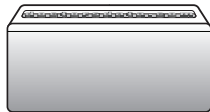


If you have questions, please call your provider before proceeding.  
If your kit is missing components, call 800.323.2784 for a replacement.



Cardboard kit box

Insulated cooler with lid  
(keep in kit box)

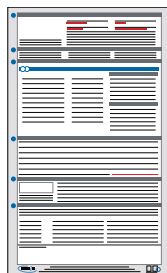
Ice pack



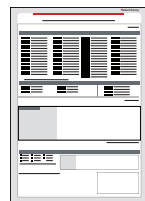
Plastic zip bag with the following contents:  
4 color-coded saliva tubes  
4 straws



FedEx Clinical Pak

FedEx  
Billable Stamp

Requisition form



Patient survey

WOMEN & MEN ON HORMONES (estrogen, progesterone, testosterone, melatonin and DHEA)		
Topical Hormones (cream)	Last dose prior to saliva collection should be within a window of <b>12-24 hours before collecting your first sample</b>	Do not apply topical or use sublingual hormones throughout the entire day of saliva collection. This will contaminate your sample and your test results
Sublingual Hormones or Troches (dissolved under tongue)	Last dose prior to saliva collection should be within a window of <b>24-36 hours</b> , followed by two full glasses of water to cleanse the tissues. Then collect your first sample.	
Oral Hormones (pills) and Transdermal Patches	Should be used as prescribed on the day of collection	
Injections, Subcutaneous Pellets and Transdermal Patches	Collect at the halfway point between doses	
CORTISOL/GLUCOCORTICOID SUPPLEMENTATION		
CONSULT WITH YOUR PROVIDER for instruction if you are taking a cortisol supplement for adrenal support (or any other glucocorticoid for medical reasons). Note: certain medications, including hydrocortisone creams and asthma inhalers, contain cortisol. To evaluate your natural cortisol production, it is recommended to stop using cortisol-containing products 5 days prior to sample collection. Consult with your provider prior to stopping cortisol-containing medication(s).		
OTHER	DAY TO COLLECT	
Women with menstrual cycles	Collect during 1 day of the mid-luteal phase (day 19-23 of a 28 day cycle) counting the first day of your period as day 1	
Post-menopausal women	Collect any day of the month. If you are taking hormones or are on cortisol supplementation, please read and follow the recommendations listed above	
Women who have had a hysterectomy		
Men not on hormones		
Neurotransmitter and adrenal function profiles only (cortisol, sIgA, and/or DHEA)		
Women w/ hormonal IUD (and no cycle)		

Call your provider with additional questions. Please do not send any medications with your kit.

## BEFORE COLLECTION

1. **Make sure your provider selected a test profile on the requisition form.** Call your provider if nothing is selected.
2. **Fill out all requested information on the requisition form (front and back) and the patient survey.** Missing information can delay testing.
3. **Collect saliva on a day that is determined by you and your provider.** Follow recommendations on page 3, or call your provider for more info.
4. **The night before collection, wash your face before bedtime.** Do not apply lotions or creams.
5. **Freeze the ice pack.** Keep in freezer until you are ready to ship.

## DAY OF SALIVA COLLECTION

1. **On the day of collection, DO NOT:**
  - X Take any supplements until after until you have collected all four samples**
  - X Consume food or drinks that contain caffeine.**
  - X Eat or drink anything before your first saliva collection (up to 8 oz of water is OK).** Avoid eating one hour prior to each saliva collection.
  - X Brush, floss, or have dental work done 30 minutes prior to each saliva collection.** Wash hands and rinse mouth with water, but wait 10 minutes to collect your saliva sample (to avoid dilution).
  - X If testing melatonin:** Please avoid all nuts, fruits, fruit juice, wine, rice and coffee on the day of collection, as these foods are known to contain melatonin and could skew results.
2. **First saliva collection must be 30 minutes after awakening.** Set a timer if necessary as timing for the first saliva sample is crucial.
3. **Use of routine cosmetics is permitted.**

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## COLLECTING SALIVA

1

Collect before breakfast in the **PINK TUBE (AM 30)**  
Collect 30 minutes after awakening (set a timer)

2

Collect before lunch in the **GREEN TUBE (NOON)**

3

Collect before dinner in the **ORANGE TUBE (EVENING)**

4

Collect right before bedtime in the **BLUE TUBE (NIGHT)**  
Preferably at least one hour after dinner

1. Fill all four tubes regardless of how many tests are ordered.
2. Each tube should be 3/4 full. Bubbles or foam are OK.
3. Use of the included straws to funnel saliva into each tube is optional. Dispose of straws before shipping.
4. After each saliva collection:
  - ✓ Snap saliva tube closed tightly.  
Press lid against hard surface to ensure a tight seal.
  - ✓ Place the closed saliva tube in the freezer immediately.  
Freeze all samples for at least 4-6 hours (and keep frozen until you are ready to ship.)
  - ✓ Record the date and times of the collection on the bag and on the requisition form.

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## SHIPPING

### PREPARE THE PACKAGE

1. **Ship Monday - Friday only.** You will be charged a pick-up fee if you call for a Saturday pick-up. Weekend or holiday collection: keep the specimen in the freezer until the following business day to ship.
2. **Complete all paperwork, including requisition form and patient survey.** US patients only: fill out the ABN on the back of the requisition form.
3. **Place items into the cardboard kit box in the following order:**
  - Insulated cooler
  - Plastic bag with frozen specimen tubes, zipped closed
  - Frozen ice pack
  - Requisition form, patient survey, and payment (if applicable)

4. **Replace the lid of the cooler, and close the cardboard box.** Place inside the **Clinical Pak**. Write your name and address on the Billable Stamp and tear off the Customer Receipt for your records. Place on FedEx Clinical Pak.

### SCHEDULE A PICK-UP (USA ONLY)

**Call FedEx toll-free at 1-800-463-3339 (1-800-GO FEDEX).** At the greeting, say "Schedule a Pick-up." When prompted, say "Schedule a Pick-up using a Label or Stamp." Reply "Yes" when asked if the word "Stamp" is written on the waybill. You will then be asked for your address information. **DO NOT USE A DROP BOX.**

If you are located outside the US, Canada, UK, Ireland or Australia, you must make your own shipping arrangements.

hormone analysis  
SALIVA COLLECTION



## INSTRUCTIONS

Read all instructions before collecting specimens. Instructions are subject to minor changes. Current collection instructions can be found at [labrix.com](http://labrix.com)

