



Dear Participant,

Welcome to our **Stop the Spread Ottawa** study!

We want to thank you for taking your time to make our research possible.

### WHY STOP THE SPREAD OTTAWA?

Through collecting blood, saliva and/or sputum, and questionnaire responses from 1000 members of the Ottawa community over 10 months, our research team hopes to achieve the following:

- 1) Reduce spread of the COVID-19 virus.
- 2) Learn more about the numbers of people infected by COVID-19.
- 3) Test antibodies in the blood of people who have been infected with COVID-19.
- 4) Gain important information about immunity to COVID-19, and how long this protection will last.
- 5) Assess psychological and socioeconomic impacts of the pandemic.
- 6) Gain new knowledge that will help vaccine developers to create vaccines.

As a participant, your contribution is invaluable. It is through your commitment to completing monthly study tests that we will gain important information about how best to protect everyone from COVID-19 spread and infection, and pandemic impacts on the Ottawa community.

Visit our **STUDY WEBSITE** (<https://omc.ohri.ca/SSO>) anytime for more information.

Here is a summary of what you will do over the next 10 months:

**Month 1:**

Your first month is very busy, there are lots of **tests!**

- If you are reading this, you have already had your **blood drawn**. You will continue to schedule bloodwork each month through the link we send in monthly email reminders. Once you schedule bloodwork, you will be emailed confirmation of your chosen date/time slot. You can reschedule/cancel up to 24 hours in advance of your appointment.
- As soon as possible, please complete the **baseline questionnaire**. This questionnaire is the longest in the study and will take approximately 25-30 minutes. You can access this questionnaire through our website.
- Collect your first Dried Blood Spot and saliva samples.**

Use the procedure sheets in this kit (**Sample #1** and **Sample #2**) and our **online videos** (<https://omc.ohri.ca/SSO/pages/Participants.aspx>) to help you.

## Group 2 – NO PREPAID POSTAGE

### How to Send-In Samples:

Throughout the study, you will drop-off your Dried Blood Spot and saliva samples at Riverside Campus Laboratory Services when you go for monthly bloodwork:

Laboratory Services  
Riverside Campus - The Ottawa Hospital  
1967 Riverside Drive  
Main Floor  
To the right of the elevators (follow the signs)

### For Your 1<sup>st</sup> and 2<sup>nd</sup> Samples ONLY:

- 1) After receiving your Home Collection Box at your 1<sup>st</sup> bloodwork visit, collect your 1<sup>st</sup> Dried Blood Spot and saliva samples at home within the next 1-2 days.
- 2) Store these samples at home at room temperature for 1 month.
- 3) Bring both your 1<sup>st</sup> and 2<sup>nd</sup> month samples to your 2<sup>nd</sup> bloodwork visit.

\*Important: Please date each Dried Blood Spot card and each saliva sample biohazard bag the day of collection!

### Months 2-10:

- You will go for **bloodwork each month** at Riverside Campus Laboratory Services.
- You will bring your 1<sup>st</sup> and 2<sup>nd</sup> month Dried Blood Spot and saliva samples to your 2<sup>nd</sup> bloodwork visit.**
- After, you will continue to **collect your samples the day before your monthly bloodwork visits**. You will drop-off these samples at Riverside Campus Laboratory Services when you go in for bloodwork.
- You will complete **follow-up questionnaires in Month 3 and Month 10** of your 10-month participation period. Each follow-up questionnaire will take you approximately 15-20 minutes. You can access these questionnaires on our website.

### KEEPING TRACK OF DEADLINES

We will send you email reminders prior to and during a 7-day window for each study task. You can “check off” completion of each task through the link sent in your email reminder. **You will also use this link to schedule monthly bloodwork visits.** If you do not check off a study task by the end of the 7-day window, our study coordinator will contact you to offer assistance.

In this package, we have also provided you with a participant checklist for your own personal use.

### QUESTIONS?

You can contact our study coordinator anytime with questions or concerns: email [ecollins@ohri.ca](mailto:ecollins@ohri.ca), or call 613-737-8899 ext. 73612. Please use your unique identifier (not your name) when contacting the study coordinator.

Thank you for supporting COVID-19 research.

