

**THIS TEST COMES WITH:**



**COLLECTION DO'S & DON'TS**

- ✓ **DO** — Clean the genital area with soap and water before collecting the sample.
- ✓ **DO** — Collect both Urine and Vaginal Swab samples on the same day.
- ✓ **DO** — Ship your sample as soon as possible after collection. This is optimal, however, if there is a slight delay, MicroGenDX samples are stable significantly longer than culture samples.

**\*\*If ordering UA Biomarkers please ship samples within 48 hours of collection. Sample must arrive at lab within 5 days.\*\***

- ✗ **DO NOT** — Use Lidocaine gel. If collecting urine via catheter, Lidocaine gel can render sample invalid or give false negative test results.
- ✗ **DO NOT** — Use vaginal suppositories for 24 hours prior to collection.
- ✗ **DO NOT** — Take antibiotics. Patient must be off all antibiotics for 2 days prior to collection. This is optimal. However, if not possible, the test can still be run.
- ✗ **DO NOT** — Contaminate the sample with period blood during menstruation. If possible avoid collecting sample during menstruation.
- ✗ **DO NOT** — Insert the swab further than 2 inches to avoid injury.



Scan to Watch the WomensKEY Sample Collection Video

**BOTH SAMPLES MUST BE COLLECTED ON THE SAME DAY AND SENT IN THE SAME BOX.**

**COLLECTING VAGINAL SWAB SAMPLE**

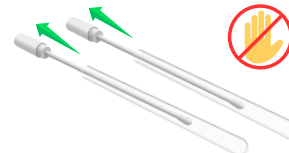
**STEP 1**

Wash hands thoroughly. Cleanse all areas around the urinary exit with soap and water. With a clean tissue, blot off the vagina area without touching any part of genital area with hands.



**STEP 2**

Twist the cap at the dotted line to break the seal. Remove the Swab completely from the tube not letting your hands touch the swab beyond the break point.



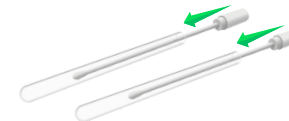
**STEP 3**

Hold the swab in one hand, use your other hand to separate the labia majora. Then carefully insert the swab into the vaginal opening 2 inches (5cm) past the introitus. **To avoid injury DO NOT insert the swab further than 2 inches.** Gently rotate while twisting the swab for 20 seconds around the interior walls of the vagina. The swab must touch the walls of the vagina to absorb the necessary moisture. When withdrawing the swab, do so without touching the skin. Use the second swab to repeat the sample collection using the exact same sampling procedure.



**STEP 4**

Insert the swabs back into their tubes and push until securely closed.



**COLLECTING URINE SAMPLE**

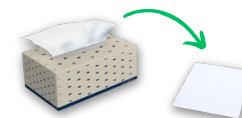
**STEP 1**

Wash hands thoroughly. Cleanse all areas around the urinary exit with soap and water. With a clean tissue, blot off the vagina area without touching any part of genital area with hands.



**STEP 2**

Spread a clean tissue on a surface close to the toilet bowl. Remove the lid from the urine cup and place it top-side down on the tissue. Place the open urine cup next to the tissue, being careful not to touch the rim of the cup or lid with fingers or body surface at any time.



**STEP 3**

Before urination, separate the labia, avoid touching the urethra opening. Hold the empty cup in one hand. Begin urination into toilet, not cup, stop urination partway through then continue urination into cup. **Keep urinating into cup until the amount in the cup is level with the red arrow sticker. DO NOT fill the cup more than half full.** Finish urinating into toilet.



**STEP 4**

Secure the lid tightly by placing the lid directly on the cup and turning until you hear two clicks. This indicates the cup is locked.



SEE PATIENT INFORMATION & SHIPPING INSTRUCTIONS ON REVERSE



Correct packaging is vital to ensuring your sample is processed in a timely manner. Please follow the steps below.

## PATIENT INFORMATION

### 1. MARK SAMPLE

Use a permanent marker to write patient name, date of birth and sample collection date on the 90mL Urine Collection Cup and both Vaginal Swab Tubes.

### 2. SIGN LAB REQ

Please have the patient sign the lab requisition form accepting financial responsibility. Be sure the physician has also signed the lab requisition form confirming consent.



## PACKING SAMPLES FOR SHIPMENT

1. Place the 90mL Urine Collection Cup and both Vaginal Swabs into the center sealable pocket of their respective Biohazard Bags.
2. Slide the folded Lab Requisition Form into the open back pocket of **ONE** of the two provided Biohazard Bags.
3. Securely seal both Biohazard Bags making sure they are completely closed.
4. Place the sealed Biohazard Bags into the MicroGenDX Shipping Box (shipping label already attached to bottom of box).
5. Close the MicroGenDX Shipping Box and seal with the clear sealing sticker or a piece of tape.
6. You can add multiple completed Biohazard Bags into a MicroGenDX Shipping Box.



Slide folded Lab Requisition Form into the open back pocket of **ONE** of the two provided Biohazard Bags.



Place Sample in Center Pocket

Slide Folded Lab Req into Open Pocket



Place Sample in Center Pocket

Slide Folded Lab Req into Open Pocket

**NOTE:** If you are shipping multiple complete test samples in one box, please make sure to place a complete set of samples (urine & vaginal or urine & semen) for each individual patient into a single Ziploc bag (included). A complete set should consist of 2 Biohazard Bags each containing a single collected sample. As a reminder, please make sure to fill out the patient's name and date-of-birth sticker that is located on the outside of the larger Ziploc bag.

## 3 CONVENIENT FEDEX SHIPPING METHODS

1. Drop into FedEx Dropbox including FedEx locations.
2. For Physician Offices Only: Call for pick up 1-800-GoFedEx (1-800-463-3339). Say "agent" twice to speak to agent. Let them know it's prepaid pick up.
3. For Physician Offices Only: Use our online "Schedule a Pickup" page at [www.MicroGenDX.com](http://www.MicroGenDX.com). **Make sure to retain your tracking number.**

