

### Collection of Multiple Cortisol Saliva Samples

- ☞ Multiple cortisol samples should be collected all on the same day.
- ☞ AM/PM Cortisol (2 point cortisol): There will be 2 tubes in the kit. Collect the morning (AM) saliva as outlined in the 'General Information' section. Collect the evening (PM) saliva just before bedtime, following the same guidelines as for morning collection. Make sure the tubes are labelled.
- ☞ Diurnal Cortisol (4 point cortisol): There will be four tubes in the kit, Collect the first of four saliva samples first thing in the morning (usually between 6 and 8AM), as outlined in the general information section. Collect the other three samples before lunch, before supper and before bed. You must wait at least 2 hours after a meal before collecting the next saliva specimen. For example, if breakfast was at 10AM, you must wait until at least 12 noon before collecting the next specimen. Fill all tubes at least half full. Avoid vigorous exercise on the day of collection—it could alter your results. Make sure the tubes are labelled properly with the collection times.
- ☞ Cortisol plus other hormones: The morning saliva sample is collected using the guidelines found in the General Information for the Collection of Saliva. If a 2 or 4 point cortisol is to be included, follow the directions for 2 or 4 point cortisol in addition to the General Information for the Collection of Saliva (morning sample).

### Returning Samples To Rocky Mountain Analytical

- ☞ When you have filled your test tube(s) with saliva, screw cap(s) *tightly* onto the test tube.
- ☞ Place the tube(s) in the zip-lock bag and seal the bag tightly, leaving the absorbent square inside the bag (NOT inside the tube).
- ☞ Place the zip-lock bag containing test tube(s) and the completed requisition form inside the Rocky Mountain Analytical box and close the box. Place the box inside the XPresspost Flexipack, making sure the pre-paid address label is visible to postal employees.
- ☞ Put addressed pre-paid Xpresspost Flexipack in any mailbox or take to your nearest Postal Outlet. **Please ensure that your Postal Code appears in the "From" section of the address label.**

### Method of Payment

- ① Your health care provider has the information regarding billing. At his/her request, you may be asked to send payment directly to Rocky Mountain Analytical. If this is the case, please send either cheque or a completed credit card authorization form (available from your health care provider or on our website: [www.rmalab.com](http://www.rmalab.com)) with your sample.

### Privacy Information

- ① Your health care provider's initials or signature on the requisition is our legal authority for analyzing your saliva specimen. The personal information you provide is necessary for us to provide a thorough analysis of your saliva hormones. This information will be stored confidentially and used only for the purpose of analyzing your specimen. Some aggregate data may be used for research purposes. If you have any questions regarding this or any other issue regarding saliva hormone testing, please contact Rocky Mountain Analytical at Unit A, 253147 Bearspaw Road, Calgary, Alberta T3L 2P5. Phone 403-241-4513 or Fax at 403-241-4516. Our email address is [info@rmalab.com](mailto:info@rmalab.com).



## INSTRUCTIONS FOR COLLECTION OF SALIVA

### KIT CONTENTS

- Saliva Requisition Form
- Instructions for Collection of Saliva
- Important Notice regarding co-signing physician
- Saliva Collection Tube(s)
- Plastic Resealable Bag with Absorbent \*\*square
- XPresspost Flexipack with pre-paid address label

**\*\*Important:** Absorbent material must stay inside the bag. Do NOT put absorbent in mouth or collection tube. Collection tube is for saliva only.

### TEST REPORTS

Please allow 7 to 10 days after sample is received at Rocky Mountain Analytical for the completion of the test report. Test reports will be sent to the requesting practitioner.

Rocky Mountain Analytical  
Unit A, 253147 Bearspaw Road NW  
Calgary, AB T3L 2P5  
Phone: 403-241-4513 Fax: 241-4516  
Email: [info@rmalab.com](mailto:info@rmalab.com)

## General Information for Collection of Saliva

- ✓ **Lay out the kit contents** the night before as a reminder to collect your saliva in the morning. Give yourself extra time in the morning (15 minutes to 1 hour) to collect your saliva sample.
- ✓ **Collect saliva within 1 hour of awakening** (approximately 15 minutes after getting out of bed). Morning levels are less susceptible to variations caused by stress, eating/drinking and exercise.
- ✓ **Do not eat, brush/floss your teeth or drink anything other than water** before collecting saliva sample. Trauma to the gums from brushing or flossing can cause bleeding and alter test results.
- ✓ **Wash hands thoroughly with soap and water** before collecting the saliva sample, particularly if you use topical hormone creams. Hormone residue left on hands after applying creams can contaminate the saliva during collection, resulting in falsely elevated hormone levels.
- ✓ **Rinse mouth** twice with cool water just before collecting saliva.
- ✓ **Begin collecting** saliva in test tube(s) supplied. If you are testing 5 or more hormones or any combination including estriol or estrone, please **completely fill the tube with saliva**. Otherwise, fill the tube 1/2 to 3/4 full (excluding bubbles).
- ✓ **If you have difficulty collecting saliva**, we recommend you sip water, or gently press the tip of your tongue against your teeth. **Please do not chew gum** as this may interfere with the testing.
- ✓ **To eliminate excess bubbles**, try gently tapping the tube on a hard surface.
- ✓ **Multiple cortisol samples (2 tubes or 4 tubes):** follow directions for multiple cortisol samples found on back of this brochure.
- ✓ **Put name, date and time** of collection on the test tube; using a ball point pen (no markers).
- ✓ **Fill out** the Saliva Requisition Form completely and accurately as outlined in the Information on Completion of Requisition.
- ✓ **Please store your saliva sample in the freezer** (leave room in tube for expansion-about 1cm) if it is not mailed the day after collection. If sample was frozen please write that on your requisition.

