



Longitudinal Early-onset Alzheimer's Disease Study
in collaboration with
**The National Centralized Repository for Alzheimer's
Disease and Related Dementias (NCRAD)**

Label Training Slides



Contact Information

- Questions?

Please contact NCRAD Coordinators at:

- Phone: 1-800-526-2839 or 317-274-7546
- E-mail: alzstudy@iu.edu or agericks@iu.edu
- Website: www.ncrad.org

Sample Kits

1. Blood Kit: CI Baseline (BL)
2. Blood Kit: CI M12 – M70 & CN BL – M70
3. Blood Kit: Long Read Sequencing (LRS)
4. CSF Kit: CI BL – M70 & CN BL – M70



National Centralized Repository for
Alzheimer's Disease and Related Dementias

Blood Kit: CI Baseline (BL)

Kit comes with the supplies necessary for the collection and processing of:

- Whole blood for isolation of serum
- Whole blood for isolation of plasma and buffy coat
- Whole blood for CLIA genetic testing
- Whole blood for isolation of RNA
- Whole blood for isolation of PBMC

Blood Kit: CI M12 – M70 & CN BL – M70

Kit comes with the supplies necessary for the collection and processing of:

- Whole blood for isolation of serum
- Whole blood for isolation of plasma and buffy coat
- Whole blood for isolation of RNA
- Whole blood for isolation of PBMC

Blood Kit: Long Read Sequencing (LRS)

Kit comes with the supplies necessary for the collection and processing of:

- Whole blood for Long Read Sequencing

CSF Kit: CI BL – M70 & CN BL – M70

Kit comes with the supplies necessary for the collection and processing of:

- Cerebral Spinal Fluid (CSF)

Specimen Labels

NCRAD



National Centralized Repository for
Alzheimer's Disease and Related Dementias

Label Type Summary

1. Kit Number Labels
2. Site and LEADS ID Labels
3. Collection Tube Labels
 - Differ by specimen type
4. Aliquot Tube Labels
 - Differ by specimen type

Kit Number Labels



Provided by NCRAD in the kits

- Used to track patient samples and provide quality assurance
- Will be placed on the following locations:
 1. Outside cryobox that houses aliquot tubes during storage and shipment
 2. Outside of the biobag that houses PBMCs during ambient shipment
 3. Blood Sample and Shipment Notification Form
 4. CSF Sample and Shipment Notification Form (IF COLLECTED)
 - CSF samples will have a different kit number than the blood collection specimens

Site and LEADS ID Label

LDS:

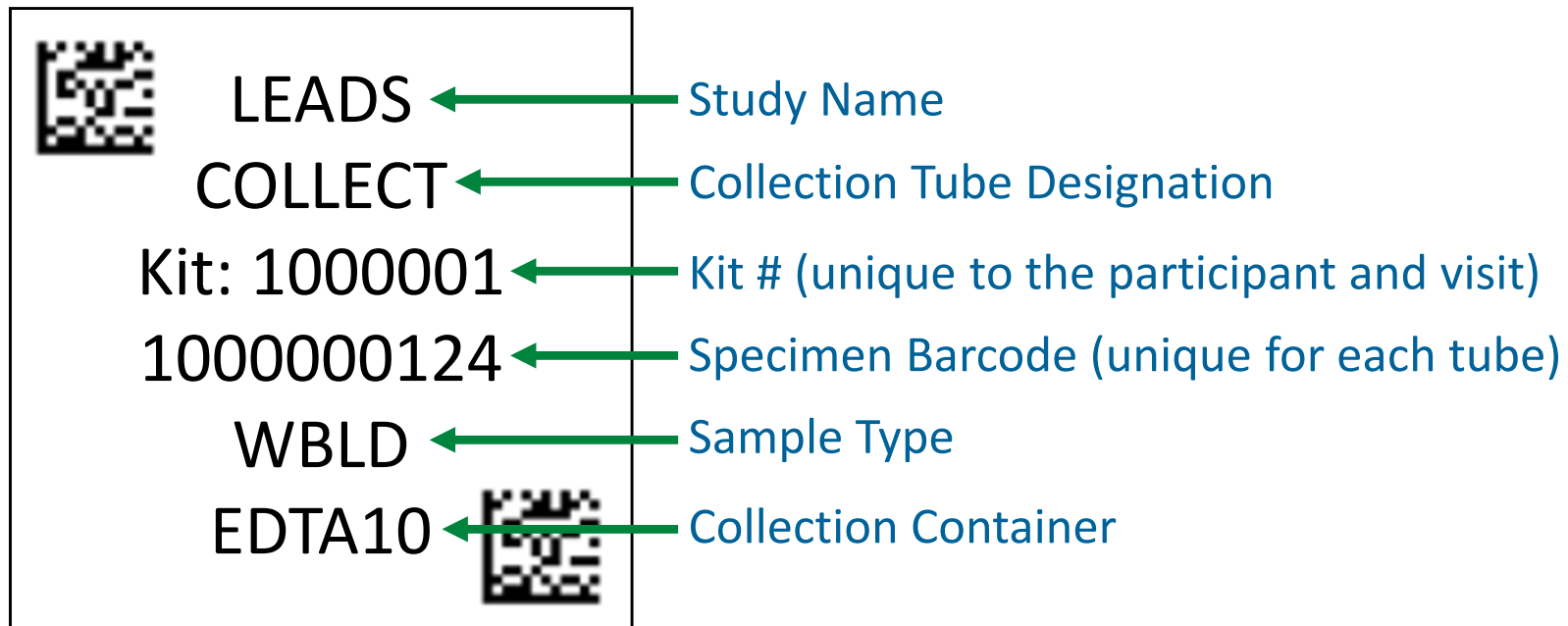
- Subjects will be identified by their site ID and LEADS ID
- The LEADS ID may only be available shortly before the visit
- Sites will be responsible for handwriting this onto the provided labels
 - Must use fine point permanent marker

Site and LEADS ID Label Cont.

