



Test Code 2040 COVID-19 PCR Sampling Protocol

SAMPLE COLLECTION AND SHIPPING PROTOCOL FOR ENVIRONMENTAL SAMPLES ONLY

PLEASE RETURN THIS SIGNED PROTOCOL WITH CHAIN OF CUSTODY AND SAMPLES.

The samples enclosed are verified to be from **POST CLEANING ENVIRONMENT ONLY.**

Sampled by: _____

Signature _____ Date: _____

Samples received without this signed form will not be processed and rejected for lab safety reasons.

1. Use appropriate PPE (personnel protective equipment) before sampling the locations.
2. Sample appropriate area using the viral swab provided.
3. Immediately after sampling, place the swab in the viral transport media provided and break off the swab at the scoring mark. Discard the broken swab handle.
4. **Tightly** close the viral transporter swab tube with swab inside.
5. Wipe the outside of viral transporter system (VTS) with alcohol wipe. Label the tube to match the corresponding sampling location.
6. Place all the VTS in a clean zip lock bag provided and seal tightly.
 - Wipe down the zip lock bag with alcohol wipe.
7. Place the sealed zip lock bag inside of another clean zip lock bag and seal.
 - Wipe down the zip lock bag with alcohol wipe.
8. Place the sealed zip lock bag with VTS swab and packing material in the orange cooler and close.
9. **Place the biohazard label PROVIDED on the zip lock bag.**
10. Place the orange cooler in the box provided.
 - Place the ice packs inside a separate zip lock bag before placing in the orange cooler.
 - Place the ice pack inside the orange cooler. **DO NOT** place the ice pack outside the orange cooler.
11. Place the chain of custody and **this signed form** inside a separate zip lock bag in the box along with the orange cooler.
12. Tape and seal the box making sure it's sealed properly. Any damaged OR leaking boxes will be rejected and not processed.

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All COVID-19 samples must be sent to the Virginia laboratory location.

Please contact Manju Pradeep, Laboratory Supervisor, at manju@aerobiology.net

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