

CORRELATIVE SCIENCE PROCEDURE MANUAL

**AFT-19: A PHASE 3 STUDY OF ANDROGEN ANNIHILATION IN HIGH-RISK BIOCHEMICALLY RELAPSED
PROSTATE CANCER**

VERSION: 2.0

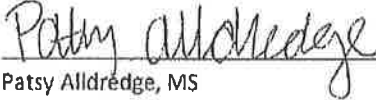
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AFT-19 Correlative Science Procedure Manual Signature Page

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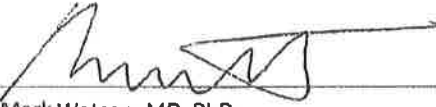
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1. PURPOSE

This document describes the procedures required for the collection, shipping, and processing of biospecimens from all patients enrolled or registered on AFT-19. This document also describes the procedures that will be followed subsequent to the receipt of biospecimens by the AFT Biorepository (AFB) (i.e., Siteman Cancer Center Tissue Procurement Core at Washington University) prior to their use for protocol-specified and future, unspecified correlative science research studies. This document should be used by staff involved with any aspect of the AFT-19 study biospecimen collection, processing, and submission, including staff at satellite institutions.

2. SCOPE

This document applies to all biospecimens collected specifically for the AFT-19 study only. Please refer to the study protocol-specific language for additional details regarding eligibility, participant enrollment, data submission, and specific procurement procedures. Please ensure that you are reading the most updated version of this document. This document may experience minor updates, revisions, and clarifications independent of a formal protocol amendment. The most recent version of this document can be found on the AFT BioMS web site which is accessible via the AFT portal:

(<https://alliancefoundationtrials.org>)

3. CONTACT INFORMATION

- 3.1. Please send any questions and problems related to protocol administration, eligibility, patient registration, and data submission, to the AFT Protocol Manager at: (617) 525-8177 or AFT19@alliancefoundationtrials.org.
- 3.2. For specific questions about kits or shipments, please contact the Siteman Cancer Center Tissue Procurement Core at: 1-314-454-7615 or tbank@wudosis.wustl.edu.
- 3.3. For questions about using the AFT BioMS web application for ordering kits, or registering and shipping biospecimens, please contact: 1-855-642-4667 or aftbiomshelp@email.wustl.edu.
- 3.4. For any other questions about biospecimen procurement and shipping procedures, please contact the AFB Program Manager at: 1-314-747-4402 or afbhelp@email.wustl.edu.

4. SITE PREPARATION

- 4.1. Please refer to the AFT-19 protocol for any specific requirements related to patient enrollment, registration, and regulatory compliance. It is accessible via the AFT portal: (<https://alliancefoundationtrials.org>).
- 4.2. The AFT BioMS application is used for both requesting biospecimen collection kits and for logging the collection and shipment of biospecimens to the AFT Biorepository. For training and assistance in using the AFT BioMS application, please see the AFT BioMS web site which is accessible via the AFT portal: <https://alliancefoundationtrials.org> or contact the AFT BioMS Help desk at: aftbiomshelp@email.wustl.edu or 1-855-642-4667.
- 4.3. Prior to collection of biospecimens, a biospecimen collection kit must be at the collection site. Please see section 6 for requesting biospecimen collection kits. Please allow at least 10 business days to receive the collection kit.

- 4.4.** Please confirm that your institutional pathology department will release a tumor tissue paraffin block or will be willing to submit tissue section slides from such a block, at the required time point designated in this document and in the study protocol. An institution whose pathology department is unwilling to comply with tumor block or slide submission should not enroll patients to this study.

