

Bioscreen Test Kit (Australia)

Procedure for sample collection of Duodenal Fluid Aspirate.

Do not dispatch samples the day before a Public Holiday (Victoria, see end of Document). Your sample must be packed carefully according to the procedures listed below to ensure the preservation of all the organisms in your sample.

Kit contents

1. Two or three gel freezer packs depending on your location. The packs must be frozen **flat** for at least 24 hours prior to use.
2. 1 x cream Polyurethane box to insulate and keep the sample cool
3. 2 x vials of Thioglycolate (1 mL) in a container
4. One Velcro Strap to secure the lid of the Polyurethane foam box
5. One cardboard outer box.
6. One **pre-printed** eParcel Express POST label for the return of your sample. Please keep the label in a safe place, if the label is lost you will be charged \$20 for a replacement label.

Procedure

- Disinfect the top of the two vials of Thioglycolate broth using 70 % ethanol or Venepuncture site swabs.
- Inject 0.1 ml of Duodenal Fluid Aspirate into each of the two vials.
- Store vials containing sample at 4 degrees (fridge) before shipping.

Packing and sending the Duodenal Fluid Aspirate to Bioscreen (Melbourne)

1. Place one of the two frozen gel ice packs into the cream Polyurethane box.
2. Place the 2 vials containing the Duodenal Fluid Aspirate on top of the ice pack.
3. Place the second frozen ice-pack on top of your Duodenal Fluid Aspirate samples
4. Close the cream Polyurethane box with the provided lid.
5. Fit the Polyurethane box into the provided cardboard outer box.
6. Wrap the Velcro strap around the cardboard outer box to hold the Polyurethane lid and box in place.

Note: The Fuzzy side of the strap should face the outside.

DO NOT APPLY ANY ADHESIVE TAPE TO THE POLYURETHANE BOX

7. Pass the tongue of the strap through the plastic buckle and fold back so that the tongue is secured by the hook and loops of the Velcro strap.
8. Place the patient information form and patient questionnaire on top of the Polyurethane box.
9. Close the outer cardboard box using masking tape.

10. Remove the backing sheet from the pre-printed eParcel Express POST adhesive return label
11. Adhere the return label directly over the delivery label that was used for delivery to you.
12. Attach the return label directly over the top of the delivery label so that the delivery label is totally obscured.
13. Organize a pickup from the Australia Post or your preferred clinic courier before midday or as soon as possible

Note: The Duodenal Fluid Aspirate samples must reach Bioscreen (Melbourne) 48 hours immediately after collection.

14. Store the Duodenal Fluid Aspirate samples in a refrigerator (**NOT** freeze) if there is any delay in the pickup.
15. The return label has a barcode for the Australia Post courier. The return courier fees are charged to Bioscreen. Australia Post should not charge you a fee. Australia Post should issue to you a receipt for lodgement.
16. Please be aware that the Australia Post may ask for photo ID for the person that lodges the package.

Payment for Testing

Pre-payment is required for all testings and collection kits are not dispatched until payment is received.

In rare instances practitioners may issue kits directly to patients in which case the patient needs to make payment to Bioscreen before submitting a specimen for testing.

Payments are usually made by contacting Bioscreen by telephone and giving credit card details (Visa & Mastercard). Bioscreen does not accept American Express cards.

Payments may also be made by cheque or by bank transfer (contact Bioscreen for details, 03 9687 3355). Submitting cheques as payments for testings may delay the delivery of collection kits. Personal cheques are subjected to bank clearance.

Documentation

The patient information form must be completed for a report to be issued. Completion of the Patient Questionnaire is optional but is useful in providing further data to your health care practitioner and we encourage you to complete this form.

Thank you for choosing us to serve you.

General Enquiries

To obtain any information not covered in these instructions contact the Bioscreen Office:

Tel: (03) 96873355

admin@bioscreenmedical.com

Samples may be delivered personally to the address below (call first to confirm that staff will be available to accept your sample):

Bioscreen
5 Little Hyde St
Yarraville VIC 3013

Victoria Public Holidays 2020

Note: these may differ from the dates in your home state

Wednesday, 1 January 2020	New Year's Day
Monday, 27 January 2020	Australia Day
Monday, 9 March 2020	Labour Day
Friday, 10 April 2020	Good Friday
Saturday, 11 April 2020	Saturday before Easter Sunday
Sunday, 12 April 2020	Easter Sunday
Monday, 13 April 2020	Easter Monday
Saturday, 25 April 2020	ANZAC Day
Monday, 8 June 2020	Queen's Birthday
Friday, 25 September 2020	AFL Grand Final Holiday
Tuesday, 3 November 2020	Melbourne Cup
Friday, 25 December 2020	Christmas Day
Monday, 28 December 2020	Boxing Day