LDS:

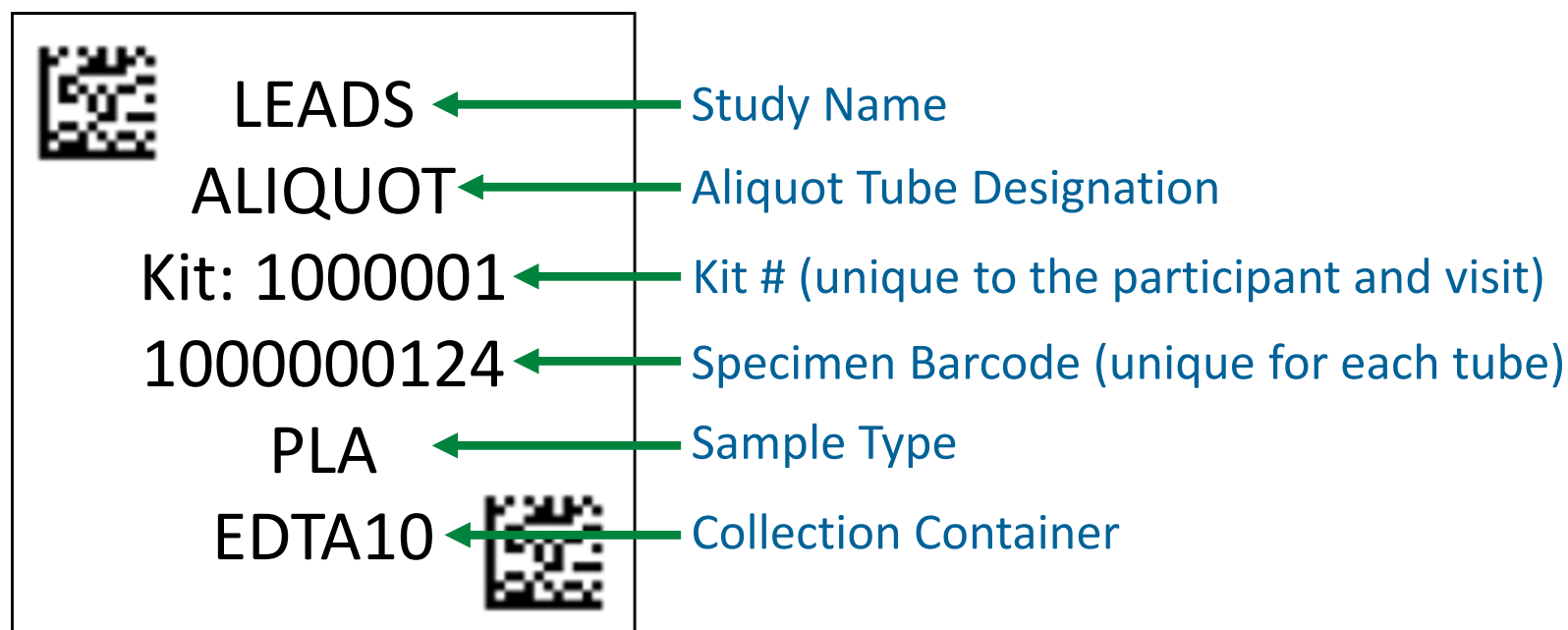
- Write information on label prior to adhering to tube
- Label will be placed on all collection tubes:
 - PAXgene™ Blood Collection Tube (2.5ml) for RNA
 - Plain Red Top Serum Blood Collection Tube (10ml) for Serum
 - Sodium Heparin (Green-Top) Blood Collection Tube (10ml) x 2
 - EDTA (Lavender-Top) Blood Collection Tube (10ml) for DNA and Plasma x 3
 - EDTA (Lavender-Top) Blood Collection Tube (ml) for CLIA lab testing ****CI Baseline ONLY****
 - EDTA (Lavender-Top) Blood Collection Tube (3ml) for LRS ****collected only once****
- Kits will include one extra label

