

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

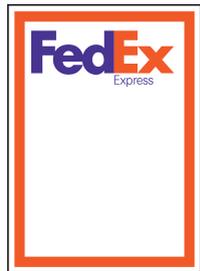


2 plastic zip bags with the following contents:

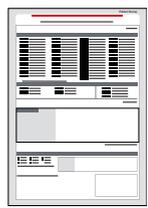
- 1 urine tube
- 1 plastic cup
- 1 pipette
- 1 absorbent pad
- 4 color-coded saliva tubes
- 4 straws



Requisition form



FedEx Clinical Pak

FedEx
Billable Stamp

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 12-24 hours before collecting your first sample	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 24-36 hours , 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 guidelines listed above
Women who have had a hysterectomy	
Men not on hormones	
Neurotransmitter and adrenal function profiles only (cortisol, slgA, and/or DHEA)	
Women with an IUD	Does not change usual testing guidelines

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

BEFORE COLLECTION

X 48 hours before and during collection: avoid eating avocados, eggplant, tomatoes, bananas, melons, pineapple, grapefruit, plums, nuts, nut butters, wine, cheese and chocolate.

X 24 hours before and during collection: avoid strenuous exercise, alcohol, coffee, tea, tobacco or nicotine-containing products. It is preferable to be off medications, including those that regulate allergy, mood, sleep, pain, and inflammation. *NEVER* discontinue prescription medications without first consulting your physician.

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 and urine 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. Do not eat anything after dinner.

5. Freeze the ice pack. Keep in freezer until you are ready to ship.

DAY OF 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

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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6 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)**

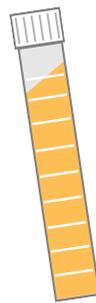
- 3** Collect before dinner in the **ORANGE TUBE (EVENING)**

- 4** Collect right before bedtime in the **BLUE TUBE (NIGHT)**

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.

7 COLLECTING URINE

1. Record your waking time on the requisition form.
2. Collect urine in the morning: either the **first or second void** of the day. Check the corresponding box on the front of the requisition form.
3. Collect a midstream specimen of urine in the **collection cup**. Do not urinate directly in the tube. The tube contains an acid preservative* that may irritate skin.
4. Use the pipette to transfer urine from the **collection cup to the sample tube**. Fill the tube to the "10 ml" mark. Close tube tightly to ensure a good seal. Gently rock the tube back and forth for 3 to 4 seconds to mix urine with the preservative.
5. Complete all requested information on the **tube label, the requisition, the patient survey and on the bag**. Wrap the absorbent pad around the tube. Do not put the absorbent pad inside the sample tube. Place the tube inside the bag and seal the bag.
6. Freeze the urine sample for at least 4-6 hours (or overnight if you finish collection at night) and keep frozen until shipping.



*Urine sample tube contains an acid preservative that may irritate skin. Do not ingest or inhale. Wipe spills with a wet towel. In case of contact with skin, wash with soap and plenty of water. In case of accidental contact to eye or ingestion, rinse with plenty of water. Seek medical attention if warranted.

8 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 bags 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.

neurotransmitter & hormone analysis
URINE & SALIVA COLLECTION



INSTRUCTIONS

Read all instructions before collecting specimens. Instructions are subject to minor changes. Current collection instructions can be found at labrix.com

