AFT Specimen Receipt Values

The following are the Specimen Receipt values used while receiving shipments at AFT Biorepository. Each specimen quality has an action item listed for the biorepository staff as well as for the CRA. The comment to the CRA is communicated via direct email notification (color coded) upon receiving the biospecimen at the AFT Biorepository.

Color Coding

- Acceptable - **Green**
- Alert - **Orange**
- Unacceptable - **Red**

#	Status Value	Description	Applicable Specimen Types	Biorepository Staff Action	CRA Comment in Email
1	Acceptable	Sample is okay and meets requirements.	All	Accession and Store	None.
2	Alert-Cauterized	Tissue shows gross cauterization artifact.	Tissue	Accession and Store	Specimen is usable; in the future, please avoid cauterized tissue.
3	Alert-Damaged	Sample is physically damaged but still usable.	All	Accession and Store	Specimen is usable; in the future, please ensure proper packaging to avoid specimen damage
4	Alert-Delayed sample shipment	Sample was held beyond the window of time allowed by study protocol, but is still usable.	Blood	Accession and Store	Specimen is usable; in the future, please remember to ship within the time period specified in the study protocol
5	Alert-Hemorrhagic	Specimen shows gross hemorrhagic tissue	Tissue	Accession and Store	Specimen is usable; in the future, please avoid hemorrhagic tissue
6	Alert-ID Conflict	A sample has been received whose physical label does not exactly match the BioMS packing slip but whose identity can be unequivocally imputed by the information provided.	All	Accession and Store	Specimen labeling conflict is resolved; please be certain to accurately label all future specimens per protocol requirements.
7	Alert-Incomplete ID	A sample has been received whose physical label is incomplete as per protocol but whose identity can be unequivocally imputed by the information provided.	All	Accession and Store	Incomplete specimen labeling is resolved; please be certain to completely label all future specimens per protocol requirements.
8	Alert-Improper collection container	A biospecimen (such as blood) was collected in the incorrect tube type or fixative type. The specimen may still be processed and stored, although the specimen may not be useful for certain downstream analyses. (e.g. Plasma was collected in a Heparin or ACD tube rather than an EDTA tube).	All	Accession and Store	Specimen may or may not be usable. Please ensure that all future specimens are collected and preserved with the tube or container type as specified in the protocol.
9	Alert-Limited Quantity	Quantity does not meet the required quantity, but can still be processed and is usable	All	Accession and Store	Specimen quantity is less than requested but specimen is still usable; please be certain to provide requested specimen quantity in future submissions.
10	Alert-Missing Documentation	Biospecimen was submitted without required documentation (e.g. Assay Request Form, Questionnaire).	All	Obtain missing documentation from the site	Please email required documentation to the Alliance Biorepository contact email WITHIN 24 HOURS.
11	Alert-No Path Report	A clinical, surgical pathology block(s) was submitted either with no pathology report or a report that either does not match or can not be reconciled with the physical identity of the tissue block	Clinical Tissue Block(s)	Obtain the Path Report from the site.	Please email a de-identified version of the appropriate Surgical Pathology Report to the Alliance Foundation Biorepository contact email WITHIN 24 HOURS.
12	Alert-Not refrigerated	Biospecimen was to be sent with a cold pack to be maintained at refrigerated temperature. There was either no cold pack in the shipment or the cold pack was received at ambient temperature. Specimen may or may not be compromised	All	Accession and Store	Specimen may or may not be usable. Please ensure that all future shipments include a properly refrigerated cold pack when indicated.

13	Unacceptable-Clotted	Blood sample is clotted and can not be properly processed	Blood	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all blood is properly collected in anticoagulant tubes, per protocol requirements.
14	Unacceptable-Damaged	Sample is broken, crushed, shattered, or otherwise physically damaged beyond recovery.	All	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all specimens are properly packaged to avoid damage.
15	Unacceptable-Delayed sample shipment	Sample was held beyond the window of time allowed by study protocol and is no longer usable.	Blood	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all specimens are shipped within the time period specified in the study protocol.
16	Unacceptable-Expired Collection Device	Biospecimen was collected using a tube, container, and/or reagent that was past its expiration date; quality of specimen cannot be ensured.	All	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that collection materials are not expired prior to collection.
17	Unacceptable-Frozen	A sample intended to be received unfrozen has inadvertently been frozen and now can not be processed and is unusable	All	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all specimens are properly packaged to avoid freezing.
18	Unacceptable-Hemolyzed	Blood sample is hemolyzed; cannot be processed further, and is unusable	Blood	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all blood is properly collected and shipped per protocol requirements.
19	Unacceptable-ID Mismatch	A sample has been received whose physical label has no imputable correspondence with the associated packing slip or the BioMS manifest	All	Reject; Do not accession; Resolve discrepancy with the Program Manager OR destroy with Director approval	Please contact the appropriate biorepository and/or BioMS help desk IMMEDIATELY to resolve this conflict. Please ensure that all specimens are accurately labeled per protocol in future submissions.
20	Unacceptable-Improper collection container	A biospecimen (such as blood) was collected in the incorrect tube type or fixative type. The specimen can not be processed per protocol (e.g. Plasma was collected in a plain glass / serum / clot tube rather than an EDTA or Streck tube).	All	Accession and Destroy with Director Approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all specimens are collected in the proper tube or container as specified in the protocol.
21	Unacceptable-Incorrect Specimen	A sample has been received which is not an expected specimen for the study as per the study protocol.	All	Reject; Accession and triage to quarantined storage; Resolve discrepancy with the Program Manager OR destroy with Director approval	Please contact the appropriate biorepository and/or BioMS help desk to resolve this issue. Please ensure that all specimens shipped are as defined by the study protocol in future submissions.
22	Unacceptable-Lipemic	Blood sample is lipemic; cannot be processed further, and is unusable	Blood	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted.
23	Unacceptable-No ID	A sample has been received with no physical identification.	All	Reject; Do not accession; Destroy with Director approval	Specimen will be discarded. Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all future specimens are completely labeled, per protocol requirements.

24	Unacceptable - Not in shipment	Sample listed on BiomS packing slip is physically not in shipment	All	Reject; Do not accession	Contact the appropriate biorepository and/or BioMS help desk to resolve this conflict. Please ensure that all specimens are accounted for in future submissions.
25	Unacceptable-QNS	Quantity not sufficient; Sample is too limiting to process and is unusable	All	Accession and Destroy with Director approval	Specimen quantity is less than requested and not usable. Please contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted; ensure that the requested specimen quantity is collected in future submissions.
26	Unacceptable-Thawed	A sample intended to be received frozen has inadvertently been thawed and now can not be processed and is unusable	All	Accession and Destroy with Director approval	Contact the appropriate protocol coordinator to determine if a replacement specimen can be recollected and submitted. Please ensure that all specimens are properly packaged with sufficient dry ice to avoid thawing.