

Omaha Sentinel Laboratory Checklist
Category A Infectious Substances,
Affecting Humans UN2814
Via NPHL Ground Courier

Packaging Instructions - **The shipper is legally responsible for complying with these regulations**, for following prescribed instructions, and for packing substances correctly to ensure the safety of all personnel who handle the package before, during, and even after shipment to the point of acceptance of the package by the consignee.

Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties.

Examples of Category A pathogens: The list is provided as guidance only, not all inclusive and subject to change:

Category A Shipper

Infectious Substance, affecting humans UN2814 (White Shipper)

Required to ship to NPHL to comply with State Regulations Title 173

Culture reasonably suspected to be:

Culture or Slant:

*Bacillus anthracis**

Escherichia coli, verotoxigenic

*Brucella spp.**

(shigatoxin positive)

Burkholderia mallei *

Mycobacterium tuberculosis complex

Burkholderia pseudomallei *

Shigella dysenteriae

*Francisella tularensis**

*Yersinia pestis**

*Select Agent once confirmed, requires CDC permit to transport

- Use white shipping system provided by NPHL with UN2814 label.
- Transfer organism to a primary container using a biological safety cabinet.
- Label primary container with 2 patient identifiers and seal with parafilm.
- Place primary container in biohazard bag.
- Place absorbent material inside biohazard bag.
- Expel all air from biohazard bag and seal.
- Wrap snugly in piece of bubble wrap to prevent shifting in secondary vessel. Multiple primary containers must be wrapped to prevent contact between them.
- Place biohazard bag/bubble wrap in the round secondary vessel. **DO NOT PLACE DRY ICE INSIDE SECONDARY VESSEL.**
- Thread lid onto the vessel and close tightly.
- Place vessel into the outer box with Fibreboard Coil.
- Place completed NPHL Special Microbiology Requisition between the vessel and outer container.
- Have Responsible Person (supervisor) or other certified shipper evaluate package to confirm it is correctly packaged.
- Seal box using clear tape.

- **OUTER BOX LABEL** - Manually complete the following lines on pre-printed label on outer box:
 - “Person Responsible” and “24 hr Emergency Phone Number” line. **Responsible person from sentinel lab MUST have immediate access to phone number given during entire duration of shipment (approximately 24 hours) and must have knowledge of the contents of the shipper.**
 - Do NOT enter quantity on outside of box (as it will be reused).

- **DOT Shipper’s Declaration** – Complete the following:
 - “Person Responsible” and “24 hr Emergency Phone Number” line on pre-printed label.
 - Shipping Description:
 - In space below “UN2814 Biological Substance, Category A”, write in exact proper shipping name (technical name):
 - Suspected Category A infectious substance
 - Total Quantity - please list number of plates or tubes AND their total volume (mL or gm)
 - Complete Shipper Name Box:
 - Print Shipper Name – who actually physically packaged the Category A material
 - Signature
 - Date
 - Make 3 copies of Certification Statement
 - One copy for your lab records
 - One for NPHL – place inside pouch
 - One for Capital Express Courier – staple to Emergency Response Information Form (see below) and give directly to courier

- Make copy of all other paperwork (NPHL requisition, shipping paper, etc). **Save all shipping documents for 2 years** in NPHL Packaging and Shipping Division 6.2 Materials Notebook or other designated area.
- Staple **Emergency Response** Guide (ERI) Guide 158 or specific MSDS for *Bacillus anthracis* or *Mycobacterium tuberculosis* to DOT Shipper’s Declaration Statement and give directly to courier.
- Have Responsible person (supervisor) or other certified shipper evaluate paperwork to confirm it is correctly completed. If not correctly completed, courier will NOT accept.
- **Notify NPHL at 24/7 pager (402) 888-5588 to arrange for Capital Express exclusive courier trained in Category A shipping. Routine couriers may not be trained.**