

# *Specimen Packaging and Transport*

## **Courier Services**

Courier services are available for transporting specimens to Billings Clinic Laboratory from locations in the service area. Please contact your Client Services or Marketing Representative to arrange for courier services.

## **Shipping Information**

If courier services are not available in your area, specimens may be transported to Billings Clinic Laboratory via various services, including the U.S. Post Office, bus, or airline services. Contact your Client Services or Marketing Representative for help in selecting the most appropriate routing for your specimens. Please note: All specimens **MUST** be properly packaged for shipping by the client. It is imperative that all specimens are packaged in such a manner that prevents leakage and contains any accidental leakage or contamination. Refer to the most current CDC regulations. Billings Clinic Laboratory furnishes shipping supplies to clients as appropriate.

## **Ambient Specimens**

Specimens for which the test catalog indicates “room temperature” or “ambient temperature” may be transported in the standard shipping containers. Place the specimen into a tightly-sealing, temperature specific, plastic bag to contain any leakage. When outside temperatures are extreme, specimens may need to be insulated to avoid freezing or overheating.

## **Refrigerated Specimens**

Specimens for which the test catalog indicates “refrigerated,” “wet ice,” or “coolant shipment” must be transported with a FROZEN COOLANT PACK. Place the specimen in a tightly-sealing, temperature specific, plastic bag; place a paper towel or other buffer between the specimen and the coolant pack; place both into the Styrofoam® shipping container supplied by Billings Clinic Laboratory.

## **Frozen Specimens**

Specimens for which the test catalog indicates “frozen” shipment, must be frozen prior to packaging for shipment. Place the frozen specimen in a tightly-sealing, temperature specific, plastic bag. Place the bag into the Styrofoam® shipping container supplied by Billings Clinic Laboratory, and send the specimen on dry ice.