STANDARD TAMARAC® TEST FILTER PAPER SPECIMEN COLLECTION INSTRUCTIONS

CAUTION must be used at all times to prevent contamination.
LEAD IS _EVERYWHERE_, including your hands and the patient's hands.

1. Legibly and completely fill out the ***Blood Lead Requisition Form*** with the patient information. Place your pre-printed ADDRESS LABEL in the "Submitting Health Professional" box on the top copy of the ***Blood Lead Requisition Form***.

2. Write the patient's name on the filter paper card. DO NOT REMOVE THE ENTIRE CARD FROM THE PLASTIC BAG OR THE SPECIMEN AREA COULD BECOME CONTAMINATED.

3. Place a clean paper towel on the collection tabletop. Carefully remove the ***Lead Collection Filter Paper*** from its plastic bag by grasping the top ("Patient Name") area. Place the filter paper on the clean paper towel. Remove the lancet and other supplies from the plastic bag and place them on the clean paper towel.

4. Wash the patient's hand thoroughly with a generous amount of ***D-Lead***® soap and water, then dry hand with a clean paper towel. Phlebotomist taking the specimen must do the same and wear protective gloves.
   - Do not allow patient to touch ANYTHING with the washed hand
   - With infants a heel stick may be necessary; use identical stick site cleansing and preparation procedure

5. Hold the selected finger (many phlebotomists use the outside of the ring fingertip) of the patient's cleansed hand and thoroughly scrub the tip of the patient's finger with a ***D-Wipe***® Towel, followed by a thorough scrubbing with the alcohol prep pad to disinfect the stick site. Using the gauze pad, dry the patient's fingertip completely.

6. Use the lancet to "stick" the cleansed area you have prepared on the patient. Hold the patient's finger **ABOVE** the filter paper and allow one drop of blood to fall into the **FIRST** dotted circle; then allow another drop of blood to fall into the **SECOND** dotted circle. The dotted circles are for size guidance only; it is **NOT** mandatory that the blood fall into the dotted circles. If you question whether either of the drops of blood are of sufficient size to analyze, please collect a third drop of blood anywhere in the unused filter paper collection area. <u>BLOOD SPOTS 1/3" ACROSS ARE PREFERED</u>. For duplicate analysis, TWO spots of blood 1/3" in diameter are required.

   ONLY ONE DROP PER CIRCLE, DO NOT LAYER THE BLOOD!

   The blood specimen MUST appear the same on both the front and the back of the filter paper. If the blood specimen does not soak through to the back of the filter paper it will be rejected and reported as "Quantity Not Sufficient (QNS)".

7. Cover the filter paper specimen with the second paper towel and allow the specimen to dry as evidenced by the change in color from bright red to dark and dry (both sides).

8. Holding the top ("Patient Name") area of the filter paper card, return the card to its plastic bag (blood drop end goes first and ***<u>MUST NOT</u>*** be touched), then seal the bag. <u>WRITE THE PATIENT'S NAME ON THE OUTSIDE LABEL OF THE PLASTIC BAG.</u>

9. **Remove** the bottom copy of the ***Blood Lead Requisition Form*** and retain it for your records (you will need to reference the Form ID# that is printed on the form should you have questions concerning this record at **ANY** time). Staple the sealed, plastic bag to the ***Blood Lead Requisition Form*** (back side, lower left-hand corner) and place it in the postage paid envelope. Multiple patient specimens, with their corresponding ***Blood Lead Requisition Forms*** may be sent in the same prepaid envelope.

10. If you experience difficulty obtaining good filter paper blood spots, contact Tamarac Medical at the number above or consult with a hospital lab technician familiar with collecting newborn filter paper screening tests.

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