

Product Sterility Transport Kit Instructions (1 Donor)

Components

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| 1 - Specimen transport box | 3 - Sealing tape |
| 1 - Foam interior cooler | 1 - FedEx Express Clinical Pak, large |
| 1 - Biohazard leak proof bag | 2 - FedEx Express billable stamp |
| 1 - BacT/ALERT® SA culture bottle | 1 - FedEx Saturday delivery sticker |
| 1 - BacT/ALERT® SN culture bottle | 1 - Specimen collection and shipping instructions |
| 1 - 6-bay absorbent pouch | 2 - Certificate of Conformance |
| 1 - Therapak® gel pack (do not freeze) | |

Collection Instructions

- Check the expiration date to verify that the enclosed bottles are valid for collection
- Inoculate culture bottles with a minimum of 0.5 mL final product (without cryoprotectant) per bottle using aseptic technique. Inoculate the anaerobic bottle first
- Label the culture bottles with two identifiers, i.e., patient name, ID, control number or date of birth (DOB), in the space adjacent to the bar code label. **Do not place any additional labels on the bottles**, as this will conceal the bottle bar code
- Make sure both identifiers are also on the test request form.
Note: The two identifiers on the bottles and test request form must match
- Make sure collection time and date is documented on the test request form

Specimen Packing and Transport Instructions

- Remove foam interior cooler from ViroMed specimen transport box
- Place 6-bay absorbent pouch in biohazard leak proof bag as an absorbent. Bottles will not fit into 6-bay absorbent sleeves
- Place labeled culture bottles horizontally in biohazard leak-proof bag and seal completely
- Place test request form in outer pouch of biohazard bag
- Wrap the gel pack around the biohazard bag with bottles and place in foam cooler
- Place top on foam cooler and seal with two strips of sealing tape and then reinsert foam cooler into specimen transport box
- Close specimen transport box and seal with remaining strip of sealing tape
- Place box in FedEx® Express Clinical Pak

Shipping Instructions

- Complete “From” section in upper left-hand corner of FedEx® Express Billable Stamp
- Peel off removable label on right-hand side of billable stamp and attach to outside of shipper. Keep left-hand side of billable stamp for your records; it bears the shipment tracking number. Email FedEx tracking number to ViroMed_shipment_notifications@labcorp.com
- If it is a Friday, attach Saturday delivery sticker to shipper directly above the billable stamp
- Call FedEx at 800-463-3339 prior to FedEx deadline for specimen pick-up—generally 2 p.m. in most areas
- If bottles are inoculated too late for FedEx pick up that day, store overnight at room temperature (**do not refrigerate or freeze**), and send package via FedEx Express the following day
- Never place the shipment in a FedEx drop box

For questions, contact ViroMed Account Management at 800-582-0077 or ViroMed_Acctmgmt@Labcorp.com.

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