

UC Retrovirology Reference Lab | IM Division Lab Services IM Clinical Research Specimen Processing, Shipping, and Storing Services [an ARS service available per MOU and standard fee schedule]

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Contact DivisionLabServices@ucmail.uc.edu with new requests for services.

Email your completed Request for Services form along with digital copies for the protocol and laboratory manual including lab processing chart/information.

When the study starts, the following items are needed for lab services to begin:

- [Completed and signed request for services form](#)
- [A lab test kit with requisition \(for physical review only\)](#)
 - [Current IRB approved protocol \(e-copy\)](#)
 - [A lab processing manual/chart](#)
- [Shipping supplies | shipping containers/boxes and airbills or division/study Fed Ex account for airbill creation](#)
- [If chemical additives or solutions are required for specimen preparation/processing, these items would need review. In addition, instructions for use of chemical and the current MSDS \[Material Safety Data Sheet\] is required.](#)