



ORALDNA[®] LABS
Innovations in Salivary Diagnostics

A Service of:



Quick Start Guide

Quick Start Contents

- Contact Us.....3
- Create an Account.....3
- Order Supplies.....3
- Collect a Specimen.....4
- Order a Test.....5
- Package and Ship Specimens.....8
- Retrieve Results.....9
- Insurance Coding.....10

Contact Information

This guide is intended to help you get started quickly. If you would like additional assistance, please contact us at 855-ORALDNA or email at support@OralDNA.com

Create an Account

Please visit MyOralDNA.com/Setup to create your account with OralDNA Labs. This form will allow you to create your username and password and designate a contact person. To complete this form you will need the following information:

1. Information about your practice (name, address, phone number, and e-mail address)
2. How you would like to be billed (account information for secure on-line credit card or bank ACH transactions)
3. Information about the clinician/provider or RDH in your office that will be ordering tests
4. Upon account set-up, you will receive an email with your username and password

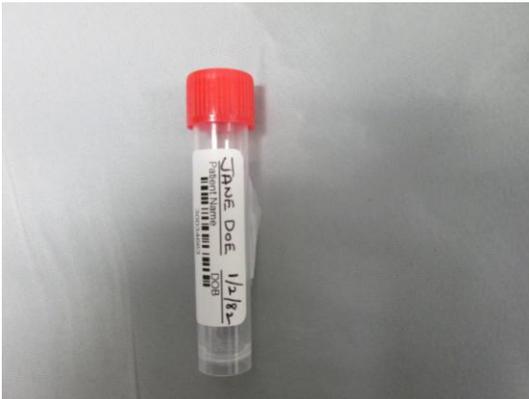
Order Supplies (Part Number BM-000613)

1. From MyOralDNA.com select "Login" and enter your username and password (If you do not have an account, call 855-ORALDNA and you will receive assistance)
2. Select "Order Collection Supplies" and indicate the quantity (each) desired, and submit
3. Salivary collection supplies will be sent at no charge and arrive in 3 to 5 business days. For special or expedited shipping requirements, please email orders@access-genetics.com

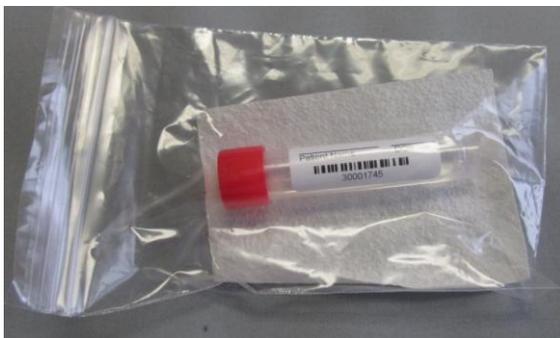
Collect a Specimen for Periodontal and/or HPV Testing

(A single sample may be used to order one, two or all three tests; in any test combination for MyPerioPath[®], MyPerioID[®] PST[®], and OraRisk[®] HPV testing)

1. Visually check saline solution. Proceed with use only if solution is clear and colorless
2. Print patient name and date of birth on the provided barcode labels
3. Ask patient to **SWISH and GARGLE** for 30 seconds with provided saline solution. **NOTE:** Specimen should be collected prior to cleaning (e.g. debridement or rinsing with antimicrobials). Probing and other evaluations are OK
4. Ask patient to **EXPECTORATE** into labeled collection tube. Remove and discard funnel and seal collection tube with provided red cap.
5. Affix one label VERTICALLY ON THE SPECIMEN TUBE – PLEASE DO NOT WRAP THE LABEL AROUND THE TUBE - THIS WILL PRECLUDE US FROM READING THE BAR CODE CORRECTLY. (The second label is optional and may be used to label your records or used if the 1st label is destroyed)



6. Place capped sample tube into provided plastic zip seal Specimen Bag with absorbent pad. Seal bag and place bagged specimen back into corrugated box in preparation for shipment