Collection Tube Labels



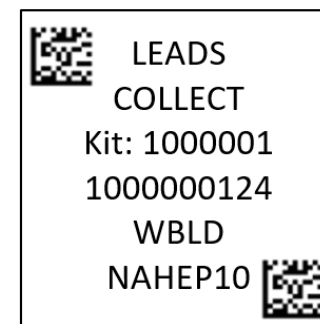
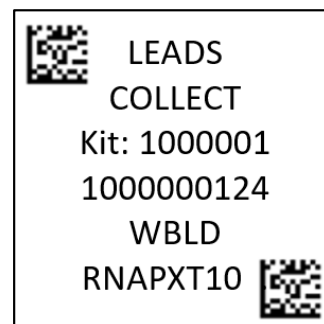
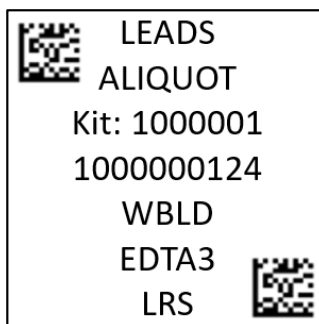
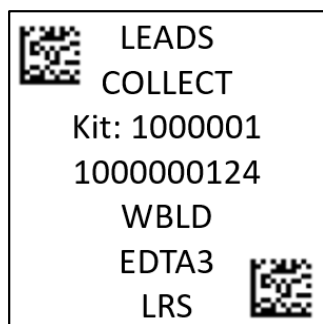
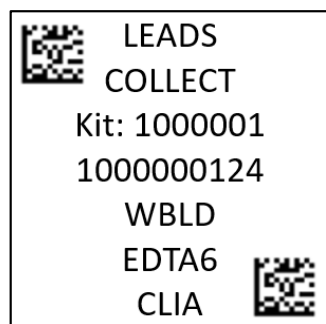
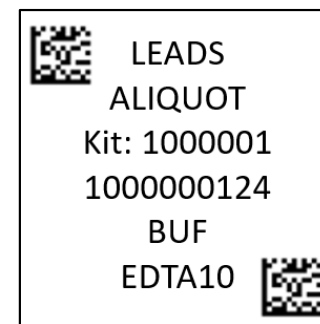
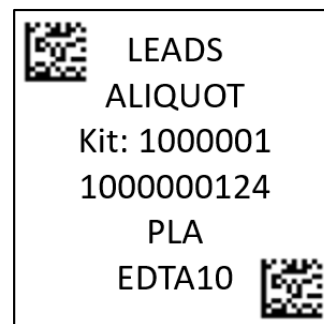
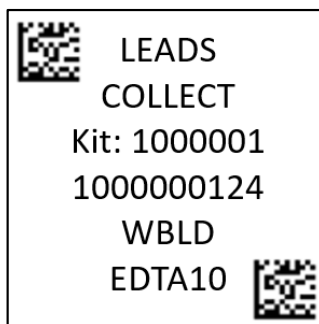
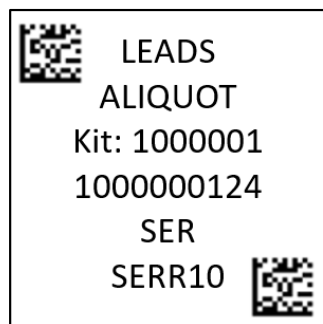
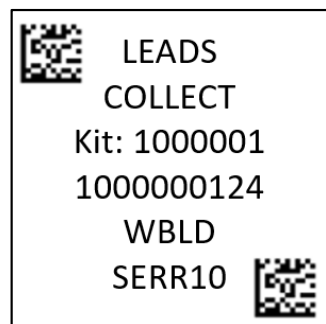
Labels to be placed on ALL collection tubes

Aliquot Tube Labels

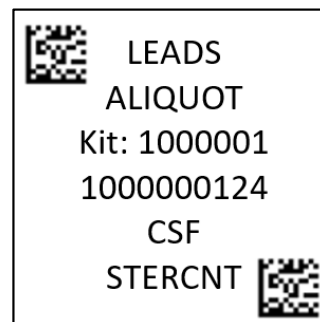
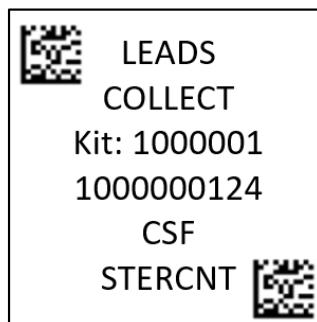


Labels to be placed on ALL aliquot tubes

Collection and Aliquot Tube Labels



Look to the **Sample Type & Collection Tube** lines to determine what tube / cryovial the label should be placed on



Every combination of
Sample Label you
may encounter

Specimen Type & Collection Tube Guide

SPECIMEN TYPE ABBREVIATIONS

WBLD	-	Whole Blood
SER	-	Serum
PLA	-	Plasma
BUF	-	Buffy Coat
CSF	-	Cerebrospinal Fluid

COLLECTION TUBE ABBREVIATIONS

SERR10	10mL Serum Red-Top Tube
EDTA10	10mL EDTA Lavender-Top Tube
EDTA6	6mL EDTA Lavender-Top Tube
EDDTA3	3mL EDTA Lavender-Top Tube
RNAPXT10	10mL RNA PAXGene™ Tube
NAHEP10	10mL Sodium Heparin (NaHep) PBMC Tube
STERCNT	Sterile Container (for CSF)

Specimen Labels: Blood Collection Tubes

- All Serum, EDTA, and PAXGene™ collection tubes will have two labels:
 - Label 1: Collection Tube Label
 - Label 2: LEADS ID Label

Label 1:

