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Use of Yellow Biohazard Bag to Transport Specimens

Purpose

This procedure provides instructions to ensure the proper segregation of specimens which require non-routine handling by staff upon receipt at SCPMG Regional Reference Laboratories (RRL).

Use of the yellow plastic biohazard bag labeled with "Specimen for Special Handling" and "Specimen(s) with Multiple Tests (Shared Samples)" alerts staff at the RRL of special handling and/or testing requirements.

Some examples of yellow bag use include:

- Short specimens (quantity/volume)
- Shared sample specimens
- Specimens drawn in a pediatric/microtainer (bullet) collection tube
- Specimens with multiple/serial draw times (e.g. suppression/stimulating study)
- Other specimens which require non-routine handling by staff upon receipt at RRL

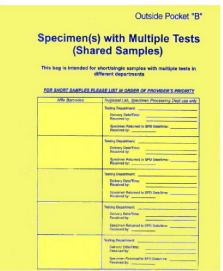
Scope

This procedure is intended for laboratory staff processing specimens for transport to SCPMG Regional Reference Laboratories.

Materials

Yellow plastic biohazard bags (approximately 8 x 12 inches in size) are supplied for processing staff use at the collection sites/medical centers and are pre-printed on each side as shown below:





Use of Yellow Biohazard Bag to Transport Specimens,Continued

Safety

Refer to the safety manual for general safety requirements.

Procedure-Short/Shared Specimens

Follow the steps below for short and/or shared specimens which are to be submitted in the yellow biohazard bag.

Step	Action			
1	For short and/or shared specimens, contact provider to			
	determine testing priority.			
2	Verify that the specimen(s) are labeled with patient name and			
	medical record number (MRN).			
	Place specimen(s) in yellow bag			
	 Multiple sources should be in separate yellow bags 			
	• Use only 1 bag per patient/per source			
	• Always place label for priority test on specimen, additional			
	labels may be placed on the specimen if space allows.			
	NOTE: Do not place ANY loose labels in the bag. All labels			
	must be placed on the specimen or on the outside of the bag to			
3	signify priority. If the specimen is	ľ		
	A short specimen, for multiple tests that require an unopened	• Ensure the collection label for the priority test is affixed to the primary container/tube.		
	primary tube [e.g., HIV, HBSAG, AAHEP, etc.,] OR "Hard to collect"	 Reprint accession labels for each test Affix the reprinted labels to the outside of the bag according to priority designated by the provider (highest priority on top). 		
	Drawn in a microtainer (bullet) collection tube	 Make sure primary pediatric/microtainer has the proper identification information. Reprint accession labels for each test Affix the reprinted labels to the outside of the bag according to priority designated by the provider (highest priority on top). 		

Procedure-Other Unique Specimens

Follow st	eps below for other unique	ue specimens which are to be submitted	
	ellow biohazard bag.		
1	See step 3 below for examples on unique tests which also		
	require use of the yellow bag.		
2	Verify that the specimen(s) are labeled with patient name and		
	medical record number (MRN).		
	 Place specimen(s) in yellow bag 		
	• For blood specimens only: Multiple (differing) patients		
	for the same test can share 1 yellow bag. For example T		
	cell panel sent to Flow Cytometry.		
3	If the specimen is	Then	
	For a test that	Verify that all multiple/serial	
	includes	specimens are submitted in yellow	
	multiple/serial draw	bag.	
	times MPGL/Flow Verify properly labeled specimens		
	specimens shipped	designated for MPGL/Flow Cytometry are placed in yellow bag.	
	in grey or purple	are placed in yellow bag.	
	regional totes		
	Has "Yellow Bag"	Place into the Yellow Bag and	
	special handling on	transport on the next available	
	Cerner label	courier.	
	OR	Coditor.	
	is an	NOTE:	
	Immunosuppressant	Refer to LabNet for testing	
	Drug: (e.g.,	schedule.	
	Everolimus		
	Tacrolimus		
	Sirolimus		
	Cyclosporine		
	Methotrexate)		
	Requires unique	Place any related paperwork inside	
	handling by RRL	the bag with the specimen(s).	
	(e.g., CJD, Tumor Marker Manual	• Call RRL Client Service Center at 1-818-503-7077 tie line 397 to	
	Quantitation		
	[Dilution], Outside	announce the arrival of a specimen requiring special handling/testing.	
	Referral Lab, etc.)	requiring special nanding/testing.	
		NOTE:	
		Client Service Center will document	
		the case and create a Special Intercept	
		form.	

Use of Yellow Biohazard Bag to Transport Specimens,

Continued

Procedure-Final Steps

Follow the steps below for transporting the yellow biohazard bag(s) to RRL.

Step	Action
1	Verify that specimen(s) are:
	• Entered/scanned in the laboratory specimen tracking system
	• Packed according to specimen temperature requirement.
2	Seal the yellow bag(s).
3	Follow the established process for delivery to RRL

Controlled Documents

The following controlled documents support this policy.

Packing and Transporting of Clinical Pathology and Cytology Specimens to the Regional Laboratories

Authors

• PreAnalytical Processing Working Group

Signature Manifest

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Initial Approval

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Operations Director Approval

Name/Signature	Title	Date	Meaning/Reason
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Medical Director Approval

Name/Signature	Title	Date	Meaning/Reason
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