## MTN-016 Non-DataFax LDMS Specimen Tracking Sheet

For login of MTN-016 Infant stored specimens into LDMS

### Participant ID

- Site Number
- Participant Number
- Visit Code
- Specimen Collection Date
  - dd
  - MMM
  - yy

### Specimen Information

<table>
<thead>
<tr>
<th># of TUBES or SPECIMENS</th>
<th>PRIMARY SPECIMEN</th>
<th>PRIMARY ADDITIVE</th>
<th># of ALIQUOT TUBES or SPECIMENS</th>
<th>ALIQUOT DERIVATIVE</th>
<th>NOTES FOR LAB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blood (BLD) for DNA/RNA</td>
<td>EDT (purple top)</td>
<td>Cell Pellet (PER)</td>
<td>Dried Blood Spot (DBS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collection Time:</td>
<td></td>
<td></td>
<td>Store at -70C until testing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>__ __: __ __ hour : min</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Blood (BLD) for resistance</th>
<th>EDT (purple top)</th>
<th>Plasma (PL 1/2)</th>
<th>Store in aliquots of at least 1.0 ml. Plasma must be frozen within 2 hours of collection.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collection Time:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>__ __: __ __ hour : min</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Comments:

______________________________

### Initials:

- Sending Staff
- Receiving Staff

### LDMS Data Entry Date:

- dd
- MMM
- yy

Version 3.1, 08-Aug-12
LDMS Specimen Tracking Sheet (nonDataFax)

**Purpose:** This non-DataFax form is used to document collection and entry of MTN 016 specimens into the Laboratory Data Management System (LDMS).

**General Information/Instructions:** A copy of this form accompanies LDMS specimens in their original specimen collection containers to each 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. Because this form is a non-DataFax form, this form should NOT be faxed to SCHARP DataFax.

**Item-specific Instructions:**

- **Visit Code:** Record the visit code of the visit at which the LMDS specimens were collected.
- **# of TUBES or SPECIMENS:** Record the total number of collected tubes or specimens of the listed primary specimen type that will be entered into LDMS. If no LDMS specimens of the primary specimen type were collected, record “0.”
- **Collection Time:** When collection time is present, record the time the specimen was collected using a 24-hour clock. For example, a specimen collected at 2:36pm would have “14:36” recorded as the collection time.
- **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.