

## Packaging Urine Specimens for Submission to the MA DPH State Laboratory Following an Unknown Chemical Exposure Event



Use a gridded box, or individually wrap each cup to prevent cup-to-cup contact. Place absorbent in the bottom of the box or in a Saf-T-Pak inner leak-proof polybag or equivalent (for wrapped cups) and place cups inside box or bag.



Use one continuous piece of tamper evident tape to seal the gridded box or Saf-T-Pak inner leak-proof polybag (or equivalent) containing wrapped urine cups. Write initials half on the tape and half on the box or bag.



Wrap the gridded box with absorbent material and secure with tape. Seal the box inside a Saf-T-Pak inner leakproof polybag (or equivalent).



Place the sealed Saf-T-Pak inner leakproof polybag (or equivalent) containing box or individually wrapped cups inside a white Tyvek outer envelope (or equivalent).



Seal the opening of this envelope with a continuous piece of tamper evident tape. Write initials half on the tape and half on the envelope.



Use a polystyrene foam-insulated, corrugated fiberboard shipper to send specimens to the MDPH State Laboratory. Place absorbent pad in the bottom of the shipper.



Place a layer of dry ice in the bottom of the shipper on top of the absorbent material. **DO NOT** use large chunks or flakes of dry ice.



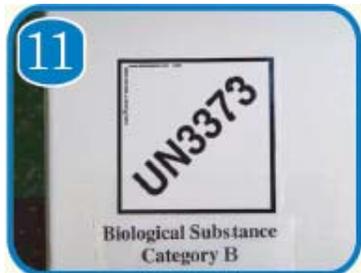
Place the packaged specimens in the shipper. Use absorbent material or cushioning material to minimize shifting while box is in transit. Place additional dry ice on top of samples.



Place the urine shipping manifest in a sealable plastic bag and put on top of the sample boxes inside the shipper. **Keep your chain-of-custody documents for your files.** Place lid on the shipper.



Secure the outer container lid with filamentous shipping tape. Place your return address in the upper left-hand corner of the shipper top and put the MDPH State Laboratory receiving address in the center.



Place a UN 3373 label and the words "Biological Substance Category B" on the lower left side of the top of the shipper.



Place a Class 9/UN 1845 label on the top of the shipper (lower right side). This label for dry ice **MUST** indicate the weight of dry ice (in kg) in the shipper and the proper name (either dry ice or carbon dioxide, solid).



**Send shipment via courier to:**

**Massachusetts Dept. of Public Health  
Attn: Dr. Jennifer Jenner, 617-983-6650  
William A. Hinton State Laboratory Institute  
305 South Street  
Jamaica Plain, MA 02130**

**Prior to shipping any specimens, please notify MDPH!**

Call one of the following 24/7 numbers:

- Chemical Terrorism Response Laboratory: 617-839-1283
- BT/CT Emergency Response: 617-590-6390

For questions about this guide, please contact Dr. Jennifer Jenner.  
Telephone: 617-983-6650  
Email: [jennifer.jenner@state.ma.us](mailto:jennifer.jenner@state.ma.us)