

Ordering single gene tests via sponsored testing programs

This document is to guide you through the online ordering process in our Nucleus portal for sponsored genetic testing programs. When ordering sponsored testing for your patients, we ask that you remember a couple of important steps explained in this presentation.

Key things to remember:

- Add the contract code in Nucleus
- Attach the Healthcare Professional's Acceptance of Terms for Sponsored Testing Program form (in Nucleus or specimen kit)
- Attach the program-specific consent form (in Nucleus or sample collection kit)

Step 1: Log in to your Nucleus account

Have you used Nucleus already? Log in as usual via nucleus.blueprintgenetics.com/login

Haven't used Nucleus yet? Go to nucleus.blueprintgenetics.com and request an account. You will receive an email to confirm your account. Please log in to Nucleus, using the login details included in the email. You are ready to order!

Step 2: Choose the right test

Select the Single Gene Test included in the program.

New test

The screenshot shows the 'New test' section of the Nucleus portal. At the top, there are four tabs: 'Panels', 'Whole Exome Sequencing', 'Variant Specific Testing', and 'Single Gene Tests'. The 'Single Gene Tests' tab is selected and highlighted in blue. Below the tabs is a search bar with the placeholder text '[Type the single gene test's name here]'. A red letter 'F' is positioned above the search bar. The search bar contains the text 'FGFR3, S00739'. To the right of the search bar is a red-bordered box containing an 'Order' button. A red line connects the search bar to the 'Order' button.

Step 3: Complete order information (optional)

If you wish to receive results by fax or mail, select the preferred option in the order form.

If needed, we recommend ordering a specimen kit directly through the program webpage and including the Order ID shown on the form.

Create Order ID 157091

FGFR3 single gene test, S00739

1 2 3 4 5 6 7

Order info Billing info Patient information Clinical history Informed consent Share results Confirm order

Ordering health care professional

Name: Anna
Institution: USA - Test Hospital

We will send you a notification when results are available here in Nucleus. In addition, you may choose to have the results by regular mail or by fax.

Delivery of result by regular mail ☐

Delivery of result by fax ☐

Phone number for possible case discussion

Order specimen kit ☐

Order a specimen kit with sample tube, requisition form and prepaid return.

(*) required

Cancel order Save as draft Next

Step 4: Add the contract code

Create Order ID 109015

FGFR3 single gene test, S00739

1 2 3 4 5 6 7

Order info Billing info Patient information Clinical history Informed consent Share results Confirm order

Billing method * Institutional

Add billing address ☐

Promotion/ Contract code

Previous Cancel order Save as draft Next

Select institutional billing

Add the contract code

Step 5: Fill patient and sample information

Continue to fill in the patient information and select the sample type.

Create Order ID 109015

Patient: surname, test name test , 2019-03-04

FGFR3 single gene test, S00739

1

2

3

4

5

6

7

Order info

Billing info

Patient information

Clinical history

Informed consent

Share results

Confirm order

Patient first name *

* This field is required

Patient last name *

* This field is required

Patient Date of Birth *

2019

March

4

Patient Social Security Number / Medical Record Number

Sample Type

Please note that this information affects interpretation for mitochondrial DNA testing. More information about sample requirements [here](#).

Is this a fetal sample?

No

Yes

We do not offer a maternal cell contamination (MCC) test at the moment. We offer prenatal testing only for cases where the maternal cell contamination studies (MCC) are done by another genetic laboratory.

Choose sample type or request to use previous sample

Previous

Cancel order

Save as draft

Next

Step 6: Add all documents and fill in clinical information

On page 4, you can attach all relevant documentation, including

- Acceptance of Terms form
- Clinical documentation
- Consent form

FGFR3 single gene test, S00739

1

2

3

4

5

6

7

Order info

Billing info

Patient information

Clinical history

Informed consent

Share results

Confirm order

Attached files

Attach file (max 10MB)

Choose a file

Attach additional patient documentation, such as a copy of patient's insurance card, family tree, ECG or other clinical documentation.

Allowed file types are TXT, PDF, JPG, PNG, ZIP, Word and Excel.

Sex *

Male

Female

Unknown

Ethnicity

Has the patient received a hematopoietic stem cell transplantation? *

If yes, DNA extracted from cultured skin fibroblasts is the only post-transplantation source of DNA that is accepted.

