

BIJ.017263	SAMPLING, SHIPPING AND HANDLING OF SKIN BIOPSY SAMPLES: CELL CULTURE FACILITY	VALID TILL 01-01-2027
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General information

Within the tissue culture lab of the Translational Metabolic Laboratory, fibroblasts, amniocytes, muscle cells, and chorionic villi cells are cultured for the diagnostics of inherited metabolic diseases. The starting material for a cell culture can be a skin biopsy (see also: protocol skin biopsy sampling), amniotic fluid, chorionic villi or a muscle biopsy. Please contact us prior to sending muscle/myoblasts, amniocytes, or chorionic villi. Fibroblasts can be send without contacting us first (see also protocol below).

Sampling and shipment of skin biopsy samples:**Protocol skin biopsy sampling**

Skin biopsies have to be performed under sterile conditions. Preferably the biopsy should be taken from the inner side of the forearm or, in case a muscle biopsy is taken as well, along the edge of the incision of the skin. Preferably the biopsy should be collected and shipped in a sterile tissue culture medium (can be provided on request), which allows for the skin fibroblasts to survive during shipment (also from abroad) for up to a few days.

The skin sample has to arrive in our laboratory as soon as possible, within 72 hours after sample collection.

In case of an emergency situation, a balanced salt solution (with glucose) or PBS can be used if cell culture medium is not available. However, samples in salt solutions degenerate very quickly and therefore this can only be used in the case the sample will arrive in our lab within a few hours.

Shipment and Handling

- Shipment should take place preferably on a Monday or a Tuesday, to make sure that the specimen does not arrive at our lab during the weekend.
- Label the tube or flask containing cultured cells: name and date of birth
- Please provide the following information:
 - Name (first name, last name)
 - Date of birth
 - Gender: male/female
 - Address
 - Name and address of shipper
 - Name of physician
 - Health insurance information/billing address

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Shipment of fibroblast cell cultures:

- When sending a growing fibroblast culture, please completely fill the tube or flask with cell culture medium, and seal the tube/flask by applying Parafilm® around the cap. Please inform us about the passage number, the type of culture medium in which cells were grown, and the antibiotics or fungistats used during cell culture. Cell lines should be free of any infection and should be tested for mycoplasma (e.g. T.R. Chen (1977) in Situ Detection of Mycoplasma Contamination in Cell Cultures by Fluorescent Hoechst 33258 Stain"Exp. Cell Res. 104:255-262).
- Please make sure that the sample is protected against damage and large changes in temperature during transportation. Indicate on the package: Handle with care; keep at room temperature.
- If a courier shipment is used, please inform us by phone (+31-24-3614410) or mail (Weefselkweek-TML.gen@radboudumc.nl) indicating the waybill number and the name of the courier, for tracking the shipment.
- Please make sure that custom forms are filled out properly. It should state: "The contents are human cell cultures (or biopsy) for diagnosis (or research, or both), they are non-infectious, have NO commercial value, and will not be used in association with animals. The specimens present no biohazards." Precautions:
 - Keep at room temperature.
 - Do not expose to X-rays.
 - This parcel may be opened for inspection, but the individual vial should not be opened or the specimen may be disturbed.
 - Courier waybills should state a maximum value for the cells of \$ 10,-- U.S.; also indicate that any customs, duties and taxes will be prepaid with the shipping.

The sample should be send to

Radboud university Medical Center
Laboratory for Diagnostics Route 815
Attn. TML, Cell Culture Facility
Postal Address: PO-box 9101
6500 HB NIJMEGEN
The Netherlands

Street address: Geert Grooteplein Zuid 10
6525 GA NIJMEGEN
The Netherlands

Contact

E-mail: richard.rodenburg@radboudumc.nl
Fax: +31 24 366 8754
Phone: +31 24 361 4567

Billing

For details about costs please contact our secretary (Phone: +31 24 3614567).

Status of accreditation: see information in report of performed diagnostic analysis