

	POLICIES & PROCEDURES Number: 20-130 Title: Specimen transport
Authorization: <input checked="" type="checkbox"/> SHR Infection Prevention & Control Committee <input type="checkbox"/> Facility Board of Directors	Source: Infection Prevention & Control Date Initiated: June 5, 2001 Date Reaffirmed: June, 2003 Date Revised: December, 2006 Scope: SHR Agencies & Affiliates

Introduction

All blood and body fluids are considered potentially infectious.

Policy

1. All specimens shall be placed in a tightly sealed container and placed in a plastic bag prior to transport.
2. Specimen containers should not contain needles, scalpels or other sharps.

Purpose

1. To protect the porter of the specimen and the environment from contamination.
2. To protect the receiving department from exposure to potentially infectious blood and body fluid.

Procedure

1. After collection, ensure labeled specimen container is securely closed.
2. Check that the outside of the specimen container is free from body fluids. If not, cleanse with alcohol, hospital disinfectant or 1:100 household bleach solution prior to bagging.
3. Bag and seal. Do not enclose requisition in the bag.
4. When sending specimens via the pneumatic tube system samples must be:
 - properly labeled with two identifiers and accompanied by the requisition.
 - placed in a plastic bag and closed.

Send only two blood culture bottles per bullet.

5. Samples that cannot be sent in the pneumatic tube system include the following:
 - TB cultures
 - CSF specimens
 - samples in containers with specimen traps (i.e., nasal pharyngeal suction still in the trap container)
 - formalin containing specimens

For further details, please refer to the Laboratory Services Manual.

6. Specimens should not be stored in the same refrigerator as medications and food.

Reference:

1. Saskatoon Health Region Laboratory Manual