



SADDLEBRED SOCIETY OF SA PROHIBITED SUBSTANCE SCREENING PROTOCOL FOR SAMPLE COLLECTION, HANDLING AND TRANSPORT

SCOPE:

Procedure for collection, handling and transport of Original and Reference samples for prohibited substance screening.

SUPPLIED ITEMS

One kit per horse sampled, each containing:

- 2 x Sealed and labelled plastic sample bottles
- 4 x Labelled blood collection tubes
- Disposable Gloves
- 21G Needle
- Bull nose connector
- Plastic seals
- 2 x Tamper-evident seal bags (“security” bags)

Documentation:

- SADDLEBRED SOCIETY Sample Report Sheet (1 per kit, to be retained by SADDLEBRED SOCIETY)
- NHA Analysis Request Form (to be returned to the NHA Laboratory)
- SeroPreg Sample Storage form (to be sent with the Reference samples to SeroPreg Laboratory)

PROCEDURE FOR COLLECTING, LABELLING AND SEALING SAMPLES:

1. Ensure that the Sample Report Sheet has been completed and signed by the “Responsible Person”.

Collection of blood samples

2. Open one of the supplied test kits and remove the two sealed plastic bottles. Each bottle will be labelled with a sample number (e.g. SHB743).
3. Carefully cut the plastic seals of the bottles and remove without damaging the eyelets (small holes) on the bottle and lid.
4. Remove the correspondingly numbered blood tubes from the bottles.
5. Collect blood from the horse employing the 4 labelled blood collection tubes.
6. Use a new needle and fill the blood tubes as much as possible.
7. Place 2 tubes back into each plastic sample bottle. These bottles must have the same number as the blood tubes.

Procedure for sealing samples in bottles

(Sealing to be done in the presence of the ‘responsible person’ (owner/trainer) who must sign the relevant documents)

8. Fit the inner and outer cap to each plastic bottle containing the blood tubes.
9. Seal the bottles employing the plastic seals supplied, in the same way the bottles were sealed previously.

- Place each sample bottle in a bag of its own. Do not seal the security bags until all the details have been recorded on all the forms (see below).

Completing the SADDLEBRED SOCIETY Sample Report Sheet, NHA Analysis Request form and SeroPreg Sample Storage form

- Complete the Saddlebred Society Sample Report Sheet for every horse sampled, recording also the details of the security bags in which the bottles will be placed.

NOTE: The Saddlebred Society Sample Report Sheet must be retained by the SADDLEBRED SOCIETY and NOT be sent to either laboratory and the identity of the horse must NOT be disclosed to either laboratory.

- Complete the NHA Analysis Request Form and the SeroPreg Sample Storage form, detailing the sample numbers, gender of the horses, seal numbers and bag numbers.
(These details are a quick check for the laboratory to ensure that seal numbers are correct and that all the collected samples have been received).
- Where horses have been administered substances close to the time of the event with veterinary permission or acknowledgements in the form of an "authorized veterinary treatment" or "equine therapeutic use exception (ETUE)", record details as indicated on the analysis request form.
- Seal the bags by removing the protective strip and folding over the edge as indicated.
- Sample all the other horses in the same way, every time using a new kit.

Procedure for sending samples to the laboratories:

- Send the sealed **ORIGINAL** security bags and the NHA Analysis Request Form to the **NHA** Laboratory, contact details below, by a courier company of your choice.

NOTE: All unused items should be returned to the NHA Laboratory.

- Send the sealed **REFERENCE** security bags and the SeroPreg Sample Storage form to **SeroPreg** Laboratory, contact details below, by a courier company of your choice.
- Courier costs must be claimed from the SADDLEBRED SOCIETY.
- Email the Courier waybill number to the NHA Laboratory and to SeroPreg Laboratory (see details below) to notify the laboratories that the samples have been dispatched.

NOTE: Full blood samples awaiting transport to the Laboratory must be stored at fridge temperature (approximately 2-8°C) as full blood will haemolyse upon freezing.

NHA Laboratory contact details:	SeroPreg Laboratory contact details:
Dr Schalk de Kock	Ansie Roets
The National Horseracing Authority of Southern Africa – Laboratory,	SeroPreg, 4 Anjou St, Bayswater, Bloemfontein, 9301
Turffontein Racecourse, Turf Club Street, TURFFONTEIN, 2190	
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