

GROUP BLOOD DRAW GUIDELINES

for University of Missouri Animal Molecular Genetics Lab projects

Prior to the draw:

- Make arrangements with a veterinarian or vet tech (or other qualified person) who is very familiar with drawing blood samples, and comfortable doing so with an audience. Ideally, arrange for this person to bring the supplies for drawing the samples (needles, syringes or needle holders, vacutainer EDTA tubes, etc), and reimburse them for the cost of the supplies. If they do not have access to 5 or 10ml EDTA tubes (for the blood), contact Liz Hansen at the lab to arrange for these to be sent to you.
- Set up a time and place for the draw that will be convenient, yet not right in the middle of everything going on. Ideally it will be easy for people to get to, but less noisy and hectic than the rest of the event.
- Try to get the blank forms to people at least a week ahead of time so they have some time to fill them out and find the information requested. Filling out forms at the show will be frustrating and sometimes impossible to get correct info. There will be some people who will need to do it there at the show, but the less "last minute" things are, the better! Remind people to bring a pedigree copy along for each dog being banked.

At the blood draw:

- Have blank "Individual Dog Information" forms at the show for those who decide at the last minute, hadn't heard about the draw, or forgot their forms. If they don't have a pedigree copy with them, ask that they write the sire and dam name on the form somewhere, and mail or fax a pedigree to us later. Print some "Missing Information?" sheets with the lab address, email, fax# to give to people who will need to send information later.
- Bring a box of envelopes so people can put their completed paperwork into an envelope - this makes people much more at ease about someone being able to "sneak a peak" at their information, if that's a concern.
- As the samples are drawn, number each sample tube and the corresponding paperwork sequentially as you go. Please use a Sharpie or other waterproof pen. Each tube and envelope should also be labeled with the dog's call name and owner's last name to help avoid any mix-ups. It's helpful (though not essential) for our lab to have a list of all the samples as well, so have someone keep a notepad with a list of sample number, call name, owner name as the samples are collected. This helps us check to be sure something isn't missing, and provides a backup in case a tube or envelope isn't labeled, or isn't labeled legibly.
- A box or rack such as the one the tubes were packed in is very useful for keeping the drawn samples organized. If there isn't cooler space for a rack or box, do what you can to keep some sort of organization of the samples. Place the samples into a cooler as soon as possible after they are drawn and labeled, and then into a refrigerator until they are shipped.

Shipping the samples and paperwork:

- Cool all the samples for at least an hour or two prior to shipping. The original tube box/rack will keep samples safe on their trip here if that will fit into the cooler. If not, bag samples in ziplock bags, preferably no more than 10 to a bag. This way, if something does break in shipment, there will be fewer other samples impacted.
- Add one or more freezer packs to the cooler. Fill any remaining space with bubble wrap, newspaper, or some other packing material so that things cannot shift when the delivery service drops the package (notice I said "when", not "if").
- Place all the paperwork into a ziplock bag. If there is room inside the cooler, pack it there. If not, pack it between the cooler and the cardboard box the cooler is placed into. Try to keep everything together, rather than sending the paperwork separately. If this is not possible, please put the list of samples in the cooler (in a ziplock bag - the cool packs sweat and paper gets soggy) so that the lab has something to work from in case the paperwork is not delivered the same day as the samples. Please do not hold paperwork for missing pedigrees - just send what is available, and ask owners to forward missing information to the lab as soon as possible.
- Send the package to the lab via overnight delivery. Unless prior arrangements have been made, DO NOT send the package for weekend delivery - nobody will be in the building to accept the package and refrigerate the samples. The samples should be held over the weekend in a refrigerator, then sent the first available day that will result in a weekday delivery.

Shipping address is:

Dr. Gary Johnson
320 Connaway Hall
University of Missouri
Columbia, MO 65211

If there are any questions, please contact Project Coordinator Liz Hansen - email HansenL@missouri.edu , phone 573-884-3712, FAX 573-884-5414, or write 321 Connaway Hall, University of Missouri, Columbia, MO 65211.