

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.
- Place the rigid plastic blister with the completed Test Requisition & Consent Form in the solid kit box before placing in the courier return envelope.
- 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 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**