



# INSTRUCTIONS FOR **SPECIMEN PACKAGING**



# STEP 1: TIGHTEN THE SPECIMEN LID



MAKE SURE THE LID OF THE CONTAINER IS **TIGHTLY SEALED**. TO ASSURE THE INTEGRITY OF THE SPECIMEN IS MAINTAINED. THE LID WILL **CLICK** WHEN IT HAS BEEN TIGHTENED CORRECTLY.



## STEP 2: PLACE INTEGRITY SEAL OVER CONTAINER



THIS STICKER WILL INSURE THAT THE SPECIMEN HAS TAMPERED WITH PRIOR TO THE ARRIVAL AT THE LAB.

<b>Integrity Seal</b> <b>Do Not Tamper</b>	_____ DONOR IDENTIFICATION # _____	
	_____ DONOR'S INITIALS _____	_____ DATE _____
	_____ COLLECTOR'S SIGNATURE _____	



# STEP 3: PLACE SPECIMEN IN BIO HAZARD BAG



INSERT SPECIMEN INTO THE LONGER POUCH AND THE REQUISITION FORM INTO THE SMALLER OUTSIDE POCKET.



PLEASE CONFIRM THAT: - **REQUISITION FORM IS FILLED OUT**  
- **SPECIMENS ARE IDENTIFIED PROPERLY.**  
- **PATIENTS NAME ON THE SPECIMEN AND REQUISITION FORM MATCH.**



## STEP 4: SEAL SPECIMEN BAG



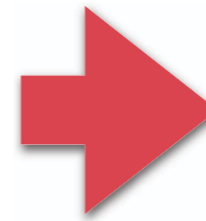
USE THE ADHESIVE TAPE LOCATED AT THE TOP OF THE BIO HAZARD BAG TO SEAL FOR TRANSPORTATION.



# STEP 5: PREPARATION FOR SHIPPING



USING THE BOX PROVIDED BY AMMON ANALYTICAL LABORATORY PLACE **THE DAYS WORTH OF SPECIMENS** INSIDE THE BOX.



EACH LARGE CLINICAL BOX **HOLDS UP TO 18 SPECIMEN BAGS**. PLEASE MAKE SURE TO FILL EVERY BOX TO MAXIMUM CAPACITY.

# STEP 6: APPLY SHIPPING STICKER TO THE BOX



CHECK THE BOX TO MAKE SURE IT IS TIGHTLY SECURED TO PREVENT THE PACKAGE FROM OPENING WHILE BEING SHIPPED.

