D.B.S. dried blood spot specimen collection kit instruction booklet

THIS KIT IS PART OF:

KNOW at HOME a research study on home HIV testing
What is the D.B.S. (Dried Blood Spot) Specimen Collection Kit?

Dried blood spot specimens are collected by applying a few drops of blood onto a special filter paper card. Once the blood is dry, the lab can test these specimens for HIV.

This kit contains everything you will need to collect your blood specimen, package it properly and mail it back to the lab for testing.

IMPORTANT NOTE: Study staff will contact you by phone ONLY if:

1. Your D.B.S. result is different from either of the rapid self-test results you report through your secure account on www.knowathome.org
2. Your D.B.S. result is positive

Otherwise, D.B.S. test results will NOT be returned to study participants.

LIMITATIONS OF THE DBS COLLECTION KIT

Failure to use this specimen collection kit as directed may result in an insufficient specimen or an inaccurate test result.

Our laboratory must receive at least 3 blood spots of adequate size and quality or the lab may not be able to test your sample. Examples of correct and incorrect samples for submission are on the pages at the end of this book. If you are not able to get at least 3 completely filled circles, please call 1-866-728-1885. You have an additional blood spot collection card and safety lancets. Study staff will help you use these additional items to collect your sample if necessary.

Your dried blood specimen is perishable. If not received within 10 days of collection, it may not be in a condition to be tested.

Not all persons infected with HIV will test positive; not all persons testing positive are infected with HIV.

WARNINGS AND PRECAUTIONS:

Read through this instruction booklet before collecting your blood specimen.

Keep this collection kit out of the reach of children.

Not for use by persons under 18 years of age.

This collection kit is meant for self-use only.

Do not collect or leave your specimen in a place where others may be exposed to your blood.

Never use a Safety Lancet that has been used by another person.

Not for use by hemophiliacs or persons taking blood-thinning medications (anticoagulants).

Do not use any part of this kit internally.

You may experience dizziness while collecting your blood specimen.

If at any time you have questions, you can call the support center toll free phone number, 24 hours a day, 7 days a week at 1-866-***-****. Your call is completely private and confidential.
**STEP 1**

Log On Now to KnowAtHome.org to register your kit and **watch the video**! The video contains important information on collecting your DBS specimen.

**STEP 2**

Check the contents of your D.B.S. specimen collection kit:

- **INSTRUCTION BOOKLET** in English and Spanish
- **BLOOD SPECIMEN COLLECTION CARD**
- **PLASTIC BAG** with humidity indicator and desiccant packets
- **ALCOHOL WIPE**
- **2 GAUZE PADS**
- **2 SAFETY LANCETS**
- **PENCIL**
- **BANDAGE**
- **RETURN ENVELOPE**
STEP 3

Lay the Instructional Placemat on a flat, dry surface.

Lay the following items in their matching spots on the Instructional Placemat:

- Alcohol Wipe
- Blood Specimen Collection Card
- 2 Gauze Pads
- Bandage
- 1 Safety Lancet
STEP 4

Write the date and time in the space provided on the Blood Specimen Collection Card.

Do not write your name on the collection card. The barcode on the outside will tell us that the sample belongs to you.

STEP 5

Open the collection card and fold the cover flap back, away from the collection circles. Lay the card down flat so that the five circles are facing up.

STEP 6

Open the Alcohol Wipe and Gauze Pads.
STEP 7
Wash your hands with soap and very warm (not hot) water. Dry your hands with a clean towel.

STEP 8
Select the finger you are going to prick. Choose the middle or ring finger from your non-dominant (weak) hand. For example, if you are right handed you can prick a finger from your left hand.

STEP 9
Choose a puncture site off the center of the fingertip. In choosing a puncture site, avoid callused (hardened) areas of the finger.

STEP 10
Twist the cap off of the Safety Lancet and throw the cap away. A tiny blade is hidden inside the lancet and is activated when you press on it. Because the lancet can only be used once, we have sent a spare one in this kit.
SPECIMEN COLLECTION
NOW YOU ARE READY TO PRICK YOUR FINGER . . .

