

PMT3-C-3 — SOP_PMT-STUDY: UNIQUE IDENTIFIER STICKY LABEL PROCEDURES

Sticky label sheets are available for download at the PMT3 study homepage. Each subject enrolled into the study is automatically assigned a unique identifier (see Handbook of Clinical Studies SOP PMT3-C-1) once a new electronic case report form (eCRF) record is created for that subject. Sticky label sheets — specific for each subject according to the unique identifier — then become available for download.

There is one sticky label sheet available for download: top of the sheet for use in outpatient clinics and the below for use by the laboratory. Sheets should be downloaded and printed on the specified sticky label sheets (see SOP PMT3-C-2).

Outpatient clinic sticky labels

The outpatient sticky labels are used for maintaining records of consent, patient visit files (see SOP PMT3-B-1) and for labeling blood tubes and urine collection containers at the clinic, prior to transport to the laboratory for further processing (i.e., for blood centrifugation, urine volume measurements and aliquot preparation). All labels should be dated using indelible ink according to the dates that patients are consented and specimens collected.

Procedures for use of laboratory-specific sticky labels.

Laboratory sticky labels are provided for samples that are either stored as banked samples at participating sites or shipped to the Dresden laboratory or Madrid laboratory for analyses. These labels are not for use with blood collection tubes or urine containers. All labels should be dated using indelible ink according to the dates that specimens are collected.

All sticky labels are color-coded according to the type of sample collected (i.e., DNA, urine samples). Samples are also distinguished by the type of collections and/or analytes to be measured (MET, metanephrines; 24, 24 hour urine collection; CAT, catecholamines).

For plasma free metanephrines & catecholamines, there are labels for four tubes of heparinized plasma, three of which should be shipped from outside centers to Dresden and the other banked locally. The same applies to EDTA blood for DNA triplicate labeled samples. Urine is collected for 24-hour and are aliquoted into 24-hour tubes. Additional blank labels can be used for storage of extra sample, when available.