## Saliva Collection if You Are Taking Hormones or Birth Control Pills

- ☞ **You need to be on hormones for at least three weeks** in order to get a hormone level that properly reflects your hormone use.
- ☞ **To get baseline (unsupplemented) hormone levels**, wait 14 days after discontinuing oral or patch supplementation and at least 12 weeks after discontinuing cream supplementation.
- ☞ Apply your **topical (cream or gel) hormones** around 10 PM the night before collection. If you normally apply cream in the morning, wait until evening and apply cream around 10 PM the night before saliva collection. You may apply your hormone cream as usual after you give your morning saliva sample. Do not apply topical hormones to *face or neck* the night before collection, and change your pillowcase the night before collection to avoid possible contamination.
- ☞ **Take your hormone pills** around 10 PM the night before the test. If you normally take your tablet(s) in the morning; wait until evening and take around 10 PM the night before saliva collection. You may take your hormones as usual after giving your saliva specimen.
- ☞ **If you use hormone patches**, collect your saliva in the morning regardless of when you put your last patch on.
- ☞ If you normally take **oral progesterone** (e.g. Prometrium™ or compounded progesterone), in the evening, take your regular dose the night before saliva collection.
- ☞ **We advise against testing hormones that are being supplemented sublingually** (under the tongue) **or via troche** (lozenge). The levels of the supplemented hormones will be abnormally high because hormone is being delivered directly to the saliva gland and is concentrated there.
- ☞ Synthetic hormones in **birth control** may affect your progesterone, testosterone and/or estrogen levels. Testing these hormones may not give useful information to women taking 'the pill'.
- ☞ **Provera™ or MPA** (medroxyprogesterone acetate) synthetic progestins may suppress the production of natural progesterone. Testing progesterone levels may not give useful information to women on MPA.

## When To Collect Saliva

### WOMEN:

- 🕒 Who are **post-menopausal** and **not taking hormones** can collect saliva at any time of the month.
- 🕒 Who have **had a hysterectomy** and **not taking hormones** (with or without removal of ovaries) can collect saliva at any time of the month.
- 🕒 **Menstruating with regular cycles** (≈ 28 days) must collect saliva between days 19 and 21 of cycle (first day of bleeding is day 1).
- 🕒 With **long menstrual cycles** (>28 days) should collect saliva 1 week (7 days) before next period is due.
- 🕒 With **shorter menstrual cycles** (< 28 days) should collect 1 week (7 days) before next period is due.
- 🕒 With **irregular or missed periods** should wait until menstruation occurs and then collect between days 19 and 21. Call us if you're not sure what to do.
- 🕒 **On cyclical hormone replacement** (e.g. days 1-25 of month) should collect saliva towards the end of the hormone treatment cycle.
- 🕒 **Who take hormones every day** can collect saliva at any time of the month.
- 🕒 **Who have gone 3 months or more without a period** can test anytime.
- 🕒 **The Adrenal Function Panel or the 4-pt Cortisol can be tested at any time of the month.**

### MEN:

- 🕒 **Who do not take hormones** can collect saliva any day of the month.
- 🕒 **Who take hormones every day** can collect saliva any day of the month.

## Completing the Requisition

Please include the following information on the requisition and **use ball point black or blue ink pen** (no markers or gel pens or red ink) to mark the test tube label and the requisition.

- ✂ **Provider Information:** We need the health care provider's name, address, and signature (or initials) in the health care provider box. We cannot process results without this information.
- ✂ **Contact Information:** Please include your name and address so we know who you are.
- ✂ **Height, Weight, Date of Birth:** We cannot analyze your sample without your date of birth. Age and body mass are important to the proper interpretation of your results.
- ✂ **Date/Time of Collection:** The time of collection is very important for proper assessment of hormone levels and the date lets us know whether the sample is still usable when we receive it.
- ✂ **Menstrual History:** This is very important. We need to know if you are still menstruating, have your ovaries, are cycling regularly or are pregnant. If you're menstruating, **we need the date of your last period**. Saliva hormones must be measured 7 to 9 days before you menstruate in order to get an accurate picture of your hormone levels.
- ✂ **Hormone Use:** We REALLY need to know **what hormones** you are using, **how often** you take them, what the **dose** is (mg) and, when you **last used** them. If your hormone levels come out high or low, we won't know if the timing of the dose has affected the results unless we know when you last took your hormones.
- ✂ **Symptoms:** Although this is optional, it is very useful to us and assists in the interpretation of your results. As more people are tested, we will be able to see the relationships between hormone levels and symptoms. After the final report is sent, an extra \$25 will be charged to patients that want a revised report issued due to adding or changing the symptoms.
- ✂ **Tests:** We have to know which hormones to test, so please make sure your health care provider has clearly marked them on the requisition.