Submission Requirements
1. Serum is accepted for all HIV testing.
2. Label tube and collection form with patient's name or unique identifier, date of birth and the date of collection. UNLABELED SPECIMENS WILL NOT BE TESTED.
3. A completed Serology/Immunology Test Request Form must accompany the specimen.

Specimen Collection and Handling
1. Blood samples must be collected in a red stopper, serum separator (SST), or a tube without anticoagulants. When possible samples should be centrifuged to separate serum from cells.
2. Following collection, serum samples may be stored at room temperature for 3 days or 2-8°C for 7 days.
3. 1 ml of serum is the minimum recommended volume for submission.
4. Label specimen, wrap the collection tube in absorbent material, and place into a biohazard bag.

Test Request Form
1. Complete Serology/Immunology Test Request Form, including all patient identifiers, by going online to: http://www.shl.uiowa.edu/testmenu/formgenerator.xml
2. Testing is dependent upon complete and accurate information; therefore, results may be delayed if information is not provided.
3. When ordering a confirmatory test on a currently HIV reactive specimen, please include screening test method and date of test performance.

Shipping Instructions
1. Include completed Serology/Immunology Test Request Form in outside pocket of biohazard bag.
2. Wrap the specimen in absorbent material and place into a biohazard bag (one specimen per biohazard bag).
3. Roll up the bag and place in mailer.
4. Seal mailer with a V-coded self-adhesive wrapper provided with SHL kit or equivalent.
5. Ship with cold pack if mailed.
6. Ship multiple specimens in packaging compliant with USPS or IATA regulations.
7. If delays in transport are anticipated, refrigerate specimens until shipment.

Contact Information
1. For test collection kits, go online to http://www.shl.uiowa.edu/kitsquotesforms or call (319) 335-4500
2. For HIV testing questions: (319) 335-4275