



Wiping & Shipping Instructions User Guide SafeChemo™ Sampling Kit for Chemotherapy Drugs

USP Chapter <800> recommended safety compliance
for Health Workers and Patients

2019

AMERICAN ANALYTICS, INC. | 9765 Eton Street, Chatsworth, CA 91311 USA | 818-998-5547

Overview and contents of the Sampling Kit Box

KEEP THE BOX: You will use this box and the return envelope with label to ship the samples back to American Analytics, Inc.

Review & check kit contents checklist on the inside of the box cover.

Prevent Cross-Contamination!

This Box contains no trace of hazardous drugs.

Do not take into the compounding room, place in a refrigerator or other location with chemotherapy drugs. This help prevent cross-contamination.



Return envelope with label



Figure 1: Overview of the sample kit box upon receipt

Kit is expired if vial solvent volume is below 0.75ml

How to package and ship the samples back to American Analytics, Inc.

Figure 2: Overview of Items shipped back to the laboratory.



Labeled sample containers and their completed Chain-of-Custody, all inserted in the clean bubble bag, and placed in the original shipping box.



Figure 3: Return envelope with American Analytics' return address label.

- Wear **new gloves** when completing Chain of Custody (COC) and packaging all containers.
- Complete the COC form(s), Instructions attached
- Email a copy of the COC to support@americananalytics.com
- Insert all completed samples into the "bubble" return bag; and place into the original shipping box with the completed COC form(s).
- Use the provided return envelope with shipping label to return to American Analytics, Inc. within 24 hours after wiping via overnight delivery.

Figure 4: Sampling Kit items that stay outside sampling area



KEEP THIS BOX – You will use this same box to return samples to American Analytics, Inc.

Please Remember! Keep this box in a clean area to prevent cross contamination.



“Bubble” bag for return samples



Ball-point pen



Chain of Custody forms



Return envelope for returning samples to A.A.



Instruction Manual

Items missing? Contact Mike Uziel , PhD at 818-998-5547, ext. 330 immediately!

Figure 5: Sampling Kit Contents that are taken into sampling area



Sampling swabs



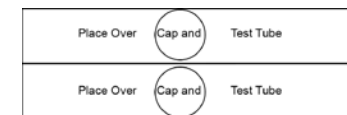
Sample Tubes



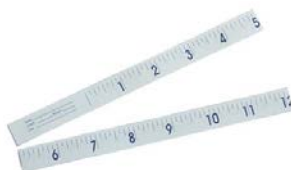
2ml MeOH
Vials



Disposable pre-
measured frames



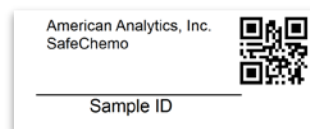
Sealing Tape



Measuring Tapes



Ball-point pen



Sample labels



Quick wiping guide

Items missing? Contact us immediately! 818-998-5547 | support@americananalytics.com

Sampling Procedure

Cross Contamination = False Positives!

Following our instructions will help avoid false positives!



Wear double gloves approved for use with Hazardous Drugs.

USE NEW OUTER gloves for **each** sample



Remove plastic bag with supplies from the cardboard box and take to the staging area.

Place these supplies on a new, clean mat making sure the bag does not come into contact with any other surfaces to prevent cross-contamination. The cardboard box is used for shipment only. It is not allowed in the clean room or patient area.



Using clean gloves! Remove the necessary number of sampling items from the bag, and set them up on a separate clean disposable mat in the sampling area.

The picture shows the items necessary for more than one sample.

Wipe Sampling Instructions

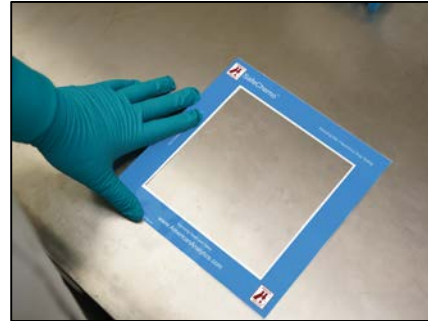
1

Start with your sample supplies on a **clean mat**



2

secure the frame in place using one hand when wiping (one frame per sample!)



