

Specimen Collection Approval and Submission Guidelines

Authorization Process for Submitting 2019 n-CoV Specimens

- Pre-authorization **and** epidemiology consultation must be obtained before specimens can be submitted to the Indiana State Department of Health (ISDH) Laboratory and/or the Centers for Disease Control and Prevention (CDC). Unauthorized specimens will **NOT** be accepted for testing.
- Prior to calling, collect the following information: name, date of birth, travel history (including dates, locations, and mode(s) of travel), signs and symptoms (current), illness onset date with signs/symptoms and current patient status.
- For authorization during normal business hours, call the ISDH Epidemiology Resource Center at 317-233-7125. If after hours, call the ISDH Duty Officer at 317-233-1325. Advise person answering the phone that you are requesting 2019 novel coronavirus consultation and guidance in specimen submission.
- Upon authorization, facility will be given an authorization number that should be included in the “Provider Information” section of the virology submission form under Influenza Sentinel Physician Number. **All unauthorized specimens will not be tested.**
- Specimens will be submitted using LimsNet. To sign up for a LimsNet account, the ISDH Lab can be contacted at the LIMS Help Desk 317-921-5506 or 1-888-535-0011.
- If LimsNet is unavailable, use the virology request form State Form 35212 (R6/9-09)located at: <http://www.in.gov/isdh/files/Submission.pdf>
- Specimen collection guidance is available at: <https://www.cdc.gov/coronavirus/2019-nCoV/guidelines-clinical-specimens.html>

Definitions:

Patient Under Investigation (PUI)

A PUI is a person with the following characteristics:

- 1) Fever **AND** symptoms of lower respiratory illness (e.g., cough, shortness of breath)
–and in the last 14 days before symptom onset,
 - History of travel from Wuhan City, China–or–
 - Close contact with a person who is under investigation for 2019-nCoV while that person was ill
- 2) Fever **OR** symptoms of lower respiratory illness (e.g., cough, shortness of breath)
–and in the last 14 days before symptom onset,
 - Close contact with an ill laboratory-confirmed 2019-nCoV patient.

Specimen Types:

Click here for further information about collection guidelines:

<https://www.cdc.gov/coronavirus/2019-nCoV/guidelines-clinical-specimens.html>

1. Bronchoalveolar lavage, tracheal aspirate, pleural fluid
2. Sputum
3. Nasopharyngeal swab
4. Oropharyngeal swab
5. Serum (for rRT-PCR testing)
6. Stool
7. Urine

Non-authorized specimens will NOT be tested.

AUTHORIZED Specimens:

Authorized specimens can be sent in Monday-Thursday, or as directed to:

Indiana State Department of Health Laboratories (Virology)
550 W. 16th Street, Suite B
Indianapolis, IN 46202

Specimens from suspected novel coronavirus cases must be packaged, shipped, and transported according to the current edition of the International Air Transport Association (IATA) Dangerous Goods Regulations at http://www.iata.org/whatwedo/cargo/dgr/Pages/infectious_substances.aspx. Shipments from outside of the United States may require an importation permit that can be obtained from CDC.

Specimens should be stored and shipped at the temperatures indicated above. If samples are unable to be shipped within 72 hours of collection, they should be stored at -70°C and shipped on dry ice. When shipping frozen specimen from long distances or from international locations, it is best to use a combination of dry ice and frozen gel ice-packs. The gel ice-packs will remain frozen for a day or two after the dry ice has dissipated.

All specimens must be pre-packed to prevent breakage and spillage. Specimen containers should be sealed with Parafilm® and placed in ziplock bags. Place enough absorbent material to absorb the entire contents of the Secondary Container (containing Primary Container) and separate the Primary Containers (containing specimen) to prevent breakage. Send specimens with cold packs or other refrigerant blocks that are self-contained, not actual wet ice. This prevents leaking and the appearance of a spill. When large numbers of specimens are being shipped, they should be organized in a sequential manner in boxes with separate compartments for each specimen.

CDC recommends against the following:

- Do not place any dry ice in the "Primary Container" or "Secondary Container", foam envelopes, ziplock bags, cryovial boxes, or hermetically sealed containers.
- Do not place Primary Containers sideways or upside down in ziplock bags.
- Do not use red top Secondary Containers for Category A Infectious Substances.

- Do not place any paperwork in the Secondary Containers or ziplock bags so as not to damage the paperwork.
- Do not use biohazard/autoclave bags to prepack your materials due to the inadequate seal of these bags.

