

## **Bacterial Throat Culture Shipping Guidance Bureau of Laboratories**

### **Specimen Collection Supplies**

1. Bacteriology Culture Collection Device
2. Sealable, multi-compartment plastic biohazard bag
3. Specimen submission form or testing spread sheet with screenings > 10 specimens
4. Shipping container
5. Cold pack – Upon receipt of the kit, freeze the cold pack and keep frozen until packaging is completed.

### **Specimen Packaging Instructions**

1. Complete the Bureau of Laboratories submission form or testing spread sheet as indicated.
2. The patient information must appear on **BOTH** the specimen and the specimen submission form or testing will **NOT** be performed.
3. Place the collection tube in one of the compartments of the biohazard bag. One tube per compartment.
4. Seal the bag and refrigerate specimen at 2-8 degrees Celsius until shipping.
5. Place the submission paperwork in the outer compartment of the biohazard bag so it does not come in contact with the collection tube. For more than 10 samples, print the spreadsheet with all information fields and submit the printed list with the samples. Send an electronic copy to the Bureau of Laboratories contacts [ssayeed@pa.gov](mailto:ssayeed@pa.gov) and [chrussell@pa.gov](mailto:chrussell@pa.gov). Place the biohazard bag containing the specimen into a shipping box along with a cold pack.
6. Ship to the testing laboratory.

### **Shipping Instructions**

1. Ship the specimen as soon as possible after collection (within 48 hours).
2. Refrigerate specimens if they will not be shipped immediately.
3. Package the specimen appropriately. Address the package:  
**Pennsylvania Department of Health**  
**Bureau of Laboratories**  
**110 Pickering Way**  
**Exton, PA 19341-1310**
4. Call Quick Courier at 800-355-1004 to request pickup of a “PA BOL Other [PA-BOLOT]” package for next day delivery to the Bureau of Laboratories.
5. A dispatcher will pick up the specimen from the public health center and deliver it to the Bureau of Laboratories the next business day. Do not ship specimens on Fridays, weekends, days before a holiday or on holidays.
6. Calls to Quick Courier must be made by noon for delivery the next business day.

### **References:**

1. Bisno A.L, et al. (2002). Practice Guidelines for the Diagnosis and Management of Group A Streptococcal Pharyngitis. *Clinical Infectious Disease*, 35: 113-25.
2. Smeltzer, S.C., et al. (2008). *Brunner & Suddarth's Textbook of Medical-Surgical Nursing*. Eleventh Edition. Lippincott Williams & Wilkins: Philadelphia.