

## Instructions for Submission of Cultures Referred for Identification or Typing

Michigan Department of Community Health - Bureau of Laboratories

Michigan.gov/mdchlab

**IMPORTANT: If the specimen is received leaking, not properly labeled, or with a test requisition either not completed or specimen label does not match test requisition, the specimen will not be tested.**

### **DO NOT SUBMIT CULTURES IN PETRI PLATES**

1. **Aerobic Bacterial Cultures** are to be sent on the enriched medium most suitable for their growth. Do not use broth or semisolid media.
2. **Fungal-Like Cultures** are to be submitted on antibiotic-free Sabouraud agar slants. Only specimens from sterile sites will be accepted for fungal identification.

#### **Instructions:**

1. **Label** your primary receptacle(s) with the **same name, specimen number** used on the test requisition(s) and small biohazard symbol provided.
2. Tighten the primary receptacle cap and seal the cap on the primary receptacle with tape or parafilm - which is not provided in this Unit.
3. Place the primary receptacle(s), wrapped in the adsorbent material provided and enclosed in the plastic bag(s) provided, into **either** the plastic or aluminum screw-capped container provided and secure cap with tape.
4. Wrap completed test requisition(s) around the **outside** of the plastic or aluminum screw-capped container.
5. Place the aluminum container (if provided) into screw-capped paperboard container (if provided) and secure cap with tape.
6. Place the paperboard container containing the aluminum container **or** plastic container into the corrugated box provided.
7. Tape all seams on corrugated box.
8. **Category “A” infectious substances are not permitted in the U.S. Mail. You must ship via courier, FedEx or other alternates.** For Category “B” classified as Biological Substances you may **complete** “from information” on the Express Mail label. **Apply the corporate account stamp** to the corrugated box as well at the U.S. Express Mail label and Biological Substance label provided.
9. You may either call your local post office, the “800” number listed on the Express Mail label for pickup or take container directly to the nearest U.S. Mail pickup location/post office. **All fees are paid.** Keep the **customer copy** of the U. S. Express Mail label so that you may track your package @ USPS.com if so desired.

The shipper is responsible for being sure that their package is in compliance with current regulations.

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