3

Open the swab envelope and hold by the handle



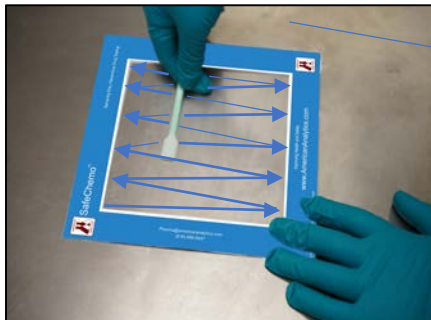
4

Pour the methanol into the tube cap
Dip the swab into the cap until it soaks up all the methanol



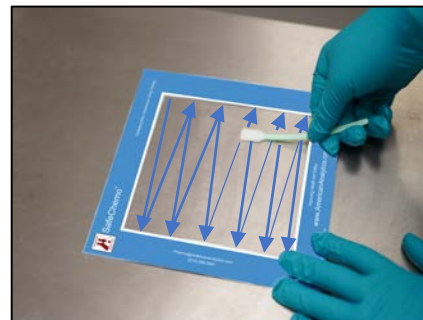
5

Using one side of the wet swab, **wipe** continuously in a **VERTICAL** direction within the entire frame



6

Flip the swab, and wipe continuously in a **HORIZONTAL** direction within the frame



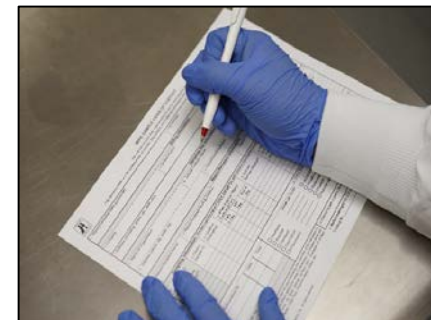
7

place the used swab into a **labeled test tube**, securely cap and seal with provided sealing tape over top



8

Be sure to **fill out the COC** completely and include with your shipped samples + Scan and email*





Wear double gloves approved for use with Hazardous Drugs.

USE NEW OUTER gloves for **each** sample.

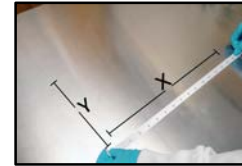


Remove plastic bag with supplies to the sampling area. Place on a new, clean mat to prevent cross-contamination.

Cardboard box stays outside of sample area.



Set up sampling supplies up on a separate, clean disposable mat and you're ready to sample.



Not using our pre-measured frame? Just measure the sampled surface area using the supplied measuring tape.

Irregular surface sampling instructions

Pour half the supplied methanol on each side of the swab over an inert surface and wipe the designated area. Use both sides of each swab when wiping.

cross contamination = false positives! Following our instructions will help avoid false positives!



- Using clean gloves place sample supplies on a clean mat
- Change gloves after touching contaminated surfaces & after each sample
- Use a separate frame, tube and gloves for each sampled area. Properly label each tube with your own "Client sample ID" and "location description" to avoid confusion. Keep the naming convention exact and consistent for future wiping to allow us to provide you with confidential trend analysis.
- See Paragraph. in our manual for unlikely effects of methanol on synthetic surfaces.

Safety statement: This sampling kit contains a small amount of methanol which is considered safe for use. Methanol is highly flammable and could be toxic if ingested or inhaled in large amounts. Keep away from heat, open flame or sparks. If you have questions or concerns please contact us at +1 818-998-5547 or www.americananalytics.com\sds-meoh.pdf Sigma-Aldrich MEOH SDS. Dispose any leftover methanol according to your organization waste regulations. **Do not** return the methanol containers.

Contact Information

We strive to exceed your expectations.

Contact us for ANY reason including:

- questions
- discussion
- special study or new analysis

Pharma@americananalytics.com

+1-818-998-5547 | Fax: 818-998-7258

Ask for the Pharma project manager

American Analytics, Inc. at glance

- Established in 1980
- Women owned, small business
- Mission: Provide the highest quality, responsive services and chemical analysis
- Dedicated to study, sampling, and analysis of toxic chemicals in the environment
- Successfully performing over 30,000 analytical test per year.
- Enjoy decades of repeat business with professional clients
- Pharma services: provide chemical analysis of chemotherapy drugs using sophisticated LC/MS/MS Technology USP 800 compliant SafeChemo™ surface wipe kit a tool for compliance with USP 800 safety recommendations and the detection of chemotherapy drugs.
- Additional Pharma services include: analytical chemistry, studies of leaching and emissions of hazardous chemicals from medical devices, and analytical methods development