

SPECIMEN SUBMISSION GUIDELINES
Department Of Laboratory Diagnostics And Monitoring
Walter Reed Army Institute Of Research
HIV Diagnostics and Reference Laboratory

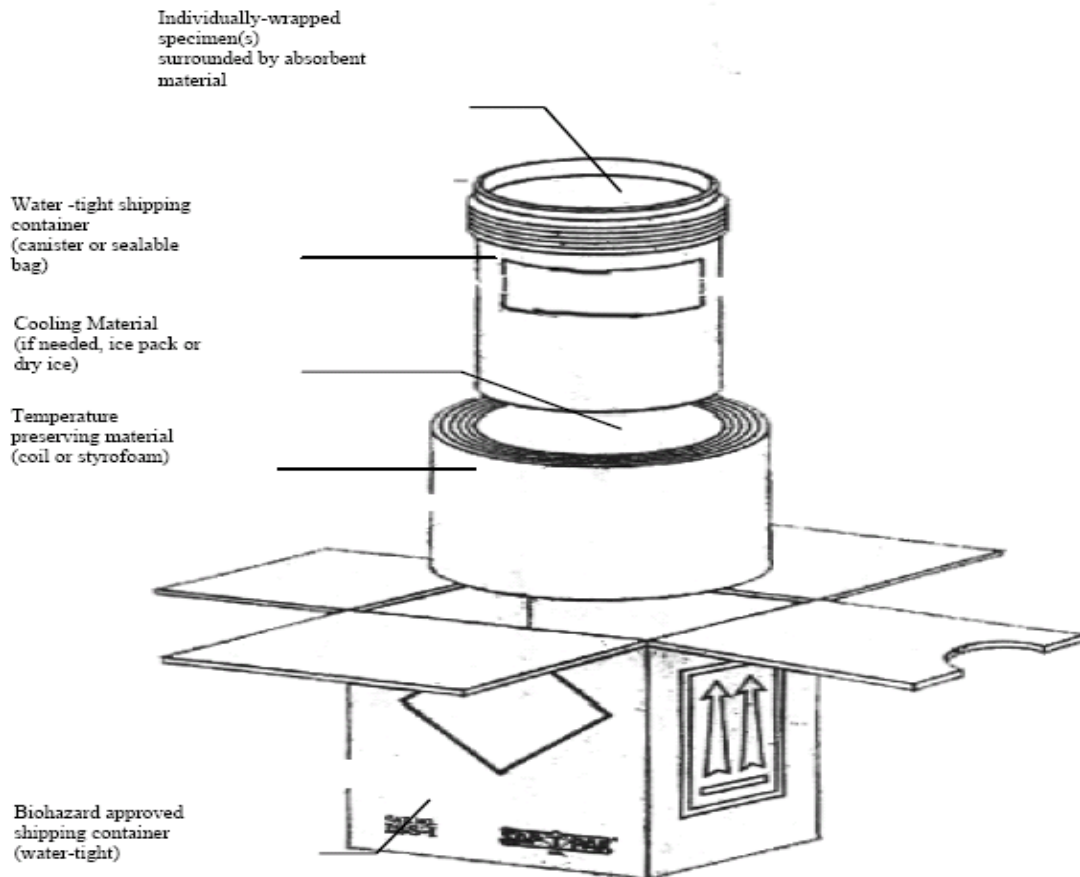
PACKAGING AND SHIPMENT OF SPECIMEN

DO NOT SEND SPECIMENS TO ARRIVE ON WEEKENDS OR FEDERAL HOLIDAYS.

Sites submitting specimens must comply with all applicable Federal and State regulations concerning shipment for diagnostic substances. Minimum requirements for packaging and shipping follow:

- A. Package sample in a watertight primary container and secondary container.
- B. Surround individually wrapped specimens with enough absorbent material to contain spillage.
- C. Wrap all vials individually to avoid contact.
- D. Place request forms within the container, preferably in a waterproof sleeve, but separate from the tubes.
- E. Label container and ship specimens according to applicable guidelines for diagnostic shipment of specimens.
- F. Mail to: **9100 Brookville Road, BLDG 508, Silver Spring, MD 20910**
- G. **FAX A FEDEX TRACKING AND/OR INVOICE NUMBER TO ENSURE ALL SHIPMENTS ARE RECEIVED.**

Note: If you would like your shipping boxes returned to your site, please enclose a prefilled FedEx or address slip with FedEx billing information and material to cover hazardous warnings.



DELETION OR SUBSTITUTION OF ANY REQUIRED COMPONENTS MAY RENDER
PACKAGES ILLEGAL FOR SHIPPING INFECTIOUS SUBSTANCES

Shipping Address: 9100 Brookville Road* BLDG. 508 * Silver Spring * MD 20910

Tel: 301-319-3123* Fax: 301-319-3502