

After Collection:

1. Screw cap on the specimen container as tightly and evenly as possible. Tape or Para-Film® around the cap, but **DO NOT** put tape over the top of the cap.
2. Make sure the specimen container is labeled with the same name and unique identifier used on the test requisition (specimen needs two identifiers). **Best practice is to label the container at the time of collection.**

The specimen cannot be tested if:

- The specimen is leaking or not properly labeled.
- The test requisition is not filled out.
- The specimen label does not match the test requisition form.
- A urine specimen is older than 30 days.
- A swab specimen is older than 60 days.

After Collection:

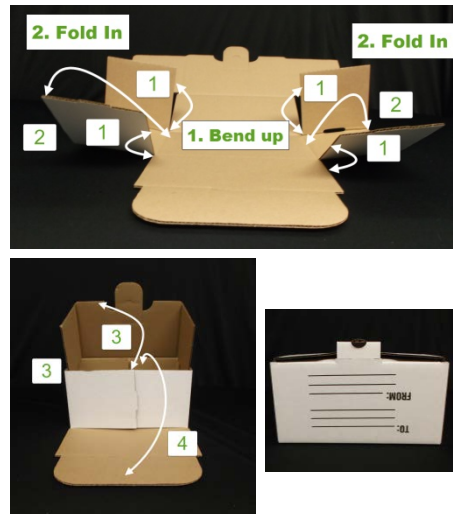
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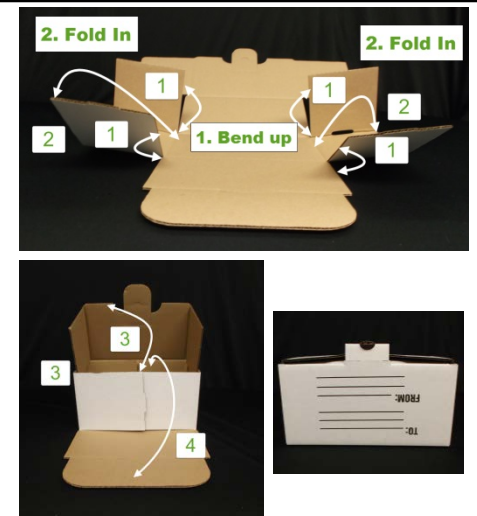
Box Assembly:

1. Bend the four sides up.
2. Fold them in.
3. Fold the back in and keep the flaps inside the box.
4. Fold the front in and secure.



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Packaging:

1. Insert the specimen tube and absorbent material into the small plastic bag and seal.
2. Place the absorbent pad and up to 8 of the small plastic bags into the large plastic bag with the biohazard symbol.
3. Place the completed MDHHS test requisition form in the outside pocket of the same large plastic bag. Seal the bag.
4. Insert the specimen bag diagonally (corner to corner) in the folded box, so it is suspended in the middle. If necessary, add extra cushioning.
5. Close the box. Secure the box with sealing tape on both sides of the flap. Attach completed address label and large UN3373 label.
6. Send to the laboratory as soon as possible. For example, send by courier, USPS 1st Class mail, United Parcel Service (UPS), etc.



The specimen cannot be tested if:

- The specimen is leaking, not properly labeled or too old.
- The test requisition is not filled out, or the specimen label does not match the test requisition form.

Instructions for Box Assembly and Collection →

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