### **MTN 039 Rectal Fluid**

## LDMS Specimen Tracking Sheet

For login of MTN 039 stored specimens into LDMS

Participant ID			Visit Code		Specimen Collection Date
Site Number  Participant Number  Chk  Image: Chk<					
# of TUBES	PRIMARY SPECIMEN	PRIMARY ADDITIVE	ALIQUOT DERIVATIVE	ALIQUOT SUB ADD/ DER	INSTRUCTIONS FOR PROCESSING
	Rectal Fluid – <i>PD</i> REC (RED top cryovial) Collection Time:: Hour : Min	NON	SWB	N/A	Other Spec ID: PD
	Rectal Fluid – <i>PK</i> REC (YELLOW top cryovial) Collection Time:: Hour : Min	NON	SWB	N/A	Other Spec ID: PK      1
	Rectal Fluid – <i>Microbiome</i> REC (GREY cryovial) Collection Time:: Hour : Min	NON	SWB	N/A	Other Spec ID: MS Keep refrigerated or on ice. Freeze at ≤-70°C within 2 hours of collection.

### Comments:\_

## MTN 039 Rectal Fluid

# LDMS Specimen Tracking Sheet

For login of MTN 039 stored specimens into LDMS

**Purpose:** This form is used to document collection and entry of MTN 039 specimens into the Laboratory Data Management System (LDMS).

**General Information/Instructions:** A copy of this form accompanies specimens for storage (in their original specimen collection containers) to the LDMS entry laboratory. Once the specimens have been entered into LDMS, this form is kept on file at the LDMS entry laboratory. If the site chooses, a copy of this completed form may be made once the specimens have been entered into LDMS and the copy kept in the participant's study notebook. This is not required, however.

#### **Item-specific Instructions:**

- Visit Code: Record the visit code of the visit at which the LMDS specimens were collected.
- **NUMBER OF TUBES**: In the box provided, record the total number of tubes or specimens collected for that primary specimen type. If no LDMS specimens of the primary specimen type were collected, record "0."
- Collection Time: Record the time that the specimen collection was completed, using the 24-hour clock format.
- Time Frozen: Record the time the specimen was frozen using the 24-hour clock format.
- **Post-weight:** Record the weight of the collection device after the sample has been collected.
- **Pre-weight:** Record of the weight of the collection device prior to the sample being collected.
- Net-weight: Subtract the pre-weight from the post-weight and record the difference.
- Initials Sending Staff: The clinic staff person who completed the form and/or who is sending the LDMS form and specimens to the LDMS entry lab, records his/her initials here.
- Initials Receiving Staff: The laboratory staff person who received this form (and the LDMS specimens accompanying the form), records his/her initials here.
- LDMS Data Entry Date: Record the date the LDMS specimens listed on this form were entered into LDMS.
- LDMS Data Entry Date LDMS Staff: The LDMS laboratory staff person who entered the specimens into LDMS, records his/her initials here.

### LDMS CODES:

NON: None REC: Rectal SWB: Swab