

SHOW STOOL PROCESSING IN THE LAB:

1) Receiving shipment

1. Transport all shippers to McArdle Bldg., room 506A.
2. Open shipper and locate the packing slip, which should be on top of the insulated cooler inside the cardboard shipper. On this slip, locate the SPID.
3. In REDCap, look up the SPID and open the 'Stool Processing' instrument.
4. Remove the specimen container from the plastic biohazard bag.
5. The stool collection kit should have a date and time that the sample was collected. Record this in REDCap.
6. Record the date and time that the shipment was received in REDCap.
7. Depending on time availability, either proceed with stool processing or place the specimen into refrigerator. Record time of processing/storing in refrigerator.

2) Stool aliquoting

8. Stool is processed in the biosafety cabinet (BSC). Make sure that the airflow in the BSC is on for 15-20 min before you start processing.
9. Put on a fresh pair of gloves and a lab coat.
10. Before using BSC, spray the inside with 70% ethanol.
11. Place the container into the BSC.
12. Label 5 x 2 ml cryovials (green top). Verify that the SPIDs on the container and cryovials match.
13. Open the container and using a sterile wooden spatula, mix the specimen until homogenous.
14. Scoop stool sample into cryovials with a sterile plastic spatula. Transfer enough stool to fill 1/3 - 1/2 of each cryovial.
15. When done, dispose container and spatulas into the biohazard bag.
16. Spray the BSC with 70% ethanol between samples to avoid cross contamination. Wipe the surface with paper towel.

3) Storing cryovials

17. Transfer cryovials into a cryobox and place it into freezer 41 (temp -80°C). You can place aliquots from multiple participants into one box. Do not split cryovials from one participant into multiple boxes.

4) End of the day

18. When all samples are processed, wipe the BSC with 70% ethanol.
19. Double push the "Germicide" light on the BSC – this is pre-programmed to turn the light off after 20 min. If you do not double click, the light will stay on until manually turned off. The germicide light should not be on for more than 30 min at any given time.