5. COLLECTION SCHEMA

The following biospecimens are to be collected at each of the time points specified below. Please refer to individual collection kit instructions, biospecimen collection and processing methods, and specific shipping procedures below

Time Point	Kit	Biospecimen	Quantity	Collection / Processing Method	Shipping	Notes
Screen	--	Fixed tissue block	1	Fixed tissue block (8.1)	Ambient	1
Screen	--	Unstained tumor tissue slides	10	Fixed tissue slides (8.2)	Ambient	1
Cycle1 Day1	A	PaxGene Blood Tube	2.5 ml	PaxGene Blood RNA (9.2)	Ambient	
Cycle1 Day1	A	Whole blood for serum	3 x 1ml aliquots	Frozen serum (9.1)	Dry Ice	
Cycle3 Day1	B	Whole blood for serum	3 x 1ml aliquots	Frozen serum (9.1)	Dry Ice	
End of Treatment	B	PaxGene Blood Tube	2.5 ml	PaxGene Blood RNA (9.2)	Ambient	
PSA Progression	B	PaxGene Blood Tube	2.5 ml	PaxGene Blood RNA (9.2)	Ambient	

NOTES:

1. Either a representative, archived tumor tissue block **OR** 10 unstained tissue section slides from such a block must be submitted. An archival pathology block submission is strongly preferred.

6. BIOSPECIMEN COLLECTION KITS

- 6.1.** To facilitate the proper collection and shipping of all biospecimens, biospecimen collection kits and materials will be provided. The cost of the kit and shipping the kit to the site will be paid for. A pre-paid FedEx waybill is provided for shipping the kit with the biospecimens back to the AFB at Washington University in St. Louis via priority overnight shipping.
- 6.2.** Kits should be requested at least 10 business days in advance of the anticipated collection date. As many as 2 kits can be requested at one time. Since many of the collection materials (vacutainer tubes) have expiration dates, do not request kits more than 90 days prior to their anticipated use. **All kits must be requested using the AFT BioMS system.**
- 6.3.** This protocol uses two different kits ("A" and "B") for biospecimen collection at each time point. Kit contents and specific instructions for use of the kit are provided in the kit box and are available for download on the AFT BioMS webpage which is accessible via the AFT portal: (<https://alliancefoundationtrials.org>). **Please return any used collection materials with the kit.**

- 6.4. Once a kit is received, **do not discard the outer cardboard overwrap**. The kit, containing biospecimens, is to be shipped back in the same box.
- 6.5. Please return all components of the kit, regardless of whether they have been used or not. Kits and kit components are recycled when possible, minimizing the kit cost.
- 6.6. Well in advance of collecting biospecimens, inspect the biospecimen collection kit to ensure that all components are present and not expired, particularly if the kit has been onsite for longer than 30 days.
- 6.7. Note that individual kit components that are expired, damaged, or missing cannot be replaced. The remedy is to order a complete, new kit. (Please note in your request that you are replacing an expired or damaged kit).
- 6.8. Please return all kits that have expired or missing components. Return the ENTIRE kit using the pre-paid FedEx waybill provided. **DO NOT DISCARD** kits that have missing or expired components. Recycling kits keeps the cost of kit materials to a minimum. Please note that all outgoing and incoming kits are tracked, and sites that have requested many more kits than they have returned will be charged for non-returned kits.
- 6.9. If a biospecimen collection component (e.g. vacutainer collection tube) is missing, damaged, or expired, the institution may substitute a like-kind collection tube from their own supply. However, note that while some kit components are generic (EDTA tubes) others are highly specialized (PAXGene tubes) and probably are not available at the institution.
 - 6.9.1. Note that protocol requirements are based on blood volumes, not tube sizes. If the protocol requires the collection of 8 cc of whole blood, generally a 10 cc tube is provided in the kit for convenience. If desirable or necessary to collect 8 cc in 3 x 3 cc tubes (for example), that is permissible.
- 6.10. Please see **Section 10 – Biospecimen Shipping** for specific instructions on packaging biospecimens into the shipping kit for shipment to the biorepository.

7. BIOSPECIMEN LABELING AND TRACKING

- 7.1. All research biospecimens (vacutainer tubes, cryovials, and tissue slides) **MUST** be labeled with the participant study number and patient initials (Last, First, Middle). PAXGene tubes should additionally be labeled with the date and time of collection. Cryovials containing aliquots of frozen serum must be additionally labeled with a “S”, to identify the biospecimen type.
- 7.2. Surgical pathology tissue blocks should not be labeled in any manner. The institutional surgical pathology number (e.g. “S16-1234”) and the individual block identifier (e.g., “A3”) should be readable on the block. If tissue sections are being submitted instead of the block, each tissue section slide should be labeled with the participant study number and the block identifier. Provide a **de-identified** copy of the surgical pathology report, labeled only with the participant study number, corresponding to the blocks or slides submitted. See section 8 for additional details.
- 7.3. Label all containers and vials with an indelible, solvent-resistant marker when they are at ambient temperature. Do not try to label frozen vials.
- 7.4. Do not affix any labels to vials, slides, or tubes. Label the collection containers directly with a marking pen.