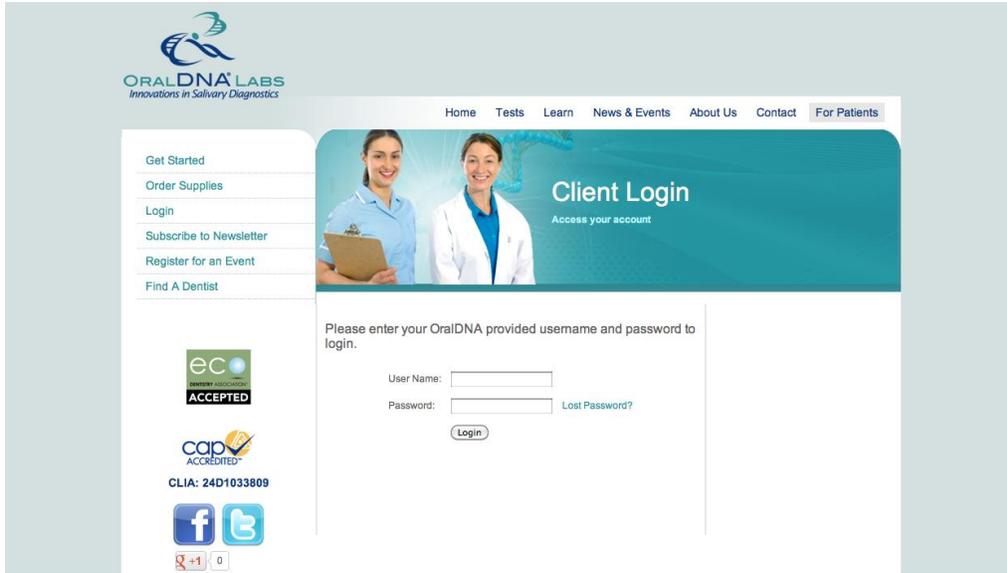


Note:

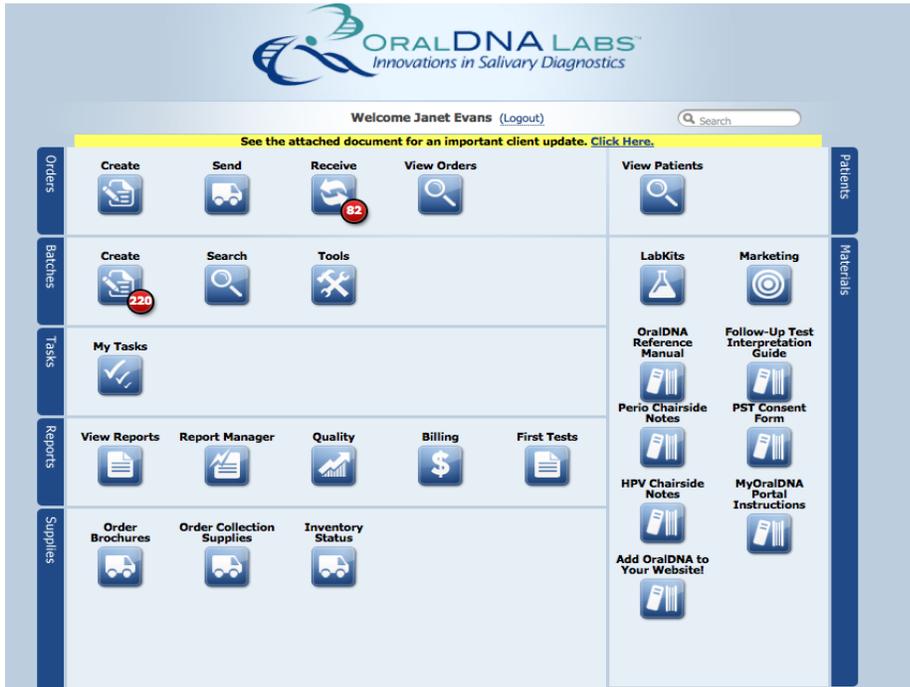
- It is recommended that the patient has not been on systemic antibiotic in the last 6-8 weeks as this could reduce the bacterial load

Order a Test

Login to MyOralDNA.com



Click on Create to start a lab order



Order a Test (con't)

Enter Patient Demographics, select test/s to be ordered, and click Save

OralDNA Labs

Home Orders Reports Supplies Patients Materials System

Orders > Order Form

Ordering Organization: **Test Dental**
Receiving Lab: **OralDNA Labs, A Service of Access Genetics, LLC**

Create Send (2) View Orders

Don't Save Save & Create New Save

Patient Demographics

* Last Name: * First Name: Middle Name: * Gender: Female Male

Patient Id: * Birth Date: * Doctor/Clinician:

Specimens & Tests

Payment Method: Client Bill

* Tests To Be Performed

MyPerioPath MyPerioID PST

OraRisk HPV

Save Order Save & Create New Order Don't Save Order

* = Required
Note: Use control key (Ctrl) to select multiple items in a multiple item select box.

