

Dear valued client,

The Dermatopathology team at Texas A&M University thanks you for choosing our service for your skin biopsy needs! We greatly appreciate your support and welcome the chance to continue working with you.

As you know, this year the Dermatopathology Service separated from TVMDL (Texas A&M Veterinary Medical Diagnostic Laboratory). As part of this process, we transitioned to invoicing through Texas A&M University, which required our clients to fill out a new customer information form. Given our increasing case load, however, we will need to move to new system of billing. Moving forward, we ask our clients to **pay using Flywire**. Flywire is a global software company that enables customers to make payments easily and securely online using a credit card. E-Commerce sites are monitored by University Accounting Services in the Division of Finance and Business Services, ensuring compliance with the latest payment card industry security standards.

Instructions for Payment using Flywire:

The Link (click [here](#)) will take you directly to the Dermatopathology Specialty Service Ordering Page. The link is also on our submission form (attached to this email) and on our website (to reach the website, click [here](#))

1. Once on the Ordering Page, you can sort tests by alphabetical order (Choose Drop Down Box and sort by Name: A-Z).
2. Choose a Test and complete all required information. The typical test is A) Dermatopathology Report. If you submit a sample larger than 5 cm or a digit, please choose B) Biopsy Larger Size.
3. Add the test(s) to your shopping cart.
4. Once you've completed your test selection, choose View Cart to confirm your order, then choose Check Out. (Please note, the back arrow will take you to the Ordering Page and your item will remain in the cart.) If you need to remove an item from your cart, click on the Shopping Cart icon and you will be able to Edit/Remove the item(s).
5. After selecting "Check Out," the next page will allow you to check out as a Guest or to Log In as a returning customer. Choose Log In to create an Account within Flywire (this will make future transactions faster). To check out as a Guest, choose Guest. The next page will allow you to enter all details regarding the Credit Card holder info. Once completed, choose Continue.
6. After payment has been received, you will receive an Order Number. **This number must be placed on your Submission Form that is submitted with your sample for testing.**

The quality services offered, including skin biopsy interpretation with complementary special stains, will be available at the same price. We will still offer immunohistochemistry, and referral of samples for PARR and panfungal PCR for an additional fee with no change in the current prices (please see attached).

Please use our **new submission form** (see attached file. The shipping address remains unchanged (see below).

Dermatopathology Specialty Service
664 Raymond Stotzer Parkway
College Station, TX 77843-4467

Please note: Payment must be received through Flywire before biopsies can be processed.

Please note: Samples must be submitted to the address listed above. If samples are submitted to TVMDL, the state laboratory will **charge a fee of \$26** to transfer the same to Texas A&M University.

For questions regarding Flywire or issues with online payment, please contact Lori Reismeier (lreismeier@tamu.edu).

We thank you again for your support and look forward to working with you.

Have a wonderful day!

Your TAMU Dermatopathology team