STEP 11
Wipe the tip of the finger you have chosen to prick with the Alcohol Wipe.

STEP 12
Stimulate blood flow to the finger by vigorously shaking your hand back and forth below the waist for a few seconds while standing.

STEP 13
Place the hand with the finger you have chosen to prick on a flat surface with your palm facing up.

STEP 14
Place the tip of the Safety Lancet against your finger tip. Press the lancet down firmly against your finger until you hear a click.
STEP 15
Wipe away the first drop of blood using the Gauze Pad.

STEP 16
Do not squeeze your fingertip hard. Apply pumping pressure at the base of the finger and then massage towards the tip, as in a milking action.

STEP 17
Turn your hand over and allow drops of blood to collect at the puncture site.
Position the finger you pricked over the first circle on the collection card.
STEP 18
Once a large drop of blood has formed, touch the blood drop gently inside the first circle on the collection card. Try not to touch the collection card with your finger.

STEP 19
Allow the blood to completely fill the first circle before moving on to the next circle. It is very important you FILL up the circle COMPLETELY before you move to the next.
If a circle is not completely filled with one drop, allow additional drops to fall onto the same circle.
You may put extra blood outside the circle but the circle itself needs to be completely filled.

STEP 20
Fill the remaining circles one at a time. **Once you have left a circle do not go back.**
Fill at least 3 circles, but preferably all 5 in case one or more circles are not usable. If needed, use the second safety lancet to fill 3 to 5 spots. If unable to completely fill at least 3 spots, call the study support line at 1-866-***-****.
SPECIMEN COLLECTION

NOW YOU ARE READY TO COLLECT YOUR BLOOD SPECIMEN . . .

STEP 21

To increase blood flow or if blood stops flowing, you can do the following:
1. Stand up (only if you are not dizzy) and keep your hand below your waistline
2. Apply pumping pressure at the base of the finger while your hand is hanging down
3. You can also use the Gauze Pad to wipe the opening with a solid swipe to get the blood flowing again
4. Use the other Safety Lancet to puncture a different finger if the above options do not work
5. Call the study support line at 1-866-***-**** if you cannot completely fill at least 3 circles

STEP 22

Once you have collected your specimen, use the second, clean Gauze Pad to wipe the remaining blood off your finger. Put a little pressure on the puncture site with the Gauze Pad. After this, apply the Bandage on your finger.

STEP 23

IMPORTANT! Allow the card with your blood specimen to fully air dry on a flat surface such as your kitchen table or counter for at LEAST 4 hours, but no more than 12 hours at room temperature.
Do not close the flap. Keep the card away from direct sunlight or any heat source or moisture. Keep the card away from children and pets. Do not touch or smear the blood spots.

STEP 24

You can safely dispose of the Safety Lancets, Alcohol Wipe, and Gauze Pads in your home garbage.
STEP 25
When your blood specimen has dried, close the flap of the collection card over the circles.

STEP 26
Place the card in the plastic bag containing the Humidity Indicator and Desiccant Packets. Seal the bag and ensure that it is airtight.

STEP 27
Place the sealed plastic bag in the Return Envelope. Seal the envelope containing your dried blood specimen and mail it back to us for lab testing. You can take it to any United States Post Office mail box. No additional postage is required for mailing.

The following address should already be printed on the Return Envelope:
Department of Epidemiology
Rollins School of Public Health
Emory University
1518 Clifton Rd NE
Grace Crum Rollins Building, Room 462
Mailstop 1518-002-4AA
Atlanta, GA 30322

Do not leave the Return Envelope with your specimen in a vehicle, as the sun and heat will destroy your specimen.

REMEMBER - D.B.S. TEST RESULTS ARE FOR STUDY PURPOSES ONLY. YOU WILL ONLY BE NOTIFIED OF YOUR TEST RESULT FROM YOUR D.B.S. SPECIMEN IF IT IS DIFFERENT THAN EITHER OF THE RAPID TEST RESULTS YOU REPORTED, OR IF THE D.B.S. TEST RESULT IS POSITIVE.
CORRECT

Date: 1-8-14
Time: 2:37 PM
INSTRUCTIONAL PLACEMAT: A quick start guide to collecting your D.B.S. specimen

A: Log in now!

