

COVID-19 KITS – Outer Package and UN3373 Label

Dear Valued Clients,

Thank you for entrusting your patient's care to Eurofins Clinical Enterprise.

To comply with local, state and federal laws governing identification and classification, please follow the below instructions for collecting, packing and shipping COVID-19 and respiratory panel samples.

- **Sample collection must be completed by the ordering provider or a member of their staff. DO NOT provide this kit to a patient to collect the sample on their own at home.**
- Collect and label NP, Nasal or OP sample per normal procedure
- Ensure that a minimum of 3mL of media is present in collection device
- Screw cap on tightly being careful not to cross-thread
- Label the specimen tube with **TWO** unique identifiers such as patient full name and date of birth
- Have patient read and verify that their name and DOB are correct on the collection container
- Place screw cap tube with swab in biohazard bag with absorbent pad
- Write appropriate test code test on the requisition and indicate source
- Document the date and time of collection on the requisition
- Ensure that the patient's address, including zip code, and patient's Race/Ethnicity is on the requisition along with required insurance or patient payment information
- Place swab and completed requisition into appropriate sleeves in the specimen bio-hazard bag and seal it
- Place all sealed bio-hazard bags into the large collection bag provided and seal it
- Place bagged samples into the rigid container/cardboard box
- **Affix the Fed Ex label provided and the UN3373 sticker label provided both to the outer cardboard box** and ship to **Eurofins Clinical Enterprise** via FedEx (or alternate method designated by the Clinical Enterprise representative).

Please reach out to Customer Care at customercare@clinicalenterprise.com or 833.644.0860 with any questions