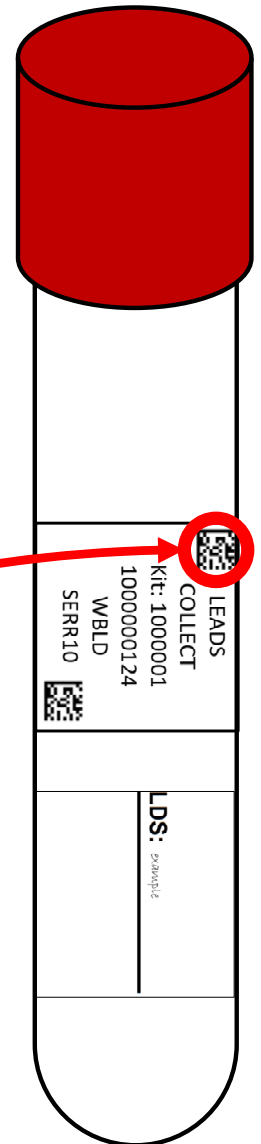
	LEADS COLLECT Kit: 1000001 1000000124 WBLD SERR10	
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Label 2:

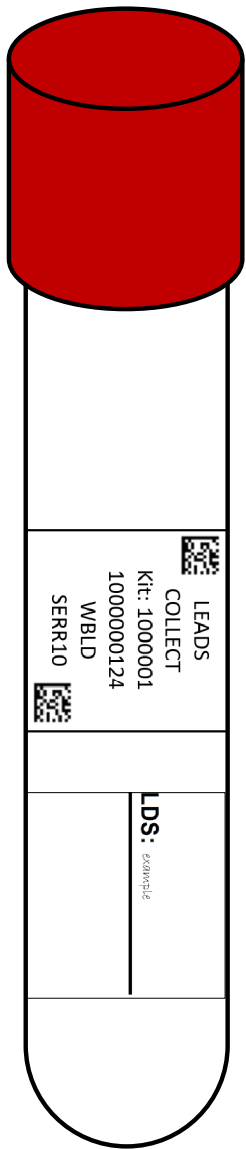
LDS:

Please ensure the
left-hand barcode
is near the cap

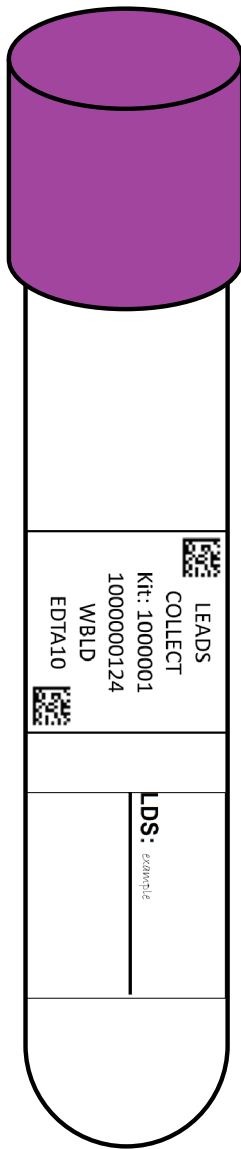
	LEADS COLLECT Kit: 1000001 1000000124 WBLD SERR10	
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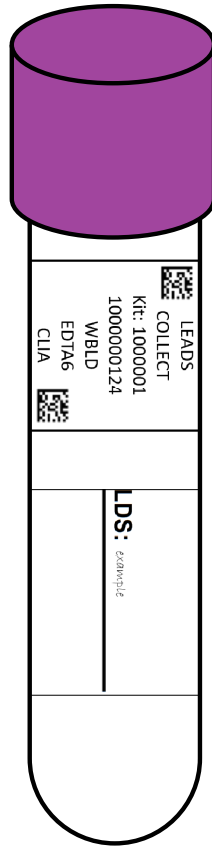
Specimen Labels: Blood Collection Tubes