Go online to KnowAtHome.org, then log in to your KNOWatHOME account.

Watch the video on how to collect your specimen.

B: Get ready

Write your Kit Number printed on the outside of the D.B.S. kit in the box below:

Read the Instruction Booklet provided in your D.B.S. kit before collecting your blood specimen.

Check the contents of your kit. It should contain the below items:

- Instruction booklet
- Blood specimen collection card
- Plastic bag
- Alcohol wipe
- 2 gauze pads
- 2 safety lancets
- Pencil bandage
- Return envelope

C: Prick your finger

Follow steps 7-14 in the Instruction Booklet to prick your finger.

D: Collect your specimen

Follow steps 15-24 in the Instruction Booklet to collect your blood specimen.

Dry the card with your blood specimen for at least 4, but no more than 12 hours.

Do not close the flap on the card while drying.

E: Mail your specimen

Follow steps 25-27 in the Instruction Booklet to package and mail your specimen back to us for lab testing.

Our address is printed on the return envelope and no additional postage is required for mailing.

IMPORTANT NOTE:
Study staff will contact you by phone ONLY if:
1. Your D.B.S. result is different from either of the rapid self-test results you report through your secure account on www.knowathome.org
2. Your D.B.S. result is positive

Otherwise, D.B.S. test results will NOT be returned to study participants.

If you are not able to collect at least 3 completely filled spots, call 1-866-******. You have an additional blood spot collection card and safety lancets. Study staff will help you use these additional items to collect your sample if necessary.

Questions or comments? Feel pressured into taking this test? Please reach out toll-free to our study support center:
1-866-****-**** | 24 hours a day, 7 days a week
A: ¡Iniciar la Sesión ahora!
Diríjase a la página web KnowAtHome.org, luego regístrate en la sesión con su cuenta KNOWatHOME

Vea el video que explica cómo obtener la muestra de sangre seca

Escriba en la siguiente casilla el número de su kit que aparece impreso en el exterior de su kit D.B.S:

KIT NUMBER: 000000 000000

Lea el Manual de Instrucciones incluido en el kit D.B.S antes de obtener la muestra de sangre.

Revise el contenido de su kit.
Éste deberá incluir los siguientes artículos:

MANUAL DE INSTRUCCIONES
en inglés y español

TABLITA DE PAPEL DE FILTRO

TOALLITA CON ALCOHOL

GASA

LÁPICE

VENDAJE O CURITA

SOBRE PARA EL ENVÍO DE LA MUESTRA

C: Efectúe una punción en su dedo
Siga los pasos 7 al 14 del Manual de Instrucciones dedicado a la punción de su dedo

D: Obtención de su muestra de sangre seca
Siga los pasos 15 al 24 del Manual de Instrucciones para obtener su muestra de sangre
Permítala que su muestra de sangre seque por lo menos por 4 horas pero no más de 12 horas
No cierre la solapa de la tarjeta mientras ésta esté secando

E: Envíe por correo su muestra
Siga los pasos 25 al 27 del Manual de instrucciones para empacar y enviarlo por correo su tarjeta con la muestra de sangre seca para el análisis de laboratorio.

AVISO IMPORTANTE:
El personal de este estudio se pondrá en contacto con usted por teléfono SÓLO si:
1. El resultado de la prueba de laboratorio es distinto de los resultados que usted obtuvo con OraQuick o Sure Check y los cuales usted notificó por medio de su cuenta privada en la página web www.knowathome.org.
2. El resultado de la prueba de laboratorio es positivo
De lo contrario, el resultado de la prueba de laboratorio NO será comunicado a los participantes de este estudio.

Si no le fue posible llenar con su muestra de sangre por lo menos 3 círculos, llámenos al 1-866-******. En su kit usted tiene una tarjeta y lancetas adicionales. El personal de este estudio le ayudara con el uso adecuado de estos artículos adicionales para obtener su muestra si es necesario.