
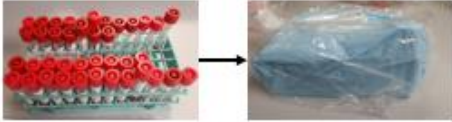
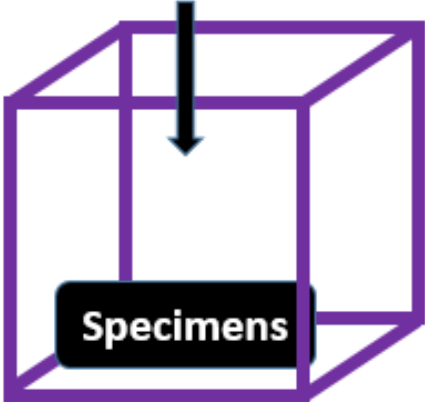


<b>TITLE:</b> Off-Site COVID-19 Sample Packaging for Transport	<b>Doc #:</b> PPR-J-PP-0004
<b>Section:</b> Technical Manual – Pre/Post Analytical	<b>Version:</b> 2.0 Current
<b>Document Owner:</b> PLM Client & Support Services Program Manager	<b>Effective Date:</b> 2020-12-11
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<b>Insulated container</b>	
1. Bag specimens	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 5px;">  <p>Place single sample and absorbent into bag.</p> <p>Place requisition in outer pouch.</p> </div> <div style="text-align: center;">OR</div> <div style="border: 1px solid black; padding: 5px;">  <p>Place multiple samples into one rack, wrap rack in absorbent, place into bag.</p> <p>Attach requisitions to outside of bag.</p> </div> </div> <p>Racked swabs must be kept in the same order as requisitions or online entry. Racking is used to increase lab efficiency and improve turn-around time. <b><u>Racking is mandatory when more than 10 specimens are being submitted.</u></b> If racks are not used, there may be a delay in processing time. Contact your local/regional lab for racks.</p>
2. Pack transport container	<p>Place specimen(s) in transport container.</p> <p>Add:</p> <ol style="list-style-type: none"> <li>1. cardboard divider</li> <li>2. two cold or frozen gel packs on top of cardboard</li> <li>3. newsprint/paper to fill empty space</li> </ol> <div style="text-align: center;">  </div>

**Referenced to:**

Document Name	Document #	Document Location
Off-Site COVID-19 Sample Packaging for Transport	PPR-R-PP-0004	SharePoint