

MTN 039 Cervicovaginal Fluid

LDMS Specimen Tracking Sheet

For login of MTN 039 stored specimens into LDMS

Participant ID	Visit Code	Specimen Collection Date
<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>
<i>Site Number Participant Number Chk</i>		<i>dd MMM yy</i>

PK Time Point (circle one): 2 HR 4 HR 6 HR 24 HR 48 HR 72 HR

# of TUBES	PRIMARY SPECIMEN	PRIMARY ADDITIVE	ALIQUOT DERIVATIVE	ALIQUOT SUB ADD/ DER	INSTRUCTIONS FOR PROCESSING
<input type="checkbox"/>	Cervicovaginal Fluid – PD CVF (WHITE top cryovial) Collection Time: _____ : _____ Hour : Min	NON	SWB	N/A	Other Spec ID: PD _____ - _____ = _____ mg <i>Post-weight Pre-weight Net weight</i> Time Frozen: _____ : _____ Hour : Min Keep refrigerated or on ice. Freeze at ≤-70°C within 2 hours of collection.
<input type="checkbox"/>	Cervicovaginal Fluid – PK CVF (PURPLE top cryovial) Collection Time: _____ : _____ Hour : Min	NON	SWB	N/A	Other Spec ID: PK 1 _____ - _____ = _____ mg 2 _____ - _____ = _____ mg <i>Post-weight Pre-weight Net weight</i> Time Frozen: _____ : _____ Hour : Min Keep refrigerated or on ice. Freeze at ≤-70°C within 2 hours of collection.
<input type="checkbox"/>	Vaginal Fluid – Microflora w/ Gram Stain VAG Collection Time: _____ : _____ Hour : Min	CTK NON	SWB SLD	N/A GRS	Collect vaginal fluid using both swabs provided in the kit. Place 1 swab in the transporter tube and refrigerate within 4 hours of collection. With the remaining swab, prepare 2 slides and allow to air dry. Store slides at room temperature.

Comments: _____

Initials: _____ / _____
Sending Staff Receiving Staff

LDMS Data Entry Date: / / / _____
dd MMM yy LDMS Staff

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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 LDMS 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:

CTK: Culture Transport Kit
CVF: Cervicovaginal
GRS: Gram Stain
NON: None

SLD: Slide from a Primary Sample
SWB: Swab
VAG: Vaginal Swab