

# Long-Term Care Baseline COVID-19 Testing Project Packaging and Shipping of COVID-19 Specimens

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Division of Public Health

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# Governor Pete Ricketts

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## Vision:

Grow Nebraska

## Mission:

Create opportunity through more effective, more efficient, and customer focused state government

## Priorities:

- Efficiency and Effectiveness
- Customer Service
- Growth
- Public Safety
- Reduced Regulatory Burden

## We Value:

- The Taxpayer
- Our Team
- Simplicity
- Transparency
- Accountability
- Integrity
- Respect

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# Purpose

- To provide a quick reference in regards to packaging and shipping of COVID-19 Samples to TestNebraska
- Prevent violations of the DOT Hazardous Materials Regulation Title 49 CFR Parts 100-195

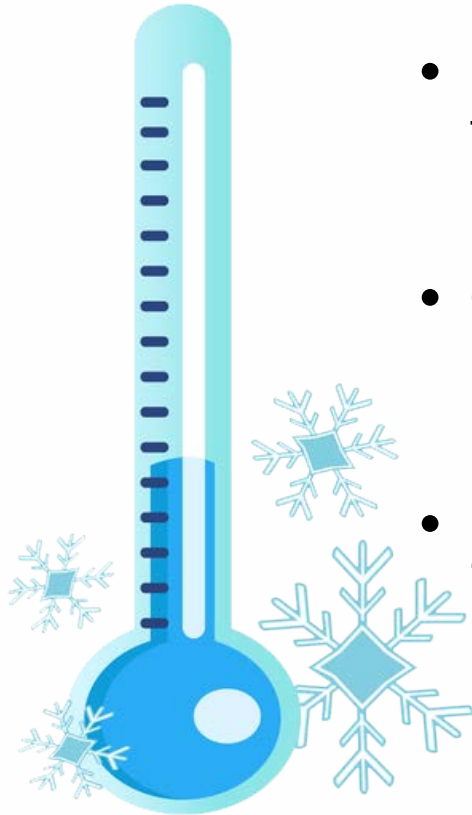
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# After Collection



- Collection Kits must be used within 72 hours of picking up the testing supplies from the Local Health Department.
- Once collected, specimens should be stored at 2° to 8°C until courier arrives.
- Specimens must be shipped within 24hr, and tested within 72hr of collection

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# Packaging

Specimens must be packaged, shipped, and transported in accordance with the proper shipping guidelines for dangerous goods as:

## Category B



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# Materials Needed



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# Materials Needed

Rigid fiberboard box with Styrofoam insulation

Pass a drop test from the height of 4 feet



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# Materials Needed

Gel Packs must be frozen to keep specimens at 2° to 8°C



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# Materials Needed

## Secondary container

- May be a box, container, or double-zipped bag: leak-proof or sift-proof. Able to withstand a series of 4 foot drop tests.
- Each specimen is placed in an individual bag, and sealed.
- All individual bags are placed into one or more large biohazard bag to be considered double bagged.



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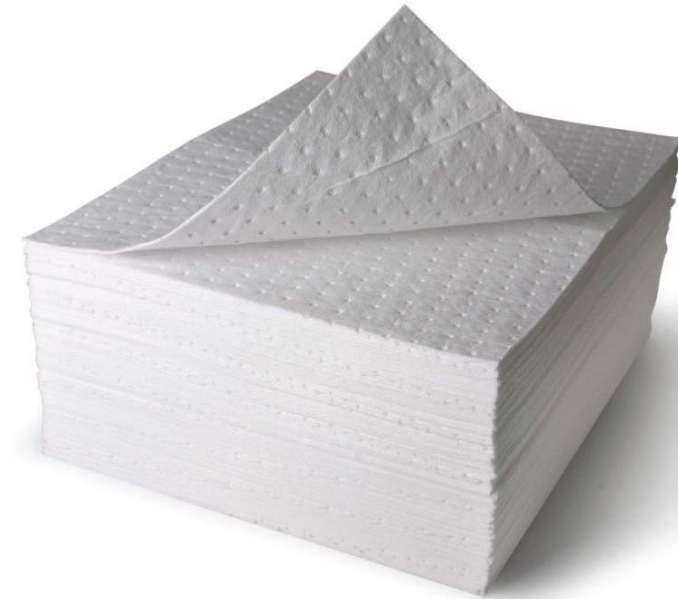
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# Materials Needed

## Absorbent material

Sufficient to absorb entire contents if necessary

Placed between the primary specimen and the secondary biohazard bag.



