

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 1 of 12

|                          |   |
|--------------------------|---|
| BPV Case ID: _____       | Tissue Bank ID: _____                       |
| Form Completed By: _____ | Date Completed ____/____/____<br>MM/DD/YYYY |

Case ID: \_\_\_\_\_ Primary Organ: \_\_\_\_\_  
 Affix Case ID Label

Tissue Bank ID: \_\_\_\_\_ Biospecimen Source Site: \_\_\_\_\_

|  |   |
|--|---|
| 1. Parent Tissue Specimen ID:                              |   |
| 2. Experimental Key ID:                                    |   |
| 3. Date and Time Experimental Key Barcode ID was recorded: | ____/____/____ : ____<br>(MM/DD/YYYY) (HH:MM)   |
| 4. Edit Modules:   | <input type="checkbox"/> Module I<br><input type="checkbox"/> Module II<br><input type="checkbox"/> Module V<br><input type="checkbox"/> Normal Adjacent Tissue<br><input type="checkbox"/> Additional Tumor Tissue |
| 5. Comments:   |   |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 2 of 12

|                                 |   |
|---------------------------------|---|
| <b>BPV Case ID:</b> _____       | <b>Tissue Bank ID:</b> _____                      |
| <b>Form Completed By:</b> _____ | <b>Date Completed</b> ___/___/_____<br>MM/DD/YYYY |

Use the applicable portions of the form as follows, based upon modules collected.

|                         |   |
|-------------------------|---|
| <b>Module I:</b>        |   |
| <b>Select Priority:</b> | <input type="radio"/> Priority I<br><input type="radio"/> Priority II |

| Frozen Tissue Sample Information – (Middle Right) of Tumor Block       |   |  |
|--|---|--|
| <b>Barcode ID of frozen tumor tissue cryosette:</b>                    |   |  |
| <b>Date/time that the tissue sample was frozen in liquid nitrogen:</b> | ___/___/_____<br>(MM/DD/YYYY)<br>____:____<br>(HH:MM) |  |
| <b>Weight of frozen tumor block (mg):</b>                              | _____ mg  |  |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 3 of 12

|                          |   |
|--------------------------|---|
| BPV Case ID: _____       | Tissue Bank ID: _____                     |
| Form Completed By: _____ | Date Completed ___/___/____<br>MM/DD/YYYY |

| Module I: <1 Hour Planned Delay to Fixation Experimental Protocol A-D and Quality Control (QC) Formalin-Fixed Paraffin-Embedded (FFPE) Section |                                |                                |  |   |                                |
|--|--------------------------------|--------------------------------|--|---|--------------------------------|
| Experimental Protocol A-D or QC FFPE   | Planned Delay to Fixation Time | Record Cassette ID: First Scan | Date/Time That Cassette Was First Scanned Or Recorded (MM/DD/YYYY HH:MM) | Date/Time That Cassette Was Placed In Fixative (MM/DD/YYYY HH:MM) | Delay to Fixation Time (HH:MM) |
| QC FFPE (Middle Left):<br>23 hours in fixative   | <1 hour                        |                                |  |   |                                |
| Protocol A:<br>6 hours in fixative   | <1 hour                        |                                |  |   |                                |
| Protocol B:<br>12 hours in fixative  | <1 hour                        |                                |  |   |                                |
| Protocol C:<br>23 hours in fixative  | <1 hour                        |                                |  |   |                                |
| Protocol D:<br>72 hours in fixative  | <1 hour                        |                                |  |   |                                |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 4 of 12

|                          |  |
|--------------------------|--|
| BPV Case ID: _____       | Tissue Bank ID: _____                                    |
| Form Completed By: _____ | Date Completed __ __ / __ __ / __ __ __ __<br>MM/DD/YYYY |

| Module I: <1 Hour Planned Delay to Fixation Experimental Protocol A-D and QC FFPE Section. Continue Entering Data for Protocol A-D Cassettes and QC FFPE Section. |   |   |                                    |  |   |  |
|---|---|---|------------------------------------|--|---|--|
| Experimental Protocol A-D or QC FFPE  | Date/Time Cassette Was Placed in Processor (MM/DD/YYYY HH:MM) | Date/Time Tissue Processor Cycle Ended (MM/DD/YYYY HH:MM) | Actual Time in Fixative (Minutes ) | Date/Time Tissue Cassettes Were Removed From Tissue Processor (MM/DD/YYYY HH:MM) | Date/Time Tissue Embedding Was Started (MM/DD/YYYY HH:MM) | Time Between Tissue Processor Cycle Completion and Embedding (HH:MM) |
| QC FFPE (Middle Left):<br>23 hours in fixative  |   |   |                                    |  |   |  |
| Protocol A:<br>6 hours in fixative  |   |   |                                    |  |   |  |
| Protocol B:<br>12 hours in fixative   |   |   |                                    |  |   |  |
| Protocol C:<br>23 hours in fixative   |   |   |                                    |  |   |  |
| Protocol D:<br>72 hours in fixative   |   |   |                                    |  |   |  |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 5 of 12

