

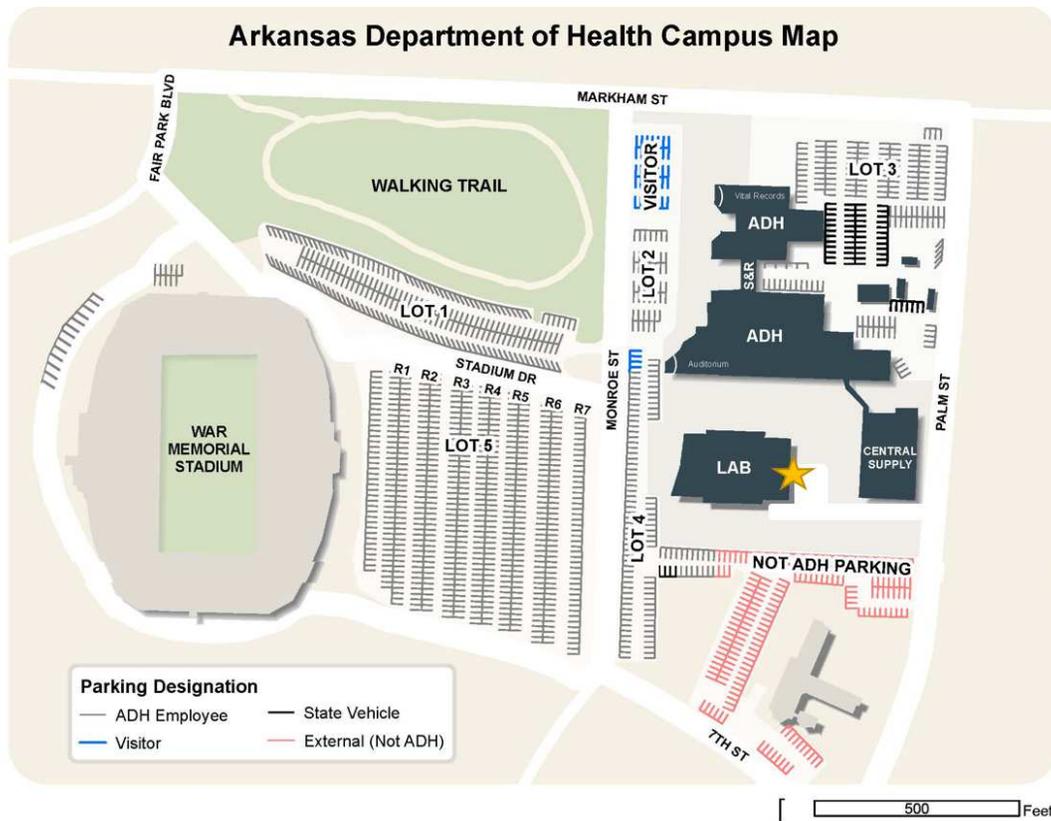
**Arkansas Department of Health
Public Health Laboratory**
201 South Monroe Street, Little Rock, AR 72205



Guidance for Suspect Coronavirus (SARS-nCoV-2, COVID-19) Specimens Packaging and Shipping

