

Dear Sir or Madam

The following information is required for processing the laboratory order:

- Complete patient name (surname, first name, date of birth)
- Date and time of sample collection
- Contact details of the sender for the findings
- Clinical information for interpretation of the findings

Shipping conditions

The following conditions must be observed for functional tests (*Funktions-Tests*) or analysis of lymphocyte Subpopulation (*Lymphozyten Typisierungen*):

- Samples must arrive at the laboratory **at room temperature, within 24h** after blood collection. Please use only shipping services that offer an appropriate service.
- In case of extreme temperatures (<5°C or >30°C), please ensure appropriate isolation of the sample to avoid cell damage.
- Make sure that the sample is also well protected against concussions. Avoid using a pneumatic tube and dropping the sample, to prevent pre-stimulation and cell damage.
- The sample should be sent directly to the following address:
Children's Hospital Zurich
Immunology Laboratory, LA1.C8
Steinwiesstrasse 75
8032 Zurich

Control sample (*Kontrollprobe*)

For analyses that require a control sample (please refer to the order form), it is necessary to additionally provide a blood sample from a healthy, unrelated person. This is important to exclude artifacts caused by storage or transport as good as possible. To serve as a control, this sample must be collected under the same conditions as the patient sample (same tube, same time, etc.).

Pre-notification (*Voranmeldung*)

Analyses that require advance notification (see the order form for the relevant information) must be notified prior to shipment. If this is not done, the analysis of the sample cannot be guaranteed.

Please note that the analysis of stem cell markers (CD34 etc.) can only be performed **by appointment**. Unannounced samples cannot be processed.

Kind regards
Kinderspital Zürich – Eleonorenstiftung

Immunologielabor