|  |
| --- |
| **Transportation of Specimens** |
| **Purpose** | This procedure provides instructions for TRANSPORTATION OF SPECIMENS. |
| **Policy Statements** | * To ensure that the mode of transporting specimens to the laboratory will not comprise the integrity of the specimen
* This procedure applies to all laboratory staff.
 |
| **Sample** | This procedure applies to all specimens. |
| **Procedure** | Follow the activities in the table below for TRANSPORTATION OF SPECIMENS.

|  |  |
| --- | --- |
| **Step** | **Action** |
| 1 | Specimens must be placed in a leak-proof primary container with a secure closure |
| 2 | Avoid contamination of the outside of the container |
| 3 | For transportation, primary containers should be placed in secondary containers which will contain the specimen should it break or leak in transit |
| 4 | Specimens placed in the pneumatic tube for transport must be placed in a zip-lock biohazard bag before transporting. Carrier liners and packing materials are to be used to prevent breakage and unnecessary jarring. See [Children's Hospitals and Clinics of Minnesota Policy 990.00 Pneumatic Tube System](http://khan.childrensmn.org/Manuals/Policy/900/186123.pdf) and [SCM 8.0 Pneumatic Tube Transport System](https://starnet.childrenshc.org/References/labsop/gen/speccol/scm-8.0-pneumatic-tube-transport-system.pdf). |

Procedure notesAny specimen that has a potential to leak or break must be packaged properly for safe handling during transport to the laboratory. |
| **Historical Record** |  |  |  |
| **Version** | **Written/Revised by:** | **Effective Date:** |
| 1 | Laboratory Specimen Transport | 05/1993 |
| 2 | Transportation of Specimens – Daniel Shaw | 12/2010 |
|  | 3 | Transportation of Specimens- Dawit Getachew | 06/20/2019-Biennial review. Minor revisions  |