- 7.5.** All biospecimens that are collected and sent to the AFT biorepository (AFB) **must be logged and tracked in AFT BioMS**. The AFT BioMS system is a web-based application that tracks the collection and shipping of biospecimens to the AFB. Once individual biospecimens are logged and ‘shipped’ in the AFT BioMS system, a packing manifest will be created by the system. This manifest must be printed out and must accompany all biospecimen shipments. To become familiar with the AFT BioMS system and for further information about training, access, and use, please contact the AFT BioMS Help desk at: 1-855-642-4667 or aftbiomshelp@email.wustl.edu. Note that the AFT BioMS system is similar to but independent of the NCI BioMS application, which is used to manage biospecimens collected on NCI NCTN Alliance trials.
- 7.6.** In the event that AFT BioMS cannot be accessed, please complete an AFT BioMS specimen manifest form, which can found here-
<https://cbmiapps.wustl.edu/confluence/display/AB/Forms>

8. TISSUE COLLECTION METHODS

8.1. Diagnostic Pathology Fixed Tissue Blocks

- 8.1.1.** This protocol requires submission of ONE representative, diagnostic pathology, formalin fixed paraffin embedded tumor tissue block.
- 8.1.2.** Any clinical surgical pathology block that is submitted for research studies will not be exhausted or rendered unsuitable for future diagnostic use. Any clinical surgical pathology block that is submitted will be returned within ten working days of written request, when needed for clinical management or clinical trial enrollment for a specific patient. Otherwise, all blocks will be returned to the submitting institution when the trial and correlative science study end points have been met.
- 8.1.3.** In the event that an institution will not release a tumor tissue block, the institution may instead submit tissue sections, mounted and unstained to glass slides.

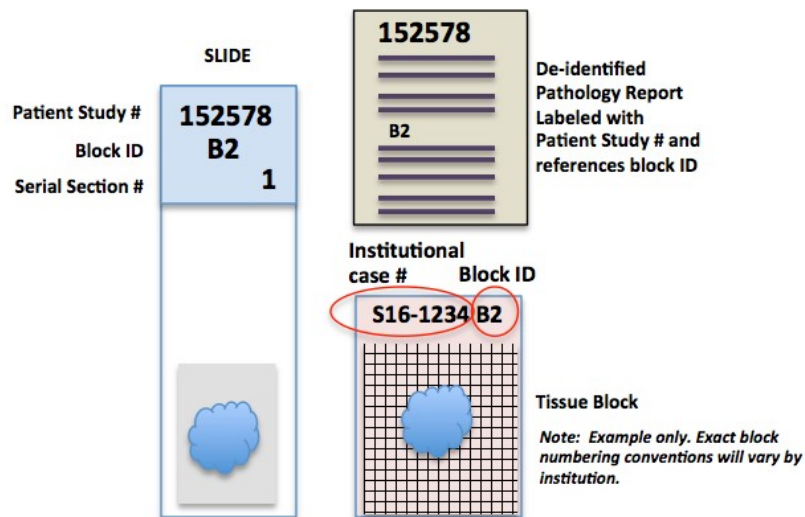
8.2. Unstained Slides from Diagnostic Fixed Tissue Blocks

- 8.2.1.** In cases where institutions are unable or unwilling to submit the requested tissue block, a set of 10 unstained tissue slides may be sent as an alternative. Please follow the procedures below for submitting unstained tissue slides. If your pathology department is unwilling or unable to follow these tissue-sectioning instructions, please consider submission of a tissue block, which can be cut at the biorepository and returned to your institution at a later date.

# of slides	Section Thickness	Slide Type	Purpose
10	5 micron	Positively Charged	Immunohistochemical analyses

- 8.2.2.** Serial, tissue sections should be cut fresh from the appropriate FFPE tissue block.
- 8.2.3.** Cut sections at 5 micron thickness as indicated onto standard sized (25 x 75 mm or equivalent) positively charged slides. Whole mount slides will not be accepted.
- 8.2.4.** Ensure that each slide is labeled with the patient study number, the institutional block ID, and the slide serial section number (1, 2, 3, etc.).

