

# Packing & Shipping Dangerous Goods

Free Virtual Two-Day Course

April 15<sup>th</sup> & 17<sup>th</sup>, 2024

## Description

Clinical and public health laboratory professionals who pack and ship Division 6.2 infectious substances and dry ice (dangerous goods) must be trained and certified. The procedures and practices highlighted in this training are based on the requirements of the International Air Transportation Association (IATA) and Department of Transportation (DOT). Participants will mark, label, package, and complete documentation for a variety of infectious substances shipments (Category A, Category B, Exempt Human Specimens) through several facilitated learning activities.

## Goal

To provide training on packing and shipping Division 6.2 infectious substances and dry ice (dangerous goods).

## Objectives

At the end of this course, you should be able to:

- List applicable regulations for transporting Division 6.2 infectious substances and dry ice.
- Recognize training requirements for transporting Division 6.2 infectious substances and dry ice.
- Determine the proper course of action for packing and shipping Division 6.2 infectious substances.
- Summarize the potential risks associated with packing and shipping infectious substances.
- Apply the key components of packing instruction 620, 650, and properly mark, label, and document Division 6.2 infectious substances and dry ice.

## Audience

This basic level course is intended for public health and clinical laboratory staff involved in any step of the packing and transport process of patient specimens or cultures.

## Instructor

**Karen G Stiles SM(ASCP)<sup>CM</sup>**

State Training Coordinator

Nebraska Public Health Laboratory

## Continuing Education

The Centers for Disease Control and Prevention, Division of Laboratory Systems, is approved as a provider of continuing education programs in the clinical laboratory sciences by the ASCLS P.A.C.E.<sup>®</sup> Program. This course is approved for 7.0 hours of P.A.C.E.<sup>®</sup> credit. P.A.C.E.<sup>®</sup> number: 288-109-24.

## Competency Examination/ Certification

After the course, all participants must complete the final examination with a score of at least 80% and an evaluation to be awarded a certificate of completion. The CDC does not certify individuals in packing and shipping dangerous goods. Individuals can only be certified by their employers. Additional training is necessary to complete certification.

## Duration and Dates

This course will be hosted virtually from 12pm – 4pm CDT on April 15<sup>th</sup> & 17<sup>th</sup>, 2024

## Registration

Course registration will occur through the online learning management system, CDC TRAIN. To register, go to [www.train.org/cdctrain](https://www.train.org/cdctrain) and create an account. Note: if you already have an existing TRAIN account (from any affiliate), creating a new account is not required. After logging in, find and select the course titled **NPHL Packing & Shipping Dangerous Goods** in the course catalog. Select the blue “+Register” button under the sessions tab and insert the registration code below.

Course link: <https://www.train.org/cdctrain/course/1101336/live-event>

The registration code for this course is: **Pack&ShipNPHL**

## Disclosure

CDC, our planners, and our presenters wish to disclose that they have no financial interests or other relationships with the manufacturers of commercial products, suppliers of commercial services, or commercial supporters.

The information and materials provided in this course are subject to constant review as regulations and requirement change. Every effort has been made to ensure accuracy. Participants should refer to applicable local, state, and federal laws and regulations. CDC, its facilitators, and its partners shall not be held responsible for any loss or damage caused by errors, omissions, misprints, or misinterpretation of the contents printed or presented during the training course sessions.

## Special Needs

In compliance with the Americans with Disabilities Act (ADA), individuals seeking special accommodation should submit their request in writing to [kstiles@unmc.edu](mailto:kstiles@unmc.edu) at least two weeks before the program.

## Questions

Please contact Karen Stiles at [kstiles@unmc.edu](mailto:kstiles@unmc.edu) for more information.

**[Two-day] Course Agenda** (all times shown in CDT)

Karen Stiles is the instructor for all lecture sessions and facilitator for all exercises.

<b>Date</b>	<b>Packing &amp; Shipping Dangerous Goods</b>
4/15/24	
12:00 pm	Overview of training agenda, materials, staff, and expectations (lecture)
12:15	Introduction to the training platform and explanation of continuing education
12:30	Session I - Review of packing & shipping regulations and requirements (lecture)
12:45	Introduction to applicable regulatory agencies (lecture)
1:15	Review of training requirements and employer certification (lecture)
1:30	Break
1:45	Session II - Introduction to the nine classes of dangerous goods and general definitions (lecture)
2:00	Analysis and discussion of infectious substance definitions and classification: Category A, Category B, and exempt materials (lecture)
2:30	Proper shipping names for infectious substances; individual naming exercise (lecture)
2:45	Break
3:00	Session III – Classification summary and review (lecture)
3:15	Introduction to IATA/ DOT classification process and decision tree (lecture)
3:30	Review and application of indicative list (lecture)
3:45	Questions and answers (Q&A)
4:00	End of day

<b>Date</b>	<b>Packing &amp; Shipping Dangerous Goods (Cont.)</b>
4/17/24	
12:00 pm	Session IV - Principles of packaging, marking, and labeling (lecture)
12:15	Discussion on key components of packing instruction 620, 650, and 954, and dry ice (exercise)
12:30	Marking and labeling infectious substance packages and dry ice (lecture)
1:00	Overpacks: what they are, when to use, how to mark and label (lecture)
1:15	Group exercise: marking and labeling an infectious substance package
1:30	Break
1:45	Session V - Shipper's declaration, air waybill, and itemized list of contents (lecture)
2:00	How to complete the shipper's declaration for a Category A shipment (lecture)
2:15	Required information on air waybill (for Category B) and itemized list of contents (lecture)
2:30	Class activity: Completing a shipper's declaration
2:45	Hands-on packaging, marking/labeling, and documentation exercise (exercise)
3:00	Break
3:15	Session VI - Facilitated group discussions of the risks associated with shipping
3:30	Instructor-led question and answer session (Q&A)
3:45	Final examination on CDC TRAIN
4:00	Adjourn