

## 7 Month Research Visit:

1. Fill out the information at the top of the *Patient Data Collection Form*
2. Obtain Weight, BMI and BP – record results on *Patient Data Collection Form*
3. Draw blood sample using the supplies provided by the AAFP NRN
  - a. Pull the label marked with –07 and stick it on the collection tube
  - b. Fill out *Liposcience Requisition Form*
4. Patient is finished. Pay patient \$15
5. Schedule next appointment if possible
6. Prepare blood for shipping
  - a. Centrifuge sample for 10-15 minutes
  - b. Refrigerate sample within 4 hours and store until ready to ship
  - c. Put *Liposcience Requisition Form* in front pocket of the specimen bag
  - d. Put collection tube inside the zip pocket of the specimen bag
7. **\*\*Place Patient Data Collection Form to AAFP NRN in prepaid Fed Ex shipping envelope.**
8. Record visit information on *Appointment Report (faxed weekly by the NRN)*
9. Fax updated *Appointment Report* to 913-906-6074 once per week (on same day as shipping)

### \*\*REMEMBER:

- Ship ALL patient data to the NRN once per week in the prepaid Fed Ex shipping envelopes.
- Blood should be shipped *on scheduled shipping day of week*. **DO NOT SHIP on a Friday or on the eve of a Holiday**. You should ship after the week's last scheduled research visit.
- If the last visit of the week is on Friday, ship the week's samples on Thursday and ship the Friday patient's sample on Monday.