Review information and follow the prompts to send your order

(Look for the green arrows in the top right corner of each page)

OralDNA Labs

Home Orders Reports Supplies Patients Materials System

Orders > Ready To Send

Review the orders below to make sure all the information is correct. If you wish to not send some of your orders below, you may uncheck them to keep the orders from sending at this time.

Click "Prepare To Send" to have your selected orders bundled into one or more shipments to send.

Select None Select All Expand Collapse Print Add Order Prepare To Send

Edit Payment Methods

Suzy Q (Test Dental) EDIT DELETE

Sample: **87654321 (Oral Rinse)** CREATED: 01/16/2013 03:28 PM

ORDER DETAILS

Contact | Order Brochures | Ask A Clinician | System Requirements

Powered By access genetics

Order a Test (con't)

Print Shipping Manifest

Shipping Manifest

Manifest generated at 01/16/2013 01:09 PM

Shipment Id: 201301141988



Shipping Company: FedEx

Tracking Number: 794509270083

Ordered by Client View for Test Dental (0DND8501)

SHIP FROM	SHIP TO
Test Dental 7400 Flying Cloud Drive, Eden Prairie MN, 55344 952-400-7788	OralDNA Labs, A Service of Access Genetics, LLC 7400 Flying Cloud Drive, Eden Prairie MN, 55344 855-ORALDNA

Patient Test Date of Birth: 03/03/2002 Collected: 12/07/2012 Created: 12/07/2012 01:43 PM Sample Accession: 00998877 (Oral Rinse) MyPerioPath						
Test Order Date of Birth: 01/08/1987 Collected: 01/14/2013 Created: 01/14/2013 11:45 AM Sample Accession: 23457685 (Oral Rinse) MyPerioPath						
Test Orders Date of Birth: 01/08/1987 Collected: 01/14/2013 Created: 01/14/2013 11:45 AM Sample Accession: 34587611 (Oral Rinse) MyPerioPath						
Order 2 Test Date of Birth: 01/16/2007 Collected: 01/14/2013 Created: 01/14/2013 11:45 AM Sample Accession: 23456789 (Oral Rinse) MyPerioPath						
FedEx Tracking Information						
<table border="1"><thead><tr><th>Date</th><th>Activity</th><th>Location</th></tr></thead><tbody><tr><td>01/14/2013 11:47</td><td>Shipment information sent to FedEx</td><td></td></tr></tbody></table>	Date	Activity	Location	01/14/2013 11:47	Shipment information sent to FedEx	
Date	Activity	Location				
01/14/2013 11:47	Shipment information sent to FedEx					

(A) = ADD-ON TEST (These are included on previous shipping manifests)

Print FedEx label

Follow the prompts to print the label

(If asked if you would like to Open or Save the file, select Open)

From: (952) 400-7788 View Client Test Dental 7400 Flying Cloud Drive Eden Prairie, MN 55344	Origin ID: FBLA		Ship Date: 16JAN13 ACTG#: 13.03 CAD: 10485535WDX2800
SHIP TO: 895 Sample Receiving OralDNA Labs, A Service of Access G 7400 Flying Cloud Drive Eden Prairie, MN 55344	BILL RECIPIENT		Delivery Address Bar Code
		Ref # 0DND8501 (Test Dental) Invoice # PO # 201301141988 Dept # EXEMPT HUMAN SPECIMENS	
			TUE - 15 JAN A1 STANDARD OVERNIGHT
		TRK# 7945 0927 0083	55344 MNHUS MSP
		78 FBLA	
			01027813AAH

Package and Ship Specimens

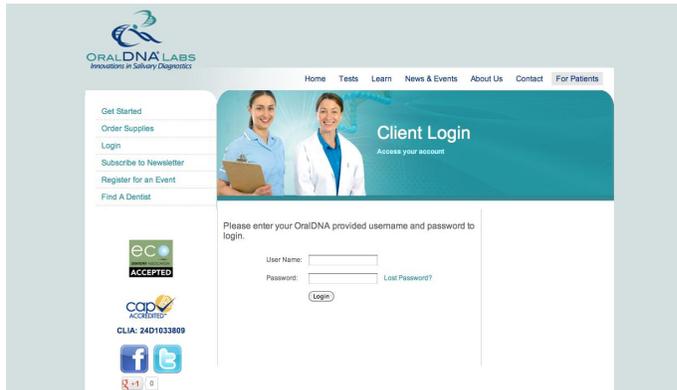
1. Place the specimen box (multiple boxes may be shipped in one Clinical Pak) and folded shipping manifest/s inside the provided FedEx Clinical Pak (ensuring that patient protected information is not visible) and place the FedEx label on the front

