



Dublin Academic Medical Centre

Standard Operating Procedure Dublin Academic Medical Centre UCD Clinical Research Centre

SOP Number 3.5

**Version
Number** 1

SOP Title Sputum Collection

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Purpose

This SOP describes the procedure for sputum collection at the CRC

Specific procedure

Safety

1. The research personnel will have been deemed competent in the procedure of sputum collection.
2. The research personnel will wear gloves at all times during sputum collection.
3. Research personnel will use appropriate barrier precautions, such as gloves, gowns, masks, and protective eyewear to prevent exposure to skin and mucus membranes when working with known infectious research subjects
4. Sputum specimen containers will not be labelled in advance of sputum collection.
5. Bar-coded labels will be applied to all sputum specimens immediately after sputum collection.



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6. The research personnel will ensure that the lids of the sputum specimen containers are securely replaced so that leakage does not occur during transport.
7. Using gloves, sputum spillages will be covered with Milton or “Presept” granules, cleaned up with paper towels and discarded into puncture-resistant incineration containers.

Procedure

1. The research personnel will greet the research subject, identify themselves, and then indicate the sputum collection procedure to the research subject.
2. The research subject will be approached in a friendly calm manner and their co-operation will be gained prior to sputum collection
3. The research subject will be correctly identified prior to sputum 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 sputum collection will be assembled prior to the procedure.



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5. The research subject will rinse mouth out with warm water. Avoid use of mouthwashes or fluoride rinses.

6. The research subject will be asked to produce a deep cough sputum specimen directly into the specimen jar provided

7. The inside of the specimen jar will not be touched and the outer surfaces of the specimen will not be contaminated with sputum.

8. Bar-coded labels will be applied to all sputum specimens immediately after sputum collection.

9. The research personnel will arrange for the sputum specimen to be transported to the research laboratory as applicable.



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Change History

SOP no.	Effective Date	Significant Changes	Previous SOP no.