and then follow step 8 on this SOP.**

Detailed description of material:

Human blood specimens

# of glass 10ml Vacutainers \_\_\_\_\_

Human material containing no animal material.

Material not obtained from humans that have been exposed to any livestock or poultry disease agent exotic to the United States.

This material is not of tissue culture origin.

Biological Substance, Category B UN3373

NON-INFECTIOUS

For research only

For in vitro use only

Not for plant or animal use

No commercial value

**DO NOT REFRIGERATE!**

Signature:



**Appendix B**  
**USDA International Letter Template Human Biospecimens**

**Instruction: Please copy the following information onto your institutional letterhead paper, and then follow step 18 on this SOP.**

Detailed description of material:

Frozen human blood specimens:	# of glass 9mL Vacutainers _____
	# of plastic 5mL Vacutainers _____
	# of plastic 6mL Vacutainers _____
Frozen human urine specimens:	# of plastic 5mL collection tubes _____
	# of plastic 50mL collection tubes _____
Frozen human CSF specimens:	# of plastic 2mL microcentrifuge tubes _____

Human material containing no animal material.

Material not obtained from humans that have been exposed to any livestock or poultry disease agent exotic to the United States.

This material is not of tissue culture origin.

Biological Substance, Category B UN3373

NON-INFECTIOUS

For research only

For in vitro use only

Not for plant or animal use

No commercial value

Signature: