



SOP for Blood Collection, Centrifugation, Packaging/Shipping Stanford CVI Biobank

The purpose of this document is to outline the standard operating procedures (SOP) for collecting, centrifuging, and packaging/shipping de-identified patient blood samples to the Stanford Cardiovascular Institute (SCVI) Biobank. We appreciate your collaboration and look forward to working with you.

From Fisher Sciences:

BD Vacutainer™ Glass Mononuclear Cell Preparation (CPT) Tubes: 362761
Gel Packs: 03-530

From Plastilite Corporation:

Styrofoam Cooler + Corrugated Outside box: TK6

From Uline:

Absorbent material (cellulose wadding): S-656
Biohazard Bag: S-2968
Bubble wrap: S-5120

Note: Stanford is **NOT** able to accept weekend deliveries under any circumstances. Please do **NOT** plan to draw blood on Friday as there will be no way to receive and process the sample on Saturday. If the patient can only be seen on a Friday, you will need to follow the instructions below and store the sample at 4 degrees Celsius reserving shipment for the following Monday. This may adversely affect the yield of viable cells for reprogramming.

For our banking purposes we typically collect 3x 8 ml CPT tubes from each patient using standard clinical practices. The specimens are then spun down according to the following protocol:

- 1)** After collecting blood, invert the CPT tubes 10 times to mix the blood samples with the Sodium Citrate in the tubes. Move forward with centrifugation no longer than 1 hour post collection.
- 2)** Invert CPT tubes 10 times to mix the samples. Spin the CPT tubes at 1500 g for 30 minutes at room temperature. After spinning, invert the CPT tubes to re-suspend the PBMCs in the serum.
- 3)** Use parafilm to secure the caps of each CPT tube before packing.

4) Place the CPT tubes in a plastic biohazard bag lined with cellulose wadding. Please use one biohazard bag per patient (1 patient = 3 CPT tubes = 1 biohazard bag). If sending more than one patient sample, please include information to clearly identify each sample. Acceptable identifiers for de-identified patient samples include age, sex, and diagnosis.

5) Place the biohazard bags containing tubes and absorbent material inside the foam box and include two gel packs per box.

6) Place the foam box inside the cardboard box and seal. Mark the outside of the package with "Exempt Human Specimens." Ship packages FedEx Priority Overnight to:

Justin Vincent
SCVI Biobank Manager
3165 Porter drive, RM: 2212-CVI
Palo Alto, CA, 94304
Phone: 650-724-5564
Email: justin81@stanford.edu

Shipping patient samples to us is at your expense. Please use your own FedEx account number. When we send you the derived iPSCs we will ship to you at our expense. For any questions please contact our Biobanking Manager, [Justin Vincent](mailto:Justin.Vincent@stanford.edu). Thank you for collaborating with the Stanford CVI Biobank.

For more information please contact:

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