

**INSTRUCTIONS FOR COLLECTION AND PACKAGING OF FECES FOR PARASITE EXAMINATION  
VDHL KIT #2**

**PLEASE READ INSTRUCTIONS CAREFULLY BEFORE COLLECTING SPECIMEN**

**I. COLLECTION OF FECES USING VDHL KIT #2 (Total Fix preservative)**

In order to comply with postal regulations and ensure the safety of laboratory personnel and others involved in transport of specimens, and to maintain integrity of the sample, the VT Department of Health Laboratory will accept for testing only those specimens that are packaged according to the instructions below.

The kit should contain:

1. Total Fix Preservative Vial. **DO NOT DRINK OR EMPTY OUT THE PRESERVATIVE.**
2. Metal inner container.
3. Cardboard outer container with mailing label.
4. Requisition form (MICRO 220).

**PRECAUTIONS**

1. Total-Fix preservative is flammable. Use in a well-ventilated area and avoid breathing in any fumes.
2. Avoid contact of the Total-Fix preservative with skin or eyes. If contact occurs, flush affected area with water. If irritation develops contact a physician immediately.
3. Total-Fix preservative is poisonous. If ingestion occurs, drink milk or water and contact a physician immediately.

**INSTRUCTIONS**

1. PRINT PATIENT NAME AND DATE OF BIRTH ON LABELED PLASTIC VIAL.
2. Fill out the patient information and physician information on the requisition form (MICRO 220) completely. This includes:
  - Clinical Laboratory/Practice Information
  - Patient name, address, and date of birth
  - Date of Collection
  - Billing Information
  - Specimen type (select STOOL)
  - Reason for Test
  - Laboratory Examination Requested: select desired tests under the **Parasitology** section:

**Cryptosporidium EIA**- tests for Cryptosporidium only

**Giardia EIA**- tests for Giardia only

**Microscopic Examination**: tests for ova and parasites (excluding acid fast parasites)

**Acid Fast examination**: tests for Cyclospora, Cryptosporidium and Cytoisospora.

**It is recommended when selecting Microscopic Examination to also select Acid Fast examination.**

3. Fecal specimens should be collected in a clean, dry, leak proof container. A bedpan or a "toilet hat" are ideal for collection. Contamination with urine and water should be avoided.

4. The collected stool should be placed into the Total-Fix preservative vial using the spoon built into the lid of the vial. Transfer small samples of stool from areas that appear bloody, slimy, or watery. If the stool specimen is firm, take samples from both ends and the middle. Continue adding stool until the liquid level in the container has reached the **BLACK FILL LINE**. This will ensure the appropriate ratio of preservative to sample. **DO NOT OVERFILL**. Overfilling a specimen may result in a falsely negative result due to inadequate preservation of parasites. If overfilling occurs, the specimen will be rejected.
5. Use the spoon to thoroughly stir and mix the stool with preservative. Recap the vial, making sure the lid is securely fastened. Firmly shake the vial until contents are thoroughly mixed (the solution should appear homogeneous). Inadequate mixing could result in a falsely negative result due to inadequate preservation of parasites. If the specimen is not homogenous it may be rejected.
6. Place the labeled vial into the metal container provided. Screw cap on securely.
7. Fold completed requisition and wrap around outside of metal container.
8. Place requisition and metal container inside cardboard outer container. Screw cap on securely.
9. The VDHL kit can be mailed, couriered, or delivered to the Vermont Health Department Laboratory. If a VDHL kit is not available for submission, stool preserved in Total Fix or other acceptable preservative may be submitted to the VDHL through a hospital courier if properly labeled and packaged in a biohazard transport bag.

**NOTE: For routine parasitic workup, it is recommended that patients submit stools from three bowel movements. Collect one every other day, or three within a 10-day period. Multiple specimens collected on the same day will be considered duplicates and only one specimen will be processed.**

THE LABORATORY WILL DECONTAMINATE AND DISCARD ANY SPECIMEN WHICH IS IMPROPERLY PACKAGED AND MAY PRESENT A RISK TO PERSONNEL.

**The following specimens may be rejected:**

1. Leaking or broken specimen containers.
2. Duplicate specimens collected on the same day.
3. Specimens with no request form or lacking patient identification.
4. Unpreserved stool that is greater than 2 hours from the time of collection.
5. Specimens contaminated with barium, mineral oil, urine, antacids, etc.
6. Specimens that are not homogenous or have been overfilled.
7. Expired Total Fix or other preservative.

If you have any comments or questions regarding this form or these instructions, please call one of the telephone numbers listed above. Thank you.