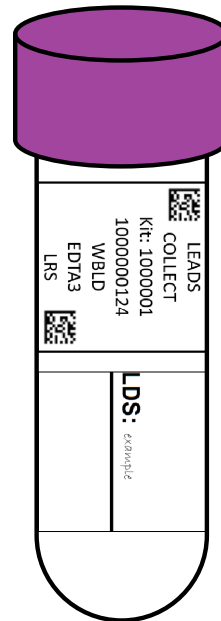
1 x 10mL Serum
Red-Top Tube



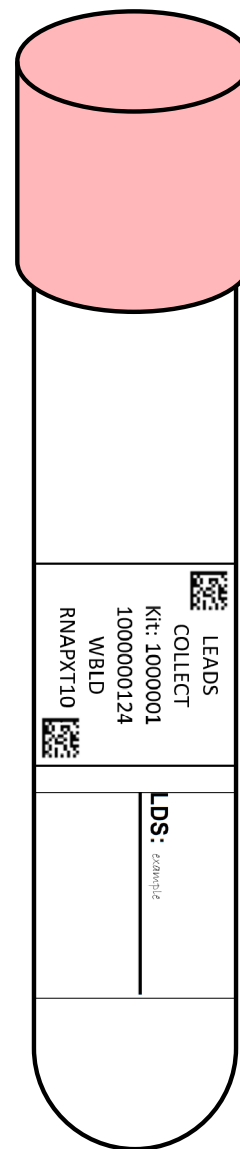
3x 10mL EDTA
Lavender-Top
Tubes



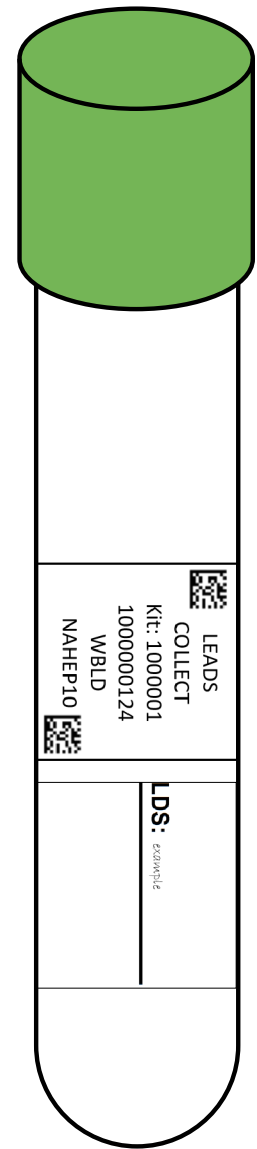
1 x 6mL EDTA
Lavender-Top
Tube



1x 3mL EDTA
Lavender-Top
Tube



1 x 10mL RNA
PAXGene
Tube



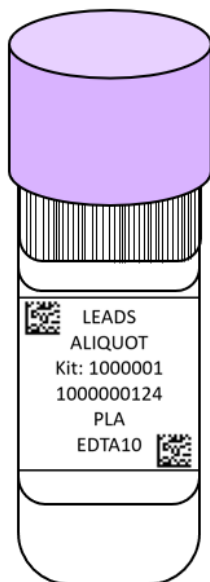
2 x 10mL Sodium
Heparin (NaHep)
PBMC Tubes

Specimen Labels: Aliquot Tubes

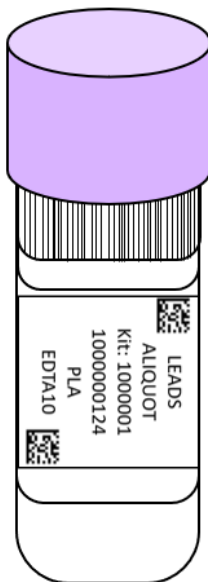


Cap Color	Sample Type
Red Cap	Serum
Lavender Cap	Plasma
Clear Cap	Buffy Coat
Green Cap	Whole blood
Blue Cap	Residual (plasma, serum, whole blood or CSF)
Orange Cap	CSF
Yellow Cap	CSF for local lab

ALIQOT TUBE LABELING DIAGRAM



Incorrect



Correct

- **Aliquot Tubes: 2ml cryovials**
 - Serum, Plasma, Buffy Coat, Whole Blood, and CSF
- **Aliquot tube label only**
- **Place left-hand barcode near cap**

Labeling Biologic Samples

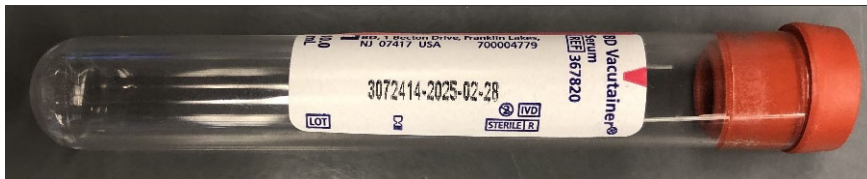
Please...

- Label all collection and aliquot tubes before cooling, collecting, processing or freezing samples.
- Label only 1 subject's tubes at a time to avoid mix-ups.
- Wrap the label around the tube horizontally. Label position is important for all tube types.
- Make sure the label is completely adhered by rolling between your fingers.

Serum Preparation (10ml Red Top Tube)

Prior to blood draw, label all tubes:

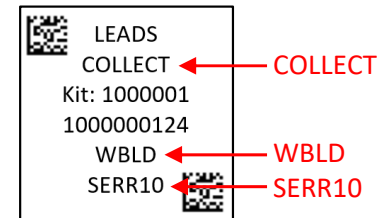
1 x 10mL Serum Tube



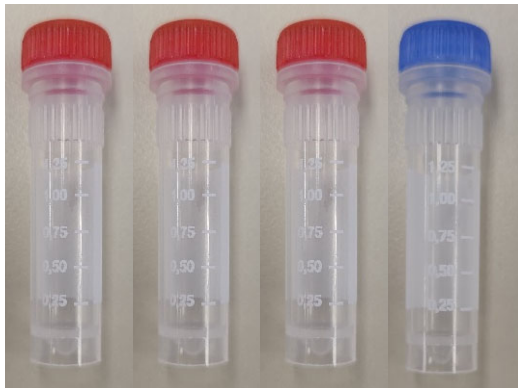
Label with:

LDS: _____

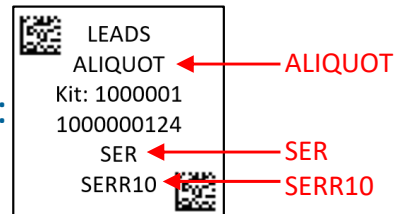
&



3 x 2ml Red Cap Cryovials & 1 x 2ml Blue Cap Cryovial



Label with:



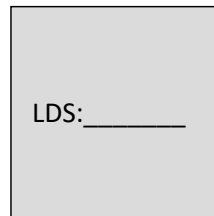
Plasma and Buffy Coat Preparation (10ml Lavender-Top Tube x 3)

Prior to blood draw, label all tubes:

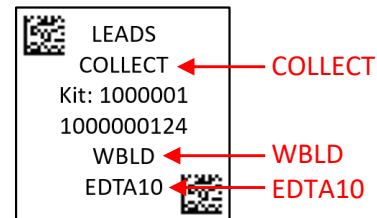
3 x 10mL EDTA Tubes



Label with:



