

## Aliquoting a Specimen

1. Aliquot means to separate a portion of the serum or plasma and place in a separate tube.
2. Serum and Plasma is the clear upper fluid or fluid above the gel from a centrifuged tube.
3. Specimen may need to be aliquoted for the following reasons:
  - a. Plasma is the required specimen
  - b. There is no gel separator to separate the serum/plasma from the cells
  - c. Stability requires this done before transporting to the laboratory.
4. To aliquot a specimen:
  - a. Centrifuge the primary tube.
  - b. Using a pipette, remove the top upper fluid from the primary tube without disturbing the cells on the bottom. Depress the bulb at the top of the pipette to evacuate the air in the pipette and submerge the tip into the upper fluid. Release the bulb allowing the fluid to flow into the pipette.
  - c. Place this fluid into a labeled secondary tube (aliquot tube) and store appropriately.
5. For coagulation testing, refer to "Platelet Poor Plasma Procedure" for special processing and handling instructions.
6. Always label the aliquot tube with the patient's full name, date of birth, collector's initials, date and time of collection, and the type of serum or plasma. (i.e. citrate plasma, EDTA plasma, heparin plasma, serum...)