HOME COLLECTION REQUEST

Use this checklist to request a home collection kit for genetic testing at **Invitae, GeneDx, Prevention, Baylor, or Variantyx**. Contact a Laboratory Genetic Counselor to coordinate testing at an alternative laboratory.

RECOMMENDATIONS

- ☐ As home collection is associated with an increased rate of sample failure, this should be used only in circumstances when a blood draw or in-clinic buccal collection would create a barrier to otherwise accessing genetic testing. Ultimately, it is up to the ordering provider(s) to decide whether home collection is appropriate.
- ☐ Please remind patients to label samples with the **full name and DOB that are registered in Epic**, and to follow the provided sample collection instructions carefully.

ORDERING AND COMMUNICATION

- ☐ Confirm the address in the patient's chart is correct.
- ☐ Place the appropriate order in Epic as specified below:

Reference lab	Panel/test	Epic order	Order class	Email needed?
Invitae	All	Invitae interfaced test codes: LAB10915 (Cancer) LAB10919 (Peds/Rare) LAB10914 (FVT) LAB10921 (STAT Cancer) LAB10916 (Neuro) LAB10998 (Cardio) LAB10920 (Proactive)	External	Recommended; Required if kit must be sent to a different address than registered in Epic
Baylor	Whole genome sequencing (WGS)	Baylor WGS O268675 (outpatient)	External	Recommended; different shipping address can be chosen in Epic
	All other	Misc. DNA LAB5910	Clinic Collect	Yes - Completed TRF required
GeneDx	Whole exome sequencing (WES)	GeneDx XomeDx LAB5910C (proband) LAB5910D (family member)	Clinic Collect	Yes
	All other	Misc. DNA LAB5910		
Prevention, Variantyx or other	All	Misc. DNA LAB5910	Clinic Collect	Yes

- ☐ When sending an email to Referral Testing:
  - Email reftest@unchealth.unc.edu with "Home Collection Kit Request: MRN#" in the subject line.
  - Include the following information:
    - Patient name
    - Patient MRN
    - Confirmation the address in the chart is correct.
    - Confirmation there is an order placed as directed above in Epic.

ORDERING AND COMMUNICATION (CONTINUED)

- ☐ If additional insurance information is needed, attach it to this email. This may include required forms for Aetna and Cigna or other clinical documentation.
- ☐ For sponsored testing, non-Baylor WGS, and non-GeneDx WES orders, **completed and signed paperwork MUST be uploaded to Epic or emailed to Referral Testing.** Testing cannot proceed until this information is received.
- ☐ All correspondence related to a specific order should be communicated to Referral Testing within the original email chain created to request a home collection kit.
    - From the time Referral Testing orders the kit until the report is generated, the ordering provider is responsible for all communication with the patient, and for ensuring that a sample is collected and sent back to the laboratory.
    - If you discuss a sample/order over the phone with the lab, family, or Referral Testing, OR if any changes are made to the order, update the email chain as directed above.

FOR INVITAE/BAYLOR INTERFACED ORDERS

- ☐ External interfaced orders will immediately transmit to the performing lab, and a kit of the selected type will automatically be shipped to the patient address registered in Epic (Invitae) or the address specified in the Epic order (Baylor).
    - *NOTE – External orders placed on documentation encounters will NOT transmit automatically. All other encounter types including Orders Only should work for external interfaced orders.*
- ☐ Once the sample is received at the performing laboratory and testing has been completed, a report will be generated. Invitae reports and Baylor proband reports will automatically cross over into Epic.
    - *NOTE – Baylor family member reports will not cross over automatically. Reports will be scanned into Epic by Referral Testing.*
- ☐ If no email is sent, Referral Testing will not follow up about interfaced home collection orders.

FOR NON-INTERFACED ORDERS

- ☐ Referral Testing will place the order in the appropriate laboratory's online portal. **Do not place these orders yourself** if you have access to the online portal.
- ☐ Referral Testing will direct the laboratory to send a home collection kit to the address in the patient's chart. **Do not contact the lab and ask them to send a kit.**
- ☐ If a sample has not been received by the performing laboratory within **3 weeks** of the kit being delivered, Referral Testing will send a one-time reminder asking you to follow up with the patient.
- ☐ Once the sample is received at the performing laboratory and testing has been completed, a report will be generated. Referral Testing will receive this report, update the collection information on the Epic order, and scan the report into the patient's chart.

Contact Information	
Referral Testing Services	**Laboratory Genetic Counselors**
reftest@unchealth.unc.edu	LabGC@unchealth.unc.edu
P: 984-974-1414	P: 984-974-1790, ask for GC
F: 984-974-2494	F: 984-974-1666