

## ERA, EMMA, ALICE, ENDOMETRIO - INSTRUCTIONS

**Step 1:**  
**Contact Us**

Call **(+44) 020 806 88176** or send an email to **support.uk@igenomix.com** to request more information, kits, or a collection.

**Step 2:**  
**Receipt of the kit****Check the kit box and ensure that it includes:**

- Cryotube
- Rigid plastic blister
- Pipelle (**check expiration date**)
- Courier return envelope

**Up-to-date documentation:**

Please download the following documentation from <https://igenomix.co.uk/send-a-sample>

- Test Requisition & Consent Form
- EndomeTRIO Manual

**Step 3:**  
**Sample collection****Important guidance:**

After carefully reading the EndomeTRIO manual, the referring clinician should determine the cycle type, clinical treatment protocol and biopsy date.

**Missing or incomplete documentation may lead to sample rejection. Ensure that:**

- Samples are accompanied by all required documentation:
  - Test Requisition & Consent Form
- Sample documentation has been correctly completed:
  - Mandatory fields have been completed
  - Patient and clinician signatures are included

**Biopsy:**

- A single endometrial biopsy is sufficient for EndomeTRIO (includes ERA, EMMA and ALICE).
- **IMPORTANT:** Carefully review the EndomeTRIO manual for guidance on timing the biopsy and taking the sample using the pipelle.
- Samples should be between 5-7 mm. Transfer the sample to the cryotube. **IMPORTANT:** do not exceed the white line on the cryotube. Avoid collecting blood and/or mucous.

**After the biopsy:**

- Label the cryotube with two unique identifiers, e.g.
  - Patient initials/full name and Date of birth, **OR**;
  - Patient initials/full name and Unique patient ID.
- Seal the cryotube and shake vigorously for several seconds.
- Transfer the cryotube to a refrigerator (4-8°C) immediately. Samples must be refrigerated for **at least 4 hours** before shipment.
- ERA samples may be stored at between 4-8°C for up to 3 weeks if necessary.
- EMMA, ALICE & EndomeTRIO: As the microbiome can fluctuate over time, we recommend sending samples as soon as possible after collection.

**Packaging the sample:**

- Put the cryotube inside the rigid plastic blister, then place this in the kit box.
- Fold and place the Test Requisition & Consent Form inside the kit box.
- Place the kit box inside the courier return envelope.
- Seal the courier return envelope.

**Samples that have not been collected, stored, and/or packaged according to the instructions in this document may be rejected.**

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## Step 4: Logistics

- Send the package at room temperature.
- Only send samples using the kit provided by Igenomix.
- Remember that the cryotube must be packaged within the rigid plastic blister and the solid kit box before placing in the courier return envelope with the completed Test Requisition & Consent Form.
- If outside temperatures exceed 35°C, we recommend including a cold gel pack inside the kit box. For further details, please contact our Customer Support Team.



## Step 5: Sample shipment

### Requesting a collection

- Contact [support.uk@igenomix.com](mailto:support.uk@igenomix.com) up to 5 days in advance to arrange a collection.
- Domestic same-day collection is available **Monday-Thursday** for requests made prior to 13:30.

### Waybill documents

You will receive the waybill documents by email. There are two of these documents:

- The package waybill document has three barcodes and should be placed in the dedicated document compartment, which can be found on the courier return envelope. Seal the compartment.
- The courier waybill document has one barcode and should be handed to the courier when they arrive.

### Important considerations

- Ensure that the 'UN3373' sign is uncovered and visible on the courier return envelope.
- Check that the package is well sealed before shipment.
- Igenomix will notify you of any disruption (e.g. holidays) which may affect collections.
- We recommend shipping samples as soon as possible.



## Step 6: Test results

Results will be delivered by secure email to the address(es) indicated in the test documentation.

Results will be available within **10 working days** of receipt of samples at Igenomix. Note that, for EndomeTRIO, the ERA and EMMA/ALICE reports may be released at different times.



## Step 7: Additional information

For any questions, further information and to request sample collection:

**(+44) 020 806 88176**



**[support.uk@igenomix.com](mailto:support.uk@igenomix.com)**