



HTRC Request form

P616 & P630

P.I. _____ Submitted By _____ Project Name _____

Request Date _____ Pager/Phone _____ Department _____

****Investigator Signature for Disclaimer:** _____ **Date:** _____

Picked Up- By: _____ Date: _____

****By signing this form above, you are agreeing to adhere to all PHI restrictions as stated in your IRB protocol. The HTRC will not be held responsible for any protocol violations. Signature must be present before any work is performed.**

Below information is to be completed by HTRC personnel only:

IRB Protocol # _____ (*required for Human Tissue only) IRB Approved: Yes _____ No _____ Date: _____ De-Identified: Yes _____ No _____ Completed By _____ Date: _____ Returned: # of Blocks _____ # of Slides _____

Cut, detach, and discard column below after sectioning is completed for cases requiring de-identification

#	Block ID/SP#	De-identifying Number	Tissue Process & Embed	#H&E Slides	#Unstained Slides	IHC/Special Stain	Special Instructions/Comments
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

Researchers must provide appropriate materials (i.e. cassettes, sponges, special slides, etc.) with request or charges for these materials will be applied. If slide box is NOT provided at time of pick up, there will be an automatic \$10.00 charge. Please use PENCIL for labeling cassettes! Marker and pen will come off during processing.

***For human material, IRB documentation (i.e. copy of IRB approval letter) is required and MUST accompany this request.**

Staff: Can Gong, Leslie Martin (p9747), Christy Schmehl (p7145) To check order status, call: 4-8394