Yes

No

Has the patient received granulocyte transfusions in the past two weeks? *

If yes, please wait 2 weeks from the time of transfusion before collecting a sample.

Yes

No

Indication for testing? *

Diagnosis

Family history

Other

If other, please specify

Note: You can also attach all documentation in the kit.

Fill in all mandatory clinical information on page 4 marked with an asterisk “*”.

You can also include any other relevant clinical information.

NUGSTA41-01

Page 3/5

Step 7: Skip the consent page

Please skip this step. Please ensure you attach the program-specific consent form (if required for the program) in Nucleus or include it in the kit. The program-specific consent form is available on the website or in the materials provided to you by Blueprint Genetics representative.

Create Order ID 109015

Patient: surname test, name test, 2019-03-04

FGFR3 single gene test, S00739

1

2

3

4

5

6

7

Order info

Billing info

Patient information

Clinical history

Informed consent

Share results

Confirm order

English

Print consent

☒ The patient has signed the consent.

Previous

Cancel order

Save as draft

Next

Information

Please note that a copy of the Informed Consent form for genetic testing is required to enable long term storage, research use, or reporting of secondary findings for WES orders. Without a consent, Blueprint Genetics will store the sample for 12 months and will not report secondary findings for WES orders.

Cancel

OK

Step 8: Choose to share results with your colleague (optional)

You can share results directly with your colleague from the same institution in Nucleus.

Create Order ID 109015

Patient: surname, test nametest , 2019-03-04

FGFR3 single gene test, S00739

1

2

3

4

5

6

7

Order info

Billing info

Patient information

Clinical history

Informed consent

Share results

Confirm order

Colleagues:

Share results with:

Filter...

Anna Pilch Superuser
anna.pilch.superuser@blueprintgenetics.com

+

Jean McGowan-Jordan
GDLadmins@cheo.on.ca

+

Johannes Roth
jroth@cheo.on.ca

+

Julie Rutberg
jrutberg@cheo.on.ca

+

Previous

Cancel order

Save as draft

Next

Step 9: Confirm your order

To complete the order, you will need to accept the general terms mentioned.

Please note that the attached Acceptance of Terms form includes program-specific terms.

It will need to be attached to the order for us to proceed with the analysis of the sample.

Create Order ID 109015

Patient: surname, test nametest , 2019-03-04

FGFR3 single gene test, S00739

1

2

3

4

5

6

7

Order info

Billing info

Patient information

Clinical history

Informed consent

Share results

Confirm order

Order summary

FGFR3 single gene test

Analysis: Plus

The price for the purchased services is presented at the Blueprint Genetics [website](#). Custom pricing applies if separately agreed between your institution and Blueprint Genetics.

☒ I have discussed the Informed Consent with the patient or their legal guardian and obtained any other consent from the patient that is required under the laws of my country/state and/or federal laws. I certify that the test ordered is medically necessary for the diagnosis or detection of a disease, illness, impairment, symptom, syndrome or disorder. The results of this test will be used in the medical management of the patient and/or genetic counseling of the patient and family member(s). I have read and understood Blueprint Genetics' General Terms of Service, as currently posted at <https://blueprintgenetics.com/general-terms/>. Unless there is a written agreement between the Institution and Blueprint Genetics, I accept, and have the authority to accept, these General Terms of Service on behalf of the Institution.

Previous

Cancel order

Save as draft

Submit

All done!

After submitting the order, you can track its status it in Nucleus. We will inform you when we receive your sample. If you do not wish to receive email notifications about the sample status, please go to your Account settings and choose relevant notifications.

Orders

[+ New Test](#)

Ordered tests ☒ Tests shared with me

Search

☐ View archived orders

Date ▾	Order ID	Patient	Date of Birth	Test	Test Status ▴	Options	Connections
Feb 10, 2022 today	109015	surname test, name test	2019-03-04	FGFR3 single gene test, S00739 Plus	Waiting for sample <div></div>	View	-

Blueprint Genetics

Orders Connecting Clinicians Support

Anna ▾

Account settings

Email notification settings

Notification emails are turned on for:

- New order
- Test shared with you
- Order on hold
- Sample in analysis
- Connecting clinicians
- Results ready
- Follow up reports
- Sample received

[Change notification settings](#)

Questions? Contact us!

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