

Shipping Biological Specimens

- This guideline applies to any employee who prepares biological materials for shipment, or is responsible for receiving shipments of potentially biohazardous materials. Refer to specific laboratory and institutional policies and procedures for more information.

1. Classes of Specimen Types

- Infectious Substances (Category A Infectious Substances)
 - An infectious substance which is transported in a form that, when exposure to it occurs, is capable of causing permanent disability, life-threatening or fatal disease in otherwise healthy humans or animals. Infectious substances meeting these criteria that cause disease in humans and/or animals, must be assigned UN 2814. Infectious substances which cause disease only in animals must be assigned UN 2900.
- Diagnostic Specimens (Category B Infectious Substances)
 - An infectious substance that does not meet the criteria for inclusion in Category A. Category B infectious substances are shipped with the proper shipping name “Biological Substance, Category B” and assigned to UN 3373.

2. Procedure for Packaging and Shipment of Biological Specimens

- The following are not subject to IATA or DOT shipping regulations:
 - Materials that do not contain pathogens or only contains inactivated/neutralized pathogens.
 - Environmental samples that do not pose a significant threat of infection (i.e., food, water soil or dust samples).
 - Dried blood spots, or fecal occult screening tests.
 - Blood or blood components collected for the purpose of transfusion.
 - Tissue or organs used for transplantation.
 - Patient specimens with no or minimal likelihood that pathogens are present.
- For packing instructions for Infectious Substances (Category A Infectious Substances) and Diagnostic Specimens (Category B Infectious Substance) please refer to laboratory specific procedures.
- For additional packaging and shipping guidelines and a listing of Category A Infectious Substances, please refer to the University of Michigan OSEH guidelines regarding the [Safe Transportation of Biologics \(DOT/IATA Dangerous Goods\)](#)

3. Labeling of Shipping Containers

- All shipping containers containing biological samples of any category must have the following phrases and/or label:



“THIS SIDE UP”

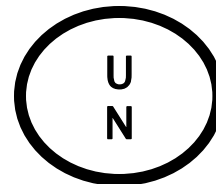
or

“THIS END UP”

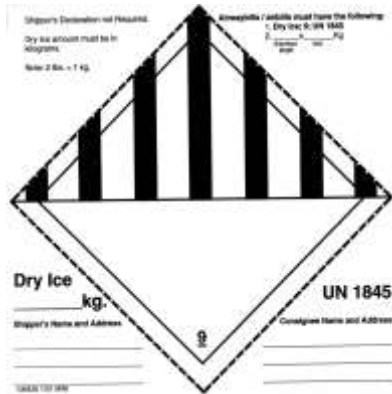
- Biological Substance Category B requires the following label:



- Infectious Substance Category A requires the following labels:



- The use of dry ice requires the following label:



- When shipping dangerous goods the following manifest must accompany the shipment:

SHIPPER'S DECLARATION FOR DANGEROUS GOODS							
Shipper		Air Waybill No.					
Consignee		Page of Pages Shipper's Reference Number (optional)					
<p>Two completed and signed copies of this Declaration must be handed to the operator.</p> <p>TRANSPORT DETAILS</p> <p>This shipment is within the limitations prescribed for: (delete non-applicable)</p> <table border="1"> <tr> <td>PASSENGER AND CARGO AIRCRAFT</td> <td>CARGO AIRCRAFT ONLY</td> </tr> </table> <p>Airport of Departure:</p> <p>Airport of Destination:</p>		PASSENGER AND CARGO AIRCRAFT	CARGO AIRCRAFT ONLY	<p>WARNING</p> <p>Failure to comply in all respects with the applicable Dangerous Goods Regulations may be in breach of the applicable law, subject to legal penalties.</p> <p>Shipment type: (delete non-applicable) <input type="checkbox"/> NON-RADIOACTIVE <input type="checkbox"/> RADIOACTIVE</p>			
PASSENGER AND CARGO AIRCRAFT	CARGO AIRCRAFT ONLY						
NATURE AND QUANTITY OF DANGEROUS GOODS							
Dangerous Goods Identification							
UN or ID No.	Proper Shipping Name	Class or Division (Subsidiary Risk)	Packing Group	Quantity and type of packing	Packing Inst.	Authorization	
Additional Handling Information							
<p>I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labelled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. I declare that all of the applicable air transport requirements have been met.</p>						<p>Name/Title of Signatory</p> <p>Place and Date</p> <p>Signature (use indelible ink)</p>	

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- For all other labeling specifications and requirements refer to University of Michigan Occupational Safety and Environmental Health Guideline for the [Safe Transportation of Biologics \(DOT/IATA Dangerous Goods\)](#).

4. Training for Shipping Biological Specimens

- Training will be conducted by UH Safety Management Services according to the appropriate guidelines established via DOT and IATA utilizing the training materials at the following site: [UMHHC Department of Transportation \(DOT\) Training](#)

References

University of Michigan Occupational Safety and Environmental Health Guideline for the [Safe Transportation of Biologics \(DOT/IATA Dangerous Goods\)](#).
[UMHHC Department of Transportation \(DOT\) Training](#)

Approved by: _____



Craig Newman, MS, MBA, MT(ASCP)
Administrative Coordinator

Date: January 1, 2008

Reviewed by: _____



Brenda Schroeder, BS, MT, CHSP
Administrative Coordinator

Date: July 16, 2008