

Hair Tissue Mineral Analysis (HTMA) **Initial Test** Special Instructions. Please read!

Hello and thank you for ordering your HTMA test with Ronit Mor, ND.

Please read this document thoroughly prior to cutting a hair sample and mailing it to the lab!

1. Print and fill out the attached HTMA Lab Form:

- You only have to fill out the **highlighted sections (denoted with a yellow or orange marker)**. Fill out the top part next to the word PATIENT as well as the information regarding your hair care products.
- The portion that is already filled out at the very top needs to stay there, please!
- No extra payment details are needed either.

2. Cut a hair sample based on the instructions below.

3. Place your hair sample in the attached mini envelope.

If you don't have a mini envelope, place the hair sample on a piece of paper and fold it several times to create a secure makeshift envelope. Make sure you seal the envelope so the hair sample is secured.

4. On the mini (or makeshift) envelope, write the following:

Patient: *your first and last name*

Doctor Account No: 9464

Age: *your age (note: you will need to add a line for age). If the person is a child, include their body weight too.*

5. Place your hair sample and the filled-out HTMA Lab Form in a regular envelope and mail it to:

Trace Elements INC

PO BOX 514

Addison, Texas 75001

6. If you placed your order for HTMA directly on our website, please remember to also fill out, e-sign and submit the intake form that was sent to you together with this document.

How to Take a Hair Sample Correctly

Important! Do not contaminate the hair with Epsom salt baths prior to cutting a hair sample. Epsom salts contain magnesium sulfate and submerging the hair prior in an Epsom salt bath will inflate the magnesium falsely in the hair test results. Avoid any Epsom salt baths for 1 week prior to cutting a hair sample.

Important! If your home has a water softener, before sampling hair you must shampoo it twice with either unsoftened tap water or preferably reverse osmosis water.

1. Shampoo your hair the same day of sampling it:

- After washing your hair, let it dry.
- Then wait at least 4 hours to cut the sample but no longer than 24 hours.
- **Use a plain, simple shampoo. Avoid Selsun Blue Shampoo.** This contains a toxic form of selenium. A better dandruff shampoo, if needed, is *Head N' Shoulders*.

- **Do not add conditioner** and definitely do not place any other products on the hair after washing it on the day you will take the sample.
- Do not send dirty, sweaty or greasy hair as your sample.
- **Watch either of the following videos for a demo of how to cut a hair sample:**
 - **How to cut a short hair sample**



- **How to cut a medium or long hair sample**



2. **Cut the sample from anywhere on the head:**

- Keep track of which end of the cut hair is from the scalp. We only want the inch or so of hair that was directly against your scalp.
- The hair furthest from the scalp is the oldest. Older (longer) hair will show the chemistry of your body months or even years ago, so it is not accurate for your body's current chemistry.
- Cut and discard the unwanted ends of the hair until all you have is the 1 inch or so that was closest to the scalp.
- Use a ruler to be sure you have the right length of hair.
- It does not matter where on the head you cut it.
- To avoid bald spots, cut several small samples from different areas on the head and combine them. If you cannot use head hair, the second best choice for men is beard hair.
- Avoid combining hair from different parts of the body in one hair envelope.

- Do not send in hair that is longer than 1 – 1.5 inches long.
 - Do not send in hair that is cut from the ends of long hair.
 - Cut the sample from close to the scalp.
3. **Place the hair sample in a the small white envelope:**
- If you do not have one, place it in a clean, paper envelope (you may also create a small makeshift envelope from a clean blank piece of paper).
 - **Do not send hair in plastic bags or in aluminum foil!**
4. **Send enough hair:**
- The lab requires one tablespoon of hair (about 100 milligrams weight-wise).
 - It is not a lot of hair. If you have the paper scale provided from the lab, it must tip for you to have enough.
 - If you do not have the paper scale provided, then completely fill a tablespoon with hair.
 - **Hair salon cutting your sample?** If hair will be sampled by your hair stylist, make sure to print out and give the stylist these instructions. Many stylists cut the ends of the hair, which is incorrect and will not give accurate results.
5. **Tints, dyes and other chemical treatments:**
- The sample should be of hair that is **NOT treated with any kind of dye** (or other chemical treatment).
 - Nor should it have gel, hairspray or any kind of oil on it.
 - Henna is ok though, according to TEI Labs.
 - **For permanents or bleached hair, wash the hair at least 10 times after a bleach or permanent treatment before sampling the hair.**
Dyed hair can be used IF it is after 10 washings AND 6 weeks after the hair is dyed.
6. **Shaved head hair samples:**
- If you shave your head, then cut with an electric razor what you can and save it in a paper envelope. Then razor cut it again in a week or so.
 - Repeat a few times until you fill a tablespoon with hair or when you have enough to tip the scale if you have a paper scale to weigh hair.
7. **Beard hair samples in men:**
- If you are bald, then cut with an electric razor what you can and save it in a paper envelope.
 - Shave it again until you fill a tablespoon with hair or when you have enough to tip the scale if you have a paper scale to weigh hair.
8. **Pubic hair samples:**
- Pubic hair in adults can be used.
 - Pubic hair grows at a slower rate so the results are usually a little higher in the pubic sample.
 - Cut the pubic hair as close to the skin as possible for the sample and send in the same amount as you would for a hair sample.

What to Expect Next

- It takes about 3 to 4 weeks to get your results in, depending on where you sent it from, what day you sent it (weekends tend to make things slower), and if there is a holiday going on in the US. Please be patient!
- **If you purchased a HTMA+ package as a stand-alone service**, we will send your test results and your personalized comprehensive interpretation and guidelines via our secured system within 1 to 2 weeks of receiving your test results. Complimentary email support lasts for 30 days from the day the results are emailed to you. You may also book a 30-minute or a 45-minute follow up appointment to review your report in person (or via TeleHealth) for an additional charge.
- **If you purchased a HTMA+ package as part of your ongoing wellness program with us or if you purchased a HTMA++ package**, our staff will contact you to schedule your phone consultation once we receive your test results. Both your test results and your personalized comprehensive interpretation and guidelines will be shared with you during the consultation. Complimentary email support lasts for 30 days after your consultation.
- **Important note- PLEASE be advised that we cannot do our consults when you are driving. Please let us know if you're running late and need to reschedule.**
- Emails are answered as soon as possible during normal business hours (9am-5pm CST, Monday-Thursday), but typically within 1 to 2 business days. Weekends and holidays are typically a time where we take off and emails are not always answered.
- Please keep in mind that our email support is ideally used for quick questions, check-ins, and updates. Typically, this amounts to no more than 1 to 2 emails per week for most clients. In order to better serve you, if you feel your issue needs more attention than a quick email please book a follow up appointment on our website or with our front desk staff at 214-264-0963. Please use email as your primary way to contact our staff.
- We reserve the right to refuse service at any time to anyone we feel is not a fit for our current services. We reserve the right to change or update policies as well.