

SHIPPING CHECKLIST

- Enter specimen information into CareEvolve or LKTransfer.
- Ensure information on the specimen tube matches the information entered into CareEvolve or LKTransfer and that it is accurate (e.g., collection date is not birth date or a date in the future).
- Ensure specimen tubes are sealed tightly in a leakproof plastic (primary) receptacle. Glass tubes are not recommended unless sufficiently packaged to deter breakage. Broken or leaking tubes will be rejected.
- Place primary specimen receptacle in leakproof secondary packaging.
- If including multiple primary receptacles in secondary packaging, individually wrap each primary receptacle or place upright in the well of a sample rack to ensure they do not make contact.
- Place sufficient absorbent material in the leakproof secondary packaging surrounding the primary receptacle(s) to absorb the entire contents of primary receptacle(s) in case of leaks.
- Place secondary packaging in sealed, rigid outer packaging (tertiary container) that is only to be opened when wearing appropriate PPE in designated BSL-2 areas. We recommend a reusable, easy to clean cooler.
- Maintain samples at appropriate shipping/storage temperature: If applicable, place re-usable cold packs (NOT wet ice) within the tertiary container. Please note that using wet ice will result in specimen rejection for the entire shipment.
- If specimens are frozen at -70°C: Place dry ice (NOT wet ice) within the tertiary or transport container. If dry ice is used, the packaging must be designed and constructed to permit the release of carbon dioxide gas to prevent a build-up of pressure that could rupture the packaging.