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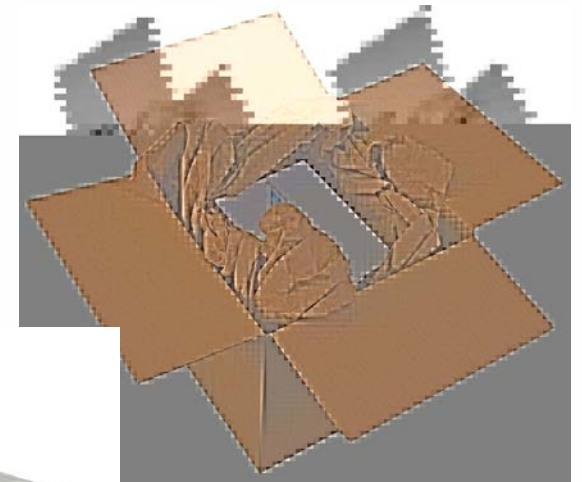
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# Materials Needed

## Insulating Material

Samples placed in rigid containers may need to be fortified with packaging material to keep it from shifting

- bubble wrap
- wrapping paper



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# Packing Order

Specimen and absorbent material into secondary container (with packing material if needed)

Secondary container into Styrofoam fiberboard box with ice packs and packing material if needed

All paperwork between secondary container (or Styrofoam container) and fiberboard box, keeping dry



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Note: 1-At least one surface of the outer packaging must have a minimum dimension of 100 mm X 100 mm

Note: 2-The primary receptacle or the secondary packaging must be capable of withstanding without leakage an internal pressure producing a pressure differential of not less than 95 KPa

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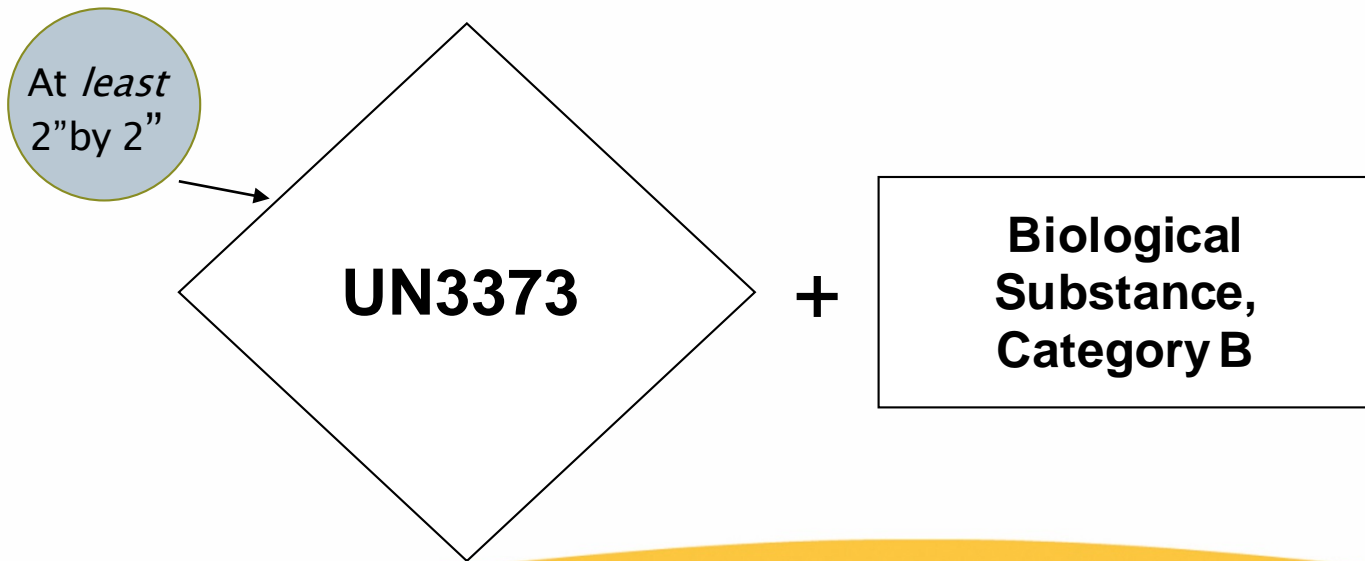
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# Markings

- Class 6.2: **UN 3373** diamond-on-point label in contrasting color from box AND labeling indicating **Biological Substance, Category B** placed nearby



