Frequently Asked Questions

1. How do I request testing?

All external clients should contact the lab director prior to initiating service (erikson@ohsu.edu). Returning clients may request service by downloading and completing the Assay Request Form on the Services page. Fill out the areas in purple (external clients please ignore OHSU FAID and FAID Contact), enter hormones to be tested in the yellow boxes (add more columns if necessary), and enter sample information in the spreadsheet section. Email the completed form to endoreq@ohsu.edu. An editable electronic form in Excel format is required for all requests.

2. How do I pay for testing?

ONPRC/OHSU clients must provide an ALIAS when the assay request is submitted. External clients may pay using a purchase order, check, or credit card. Billing is submitted to the ONPRC business office at the end of the month in which your testing is performed. An invoice containing payment instructions will then be sent.

3. How do I request a quote for testing?

Please contact the lab director (<u>erikson@ohsu.edu</u>) to request a quote. You will be asked to provide the hormone(s), species, and sample type to be tested along with the number of samples to be assayed.

4. How will I receive my results?

Data will be entered into the assay request form and returned by email. We will indicate units in the grey cells below the yellow cells where hormones are listed.

5. When will I receive my results?

The table below indicates approximate turnaround times for results on each of our platforms. These times can be affected by the number of samples and number of hormones to be tested, how many requests we have in our assay queue, availability of assay kits or reagents, and laboratory staffing due to illness or vacation. Please contact the lab director for information related to your request.

| Platform | Estimated Turnaround Time |
|---|----------------------------------|
| Roche Automated Immunoassay | 2-4 weeks |
| Shimadzu Nexera-LCMS-8050/8060 LC-MS/MS | 12-16 weeks |
| Luminex LX-200 | 2-4 weeks |
| ELISA/EIA/RIA | 2-4 weeks |
| Direct Iodination RIA | 4-6 weeks |

The LC-MS/MS platform is the most likely to have significantly longer turnaround times than what is posted above. Large sample sets or new assay development can be time-consuming and cause delays in processing subsequent requests. We will do our best to communicate approximate turnaround times at the time your request is submitted to our lab.

Direct iodination RIAs for NHP gonadotropins are run quarterly (March-June-September-December), but additional assays can be scheduled with a sufficient sample number.

6. What testing is available through the ETC?

Please see our assay menu on the Services page. We currently offer over 140 unique assays on 5 different assay platforms. NHP and human samples will often utilize either the Roche cobas e411 automated immunoassay or LC-MS/MS (Shimadzu Nexera-LCMS-8050 or LCMS-8060). Rodents and other species typically utilize commercial immunoassay or LC-MS/MS. Please contact the lab director to discuss which platform is appropriate for your testing needs.

7. Which species can be tested in the ETC?

While most of our testing is done on NHP or human samples, we have performed assays on many different species, including rodents, fish, reptiles, livestock, and zoo animals – a total of 25 species over the last 5 years. Assay availability varies by species; contact the lab director for more information.

8. How much will testing cost?

Assay prices are provided on the Services page. Click the ETC Assays and Rates link to download.

9. How much sample volume do I need to send?

Volumes required for single determinations are listed in the ETC Assays and Rates document on the Services page. Automated immunoassays require 200 µl of volume

in addition to the prescribed volume for each test in order for the instrument to properly operate. It is helpful to add an additional 10-25 μ l per sample to allow for pipetting.

10. How should I ship my samples?

We recommend shipping samples with FedEx. Please ship the samples frozen on dry ice, priority overnight (morning delivery) to:

Dr. David Erikson ONPRC Endocrine Lab 505 NW 185th Ave Beaverton, OR 97006

Please notify us of your intent to ship 24 hours in advance so we know to expect the samples. Do not ship later than Wednesday in a given week. We do not staff the lab on weekends and if the shipment is delayed, it will arrive on the following Monday, jeopardizing the stability of the samples.

Samples should be placed in a fiberboard box with a removable insert or in a plastic box with a permanent insert. All boxes should be clearly labeled on the top and front. Please include contact information with the shipment and order the samples in the box as they are listed on the assay request form.

11. What tubes should I use for my samples?

We generally do not have a requirement for the types of tubes we accept. However, for testing on our Roche automated immunoassay we do require that all samples be submitted in free-standing 1.5 ml screw cap vials (e.g., Fisherbrand # 02-681-338 for tubes and #02-681-358 for caps; vials and caps are ordered separately) or similar vials. Please click here for details.

12. Can I have my testing prioritized or rushed by paying more?

We do not offer a rush service. If you are working with a deadline, please plan the testing request accordingly. It is also helpful to contact us to let us know you are working with a deadline and we will do our best to accommodate your request.

13. For papers, abstracts or grant proposals, how do I know which method was used for my samples?

When preparing a paper or abstract, please contact us—we will gladly prepare a methods section for this purpose. For grants, the laboratory director can provide letters of support and information for budget preparation.

14. What happens to the samples after testing is completed?

We keep samples for up to 1 year in the event re-testing is needed. If you would like the samples returned, please let us know and we can arrange to send them back.

15. How do I acknowledge the ETC?

For any manuscripts and scientific oral or poster presentations utilizing data obtained from ETC assay services, please kindly acknowledge the ETC:

"The Endocrine Technologies Core (ETC) at Oregon National Primate Research Center (ONPRC) is supported (in part) by NIH grant P51 OD011092 for operation of the Oregon National Primate Research Center."

It is important to acknowledge our Core in your work, as the impact of Core labs is routinely assessed by the number of publications linked to the lab. We thank you for using our lab to help with your assay needs, and look forward to many more years of supporting your research.

16. Where do I drop off samples?

ONPRC clients can drop off samples in Research 029, -20°C freezer, top shelf. Please label the front and top of the box clearly with the investigator name and date. For -80°C drop off, please make arrangements with the ETC. Clients from other OHSU campuses can either send samples through the inter-campus courier or deliver them in person to our lab. Please place samples in a fiberboard box with a removable insert or in a plastic box with a permanent insert. All boxes should be clearly labeled on the top and front with the investigator name and date.

17.I noticed you don't have the assay I need. Can you provide an assay for my samples?

Maybe! Please contact the lab director to discuss your needs and we will do our best to provide an assay for your project.

18. My Luminex analyzer or ELISA plate reader broke. Can I use yours to read my plate?

Yes! We are happy to assist ONPRC and OHSU investigators who need to read a plate on either our Luminex instrument or our ELISA plate reader. Please contact us at endoreq@ohsu.edu for availability.

19. How do I submit samples for STAT testing?

We offer daily STAT testing of estradiol, progesterone, and testosterone in NHP and human serum and plasma samples for ONPRC and OHSU investigators. This is referred to as our "Daily E&P" program. To enroll, please contact us at endoreg@ohsu.edu or 503-346-5066.

Is your question not included here? Please contact us at endoreq@ohsu.edu or 503-346-5066.