### Procedure:
Transport/shipment of specimens

### Ship to:
Francis I. Proctor Foundation/UCSF
Microbiology and Molecular Diagnostic Laboratory
95 Kirkham St, room 302
San Francisco, CA  94143-0944

### Sample volume:
0.1cc or more of undiluted ocular fluid with no additives

### Storage guidelines:
Store sample frozen at -20 or below pending transport.

### Optimum Transport:
Overnight, FROZEN on dry ice –DO NOT SHIP ON FRIDAYS

### Packaging:
1. Transfer sample into a sterile 1.5ml eppendorf tube or if you must send a syringe, remove needle & cap the syringe (DO NOT REMOVE PLUNGER). LABEL SAMPLE WITH PATIENT’S NAME
2. Put this in a break proof watertight secondary receptacle (50 ml conical tube) and place absorbent material between the primary and secondary receptacle
3. Place in a Styrofoam box with 2-3 kg of dry ice. An outer cardboard box should be used for the final outer layer. Dry ice is a dangerous good and must always be declared by marking, labeling and documentation.

### Shipping:
4. Ship samples as “DIAGNOSTIC SPECIMENS” UN 3373
5. FOLLOW SHIPPING GUIDELINES AVAILABLE AT YOUR INSTITUTION

### Documents:
A completed specimen requisition form and billing/insurance form must be received before tests can be run.

### Questions:
Call (415) 476-4584 or Fax (415) 514-2158

---

Rev 3/07, 9/12