

CLINIC CODES

EH – Employee Health
FP – Family Planning
MTY/PN – Maternity/Prenatal
NOD – Nurse of Day
STD/STI – Sexually Transmitted Disease/Infections
CD- Communicable Disease
COR – Correctional Facility
Do not mark a box if clinic type does not apply

COMPLETING FORM

Type or print legibly
Print labels are recommended
Please print labels on all copies of form
Print of type the name of the person Authorized to order test(s) (this may be added to the pre-printed label).
Press **firmly** – two part form
Collection date and time are required by Law.
WRITE SPECIMEN CODE in box next to test

*Specimen/samples cannot be processed without a requested test.

NOROVIRUS – Outbreak Number Required

Appropriate for outbreak and epidemiological investigations **only**.

A MDH outbreak number is required.

Contact your local health department for a MDH outbreak number.

Questions/comments on the use of the specimen bags/storage/shipping or completing the form contact:
Accessioning Unit 443-681-3842 or 443-681-3793

To order collection kits and/or specimen collection supplies, contact:
Outfit Unit 443-681-3777 or Fax 443-681-3850

For Specific Test Requirements Refer to:
“Guide to Public Health Laboratory Services”
Available online: mdh.maryland.gov/laboratories

LABELING SPECIMENS/SAMPLES

Printed labels with all required patient information are recommended.

Print patient name, date of birth.
Print date and time the specimen was collected.
DO NOT cover expiration date of collection container.

Write specimen source on the collection container(s).

PACKAGING SPECIMENS FOR TRANSPORT

Never place specimens with different temperature requirements in the same biobag.

Use one (1) biobag per temperature requirement.

Review test request form to ensure all test(s) have been marked.

Verify all specimens have been labeled.

Place folded request form(s) in outer pouch of biobag.

Multiple specimens from the same patient with the same temperature requirements must be packaged together in one (1) biobag.

URINE SPECIMENS – Refrigerate PACKAGING AND SHIPPING

Double bag all urine specimens.

Urine specimens require absorbent towel in biobag with specimen (express excess air before sealing).

Place bagged urine specimen in second biobag with all refrigerated specimens from the same patient.

Place folded test request form(s) in outer pouch of second bag.