

**Department of Psychiatry  
University of Oxford**

## **Blood Samples for Anti-neuronal Membrane Antibodies Testing**

### **Blood Sample Handling Manual**

#### **Blood Sample Kit (per study participant)**

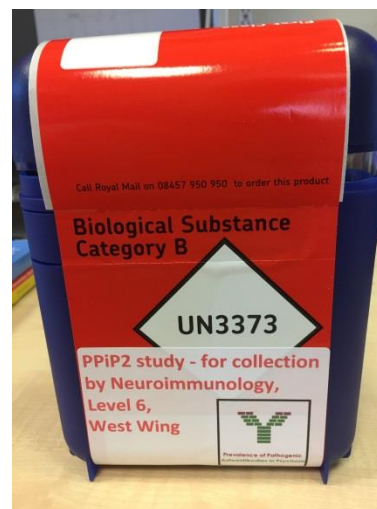
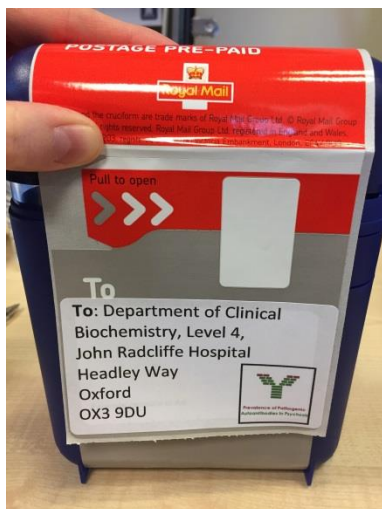
Blood sample kit ordered via the PPIp2 online Blood Kit Order Form will contain the following:

1. One blue plastic postal box with prepaid postage (UN3373).
2. 2x 8.5mL Gold-top serum separator tubes (SST) placed into the small tube holder inside the blue box wrapped in the provided sleeve. Additional 6ml EDTA purple top tube for future genetic research will be included in the box.
3. A Blood Sample Card in the large section of the blue box

#### **Labelling**

Blood Kit will be labelled before dispatching to sites:

1. SST and EDTA tubes and Blood Sample Card should be labelled in anonymised manner and only identified using the participant ID.
2. The Oxford laboratory address label should be placed on the front of the blue box (as shown below)
3. The PPIp2 study label should be placed on the back of the blue box underneath the UN3373 code (as shown below)



#### **Blood sample kit delivery**

The white cardboard inside the lid of the box should be in place to allow closing of the box without locking it. The box should be shut by lightly placing the lid onto the box.

## **Blood sample Card**

Each blood sample should be accompanied with the completed Blood Sample Card containing participant ID, date and time of the blood sample and other relevant required data.

## **Sample Collection**

Serum samples should be collected using 2x 8.5 mL Gold-top serum separator tubes. These will work with Vacutainer System. If for any reason it is not possible to take the full tube of blood please take as much as you can. Once filled, the tube should be slowly inverted 5-6 times. Shaking should be avoided.

A whole blood sample should be collected using a 6mL EDTA Purple-top tube.

## **Shipment**

The participant ID on the tube, Blood Sample Card and blue postal box should be checked before closing the blue postal box. Samples and the Blood Sample Card should be placed in the box. The white piece of the cardboard in the lid should be removed. The lid should be placed on the top of the box and sealed. The large label attached to the box (with the Oxford lab address and the pre-paid postage code) should be wrapped over the lid. If possible, samples should be posted within 24Hrs of the collection.

Address:

Department of Clinical Biochemistry, Level 4  
John Radcliffe Hospital  
Headley Way  
Oxford OX3 9DU.

## **Storage of samples before posting**

Samples can be stored at room temperature for no longer than 24 hours but it is recommended to post them on the day when they were collected, including Fridays.

## **Processing**

No local processing of the collected research blood sample will be required.

On arrival to the Department of Clinical Biochemistry in Oxford blood samples will be collected and transferred by the Neuroimmunology laboratory, Level 5, West Wing where they will be processed and tested.

## **Reporting**

Received samples will be tested for NMDAR, LGI1, GABAA and other (all live CBAs) antibodies at the Neuroimmunology laboratory, Level 5, West Wing, John Radcliffe Hospital in Oxford. Results (positive/negative) will be emailed to a site research team.