



Animal Health Shipping Instructions

Revised 10-5-2020

Required Packing/Shipping Materials

- Animal health test request form
- Specimen(s)
- Biosafety bag
- Cold pack insulator (Freeze 24-48 hours prior to shipping)
- Box and Clinical Pak (obtain from shipping courier)

Packing/Shipping Steps

- 1) Following sample collection, make certain all tube tops or caps are secure and labels are completed properly. **Label each tube with the animal name and specimen collection date(s).**
- 2) Place labeled tubes into absorbent pouches.
- 3) Seal inside biosafety bag.
- 4) Insert biosafety bag between folds of **FROZEN** cold pack inside box along with **completed test request forms.** Securely seal the box.
- 5) Place the box containing the samples into a Clinical Pak shipping bag.
- 6) Label package with a shipping label provided by the courier.
- 7) Call courier for same day pick up.

BEFORE YOU CLOSE BOX/PACK:

Do you have all of these items enclosed in the shipment?

- ✓ Test request form **fully completed.**
- ✓ Specimens securely sealed in **properly labeled tubes.**
- ✓ Tubes in absorbent pouches and **sealed in biosafety bag.**
- ✓ Specimens wrapped in **FROZEN cold pack and sealed in box.**

- **DO NOT SHIP FRIDAY OR PRIOR TO HOLIDAYS.**
- **SHIP OVERNIGHT MON-THURS**
- **DO NOT USE DROP BOXES.**
- **DO NOT SHIP USPS. USPS DOES NOT DELIVER PACKAGES TO OUR LOCATION.**