**Group 2 – NO PREPAID POSTAGE**

**PARTICIPANT CHECKLIST** For your personal use. Feel free to hang on your fridge!

**Month 1**

Write date of your **Baseline Visit:** \_\_\_\_\_

- Baseline Visit:** Present at Riverside Campus Laboratory Services. Receive your Home Collection Box.
- At home, collect your first Dried Blood Spot and saliva samples.
- Store these samples for 1 month at home at room temperature until your 2<sup>nd</sup> month bloodwork visit.
- Complete baseline questionnaire on our study website.

**Month 2**

- Collect your 2<sup>nd</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off 1<sup>st</sup> and 2<sup>nd</sup> month samples at 2<sup>nd</sup> bloodwork visit.

**Month 3**

- Collect your 3<sup>rd</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 3<sup>rd</sup> month samples at 3<sup>rd</sup> bloodwork visit.
- Complete follow-up questionnaire on our study website.

**Month 4**

- Collect your 4<sup>th</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 4<sup>th</sup> month samples at 4<sup>th</sup> bloodwork visit.

**Month 5**

- Collect your 5<sup>th</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 5<sup>th</sup> month samples at 5<sup>th</sup> bloodwork visit.

**Month 6**

- Collect your 6<sup>th</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 6<sup>th</sup> month samples at 6<sup>th</sup> bloodwork visit.

**Month 7**

- Collect your 7<sup>th</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 7<sup>th</sup> month samples at 7<sup>th</sup> bloodwork visit.

**Month 8**

- Collect your 8<sup>th</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 8<sup>th</sup> month samples at 8<sup>th</sup> bloodwork visit.

**Month 9**

- Collect your 9<sup>th</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 9<sup>th</sup> month samples at 9<sup>th</sup> bloodwork visit.

**Month 10**

- Collect your 10<sup>th</sup> month Dried Blood Spot and saliva samples before bloodwork.
- Drop-off your 10<sup>th</sup> month samples at 10<sup>th</sup> bloodwork visit.
- Complete follow-up questionnaire on our study website.

You are done! You can expect a letter from our research team thanking you for all your time and efforts.

**SAMPLE #1: DRIED BLOOD SPOT SAMPLE**

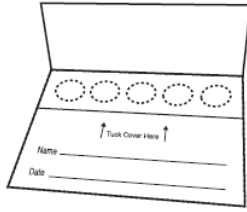

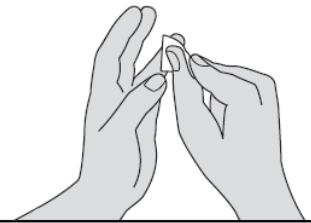
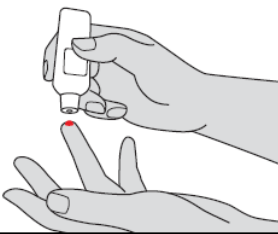

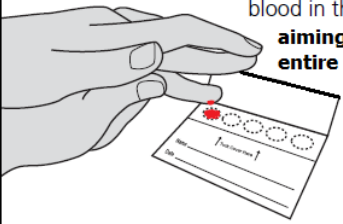
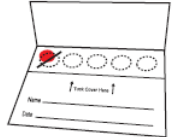

These step-by-step instructions will help you collect your first sample.

**BE SURE TO WATCH OUR PROCEDURE VIDEO:** <https://omc.ohri.ca/SSO/pages/Participants.aspx>

\*Important! After collecting your sample, leave your card out to dry for at least 3 hours before sending!

**We recommend:**

- 1) Collect your **Dried Blood Spot Sample** in the evening, the day before you drop-off your samples. Leave your card out to dry overnight.
- 2) In the morning, collect your early-morning **Saliva Sample**. After, drop-off both samples when you go for bloodwork.

