



Maryland

DEPARTMENT OF HEALTH

Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Robert R. Neall, Secretary

Laboratories Administration
Robert A. Myers, Ph.D., Director
1770 Ashland Avenue
Baltimore, Maryland 21205

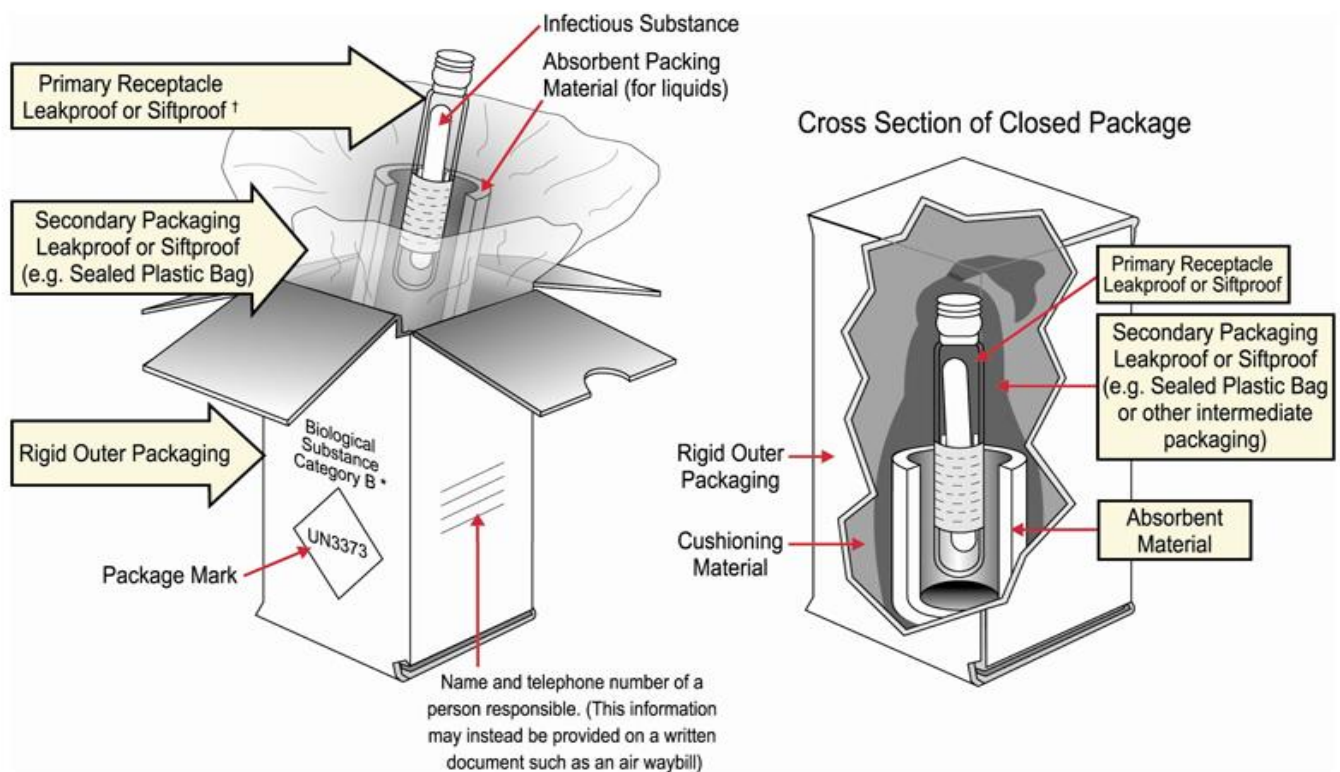
DATE: March 6, 2020

TO: Medical Laboratory Directors, Local Health Officers, and Health Care Providers

FROM: Robert A. Myers, Ph.D. 
Director, Laboratories Administration

RE: Notification of Extended MDH Laboratories Administration Loading Dock Hours for COVID-19 Specimen Receipt

As part of the COVID-19 response, the MDH Laboratories Administration's loading dock will be open on Saturdays and Sundays to receive approved COVID-19 specimens. Saturday and Sunday loading dock operational hours will be 07:30 a.m. – 12:00 p.m. until further notice. **Specimens must be packaged in a triple packaging system to ensure that under normal conditions of transport they cannot break, be punctured or leak their contents. Label the outside of the shipping container "Coronavirus Specimen".** Refer to packaging and shipping guidance below.



Medical Laboratory Directors,
-Local Health Officers and Health Care Providers
March 6, 2020
Page 2

Basic triple packaging systems include a primary receptacle such as a tube with adhesive tape around the screw cap or a plate with parafilm around the edges. The primary (1st) receptacle, along with required absorbent and cushioning material, is placed inside a secondary (2nd) container. The 2nd container for diagnostic specimens should be a sealed biohazard or Ziploc bag. The 2nd container is then securely placed within an outer shipping container (tertiary (3rd) container), generally a corrugated cardboard box with cushioning material inside to surround the 2nd container. This outermost container bears the name, address, and telephone number of shippers, name of person responsible with 24/7 telephone number, and the complete name, shipping address, and telephone number of the recipient, plus all the required markings. Include an itemized list of contents in a sealed plastic bag, placed between the 3rd and 2nd containers.

For questions or concerns, please contact the Laboratories Administration during normal business hours at 443-681-3791, 443-681-3792 or 443-681-3800 (Main number). For all call after hours please contact the Laboratories Administration at 410-925-3121.

cc: Frances Phillips
Dr. David Blythe
Dr. Monique Duwell
Dr. Cliff Mitchell
Dr. Richard Brooks
Ruth Thompson