



PLEASE READ THE FOLLWING COMPLETELY PRIOR TO PRODUCING AND SHIPPING YOUR SPECIMEN.

Please check that you have received the following:

- Screw Top Plastic Canister
- Sterile Specimen Container
- Plastic (blue) Specimen Bag
- Two (2) SafTemp packs
- Transport Media (pink liquid)
- Packing Tape Strips to re-seal the shipping box

Please make sure the following three items are completed and returned to New York Cryo along with your specimen:

- Physician Referral and Certification Form
- Specimen Storage Agreement and Consent
- Off-Site Specimen Collection Form

Please note: New York Cryo requires a completed Physician Referral and Certification Form together with recent results of the results of blood testing for specific sexually transmitted disease prior to release of specimens. These blood tests cannot have been taken greater than 10days prior to the date the semen specimen was processed.

Specimens received missing any of the above forms or blood test results will be stored at the rate for QUARANTINED SPECIMENS until the required form and blood tests results are received.

INSTRUCTIONS FOR PRODUCING AND SHIPPING YOUR SEMEN SPECIMEN. PLEASE FOLLOW PRECISLY.

1. ON RECEIVING THE URGENTPAK

- a. Now that you have received your URGENTPACK, New York Cryo will be expecting you to return it with your specimen in the next day or two. These arrangements were made with you when you ordered your URGENTPACK. If for any reason arrangements were not made for return of your specimen, **do not proceed further with these instructions and call us (877-769-2796) immediately.**

- b. **If you will not be collecting a specimen within twelve (12) hours of receiving your UrgentPak, please refrigerate the transport media (pink liquid?). Failure to properly refrigerate the media may compromise the integrity of your sample.** Keep the media refrigerated until one hour prior to the collection of your specimen. At this time (one hour prior to giving your specimen), take the transport media out of the refrigerator and allow it to come to room temperature. **DO NOT TRY AND HEAT IT YOURSELF!**
- c. Complete all paperwork before collecting the specimen. If you have any questions, please call NYCryo at 877-7NY-CRYO.
- d. This kit is designed for one ejaculated specimen at a time. If you would like to store more than one specimen, please ask for multiple kits. A 48-72 hour abstinence period between collections is preferred.

2. SPECIMEN PRODUCTION

- a. To obtain the best specimen for cryopreservation, it is best to have no less than 48, but no more than 72 hours of abstinence. Complete abstinence includes sexual intercourse **AND** masturbation.
- b. **Specimens must be shipped the same day as they are collected.** Timing is very important. Please arrange a pick-up time that allows you to collect your specimen as close as possible to the time it is to be shipped.
- c. One hour before collection, bring the transport media to room temperature (see section 1a). Failure to do so could result in damage to your specimen.
- d. Complete the specimen collection form in the UrgentPak. Make sure your name, the date of collection, time of collection, and length of abstinence period is clearly and accurately written.
- e. Check the label on the sterile container and make sure your name is correct.
- f. Masturbation is the preferred method of obtaining the specimen. Do not use any form of lubrication, as it will contaminate and damage the specimen.
- g. Upon ejaculation, deposit your specimen directly into the sterile container provided. **DO NOT** wash the container beforehand; the inside of the container is sterile and ready for your specimen.
- h. Slowly pour the transport media, which should be at room temperature, directly into the collection container with the semen specimen. This will protect your specimen during transport to New York Cryo.
- i. Secure the top of the container tightly. Make sure the lid is completely secure and there are no visible leaks.
- j. Gently mix the specimen and transport media by swirling the cup. **DO NOT SHAKE.**
- k. This kit is designed for one ejaculate specimen at a time. If you would like to store more than one specimen, please ask for multiple kits, allowing 48-72 hours abstinence between collections.

3. PREPARATION FOR SHIPPING

- a. Place the sealed, labeled specimen container in the biohazard bag and seal the bag. Please try to eliminate as much air as possible from the bag, as it will fit more easily into the transport container.
- b. Place the bagged specimen container into the larger screw top plastic canister and close it.
- c. Place the canister containing the specimen into the Styrofoam box, with one SafTemp pack underneath the large screw top plastic canister and the other SafTemp pack on top of the specimen. Place the Styrofoam lid on top. These packs will maintain your specimen at the appropriate temperature while being transported.
- d. Place all completed paperwork on top of the Styrofoam box lid and seal the cardboard shipper with the provided packing tape strips. Maintain the UrgentPak at room temperature once the specimen has been collected. DO NOT replace the box in the refrigerator or freezer, as extremes in temperature will damage your specimen.
- e. New York Cryo will be expecting your specimen package. Ship it via FedEx Priority Overnight between Monday and Thursday with the enclosed FedEx shipping slip. New York Cryo will only accept specimens for further processing and storage on Tuesday through Friday.
- f. **Call New York Cryo (877-7NY-CRYO toll free) with the tracking number.**

Call New York Cryo the day after shipping to ensure receipt and prompt processing of your specimen.

AGAIN, Specimens need to be shipped the same day as collection. Timing is very important. Please collect your specimen as close as possible to the time of shipment.

As always, please call us with any questions you may have.