

# Living Donor Specimen Collection and Shipping Instructions (without Aptima®)

## Components

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| 1 - Specimen transport box             | 3 - Sealing tape                                  |
| 1 - Foam interior cooler               | 1 - FedEx® Express Clinical Pak, large            |
| 1 - Biohazard leak proof bag           | 1 - FedEx Express billable stamp                  |
| 3 - 6 mL EDTA lavender-top tube        | 1 - FedEx Saturday delivery sticker               |
| 2 - 10 mL red-top tube                 | 1 - Specimen collection and shipping instructions |
| 1 - 6-bay absorbent pouch              |   |
| 1 - Therapak® gel pack (DO NOT FREEZE) |   |



## Blood Collection Instructions

- Check the expiration date to verify that the enclosed tubes have not expired.
- Collect blood by venipuncture and, if possible, centrifuge prior to shipment to ViroMed.
- Label all tubes with 2 identifiers, i.e. patient name, ID, control number, DOB.
- Ensure both identifiers are also on the test request form.  
NOTE: The 2 identifiers on tubes and test request form must match.
- Ensure collection date and time is documented on the test request form.

## Specimen Packing and Transport Instructions

1. Remove foam interior cooler from ViroMed specimen transport box.
2. Place labeled tubes in sleeves of absorbent pouch.
3. Place absorbent pouch in biohazard leak proof bag and seal completely.
4. Place test request form in outer pouch of biohazard bag.
5. Wrap the gel pack around the biohazard bag with tubes and place in foam cooler.
6. Place top on foam cooler and seal with 2 strips of sealing tape and then reinsert cooler into specimen transport box.
7. Close specimen transport box and seal with remaining strip of sealing tape.
8. Place box in FedEx® Express Clinical Pak.

## Shipping Instructions

1. Complete "From" section in upper left-hand corner of FedEx Express billable stamp.
2. Peel off removable label on right-hand side of billable stamp and attach to outside of FedEx Express Clinical Pak. Keep left-hand side of billable stamp for your records; it bears the shipment tracking number. E-mail FedEx tracking number to [ViroMed\\_Shipment\\_Notifications@LabCorp.com](mailto:ViroMed_Shipment_Notifications@LabCorp.com).
3. If it is a Friday, attach Saturday delivery sticker to FedEx Express Clinical Pak directly above the billable stamp.
4. Call FedEx at 800-463-3339 prior to FedEx deadline for specimen pick-up—generally 2:00 PM in most areas.
5. If specimen is drawn too late for FedEx pick up that day, contact ViroMed Laboratories at 800-582-0077 for special processing instructions.
6. Never place the shipment in a FedEx drop box.



If you have questions, please contact ViroMed Account Management at **800-582-0077** or [ViroMed\\_AcctMgmt@LabCorp.com](mailto:ViroMed_AcctMgmt@LabCorp.com).