



# Saginaw County HEALTH DEPARTMENT

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**Title:** Specimen Collection Instructions for N. gonorrhoeae, C. trachomatis, and T. vaginalis testing using HOLOGIC APTIMA® Urine collection Kit

**Index:** STI 8

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**Version:** 1.1

**Authorized by:** Marty Soehnlen

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**Organizational Unit:** Saginaw County Regional Laboratory

**Section:**

**Location:** High Complexity Testing

# Aptima Specimen Collection Instructions for Urine

For Aptima:

*N. gonorrhoeae, C. trachomatis, and T. vaginalis*

## I. Collection kit

- A. Collection kit for urine specimens (yellow-labeled tube). This is an IATA Category B.
- B. Check the expiration date. Do not use an expired collection kit.
- C. Verify the patient's identity at the time of collection. Best practice is to ask patient to spell their first and last name

## II. Patient preparation and sample collection

- A. Make sure the patient has not urinated for at least 1 hour prior to specimen collection. Female patient should not cleanse the labial area prior to providing the specimen.
- B. Mark the 20–30 ml fill line on a clean, preservative-free container such as a paper or plastic disposable cup.
- C. Instruct the patient to collect the first 20-30ml (**NOT MIDSTREAM**) of the urine stream. If a larger amount is collected, it may affect testing.
- D. Transport tube

1. Put on gloves and remove the cap from the transport tube. **Do not pour off the liquid preservative contents from the tube.**
2. Use the disposable pipette (provided) to transfer 2ml of the urine sample into the transport tube. The correct volume of urine has been added when the fluid level in the tube is between the two black lines marked "Fill Area".

**NOTE: If the fluid level is not between the two black lines, the specimen will not be tested.**

3. Screw the cap on the transport tube as evenly and tightly as possible. Tape or Para-film® around the cap, but **DO NOT** put tape over the top of the cap.
4. Dispose of the pipette and the container used to collect the urine as medical waste.

## III. Labeling

- A. Label the transport tube with the complete patient name and at least 1 unique identifier (For example: specimen number, date of birth, medical record number, etc.)
- B. Enter the required information on the test requisition form. The patient name and unique identifier on the form must be entered **exactly** the same as the information on the tube.
- C. If there are multiple specimens from the same patient, use a separate test requisition and collection kit for each specimen.

## IV. Packaging and Shipping

- A. Specimens should be sent to the Saginaw County Health Department laboratory as soon as possible after collection.
- B. Insert the specimen and absorbent pad into the small plastic bag provided. Make sure it is sealed. Place in the large plastic bag with the Biohazard symbol (Bio-Bag).
- C. Place the completed test requisition in the outside pocket of the Bio-Bag. Seal the bag.
- D. Close the box and secure with sealing tape on both sides of the flap.
- E. Attach the completed address label with the UN3733 label included in the kit.

F. Send to the Saginaw County Health Department laboratory as soon as possible (e.g. courier or United Parcel Service (UPS), etc.).

G. The specimen will NOT be tested if:

1. The specimen container is received leaking.
2. The specimen is not properly labeled or the test requisition not completed.
3. The specimen label does not match the test requisition.
4. The collection device is expired.
5. The urine was collected more than 30 days ago.
6. The specimen is collected with the wrong collection device.

**V. Packaging and shipping are the responsibility of the shipper. Please be sure it is in compliance with shipping regulations.**



Chlamydia & Gonorrhea Amplified Test-Urine Tube

## Appendix

### Links

Please note: links are only correct at time of printing

### Linked to Controlled Document

### Document Revision History

#### **Superseded on 06-Jun-2023 16:31 by Marty Soehnlen**

Version 1.0 superseded by version 1.1

#### **Document Published on 06-Jun-2023 16:31 by Marty Soehnlen**

The document was published and is ready to be used.

#### **Authorised on 06-Jun-2023 16:31 by Marty Soehnlen**

Authorised version 1.1 - . The following users will be notified when a review is due for this document:  
Tammy Theisen

Document was scheduled to be released on 2023-06-06

The document was originally due for review on 09-May-2023

#### **Authorisation Approved on 06-Jun-2023 16:31 by Marty Soehnlen**

The user Approved the authorisation request.

#### **Set Pending Authorisation on 06-Jun-2023 16:29 by Tammy Theisen**

Document was set as Pending Authorisation and authorisation requests were sent to:

Marty Soehnlen

#### **Authorisation Requested on 06-Jun-2023 16:29 by Tammy Theisen**

Authorisation request sent to Marty Soehnlen by Tammy Theisen on 06-Jun-2023 16:29.

#### **Change Requested on 06-Jun-2023 16:26 by Tammy Theisen**

Tammy Theisen Requested Change: 'Add trich'

#### **Draft Created on 06-Jun-2023 16:26 by Tammy Theisen**

Reason: Adding trich

#### **Draft Deleted on 06-Jun-2023 16:25 by Tammy Theisen**

The draft created on 06-Jun-2023 16:05 was deleted.

#### **Round 1 Of Reviews Started on 06-Jun-2023 16:25 by Tammy Theisen**

Review Feedback tasks were assigned to the following users: Tammy Theisen

**Change Requested on 06-Jun-2023 16:23 by Tammy Theisen**

Tammy Theisen requested the following changes: "Add trich "

**Change Requested on 06-Jun-2023 16:23 by Tammy Theisen**

Tammy Theisen Requested Change: 'Add trich'

**Draft Created on 06-Jun-2023 16:05 by Tammy Theisen**

Reason: Time for review and adding Trich to name

**Round 1 Of Reviews Started on 08-Apr-2023 22:30 by Account Administrator (iPassport Support)**

Review Feedback tasks were assigned to the following users: Tammy TheisenThis review is to be completed by 09-May-2023

**Authorised on 14-May-2019 08:07 by Marty Soehnlen**

Authorised version 1.0 - . The following users will be notified when a review is due for this document: Tammy Theisen, Tammy Theisen

Document was scheduled to be released on 2019-05-14

**Authorisation Requested on 10-May-2019 17:37 by Tammy Theisen**

Authorisation request sent to Marty Soehnlen by Tammy Theisen on 10-May-2019 17:37.

**Completed Review Feedback on 10-May-2019 17:36 by Tammy Theisen**

Tammy Theisen completed task, ""

**Creation on 10-May-2019 17:36 by Tammy Theisen**

New SOP created

**Review Feedback Requested on 10-May-2019 17:36 by Tammy Theisen**

Review Feedback tasks were assigned to the following users: Tammy Theisen.

This feedback is to be provided by 17-May-2019

## **Authorisation**

This document was securely signed and authorised by :

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Marty Soehnlen: 06-Jun-2023 16:31