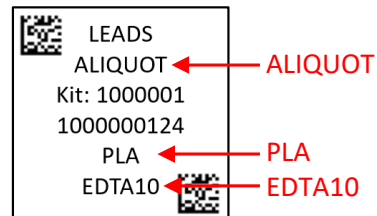
&



9 x 2ml Purple Cap Cryovials & 1 x 2ml Blue Cap Cryovial



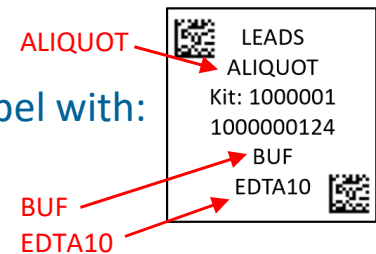
Label with:



3 x 2ml Clear Cap Cryovials



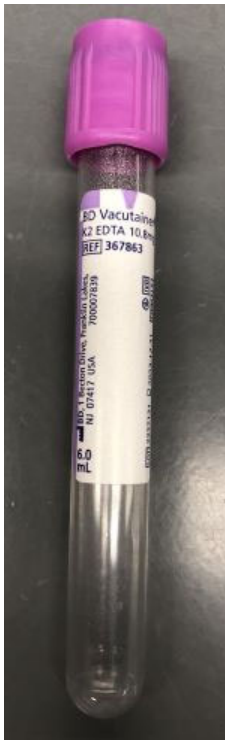
Label with:



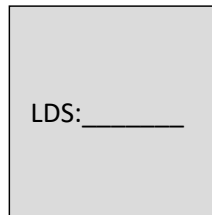
Whole Blood Preparation (6 mL Lavender-Top Tube)

Prior to blood draw, label all tubes:

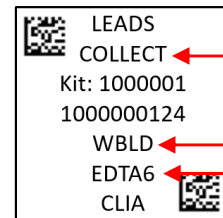
1 x 6mL EDTA Tube



Label with:



&



COLLECT

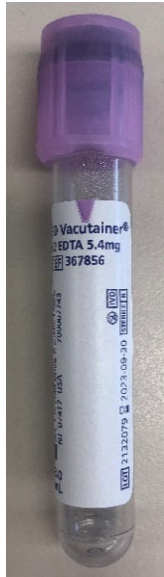
WBLD

EDTA6

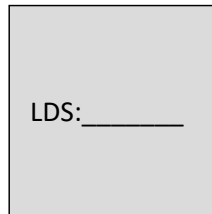
Whole Blood Collection (1 x 3ml EDTA Purple Top Tube)

Prior to blood draw, label all tubes:

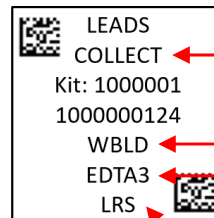
1 x 3mL EDTA Tube



Label with:



&



COLLECT

WBLD

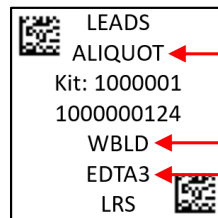
EDTA3

Labels will have an additional line to indicate they are for LRS

3 x 2ml Green Cap Cryovials & 1 x 2ml Blue Cap Cryovial



Label with:



ALIQUOT

WBLD

EDTA3

RNA Preparation (2.5ml PAXgene™ Tube)

Prior to blood draw, label all tubes:

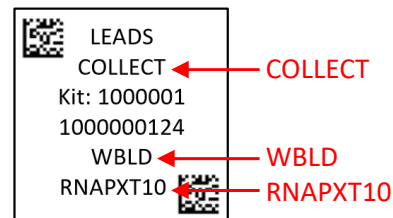
1 x RNA PAXgene™ Tube



Label with:

LDS: _____

&



PBMC Preparation (10ml Sodium Heparin Tube) x 2

Prior to blood draw, label all tubes:

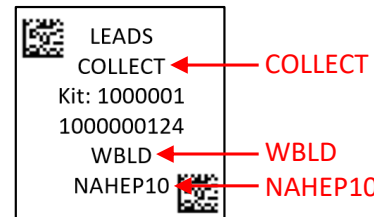
2 x 10mL Sodium Heparin (NaHep) PBMC Tubes



Label with:

LDS: _____

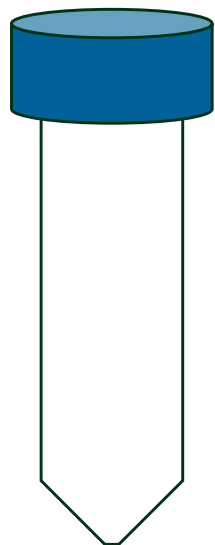
&



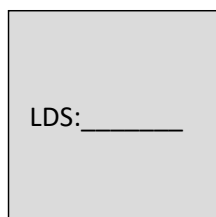
CSF

Prior to blood draw, label all tubes:

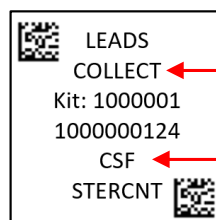
1 x 50ml Sterile Container



Label with:



