



1 Prepare calibrator working solutions about 15 min before use. The preparation is done on a different bench to prevent folate contamination.



2 Thaw 1 vial of 5-methyl-THF calibrator stock solution (1 $\mu\text{mol/L}$) for about 15 min at room temperature and mix well. To prepare a 1:5 diluted stock solution (200 nmol/L), add 400 μL of 0.5% sodium ascorbate to a 2-mL cryovial, then add 100 μL of calibrator stock solution and mix well.



3 Add approximately 45 mL of 0.5% sodium ascorbate each to two 50-mL grade A volumetric flasks labeled as Level I and Level II.



4 Transfer 50 μL of diluted stock solution to the Level I flask (1:1000 dilution; 200 pmol/L) and 250 μL to the Level II flask (1:200 dilution; 1 nmol/L).



5 Using a plastic transfer pipette with a fine tip, make up with 0.5% sodium ascorbate to the 50-mL volume mark. Be sure the bottom of the fluid meniscus touches the calibration line at eye level. This is a very critical step.



6 Slowly invert the volumetric flasks 20 times to thoroughly mix the calibrator working solutions. Move back to the sample preparation area. Change gloves to prevent accidental folate contamination.

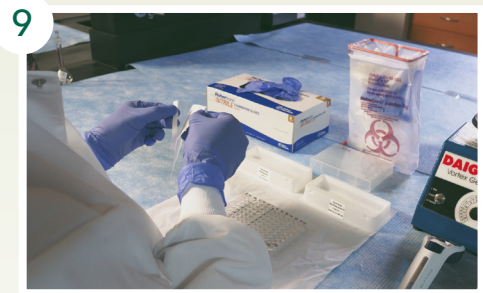


7 Pour the Level I and Level II working solutions into two labeled basins.

8

| Calibrator plate | | | | | | | | | | | | |
|-------------------------------------|---|------|------|------|------|------|----------------------------|------|------|------|------|------|
| Add level I and II working solution | | | | | | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| A | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| B | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| C | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| D | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| E | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| F | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| G | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| H | 0 | 0 | 25 | 50 | 75 | 100 | 30 | 40 | 50 | 60 | 80 | 100 |
| | Level I (μL) | | | | | | Level II (μL) | | | | | |
| | Calibrator concentration in well (nmol/L) | | | | | | | | | | | |
| | Blank | 0.00 | 0.05 | 0.10 | 0.15 | 0.20 | 0.30 | 0.40 | 0.50 | 0.60 | 0.80 | 1.00 |

8 Add calibrator working solutions to plate #1 using the smaller 12-channel electronic pipette (20-300 μL) with the single pipetting function and 8 tips. Transfer appropriate volumes as shown here.



9 Gently hand-seal the calibrator plate with a sealing membrane and set aside. Change gloves to prevent accidental folate contamination of the sample plates in the next step.