BRONCHOSCOPY SPECIMEN PROCESSING WORKSHEET

ID NUMBER:									FORM CODE: BPW VERSION: 2.1 09/04/13	Visit Number		SEQ #			

0a. Form Completion Date..... ☐☐/☐☐/☐☐☐☐ 0b. Initials..... ☐☐☐

Instructions: *This form should be completed during the participant's visit. Whenever numerical responses are required, enter the number so that the last digit appears in the rightmost box. Enter leading zeroes where necessary to fill all boxes.*

BLOOD

1. Heparin Tube for Immunophenotyping

a. Time Processed: ☐☐:☐☐ AM / PM (Circle One)
h h : m m

b. Problems Processing? ☐[1]Yes ☐[0]No
- ☐Broken Tube
- ☐Clotted
- ☐Hemolyzed
- ☐Lipemic
- ☐Other

Specify:_____

c. Number of pre-made blood assay antibody tubes used: ☐☐

d. Time aliquots placed in refrigerator ☐☐:☐☐ AM / PM (Circle One)

ORAL SPECIMEN

2. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

3. Number of 15mL conical tubes: ☐

4. Time 15mL conical tubes placed in refrigerator: ☐☐:☐☐ AM / PM (Circle One)

5. Date 15mL conical tubes moved to freezer: ☐☐/☐☐/☐☐☐☐

6. Time 15mL conical tubes placed in freezer: ☐☐:☐☐ AM / PM (Circle One)

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PROTECTED BRUSH SPECIMEN

7. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

8. Problems Processing? ☐[1]Yes ☐[0]No

☐Blood in the sample
☐Other
Specify:_____

9. Time placed in refrigerator: ☐☐:☐☐ AM / PM (Circle One)

10. Date moved to freezer: ☐☐/☐☐/☐☐☐☐

11. Time placed in freezer: ☐☐:☐☐ AM / PM (Circle One)

INITIAL AIRWAY WASH

12. Was more than 8mL returned from the first 20 cc airway wash? (Y/N) ☐
If No, skip to question 17 (Cell Count)

Microbiome sample:

13. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

14. Time placed in refrigerator: ☐☐:☐☐ AM / PM (Circle One)

15. Date moved to freezer: ☐☐/☐☐/☐☐☐☐

16. Time placed in freezer: ☐☐:☐☐ AM / PM (Circle One)

Cell count:

17. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

18. Total volume returned: ☐☐☐.☐mL

19. Cell count= # cells/mL= (# cells in 4 squares/4) x 2 x 10^4 = ☐☐☐☐☐☐☐☐☐☐ cells/mL

20. Total cell count= # cells/mL x Wash returned = | | | | | | | | | | | cells

21. Cytospin suspension= Total cells in 10 mL tube= # cells/mL x volume of wash in 10mL tube= | | | | | | | | | | | cells in 10 mL tube

22. Volume to resuspend pellet in with PBS= # cells in tube/0.7 x 10^6 = | | | | | . | | mL

23. Number of cytospin slides created: | |

Supernatant Aliquots

24. Time Processed: | | : | | | AM / PM **(**Circle One)

25. Number of 500ul aliquots created: | |

26. Time placed in freezer..... | | : | | | AM / PM (Circle One)

QIAzol RNA prep of cell pellet

27. Time Processed: | | : | | | AM / PM (Circle One)

28. Time placed in freezer..... | | : | | | AM / PM (Circle One)

BAL:

29. Time Processed: | | : | | | AM / PM (Circle One)

30. Total volume returned: | | | | | . | | mL

31. Cell count= # cells/mL= (# cells in 4 squares/4) x 2 x 10^4: | | | | | | | | | | | cells/mL

32. Total cell count= # cells/mL x BAL returned: | | | | | | | | | | | cells

33. Cytospin suspension= Total cells in 10 mL tube= # cells/mL x 10 mL: | | | | | | | | | | | cells in 10 mL tube

34. Volume to resuspend pellet in with PBS= # cells in tube/0.7 x 10^6: | | | | | . | | mL

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Microbiome sample:

35. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

36. Time placed in refrigerator ..... ☐☐:☐☐ AM / PM (Circle One)

37. Date moved to freezer:..... ☐☐/☐☐/☐☐☐☐

38. Time placed in freezer..... ☐☐:☐☐ AM / PM (Circle One)

Supernatant sample:

39. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

40. Number of 500ul aliquots made: ☐☐

40a. Number of 15mL aliquots made: ☐☐

41. Time placed in freezer..... ☐☐:☐☐ AM / PM (Circle One)

Cytospin slide sample:

42. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

43. Number of cytospin slides: ☐

44. Time stained: ☐☐:☐☐ AM / PM (Circle One)

Alveolar Macrophage Isolation

45. Time Processed: ☐☐:☐☐ AM / PM (Circle One) **(must be exactly 2 hours after collection)**

45b. Volume of BAL remaining: ☐☐☐☐.☐ mL
(This is the volume after microbiome (if done), cell count, and cytospin samples are completed)

Total cell concentration remaining (volume of BAL remaining * Question 32 above)/10mL:

46a. Is the time processed less than 2 hours after collection? (Y/N) ☐

b. Minutes since collection: ☐☐☐

c. Reason processed before 2 hours:_____

47a. Is the time processed more than 2 hours after collection? (Y/N) ☐

b. Minutes since collection: ☐☐☐

c. Reason processed after 2 hours:_____

48. Time Processing Complete: ☐☐:☐☐ AM / PM (Circle One)

49. Time Placed in freezer: ☐☐:☐☐ AM / PM (Circle One)

Immunophenotyping BAL:

50. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

51. Number of pre-made BAL assay antibody tubes used: ☐☐

52. Time placed in refrigerator: ☐☐:☐☐ AM / PM (Circle One)

EPITHELIAL BRUSHES:

53. Problems Processing? ☐[1]Yes ☐[0]No

☐Blood in the sample
☐Other
Specify:_____

Cytospin Slides:

54. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

55. Cell count= # cells/mL= (# cells in 4 squares/4) x 2 x 10^4: ☐☐☐☐☐☐☐☐☐☐cells/mL

56. Number of cytospin slides: ☐

Epithelial RNA Extraction:

57. Time Processed: ☐☐:☐☐ AM / PM (Circle One)

58. Time placed in freezer: ☐☐:☐☐ AM / PM (Circle One)

BIOPSIES:

Snap Frozen Biopsies:

59. Time placed in freezer: ☐☐:☐☐ AM / PM (Circle One)

Formalin Fixed Biopsies:

60. Time placed in cold 10% formalin: ☐☐:☐☐ AM / PM (Circle One)

61. Time moved to fresh cold 10% formalin: ☐☐:☐☐ AM / PM (Circle One)

62. Time placed in 70% alcohol at 4 degrees: ☐☐:☐☐ AM / PM (Circle One)