Instructions for Shipping Blood Specimens to KHEL after a Chemical-Exposure Event

Guidance in Accordance with Packaging Instructions International Air Transport Authority (IATA) 650 Biological Substance Category B

For detailed instructions see CDC’s Shipping Instructions for Specimens Collected from People Who May Have Been Exposed to Chemical-Terrorism Agents. Ship samples to KHEL, address is below.

1. Place purple- and gray- or green top tubes by patient number into gridded-type box lined with an absorbent pad. If using an alternative packaging method, pack all tubes from the same patient together while preventing tube-to-tube contact.

2. Seal gridded box or alternative secondary container with one continuous piece of evidence tape. The individual making the seal must initial half on the tape and half on the packaging.

3. Wrap gridded box in absorbent pad and tape to seal. Seal gridded box or alternative container inside a Saf-T-Pak clear inner, leak-proof polybag (or equivalent).

4. Place the sealed Saf-T-Pak inner leak-proof polybag (or equivalent) inside a white Tyvek® outer envelope (or equivalent). Note: If primary receptacles do not meet the internal pressure requirement of 95 kPa, use compliant secondary packaging materials.

5. Seal the opening of this envelope with a continuous piece of evidence tape. Write initials half on the evidence tape and half on the envelope.

6. Use polystyrene foam-insulated, corrugated fiberboard shipper to ship boxes to CDC. Place absorbent material in the bottom of the shipper.

7. Place refrigerator packs in a single layer on top of the absorbent material.

8. Place the packaged specimens in the shipper. Use cushioning material to minimize shifting while box is in transit. Place additional refrigerator packs on top of samples.

9. Place the blood shipping manifest in a sealable plastic bag and put on top of the sample boxes inside the shipper. Place lid on the cooler. Place the chain-of-custody form(s) in a sealed plastic bag and place on lid of cooler.

10. Close and secure the shipper lid with filamentous shipping tape. Place your return address, including a contact phone number, in the upper left-hand corner of the shipper top and put the KHEL receiving address in the center.

11. Add the UN 3373 label and the words “Biological Substance Category B” on the front of the shipper. UN 3373 is the code identifying the shipper’s contents as “Biological Substance, Category B.”

12. Send shipment via FedEx to:
Kansas Health & Environment Laboratories
Attn: Chemical Preparedness Program
6810 SE Dwight Street
Topeka, KS 66620-0001
Phone: (785) 296-1620