

## COMPASS-ND

### BIOLOGICAL SAMPLE ACCESS REQUEST

#### 1. CCNA Membership

Researchers wishing to access COMPASS-ND biological samples should first submit an application to become a CCNA member. This could be easily achieved by filling out the one page [CCNA Membership Form](#).

#### 2. Biological Samples Access Request Form

The content of the request and the details of the research project should be outlined in detail in the CCNA Biological Samples Access Request Form [INSERT LINK]. Due to the finite number of biological samples available, COMPASS-ND can only provide one sample per participant. If applicable, please ensure that you justify in your request the need to obtain multiple samples per participant.

The applications must be personally made by the PIs themselves. It is imperative to fill in all the fields in the application form for an effective investigation to be conducted. The application forms then should be submitted to [turac.aydogan.ca@gmail.com](mailto:turac.aydogan.ca@gmail.com) with [randi.pilon@ladydavis.ca](mailto:randi.pilon@ladydavis.ca) and [ccna.admin@ladydavis.ca](mailto:ccna.admin@ladydavis.ca) in CC.

#### 3. Biological Samples Policy and Material Transfer Agreement

The submitted requests are subject to investigation by the Biological Samples Access Committee. The researchers will be informed once the investigation is complete. An official decision document will be provided upon a decision has been reached by the committee. The approved request owners should respect the Biological Samples Access Policy and the Material Transfer Agreement [INSERT LINK].

#### 4. Data Access Request tied to Biological Samples Access Requests

Researchers with an approved biological samples access request wishing to access COMPASS-ND data are required to submit a [Data Access Request](#) through LORIS. Please, make sure to apply under the same name and to include that your Data Access Request is tied to a specific Biological Samples Access Request.

#### 5. Material Transfer

Upon the approval of the Biological Samples Access Request, the samples will be shipped from the Canadian Biological Sample Repository in Edmonton. The shipment handling costs (shipment, material cost, personnel handling cost) will be billed to the requestor. A list of participantIDs, tubeIDs and tube matrix box coordinates will be provided to the requestors. Researchers can also utilize the QR codes at the bottom of the tubes and the barcodes on the sides to re-identify their Tubes as needed.