|                          |   |
|--------------------------|---|
| BPV Case ID: _____       | Tissue Bank ID: _____                       |
| Form Completed By: _____ | Date Completed ____/____/____<br>MM/DD/YYYY |

|                   |   |
|-------------------|---|
| <b>Module II:</b> |   |
| Select Priority:  | <input type="radio"/> Priority I<br><input type="radio"/> Priority II |

| Frozen Tissue Sample Information – (Middle Right) of Tumor Block |  |  |
|--|--|--|
| Barcode ID of frozen tumor tissue cryosette:                     |  |  |
| Date/time that the tissue sample was frozen in liquid nitrogen:  | ____/____/____<br>(MM/DD/YYYY)<br>____ : ____<br>(HH:MM) |  |
| Weight of frozen tumor block (mg):                               | _____ mg   |  |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 6 of 12

|                          |  |
|--------------------------|--|
| BPV Case ID: _____       | Tissue Bank ID: _____                                    |
| Form Completed By: _____ | Date Completed __ __ / __ __ / __ __ __ __<br>MM/DD/YYYY |

| Module II: Variable Planned Delay to Fixation Time Experimental Protocol Eosin and Hematoxylin (E-H) and QC FFPE Section |                                |                                |  |   |                                |
|--|--------------------------------|--------------------------------|--|---|--------------------------------|
| Experimental Protocol E-H or QC FFPE   | Planned Delay to Fixation Time | Record Cassette ID: First Scan | Date/Time That Cassette Was First Scanned Or Recorded (MM/DD/YYYY HH:MM) | Date/Time That Cassette Was Placed In Fixative (MM/DD/YYYY HH:MM) | Delay to Fixation Time (HH:MM) |
| QC FFPE (Middle Left):<br>23 hours in fixative   | <1 hour                        |                                |  |   |                                |
| Protocol E:<br>12 hours in fixative  | 1 hour                         |                                |  |   |                                |
| Protocol F:<br>11 hours in fixative  | 2 hour                         |                                |  |   |                                |
| Protocol G:<br>10 hours in fixative  | 3 hours                        |                                |  |   |                                |
| Protocol H:<br>12 hours in fixative  | 12 hours                       |                                |  |   |                                |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 7 of 12

|                          |  |
|--------------------------|--|
| BPV Case ID: _____       | Tissue Bank ID: _____                                    |
| Form Completed By: _____ | Date Completed __ __ / __ __ / __ __ __ __<br>MM/DD/YYYY |

**Module II: Variable Planned Delay to Fixation Time Experimental Protocol E-H and QC FFPE Section. Continue Entering Data for Protocol E-H Cassettes and QC FFPE Section.**

| Experimental Protocol E-H or QC FFPE           | Date/Time Cassette Was Placed in Processor (MM/DD/YYYY HH:MM) | Date/Time Tissue Processor Cycle Ended (MM/DD/YYYY HH:MM) | Actual Time in Fixative (Minutes) | Date/Time Tissue Cassettes Were Removed From Tissue Processor (MM/DD/YYYY HH:MM) | Date/Time Tissue Embedding Was Started (MM/DD/YYYY HH:MM) | Time between Tissue Processor Cycle Completion and Embedding (HH:MM) |
|--|---|---|-----------------------------------|--|---|--|
| QC FFPE (Middle Left):<br>23 hours in fixative |   |   |                                   |  |   |  |
| Protocol E:<br>12 hours in fixative            |   |   |                                   |  |   |  |
| Protocol F:<br>11 hours in fixative            |   |   |                                   |  |   |  |
| Protocol G:<br>10 hours in fixative            |   |   |                                   |  |   |  |
| Protocol H:<br>12 hours in fixative            |   |   |                                   |  |   |  |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 8 of 12

|                                 |  |
|---------------------------------|--|
| <b>BPV Case ID:</b> _____       | <b>Tissue Bank ID:</b> _____                     |
| <b>Form Completed By:</b> _____ | <b>Date Completed</b> ___/___/____<br>MM/DD/YYYY |

|                         |   |
|-------------------------|---|
| <b>Module V:</b>        |   |
| <b>Select Priority:</b> | <input type="radio"/> Priority I<br><input type="radio"/> Priority II |

| Frozen Tissue Sample Information                                       |  |
|--|--|
| <b>Barcode ID of frozen tumor tissue cryosette:</b>                    |  |
| <b>Date/time that the tissue sample was frozen in liquid nitrogen:</b> | ___/___/____<br>(MM/DD/YYYY)<br>___:___<br>(HH:MM) |
| <b>Weight of frozen tumor block (mg):</b>                              | _____ mg   |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 9 of 12

