



Dear PDS Clients,

PDS has made the difficult decision to **close the PDS Receiving Office on Saturdays for the foreseeable future**. Please make arrangements to have your samples dropped off/delivered on the next business day. Phone messages will be returned as soon as possible the next business day.

Handling instructions for the tests you are submitting can be found in the PDS Test and Services Guide or on the searchable Fee Guide on the PDS website <https://pdsinc.ca/resources/fee-guide>. You can also contact the PDS receiving office at dso@usask.ca or 306-966-7316.

Critical handling and storage for Clinical Pathology samples held overnight/over the weekend:

1. Chemistry / Endocrine: ensure whole blood is centrifuged and serum (or plasma) is removed to plain plastic tube or another red top tube (with no additives). Freeze samples.
2. Hematology (CBC): ensure 2 unstained blood smears are submitted along with the EDTA sample. Store EDTA in the fridge; slides at room temperature.
3. Cytology Fluid: ensure 2 direct unstained smears are submitted along with the fluid. Store fluid in the fridge; slides at room temperature.
4. Coagulation (PT/PTT): ensure tube is filled correctly and there are no clots present in the sample. Centrifuge, remove plasma from cells with a plastic pipette and place in a plastic tube with no additive (DO NOT use red top or glass tube). Freeze.

Please email any comments or concerns to pdsclientservices@usask.ca.