(Note: FedEx Clinical Paks require a scheduled pickup; they cannot be placed in drop boxes. Call 800-463-3339 or visit [FedEx.com/us/oadr](https://www.fedex.com/us/oadr) to setup your free FedEx account)

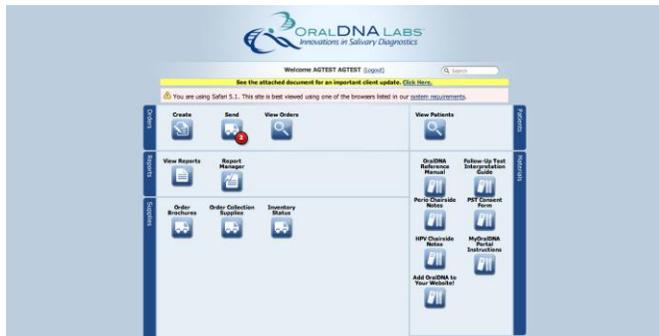


Retrieve Results

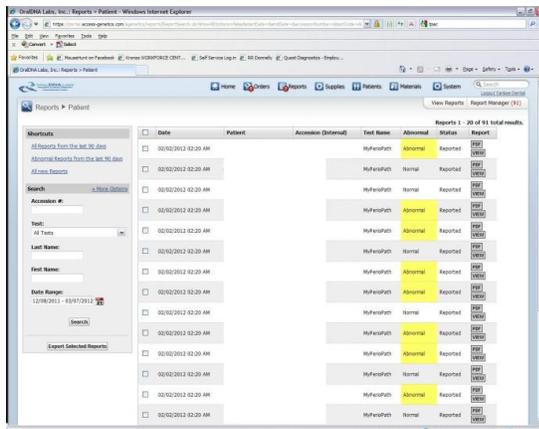
Log into MyOralDNA.com



Click on View Reports



Select Patient and Click on PDF on the Right Side of the Screen



Insurance Coding

ADA Code Considerations for Specimen Collection and Laboratory Testing

The CDT codes provided are based on ADA guidelines and are for informational purposes only. CDT coding is the sole responsibility of the billing party. Please direct any questions regarding coding to the payer being billed.

Consider For Use with MyPerioPath®:

D0417 "Collection and preparation of saliva sample for laboratory diagnostic testing"

D0418 "Analysis of saliva sample – Chemical or biological analysis of saliva sample for diagnostic purposes"

Consider For Use with MyPerioID® PST®:

D0417 "Collection and preparation of saliva sample for laboratory diagnostic testing"

D0421 "Genetic test for susceptibility to oral diseases – Sample collection for the purpose of certified laboratory analysis to detect specific genetic variations associated with increased susceptibility for oral diseases such as severe periodontal disease"

Consider For Use with OraRisk® HPV:

D0417 "Collection and preparation of saliva sample for laboratory diagnostic testing"

D0416 "Viral Culture – A diagnostic test to identify viral organisms--most often herpes virus"

D0418 "Analysis of saliva sample – Chemical or biological analysis of saliva sample for diagnostic purposes"

D0431 "Adjunctive pre-diagnostic test that aids in detection of mucosal abnormalities including premalignant and malignant lesions, not to include cytology or biopsy procedures"

CPT Medical Codes Consideration for Specimen Collection and Laboratory Testing

The CPT codes provided are based on AMA guidelines and are for informational purposes only. CPT coding is the sole responsibility of the billing party. Please direct any questions regarding coding to the payer being billed.

CPT Procedure Codes:

Consider For Use with MyPerioPath®:

87800 Infectious agent detection by nucleic acid; multiple organisms; direct probes technique

Consider For Use with MyPerioID® PST®:

83891 Extraction

83896*2 Molecular diagnostics nucleic acid probe each

83912 Molecular diagnostic code interpretation

Consider For Use with OraRiskSM HPV:

87621 Papillomavirus, human amplified probe technique