- 8.2.5. Do not label slides with adhesive labels. Write or print information on the textured surface of the slide with indelible, solvent-resistant ink.
- 8.2.6. No adhesives or other additives should be used in the water bath.
- 8.2.7. Mount only one tissue section per slide. Make certain sections are placed on the painted / textured side of the slide.
- 8.2.8. When placing the sections onto the slides, ensure that the tissue is placed on the bottom third of the slide. Ensure that each serial section from the block is placed in the same orientation on each slide.
- 8.2.9. See figure below for proper mounting and labeling
- 8.2.10. Air dry slides for 12-24 hours prior to shipping. Do not oven dry slides.



- 8.2.11. Use the slide boxes provided in the kit for shipping slides. Slides should not be touching each other. Ensure that slides from only one patient are placed in one slide mailer.
- 8.2.12. Include a copy of a de-identified pathology report, labeled only with the patient study number with all slide submissions.

9. BLOOD COLLECTION METHODS

9.1. Serum Processing

- 9.1.1. Collect whole blood by standard venous phlebotomy technique into the red top (plain glass with clot activator) tube. Do not collect whole blood into a "tiger top" / "SST" / "gel tube." Invert tube 10 times.
- 9.1.2. Allow blood to clot for 30 min.
- 9.1.3. Label 3 cryovials with the participant study number, as instructed in section 7. Make certain each vial is labeled completely and identically.
- 9.1.4. Spin blood in vacutainer tube at 4 degrees in a clinical centrifuge using standard programming for serum separation. Usually this is, 1200 xG (actual speed will depend upon the centrifuge) for 10 min.

- 9.1.5. Carefully remove 3 mls of serum (without touching the clot layer) and divide into 3, 1 ml labeled cryovials.
- 9.1.6. Freeze serum containing cryovials on dry ice or a -70 to -90 degree Celsius ultralow freezer. Store at -70 to -90 degrees Celsius until ready for shipment on dry ice.

9.2. PaxGene Blood RNA Tube Collection

- 9.2.1. Ensure that the PaxGene Blood RNA Tube is at 18–25 degrees Celsius prior to use and properly labeled with specimen identification as instructed in section 7.
- 9.2.2. If the PaxGene Blood RNA Tube is the only tube to be drawn, blood should be drawn into a “Discard Tube” prior to drawing blood into the PaxGene Blood RNA Tube so the interior volume of the blood collection set used during phlebotomy can be primed. Otherwise, the PaxGene Blood RNA Tube should be the last tube drawn in the phlebotomy procedure.
- 9.2.3. Using a blood collection set and a tube holder, collect blood into the PaxGene Blood RNA Tube using your institution’s recommended procedure for standard venipuncture technique. The following techniques shall be used to prevent possible backflow:
 - a. Place donor’s arm in a downward position.
 - b. Hold tube in a vertical position, below the donor’s arm during blood collection.
 - c. Release tourniquet as soon as blood starts to flow into tube.
 - d. Make sure tube additives do not touch stopper or end of the needle during venipuncture.
- 9.2.4. Allow at least 10 seconds for a complete blood draw to take place. Ensure that the blood has stopped flowing into the tube before removing the tube from the holder. The PaxGene Blood RNA Tube with its vacuum is designed to draw 2.5 ml of blood into the tube.
- 9.2.5. Immediately after blood collection, gently invert the PaxGene Blood RNA Tube 8–10 times.
- 9.2.6. Store the PaxGene Blood RNA Tube upright at room temperature (18–25 degrees Celsius) for a minimum of 2 hours and a maximum of 72 hours before shipping.

