



CCOG

Women's Health Group  
OBSTETRICS • GYNECOLOGY • MIDWIFERY

## **PROTOCOL FOR ARTIFICIAL INSEMINATION**

To make this procedure as problem free as possible, we ask our patients to adhere to the following policy. Thank you in advance for your cooperation.

During the work week, the hours for insemination will be our normal working hours.

If you think you will be ovulating over the weekend, please call our office on Friday before 4 p.m. to make our staff aware of this possibility.

On the day of ovulation (weekends), please call the doctor on call between the hours of 8 a.m. and 8:30 a.m. This will give the doctor time to call an assistant.

The hours for insemination on weekends will be 8 a.m. through 10 a.m.

When you call, please inform us if the specimen is a frozen sample from a sperm bank or if your partner will be providing a fresh sample. If fresh, the sample must be collected into a sterile wide mouth plastic specimen container, preferably one without a metal lid. These are available in our office.

The semen must be collected by masturbation. Oral, vaginal or anal contact may contaminate the specimen.

The sample can be collected in the office or at home. If collected at home, it must be transported to our office within 30 minutes.

The sample must be protected from extremes of temperature and kept close to body temperature if possible. It should be transported in a sock or glove. It should not be chilled or refrigerated.

Please be sure to collect the entire sample. If any portion of the sample is lost, the results may be affected.