|                                 |   |
|---------------------------------|---|
| <b>BPV Case ID:</b> _____       | <b>Tissue Bank ID:</b> _____                                    |
| <b>Form Completed By:</b> _____ | <b>Date Completed</b> __ __ / __ __ / __ __ __ __<br>MM/DD/YYYY |

| QC FFPE, Module V                        |                                |                                |  |   |                                |
|--|--------------------------------|--------------------------------|--|---|--------------------------------|
| QC FFPE Section:                         | Planned Delay to Fixation Time | Record Cassette ID: First Scan | Date/Time That Cassette Was First Scanned Or Recorded (MM/DD/YYYY HH:MM) | Date/Time That Cassette Was Placed In Fixative (MM/DD/YYYY HH:MM) | Delay to Fixation Time (HH:MM) |
| QC FFPE Section:<br>23 hours in fixative | <1 hour                        |                                |  |   |                                |

| QC FFPE, Module V                        |   |   |                                    |  |   |  |
|--|---|---|------------------------------------|--|---|--|
| QC FFPE Section:                         | Date/Time Cassette Was Placed in Processor (MM/DD/YYYY HH:MM) | Date/Time Tissue Processor Cycle Ended (MM/DD/YYYY HH:MM) | Actual Time in Fixative (Minutes ) | Date/Time Tissue Cassettes Were Removed From Tissue Processor (MM/DD/YYYY HH:MM) | Date/Time Tissue Embedding Was Started (MM/DD/YYYY HH:MM) | Time between Tissue Processor Cycle Completion and Embedding (HH:MM) |
| QC FFPE Section:<br>23 hours in fixative |   |   |                                    |  |   |  |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 10 of 12

|                          |   |
|--------------------------|---|
| BPV Case ID: _____       | Tissue Bank ID: _____                     |
| Form Completed By: _____ | Date Completed ___/___/____<br>MM/DD/YYYY |

| Module V   |                                |  |   |                    |  |                |             |
|------------|--------------------------------|--|---|--------------------|--|----------------|-------------|
| Protocol   | Record Cassette ID: First Scan | Date/Time That Cassette Was First Scanned Or Recorded (MM/DD/YYYY HH:MM) | Date/Time That Cassette Was Frozen (MM/DD/YYYY HH:MM) | Method of Freezing | Date/Time Tissue Cryosettes Were Transferred to Storage (MM/DD/YYYY HH:MM) | Transferred To | Weight (mg) |
| Protocol U |                                |  |   | Dry Ice            |  | -80°C Freezer  |             |
| Protocol V |                                |  |   | Dry Ice            |  | LN Freezer     |             |
| Protocol W |                                |  |   | LN2 Vapor Phase    |  | -80°C Freezer  |             |
| Protocol X |                                |  |   | LN2 Vapor Phase    |  | LN Freezer     |             |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 11 of 12

|                          |   |
|--------------------------|---|
| BPV Case ID: _____       | Tissue Bank ID: _____                       |
| Form Completed By: _____ | Date Completed ____/____/____<br>MM/DD/YYYY |

| Normal Adjacent Tissue   |            |  |             |
|--|------------|--|-------------|
| Tissue dissection performed by:  |            |  |             |
| Were the normal adjacent tissue FFPE specimens processed per the standard operating procedure (SOP)? |            |  |             |
| <input type="radio"/> Yes <input type="radio"/> No   |            |  |             |
| Comments/issues with tissue receipt or deviations from SOP:  |            |  |             |
|  | Barcode ID | Date/Time of Preservation<br>(Fixed or Frozen) | Weight (mg) |
| FFPE tissue 1  |            |  |             |
| FFPE tissue 2  |            |  |             |
| FFPE tissue 3  |            |  |             |
| Frozen tissue 1  |            |  |             |
| Frozen tissue 2  |            |  |             |
| Frozen tissue 3  |            |  |             |

**Biospecimen Pre-Analytical Variables (BPV)  
 Tissue Processing Worksheet**

PR-0006-F9

VER. 03.04

Effective Date: 01/29/2015

Page 12 of 12

|                          |  |
|--------------------------|--|
| BPV Case ID: _____       | Tissue Bank ID: _____                                    |
| Form Completed By: _____ | Date Completed __ __ / __ __ / __ __ __ __<br>MM/DD/YYYY |

| Additional Tumor Tissue  |            |  |             |
|--|------------|--|-------------|
| Tissue dissection performed by:  |            |  |             |
| Were additional tumor FFPE specimens processed per the SOP? <span style="float: right;"><input type="radio"/> Yes    <input type="radio"/> No</span> |            |  |             |
| Comments/issues with tissue receipt or deviations from SOP:  |            |  |             |
|  | Barcode ID | Date/Time of Preservation<br>(Fixed or Frozen) | Weight (mg) |
| FFPE tissue 1  |            |  |             |
| FFPE tissue 2  |            |  |             |
| FFPE tissue 3  |            |  |             |
| Frozen tissue 1  |            |  |             |
| Frozen tissue 2  |            |  |             |
| Frozen tissue 3  |            |  |             |