

# FOLATE & VITAMIN B12 SAMPLE PREPARATION

## PURPOSE:

The following illustrated steps were created to help train technicians and simplify the process of sample preparation

## SAMPLES:

Prepare all patients, calibrators and controls before use in the assay

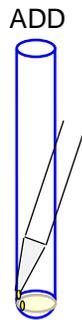
## GLASS TUBES:

Sample preparation must be done in glass tubes only (do not use plastic) due to the properties of glass

## EXTRACTION STEPS

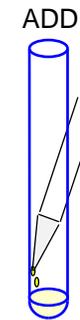
### Step 1

- Add 100µl of sample (patient, calibrator or control) into glass tube
- **Hint** touch side of tube with pipette while dispensing at an angle near the bottom of the tube
- **Hint** prepare all samples
- **Hint** patient samples with a **high protein concentration** should be diluted 1:1 with a saline solution (before proceeding to Step 2)



### Step 2

- Add 50µl of working **Extraction Reagent** agent (see IFU for reagent preparation) into glass tube.
- **Hint** touch side of tube with pipette while dispensing at an angle slightly above the sample (do not touch the sample to avoid contamination)
- Mix on vortex 1-2 seconds using multiple touch technique (3 x 1-2 seconds), immediately after adding the stabilizing reagent
- **Hint** mix before moving onto the next tube



150µl total volume  
 50µl of Extraction Reagent  
 100µl of sample



### Step 3

- Incubate 15 minutes

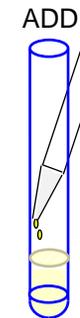


### Step 5

- Use prepared samples accordingly to IFU procedure
- **Hint** for Folate, use after the 5 min wait time according to IFU procedure (no wait time is needed for Vit B12)

### Step 4

- Add 50µl of **Neutralizing Buffer** into glass tubes
- **Hint** touch side of tube with pipette while dispensing at an angle slightly above the sample (do not touch the sample to avoid contamination)
- Mix on vortex 1-2 seconds using multiple touch technique (3 x 1-2 seconds), immediately after adding the neutralizing reagent
- **Hint** mix before moving onto the next tube



200µl total volume  
 50µl of Neutralizing Buffer  
 150µl of mixed solution