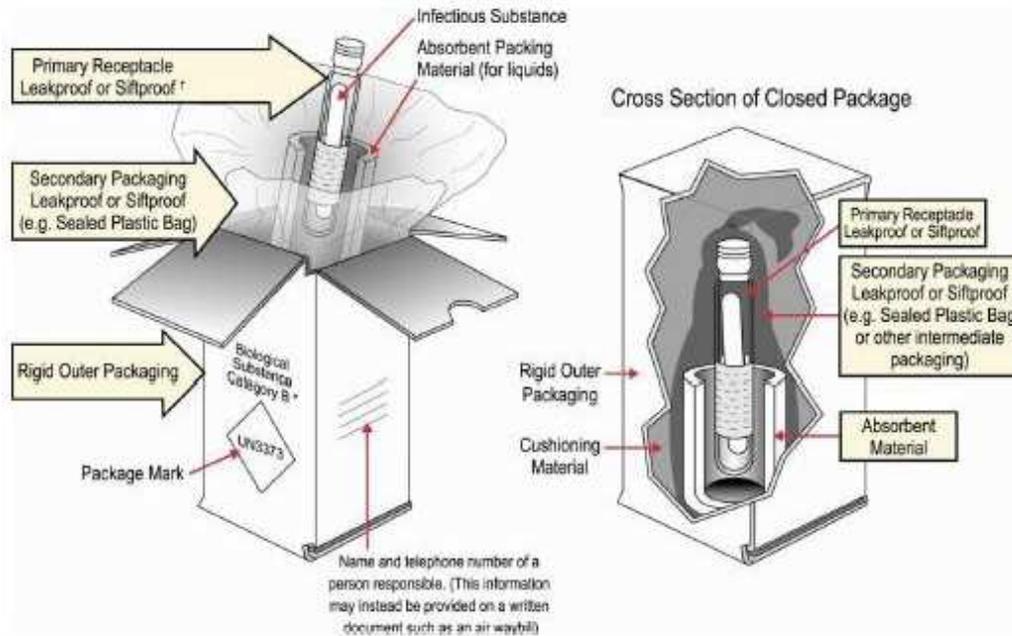
Hospital laboratories submitting specimens directly to the Arkansas Public Health Laboratory (AR-PHL) and through the Local Health Unit (LHU) facilities for shipment to the Public Health Laboratory via the state courier system must package any suspect coronavirus samples as **Category B, UN 3373**. **LHU staff will not accept unpackaged private submitter specimens**. If sent through Fed Ex, UPS, etc. Category B, UN 3373 is required.

The star on the map represents the location of **Specimen Receiving** at the AR-PHL located off of Palm Street.



The following demonstrates the schematic for **Category B packaging**. The cold pack should go in the secondary container with the specimen in a biohazard bag, not directly in the bag with the specimen. See schematic below for example of Category B packaging. It is the responsibility of the submitting facility to ensure proper shipping for Category B specimens. Certification for shipping is required and can be obtained at the CDC Train Website.

UN 3373 Category B schematic for packaging



The link for the FREE UN 6.2 shipping course on CDC –Train is the following:

- <https://www.train.org/cdctrain/welcome>
- This site can be used to certify personnel for shipping infectious substances via a web course. All that is required is to create a login and password.
- If desired, login to the site and find the course catalog at the top of the webpage.
- Select it and enter the following into the “search TRAIN” engine: “packaging and shipping”
- The course name will appear as follows: Packaging and Shipping Division 6.2 Materials: What the Laboratorian Should Know
- Select and launch the course to begin. Complete the test at the end with a score of $\geq 80\%$ and the user is certified for packaging and shipping 6.2 materials.
- Ensure the user prints the certificate of completion and obtains the medical lab director’s signature on it to complete the certification.
- Keep the certificate/s in laboratory records. Maintain certification every two years.

Prior consultation with Arkansas Department of Health staff is required before submission of samples to the AR-PHL. Contact the Health Care Provider hotline at 1-844-930-3023 for approval (do not need approval to submit specimens to private laboratories).

Must include a completed **AR-PHL Miscellaneous Examination Form** and a completed **CDC PUI** form with all specimens submitted. The specimen must have two patient identifiers (name and date of birth) and the information on the forms and the specimens must match. The submitter information on the Miscellaneous Examination Form must include a correct phone and fax number for results and specimen inquiries.

After consultation, the following information must be available for the PHL to provide to CDC:

1. Patient Name
2. Patient DOB
3. Gender
4. Age
5. Date of Onset
6. Collection date/time of each specimen
7. Specimen type for each specimen
8. Patient ID if provided
9. Name of physician
10. Clinic/hospital telephone number
11. Clinic/hospital fax number
12. Brief clinical history
13. Travel history