

# DSHS Laboratory Information for THSteps HIV and Dyslipidemia Screening

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What you need to know to submit specimens to the Department of State Health Services (DSHS) Laboratory for HIV or dyslipidemia screenings:

## Ordering Supplies:

- Specimen collection and shipping supplies are available to enrolled THSteps providers and can only be used for specimens to be submitted to the DSHS Laboratory.
- Use the [Order Form for Child Health Lab Supplies](#) (G-399) to order the supplies.
- Order only the following supplies:
  - Red top kit (BD Vacutainer tube, 6mL, venous, red top; pipette; & serum transport tube) for HIV or dyslipidemia screening **OR** BD Vacutainer tube (serum separator tube – SST, 5mL, venous, gold top) for HIV screening
  - Insulated Shipping Box with prepaid air bill (this item is mailed separately)
    - The shipping box measures 11 1/8" x 9 1/8" x 10 1/8".
    - Including two medium liners and one large liner for specimen packing.
    - Including two cold packs which should be placed in the freezer upon receipt so they are frozen when ready to ship specimens.
- No need to order mailing labels.

## Specimen Collection:

- The preferred specimen type is serum. Spin down red top or BD Vacutainer tubes (gold top) within two hours of collection.
- Pour the serum from red top tube into a transport container with appropriate label. Keep it frozen until ready to ship to the DSHS Laboratory.
- Store the gold top at 2-8°C and ship to DSHS Laboratory to be received within 5 days from date of collection.
- For detailed instructions on packing frozen serum specimens for shipping, visit our website at [http://www.dshs.state.tx.us/lab/mrs\\_shipping.shtm#lipid](http://www.dshs.state.tx.us/lab/mrs_shipping.shtm#lipid).
- Complete the G-THSTEPS specimen submission form. One form is required for each specimen. A sample of this form may be viewed at [http://www.dshs.state.tx.us/lab/MRS\\_forms.shtm](http://www.dshs.state.tx.us/lab/MRS_forms.shtm).

## Shipping:

- Contact Lone Star Overnight (LSO) at 1-800-800-8984 to arrange pickup of the insulated shipping box or use your preferred courier if they can accommodate frozen specimens.
- Upon receipt of the box at the DSHS Laboratory, the box will be shipped back to the provider with another prepaid air bill.
- The insulated shipping box is the property of the DSHS and should only be used to ship specimens to the DSHS Laboratory.