

Those who work with or transport COVID-19 specimens must have completed General Lab Safety (GLS), Bloodborne Pathogens (BBP) and Principles of Biosafety (BIO) training and have knowledge of emergency procedures in the event of an accident or spill.

HOW TO PACK THE SPECIMENS

- Packing/unpacking of infectious specimens (blood, urine, respiratory secretions, unfixed tissue) must proceed inside a certified Biosafety Cabinet.
- Wear appropriate PPE for preparation and transport inside the laboratory (lab coat, gloves, eye protection).
- Place materials in a leak-proof container that can be sealed.
- Close the primary container with a tightly fitted cap or lid, seal it with Parafilm™ or laboratory tape.
- Label the primary container.
- Wrap each primary sample tube with enough absorbent material to absorb all of the liquid from the samples.
- Place the primary samples in the secondary container and label it with a biohazard symbol.
- Suitable secondary containers can include a plastic specimen bag with a zip closure or plastic container with a fitted lid.
- Decontaminate the outside of the secondary container using a disinfectant wipe before leaving the laboratory.
- Place the secondary container into a plastic bag.

WHAT IF THE SAMPLES MUST BE KEPT COLD OR FROZEN?

- Use cold packs or wet ice for temperature control during short-term transfers. Place wet ice in a sealed plastic bag or leak-proof container to prevent water leakage.
- Use special diagnostic shipping containers for frozen samples to maintain low temperature without the use of dry ice. If dry ice must be used, place it in an insulated, gas-venting container.

HOW TO TRANSPORT INSIDE OR BETWEEN BUILDINGS ON CAMPUS

- Follow the packing instructions described above.
- Use a cart or a courier tote when moving between buildings.
- Do not wear laboratory PPE through the public

locations while transporting the specimens. Bring additional PPE with you on the cart, if needed.

- Use freight elevators, if possible.

WHAT ARE THE REQUIREMENTS TO TRANSPORT OFF CAMPUS IN A PRIVATE OR UNIVERSITY VEHICLE?

- If using a university vehicle, personnel transporting the materials must be authorized to use university vehicles and carry a valid driver's license.
- If transported by private vehicle, the vehicle used must be for direct and exclusive transport of the sample to the destination (no other stops permitted).
- Proper containment and packaging must be used (see packaging requirements above).
- Do not transport biological materials by public tram, shuttle, or taxi between campuses or on public roads.

Note: Laboratories receiving COVID-19 materials must have prior approval from their School or Division and the Institutional Biosafety Committee (IBC) for the transfer, storage and work with these materials.

Shipment of Biological Materials and/or Dry Ice Training (BHS) is required for those who package materials for shipment and transportation to off campus locations.

- Register for BHS: <https://ehs.usc.edu/training/registration/>
- Contact USC Biosafety: biosafety@usc.edu

RESOURCES

USC EHS Guide Sheet Research Involving SARS-CoV-2 Specimens - <http://tiny.cc/usc-bsl2-sars-cov>

USC EHS Guide Sheet Transport of Biological Materials - <http://tiny.cc/usc-ehs-transprt-bio>

CDC's Interim Laboratory Biosafety Guidelines. Specimen Packing and Shipping - <http://tiny.cc/cdc-bio-specimenpack>

49 CFR Parts 171-180 Hazardous Materials Regulations 171.1 (d), Ground transport of hazardous materials <https://ecfr.io/Title-49/pt49.2.171>

