

# Sending CSF Samples

## Belay Summit™

Tumor-derived DNA in CSF

## Belay Vantage™

MGMT promoter methylation in CSF

BELAY  
DIAGNOSTICS

### 1 COLLECTION

1. Collect the patient sample in a standard CSF tube following collection site protocol with  $\geq 6$  mL of CSF total for the Summit™ and Vantage™ tests ordered either individually or combined. A sample  $< 6$  mL of CSF will be processed and results reported provided the sample meets established reporting thresholds. The sample can be sent in one or multiple tubes.

Belay does not require any special tubes, only those used in your institution's standard CSF collection process. Tubes intended for blood will result in sample rejection.

**LABEL THE TUBES** with the date of collection and include at least two unique patient identifiers (e.g., patient name, date of birth, medical record number). Patient identifiers should match those used on the Test Requisition Form (TRF) to avoid delays.



### 2 TEMPERATURE CONTROL

1. Open the Belay shipping kit, removing the lid of the inner cooler and the contents of the kit. Find the temperature tracker attached to the outside of the biohazard bag or within the Styrofoam cooler.

**DO NOT** freeze the provided gel blanket. It can be refrigerated up to 48-72 hours.

2. Activate the temperature tracker by folding, then pulling the indicator's activation tab until the tab and barrier film are completely removed from the device. Ensure the tracker is attached to the biohazard bag.

Belay shipping kits are certified for ambient shipping and have been tested at extreme temperatures. These trackers provide additional safeguards against compromised samples.



### 3 PACKAGING

1. Insert the labeled tubes into the absorbent sleeve. Place the sleeve into the provided biohazard bag and seal.
2. Keeping the gel blanket at room temperature, wrap it around the bagged tubes, place it together inside the Styrofoam container, and close the lid.

**REMEMBER:** Gel blanket should not be frozen.



### 4 TEST REQUISITION FORM

1. Place the TRF, signed informed consent, and other clinical reports (e.g., pathology report and genomic profiling report) on top of the Styrofoam container and close the outer lid of the Belay shipping kit.

**MISSING FORMS OR CLINICAL INFORMATION MAY RESULT IN DELAYS.** Please do not adhere labels or include protected health information on the outside of the shipping kit.

### 5 SHIPPING

Sample should be collected and placed in kit box:

1. Ship at room temperature within 24 hours of collection and send priority overnight **OR**
2. Collect and store refrigerated at 4°C for up to 3 days post collection and ship at room temperature priority overnight **OR**
3. Store frozen at -80°C (no time limit) within 2-4 hours of collection and ship on dry ice priority overnight.
4. Place the kit inside the provided FedEx bag, seal, and add the FedEx label.
5. Schedule pickup with FedEx (800-GO-FEDEX) or include this shipment in your organization's standard pickup procedures.
6. If a collection occurs the day before a holiday, on a Friday, please contact Belay Diagnostics Customer Service team at [contact@belaydiagnostics.com](mailto:contact@belaydiagnostics.com) for specialized shipping instructions or courier pickup.

