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## Specimen Sales Request Form

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**The following are the guidelines and the process for purchasing specimens directly from the ARUP Referral Testing Specimen Sales team:**

- ARUP Laboratories ships Monday–Thursday; no weekend or holiday delivery.
  - Requestors are notified via email when ARUP has shipped the order. A shipment tracking number and applicable information relating to the order are included. ARUP ships partial orders.
- Shipping and specimen charges are applied to the ARUP client invoice that is associated with the client number.
- Specimens from Specimen Sales:
  - Must be handled and disposed of using universal precautions
  - May only be used for laboratory quality control or clinical validation studies
  - May not be used for research purposes
  - May not be given or sold to any other party

### Disclaimers:

- Due to methodological differences between laboratories and potential variability that occur during specimen handling and transport, ARUP Laboratories cannot guarantee that the results obtained on subsequent analyses will be the same as those originally obtained.
- Frozen specimens have been through freeze/thaw cycles during the testing process at ARUP.
- If the request cannot be fulfilled within 6 months of the request date, ARUP cancels the order and notifies the requestor.

### Order Requirements/Information:

- Orders are limited to one per week and cannot exceed 80 specimens or a maximum of 20 specimens per assay.
- The minimum volume for sale is 0.3 mL per specimen (DNA exempt), but every effort is made to provide more.

### Order Processing and Turnaround Time (TAT):

- Orders are managed first in, first out. The average turnaround time for fulfilling orders is 4–6 weeks.
- The turnaround time for rare or difficult to obtain specimen orders is longer and varies due to limited specimen obtainability.

### Order Ineligibility Criteria:

- Organisms that are considered “select” or “highly infectious” agents
- Requests to match more than one test/assay criteria for the same specimen or requests for panel tests
  - ARUP offers a single specimen for sale for each component within a panel; specimens cannot be used to match multiple components.
  - The component test number must be listed on the request form.
- Specimens deemed as having critical frozen requirements
- Hemostasis/thrombosis, tissue, kidney stone, tick, semen specimens or slides

### Client/Requestor Responsibility/Steps:

- Complete the form on page 2 and submit the completed form, via email, to “ARUP Referral Testing Specimen Sales” at: [SpecimenSales@aruplab.com](mailto:SpecimenSales@aruplab.com).

### ARUP Referral Testing Specimen Sales Responsibility/Steps:

- Review the information provided on page 2 of the “Specimen Sales Request Form.”
- Approve or deny the request based on the above criteria.
- Provide next steps and approximate order fulfillment time to the requestor via email.
- Provide order status updates at regular intervals.

**NOTE: ARUP Referral Testing Specimen Sales team will email the requestor with any questions or concerns as the request fulfillment progresses.**

