

SHIPPING SPECIMENS IN A SINGLE CHAMBERED KIT

The single chambered kit is used to send frozen specimens such as *serum*, *plasma* or *tumor tissue* to the Biopathology Center. The single chambered kit is only used for approximately three COG protocols.

1. Before specimens are placed into the Specimen Procurement Kit, they first need to be placed in three separate layers of packaging.
 - a. Place the specimens in individual zip lock bags.
 - b. Place the zip lock bags in the plastic watertight biohazard diagnostic envelope along with the absorbent material (both are provided in the kit) and seal the envelope securely.
 - c. Place the clear plastic biohazard diagnostic envelope inside the pressure-proof Tyvek diagnostic envelope (also provided in the kit) and seal securely.
2. Place the specimens inside the kit compartment with dry ice. Layer the bottom of the compartment with dry ice until it is approximately one-third full. Place the frozen specimens on top of the dry ice. Cover the specimens with the dry ice until the compartment is almost completely full.
3. Place the transmittal form into the plastic bag that contained the kit instructions. Place the bag inside the kit.
4. Place the Styrofoam lid on top to secure specimens during shipment.
5. Close the outer lid of the Specimen Procurement Kit and seal it with filament or other durable sealing tape.
6. Complete the preprinted Federal Express air-bill and insert it into the plastic pouch. Attach the pouch to the top of the kit. Complete the dry ice label (UN 1845). Stick the dry ice and Exempt Human Specimen labels to the side of the kit.

Ship the kit via Federal Express Priority Overnight using the BPC Federal Express Account number. Arrange for Federal Express pick-up per your usual institutional procedure or by calling 1-800-238-5355. When requesting pickup, be sure to give the appropriate FedEx account number, but stress that pickup is at your institutional address.

Specimens may be shipped to the BPC on Monday-Thursday for Tuesday-Friday delivery. Saturday delivery is not available. If specimens are obtained on Friday, they should be stored in a -80°C freezer until shipped on the next business day.

Biopathology Center Address

Biopathology Center
Nationwide Children's Hospital
700 Children's Drive, WA1340*
Columbus, Oh 43205
Phone: (614) 722-2865
Fax: (614) 722-2897

*** Be sure to include the room number. Packages received without the room number may be returned to the sender.**

For questions please call (800) 347-2486.