10. BIOSPECIMEN SHIPPING

- 10.1. All biospecimens should be shipped on the same day that they are collected (Monday – Thursday). Biospecimens must be received by the AFB within 24 hours of collection.
- 10.2. If collected biospecimens cannot be shipped on the same day that they are collected (e.g. Friday– Saturday or Holiday collections), **please contact the AFB Program Manager at 1-314-747- 4402 for further instructions**, at least 24 hours prior to anticipated collection.
- 10.3. Please see the Directions for Use (DFU) document that is included in each kit, for specific directions on how to package and ship biospecimens. The DFU document is also available for download on the AFT BioMS webpage which is accessible via the AFT portal: (<https://alliancefoundationtrials.org>)
- 10.4. Place the original, completed copy of the AFT BioMS Packing Manifest and a copy of the de-identified surgical pathology report, labeled with the patient study number in the kit. Do not

send specimens without a completed AFT BioMS Packing Manifest or substitute "AFT BioMS Downtime Form". Biospecimens cannot be accepted without this completed form. Forms can be found at <https://cbmiapps.wustl.edu/confluence/display/AB/Forms>.

- 10.5. Close the cardboard carton overwrap and secure lid with packaging tape; one piece on each side and two pieces over the front flap.
- 10.6. Ship container for PRIORITY OVERNIGHT DELIVERY using the pre-paid FedEx waybill provided within the specimen collection kit. Ship to:

**AFT Biorepository
c/o Siteman Cancer Center Tissue Procurement Core
Washington Univ. School of Medicine
425 S. Euclid Ave. Room 5120
St. Louis MO 63110-1005
Phone (314)-454-7615**

- 10.7. **Do not ship on Friday, Saturday, Sunday or day before a nationally recognized holiday.**

- 10.8. Because paraffin tissue blocks or slides cut from such blocks may be requisitioned and received from the surgical pathology department at a different time than the day of procurement for other biospecimens, paraffin blocks or cut slides may be sent independently of other biospecimens, using the following guidelines:

- 10.8.1. There is no independent "kit" for the submission of paraffin blocks or slides. Use the slide mailers provided in "Kit A" to store and ship slides, if required.
- 10.8.2. Block and slides should be packaged to avoid breakage using a padded envelope or, preferably, a small Styrofoam container.
- 10.8.3. During warm weather months, paraffin slides and blocks should be shipped in an insulated container that contains a refrigerant pack, to avoid heat > 25 degrees Celsius (77 degrees Fahrenheit) that may melt paraffin and damage blocks and slides.
- 10.8.4. Blocks and slides may be shipped for standard overnight delivery according to institutional policies and using the preferred vendor.

11. BIOSPECIMEN RECEIPT AND QUALITY ASSURANCE MEASURES

- 11.1. All biospecimens will be shipped to and received by the AFT Biorepository at the Siteman Cancer Center Tissue Procurement Core (TPC), Washington University in St. Louis, a CAP-accredited biorepository.
- 11.2. All biospecimens will be accessioned into the TPC informatics system, OpenSpecimen.
- 11.3. All biospecimens will be logged, associated, and tracked by the unique patient biopsy control number.
- 11.4. Each individual biospecimen will receive and be physically labeled with a unique biospecimen identifier, associated with the biopsy control number in the TPC informatics system.

- 11.5. Upon receipt, all physical biospecimens received will be reconciled with what is recorded on the AFT BioMS packing manifest. Any discrepancies noted will be communicated to the Program Manager who will contact the submitting site for reconciliation.
- 11.6. Upon receipt, any biospecimen received that is not in appropriate physical condition (broken vials, frozen samples that are thawed, ambient samples that are frozen) will be reported to the Program Manager, who will contact the submitting site for reconciliation.
- 11.7. Frozen tissues and aliquoted biofluids will be stored under liquid nitrogen vapor.
- 11.8. All biospecimens will remain in storage until additional processing or review is requested in writing by the appropriate protocol PI.

12. DOCUMENT HISTORY

VERSION	DESCRIPTION AND JUSTIFICATION OF CHANGE	AUTHOR	EFFECTIVE DATE
2.0	Reformatted to AFT Template Updated contact information for AFB	PAA	30-May-2018
1.3	Clarified unstained slide size requirement	PAA	08-Feb-2018
1.2	Updated shipping instructions to include pre-printed waybill Updated to direct sites to access AFT.BioMS via portal	PAA	08-Aug-2017
1.1	Updated AFT.BioMS URL	MAW	28-Dec-2016
1.0	New	MAW	23-Dec-2016