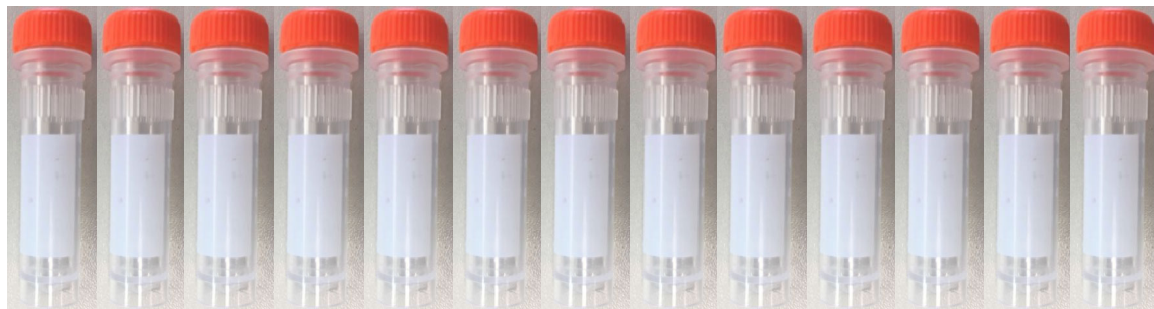
&



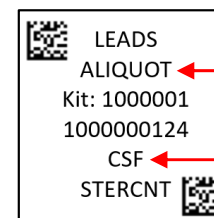
COLLECT

CSF

13 x 2ml Orange Cap Cryovials & 1 x 2ml Blue Cap Cryovial



Label with:

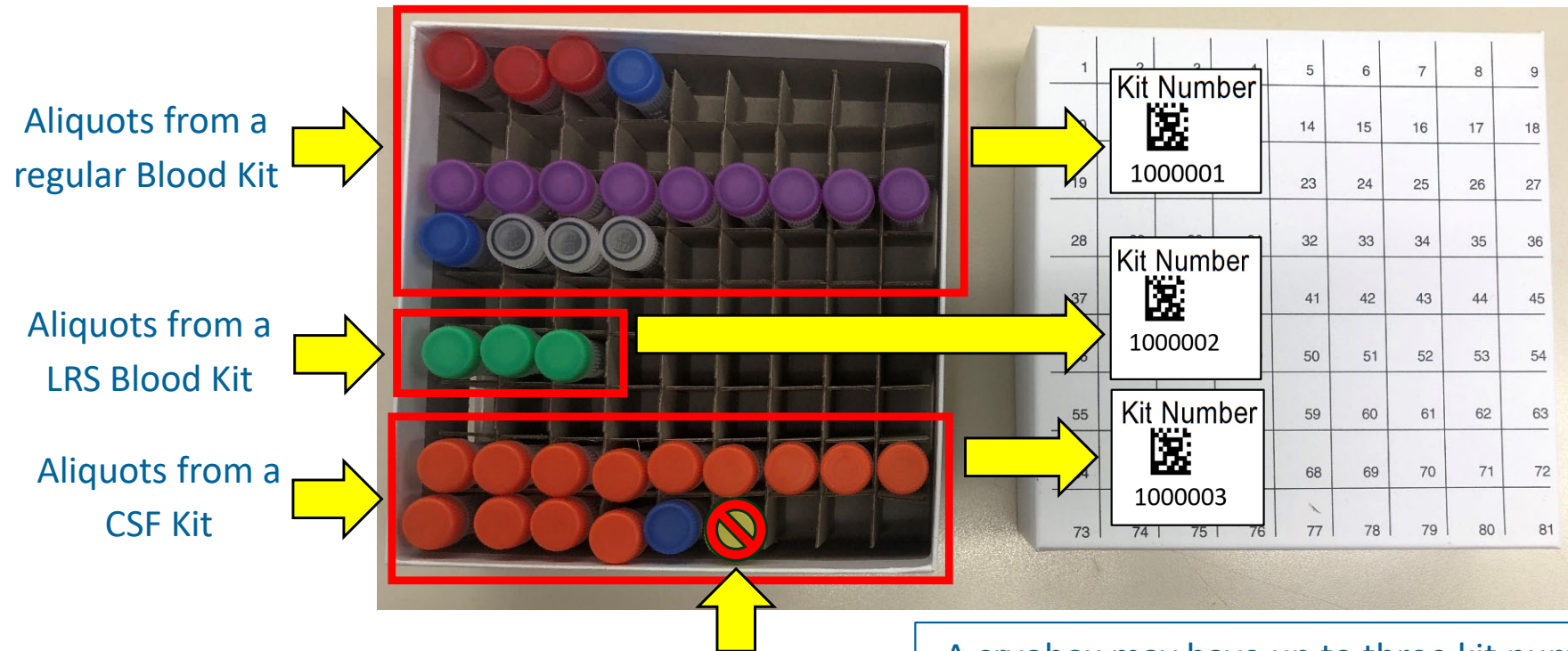


ALIQUOT

CSF

*NCRAD does not provide a label for the yellow cap cryovial for CSF for your local lab.

Where else to put labels? Cryobox Lid



Please note that the yellow-cap cryovial of CSF should NOT be sent back to NCRAD. If used, you should provide it to your local lab.

A cryobox may have up to three kit number labels on its lid, depending on what samples were collected during the participant's visit.

This is an example of a cryobox with 3 kit number labels, one for each: regular blood kit, LRS blood kit, and CSF kit

Where else to put labels? Ambient Biohazard Bag



Place a Kit Number Label on the outside of the biohazard bag that contains the ambient PBMC samples during shipment

Where else to put labels? Sample Forms

LEADS Longitudinal Early-Onset Alzheimer's Disease Study

Participant ID: LDS

NCRAD National Care about Research for Alzheimer's Disease and Related Disorders

CSF Sample and Shipment Notification Form
Please email or fax the form on or prior to the date of shipment.

