This document provides guidance on the types of specifications that should be documented in the protocol if the study involves collection of urine. As the majority of the items that follow will be dictated on the protocol level and NOT collected for each and every specimen, CDEs are not associated with these guidelines.

## Sample Collection Information

1. \*Date and time of sample collection:

(M M/D D/Y Y Y Y):

(HH:MM, 24 hr clock):

**[ ]** Unknown

**[ ]** Not applicable

* 1. If not applicable, indicate reason sample not collected reason:

[ ]  Site unable to obtain

[ ]  Other, specify:

1. \*Location of CSF collection:

[ ]  L3-5

[ ]  Ventricular

[ ]  Cisternal

1. Method of CSF collection:

[ ]  Sample collected directly from needle or ventricular catheter

[ ]  Other, specify:

1. \*Total volume of CSF collected (mL):
2. CSF and serum collected simultaneously?

[ ]  Yes

[ ]  No

[ ]  Unknown

1. CSF and plasma collected simultaneously?

[ ]  Yes

[ ]  No

[ ]  Unknown

1. Tube CSF sample collected in:

[ ]  Polypropylene

[ ]  Other, specify

1. \*Were additional processing methods used?

[ ]  Yes

[ ]  No

[ ]  Unknown

* 1. If yes, indicate other methods used:
1. \*Type of needle used:

[ ]  Sprotte needle

[ ]  Other, specify: How much urine was collected?

1. \*Needle gauge size:

[ ]  18 gauge

[ ]  20 gauge

[ ]  22 gauge

[ ]  Other, specify:

[ ]  Unknown

1. Sample expiration date:

(M M/D D/Y Y Y Y):

[ ]  Unknown

1. Tube CSF sample stored in:

[ ]  Polypropylene

[ ]  Other, specify

## Sample Processing Information

1. \*Was sample centrifuged?

[ ]  Yes

[ ]  No

[ ]  Unknown

* 1. If yes:
		1. Time centrifuge started:

(HH:MM, 24 hr clock):

[ ]  Unknown

* + 1. \*Speed of centrifugation xG (times gravity):
		2. \*Duration of centrifugation (minutes):
1. Did sample remain pink after centrifugation?

[ ]  Yes

[ ]  No

[ ]  Unknown

1. Aliquot information:
	1. Time aliquoted:

(HH:MM, 24 hr clock):

[ ]  Unknown

* 1. Volume of aliquots/ Number of aliquots:
	2. Time aliquots put on dry ice:

(HH:MM, 24 hr clock):

[ ]  Unknown

* 1. Time aliquots put in -70 or -80˚C freezer:

(HH:MM, 24 hr clock):

[ ]  Unknown

\*Most important items to specify in protocol