

JHP Laboratories

Title: Specimen Retention Document: SPEC-S-02				
Applies to: JHP Laboratory and Clinic Staff		Version: 4.0	Supersedes: 3.1	Effective Date: 01-Mar-23
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Revision History

Revision	Date	Author	Change Reference	Reason for Change
2.0	01 Jun 09	Nicole Carpenetti	New SOP Format	More detailed information
3.0	28-May-12	B. Debevec	New SOP Numbering	New SOP numbering scheme; update storage info.
3.1	05-Jan-15	D.K Soko	Added Clinic Information	Include clinic team to the SOP
4.0	01-Mar-23	G. Pidini	Detail update	Added new test and updated some storage requirements

GENERAL

This document outlines the storage of archived specimens and short-term specimen storage.

BIO-HAZARD SAFETY

1. Lab coats and gloves are required for this procedure. If removing of specimen tube top is required use of eye protection is recommended.
2. Universal Precautions are to be followed. Refer to Laboratory Safety – General for more information.

PROCEDURE

Post-Testing Specimen Storage (Testing at JHP Laboratory and Clinics)

1. Any samples remaining after safety tests are stored as follows after testing is complete (see appropriate SOP for pre-testing specimen stability). Note that the storage period is from time of collection; the storage time does not necessarily reflect the time or the conditions the samples are to be stored prior to testing (see SPEC-P-02).

Sample type	Test	Storage period (maximum)	Condition
EDTA whole blood	CBC	24 hours	Room Temperature
	CD4 and CD8	48 hours	Room Temperature
	DNA PCR	4 days	2 – 8°C
	HbA1c	3 days	15 - 25 °C
		7 days	2 - 8°C
6 months		(-15) - (-25) °C	
Whole blood lysate	DNA PCR	End of study	-70°C
EDTA Plasma	RNA PCR	End of study	-70°C
Serum (red top)	Chemistry	14 days	-20°C
	Serology (Rapid/EIA)	14 days	-20°C
	Pregnancy	8 hours 7 days	15 – 30°C 2 – 8°C
Urine	Pregnancy	8 hours 7 days	15 – 30°C 2 – 8°C
	Urinalysis	8 hours	Room Temperature
	Xpert CT/NG	8 days	2 – 8°C
Hematology Differential slides	Microscopy	7 days	Room Temperature
Blood parasite slides	Microscopy	7 days	Room Temperature
Vaginal swabs in saline	Wet mounts	8 hours	Room Temperature
Cervical swabs	Xpert CT/NG	8 days	2 – 8°C
Cervical swabs in Xpert swab transport reagent tubes	Xpert CT/NG	60 days	2 – 30°C
DBS	DNA/RNA PCR	End of study	15 – 30°C or as specified by study
Sputum	Xpert MTB/RIF	4 – 10 days	2 - 4°C

2. Specimens will be disposed of in appropriate biohazardous or sharps containers according to local regulations.

Archived Specimens

1. All archived specimens/aliquots are stored as required by specific protocols. See the protocol-specific SOPs.
2. All specimens are stored until notification is received from the specific protocol.
3. Specimens for participants who refuse to consent to long-term storage will be stored until notification is received from the specific protocol and will then be destroyed according to protocol requirements.
4. See SPEC-S-03 Destruction of Protocol Archive Specimens and Records.

