

Test Item Information Sheet (TIIS)

"RNA Integrity" 2011 Scheme

This sheet contains all information on RNA TEST ITEM that you should be aware of to conduct the above mentioned Scheme. Please read carefully before any operation and/or test on the sample provided.

TEST ITEM DESCRIPTION

- Source material: Jurkat cell line.
- Method of preparation: RNA extraction with Qiagen RNeasy mini kit.
- Formulation: RNA is dried in a Biomatrix RNastable tube.
- Concentration when rehydrated with 10 µl RNAase free water: between 40 and 160 ng/µl.
- Date of preparation and any lot number (if applicable): 16-17 August 2011.
- Method used for value assignment: Agilent Bioanalyzer consensus by ISO17025/CLIA accredited laboratories, according to *The International harmonized protocol for the proficiency testing of analytical chemistry laboratories*, IUPAC technical report.

INSTRUCTIONS TO PREPARE TEST ITEM FOR TESTING

- Any thawing/freezing and/or other processes at receipt: keep at room temperature (18-24°C).
- Any storage requirement between receipt and testing date: at room temperature (18-24°C). Testing should be performed within 1 week of receipt.
- Temperature required to perform the testing: room temperature (18-24°C).
- Any step required/recommended before testing:
 1. Add 10 µl of RNase free water.
 2. Incubate for 15 minutes at room temperature.
 3. Mix the sample by gently pipetting up and down to re-suspend the sample (avoid forming bubbles).
 4. The hydrated sample is now ready for testing.
 5. The hydrated samples should be tested on the day of hydration.
- Any factor that may impact the testing negatively: prolonged light exposure of reagents; DNA contamination of test item; organic component contamination of test item; prolonged exposure to room temperature of test item after resuspension.

PARTICULAR HANDLING/SAFETY REQUIREMENTS

- Potential risks of Test Item: exempt of infectious risk.
- Individual protection equipment required: standard laboratory (laboratory coat, gloves).
- In case of puncture or cuts: Abundantly wash with water and then disinfect during 10 minutes.
- In case of projection in the eye: Abundantly wash with water or physiologic serum during 5 minutes.
- In case of projection on the mucous membranes and skin: Wash with water.
- Measures to take in case of accidental dispersion: Pulverize disinfectant and clean the concerned surface.
- Waste elimination procedures: Waste generated by healthcare activities, to eliminate in incinerable plastic containers.

SCHEME SPECIFICATIONS

- For each test item (tube A and tube B): **please measure RNA integrity.**
- How to test your samples: please test the test items following your usual routine testing method(s).
- You will be asked to report your results under the following methods: **Agilent Bioanalyzer (RIN)**, **Biorad Experion (RIN)**, **ScreenTape R6K (SDV)** and **Other (RIN, RQI or SDV)**.
- Please be ready to enter the type of instrument used while reporting your results under "Other".
- Equipment performance verification: please enter information on the dilution used (for each tube), the frequency of verification runs and the last verification date and results.

WHAT RESULTS AND HOW TO SUBMIT THEM

1. For each Test Item, **you must perform the assay only once** (according to your selected routine method), and submit only one test result.
2. Your results must be submitted online to the PT website www.kpmd.co.uk/isber/, using the login information (Participant Code, Login ID and password) provided to you via email after the registration to the RNA Scheme.
3. Please complete the questionnaire as accurately as possible, adding any relevant detail and comment in the appropriate comment section.
4. In case of doubts in the completion phase, please contact ISBER at +1 301 634 7949 (Mon-Fri 9am-5pm EST) (email PTISBER@asip.org).

TIMELINES FOR THIS SCHEME

Results submission	Data analysis & Report preparation	Reports available
By 18 NOV 2011	21 NOV 2011 - 31 JAN 2012	By 29 FEB 2012