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## PROCEDURE FOR TRANSPORTING THE SPECIMEN TO MHL

Med-Health laboratory has introduced specimen transport bags to courier the specimens from SCC and physician's clinic.

To comply with the standard temperature and maintaining the integrity of the specimen, adhere to the following protocol:

- Transport all the specimen in provided black transport bag labeled with Med-health laboratory's name, phone number, biohazard sign and TDG number TC125-1B with requisition form.
- Arrange the entire blood specimen in black foam by arranging horizontally (Right side to Left side) placing STAT in front row. Send samples at shipping temperatures as per established Specimen Collection Guidelines.
- Arrange all urine 16 x 100 mm tubes (for SCC) in black foam by arranging horizontally (Right side to Left side) and sterile urine containers into 9 x 12 plastic bags by ensuring that the lid is tightly closed. Urines are transported at refrigerated temperatures, 2°C to 10°C.
- Frozen specimen has to be spun and separated in serum transport tube. Store specimens in your freezer (-8°C to -22 °C) and give it to the courier at the time of pick up to put them in the separate transport bag with dry ice to maintain the temperatures. If specimen are not frozen prior to the pickup, will be rejected and asked for recollection.
- All microbiological swabs transport at room temperature (15°C to 30°C), except Throat and Ear swab transport refrigerated (2°C to 10°C).
- Do not send specimen in individual 9 x 12 or 5 x 8 plastic bags. Follow the procedure requested.
- Send the all Cytology PAP smear with the form in separate plastic bag.
- Arrange all the requisitions in order matching to the specimens. Place them into the front pocket of the transport bag.
- If you close early, please notify your driver with your arrangement of the specimen pick up.
- Samples not transported at recommended temperature compromising the specimen integrity, will have to be rejected.

Authorized by: Laboratory Director/Manager

Authorized Date: 1/15/2018

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