

Blood Shipment

Updated: June 1, 2008

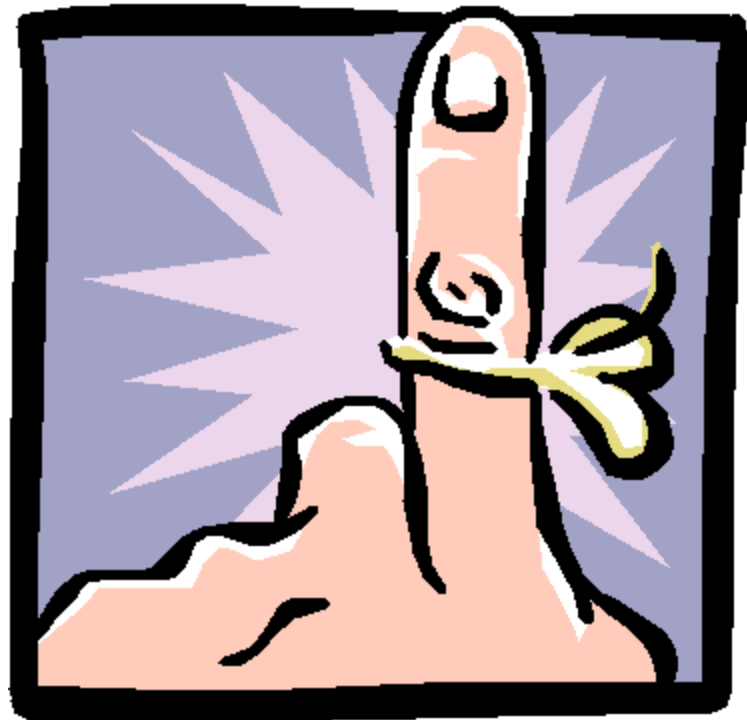


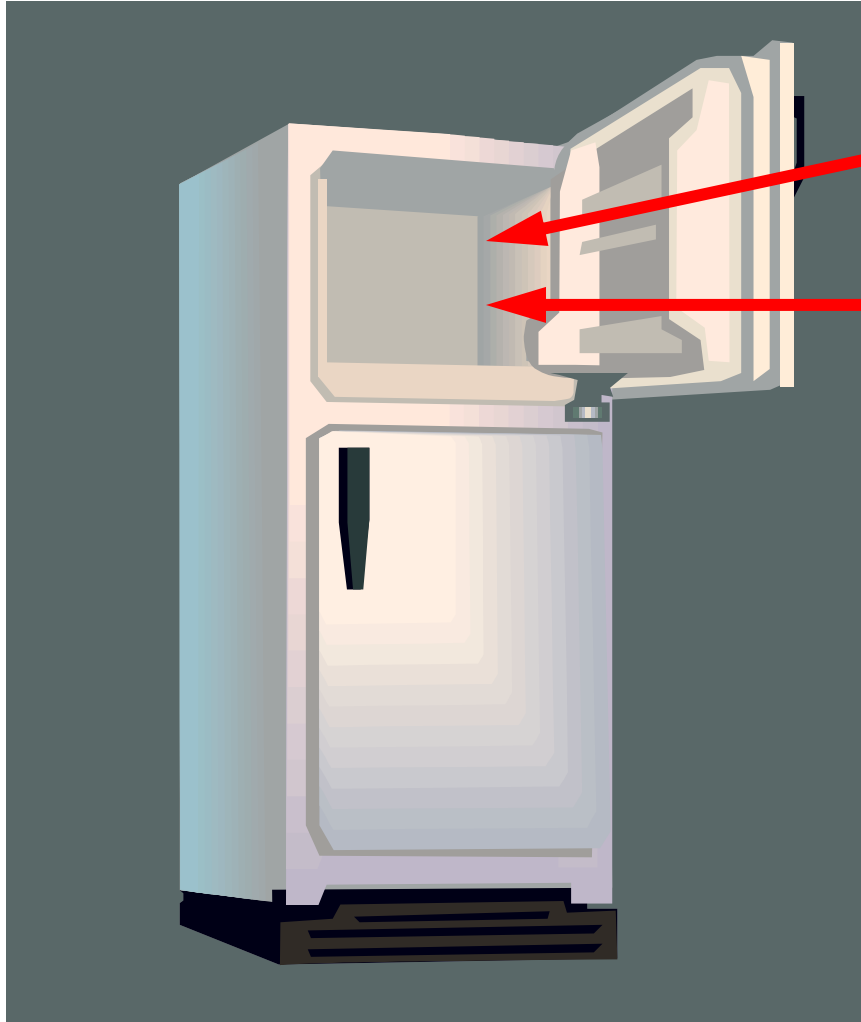
- Items needed for blood shipment are (clockwise from upper left hand corner):
 - Styrofoam insulator box insert and top
 - COPDGene barcode labels
 - Saf-T-Pak Shipping Box STP-309
 - Absorbent Material
 - Blood Transmittal Form
 - 2 **FROZEN** Cold Packs
 - 3 EDTA and 1 SST 10 ml plastic blood tubes with COPDGene™ barcode labels
 - Bubble Wrap Sleeves for Blood Tubes
 - Tyvek Bag
 - Plastic Biohazard Bag

