

# Specimen Packaging and Courier Services

## Ambient Specimens

Our standard mailing containers are designed to transport serum and urine specimens that do not require special temperatures or handling. Place the specimen container and accompanying request in a tightly-sealing plastic bag. If you have any concerns regarding the effect of extreme weather conditions on routine or refrigerated specimens, please call our administrative personnel.

**Note:** OSHA requires that all shipments containing clinical specimens be marked with a “Biohazard Label.” Bags and labels for shipments sent to PRMC will be provided.

## Courier Services

Courier services are available for transporting specimens to Peninsula Regional Medical Center (PRMC). This service provides daily (Monday through Friday) delivery of specimens (including frozen) under controlled conditions. Our couriers carry containers for ambient, refrigerated, and frozen specimens; the offices or satellites do not have them.

Specimens which are being sent for testing at Mayo Medical Laboratories, our reference laboratory, must be received in PRMC Main Laboratory by 1400 Monday through Saturday.

Courier service times are scheduled by Outpatient Laboratory Coordinator, call 410-543-7386 ext. 7377 if you need to discuss courier services or pick-up times.

## Frozen Specimens

Large Styrofoam® shipping containers are provided by PRMC to ensure protection for your specimens. Place 5 lbs. of dry ice around specimens and use only plastic vials. **(Glass vials will not be accepted.)** Send each frozen specimen in a vial not more than 3/4 full. Securely attach the laboratory control number to each vial with transparent tape. Special Delivery is not required if you use our containers and adhere to the dry ice requirements shown above. Under no circumstances should you ship frozen specimens to us using coolants.

## Refrigerated (On Coolant) Specimens

Use the same PRMC Styrofoam® containers as for frozen specimens. Place specimen and accompanying request in a tightly-sealing plastic bag. Place tightly-sealed plastic bag on top of **coolant** in the Styrofoam® container. Care should be taken to buffer **coolant** from specimens, ie, use a paper towel between **coolant** and sealed plastic bag(s) of specimens. Pack any remaining space with any kind of standard packaging material. Label: **“REFRIGERATED SPECIMEN—DO NOT FREEZE”** on the outside mailing carton if not using a mailing carton supplied.