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
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.
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.
6. Place the biohazard bag containing the specimen into a shipping box along with a cold pack.
7. 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 “Flu Pickup Account #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: