



Collection Provider Questionnaire

Name:

Date:

Title:

County/Agency:

Please take a moment to review the Contracts Collection Manual and answer these questions. Please only answer with one response for each question by marking the appropriate circle. When submitting the answers, please “reply to” the email you received and your score will be calculated by DDC. We will contact you if you have any incorrect responses and require further assistance.

Q1: Which of the following best describes the principal of Universal Precautions?

- Handle all patient specimens as if infectious.
- Use handling precautions only with specimens containing blood borne pathogens
- All samples are safe unless tested positive for HIV and/or HBV
- Gloves universally protect the collector from exposure to pathogens

Q2: Confidential information, as defined by DDC, is described as:

- Information that can be given to anyone not related to the patients
- Information that cannot be given to the patients directly
- Information that is shared only with your coworker
- Information not in the public domain relating to the names or addresses of individuals, test results, processes, formulas, and other information DDC may deem confidential

Q3: Acceptable Identification can be obtained by which method:

- Government issued, photo identification
- State Identification
- Passport
- All of the above

Q4: To maintain proper chain of custody, it is important that:

- Ask to see the individual's photo ID
- Complete the client identification form with required information
- All tested parties and the collector sign and date the form
- A photo is taken of all tested parties
- A thumbprint is provided
- All of the above

Q5: What information on the consent form is needed for statistical calculation?

- Age
- Date of Collection
- Race
- All of the above

Q6: During the sample collection, contamination can occur by:

- Touching the end of the swab to any foreign surface
- Touching the collectors skin
- Coming in contact with other samples
- All of the above

Q7: What measures are to be taken to prevent sample mix-ups?

- Label and collect one client sample at a time
- Seal the buccal envelope and ask client to verify the sample labeling immediately
- Never pre-label the buccal envelopes with patient's names or information
- All of the above

Q8: You should put the collected swabs into the paper envelope, not into the plastic wrapper because:

- Paper envelopes are bigger
- Moisture in the plastic encourages mold, which destroys DNA
- Paper envelopes reduce the risk of contamination
- All of the above

Q9: What should you remember to do when photographing patients?

- Have the patients remove any sunglasses or hats/scarves (unless worn for religious reasons).
- Have the patients sign the instant photo
- As the collector, sign the instant photo
- All of the above

Q10: When shipping the samples back to DDC, place which items in the clear zipper type bag:

- All samples collected
- All completed Client ID and Consent forms
- Any photocopies of patient identification
- Disposable camera (if one was provided) or instant photograph (if an instant camera was used)
- All of the above

Q11: If you have forgotten to include the paperwork in the clear zipper type bag once you have sealed it with tamper tape, you should:

- Rip open the bag and put the paperwork in before shipping
- Carefully cut the bag with scissors as to not destroy the tamper tape and insert the paperwork
- Open a new kit and use the bag from it
- As long as the samples are in the zipper type bag, the paper work can be sent along with the sealed samples. It is not necessary to seal up the paperwork as long as samples are sealed and tamper taped prior to shipping

Q12: As a collector providing services to DDC, which of the following should be avoided:

- Maintain confidentiality
- Provide a clean and neat collection facility or area
- Minimize errors by reviewing procedures regularly
- Collect anywhere you can find a table, regardless of clutter or dirt