Test Item Information Sheet (TIIS)

“DNA Integrity” 2019_R1 Scheme

This sheet contains all the information on DNA Test Items that you should be aware of to conduct the above mentioned Scheme. Please read carefully before performing any operation and/or test on the provided samples.

Test Items Description

- **Source material:** Whole blood.
- **Method of preparation:** DNA extracted by a magnetic bead-based method.
- **Medium:** 10mM TrisHCl, pH 7.8 – 8.2, volume of 50 µL.
- **Date of preparation and any lot number (if applicable):** September 2019.
- **Biological hazard:** The source material has been tested negative for negative for HIV (ELISA and PCR), HCV (ELISA and PCR), Syphilis (ELISA), HBsAg (ELISA), HBV (PCR), HAV (PCR), Parvovirus B19 (PCR).
- **Biosafety level:** All operations have been conducted in a BSL 2 environment.
- **Method used for value assignment:** Consensus mean from Participants.
- **Homogeneity and Stability information:** Homogeneity and stability of the Test Items were controlled in September 2019 and were found to be compliant with the requirements of The International harmonized protocol for the proficiency testing of analytical chemistry laboratories, IUPAC technical report.

Instructions to Prepare the Test Items for Testing

- **Processing required of Test Item:** No processing is required at receipt of Test Item.
- **Any storage requirement between receipt and testing date:** Store at -80°C. Testing should be performed within 1 week of receipt.
- **Required temperature to perform the testing:** Room temperature (18-24°C).
- **Any step required/recommended for testing:** Dilution may be required for certain Test Items (this will have to be determined by the participant laboratory).
- **Any factor that may impact the testing negatively:** Prolonged light exposure of reagents; DNA contamination of Test Item; Organic component contamination of Test Item; Prolonged exposure to room temperature of Test Item.

Particular Handling/Safety Requirements

- **Potential risks of Test Item:** Exempt of infectious risk.
- **Individual protection equipment required:** Standard laboratory (laboratory coat, gloves).
- **In case of puncture or cuts:** Abundantly wash with water and then disinfect during 10 minutes.
- **In case of projection in the eye:** Abundantly wash with water or physiologic serum during 5 minutes.
- **In case of projection on the mucous membranes and skin:** Wash with water.
- **Measures to take in case of accidental dispersion:** Pulverise disinfectant and clean the concerned surface.
- **Waste elimination procedures:** Waste generated by healthcare activities, to eliminate in incinerable plastic containers.
Schemes Specifications

- For each Test Item (Tube A, Tube B and Tube C): Please measure DNA integrity.
- **How to test your samples:** Please test the Test Items following your **usual routine testing method**.
- You will be asked to report your results under the following methods: Agilent TapeStation (DN), Other (DQN).
- Please be ready to enter the **type of instrument** used while reporting your results under “Other”.
- **Equipment performance verification:** Please enter information on the frequency of verification runs and the last verification date and results.
- Find out more information in the Results Submission Guidelines ([http://www.ibbl.lu/ibbl-bioservices/biospecimen-proficiency-testing/](http://www.ibbl.lu/ibbl-bioservices/biospecimen-proficiency-testing/)).

What and How to Submit

- For each Test Item, you can perform the assay more than once per method (according to your selected routine method), and submit more than one test result.
- Your results must be submitted online to the PT website [http://biospecimenpt.ibbl.lu/](http://biospecimenpt.ibbl.lu/) using the login information (Laboratory Number and Password) provided to you via email after the registration to the “DNA Integrity” Scheme.
- Please complete the questionnaire as accurately as possible, adding any relevant detail and comment in the appropriate comment section.

Timelines

<table>
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<th>Results submission</th>
<th>Data analysis &amp; Report preparation</th>
<th>Reports available</th>
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<tbody>
<tr>
<td>15 NOV 2019, latest</td>
<td>15 NOV 2019–17 JAN 2020</td>
<td>28 FEB 2020</td>
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In case of doubts in the completion phase, please contact IBBL at [ISBERPT@ibbl.lu](mailto:ISBERPT@ibbl.lu)