**Step 1**
Fill in your name, address and date of birth on the label on the outside bottle using a permanent pen.

**Step 2**
To prevent the poo sample from falling into the toilet either

*Option A*
Place a wide mouth container (clean empty plastic food container e.g. margarine tub) in the toilet bowl.

*or Option B*
Place clean newspaper over the toilet seat opening under the lid (this might not be suitable for a runny sample).

**Step 3**
Pass the poo sample either into the container or onto the newspaper.

**Step 4**
Using the spoon built into the cap of the collection tube, collect small scoops of stool from each end and the middle. **Half fill the tube.** Replace cap and make sure it is tightly closed.

**Disposal:** Dispose of remaining stool down the toilet. Wrap the container or newspaper and gloves in clean newspaper and dispose of in a plastic bag.

**Step 5**
Wash hands with soap and warm water.

**Step 6**
Place the sample container in the bag provided and then place the sealed envelope in a cool place until you are able to get to your GP practice or hospital laboratory. **The sample must be returned within 24hrs of collection.**

**Step 7**
Please check that your details are still clearly visible on the outside of the collection bottle before returning the sample. If not, ask the receptionist for a new label, write your details on this clearly and stick over the old label.