Before Shipping Blood

REMEMBER:

- All blood tubes must have the correct COPDGene™ barcode label
- The SST tube must be centrifuged after drawing





- Cold Packs must be frozen solid in a **-20° centigrade freezer** for at least eight hours prior to use
- Cold packs should be placed **FLAT** in the freezer for optimal packing



Prepare the Shipping Container:

1. Insert Styrofoam insulator box into STP-309 box
2. Put one **frozen** cold pack at the bottom of the Styrofoam box



Insert each blood tube
into an individual
sleeve in the bubble
wrap



Notice that one bubble wrap sleeve can hold 5 tubes. Each bubble wrap should hold one subject's blood tubes—there will be one empty sleeve.



After placing tubes into the bubble wrap sleeves, roll up the bubble wrap and tubes.



Secure the blood tubes
in the bubble wrap
with a rubber band



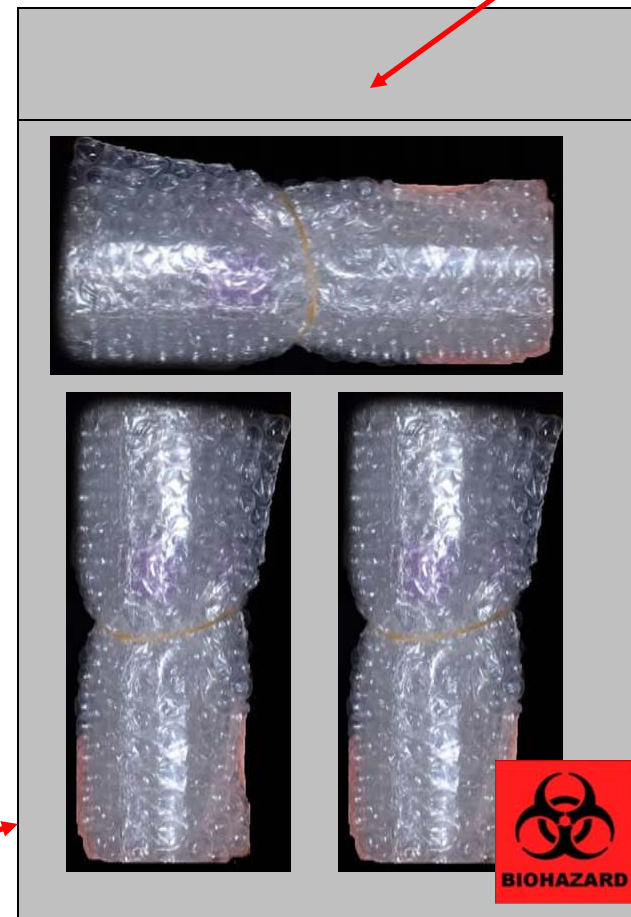
Insert the blood tubes in the bubble wrap into the Biohazard bag.

Also insert a loose piece of the absorbent material into the Biohazard bag. It does **not** need to be wrapped around the blood tubes.

Putting Three Sets of Blood into One Biohazard Bag

- When you put three sets of blood into one shipment, space is very tight.
- To ensure that all materials fit, we suggest that you pack the biohazard bag as shown.

Insert Tubes Here



Biohazard Bag



- Ensure that all air is removed from the biohazard bag before sealing
- Seal the biohazard bag



Insert the Biohazard bag into the Tyvek bag



- Ensure that all air is removed from the Tyvek bag
- Seal the Tyvek Bag



- Put the sealed Tyvek bag on top of the first frozen cold pack inside the shipping container