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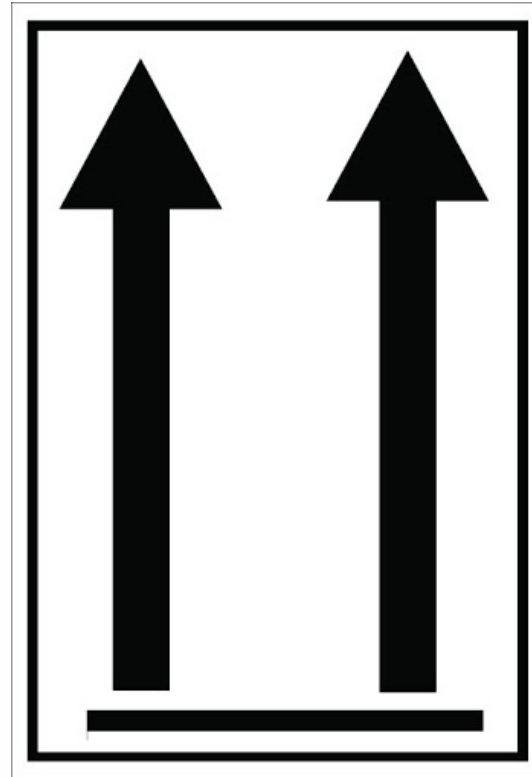
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# Labeling

- Orientation Label



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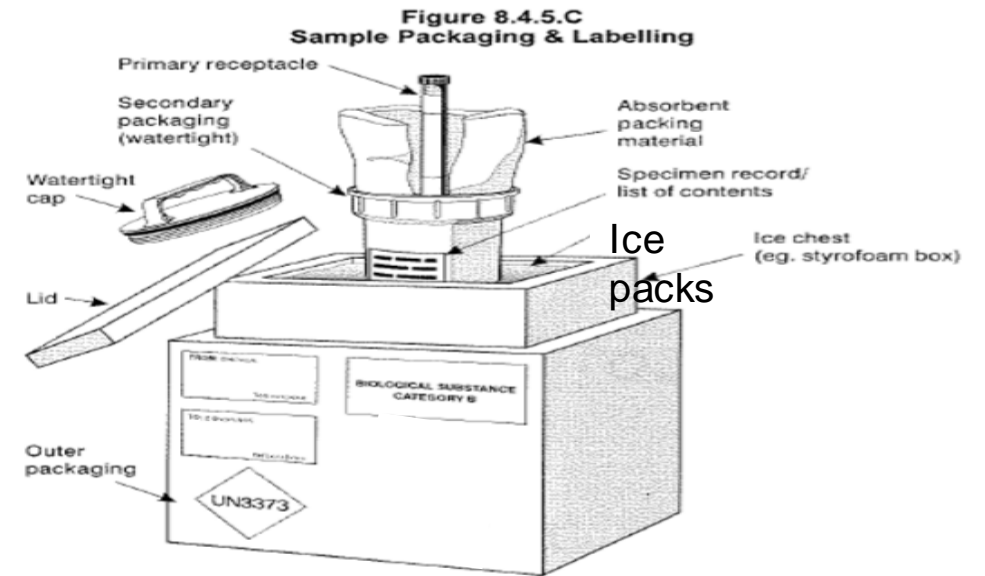
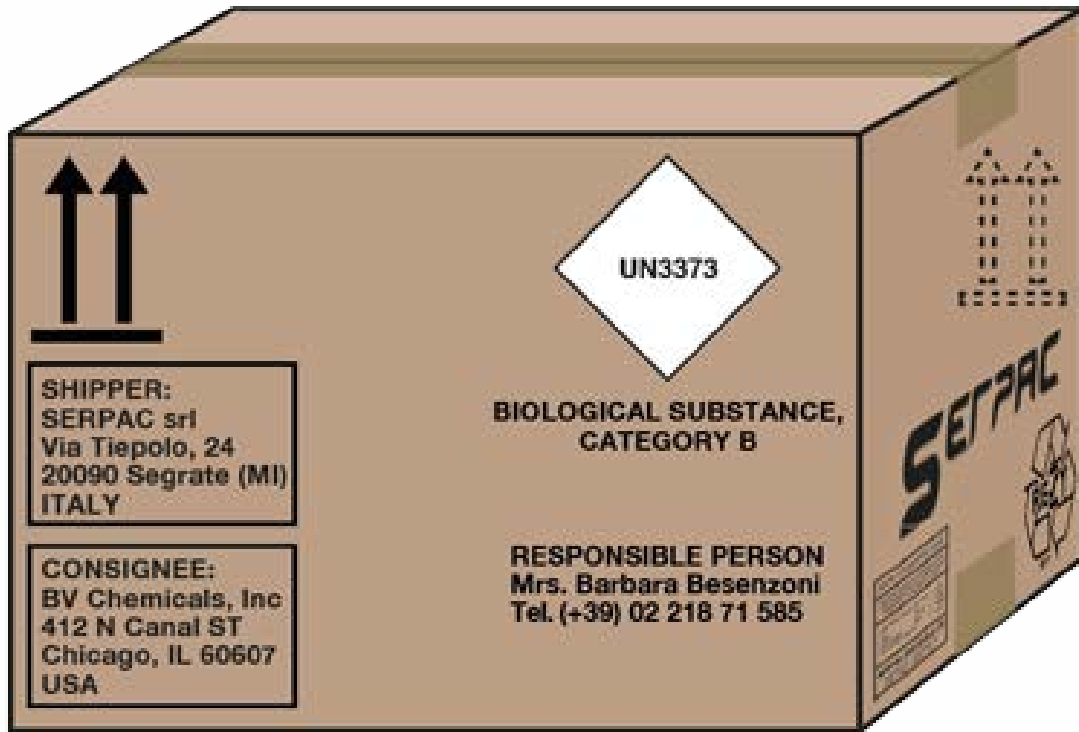
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# Final Packaging Example