For laboratory-related questions:

Brian Pope

317-921-5843

Dr. Nicolas Epie

317-921-5555

Additional contact:

Email: isdh-lab-info@isdh.IN.gov

For authorization-related questions:

Epidemiology Resource Center

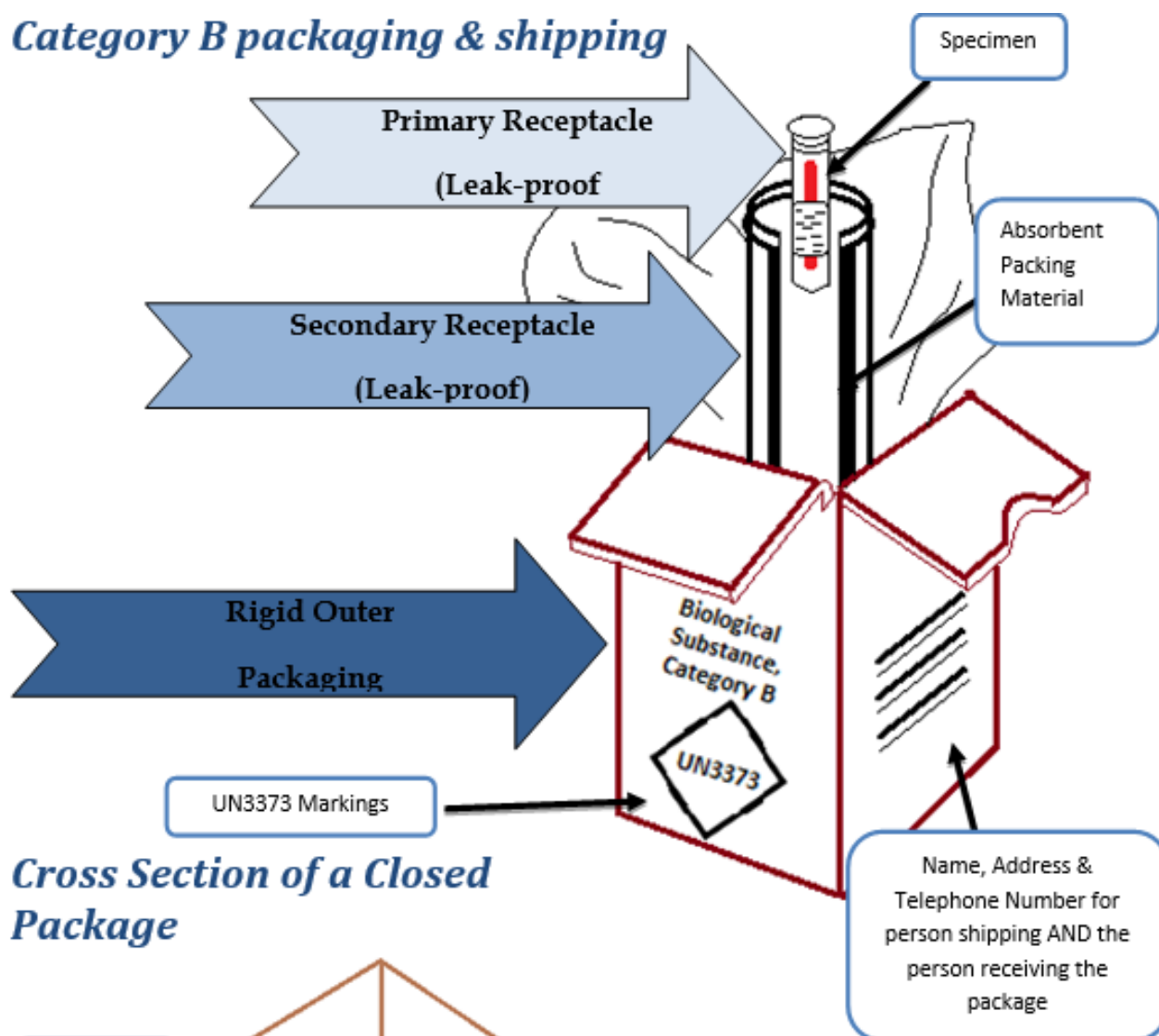
317-233-7125

For epidemiology-related questions:

Sara Hallyburton

317-234-2809

Category B packaging & shipping



Cross Section of a Closed Package

