

OREGON DEPARTMENT OF CORRECTIONS
Operations Division
Health Services Section Policy and Procedure #P-D-04.11

SUBJECT: COLLECTION AND TRANSPORT OF LAB SPECIMENS FOR
OREGON STATE HEALTH DEPARTMENT LABORATORY

POLICY: Laboratory specimens are obtained, safely packaged and transported to the Oregon State Health Department laboratory for the purpose of testing.

REFERENCE: NCCHC Standard P-D-04, Diagnostic Services
OAR 437 Division 2: Subdivision Z: 1910-1030

PROCEDURE:

A. Tests performed by the Oregon State Health Department are:

RPR
HIV
TB Sputum Smear and Culture

B. Equipment needed:

Biohazard Mailers
7 ml red top tubes
Sputum receptacles
Transport bag (Pre-addressed or orange/opaque plastic)
Appropriate requisitions
Appropriate venipuncture supplies (see Policy and Procedure #P-D-04.10)

C. With the exception of HIV specimens, all specimens must be labeled with the patient's full name, SID number and the specimen collection date, and must be accompanied by the appropriate completed request form.

D. For appropriate request forms and specimen specification, refer to the Oregon State Health Department Laboratory Guide to Services Manual

E. Supplies to perform routine specimen collection, request forms and mailing supplies may be obtained from the Oregon State Health Department Laboratory.

F. All specimens must be sent in mailers (addressed cardboard cylinders) placed in transport bags with the requisition and specimen included. More than one (but no more than four) specimens can be sent in a single mailer. Mailer will be sent to the laboratory in an orange biohazard mailing bag provided by the state laboratory.

G. Specimens should be mailed or sent by courier as soon as possible after collection.

Effective Date: _____

Revision date: April 2007

Supersedes P&P dated: March 2006