<p><b>1</b> Fill out <b>only the DATE</b> on the blood collection card. <b>FIVE (5)</b> is the number of blood circles required.</p> 	<p><b>2</b> Wash your hands with warm water and soap. Dry your hands. Next, place the finger you will draw blood from in a bowl of warm water for 1-2 minutes. <b>This will help to stimulate blood flow.</b></p> 	<p><b>3</b> Clean your finger with an alcohol prep pad in your kit. Make sure your finger is dry before selecting a lancet</p> 
<p><b>4</b> Remove the lancet cap and place the lancet on your selected finger. Press the lancet plunger down to activate it.</p> 	<p><b>5</b> When you are ready to collect your sample, hold your finger over the blood collection card, placing your other hand underneath for support. Apply pressure to the finger tip and allow a drop of blood to form.</p> 	<p><b>6</b> Touch the blood to the card, but <b>do not touch the card with your finger</b>. Place one drop of blood in the circle, <b>aiming to fill the entire circle, up to the dotted border.</b></p> 
<p><b>7</b> If you are unable to fill the entire circle with one drop of blood, stand up (if you are not already standing) and massage your finger. Try again on a new circle. If you touch the card with your finger by mistake, mark that circle with a pen by drawing a line through the circle. Try again on another circle.</p> 	<p><b>8 Repeat steps 6 to 7 to fill 5 circles.</b> Use a clean alcohol prep pad each time, before using the lancet. If needed, use a second lancet on another finger and repeat steps 4 to 7. After you are done, clean your finger with the alcohol prep pad and place a band aid on your finger.</p> 	<p><b>9</b> Lay the card flat and dry <b>for at least 3 hours</b>, or overnight. Once dry, fold the top over the circles and tuck the cover inside.</p> <p>-&gt;Place the card inside the zip-closed pouch.</p> <p>-&gt;Place this pouch with the card in the return envelope.</p> <p>See Page 2 for Send-In Instructions</p>

## SAMPLE #2: SALIVA SAMPLE

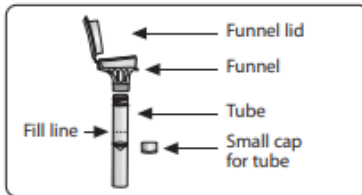
\*This sample should be collected first thing in the morning. Upon waking, please collect as soon as possible.

\*Important: Do not fill over the fill line!



For collection of microbial RNA and DNA

REF OM-505



### Collection precautions:

Do NOT eat, drink, smoke or chew gum for 30 minutes before giving your sample.

Do NOT remove the plastic film from the funnel lid.

Contents: Kit contains stabilizing liquid.

### Warnings and precautions:

Wash with water if stabilizing liquid comes in contact with eyes or skin. Do NOT ingest. See MSDS at [www.dnagenotek.com](http://www.dnagenotek.com).

Small cap may pose a choking hazard.

Storage: 15°C / 30°C

### Summary and explanation of the kit:

OMNIGene-ORAL is a collection kit that provides the materials and instructions for collecting and stabilizing microbial DNA from oral fluids.

### Label legend:

	Consult package insert
	Collect sample by (Use by)
	Catalog number
	Caution, consult instructions for use
	Storage instructions
	Manufacturer
	Lot number

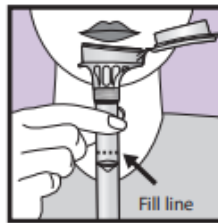
Collected specimen is potentially infectious and should be handled with appropriate biosafety practices.

Ship in accordance to applicable regulations covering transport of biological specimens.

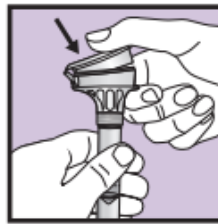
For donor collection instructions in other languages, see [www.dnagenotek.com](http://www.dnagenotek.com)

## USER INSTRUCTIONS

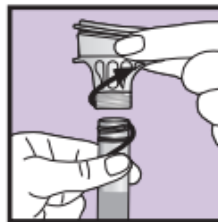
Most people take between 2 and 5 minutes to deliver a sample following steps 1 to 5.



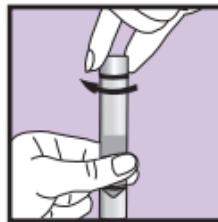
1 Spit into funnel until the amount of liquid (not bubbles) reaches the fill line shown in picture #1.



2 Hold the tube upright with one hand. Close the funnel lid with the other hand (as shown) by firmly pushing the lid until you hear a loud click. The liquid in the lid will be released into the tube to mix with the sample. Make sure that the lid is closed tightly.



3 Hold the tube upright. Unscrew the funnel from the tube.



4 Use the small cap to close the tube tightly.



5 Shake the capped tube for 5 seconds. Discard or recycle the funnel.

After collecting: 1) Date biohazard bag 2) Place saliva sample in biohazard bag 3) Place biohazard bag in return envelope with Dried Blood Spot sample. Send in!