

SOP 2.8 Faeces Collection

SOP Number: 2.8
Version Number 1.0

	Name	Title	Date
Author			
Authoriser			

Effective Date	
Version Number	

Purpose

This SOP describes the procedure for faeces collection from research participants.

Responsibility

It is the responsibility of the research personnel carrying out this procedure to ensure that all steps are completed both competently and safely.

Equipment:

- Personal protective equipment: gloves
- Sterile faeces container

Procedure:

1. Research personnel will greet the research participant, identify themselves, and then explain the faeces collection procedure to the research participant.
2. The research participant will be approached in a friendly calm manner and their co-operation will be gained prior to faeces collection
3. The research participant will be correctly identified prior to faeces collection, by asking them to give their name and date of birth.
4. All sample containers and equipment needed, to competently and efficiently carry out the faeces collection will be assembled prior to the procedure.

5. The research participant will be asked to provide a faeces sample. The specimen will be passed into a clean dry, disposable bedpan or similar container. The research personnel will then transfer the faeces specimen into a sample container using a disposable wooden spatula.
6. The inside of the specimen container will not be touched and the outer surfaces of the specimen will not be contaminated with faeces.
7. A unique study identification number and/or bar code label will be applied to the sample immediately after faeces collection.
8. Transport tubes to the processing laboratory as soon as is practicable or within a maximum of 24 hours for RNA and 48 hours for DNA /or protein extraction or for direct storage at -80°C. Tubes should be transported at 4°C in a polystyrene container on ice. Record the time processing was initiated and the time of storage in the study specific documentation or data management system.

Note: As a general rule samples should be processed and reach the appropriate storage conditions as soon as is practicable. The maximum time limits proposed are guidelines and should be read in association with a study specific protocol.

Change History

SOP Number	Effective Date	Significant Change	Previous SOP No.