Research Specimen Scheduling Template (RSST)

Coordinators: Please complete all blue fields.

Study Secondary ID: MRN: Specimen/s received past Processing Window:	RG:			S	Subject Initials:			Proces	Processing Notes Note any non-compliance from SPL Standard Opportunity Procedures and/or the study-specific laboratory							
Study Subject ID: SPL Processing started past Processing Window:	Study Secondary ID:			MDNI				List Specimen Test Name/s. Specimen/s received past Processing Window:								
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Multiple Timepoints: Was the noncompliance reported to the study team? □ Yes □ No if yes, attach documentation of notification (i.e. email) to Page 3 of this form. Primary Coordinator: Primary Coordinator: Name For back up coordinators, please see		<u></u>	Date:		Timepoint:											
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Date/Initials of SPL Staff: Phone Pager Email bottom of last page. Collection Location Delivery Location Has Study Staff transported processing and shipping material to SPL: CTU/Infusion: Other: SPL Main Lab (T1-101): Supplies include kits, labels, shippers, & waybills/airbills. Alliance Lab: SPL Satellite Lab (G6-091): Yes: Not applicable: Radiology: 30 Minute Sample: Urgent (30 minute) samples must be transported to the Satellite Lab by research staff. SPL Main lab cannot process samples ≤30 minutes Inpatient/UWMC: Most current version of Lab Manual is present in CTMS: Yes: Version: Date: Test Name (If biospecimen has multiple tests, please list first test only, is abstracted shifted	Received Date/Time				Drimanı Caardi	reported to the study team?										
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RSST Form

For questions, email Specimen Processing Lab, or FH Courier Services.

Date: August 11, 2022

Research Specimen Scheduling Template (RSST)

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RG:					Subject Initials:				Proces	Processing Notes Note any non-compliance from SPL Standa Procedures and/or the study-specific labor			•	_			
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					Patient Sequence #:					N	Missing specimen/s:						
Collection Date/Ti	me:				Visit ID:					N	NO Noncompliance Noted						
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tests, please list first test only, ie chemistry) (SST, Stool,Bone Marrow, etc)			For Oth see Page		RCF (x g)	Duratio	n A/R	Dr	No rocessin	Time	Time		Time				
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Version: 5.0 Date: August 11, 2022

Research Specimen Scheduling Template (RSST)

RSST ID #:									
Special Processing/Aliquoting Instructions									
Billing									
Shipping									
Temp (A/R/F)	Date Wayhill/Airhill Central Lah Notes								
Additional Comments									
Study Team Backups:									
	Name	Phone	Pager	Email					

Version: 5.0