

This document must be signed by both parties in the presence of a notary and notarized. No specimens will be released until receipt of this document and a verbal verification of one of the partners. Payment of storage fees and patient's account must be paid in full prior to release of specimens.

Shipping of Frozen Specimens

ARMS has found it necessary to remove its self from the liability of shipping embryos and sperm. There are inherent risks in shipping these items due to the inability to control how the items are handled once they leave the laboratory. In particular, some dry shippers may be tossed into delivery trucks on their sides or upside down. This can cause the tanks, which usually last about 4 to 5 days, to have one tenth of the standard holding time. For this reason, ARMS recommends that these items be hand delivered by the patient. For some patients, this may not be feasible. In that case, the patient must realize that there are some risks that they will have to trade off for convenience. If the lost of these specimens involved substantial costs, or the value of these specimens is considered high due to their nature, then ARMS recommends that patients shipping tissue to other clinics take out insurance to cover all costs or damages should these specimens not arrive at their destination in perfect shape.

Having said all of this, probably well over 99% of all cryopreserved shipments arrive in good shape when shipped in dry shippers but because of recently perceived liability, ARMS can no longer provide this service. Were ARMS to continue to provide this service at cost (as we have been), we would have to institute new changes to institute tank inspections and contracting personal couriers that would drive the costs of shipment from a hundred dollars into the thousands of dollars per shipment. We feel this is unreasonable and so have passed on the responsibility and liability of shipping to our patients. We are sorry for any inconvenience this has caused.

- 1) Sign and have notarized the above release form and bring to ARMS.
- 2) ARMS will contact the receiving clinic to arrange shipment date for the specimens.
- 3) It is the patient's responsibility to pick up the tank and to ship it to the receiving clinic.
- 4) Shipping should not occur on during holidays or Thursday - Sunday.
- 5) ARMS will call the patient when the tank is available for shipment.
- 6) Client must fill out the shipping form and carry it to their desired shipping agent (viz. FedEx).
- 7) Patient will pick up the tank at ARMS and ship it via their selected courier.
- 8) There is no fee for transferring of tissues.
- 9) **The client's account must be up to date prior to release of tissues.**
- 10) **Tissues sent from ARMS will include a Summary of Records (if donor eggs or donor sperm were used), FDA Labels, and the ARMS Communicable Disease Testing Form.**

ARMS Protocol for Shipping of Cryopreserved Sperm or Embryos

Frozen embryos, sperm and other tissue have traditionally been shipped between laboratories using shipping agents such as Federal Express and UPS. Although these systems have worked quite well in the past, the valuable nature of these tissues warrants a safer and more controlled method for shipping. Occasionally, specimens have been shipped to distant laboratories only to arrive damaged or thawed. Usually one of two items have occurred: 1) The tank has arrived without any liquid nitrogen, and due to the increased temperature, the tissues have thawed and are not useable or 2) the individual container that holds the tissue (usually a plastic vial or straw) has been damaged during shipping making it almost impossible to retrieve the tissue without damage or contamination.

The most common culprits of a thawed specimen are:

- 1) Damaged tank during transport, breaking the vacuum and impairing the thermal properties of the tank
- 2) Improper shipping such that the tank is shipped upside down or lying down. This can result in a tank having 1/10th of its normal holding time.
- 3) The tank is not filled properly with liquid nitrogen or the time from filling to receipt exceeds the tank's holding time.

Proper shipping of cryopreserved tissue is both time-consuming and costly. These costs can run into the thousands of dollars, especially if hand delivery via air is necessary. Because these specimens are valuable, ARMS recommends that all shipments are insured so as to cover any incurred expenses from the lost of the tissue should that occur. It is the responsibility of each patient to locate an insurer and to properly insure each shipment to their satisfaction.

Because ARMS has no control over tissue once they are released from our laboratory, ARMS has decided that we cannot afford to offer a shipping service to patients. In order to ship items from ARMS or to ARMS, the patient must assume all responsibility and liability for the proper shipment of their tissue. ARMS will no longer be able to supply shipping containers, as the cost to provide these containers and the cost of liability would be cost prohibitive. Patients must procure a dry liquid nitrogen shipper by either purchasing a new one that is inspected and tested, rent one for their use (currently we know of no one in the Phoenix area providing this service) or obtain one from another laboratory that is willing to accept these liabilities. Even so, ARMS will release the tissue to patients and it will be the patient's responsibility to see that these tissues are properly conveyed to their destination. ARMS will try to facilitate the shipping of these tissues as much as possible, but it will be the patient's responsibility to see that they are done as safely and controlled as possible.

ReproTech, provides long-term storage of cryopreserved specimens and as such, will also act to redistribute tissues between laboratories. The cost for this service is \$190 for shipping to their laboratory where they will verify the specimen and then \$190 to ship the specimens to the receiving laboratory. Another \$106 charge will be necessary for a storage fee, bringing the total to \$486. It will also be necessary to fill out a registration form, transfer to form, transfer from form and a cryostorage form. These prices are subject to change by ReproTech. Details can be found by calling ReproTech at 1-888-831-2765.

The following steps must be taken before ARMS can ship any tissue:

- 1) Patient must sign a notarized release form which we must receive before tissues can be released.
- 2) Patients must be current on storage fees.
- 3) If tissues are being shipped to us, the patient must sign a storage agreement and pay the required storage fees.
- 4) It may take up to 4 weeks to ship tissue. This process cannot be hurried.
- 5) Shipments should occur only on Monday through Wednesday. Holidays are to be avoided.

Recommended Secure Method:

- 1) Patient should purchase a new dry liquid nitrogen tank (also called vapor shippers www.chartbiomed.com) and have it inspected and tested.
- 2) We will place the specimens into the tank and the patient can then deliver it to the receiving laboratory.

The following are methods that can be used but that are not recommended by ARMS due to problems that can occur during shipping:

I. Shipping From ARMS to a New Laboratory (Patient Will Ship)

- A
- 1) The receiving laboratory should send us a pre-tested and inspected shipper with a return label.
 - 2) We will place the tissue into the container and the patient is responsible for shipping.
- B
- 1) Patient should contact ReproTech for shipping.
 - 2) We will receive the tank, place the tissue into it and ship it to the ReproTech Nevada laboratory.
 - 3) They will inspect the tissue and send it to the receiving laboratory after inspection.
- C
- 1) We provide an untested or inspected shipper and we place the tissue into the tank.
 - 2) The patient ships the tank via their carrier.

II. Shipping From ARMS to a New Laboratory (Patient Lives Distant and Can't Ship)

- A
- 1) The receiving laboratory should send us a pre-tested and inspected shipper with a return label.
 - 2) We will place the tissue into the container and the patient's shipping agent will pick up for delivery.
- B
- 1) Patient should contact ReproTech for shipping.
 - 2) We will receive the tank, place the tissue into it and ship it to the ReproTech Nevada laboratory.
 - 3) They will inspect the tissue and send it to the receiving laboratory after inspection.