## Addresses & Labels on Same Side



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# Checklist for Category B Shipping

- Category B Shipping Form, completed with:
  - Shipper name and address (Contact Name, Facility, City, State, Zip, phone number)
  - Consignee name and address (Contact Name, Facility, City, State, Zip, phone number)
  - Name and Phone of person responsible (**Live Person must answer**)
  - Signature at bottom of Form
- “Biological Substance, Category B”
- UN3373 diamond-on-point label, in contrasting color from box, must be placed near the “Biological Substance, Category B” label
- Dry Ice label with Class 9 diamond-on-point, if specimen already frozen
- Orientation arrows – use stuffing material to keep tubes upright
- Requisition or Batch List  
(between secondary and outer packaging)

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# CHI St. Elizabeth Laboratory Location

**CHI St Elizabeth Lincoln, NE**

**555 S 70<sup>th</sup> Street (Door#8 North side)**

**Lincoln NE 68510**

**Business hours phone: (402) 219-7132**

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# Test Nebraska Specimen Delivery and Drop-off

- CHI St. Elizabeth Laboratory is open 24/7/365. Test Nebraska samples are run 24/7. Samples can be dropped off any day, any time.
- All samples should shipped on ice in a cooler

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# Test Nebraska Specimen Delivery and Drop-off

- Enter the hospital from 70<sup>th</sup> and L Street. This will take you to the back of the hospital. Continue to the back of the building. There is 15 minute parking.
- Walk up to door number 8. (This is directly forward from the 15 minute parking).
- Call 402-219-7132 (lab) and explain you are here to drop off Test Nebraska samples. Someone will meet you at the door to let you in.

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# Category B Packaging Supply Companies

- The following are potential suppliers of Category B Packaging that you may purchase:
  - Cardinal Distribution, <https://www.cardinalhealth.com/en/product-solutions/medical.html>
  - FisherScientific, <https://www.fishersci.com/us/en/home.html>
  - Fedex
  - UPS
  - Local lab in your area

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# Courier Information

- Google search of couriers showed the following courier information (listed in no particular order):
  - ProMed Logistics, 402-423-3405
  - Nebraska Logistics, 402-466-2888
  - American Courier Corporation, 801-486-6060
  - Capital Express, 402-592-9062
  - RJ Delivery, Inc., 402-345-2778
  - Courier Concepts, 402-214-1605
  - Regional West Medical Center Courier Services, 888-522-7962
  - Nebraska Courier Service, 855-212-9000

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# Courier Information (Continued)

- Local Hospital may use a courier service and may have information related to their courier.
- Contact labs in the area to see if any offer courier service.
- Local physician's office may use a courier.
- Local Health Department may have knowledge of a courier service.

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# Contact Information

## TestNebraska

<http://dhhs.LTCtesting@Nebraska.gov>

### CHI St. Elizabeth Laboratory

Client Services,  
CHI St Elizabeth Lincoln, NE  
555 S 70<sup>th</sup> Street (Door#8 North side)  
Lincoln NE 68510  
Business hours phone: (402) 219-7387

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# Credits

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