To: Kelley Faber Email: alzstudy@iu.edu FAX: 317-321-2003 Phone: 1-800-526-2839

General Information:

From: Date:

Phone: Email:

Study: LEADS ☐ CI Participant ☐ CN Participant Kit #  1000003

Visit (circle one): BASELINE M12 M24 M36 M48

Sex: ☐ M ☐ F Year of Birth: Collected? ☐ Yes ☐ No

Tracking #: Gauge needle used for LP: ☐ 22G ☐ 24G

CSF Collection:

1. Date of Collection:	2. Time of Collection: 24 hour clock: [HHMM]
3. Last time subject ate: Date:	4. Last time subject ate: 24 hour clock: [HHMM]
5. Collection process: ☐ Gravity Method OR ☐ Aspiration	

CSF Processing:

Time spin started: 24 hour clock: [HHMM]	
Duration of centrifuge: minutes	
Temp of centrifuge: °C	Rate of centrifuge: x g
Total amount of CSF collected (mL):	
Time aliquoted: [HHMM]	
Number of 1.5 mL aliquots created (up to 14 total):	
(Orange cap cryovials): x 1.5 mL	
If applicable, volume of CSF residual aliquot (less than 1.5 mL):	
(Blue cap cryovial): mL	
If applicable, specimen number of residual aliquot tube:	
(Last four digits):	
Time frozen: [HHMM]	
Storage temperature of freezer: °C	
Notes:	

LEADS Longitudinal Early-Onset Alzheimer's Disease Study

Participant ID: LDS

NCRAD National Care about Research for Alzheimer's Disease and Related Disorders

Biological Sample and Shipment Notification Form
Please email or fax the form on or prior to the date of shipment

To: Kelley Faber Email: alzstudy@iu.edu Phone: 1-800-526-2839

General Information:

From:

Phone:

Email:

Date:

Study: LEADS ☐ CI Participant ☐ CN Participant

Visit (circle one): BASELINE M12 M24 M36 M48 M60

Sex: ☐ M ☐ F

Year of Birth:

Tracking #:

Kit #  1000001

Kit # (Only if 3mL EDTA tube used):  1000002

Blood Collection:

1. Date Drawn (MM/DD/YYYY):	2. Time of Drawn (24 hour clock): [HHMM]
3. Last time subject ate (MM/DD/YYYY):	4. Last time subject ate (24 hour clock): [HHMM]

Blood Processing:

RNA (PAXgene Tube)	Plasma & Buffy Coat (Lavender Top Tube – 10mL)
Total Volume of blood drawn (1 x 2.5 mL PAXgene RNA tube): mL	Time spin started (24 hour clock): [HHMM]
RNA tube:	Duration of centrifuge: minutes
Time PAXgene RNA tube placed in freezer (24 hour clock): [HHMM]	Temp of centrifuge: °C
Storage temperature of freezer: °C	Rate of centrifuge: x g
	Original volume drawn (3x10 mL EDTA tubes):
Serum (Red Top Tube)	EDTA #1: mL EDTA #2: mL EDTA #3: mL
Time spin started (24 hour clock): [HHMM]	Time aliquoted: [HHMM]
Duration of centrifuge: minutes	Number of 1.5 mL plasma aliquots created:
Temp of centrifuge: °C	If applicable, volume of residual plasma aliquot (less than 1.5 mL-Blue cap): mL
Rate of centrifuge: x g	If applicable, specimen number of residual plasma aliquot (Last four digits):
Original volume drawn (1x10 mL Serum tube): mL	Time aliquots placed in freezer (24 hour clock): [HHMM]
Time aliquoted: [HHMM]	Storage temperature of freezer: °C
Number of 1.5 mL serum aliquots created:	Buffy coat aliquot #1 (last four digits):
If applicable, volume of residual serum aliquot (less than 1.5 mL-Blue cap): mL	Buffy coat volume #1: mL
If applicable, specimen number of residual serum aliquot (Last four digits):	Buffy coat aliquot #2 (last four digits):
Time aliquots placed in freezer (24 hour clock): [HHMM]	Buffy coat volume #2: mL
Storage temperature of freezer: °C	Buffy coat aliquot #3 (last four digits):
EDTA (Lavender Top Tube – 3mL)	Buffy coat volume #3: mL
3mL EDTA tube for LRS collected? ☐ Yes ☐ No	Buffy coat aliquot #4 (last four digits):
Original volume drawn (1x3mL EDTA tube): mL	Buffy coat volume #4: mL
Time aliquoted: [HHMM]	PBMC (NaHeP Green Top Tube)
Whole blood aliquot #1 (last four digits):	Original volume drawn (2x10mL PBMC tube): mL
Whole blood volume #1: mL	EDTA (Lavender Top Tube – 6mL)
Whole blood aliquot #2 (last four digits):	6mL EDTA tube for CLIA testing collected? ☐ Yes ☐ No
Whole blood volume #2: mL	Original volume drawn (1x6mL EDTA tube): mL
Whole blood aliquot #3 (last four digits):	Notes:
Whole blood volume #3: mL	
Whole blood aliquot #4 (last four digits):	
Whole blood volume #4: mL	