CHAIN OF CUSTODY SPECIMEN COLLECTION INSTRUCTIONS

Chain of custody specimens can be used as evidence in court as the specimen is collected in the presence of a witness, sealed to prevent tampering and all handling/possession of specimen is recorded on the form from collection to testing.

Testing Available

<table>
<thead>
<tr>
<th>Drugs of Abuse</th>
<th>Microbiology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drugs of Abuse Screen 5, CoC, Meconium, LAB7379</td>
<td>Chlamydia trachomatis and Neisseria gonorrhoea PCR (CTNG PCR), Urine, LAB7166</td>
</tr>
<tr>
<td>Confirmed Drug Abuse Panel 9, CoC, Urine, LAB8020</td>
<td>Rapid Plasma Reagin w/ Reflex Titer (RPR), Blood, LAB7452</td>
</tr>
</tbody>
</table>

All Specimen Types

1. Place appropriate Chain of Custody test order in Epic
2. Microbiology samples can be ordered with or without Chain of Custody. Complete the following items in Epic when ordering testing for Chain of Custody:
   - Chain of Custody? Mark box “Yes”

3. Obtain Chain of Custody kit from the Laboratory:
   - Anschutz Campus – 720-777-6711
   - North Campus – 720-478-5250
   - South Campus – 720-478-6711; 303-201-0155 (after-hours pager)
   - Receive Chain of Custody Kit. Ensure all required items are included.

   **Meconium Kit:**
   - Chain of custody bag
   - Stool specimen container
   - Security label
   - Chain of custody form

   **Urine Kit:**
   - Chain of custody bag
   - Plastic cup
   - 60-mL bottle
   - Security tape
   - Temperature slip
   - Chain of custody form

   **Blood Kit:**
   - Chain of custody bag
   - Red top vacutainer tube
   - Security label
   - Chain of custody form

4. Complete Chain of Custody Form
5. Identify witness and obtain witness signature
6. Collect specimen:
   - **Meconium:**
     - Place 1.0 to 5.0 grams meconium in specimen container
   - **Urine:**
     - Collect specimen in provided cup or pediatric bag
     - Pour specimen into 60-mL transport bottle.
     - Optimal volume = 30.0 mL
     - Minimum volume = 15.0 mL
     - (Submitting less than 30 mL does not allow for repeat or confirmation testing.)
   - **Blood:**
     - Venipuncture or capillary method

7. Properly label specimen using Epic or demographic label.
8. Collector record signature, date and time of collection on seal leaving patient information visible.
9. Place seal over lid of specimen.
10. Place specimen in chain of custody bag and seal.
11. Keep chain of custody form with specimen in the sleeve of bag.
12. **Hand-deliver to Laboratory. DO NOT use pneumatic tube system.**
13. Responsible individual must retain personal control of specimen and each hand-off recorded on the form.

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