Place the second frozen cold pack on top of the sealed Tyvek bag



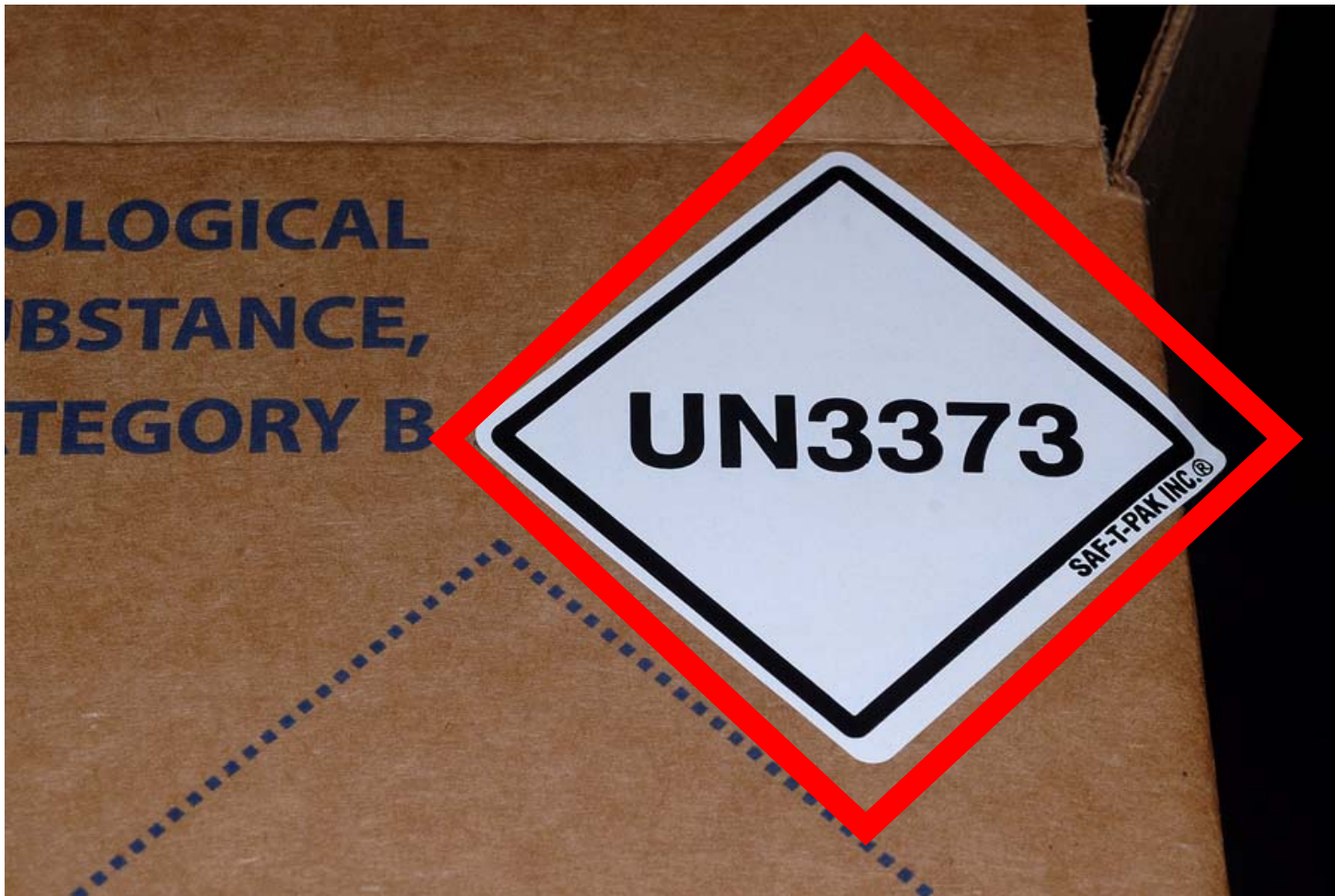
Place the Styrofoam
cover on the
container



Place the completed **Blood Transmittal Form** flat on top of the **Styrofoam container**. Do NOT use tape to attach the Form onto the Styrofoam container.



Seal the box with heavy duty clear packaging tape



Be sure that the box is compliant with label regulations.

All boxes are required to clearly display the Biological Substances B, UN3373 label.



- Insert FedEx label into plastic sleeve
- Secure pre-filled FedEx label to the top of the box
- Deposit at FedEx drop-off location and assure **same-day pick-up**

Blood Shipment Tracking - Microsoft Internet Explorer provided by National Jewish

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address <https://biosweb.njc.org/sec/COPDGene/sm/trackShipments.cfm?TrackType=blood>

Google G Go Bookmarks 1 blocked Check AutoLink AutoFill Send to

NATIONAL JEWISH COPDGene Blood Shipment Tracking Javascript enabled

Home PFT Files

Enter New Shipment Information

Clinical Center	Type	FedEx Tracking number	Ship Date mm/dd/yyyy	Sample Ids (comma-separated) 99999A,99999B,etc.
National Jewish	blood	<input type="text"/>	<input type="text"/>	<input type="text"/>

Submit New Shipment

[Show in-transit only](#) [Show all shipments](#)

All Shipments

Clinical Center	Type	Tracking number	Sample IDs	Ship Date	Received Date	Ship OK	Shipment Issues	Samples OK	View Sample Data
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- Record shipment immediately on COPDGene website:
<https://biosweb.njc.org/sec/COPDGene/sm/trackShipments.cfm?TrackType=blood>

Notes:

- Shipments should only be sent Monday through Thursday. **Do not ship specimens on Friday!**
- Blood should not be shipped the day before a national holiday.
- Blood must be sent within three days after being drawn (samples drawn on Friday can be sent on Monday).
- Do not schedule a blood draw on the Friday preceding a Monday holiday—the blood will sit too long at the Clinical Center if sent on Tuesday.
- Centrifuge the SST tube as soon as possible on the day it is drawn.
- Blood should be refrigerated at 6-10° C before shipped.

Clinical Center Contact Information

- Please remember to keep up to date emergency contact information with the biorepository and Administrative Core.
- If you anticipate a change in personnel, notify the Administrative Core at COPDGene@njc.org

Questions?

Contact the Biorepository:

- Stacey Meyerer: 410-502-0182 or smeyerer@jhsph.edu
- Shivam Chandan: 410-955-7206 or schandan@jhsph.edu